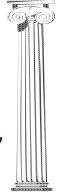




## ***City of Lake Stevens Vision Statement***

*By 2030, we are a sustainable community around the lake with a vibrant economy, unsurpassed infrastructure and exceptional quality of life.*



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### **CITY COUNCIL REGULAR MEETING AGENDA Lake Stevens Community Center 1808 Main Street, Lake Stevens**

**Monday August 24, 2015 – 7:00 p.m.**

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

**CALL TO ORDER:** 7:00 P.M.  
Pledge of Allegiance

**ROLL CALL:**

**GUEST BUSINESS:**

**CITY DEPARTMENT  
REPORT**

**CONSENT AGENDA:** \*A Approve 2015 Vouchers Barb  
\*B Approve August 10, 2015 Council Regular Meeting Minutes Barb

**ACTION ITEMS:** \*A Authorize Supplement No. 8 to AquaTech Contract for Eurasion Watermilfoil Control Program Mick  
\*B Authorize Mayor to Enter Into Professional Services Agreement with HWA GeoSciences, Inc. Mick

**DISCUSSION ITEMS:** #A Potential Downtown Development Process and Schedule Becky

**COUNCIL PERSON'S  
BUSINESS**

**MAYOR'S BUSINESS**

**Lake Stevens City Council Regular Meeting Agenda**

**August 24, 2015**

**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**

## **STAFF REPORT UPDATES AUGUST 24, 2015 CITY COUNCIL MEETING**

### PLANNING DEPARTMENT

- The Ironman event went off very smoothly with just over a thousand athletes participating. Downtown was full of out-of-town visitors keeping the local merchants very busy! World Triathlon Corporation has indicated they will be back again next year.
- The Biggest Loser Run/Walk Half Marathon will take place Sunday, October 25th with pre-activities happening on Saturday, October 24th. This event is associated with the TV show. See Press Release on the City's website. City staff has been collaborating with Snohomish County Tourism Bureau on this event.
- A manufacturing company has indicated to Staff they will be seeking permits to locate in the Hartford Industrial area. They will be bringing an estimated 93 employees.
- Staff received formal notification of the \$500,000 State Capital Grant for Cavalero Park from the Department of Commerce. Staff is continuing to coordinate with Snohomish County on project scheduling.
- The City's Building Official, Larry Skinner, has announced his retirement and will be leaving in September. The City has a consultant contract with Tyler Enterprises to fill in for the Building Official until a replacement is hired. The job is currently posted.

### POLICE DEPARTMENT

- The Ironman event was very successful from the Police Department's standpoint. We had great planning and coordination between all the different groups involved. It was well attended by athletes and spectators who made numerous comments on how well they liked coming to Lake Stevens. I know I received dozens of compliments on the courtesy and helpfulness of the police and fire during the event.
- Officer Lyons has completed his twelve week field training and has been assigned to a duty crew. Officer Parnell is expected to complete her training by the end of August and will be assigned to a crew in early September. Recruit Officer Shein is still in the state academy with an October 2015 graduation. A shift change will occur in September where the night shift and day shift crews rotate.
- The first day of school is scheduled for September 2<sup>nd</sup> and the Police and Fire Departments are coordinating their annual welcome back event. The purpose is to meet and greet all the returning students, provide traffic control where needed and calm a very hectic morning for kids, parents and staff. All our on duty commissioned Officers that are available will be working this event.

### PUBLIC WORKS DEPARTMENT

- Contractor has started on North Davies Road sidewalk project. Work is expected to be significantly completed by the end of October. Due to the narrow roadway, traffic congestion is expected during the construction times.
- 101<sup>st</sup> Avenue NE one way is expected to be striped by the end of August. No complaints have been received since the implementation occurred on August 11th. Additional temporary signing has been posted to help educate the public on the change and arrows will also be added to the pavement to help direct traffic.

- 20<sup>th</sup> Street SE ILA for the County property transfer to the City went before the County's Public Works Committee on August 18th. The Committee voted to recommend to the County Council to move forward with the ILA as written and will be going to a public hearing on August 26<sup>th</sup>.
- Lake Drive Channelization is tentatively scheduled to be completed at the same time as the 101<sup>st</sup> Avenue NE striping is performed. The target is to have this completed before school is back in session.

**BLANKET VOUCHER APPROVAL  
 2015**

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	8/14/2015	\$154,627.19
Payroll Checks	38967-38968	\$4,334.79
Tax Deposit(s)	8/14/2015	\$65,335.37
Electronic Funds Transfers	ACH	\$5,503.83
Claims	38969-39042	\$141,972.54
Void Checks	37069, 38202	(\$121.26)
Total Vouchers Approved:		\$371,652.46

**This 24th day of August 2015:**

\_\_\_\_\_  
 Mayor

\_\_\_\_\_  
 Councilmember

\_\_\_\_\_  
 Finance Director

\_\_\_\_\_  
 Councilmember

\_\_\_\_\_  
 Councilmember

\_\_\_\_\_  
 Councilmember



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### Checks to be Approved for 8/11/2015 to 8/24/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount	
Ace Hardware	38971						<b>Check Total</b>	<b>\$764.70</b>
		8/24/2015	46977	001-008-521-20-31-01	LE-Operating Costs	Velcro	\$5.42	
			47005	001-013-518-20-31-00	GG-Operating	Box fans	\$74.90	
			47092	001-010-576-80-31-03	PK-Lundeen-Op Costs	Restroom deodorizer/Paracord	\$39.05	
			47304	001-010-576-80-31-00	PK-Operating Costs	Wasp spray/sharpener	\$32.53	
			47333	001-010-576-80-31-04	PK-North Cove Park Ops	paracord/carabiners	\$93.05	
			47352	101-016-542-61-31-00	ST-Sidewalk Repair Supply	Concrete Mix	\$64.94	
			47356	001-012-572-20-31-00	CS-Library-Office & Operating	Electircal Weatherproof Cover plates	\$26.35	
			47390	001-013-518-20-31-00	GG-Operating	U-Bolt clamps	\$34.10	
			47399	101-016-544-90-31-02	ST-Operating Cost	Door Threshold	\$5.16	
				410-016-531-10-31-02	SW-Operating Costs	Door Threshold	\$5.15	
			47402	001-013-518-20-31-00	GG-Operating	Painting supplies for Lundeen House	\$70.19	
			47445	001-013-518-20-31-00	GG-Operating	Painting supplies for Lundeen House	\$18.96	
			47451	001-013-518-20-31-00	GG-Operating	Painting supplies for Lundeen House	\$30.90	
			47453	001-013-518-20-31-00	GG-Operating	Painting supplies for Lundeen House	\$80.78	
			47455	001-010-576-80-31-00	PK-Operating Costs	Padlocks	\$43.41	
				101-016-544-90-31-02	ST-Operating Cost	Padlocks	\$43.41	
				410-016-531-10-31-02	SW-Operating Costs	Padlocks	\$43.41	
			47482	001-012-572-20-31-00	CS-Library-Office & Operating	Parts to repair toilet at Library	\$7.05	
			47486	001-012-572-20-31-00	CS-Library-Office & Operating	Parts to repair toilet at Library	\$41.22	
	47498	001-008-521-21-31-00	LE-Boating Operating	Hardware to mount computer on Boat	\$0.54			
	47499	001-008-521-21-31-00	LE-Boating Operating	Hardware to mount computer on Boat	\$4.18			
Advantage Building Services	38972						<b>Check Total</b>	<b>\$651.70</b>
		8/24/2015	1728	001-007-558-50-41-00	PL-Professional Servic	Janitorial Services	\$28.75	
				001-007-559-30-41-00	PB-Professional Srv	Janitorial Services	\$28.75	
				001-008-521-20-41-00	LE-Professional Services	Janitorial Services	\$300.00	
				001-010-576-80-41-00	PK-Professional Services	Janitorial Services	\$19.16	
				001-012-575-50-41-00	CS-Community Center - Cleaning	Janitorial Services	\$115.00	
				001-013-518-20-41-00	GG-Professional Service	Janitorial Services	\$156.00	
				101-016-542-30-41-02	ST-Professional Service	Janitorial Services	\$19.17	
				410-016-531-10-41-01	SW-Professional Services	Janitorial Services	\$19.17	
				621-000-386-00-00-00	Retainage -Public Bldg Maint	Retainage-Advantage svcs	(\$34.30)	



