

City of Lake Stevens Mission Statement



The City of Lake Stevens' mission is not only to preserve the natural beauty that attracted so many of its citizens, but to enhance and harmonize with the environment to accommodate new people who desire to live here. Through shared, active participation among Citizen, Mayor, Council, and City Staff, we commit ourselves to quality living for this and future generations.

Growth in our community is inevitable. The City will pursue an active plan on how, when, and where it shall occur to properly plan for needed services, ensure public safety, and maintain the unique ambience that is Lake Stevens.



CITY COUNCIL REGULAR MEETING AGENDA
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street NE, Lake Stevens
Monday, March 12, 2012 - 7:00 p.m.

NOTE: **WORKSHOP ON VOUCHERS AT 6:45 P.M.**

CALL TO ORDER: 7:00 p.m.
Pledge of Allegiance

ROLL CALL:

GUEST BUSINESS:

CONSENT AGENDA: *A. Approve March 2012 vouchers. Barb
*B. Approve minutes of February 27, 2012 regular Council meeting. Norma

ACTION ITEMS: *A. First and final reading of Ordinance No. 869, 2012 budget amendment. Barb
*B. Approve Interlocal Cooperative Purchasing Agreement with City of Seattle. Barb
*C. Approve AquaTechnex LLC Amendment #2 for the Eurasian Watermilfoil Control Program. Mick

DISCUSSION ITEMS:

COUNCIL PERSON'S BUSINESS:

MAYOR'S BUSINESS:

STAFF REPORTS:

INFORMATION ITEMS:

Lake Stevens City Council Regular Meeting Agenda

March 12, 2012

**EXECUTIVE
SESSION:**

ADJOURN:

* ITEMS ATTACHED	** ITEMS PREVIOUSLY DISTRIBUTED	# ITEMS TO BE DISTRIBUTED
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THE PUBLIC IS INVITED TO ATTEND

Special Needs

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Steve Edin, City of Lake Stevens ADA Coordinator, (425) 377-3227, at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, (800) 833-6384, and ask the operator to dial the City of Lake Stevens City Hall number.

NOTICE:

All proceedings of this meeting are audio recorded, except Executive Sessions

**BLANKET VOUCHER APPROVAL
 2012**

We, the undersigned Council members of the City of Lake Stevens, Snohomish County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers have been approved for payment:

Payroll Direct Deposits	905447-905511	\$119,813.33
Payroll Checks	33140-33151	\$6,614.98
Claims	33152-33230	\$132,206.58
Electronic Funds Transfers	431-436	\$140,501.27
Void Checks	33148, 33139	(\$1,658.43)
Tax Deposit(s)	3/1/2012	\$42,417.51
Total Vouchers Approved:		\$439,895.24

This 12th day of March 2012:

 Mayor

 Councilmember

 Finance Director

 Councilmember

 Councilmember

 Councilmember



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Direct Deposit Register

02-Mar-2012

Wells Fargo - AP

Lake Stevens

Direct Deposits to Accounts

02-Mar-2012	<u>Vendor</u>	<u>Source</u>	<u>Amount</u>	<u>Draft#</u>	<u>Bank Name</u>	<u>Transit</u>	<u>Account</u>
12112	AFLAC	C	\$2,027.94	431	Wells Fargo	121000248	4159656917
101	Assoc. Of Washington Cities	C	\$81,316.24	432	Wells Fargo	121000248	4159656917
9407	Department of Retirement (Pers	C	\$50,835.90	433	Wells Fargo	121000248	4159656917
9408	NATIONWIDE RETIREMENT SOL	C	\$848.25	434	Wells Fargo	121000248	4159656917
1418	Standard Insurance Company	C	\$4,994.44	435	Wells Fargo	121000248	4159656917
9405	Wash State Support Registry	C	\$478.50	436	Wells Fargo	121000248	4159656917
Total:			\$140,501.27		Count:	6.00	

Direct Deposit Summary

<i>Type</i>	<i>Count</i>	<i>Total</i>
C	6	\$140,501.27

Pre-Note Transactions

Detail Check Register

29-Feb-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount		
33152	01-Mar-12	13431	Jonathan Stevens			\$645.00
2012			2012 Boot and Clothing Allowance	\$645.00	\$0.00	\$645.00
001010576802600			Parks - Clothing	\$215.00		
101016542002600			Street Fund - Clothing	\$215.00		
410016542402600			Storm Water-Clothing	\$215.00		
33153	01-Mar-12	13199	Justin Evans			\$645.00
2012			2012 Boot and Clothing Allowance	\$645.00	\$0.00	\$645.00
001010576802600			Parks - Clothing	\$215.00		
101016542002600			Street Fund - Clothing	\$215.00		
410016542402600			Storm Water-Clothing	\$215.00		
33154	01-Mar-12	12512	KEVIN WOMACK			\$645.00
2012			2012 Boot and Clothing Allowance	\$645.00	\$0.00	\$645.00
001010576802600			Parks - Clothing	\$215.00		
101016542002600			Street Fund - Clothing	\$215.00		
410016542402600			Storm Water-Clothing	\$215.00		
33155	01-Mar-12	13716	Mike Bredstrand			\$645.00
2012			2012 Boot and Clothing Allowance	\$645.00	\$0.00	\$645.00
001010576802600			Parks - Clothing	\$215.00		
101016542002600			Street Fund - Clothing	\$215.00		
410016542402600			Storm Water-Clothing	\$215.00		
33156	01-Mar-12	13622	Monte L Ervin			\$645.00
2012			2012 Boot and Clothing Allowance	\$645.00	\$0.00	\$645.00
001010576802600			Parks - Clothing	\$215.00		
101016542002600			Street Fund - Clothing	\$215.00		
410016542402600			Storm Water-Clothing	\$215.00		
33157	01-Mar-12	13237	Rex Ubert			\$645.00
2012			2012 Boot and Clothing Allowance	\$645.00	\$0.00	\$645.00
001010576802600			Parks - Clothing	\$215.00		
101016542002600			Street Fund - Clothing	\$215.00		
410016542402600			Storm Water-Clothing	\$215.00		
33158	01-Mar-12	11856	Robin Newman			\$645.00
2012			2012 Boot and Clothing Allowance	\$645.00	\$0.00	\$645.00
001010576802600			Parks - Clothing	\$215.00		
101016542002600			Street Fund - Clothing	\$215.00		
410016542402600			Storm Water-Clothing	\$215.00		
33159	01-Mar-12	13717	Seth Waltz			\$645.00
2012			2012 Boot and Clothing Allowance	\$645.00	\$0.00	\$645.00

Detail Check Register

29-Feb-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001010576802600			Parks - Clothing	\$215.00	
101016542002600			Street Fund - Clothing	\$215.00	
410016542402600			Storm Water-Clothing	\$215.00	
33160	01-Mar-12	13429	Trevor Mann		\$645.00
2012			2012 Boot and Clothing Allowance	\$645.00	\$0.00
					\$645.00
001010576802600			Parks - Clothing	\$215.00	
101016542002600			Street Fund - Clothing	\$215.00	
410016542402600			Storm Water-Clothing	\$215.00	
Total Of Checks:					\$5,805.00

Detail Check Register

02-Mar-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
33161	02-Mar-12	13824	Wash Teamsters Welfare Trust		\$1,256.31
03/01/2012		Insurance Premiums		\$1,256.31	\$0.00
001010576802000		Parks - Benefits		\$48.86	
101016542002000		Street Fund - Benefits		\$537.42	
410016542402000		Storm Water - Benefits		\$670.03	
			Total Of Checks:		\$1,256.31

Detail Check Register

08-Mar-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
33162	12-Mar-12	13328	ACES		\$569.00
8557			DOSH facility inspection	\$569.00	\$0.00
					\$569.00
001003517620000			Admin. Safety program	\$134.28	
101016517620000			safety program	\$252.64	
410016517620000			safety program	\$182.08	
33163	12-Mar-12	12921	ADVANTAGE BUILDING SERVICES		\$223.03
11/2005			Reainage Reimb - Advantage	\$223.03	\$0.00
					\$223.03
621000586000005			Janitorial Retainage Reimb	\$223.03	
33164	12-Mar-12	105	Assoc. Of Washington Cities		\$80.00
CNF#996-33975			Annual Labor Relations Conf	\$80.00	\$0.00
					\$80.00
001003516104101			Human Resources-Staff Developm	\$80.00	
33165	12-Mar-12	12187	AUCKLAND ENTERPRISES		\$675.00
544			Dangerous Tree Removal	\$675.00	\$0.00
					\$675.00
410016542404800			Storm Water - Repairs & Maint.	\$675.00	
33166	12-Mar-12	13921	Bill Trimm FAICP		\$9,143.75
2012-02			Prof services	\$4,550.00	\$0.00
					\$4,550.00
001007558804111			Planning-Economic Development	\$4,550.00	
2012-1			Professional services	\$4,593.75	\$0.00
					\$4,593.75
001007558804111			Planning-Economic Development	\$4,593.75	
33167	12-Mar-12	174	Bills Blueprint		\$48.87
452268			Laminating	\$48.87	\$0.00
					\$48.87
001007558003200			Planning-Operating Costs	\$48.87	
33168	12-Mar-12	179	Blumenthal Uniforms		\$221.44
920261			Lorentzen/Uniform Shirts	\$221.44	\$0.00
					\$221.44
001008521002600			Law Enforcment Clothing	\$221.44	
33169	12-Mar-12	11952	Carquest Auto Parts Store		\$348.06
2421-171829			LOF on PW26	\$277.55	\$0.00
					\$277.55
101016542004800			Street Fund - Repair & Mainten	\$277.55	
2421-171937			Oil and filters	\$70.51	\$0.00
					\$70.51
101016542004800			Street Fund - Repair & Mainten	\$70.51	
33170	12-Mar-12	13776	Chris L Griffen		\$300.00
120381834			Public defender svcs	\$300.00	\$0.00
					\$300.00

Detail Check Register

08-Mar-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001013512800000			Court Appointed Attorney Fees	\$300.00	
33171	12-Mar-12	276	City Of Lake Stevens		\$35.05
1160			Retainage - New Chapter	\$35.05	\$0.00 \$35.05
001007558004100			Planning - Professional Servic	\$1.15	
001007559004100			Building Department - Professi	\$1.15	
001008521004100			Law Enforcement - Professional	\$20.10	
001013519904100			General Government - Professio	\$5.75	
001013555504100			Community Center - Cleaning	\$4.60	
101016542004100			Street Fund - Professional Ser	\$1.15	
410016542404101			Storm Water - Professional Ser	\$1.15	
33172	12-Mar-12	296	Code Publishing Co.		\$273.75
40078			Municipal code publishing	\$273.75	\$0.00 \$273.75
001003514104100			City Clerks-Professional Servi	\$273.75	
33173	12-Mar-12	13030	COMCAST		\$81.90
02/12 0808840			Communications - shop	\$81.90	\$0.00 \$81.90
101016542004200			Street Fund - Communications	\$40.95	
410016542404200			Storm Water - Communications	\$40.95	
33174	12-Mar-12	13030	COMCAST		\$116.90
02/12 0827887			Traffic signal control	\$116.90	\$0.00 \$116.90
101016542640000			Street Fund - Traffic Control	\$116.90	
33175	12-Mar-12	13757	Comdata Corporation		\$2,622.01
20162278			Fuel	\$2,622.01	\$0.00 \$2,622.01
001003518103200			IT - Fuel	\$50.68	
001007559003101			Building Department - Operatin	\$112.78	
101016542003200			Street Fund - Fuel	\$1,229.28	
410016542403200			Storm Water - Fuel	\$1,229.27	
33176	12-Mar-12	13840	Confirmdelivery.com		\$109.70
05312459			passport mailing supplies	\$109.70	\$0.00 \$109.70
001008521003100			Law Enforcement - Office Suppl	\$109.70	
33177	12-Mar-12	91	Corporate Office Supply		\$792.81
125815i			Highlighter/glue/folders	\$184.50	\$0.00 \$184.50
001007558003100			Planning - Office Supplies	\$184.50	
125816i			Toner for shop laser printer	\$158.45	\$0.00 \$158.45
101016542003101			Street Fund Office Supplies	\$158.45	
125946i			Supplies	\$66.08	\$0.00 \$66.08

Detail Check Register

08-Mar-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
101016542003101			Street Fund Office Supplies	\$66.08	
125952i			Supplies	\$130.10	\$0.00
101016542003101			Street Fund Office Supplies	\$130.10	
125986i			Supplies	\$43.21	\$0.00
001008521003100			Law Enforcement - Office Suppl	\$43.21	
126012i			Markers, Laminate/Highlighter	\$72.12	\$0.00
101016542003102			Street Fund Operating Costs	\$72.12	
126033i			monitor stand	\$33.55	\$0.00
001008521003100			Law Enforcement - Office Suppl	\$33.55	
126153i			Supplies	\$104.80	\$0.00
001003516103100			Human Resources-Office Supplie	\$37.95	
001013519903100			General Government - Operating	\$66.85	
33178	12-Mar-12	13027	DEPARTMENT OF LICENSING		\$378.00
14843-51921			Weapons permits	\$378.00	\$0.00
633008586000000			Gun Permit - State Remittance	\$378.00	
33179	12-Mar-12	13782	Department of Revenue		\$165.37
3109-2011-Qtr4			Credit Card bank fees Q4.2011	\$165.37	\$0.00
001003514104901			City Clerk-Misc CC Fees (DOL)	\$165.37	
33180	12-Mar-12	12800	DEPT OF CORRECTIONS		\$227.11
MCC459 0112			Repair & Maint	\$227.11	\$0.00
101016542004800			Street Fund - Repair & Mainten	\$227.11	
33181	12-Mar-12	473	Electronic Business Machines		\$82.18
073829			copier maint	\$82.18	\$0.00
001007558004800			Planning - Repairs & Maint.	\$41.09	
101016542004800			Street Fund - Repair & Mainten	\$41.09	
33182	12-Mar-12	505	Everett Stamp Works		\$33.34
5586			Stamp	\$33.34	\$0.00
001003514103100			City Clerks-Office Supplies	\$33.34	
33183	12-Mar-12	12711	EVERGREEN SECURITY SYSTEMS		\$64.30
26306			Battery	\$64.30	\$0.00
001008521004800			Law Enforcement - Repair & Mai	\$64.30	