### Checks to be Approved for 8/11/2015 to 8/24/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount	
Alexander Printing	38973						<b>Check Total</b>	<b>\$166.48</b>
		8/24/2015	43654	001-004-514-23-31-00	FI-Office Supplies	1500 Window security envelopes	\$166.48	
Jennifer Anderson	38974						<b>Check Total</b>	<b>\$416.16</b>
		8/24/2015	August 2015	001-000-284-00-00-00	Payroll Liability Other	Section 125 Dep Care Reimb	\$416.16	
Jeanie Ashe	38975						<b>Check Total</b>	<b>\$275.00</b>
		8/24/2015	8/10/15 req	001-007-558-50-43-00	PL-Travel & Mtgs	ICSC PNW Conference Parking-Ashe	\$15.00	
				001-007-558-50-49-01	PL-Staff Development	ICSC PNW Conference Registration-Ashe	\$260.00	
Bills Blueprint	38976						<b>Check Total</b>	<b>\$23.72</b>
		8/24/2015	514544	001-007-558-50-49-02	PL-Printing and Bindin	Blueprint copies-Cobalt Construction	\$23.72	
Business Card	38969						<b>Check Total</b>	<b>\$3,810.13</b>
		8/18/2015	08/15 0979	001-008-521-20-43-00	LE-Travel & Meetings	Meals at WCIA training	\$59.63	
				001-008-521-20-48-00	LE- Equip Repair & Maintenance	Cell phone repair - Case# 15-1647	\$42.35	
				001-008-521-40-49-01	LE-Staff Development	Taser training - Irwin	\$390.00	
					LE-Staff Development	Taser training - Wells	\$390.00	
					LE-Staff Development	Glock Training - Irwin	\$250.00	
		520-008-594-21-63-00	Capital Equipment	Licenses for PT60 and PT61	\$97.50			
		08/15 1457	001-007-558-50-31-01	PL-Operating Costs	Office chair - Wright	\$217.19		
			001-007-558-50-41-03	PL-Advertising	Postcard Mailing - Public Notice 2015	\$78.68		
				PL-Advertising	Postcard Mailing - Maple Rock DRB	\$64.03		
				PL-Advertising	Postcard mailing - Tanelco	\$31.22		
				PL-Advertising	Postcard mailing - Maple Clearing	\$11.60		
				PL-Advertising	Postcard Mailing - Temple	\$13.46		
				PL-Advertising	Postcard Mailing - Human V2	\$21.08		
				PL-Advertising	Postcard Mailing - Brookside Div I	\$1.86		
			PL-Advertising	Postcard mailing - IM	\$277.94			
		001-007-558-50-43-00	PL-Travel & Mtgs	Parking - Sno Co	\$3.00			
		001-007-558-50-49-01	PL-Staff Development	PermitTrax training - Meis	\$150.00			
		001-012-573-90-31-00	CS-Community Activity-Aquafest	Aquafest booth supplies	\$13.52			
		08/15 4183	001-008-521-20-31-01	LE-Operating Costs	Transcription services	\$320.50		
LE-Operating Costs	Pelican case for camera Tag# 656			\$108.59				
001-008-521-20-43-00	LE-Travel & Meetings		Food for Aquafest	\$332.35				
001-012-573-90-31-00	CS-Community Activity-Aquafest	Aquafest booth supplies	\$2.17					



### Checks to be Approved for 8/11/2015 to 8/24/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount	
Business Card	38969	8/18/2015	08/15 4183	001-012-573-90-31-00	CS-Community Activity-Aquafest	Water for Aquafest booth	\$17.33	
				520-008-594-21-63-00	Capital Equipment	Maglight for PT59 - part of initial setup	\$118.63	
			08/15 4396	001-012-573-90-31-00	CS-Community Activity-Aquafest	Ice for Aquafest	\$3.98	
			08/15 8060	101-016-544-90-31-02	ST-Operating Cost	Phone cases/Staplers/Magnifying glass	\$60.03	
					ST-Operating Cost	Insect Head Protective hat and cover	\$7.11	
				410-016-531-10-31-02	SW-Operating Costs	Phone cases/Staplers/Magnifying glass	\$60.03	
					SW-Operating Costs	Insect Head Protective hat and cover	\$7.12	
					SW-Operating Costs	Lamp for Portable Turbidmeter	\$120.32	
				08/15 8877	001-008-521-20-31-01	LE-Operating Costs	Trailer adapter for towing	\$10.86
			LE-Operating Costs			Detective Transcription	\$137.55	
			LE-Operating Costs			Digital camera Tag# 655	\$92.30	
			LE-Operating Costs			6 Glock 15 round magazines	\$154.94	
			08/15 9514	001-008-521-20-41-00	LE-Professional Services	Database searches	\$57.29	
				001-008-521-20-42-00	LE-Communication	Evidence Shipping charges	\$57.50	
	001-012-573-90-31-00	CS-Community Activity-Aquafest	Supplies for Aquafest booth	\$28.47				
Carquest Auto Parts Store	38977	8/24/2015					<b>Check Total</b>	<b>\$609.72</b>
			2421-207468	001-010-576-80-31-00	PK-Operating Costs	Alternator for PW14	\$60.38	
				101-016-544-90-31-02	ST-Operating Cost	Alternator for PW14	\$60.38	
			2421-225588	001-010-576-80-31-00	PK-Operating Costs	Oil filters/Motor oil	\$20.65	
				101-016-544-90-31-02	ST-Operating Cost	Oil filters/Motor oil	\$20.65	
				410-016-531-10-31-02	SW-Operating Costs	Oil filters/Motor oil	\$20.65	
			2421-225678	001-008-521-20-31-01	LE-Operating Costs	Light bulb for PT29	\$30.94	
			2421-225684	101-016-544-90-31-02	ST-Operating Cost	Air filters/fuel filters/Coolant	\$40.66	
				410-016-531-10-31-02	SW-Operating Costs	Air filters/fuel filters/Coolant	\$40.65	
			2421-225840	101-016-544-90-31-02	ST-Operating Cost	Air filters/AC Recharge	\$44.53	
				410-016-531-10-31-02	SW-Operating Costs	Air filters/AC Recharge	\$44.52	
			2421-225925	101-016-544-90-31-02	ST-Operating Cost	Oil filters/coolant	\$45.48	
				410-016-531-10-31-02	SW-Operating Costs	Oil filters/coolant	\$45.47	
			2421-225959	101-016-544-90-31-02	ST-Operating Cost	Air filter/coolant/fuel filters	\$32.77	
				410-016-531-10-31-02	SW-Operating Costs	Air filter/coolant/fuel filters	\$32.78	
			2421-225974	101-016-544-90-31-02	ST-Operating Cost	AC Pro 200ZW for sweeper	\$21.72	
				410-016-531-10-31-02	SW-Operating Costs	AC Pro 200ZW for sweeper	\$21.71	



## Checks to be Approved for 8/11/2015 to 8/24/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount
Carquest Auto Parts Store	38977	8/24/2015	2421-226000	001-008-521-20-31-01	LE-Operating Costs	Headlight bulb PT41	\$25.78
<b>Check Total</b>							<b>\$234.99</b>
CDW Government Inc	38978	8/24/2015	XC96927	520-008-594-21-63-00	Capital Equipment	Computer/cup mounts for PT60 and PT61	\$234.99
<b>Check Total</b>							<b>\$2,635.00</b>
City of Everett	38979	8/24/2015	I15001799	001-008-554-30-51-00	LE-Environmental-Animal Contro	Animal shelter services June 2015	\$2,635.00
<b>Check Total</b>							<b>\$16,639.36</b>
City of Marysville	38980	8/24/2015	15-013	001-013-512-50-41-00	GG-Municipal Court Fees	Court Citations July 2015	\$6,623.36
			POLIN11-0558	001-008-523-60-51-00	LE-Jail	Prisoner Housing July 2015	\$10,016.00
<b>Check Total</b>							<b>\$377.00</b>
Comcast	38981	8/24/2015	7/15 0808840	001-010-576-80-42-00	PK-Communication	Internet services - City shop	\$36.32
				101-016-543-30-42-00	ST-Communications	Internet services - City shop	\$36.32
				410-016-531-10-42-00	SW-Communications	Internet services - City shop	\$36.32
		7/15 0827887		101-016-542-64-47-00	ST-Traffic Control -Utility	Traffic Signal control	\$149.08
		8/15 0443150		001-002-513-11-42-00	AD-Communications	Internet Service - All City	\$2.38
				001-003-514-20-42-00	CC-Communications	Internet Service - All City	\$7.14
				001-004-514-23-42-00	FI-Communications	Internet Service - All City	\$4.76
				001-005-518-10-42-00	HR-Communications	Internet Service - All City	\$2.38
				001-006-518-80-42-00	IT-Communications	Internet Service - All City	\$4.76
				001-007-558-50-42-00	PL-Communication	Internet Service - All City	\$19.03
				001-008-521-20-42-00	LE-Communication	Internet Service - All City	\$69.00
				001-010-576-80-42-00	PK-Communication	Internet Service - All City	\$3.17
				101-016-543-30-42-00	ST-Communications	Internet Service - All City	\$3.17
				410-016-531-10-42-00	SW-Communications	Internet Service - All City	\$3.17
<b>Check Total</b>							<b>\$315.75</b>
Crystal and Sierra Springs	38982	8/24/2015	5249844080115	001-007-558-50-31-01	PL-Operating Costs	Bottled Water	\$22.15
				001-007-559-30-31-01	PB-Operating Cost	Bottled Water	\$22.15
				001-013-518-20-31-00	GG-Operating	Bottled Water	\$88.60
				101-016-544-90-31-02	ST-Operating Cost	Bottled Water	\$91.43
				410-016-531-10-31-02	SW-Operating Costs	Bottled Water	\$91.42



## Checks to be Approved for 8/11/2015 to 8/24/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount	
<b>Dept of Emergency Management</b>	<b>38983</b>						<b>Check Total</b>	<b>\$16,835.00</b>
		8/24/2015	I000390743	001-013-525-10-51-00	GG-Emergency	Q1/Q2 2015 Cost of Emergency Svcs	\$16,835.00	
<b>Dept of Licensing</b>	<b>0</b>						<b>Check Total</b>	<b>\$531.00</b>
		8/24/2015	1269-1304	633-008-586-00-00-00	Gun Permit - State Remittance	Weapons Permits	\$531.00	
<b>Dept of Retirement (Deferred Comp)</b>	<b>0</b>						<b>Check Total</b>	<b>\$2,240.00</b>
		8/24/2015	08/14/15	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,240.00	
<b>Dept of Revenue</b>	<b>0</b>						<b>Check Total</b>	<b>\$875.37</b>
		8/24/2015	July 2015	001-008-521-20-26-00	LE-Clothing	July 2015 UseTaxes	\$16.34	
				001-008-521-20-31-00	LE-Office Supplies	July 2015 UseTaxes	\$44.36	
				001-008-521-20-31-01	LE-Operating Costs	July 2015 UseTaxes	\$8.59	
				001-013-518-90-49-06	GG-Excise Tax	July 2015 Excise Taxes	\$304.25	
				101-016-542-64-31-00	ST-Traffic Control - Supply	July 2015 UseTaxes	\$469.20	
				101-016-544-90-31-02	ST-Operating Cost	July 2015 UseTaxes	\$9.85	
				410-016-531-10-31-02	SW-Operating Costs	July 2015 UseTaxes	\$9.85	
				410-016-531-50-31-14	DOE G1400295 - Capacity Exp	July 2015 UseTaxes	\$12.93	
<b>Steven Edin</b>	<b>38984</b>						<b>Check Total</b>	<b>\$54.82</b>
		8/24/2015	8/10/15 req	001-008-521-20-42-00	LE-Communication	Evidence shipping cost	\$54.82	
<b>Electronic Federal Tax Pmt System EFTPS</b>	<b>0</b>						<b>Check Total</b>	<b>\$65,335.37</b>
		8/24/2015	08/14/15	001-000-281-00-00-00	Payroll Liability Taxes	Federal Payroll Taxes	\$65,335.37	
<b>Electronic Business Machines</b>	<b>38985</b>						<b>Check Total</b>	<b>\$202.73</b>
		8/24/2015	AR11932	001-008-521-20-48-00	LE- Equip Repair & Maintenance	Copier maintenance	\$202.73	
<b>Evergreen Security Systems</b>	<b>38986</b>						<b>Check Total</b>	<b>\$468.00</b>
		8/24/2015	60144	001-008-521-80-47-00	LE-Evidence Room-Alarm	Security Monitoring 9/2015-8/2016	\$468.00	
<b>Holly Forbis</b>	<b>38987</b>						<b>Check Total</b>	<b>\$22.80</b>
		8/24/2015	8/12/15 req	001-012-573-20-31-00	CS-Arts Commission	Cooler used at Music on the Lake	\$22.80	
<b>Frontier</b>	<b>38988</b>						<b>Check Total</b>	<b>\$143.01</b>
		8/24/2015	8/15 4253340835	001-013-518-20-42-00	GG-Communication	Telephone service	\$28.50	
				101-016-543-30-42-00	ST-Communications	Telephone service	\$28.49	
				410-016-531-10-42-00	SW-Communications	Telephone service	\$28.49	
		8/15 4253979674	101-016-542-64-47-00	ST-Traffic Control -Utility	ST-Traffic Control -Utility	Traffic control modem	\$57.53	



## Checks to be Approved for 8/11/2015 to 8/24/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount	
<b>Glens Rental Sales and Service</b>	<b>38989</b>						<b>Check Total</b>	<b>\$416.38</b>
		8/24/2015	S6002	001-010-576-80-31-00	PK-Operating Costs	Chainsaw chains	\$38.55	
				101-016-544-90-31-02	ST-Operating Cost	Chainsaw chains	\$38.56	
			S6095	001-010-576-80-31-00	PK-Operating Costs	Weedeater Tag# 715	\$113.09	
				101-016-544-90-31-02	ST-Operating Cost	Weedeater Tag# 715	\$113.09	
				410-016-531-10-31-02	SW-Operating Costs	Weedeater Tag# 715	\$113.09	
<b>Grainger</b>	<b>38990</b>						<b>Check Total</b>	<b>\$411.21</b>
		8/24/2015	9794554627	001-012-575-50-31-00	CS-Community Center-Ops	Return of Fluorescent lamp	(\$69.72)	
				9799615712	001-010-576-80-31-00	PK-Operating Costs	Pruner set	\$8.98
					101-016-544-90-31-02	ST-Operating Cost	Pruner set	\$8.98
		410-016-531-10-31-02			SW-Operating Costs	Pruner set	\$8.99	
			9799615720	001-010-576-80-31-00	PK-Operating Costs	2 cycle oil	\$29.17	
				101-016-544-90-31-02	ST-Operating Cost	2 cycle oil	\$29.16	
				410-016-531-10-31-02	SW-Operating Costs	2 cycle oil	\$29.16	
		9803779066	001-012-575-50-31-00	CS-Community Center-Ops	Light Fixture	\$75.46		
		9804577279	101-016-544-90-31-02	ST-Operating Cost	Pry Bar 56 inch	\$55.29		
			410-016-531-10-31-02	SW-Operating Costs	Pry Bar 56 inch	\$55.28		
		9806174711	001-010-576-80-31-00	PK-Operating Costs	Hornett spray	\$45.07		
			101-016-544-90-31-02	ST-Operating Cost	Hornett spray	\$45.07		
		9807131694	001-010-576-80-31-00	PK-Operating Costs	Grease	\$30.10		
			101-016-544-90-31-02	ST-Operating Cost	Grease	\$30.11		
410-016-531-10-31-02	SW-Operating Costs		Grease	\$30.11				
<b>Granite Construction Supply</b>	<b>38991</b>						<b>Check Total</b>	<b>\$319.28</b>
		8/24/2015	262_00059077	101-016-542-64-31-00	ST-Traffic Control - Supply	Sign stands	\$319.28	
<b>Chris L Griffen</b>	<b>38992</b>						<b>Check Total</b>	<b>\$1,012.50</b>
		8/24/2015	4Z478051	001-011-515-91-41-00	LG-General Indigent Defense	Public defender services	\$75.00	
			5Z0506732	001-011-515-91-41-00	LG-General Indigent Defense	Public defender services	\$225.00	
			C10257L	001-011-515-91-41-00	LG-General Indigent Defense	Public defender services	\$300.00	
			C10394L	001-011-515-91-41-00	LG-General Indigent Defense	Public defender services	\$75.00	
			C10455L	001-011-515-91-41-00	LG-General Indigent Defense	Public defender services	\$225.00	
			C10606L	001-011-515-91-41-00	LG-General Indigent Defense	Public defender services	\$112.50	