Detail Check Register

08-Mar-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount		
33184	12-Mar-12	13468	Feldman & Lee			\$5,250.00
02/2012			Public defender svcs 02/2012	\$5,250.00	\$0.00	\$5,250.00
001013512800000			Court Appointed Attorney Fees	\$5,250.00		
33185	12-Mar-12	13926	Fishers Towing			\$1,194.60
6069			Impound Towing	\$298.65	\$0.00	\$298.65
001008521003104			Law Enforcement-Operating Cost	\$298.65		
6301			Impound Towing	\$298.65	\$0.00	\$298.65
001008521003104			Law Enforcement-Operating Cost	\$298.65		
6310			Impound Towing	\$298.65	\$0.00	\$298.65
001008521003104			Law Enforcement-Operating Cost	\$298.65		
6311			Impound Towing	\$298.65	\$0.00	\$298.65
001008521003104			Law Enforcement-Operating Cost	\$298.65		
33186	12-Mar-12	13764	Frontier			\$75.45
02/13/12			Communications	\$75.45	\$0.00	\$75.45
001013519904200			General Government - Communica	\$25.15		
101016542004200			Street Fund - Communications	\$25.15		
410016542404200			Storm Water - Communications	\$25.15		
33187	12-Mar-12	13925	GameTime			\$744.42
805821			Baker Vista Park Play Tube replace	\$744.42	\$0.00	\$744.42
001010576804800			Parks - Repair & Maintenance	\$744.42		
33188	12-Mar-12	13785	Group Health Coop			\$65.00
64003893			Occ Health DOT Physical	\$65.00	\$0.00	\$65.00
101016542004100			Street Fund - Professional Ser	\$32.50		
410016542404101			Storm Water - Professional Ser	\$32.50		
33189	12-Mar-12	13500	HB Jaeger Co LLC			\$98.51
127707/1			Shrink wrap	\$98.51	\$0.00	\$98.51
410016542403102			Storm Water - Operating Costs	\$98.51		
33190	12-Mar-12	13509	Industrial Supply, Inc			\$184.17
492952			Bibbs, Class 3 Flexothane	\$74.24	\$0.00	\$74.24
101016542002600			Street Fund - Clothing	\$37.12		
410016542402600			Storm Water-Clothing	\$37.12		
492953			Boots	\$109.93	\$0.00	\$109.93

Detail Check Register

08-Mar-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount
101016542002600			Street Fund - Clothing	\$54.96
410016542402600			Storm Water-Clothing	\$54.97
33191	12-Mar-12	12648	IRON MOUNTAIN QUARRY LLC	\$35.36
0201039			7 yards of 5/8 minus and 1 yard of 1.	\$35.36 \$0.00 \$35.36
101016542004800			Street Fund - Repair & Mainten	\$35.36
33192	12-Mar-12	13327	Jennifer Anderson	\$416.66
Mar 2012			March 2012 Dep Care Reimb	\$416.66 \$0.00 \$416.66
001000281000000			Payroll Liabilities	\$416.66
33193	12-Mar-12	13863	Johns Cleaning Service	\$65.43
792			Uniform cleaning	\$65.43 \$0.00 \$65.43
001008521002600			Law Enforcment Clothing	\$65.43
33194	12-Mar-12	812	Kesselring Gun Shop	\$1,437.88
31819			Officer Nelson/Gun Buyback	\$433.32 \$0.00 \$433.32
001008521003105			Operating-Staff Purchases	\$433.32
31820			Officer Planalp/Gun Buy Back	\$433.32 \$0.00 \$433.32
001008521003105			Operating-Staff Purchases	\$433.32
32144			Gun Buyback/Officer Lambier	\$571.24 \$0.00 \$571.24
001008521003105			Operating-Staff Purchases	\$571.24
33195	12-Mar-12	852	Lake Stevens Journal	\$77.05
76823			Advertising - legal LS2011-8	\$36.85 \$0.00 \$36.85
001007558004400			Planning - Advertising	\$36.85
76824			Advertising - legal LS2011-10	\$40.20 \$0.00 \$40.20
001007558004400			Planning - Advertising	\$40.20
33196	12-Mar-12	12751	LAKE STEVENS POLICE GUILD	\$1,121.00
03/01/12			Union dues	\$1,121.00 \$0.00 \$1,121.00
001000281000000			Payroll Liabilities	\$1,121.00
33197	12-Mar-12	12618	LAKESIDE INDUSTRIES	\$814.50
3239933			Pothole repair mix	\$814.50 \$0.00 \$814.50
101016542004800			Street Fund - Repair & Mainten	\$814.50
33198	12-Mar-12	12341	LASTING IMPRESSIONS, INC.	\$8.15
29609			Lorentzen/Shirt Embroidery (name)	\$8.15 \$0.00 \$8.15

Detail Check Register

08-Mar-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001008521002600			Law Enforcment Clothing	\$8.15	
33199	12-Mar-12	12841	Law Offices of Weed, Graafstra		\$7,105.00
98			Professional services	\$7,105.00	\$0.00 \$7,105.00
001005515204100			Legal - Professional Service	\$4,263.00	
101016542004100			Street Fund - Professional Ser	\$2,131.50	
410016542404101			Storm Water - Professional Ser	\$710.50	
33200	12-Mar-12	13404	LexisNexis		\$67.88
1420700-20120229			02/2012 Investigational searches	\$67.88	\$0.00 \$67.88
001008521004100			Law Enforcement - Professional	\$67.88	
33201	12-Mar-12	12215	LOWES COMPANIES		\$939.04
911040			Sewer parts shop bathroom	\$20.10	\$0.00 \$20.10
101016542004800			Street Fund - Repair & Mainten	\$20.10	
944546			4 x 4 sign posts	\$728.89	\$0.00 \$728.89
101016542004800			Street Fund - Repair & Mainten	\$728.89	
972720			Freezer for evidence	\$190.05	\$0.00 \$190.05
001008521003104			Law Enforcement-Operating Cost	\$190.05	
33202	12-Mar-12	13774	Maltby Container & Recycling		\$290.00
22067			dump fees	\$225.00	\$0.00 \$225.00
101016542004800			Street Fund - Repair & Mainten	\$225.00	
2223			Dump fees	\$65.00	\$0.00 \$65.00
001010576804800			Parks - Repair & Maintenance	\$43.00	
410016542404800			Storm Water - Repairs & Maint.	\$22.00	
33203	12-Mar-12	12498	MARYSVILLE PRINTING		\$528.47
11041			Search Warrants/labels	\$273.26	\$0.00 \$273.26
001008521003100			Law Enforcement - Office Suppl	\$273.26	
11131			Animal control folding flyers	\$255.21	\$0.00 \$255.21
001008521003100			Law Enforcement - Office Suppl	\$255.21	
33204	12-Mar-12	13548	Matthew Bender & Co., Inc		\$87.20
29216427			WA Criminal & Traffic law publicatio	\$87.20	\$0.00 \$87.20
001008521003104			Law Enforcement-Operating Cost	\$87.20	
33205	12-Mar-12	11958	MONROE WELDING		\$1,166.36
5625			support beam City shop	\$1,166.36	\$0.00 \$1,166.36