## Checks to be Approved for 8/11/2015 to 8/24/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount
<b>Check Total</b>							<b>\$205.00</b>
<b>Group Health Coop</b>	38993	8/24/2015	74008732	001-008-521-20-41-00	LE-Professional Services	New employee medical exams & tests	\$95.00
				101-016-542-30-41-02	ST-Professional Service	New employee medical exams & tests	\$55.00
				410-016-531-10-41-01	SW-Professional Services	New employee medical exams & tests	\$55.00
				<b>Check Total</b>			
<b>Honey Bucket</b>	38994	8/24/2015	2-1288971	001-010-576-80-45-00	PK-Equipment Rental	HoneyBucket rental - Boat Launch	\$214.00
			2-1293957	001-010-576-80-45-00	PK-Equipment Rental	HoneyBucket rental - Swim Beach	\$117.50
			<b>Check Total</b>				
<b>Casey Howell</b>	38995	8/24/2015	8/19/15 req	001-007-558-50-49-00	PL-Miscellaneous	Real Estate Excise Tax Affidavit filing fee	\$10.00
			<b>Check Total</b>				
<b>Theodore Hunter</b>	38996	8/24/2015	1754	001-007-558-60-41-02	PL-Prof Serv-Hearing E	LUA2015-0036 Hearing Examiner services	\$2,000.00
			<b>Check Total</b>				
<b>Industrial Supply Inc</b>	38997	8/24/2015	561343	410-016-531-10-31-02	SW-Operating Costs	Air Hose	\$30.20
			561817	101-016-544-90-31-02	ST-Operating Cost	Street Sweeper brooms	\$34.96
				410-016-531-10-31-02	SW-Operating Costs	Street Sweeper brooms	\$34.96
			562177	101-016-544-90-31-02	ST-Operating Cost	Street Sweeper brooms	\$34.96
				410-016-531-10-31-02	SW-Operating Costs	Street Sweeper brooms	\$34.96
			<b>Check Total</b>				
<b>Integra Telecom Inc</b>	38998	8/24/2015	13218884	001-002-513-11-42-00	AD-Communications	Telephone Service	\$13.90
				001-003-514-20-42-00	CC-Communications	Telephone Service	\$27.79
				001-004-514-23-42-00	FI-Communications	Telephone Service	\$27.79
				001-005-518-10-42-00	HR-Communications	Telephone Service	\$13.89
				001-006-518-80-42-00	IT-Communications	Telephone Service	\$41.69
				001-007-558-50-42-00	PL-Communication	Telephone Service	\$90.38
				001-007-559-30-42-00	PB-Communication	Telephone Service	\$13.90
				001-008-521-20-42-00	LE-Communication	Telephone Service	\$472.68
				001-012-575-30-42-00	CS-Historical-Communications	Telephone Service Museum	\$13.90
				001-012-575-50-42-00	CS-Community Center - Comm	Telephone Service Senior Ctr	\$13.90
				001-013-518-20-42-00	GG-Communication	Telephone Service	\$55.59
				101-016-543-30-42-00	ST-Communications	Telephone Service Shop	\$79.98
				410-016-531-10-42-00	SW-Communications	Telephone Service Shop	\$79.98



### Checks to be Approved for 8/11/2015 to 8/24/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount	
J Thayer Company	38999						<b>Check Total</b>	<b>\$725.50</b>
		8/24/2015	965361-0	001-004-514-23-31-00	FI-Office Supplies	Staples	\$5.74	
				001-013-518-20-31-00	GG-Operating	Post it flags/Sissors	\$59.92	
		8/24/2015	965710-0	001-008-521-20-31-00	LE-Office Supplies	Paper/Card stock	\$367.74	
				001-007-558-50-31-01	PL-Operating Costs	Stapler/Clasp envelopes	\$44.45	
		8/24/2015	968506-0	001-007-559-30-31-01	PB-Operating Cost	File folders/Post-it flags	\$53.42	
				001-003-514-20-31-00	CC-Office Supply	Toner	\$91.16	
		8/24/2015	968620-0	001-004-514-23-31-00	FI-Office Supplies	Toner	\$75.97	
001-013-518-20-31-00	GG-Operating			Blank CDs	\$27.10			
Keating Bucklin and McCormack Inc	39000						<b>Check Total</b>	<b>\$1,669.50</b>
		8/24/2015	6527	001-008-521-20-41-02	LE-Professional Srv-Legal	Employment Litigation	\$1,669.50	
Lake Industries LLC	39001						<b>Check Total</b>	<b>\$144.34</b>
		8/24/2015	267268	101-016-544-90-31-02	ST-Operating Cost	1 1/4 Minus Crushed Rock	\$52.17	
				410-016-531-10-31-02	SW-Operating Costs	1 1/4 Minus Crushed Rock	\$52.17	
		8/24/2015	29170	101-016-544-90-31-02	ST-Operating Cost	Fill Hauled in by the yard	\$20.00	
				410-016-531-10-31-02	SW-Operating Costs	Fill Hauled in by the yard	\$20.00	
Lake Stevens Fire	39002						<b>Check Total</b>	<b>\$105.00</b>
		8/24/2015	8736	001-012-575-50-31-00	CS-Community Center-Ops	Annual fire inspection - Community Center	\$105.00	
Lake Stevens Mini Mart	39003						<b>Check Total</b>	<b>\$195.41</b>
		8/24/2015	12676	001-008-521-21-32-00	LE-Boating-Fuel	Fuel for Boat	\$95.30	
			12796	001-008-521-20-32-00	LE-Fuel	Fuel for generator	\$2.11	
			16632	001-008-521-21-32-00	LE-Boating-Fuel	Fuel for Boat	\$98.00	
Lake Stevens Police Guild	39004						<b>Check Total</b>	<b>\$870.00</b>
		8/24/2015	08/14/15	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Union Dues	\$870.00	
Lake Stevens School District	39005						<b>Check Total</b>	<b>\$3,195.36</b>
		8/24/2015	1101	001-007-559-30-32-00	PB-Fuel	Fuel - June 2015	\$152.88	
				001-010-576-80-32-00	PK-Fuel Costs	Fuel - June 2015	\$40.75	
				001-013-518-20-32-00	GG-Fuel	Fuel - June 2015	\$15.02	
				101-016-542-30-32-00	ST-Fuel	Fuel - June 2015	\$1,429.23	
				410-016-531-10-32-00	SW-Fuel	Fuel - June 2015	\$1,557.48	