Detail Check Register

08-Mar-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
101016542004800			Street Fund - Repair & Mainten	\$1,166.36	
33206	12-Mar-12	13711	New Chapter Cleaning	\$665.95	
1160			Janotirial Services	\$665.95	\$0.00 \$665.95
001007558004100			Planning - Professional Servic	\$21.85	
001007559004100			Building Department - Professi	\$21.85	
001008521004100			Law Enforcement - Professional	\$381.90	
001013519904100			General Government - Professio	\$109.25	
001013555504100			Community Center - Cleaning	\$87.40	
101016542004100			Street Fund - Professional Ser	\$21.85	
410016542404101			Storm Water - Professional Ser	\$21.85	
33207	12-Mar-12	1091	Office Of The State Treasurer	\$17,893.42	
02/2012			Feb 2012 State Court Fees	\$17,893.42	\$0.00 \$17,893.42
633008559005100			Building Department - State Bl	\$130.50	
633008589000003			Public Safety And Ed. (1986 As	\$8,245.05	
633008589000004			Public Safety And Education	\$5,016.93	
633008589000005			Judicial Information System-Ci	\$1,753.36	
633008589000008			Trauma Care	\$687.21	
633008589000009			school zone safety	\$353.51	
633008589000010			Public Safety Ed #3	\$259.93	
633008589000011			Auto Theft Prevention	\$967.71	
633008589000012			HWY Safety Act	\$60.81	
633008589000013			Death Inv Acct	\$62.76	
633008589000014			WSP Highway Acct	\$355.65	
33208	12-Mar-12	1110	PACIFIC POWER BATTERIES	\$9.27	
11267720			Battery/E-Lighting	\$9.27	\$0.00 \$9.27
001008521004800			Law Enforcement - Repair & Mai	\$9.27	
33209	12-Mar-12	12450	PITNEY BOWES	\$112.17	
9619164-FB12			Postage machine rental	\$112.17	\$0.00 \$112.17
001013519904500			General Government-Equip Renta	\$112.17	
33210	12-Mar-12	13304	Purchase Power	\$420.00	
02/12 80009000018319			Postage	\$420.00	\$0.00 \$420.00
001007558004200			Planning - Communication	\$26.57	
001008521004200			Law Enforcement - Communicatio	\$85.85	
001013519904200			General Government - Communica	\$295.90	
101016542004200			Street Fund - Communications	\$5.84	
410016542404200			Storm Water - Communications	\$5.84	
33211	12-Mar-12	13898	Quadrant Homes	\$848.40	
BP2012-31			Overpayment refund permit BP2012	\$848.40	\$0.00 \$848.40

Detail Check Register

08-Mar-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
301000345861000			Traffic Mitigation - SEPA	\$848.40	
33212	12-Mar-12	13923	Randall Brailsford	\$42.00	
CPL refund			CPL Refund out of city	\$42.00	\$0.00 \$42.00
001013589000000			Refunds	\$42.00	
33213	12-Mar-12	13322	Snohomish County Cities	\$35.00	
03/15/12 mtg			3/15/12 meeting	\$35.00	\$0.00 \$35.00
001001511604300			Legislative - Travel & Mtgs	\$35.00	
33214	12-Mar-12	1382	Snohomish County Public Works	\$3,192.57	
I000294799			Q4.2011 Aerator monitoring and gag	\$2,195.48	\$0.00 \$2,195.48
410016542405106			Storm Water - Aerator Monitori	\$2,195.48	
I000295699			Repair & Maint	\$997.09	\$0.00 \$997.09
101016542004800			Street Fund - Repair & Mainten	\$454.09	
101016542660000			Street Fund - Snow & Ice Contr	\$543.00	
33215	12-Mar-12	12961	SNOHOMISH COUNTY PUD	\$15,088.85	
0390006534			Pole replacement	\$3,265.60	\$0.00 \$3,265.60
101016542004800			Street Fund - Repair & Mainten	\$3,265.60	
117124405			Utilities - electric	\$42.36	\$0.00 \$42.36
001010576804700			Parks - Utilities	\$42.36	
120445578			Utilities - electric	\$338.65	\$0.00 \$338.65
101016542630000			Street Fund - Street Lighting	\$338.65	
127075761			Utilities - electric	\$147.26	\$0.00 \$147.26
410016542404700			Storm Water-Aerat. Utilities	\$147.26	
127079245			Utilities - electric	\$458.35	\$0.00 \$458.35
101016542630000			Street Fund - Street Lighting	\$458.35	
130395400			Utilities - electric	\$8,938.57	\$0.00 \$8,938.57
101016542630000			Street Fund - Street Lighting	\$8,938.57	
130395401			Utilities - electric	\$796.95	\$0.00 \$796.95
101016542630000			Street Fund - Street Lighting	\$796.95	
130395402			Utilities - electric	\$1,101.11	\$0.00 \$1,101.11

Detail Check Register

08-Mar-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
101016542630000			Street Fund - Street Lighting	\$1,101.11	
33216	12-Mar-12	12961	SNOHOMISH COUNTY PUD		\$3,345.73
146882290			Utilities - electric	\$42.12	\$0.00 \$42.12
101016542630000			Street Fund - Street Lighting	\$42.12	
390006412			Pole replacement	\$3,303.61	\$0.00 \$3,303.61
101016542004800			Street Fund - Repair & Mainten	\$3,303.61	
33217	12-Mar-12	1388	Snohomish County Treasurer		\$358.69
02/2012			Feb 2012 Crime Victims Comp	\$358.69	\$0.00 \$358.69
633008589000001			Crime Victims Compensation	\$358.69	
33218	12-Mar-12	1356	SNOPAC		\$25,069.02
5212			Dispatch services	\$25,069.02	\$0.00 \$25,069.02
001008528005100			Law Enforcement - Snopac Dispa	\$25,069.02	
33219	12-Mar-12	13891	Tacoma Screw Products Inc		\$162.72
10282765			Screws	\$100.54	\$0.00 \$100.54
101016542004800			Street Fund - Repair & Mainten	\$100.54	
10283419			Couplers/Plugs	\$62.18	\$0.00 \$62.18
101016542004800			Street Fund - Repair & Mainten	\$62.18	
33220	12-Mar-12	13173	Taser International		\$745.74
FT101205			Sales Tax 2007-2009	\$745.74	\$0.00 \$745.74
001008521003104			Law Enforcement-Operating Cost	\$77.40	
001008521004800			Law Enforcement - Repair & Mai	\$60.20	
001008521004901			Law Enforcement - Staff Develo	\$8.17	
001008521006400			Law Enforcement - Capital Outl	\$599.97	
33221	12-Mar-12	11787	Teamsters Local No. 763		\$527.00
03/2012			Union dues	\$527.00	\$0.00 \$527.00
001000281000000			Payroll Liabilities	\$527.00	
33222	12-Mar-12	13821	Terminix Commercial		\$59.73
312609451			Pest Control Eagle Ridge park	\$59.73	\$0.00 \$59.73
001010576803100			Parks - Operating Costs	\$59.73	
33223	12-Mar-12	1491	The Everett Herald		\$259.00
1769899-01			Advertising - employment	\$259.00	\$0.00 \$259.00