## Checks to be Approved for 8/11/2015 to 8/24/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount	
<b>Lake Stevens Sewer District</b>	<b>39006</b>						<b>Check Total</b>	<b>\$800.00</b>
		8/24/2015	08/2015	001-008-521-50-47-00	LE-Utilities	Sewer - N Lakeshore Dr	\$80.00	
					LE-Utilities	Sewer - Police Station	\$80.00	
		001-010-576-80-47-00			PK-Utilities	Sewer - Lundeen Park	\$160.00	
			001-012-572-20-47-00			CS-Library-Utilities	Sewer - Library	\$80.00
		001-013-518-20-47-00				GG-Utilities	Sewer - Permit Center	\$80.00
						GG-Utilities	Sewer - City Hall	\$160.00
				GG-Utilities	Sewer - Family Center	\$80.00		
		101-016-543-50-47-00	ST-Utilities	Sewer - 99th Ave SE Property	\$80.00			
<b>Lemay Mobile Shredding</b>	<b>39007</b>						<b>Check Total</b>	<b>\$11.89</b>
		8/24/2015	4446216	001-008-521-20-31-01	LE-Operating Costs	Shredding services	\$4.38	
			4446217	001-013-518-20-31-00	GG-Operating	Shredding services	\$7.51	
<b>Les Schwab Tire Center</b>	<b>39008</b>						<b>Check Total</b>	<b>\$196.99</b>
		8/24/2015	40200229778	001-010-576-80-48-00	PK-Repair & Maintenance	Tires PW38	\$168.75	
			40200229781	101-016-542-30-48-00	ST-Repair & Maintenance	Tire Dismount and mount inside	\$14.12	
					410-016-531-10-48-00	SW-Repairs & Maintenance	Tire Dismount and mount inside	\$14.12
<b>MOSA Technology Solutions LLC</b>	<b>39009</b>						<b>Check Total</b>	<b>\$1,160.80</b>
		8/24/2015	1300	001-008-521-20-41-00	LE-Professional Services	Maintenance agreement for Fingerprint scan equipment	\$1,160.80	
<b>Nationwide Retirement Solution</b>	<b>0</b>						<b>Check Total</b>	<b>\$1,250.00</b>
		8/24/2015	08/14/15	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-Nationwide	\$1,250.00	
<b>Office of The State Treasurer</b>	<b>39010</b>						<b>Check Total</b>	<b>\$8,521.04</b>
		8/24/2015	July 2015	633-007-586-00-00-02	Building - State Bl	July 2015 State Court Fees	\$58.50	
				633-008-586-00-00-03	Public Safety And Ed. 1986	July 2015 State Court Fees	\$4,022.98	
				633-008-586-00-00-04	Public Safety And Education	July 2015 State Court Fees	\$2,405.54	
				633-008-586-00-00-05	Judicial Information System-Ci	July 2015 State Court Fees	\$909.32	
				633-008-586-00-00-08	Trauma Care	July 2015 State Court Fees	\$340.87	
				633-008-586-00-00-09	School Zone Safety	July 2015 State Court Fees	\$103.80	
				633-008-586-00-00-10	Public Safety Ed #3	July 2015 State Court Fees	\$112.42	
				633-008-586-00-00-11	Auto Theft Prevention	July 2015 State Court Fees	\$483.00	
				633-008-586-00-00-12	HWY Safety Act	July 2015 State Court Fees	\$15.01	
				633-008-586-00-00-13	Death Inv Acct	July 2015 State Court Fees	\$10.43	
				633-008-586-00-00-14	WSP Highway Acct	July 2015 State Court Fees	\$59.17	



## Checks to be Approved for 8/11/2015 to 8/24/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount
<b>Check Total</b>							<b>\$5,137.25</b>
Outcomes by Levy LLC	39011	8/24/2015	2015-07-LS	001-013-511-20-41-02	GG-Advisory Srv - Lobbying	Legislative lobbying services July 2015	\$5,137.25
<b>Check Total</b>							<b>\$83.54</b>
Partsmaster	39012	8/24/2015	20922382	001-010-576-80-31-00	PK-Operating Costs	Crimp & Shrink Butt Connectors	\$27.84
				101-016-544-90-31-02	ST-Operating Cost	Crimp & Shrink Butt Connectors	\$27.85
				410-016-531-10-31-02	SW-Operating Costs	Crimp & Shrink Butt Connectors	\$27.85
<b>Check Total</b>							<b>\$1,211.63</b>
Perteet Engineering Inc	39013	8/24/2015	20110012.012-1	001-007-558-50-41-01	PL-CA-Developer Reimb	LS Wetland Review School Dist site-Lake Dr and Soper Hill Rd	\$1,211.63
<b>Check Total</b>							<b>\$163.24</b>
Petty Cash Account	39014	8/24/2015	8/19/15 req	001-000-389-00-00-00	Refunds or Overpayments	Refund	\$0.50
				001-013-518-20-42-00	GG-Communication	Postage	\$6.74
				309-016-595-61-63-01	Sidewalk Construction	Recording fees	\$156.00
<b>Check Total</b>							<b>\$113.10</b>
Pitney Bowes	39015	8/24/2015	9619164-AU15	001-013-518-20-45-00	GG-Equipment Rental	Postage machine rental	\$113.10
<b>Check Total</b>							<b>\$109.23</b>
Puget Sound Energy	39016	8/24/2015	8/15 24316495	001-010-576-80-47-00	PK-Utilities	Natural Gas - City Shop	\$11.70
				101-016-543-50-47-00	ST-Utilities	Natural Gas - City Shop	\$11.70
				410-016-531-10-47-00	SW-Utilities	Natural Gas - City Shop	\$11.69
		8/15 3723810	001-008-521-50-47-00	LE-Utilities	Natural Gas - N Lakeshore Dr	\$74.14	
<b>Check Total</b>							<b>\$15,189.25</b>
Robinson Noble	39017	8/24/2015	15-571	101-016-595-61-64-41	ST - Cap - Grade Road	Geotechnical engineering service-Grade Road Embankment	\$7,594.31
			15-572	101-016-542-30-41-02	ST-Professional Service	Geotechnical engineering service-Callow Road Project	\$7,594.94
<b>Check Total</b>							<b>\$42.20</b>
S Morris Co	39018	8/24/2015	173262	101-016-542-30-41-02	ST-Professional Service	Dead animal inceneration	\$42.20
<b>Check Total</b>							<b>\$20.00</b>
Safe Kids	39019	8/24/2015	9/14/15	001-008-521-40-49-01	LE-Staff Development	Safe Kids Workshop - Anderson	\$20.00
<b>Check Total</b>							<b>\$938.22</b>
Sherwin-Williams Co	39020	8/24/2015	1881-7	001-013-518-20-31-00	GG-Operating	Paint for Lundeen House	\$649.25
			2261-1	001-013-518-20-31-00	GG-Operating	Painting for Lundeen House	\$212.88
			2264-5	001-013-518-20-31-00	GG-Operating	Painting supplies for Lundeen House	\$20.41



## Checks to be Approved for 8/11/2015 to 8/24/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount
Sherwin-Williams Co	39020	8/24/2015	2265-2	001-013-518-20-31-00	GG-Operating	Painting supplies for Lundeen House	\$55.68
<b>Check Total</b>							<b>\$2,075.70</b>
SirennetCom	39021	8/24/2015	0189044-IN	520-008-594-21-63-00	Capital Equipment	Lights & Sirens for PT61	\$309.10
			0189807-IN	520-008-594-21-63-00	Capital Equipment	Lights & Sirens for PT61	\$1,766.60
<b>Check Total</b>							<b>\$140.00</b>
Snohomish County Cities	38970	8/18/2015	8/20/15	001-001-511-60-43-00	Legislative - Travel & Mtgs	SCC mtg 8/20/15	\$105.00
				001-001-513-10-43-00	Executive - Travel & Mtgs	SCC mtg 8/20/15	\$35.00
<b>Check Total</b>							<b>\$15,027.05</b>
Snohomish County PUD	39022	8/24/2015	104315780	101-016-542-63-47-00	ST-Lighting - Utilities	201595113	\$288.88
			107652760	101-016-542-63-47-00	ST-Lighting - Utilities	200363505	\$117.77
			110962195	101-016-542-63-47-00	ST-Lighting - Utilities	202013249	\$143.73
			110965279	001-008-521-50-47-00	LE-Utilities	200558690	\$114.81
			114280685	001-013-518-20-47-00	GG-Utilities	201783685	\$157.98
			114280686	001-013-518-20-47-00	GG-Utilities	201956075	\$50.19
			117603568	101-016-542-63-47-00	ST-Lighting - Utilities	202342622	\$122.70
			124233883	001-010-576-80-47-00	PK-Utilities	201513934	\$35.60
			127535599	101-016-542-63-47-00	ST-Lighting - Utilities	203728159	\$92.35
			127540988	001-012-572-20-47-00	CS-Library-Utilities	200206977	\$513.78
				001-013-518-20-47-00	GG-Utilities	200206977	\$192.43
			127540989	001-013-518-20-47-00	GG-Utilities	200245215	\$231.18
			130850866	001-010-576-80-47-00	PK-Utilities	200748721	\$148.87
			134139579	001-010-576-80-47-00	PK-Utilities	202513354	\$36.65
			134140163	101-016-542-63-47-00	ST-Lighting - Utilities	203115522	\$232.95
			137350740	001-013-518-20-47-00	GG-Utilities	200206019	\$393.85
			137350741	001-013-518-20-47-00	GG-Utilities	200321172	\$172.57
			14376100	101-016-542-63-47-00	ST-Lighting - Utilities	202648101	\$1,018.63
			143976099	101-016-542-63-47-00	ST-Lighting - Utilities	202624367	\$9,443.87
			150553936	001-010-576-80-47-00	PK-Utilities	205395999	\$55.26
150558190	001-012-575-30-47-00	CS-Historical-Utilities	202289237	\$16.34			
	001-012-575-51-47-00	CS-Grimm House Expenses	202289237	\$16.33			
153805899	001-010-576-80-47-00	PK-Utilities	202340527	\$14.01			



## Checks to be Approved for 8/11/2015 to 8/24/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount
Snohomish County PUD	39022	8/24/2015	153805899	101-016-542-63-47-00	ST-Lighting - Utilities	202340527	\$14.01
				410-016-531-10-47-00	SW-Utilities	202340527	\$14.00
			153809512	001-012-575-50-47-00	CS-Community Center-Utilities	200860922	\$558.59
			153811771	101-016-542-63-47-00	ST-Lighting - Utilities	202648705	\$81.60
			156999658	101-016-542-63-47-00	ST-Lighting - Utilities	203582010	\$124.91
			157004266	101-016-542-63-47-00	ST-Lighting - Utilities	200178218	\$277.31
			160207782	001-010-576-80-47-00	PK-Utilities	203203245	\$345.90
<b>Check Total</b>							<b>\$5,279.80</b>
Snohomish County PW S	39023	8/24/2015	1000391014	101-016-542-64-48-00	ST-Traffic Control - R&M	Traffic signal repair	\$2,230.73
			1000391093	410-016-531-20-41-00	SW-Aerator Monitori	Q2 2015 Monitoring and Gaging	\$3,049.07
<b>Check Total</b>							<b>\$14,518.37</b>
Snohomish County PW V	39024	8/24/2015	1000389494	001-008-521-20-48-00	LE- Equip Repair & Maintenance	Vehicle Repair & Maintenance	\$6,842.65
				101-016-542-30-48-00	ST-Repair & Maintenance	Vehicle Repair & Maintenance	\$3,837.86
				410-016-531-10-48-00	SW-Repairs & Maintenance	Vehicle Repair & Maintenance	\$3,837.86
<b>Check Total</b>							<b>\$129.48</b>
Snohomish County Sherrifs Office	39025	8/24/2015	2015-2730	001-008-523-60-51-00	LE-Jail	Prisoner Medical-Sno Co-June 2015	\$114.52
			2015-2731	001-008-523-60-51-00	LE-Jail	Prisoner Medical-Sno Co-June 2015	\$14.96
<b>Check Total</b>							<b>\$150.93</b>
Snohomish County Treasurer	39026	8/24/2015	July 2015	633-008-586-00-00-01	Crime Victims Compensation	July 2015 Crime Victims Compensation	\$150.93
			<b>Check Total</b>				
Sonsray Machinery LLC	39027	8/24/2015	P03090-09	101-016-542-30-48-00	ST-Repair & Maintenance	Installation of Control Stick on mower	\$1,810.36
				410-016-531-10-48-00	SW-Repairs & Maintenance	Installation of Control Stick on mower	\$1,810.36
			W00345-09	101-016-542-30-48-00	ST-Repair & Maintenance	Calibration of Control Stick on mower	\$205.36
				410-016-531-10-48-00	SW-Repairs & Maintenance	Calibration of Control Stick on mower	\$205.36
<b>Check Total</b>							<b>\$971.40</b>
Sound Publishing Inc	39028	8/24/2015	EDH646536	001-007-558-50-41-03	PL-Advertising	LUA2015-0042 HUR Code Amendment	\$67.20
			EDH646540	001-007-558-50-41-03	PL-Advertising	LUA2015-0056 Maple Rock II Prelim Plat	\$63.76
			EDH646550	001-007-558-50-41-03	PL-Advertising	LUA2014-0087/LUA2015-0059 Westlake Crossing	\$65.48
			EDH647317	001-007-558-50-41-03	PL-Advertising	LUA2015-0042 Seattle Pacific Development	\$93.00
			EDH648840	001-007-558-50-41-03	PL-Advertising	LUA2011-0018 Tenelco Conditional Use	\$278.76
			EDH649371	001-007-558-50-41-03	PL-Advertising	LUA2015-0077 Maples Rock Prelim Plat	\$75.80
			EDH649383	001-007-558-50-41-03	PL-Advertising	SPE2015-0002 Ironman	\$72.36