Detail Check Register

08-Mar-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
101016542004400			Street Fund - Advertising	\$129.50	
410016542404400			Storm Water - Advertising	\$129.50	
33224	12-Mar-12	13922	The Watershed Co		\$1,463.15
2012-0076			Wetland Study Review	\$1,463.15	\$0.00
001007558004107			Planning-CA - Developer Reimb	\$1,463.15	
33225	12-Mar-12	11788	United Way of Snohomish Co.		\$337.68
02/12			Employee Contributions	\$337.68	\$0.00
001000281000000			Payroll Liabilities	\$337.68	
33226	12-Mar-12	13045	UPS		\$31.69
74Y42082			Evidence shipping	\$31.69	\$0.00
001008521004200			Law Enforcement - Communicatio	\$31.69	
33227	12-Mar-12	12158	VERIZON NORTHWEST		\$2,372.73
1060450014			Wireless phone services	\$2,372.73	\$0.00
001003511104200			Executive - Communication	\$3.13	
001003513104200			Administration-Communications	\$87.92	
001003514104200			City Clerks-Communications	\$35.07	
001003516104200			Human Resources-Communications	\$57.90	
001003518104200			IT Dept-Communications	(\$100.99)	
001007558004200			Planning - Communication	\$96.23	
001008521004200			Law Enforcement - Communicatio	\$1,585.55	
001010576804200			Parks - Communication	\$202.64	
101016542004200			Street Fund - Communications	\$202.64	
410016542404200			Storm Water - Communications	\$202.64	
33228	12-Mar-12	12194	WA Dept of Ecology		\$3,483.61
2012-WAR045523 b			Stormwater permit	\$3,483.61	\$0.00
410016542403130			Storm Water- DOE Annual Permit	\$3,483.61	
33229	12-Mar-12	13843	Weinman Consulting LLC		\$2,732.89
No 11 20th St			20th St Corridor Prof services	\$2,732.89	\$0.00
001007558804111			Planning-Economic Development	\$2,732.89	
33230	12-Mar-12	12845	ZACHOR & THOMAS, INC. P.S.		\$7,524.56
601			Prosecutor services 02/2012	\$7,524.56	\$0.00
001013515210000			Prosecutor fees	\$7,524.56	
Total Of Checks:					\$125,145.27

**CITY OF LAKE STEVENS
REGULAR CITY COUNCIL MEETING MINUTES**

Monday, February 27, 2012
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

CALL TO ORDER: 7:00 p.m. by Mayor Pro Tem John Spencer

COUNCILMEMBERS PRESENT: Todd Welch, Suzanne Quigley, Kathy Holder, Kim Daughtry, Marcus Tageant, and Neal Dooley

COUNCILMEMBERS ABSENT: Mayor Vern Little

STAFF MEMBERS PRESENT: City Administrator Jan Berg, City Attorney Cheryl Beyer, Planning Director Becky Ableman, Finance Director/Treasurer Barb Lowe, Public Works Director Mick Monken, Human Resource Director Steve Edin, Police Chief Randy Celori, and City Clerk/Admin. Asst. Norma Scott

OTHERS: Pamela Barnet and Matt Carlman

Guest Business. Matt Carlman, 1421 77th Drive SE, reported issues regarding Lake Stevens Police Department and requested reimbursement for legal services. City Attorney Beyer commented the City's insurance carrier denied the request and will be discussed in executive session. Mayor Pro Tem Spencer responded there will be no action from Council this evening.

Consent Agenda. Councilmember Daughtry moved to approve the Consent Agenda (A. Approve February 2012 vouchers [Payroll Direct Deposits 905388-905446 for \$140,452.69, Payroll Checks 33086-33087 for \$4,580.16, Claims 33088-33139 for \$63,971.40, Electronic Funds Transfers 427-430 for \$6,611.20, Tax Deposits 2.15.12 for \$52,602.31 for total vouchers approved \$268,217.76] and B. Approve minutes of February 13, 2012 regular Council meeting), seconded by Councilmember Dooley; motion carried unanimously. (7-0-0-0)

Confirm appointment of Pamela Barnet to the Planning Commission. Since Mayor Little is absent Planning Director Ableman reported that JR Meyer resigned from the Commission. They previously interviewed nine qualified applicants and recommend Pamela Barnet, who worked for the School District.

MOTION: Councilmember Dooley moved to confirm Pam Barnet to the Planning Commission, seconded by Councilmember Holder; motion carried unanimously. (7-0-0-0)

Approve Professional Services Agreement with Gibson Traffic Consultants (GTC) for development of a Traffic Mitigation Impact Fee Program. Public Works Director/Engineer Monken reported GTC's services in 2009 were halted until the annexation was complete so they could incorporate the newly annexed area into the program. The City currently uses a SEPA based program. The final outcome will be the development of a GMA/SEPA based traffic mitigation impact fee program and concurrency methodology. The consultant's fee for services is \$32,000 and staff is requesting a management reserve (contingency) of \$6,000, for total of \$38,000. The 2012 budget is \$40,000.

MOTION: Councilmember Tageant moved to authorize the Mayor to execute a professional service agreement with Gibson Traffic Consultants to perform services for the development of the City's Traffic Mitigation Impact Fee Program in the amount of \$32,000 and authorize a management reserve of \$6,000, seconded by Councilmember Welch; motion carried unanimously. (7-0-0-0)

Year-end financials. Finance Director/Treasurer Lowe reported all funds closed with a positive or zero balance. Total receipts came in about 14% above the amended budget. Expenditures are 92% of the amended budget. The revenues and expenditures were reviewed.

Review of Ordinance No. 869, 2012 budget amendment. Finance Director/Treasurer Lowe noted this is the first budget amendment for 2012 which are adjustments from 2011 ending fund balances. The amendments were reviewed.

Council Person's Business: Councilmembers reported on the following meetings: Holder – applauded the Public Works Department for assisting an individual during the recent rain storm; and Daughtry - attended Cities & County meeting, Community Transit update, and SCCIT.

Tentative dates for the Council Retreat are May 12 or June 9.

Staff Reports: Staff reported on the following: City Administrator Berg – new web site is up and running and update on the script for Today in America; Planning Director Ableman – reviewed a draft marketing newsletter and 20th Street draft EIS public meeting; Public Works Director/Engineer Monken – N. Davies roundabout is ready if funding becomes available; and Police Chief Celori – provided an update on several incidents.

Executive Session: At 7:50 p.m. Mayor Pro Tem Spencer noted there are three items for the executive session including two potential litigations and one collective bargaining negotiation for 20 minutes with action to follow. A five minute recess was called. The executive session convened at 7:55 p.m. and reconvened into regular session at 8:15 p.m.

Mayor Pro Tem Spencer noted the Teamsters have ratified the contract as described to Council.

MOTION: Councilmember Holder moved to approve the Teamsters contract as presented and that they have ratified, seconded by Councilmember Tageant; motion carried unanimously. (7-0-0-0)

Adjourn. Councilmember Daughtry moved to adjourn at 8:17 p.m., seconded by Councilmember Dooley; motion carried unanimously. (7-0-0-0)

John Spencer, Mayor Pro Tem

Norma J. Scott, City Clerk/Admin. Asst.



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: March 12, 2012

Subject: 2012 Budget Amendment #1

Contact Person/Department: Barb Lowe/ Finance **Budget Impact:** Yes

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Approve Ordinance No. 869 Amending Ordinance No. 865

SUMMARY/BACKGROUND:

Throughout the year the City Council authorizes various purchase requests and agreements. At the time of authorization, the budget impact is presented to the Council as part of the information required in order for the Council to make an informed decision. The budget amendment follows to adjust the specific line items that will be affected by purchase or contract award.

There has only been one change made to Ordinance No. 869 since presented to Council on February 27, 2012. That change is highlighted below:

Detailed explanations of the changes requested are described below:

General Fund - 001

The change in beginning fund balance reflects the actual 2011 ending fund balance. The increase in revenues is due to a DOJ grant that will be reimbursed in 2012 (\$13,134). The increase in expenditures is partially due to a carry-forward of the remaining **Arts Commission budget (\$268)**, the 2011 budgeted expenditures for Law Enforcement computer equipment (\$27,500), and the addition of the room rental fees for Council meetings (\$2,000). The ending fund balance reflects these changes.

Street Fund - 101

The change in beginning fund balance reflects the actual 2011 ending fund balance. The net increase in expenditures is partially due to a carry-forward of the remaining 2011 budgeted expenditures for repairs and additions to the new City Shop (\$14,158), replacement of items at the PW Shop (\$9,800), and the circulation study of the Lake Stevens Center area (\$15,967). Additional expenditure changes include the transfer of budgeted tool purchases from the Equipment Replacement fund (\$2,700), additional SWM fees for the City Shop shared with the Storm Fund (\$1,657), new ongoing payment to the County for Road Bond Debt related to the most recent annexation (\$6,608), and a decreased fund contribution to the City's insurance premium (-\$24,447). The ending fund balance reflects these changes.

Drug Seizure & Forfeiture Fund - 111

The net proceeds of seized/forfeited drug related property are retained in this fund exclusively for the expansion and improvement of controlled substances related law enforcement activity. The change in beginning fund balance reflects the actual 2011 ending fund balance which includes the correction of

a miscoded deposit of funds. The increased revenue reflects the additional seizure related deposits anticipated this year (\$13,095). The increase in expenditures reflects the budgeting of these funds to be spent on required state remittance (10%) and necessary evidence room upgrades (\$31,680). The ending fund balance reflects these changes.

Capital Improvement Fund – REET I – 303

The change in beginning fund balance reflects the actual 2011 ending fund balance. The reduction in expenditures is due to moving the debt service of the 2010A bond from this fund to the REET II fund (-\$74,165). The ending fund balance reflects these changes.

Capital Improvement Fund – REET II – 304

The change in beginning fund balance reflects the actual 2011 ending fund balance. The increase in expenditures is due to moving the debt service of the 2010A bond from the REET I fund to the REET II fund (\$74,165). The ending fund balance reflects these changes.

Storm & Surface Water Fund – 410

The change in beginning fund balance reflects the actual 2011 ending fund balance. The increase in expenditures reflects the fund's additional contribution to the City's insurance premiums (\$12,818), correction of an error in the original R&M budget (\$18,000), additional SWM fees for the City Shop shared with the Street Fund (\$1,657), and fees to be paid to the County for the Lundeen Creek Restoration project related to the annexation ILA (\$4,300). The ending fund balance reflects these changes.

Equipment Fund – Computer – 510

The change in beginning fund balance reflects the actual 2011 ending fund balance. The increase in expenditures reflects website costs that were budgeted in 2011, yet not invoiced until 2012 (\$7,126). The ending fund balance reflects these changes.

Equipment Fund – PW – 530

The change in beginning fund balance reflects the actual 2011 ending fund balance. The increase in expenditures reflects the net change caused by transferring of budgeted tool purchases from this fund to the Street fund (-\$2,700), and carrying forward the purchase of a 5 yard dump truck, ordered in 2011 and not yet received (\$50,000). The ending fund balance reflects these changes.

Treasurer's Trust Fund – 633

This trust fund is used to record funds collected for, and paid to other governments. These funds are not owned by the City and as such, this fund should remain at zero. This rarely occurs at year end due to timing of collections and payments. The change in beginning fund balance reflects the actual 2011 ending fund balance. The increase in expenditures reflects the remaining funds to be paid out in 2012 (\$11,518).

The following funds are being amended due to changes in beginning and ending fund balances only, which reflect the actual 2011 ending fund balances:

- Capital Project – Developer Contributions – 301
- Sidewalk Capital Projects – 309

- Sewer – 401
 - Aerator Replacement Fund – 540
-

APPLICABLE CITY POLICIES:

In accordance with the Financial Management Policies, Budget Themes and Policies, and the Revised Code of Washington, changes in the adopted budget must be brought before the City Council.

BUDGET IMPACT:

The budget ordinance will amend the beginning and ending balances, and revenues and expenditures in the funds set forth in the ordinance.

ATTACHMENTS:

- ▶ Exhibit A: Ordinance No. 869

**CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON
ORDINANCE NO. 869**

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, AMENDING THE 2012 BUDGET AS SET FORTH IN ORDINANCE NO. 865 CONCERNING FUND BALANCES AND EXPENDITURES FOR VARIOUS FUND BALANCES FOR THE YEAR 2012.

WHEREAS, the City of Lake Stevens adopted the 2012 budget pursuant to Ordinance No. 865; and

WHEREAS, the City of Lake Stevens will incur expenditures in categories and amounts other than anticipated in the adopted 2012 budget;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE STEVENS DO ORDAIN AS FOLLOWS:

SECTION 1. The 2012 budget, as adopted in Ordinance No. 865, is hereby amended as follows:

<i>Fund</i>	<i>Description</i>	<i>Current Budget</i>	<i>Amended Budget</i>	<i>Amount of Inc/(Dec)</i>	<i>ExpRev</i>
001 - General	Beginning Fund Balance	\$2,939,497	\$3,276,971	\$337,474	BegBal.
001 - General	Revenue	\$7,640,284	\$7,653,418	\$13,134	Rev.
001 - General	Expenditures	\$8,049,272	\$8,079,040	\$29,768	Exp.
001 - General	Ending Fund Balance	\$2,530,509	\$2,851,349	\$320,840	EndBal.
101 - Street	Beginning Fund Balance	\$1,589,683	\$1,773,891	\$184,208	BegBal.
101 - Street	Expenditures	\$1,875,830	\$1,902,277	\$26,447	Exp.
101 - Street	Ending Fund Balance	\$1,751,553	\$1,909,314	\$157,761	EndBal.
111 - Drug Seizure & Forfeiture	Beginning Fund Balance	\$2,562	\$16,780	\$14,218	BegBal.
111 - Drug Seizure & Forfeiture	Revenue	\$2,005	\$15,100	\$13,095	Rev.
111 - Drug Seizure & Forfeiture	Expenditures	\$200	\$31,880	\$31,680	Exp.
111 - Drug Seizure & Forfeiture	Ending Fund Balance	\$4,367	\$0	(\$4,367)	EndBal.
301 - Cap. Proj - Dev. Contrib.	Beginning Fund Balance	\$1,285,045	\$1,292,081	\$7,036	BegBal.
301 - Cap. Proj - Dev. Contrib.	Ending Fund Balance	\$1,347,045	\$1,354,081	\$7,036	EndBal.
303 - Cap. Imp. - REET I	Beginning Fund Balance	\$707,965	\$790,793	\$82,828	BegBal.
303 - Cap. Imp. - REET I	Expenditures	\$442,546	\$368,381	(\$74,165)	Exp.
303 - Cap. Imp. - REET I	Ending Fund Balance	\$492,019	\$649,012	\$156,993	EndBal.
304 - Cap. Imp. - REET II	Beginning Fund Balance	\$990,357	\$923,979	(\$66,378)	BegBal.
304 - Cap. Imp. - REET II	Expenditures	\$0	\$74,165	\$74,165	Exp.
304 - Cap. Imp. - REET II	Ending Fund Balance	\$1,216,857	\$1,076,314	(\$140,543)	EndBal.
309 - Sidewalk Capital Projects	Beginning Fund Balance	\$591,762	\$591,558	(\$204)	BegBal.
309 - Sidewalk Capital Projects	Ending Fund Balance	\$592,762	\$592,558	(\$204)	EndBal.
401 - Sewer	Beginning Fund Balance	\$315,776	\$316,175	\$399	BegBal.