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Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount	
Sound Publishing Inc	39028	8/24/2015	EDH649738	001-007-558-50-41-03	PL-Advertising	LUA2014-0087 Seattle Pacific Development	\$80.96	
			EDH649750	001-007-558-50-41-03	PL-Advertising	LUA2015-0056 JMI Holdings	\$84.40	
			EDH649752	101-016-542-30-41-01	ST-Advertising	Ordinance 936 ROW	\$22.48	
			EDH650702	001-007-558-50-41-03	PL-Advertising	LUA2015-0078 Robinett Land Co	\$67.20	
Staples	39029	<b>Check Total</b>						<b>\$211.72</b>
		8/24/2015	3274110960	001-007-558-50-31-00	PL-Office Supplies	Adhesive Easel	\$35.26	
				001-007-558-50-49-02	PL-Printing and Bindin	Bookletmaking	\$168.87	
			3274264327	001-007-558-50-31-00	PL-Office Supplies	Business card holder	\$1.08	
			3274431764	001-008-521-20-31-00	LE-Office Supplies	2016 Deskpap	\$6.51	
Stericycle Inc	39030	<b>Check Total</b>						<b>\$10.36</b>
		8/24/2015	3003109903	001-008-521-20-41-00	LE-Professional Services	Hazardous waste disposal	\$10.36	
Summit Law Group	39031	<b>Check Total</b>						<b>\$91.50</b>
		8/24/2015	74946	001-008-521-20-41-00	LE-Professional Services	Employment matters	\$91.50	
Tacoma Screw Products Inc	39032	<b>Check Total</b>						<b>\$75.41</b>
		8/24/2015	30704306	001-010-576-80-31-00	PK-Operating Costs	Rotary Orange Diamond trimmer line	\$15.80	
				101-016-544-90-31-02	ST-Operating Cost	Rotary Orange Diamond trimmer line	\$15.81	
			30707717	001-010-576-80-31-00	PK-Operating Costs	Displacement connectors	\$14.60	
				101-016-544-90-31-02	ST-Operating Cost	Displacement connectors	\$14.60	
				410-016-531-10-31-02	SW-Operating Costs	Displacement connectors	\$14.60	
The Artcraft Group Inc	39033	<b>Check Total</b>						<b>\$731.83</b>
		8/24/2015	307029	001-008-521-20-31-00	LE-Office Supplies	Black Trooper hats	\$174.85	
				001-008-521-20-31-04	LE - Donation Exp - Other	Black Trooper hats	\$556.98	
Dean Thomas	39034	<b>Check Total</b>						<b>\$90.00</b>
		8/24/2015	8/4/15 req	001-008-521-20-43-00	LE-Travel & Meetings	Lunches at Photography training	\$90.00	
Truck Vault Inc	39035	<b>Check Total</b>						<b>\$1,613.94</b>
		8/24/2015	150341	520-008-594-21-63-00	Capital Equipment	Tahoe Mag Drawer PT59	\$1,613.94	
UPS	39036	<b>Check Total</b>						<b>\$21.75</b>
		8/24/2015	74Y42325	001-008-521-20-42-00	LE-Communication	Evidence shipping	\$21.75	
Verizon Northwest	39037	<b>Check Total</b>						<b>\$2,615.86</b>
		8/24/2015	9749522736	001-001-513-10-42-00	Executive - Communication	Wireless phone service	\$86.44	
				001-002-513-11-42-00	AD-Communications	Wireless phone service	\$82.48	



### Checks to be Approved for 8/11/2015 to 8/24/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Amount	
Verizon Northwest	39037	8/24/2015	9749522736	001-005-518-10-42-00	HR-Communications	Wireless phone service	\$52.46	
				001-006-518-80-42-00	IT-Communications	Wireless phone service	\$124.92	
				001-007-558-50-42-00	PL-Communication	Wireless phone service	\$151.94	
				001-007-559-30-42-00	PB-Communication	Wireless phone service	\$104.77	
				001-008-521-20-42-00	LE-Communication	Wireless phone service	\$1,385.19	
				001-010-576-80-42-00	PK-Communication	Wireless phone service	\$209.22	
				101-016-543-30-42-00	ST-Communications	Wireless phone service	\$209.22	
				410-016-531-10-42-00	SW-Communications	Wireless phone service	\$209.22	
WABO	39038	<b>Check Total</b>						<b>\$50.00</b>
		8/24/2015	30565	001-007-559-30-41-01	PB-Advertising	Help wanted-Building Official	\$50.00	
Jerad Wachtveitl	39039	<b>Check Total</b>						<b>\$90.00</b>
		8/24/2015	8/4/15 req	001-008-521-20-43-00	LE-Travel & Meetings	Lunches at Photography training	\$90.00	
Washington State Patrol	39040	<b>Check Total</b>						<b>\$344.50</b>
		8/24/2015	116000140	633-008-586-00-00-06	Gun Permit - FBI Remittance	Background checks-weapons permits	\$20.00	
			116000735	633-008-586-00-00-06	Gun Permit - FBI Remittance	Background checks-weapons permits	\$324.50	
Washington State Support Registry	0	<b>Check Total</b>						<b>\$607.46</b>
		8/24/2015	08/14/15	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Child Support	\$607.46	
Neil Chad Wells	39041	<b>Check Total</b>						<b>\$21.00</b>
		8/24/2015	8/4/15 req	001-008-521-20-43-00	LE-Travel & Meetings	Meals at CIT training	\$21.00	
Western Graphics Inc	39042	<b>Check Total</b>						<b>\$2,609.66</b>
		8/24/2015	10079	520-008-594-21-63-00	Capital Equipment	Initial graphics install on PT60 & PT61	\$1,579.04	
			9995	520-008-594-21-63-00	Capital Equipment	Install graphics on PT59	\$1,030.62	
<b>Total</b>							<b>\$212,811.74</b>	

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

Monday, August 10, 2015  
Lake Stevens School District Educational Service Center (Admin. Bldg.)  
12309 22<sup>nd</sup> Street N.E. Lake Stevens

CALL TO ORDER: 7:00 p.m. by Mayor Vern Little

COUNCILMEMBERS PRESENT: Kim Daughtry, Sam Low, John Spencer, Todd Welch, Suzanne Quigley, Kathy Holder, Marcus Tageant

COUNCILMEMBERS ABSENT: None

STAFF MEMBERS PRESENT: City Administrator Jan Berg, Finance Director/City Clerk Barb Stevens, Planning and Community Development Director Rebecca Ableman McCrary, Public Works Director Mick Monken, Human Resources Director Steve Edin, Police Chief Dan Lorentzen, Deputy City Clerk Kathy Pugh and City Attorney Thom Graafstra

OTHERS:

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**Guest Business.**

Lance Morehouse, 1828 92<sup>nd</sup> Drive SE, said he is the Executive Director Sherwood Community Services and a member of the Chamber. He spoke in support of the City and Chamber working together to make a portion of Lundeen House over into a visible visitor's center for the City.

**City Department Report.**

**Consent Agenda.**

**MOTION:** Moved by Councilmember Spencer seconded by Councilmember Welch, to approve (A) 2015 Vouchers [Payroll Direct Deposits of \$136,896.54, Payroll Check Nos. 38894-38895 in the amount of \$4,143.03, Tax Deposits of \$54,210.53, Electronic Funds Transfers (ACH) of \$168,282.06, Claims Checks Nos. 38893, 38896-38966 totaling \$477,024.81, Total Vouchers Approved: \$840,556.97]; (B) City Council Regular Meeting Minutes of July 13, 2015; (C) City Council Regular Meeting Minutes of July 27, 2015; and (D) Police Department IT Server Room Ductless Air Condition limited Public Works contract. On vote the motion carried (7-0-0-0).

**Public Hearing:**

**2015-2035 Comprehensive Plan:** City Clerk Barb Stevens opened the Public Hearing and read the rules of procedure for the Public Hearing for the record.

Senior Planner Wright presented the Staff Report and highlighted the proposed amendments to the Comprehensive Plan and the public process that was followed. The plan is being updated as required by the Growth Management Act. This update is a ten-year update and maintains the City's compliance with state, local and regional guidelines, as well as county-wide planning policies.

Mr. Wright briefly reviewed the updates, and said that new vision statements for each element and an executive summary have been added.

Director Ableman McCrary reviewed updates to the Capital Facilities Plan. She then reviewed the Economic Development Chapter and said it is new and based on all of the work the City has completed to date. The attempt is to reflect the City's new direction with economic development, since annexation.

Mr. Wright added that the Planning Commission held a Public Hearing on July 29, 2015 and unanimously voted to forward a recommendation of approval of the Comprehensive Plan to Council.

Director Ableman McCrary and Senior Planner Wright then responded to Councilmembers' questions.

Mayor Little invited public comment and there was none.

**MOTION:** Councilmember Low moved, Councilmember Spencer seconded, to close the Public Comment portion of the Public Hearing. On vote the motion carried (7-0-0-0).

**MOTION:** Councilmember Low moved, Councilmember Tageant seconded, to continue the Public Hearing to the September 8, 2015 Council meeting and to accept the first reading of Ordinance 937 adopting an updated Comprehensive Plan as required by the Growth Management Act and amending the Comprehensive Plan Land Use Map; and providing for severability and effective date. On vote the motion carried (7-0-0-0).