401 - Sewer	Ending Fund Balance	\$309,525	\$309,924	\$399	EndBal.
410 - Storm & Surface Water	Beginning Fund Balance	\$492,482	\$652,249	\$159,767	BegBal.
410 - Storm & Surface Water	Expenditures	\$1,362,482	\$1,399,257	\$36,775	Exp.
410 - Storm & Surface Water	Ending Fund Balance	\$598,559	\$721,551	\$122,992	EndBal.
510 - Equip Fund - Computer	Beginning Fund Balance	\$75,353	\$82,642	\$7,289	BegBal.
510 - Equip Fund - Computer	Expenditures	\$46,920	\$54,046	\$7,126	Exp.
510 - Equip Fund - Computer	Ending Fund Balance	\$80,399	\$80,562	\$163	EndBal.
530 - Equip Fund - PW	Beginning Fund Balance	\$134,218	\$184,218	\$50,000	BegBal.
530 - Equip Fund - PW	Expenditures	\$26,700	\$74,000	\$47,300	Exp.
530 - Equip Fund - PW	Ending Fund Balance	\$194,540	\$197,240	\$2,700	EndBal.
540 - Aerator Replacement	Beginning Fund Balance	\$53,404	\$79,399	\$25,995	BegBal.
540 - Aerator Replacement	Ending Fund Balance	\$92,044	\$118,039	\$25,995	EndBal.
633 - Treasurer's Trust	Beginning Fund Balance	\$0	\$11,518	\$11,518	BegBal.
633 - Treasurer's Trust	Expenditures	\$300,000	\$311,518	\$11,518	Exp.

SECTION 2. Except as set forth above, all other provisions of Ordinance 865 shall remain in full force, unchanged.

SECTION 3. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in force five (5) days after the date of publication.

PASSED by the City Council of the City of Lake Stevens this 12th day of March, 2012.

 Vern Little, Mayor

ATTEST/AUTHENTICATION:

 Norma J. Scott, City Clerk/Admin Asst

APPROVED AS TO FORM:

First and Final Reading:
 Published:
 Effective:

 Grant Weed, City Attorney



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: March 12, 2012

Subject: Intergovernmental Cooperative Purchasing Agreement with the City of Seattle

Contact Person/Department: Barb Lowe/ Finance Director **Budget Impact:** N/A

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Authorize the Mayor to enter into the Intergovernmental Cooperative Purchasing Agreement with the City of Seattle.

SUMMARY/BACKGROUND:

The Interlocal Cooperation Act encourages participation in purchasing cooperatives to eliminate the duplication of efforts, thereby saving tax payer dollars.

This agreement will allow the City to pay a pre-negotiated price on products that have already been put out to bid by the City of Seattle and vice versa. This eliminates the extra cost and effort that would be necessary to comply with State and Federal bid requirements. Some items anticipated for purchase utilizing this agreement include accessories (bed, hitch, plow, etc) for the public works vehicle budgeted for purchase in 2012.

The City currently has Cooperative Purchasing Agreements with the State of Washington, and the City of Everett.

APPLICABLE CITY POLICIES:

RCW 39.34 Interlocal Cooperation Act

BUDGET IMPACT:

N/A

ATTACHMENTS:

- ▶ Exhibit A: Cooperative Purchasing Agreement

COOPERATIVE PURCHASING AGREEMENT

In accordance with RCW Chapter 39.34 and to all other applicable laws, The City of Seattle and the City of Lake Stevens, hereby agree to cooperative governmental purchasing agreement for various supplies, materials, equipment and routine, expert and/or consultant services, using competitively awarded contracts. The following terms and conditions:

1. Each agency, in contracting for the purchase of supplies, materials, equipment and services, agrees at its discretion, to extend contracts for shared use to the extent permitted by law and agreed upon by those parties and vendors.
2. Each agency is responsible for compliance with any additional or varying laws and regulations regarding purchases.
3. Each of the parties shall contract directly with the bidder, contractor, vendor, supplier, or service provider, and pay directly in accordance with its own payment procedures for its own purchases. Each party will indemnify and hold the other party harmless as to any claim arising out of its participation in this Agreement.
4. The originating contracting agency does not accept responsibility or liability for the performance of any vendor used by the purchasing agency as a result of this agreement.
5. Each agency shall be responsible for the payment of any item(s) purchased through a contract or purchase order that resulted from this Agreement.
6. This Agreement shall remain in force until cancelled in writing by either party.
7. No separate legal or administrative entity is intended to be created pursuant to this Agreement. No obligation, except as stated herein, shall be created between the parties or between the parties and any applicable bidder or contractor.

Accepted for the City of Lake Stevens:

Accepted for the City of Seattle:

By: _____
Name: Vern Little
Title: Mayor

By: _____
Name: Nancy Locke
Title: Purchasing & Contracting Director

Date: _____

Date: _____

APPROVED AS TO FORM:

Grant K. Weed
City Attorney

STAFF REPORT



Council Agenda Date: 12 March 2012

Subject: Authorize Contract Amendment to the Eurasian Watermilfoil Control Program (2011) – Year-2 Implementation of Application Strategy Plan and Post Services

Contact Person:	Mick Monken	Budget Impact:	\$19,750.00
Department:	Public Works		(2012)

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize amendment No. 2 to the current contract with AquaTechnex, LLC to perform the year 2 pre and post survey and recommend control measures plan as part of the 2011 implementation of Application Strategy Plan for an amount of \$19,750.00

SUMMARY/BACKGROUND: In 2010, the City, in partnership with the County, performed a study of the lake’s Eurasian Milfoil problem and had prepared an Integrated Aquatic Plant Control Plan (Plan) to provide a long term solution to dealing with this weed problem. The Plan was adopted in early 2011 and implementation of the Plan start that year. The Plan recommended the treatment method, implementation schedule, and an estimated budget. In brief, the Plan recommended an initial full lake treatment (Year-1), a follow up spot treatment (Year-2), and monitoring thereafter with spot treatments as needed. The action proposed in this report is the survey part of the Year-2 follow up treatment.

In April 2011 the City awarded the Eurasian Watermilfoil Control Program contract to AquaTechnex and authorized the development of the Application Strategy Plan (ASP). The ASP was completed in May 2011 and the initial treatment application occurred in July 2011. A post survey was performed in late summer (2011) and in October the yearend report was released. The report stated “Overall, this treatment was highly successful, delivering well over 95 percent control of Eurasian Milfoil present in the lake on an acre basis.”

In this action, AquaTechnex will perform a full lake survey at the start of the growing season, provide recommendations for the Year-2 treatment, and perform a post Year-2 treatment survey. The Year-2 treatment is expected to be the same chemical treatment method (Triclopyr) used in Year-1 but applied in spots rather than area broadcasting. The Plan estimated budget for year 2 is \$69,000 which was included and approved in the 2012 budget. A copy of the Plan’s estimated budget is included in attachment B. The remaining budget of \$49,250(\$69,000 less \$19,750) is for spot treatment application and contingency. It needs to be noted that the actual cost for the Year-2 treatment cannot be determined until the spring survey and recommendations are provided. The Year-2 recommendation and contract supplement will be brought to the Council in late spring/early summer this year for action consideration.

APPLICABLE CITY POLICIES: None

BUDGET IMPACT: \$19,750 in this action. 2012 budget is \$69,000

ATTACHMENTS:

- ▶ Attachment A: Professional Service Agreement Supplemental No. 2
- ▶ Attachment B: Plan Estimated Budget

ATTACHMENT A

**SUPPLEMENTAL AGREEMENT NO. 2
TO
PROFESSIONAL SERVICES AGREEMENT
FOR
CITY OF LAKE STEVENS
LAKE STEVENS EURASIAN MILFOIL CONTROL PROJECT**

This Supplemental Agreement No. 2 is made and entered into on the ____ day of _____, 2012, between the City of Lake Stevens, hereinafter called the "City" and AquaTechnex, LLC, hereinafter called the "Consultant."

WITNESSETH THAT:

WHEREAS, the parties hereto have previously entered into an Agreement for preparation of an application strategy plan for the initial and post treatment follow up of the control of Eurasian Milfoil in Lake Stevens, hereinafter called the "Project," said Agreement being dated 29th April 2011; and

WHEREAS, both parties desire to supplement said Agreement, by expanding the Scope of Services to provide for Phase II, implementation of the application strategy plan and to amend the total amount payable for this Agreement,

NOW THEREFORE, in consideration of the terms, conditions, covenants and performance contained herein or attached and incorporated, and made a part hereof, the parties hereto agree as follows:

Each and every provision of the Original Agreement for Professional Services dated 29th April 2011, shall remain in full force and effect, except as modified in the following sections:

1. Article II of the Original Agreement, "SCOPE OF SERVICES", shall be supplemented to include the Scope of Services as described in Exhibit A1, attached hereto and by this reference made part of this Supplemental Agreement No. 2.

PROFESSIONAL SERVICES AGREEMENT - 2

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2. Article IV of the Original Agreement, "OBLIGATIONS OF THE CITY", Paragraph 4.1 Payments, the third sentence is amended to include the additional Consultant fee of \$167,824.83 and shall read as follows: "...shall total payment under this agreement exceed \$199,074.83."

The Total Amount payable to the Consultant is summarized as follows:

Original Agreement	\$11,500.00
Supplemental Agreement No.1	\$167,824.83
Supplemental Agreement No.2	\$19,750.00
Supplemental Agreement No.3	\$0.00
Grand Total	\$199,074.83

3. Article III, Section 3.3 of the Original Agreement, "TIME OF PERFORMANCE", is amended to provide that all work shall be completed by 30 November 2012.

IN WITNESS WHEREOF, the parties hereto have executed this SUPPLEMENTAL AGREEMENT NO. 2 as of the day and year first above written.

CITY OF LAKE STEVENS

AquaTechnex, LLS

By: _____
Mayor

By: _____
Its _____

ATTEST/AUTHENTICATED:

City Clerk

APPROVED AS TO FORM:

Lake Stevens City Attorney

PROFESSIONAL SERVICES AGREEMENT - 3

Exhibit A1

**SCOPE OF SERVICES
LAKE STEVENS EURASIAN MILFOIL CONTROL PROJECT
MILFOIL POST TREATMENT
Year 2 Pre and Post Survey**

Introduction

The City of Lake Stevens has completed the first year of operations under the Integrated Aquatic Vegetation Management Plan (IAVMP) developed to focus the community on the control of Eurasian Milfoil in the lake. Last year's operations consisted of a pre treatment survey effort to map vegetation and define treatment areas, a report to the City recommending a treatment approach consistent with the IAVMP, implementation of that treatment, water sampling to track herbicide residues, a post treatment survey to review control and a yearend report.

The key objective for 2012 will be to perform two surveys of the lake, one in the early summer and one mid to late summer. The early summer effort should also involve recommendations to the City for 2012 operational treatments if they are necessary.

Task One, Early Summer Survey

AquaTechnex biologists will mobilize a mapping vessel and team to the lake in late May to late June depending on aquatic plant growth. The team will perform the following tasks:

- Create GIS project files and databases compatible with the 2011 project file in ArcGIS so that layers created can be integrated with previous work
- Provide a mapping vessel with submeter GPS data logging systems to support mapping efforts.
- Travel throughout the littoral areas of Lake Stevens performing a visual survey for Eurasian Milfoil from the boat
- Support divers with a mapping vessel to provide complete observation of areas in the lake littoral area where water depths limit surface observations
- Locate and map the extent and boundary of any Eurasian Milfoil plants observed using Submeter GPS mapping equipment
- Develop GIS maps of any Eurasian milfoil (or other noxious aquatic weed species found) that show littoral area coverage
- Develop a report to the City of Lake Stevens documenting conditions present in the lake and recommended control measures with a schedule and cost.
- Prepare a scope of work for treatment to the City

Task Two, Late Summer Survey

AquaTechnex biologists will mobilize a mapping vessel and team to the lake in August to complete a second survey of the littoral areas of the lake. The team will perform the following tasks:

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- Create GIS project files and databases compatible with the 2011 project file in ArcGIS so that layers created can be integrated with previous work
- Provide a mapping vessel with submeter GPS data logging systems to support mapping efforts.
- Travel throughout the littoral areas of Lake Stevens performing a visual survey for Eurasian Milfoil from the boat
- Support divers with a mapping vessel to provide complete observation of areas in the lake littoral area where water depths limit surface observations
- Locate and map the extent and boundary of any Eurasian Milfoil plants observed using Submeter GPS mapping equipment
- Develop GIS maps of any Eurasian milfoil (or other noxious aquatic weed species found) that show littoral area coverage
- Develop a report to the City of Lake Stevens documenting conditions present in the lake and recommended control measures with a schedule and cost.
- If requested, prepare a scope of work for treatment to the City
- If a treatment program is implemented during the summer prior to this operation, the team will also evaluate the impact of the control program on previously mapped Eurasian Milfoil colonies.

Cost for Operations

The cost for performing:

Task 1 including all travel, labor, materials, equipment dive gear and air and other scientific services necessary to complete this task is **\$12,250.00**.

Task 2 is **\$7,500.00**.

Total Task 1 and Task 2 = \$19,750

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ATTACHMENT B

Excerpt from the 2011 IAVMP – Selected treatment scenario - Estimated budget projections

Treatment Scenario 3 (Triclopyr and Manual Methods)								
	2011	2012	2013	2014	2015	2016	2017-2020	10 Year Total
Initial Treatment (200 acres)	\$140,000							\$140,000
Diver Survey (\$4,000/day)	\$20,000	\$32,000	\$16,000	\$16,000	\$16,000	\$16,000	\$64,000	\$180,000
Notifications and Signage	\$2,000	\$2,000	\$2,000					\$6,000
Triclopyr Spot Treatments ¹	\$24,000							\$24,000
Contingency Budget ²		\$35,000	\$35,000	\$25,000	\$25,000	\$25,000	\$25,000	\$170,000
Estimated Annual Cost	\$186,000	\$69,000	\$53,000	\$41,000	\$41,000	\$41,000	\$89,000	\$520,000

1. Follow up treatment with triclopyr will be needed in fall of the first season. The cost estimate proposed here assumes a “very bad case scenario” where remaining patches would be scattered throughout the lake and almost 20% of the original treatment area would be treated again
2. The main purpose of the contingency budget is to allow for adaptability of the treatment plan. The specific treatment needs will be dictated by the results of each year’s diver survey(s). In years 2 and 3, at least some the contingency budget is likely to be needed for herbicide spot treatments. In later years it may be used for hand pulling, bottom barrier installation, or addressing other invasive plant concerns.

Note: Scenario 3 is the selected scenario. Some of the cost estimates have been adjusted since this cost table was created. Please see Table 2 in the main text for the current cost estimate of the preferred scenario.