**Action Items:**

**Authorize Taser Purchase/Taser Assurance Program Agreement:** Police Chief Dan Lorentzen presented the Staff Report and said tonight's action is to authorize the Mayor to enter into the TASER purchase agreement, and also to authorize participation in the Taser Assurance Program (TAP), which is an extended warranty program for the tasers that are purchased. He then responded to Councilmembers' questions.

**MOTION:** Councilmember Tageant moved, Councilmember Welch seconded, to authorize the Mayor to sign the TASER Purchase Agreement, and to authorize participation in the extended warranty program known as the Taser Assurance Program. On vote the motion carried unanimously (7-0-0-0).

**Authorize Intergovernmental Services Agreement with Snohomish County for Ironman Law Enforcement Services:** Chief Lorentzen reviewed the Staff Report and said that in past years the County has entered into an agreement directly with Ironman, Inc. to provide law enforcement services for portions of the event in the county, and this year the County requested to enter into an Intergovernmental Services Agreement with the City to provide those services. This will streamline the process for the County to provide the requested law enforcement support for the Ironman event. The County will still be paid directly by Ironman, Inc. for those services. Chief Lorentzen then responded to Councilmembers questions.

**MOTION:** Councilmember Low moved, Councilmember Tageant seconded, to authorize the Mayor to enter into an Intergovernmental Services Agreement with Snohomish County for the

Snohomish County Sheriff's Office to provide law enforcement services for the portion of the Ironman event that take place in unincorporated areas. On vote the motion carried unanimously (7-0-0-0).

**Transportation Improvement Board Grant Application – North Lakeshore Drive Sidewalk:**

Public Works Director Mick Monken presented the Staff Report and said tonight's request is for Council to authorize the commitment of \$82,222 for the City's match share for a Transportation Improvement Board grant for a sidewalk placement on North Lakeshore Drive and 123<sup>rd</sup> Avenue NE. He noted this project was rated as priority 1 in the City's 2011 Pedestrian Connection Plan and also when it was rerated this year. Grant applications are due next week. He then responded to Councilmembers' questions.

**MOTION:** Councilmember Spencer moved, Councilmember Quigley seconded, to commit \$82,222 in matching funds for a Transportation Improvement Board grant for a sidewalk placement on North Lakeshore Drive and 123<sup>rd</sup> Avenue NE. On vote the motion carried unanimously (7-0-0-0).

**Police/Server Emergency Generator:** Public Works Director Monken presented the Staff Report and said that the requested action is for Council to authorize the purchase of a surplus generator from the Lake Stevens Sewer District and approve a contingency for transporting and possible enclosure purchase for a total budget not to exceed \$20,000. Director Monken said the generator would not be installed in 2015, but rather Staff anticipates requesting installation costs in the 2016 budget. He said the total cost estimated for purchase and installation of the generator is approximately \$50,000. Director Monken said this generator would be able to operate the entire Police Department as well as the computer server that operates the entire City during power outages. He then responded to Councilmembers' questions.

**MOTION:** Councilmember Low moved, Councilmember Tageant seconded, to authorize the purchase of a surplus generator from the Lake Stevens Sewer District, with a contingency that the generator be checked by a mechanic prior to the purchase. On vote the motion carried unanimously (7-0-0-0).

**Discussion Items:**

**City Council Meeting – August 24, 2015:** Finance Director/City Clerk Barb Stevens said the Lake Stevens School District (ESC) meeting room is not available for the August 24, 2015 regularly scheduled meeting and requested direction from Council on whether they would like to move the meeting location or reschedule the meeting to another date. Discussion ensued and there was consensus to hold the August 24, 2015 Council meeting in the Community Center.

**Council Person's Business:** Councilmembers reported on the following meetings: Councilmember Tageant: Sewer Meeting; Councilmember Welch: Fire Commission; Councilmember Low: Sewer Meeting, Health District; Councilmember Daughtry: Snohomish County Tomorrow (SCT), Snohomish County Cities (SCC).

**Mayor's Business:** Sewer District, SCT.

**Executive Session:** Mayor Little announced an executive session for ten minutes to discuss potential litigation beginning at 8:10 p.m. and ending at 8:20 p.m. with no action to follow. At 8:10 p.m. the executive session was extended to 8:30 p.m.

The regular meeting of the City Council was reconvened at 8:30 p.m.

**Adjourn.**

Moved by Councilmember Low, seconded by Councilmember Tageant to adjourn the meeting at 8:30 p.m.

\_\_\_\_\_  
Vern Little, Mayor

\_\_\_\_\_  
Kathy Pugh, Deputy City Clerk

## STAFF REPORT



Council Agenda Date: 24 August 2015

**Subject: Authorize Supplement No. 8 to the Eurasian Watermilfoil Control Program (2011) – Contract increase authorization for Year-5 Implementation of Application Strategy Plan and Post Services**

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<b>Contact Person:</b>	Mick Monken	<b>Budget Impact:</b>	\$44,254.50
<b>Department:</b>	Public Works		

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Authorize Supplement No. 8 to the current contract with AquaTechnex, LLC to increase the year 5 pre and post survey and control measures as part of the 2011 implementation of Application Strategy Plan for an amount of \$22,806.00.

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**SUMMARY/BACKGROUND:** In the 2015 budget, the City Council approved \$45,000 for this year's treatment of milfoil. On 13<sup>th</sup> April 2015, the Council authorized Supplement No. 7 with AquaTechnex for a total contract amount of \$21,448.50 plus authorized a \$20,000 management reserve. The \$21,448.50 contract amount was an estimate based on past history on the anticipated acres of treatment (assumed to be 20 acres). The \$20,000 was a staff estimate on a contingency which allowed the staff to authorize continued operation by the contractor.

Due to the unseasonably warm winter and spring, the milfoil population far exceeded the estimated growth spread by nearly 250% for a total coverage of 48 acres versus the original estimate of 20 acres. Staff authorized the contractor to continue to complete the treatment coverage as it was estimated that the work would come within the City's total \$45,000 budget, which it did, with a total expenditure budget of \$44,254.50.

Supplemental No. 8 increases AquaTechnex contract by \$22,806.00 to match the additional treatment area performed in July 2015. In total sum for 2015, AquaTechnex total contract amount is \$44,254.50.

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**APPLICABLE CITY POLICIES:** None

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**BUDGET IMPACT:** \$22,806 for Supplement No. 8 - Total contract amount for 2015 is \$44,254.50.

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**ATTACHMENTS:**

- ▶ Attachment A: Professional Service Agreement Supplemental No. 8

**ATTACHMENT A**

**SUPPLEMENTAL AGREEMENT NO. 8  
TO  
PROFESSIONAL SERVICES AGREEMENT  
FOR  
CITY OF LAKE STEVENS  
LAKE STEVENS EURASIAN MILFOIL CONTROL PROJECT**

This Supplemental Agreement No. 8 is made and entered into on the \_\_\_\_ day of \_\_\_\_\_, 2015, 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 Implementation of an Integrated Aquatic Vegetative Management Plan, hereinafter called the "Project," said Agreement being dated 29<sup>th</sup> April 2011 and

WHEREAS, both parties desire to supplement said Agreement, by expanding the Scope of Services to provide for implementation of the application of the Integrated Aquatic Weed Elimination 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 29<sup>th</sup> 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. 8.

2. Article IV of the Original Agreement, "OBLIGATIONS OF THE CITY", Paragraph VI.1 Payments, Section (a), the second sentence is amended to include the additional Consultant fee of \$22,806.00 and shall read in part as follows: "...shall total payment under this agreement exceed \$326,660.37."

PROFESSIONAL SERVICES AGREEMENT – Supplemental - Page 2 of 4

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	\$8,000.00
Supplemental Agreement No. 4	\$688.00
Supplemental Agreement No. 5	\$47,393.04
Supplemental Agreement No. 6	\$27,250.00
Supplemental Agreement No. 7	\$21,448.50
Supplemental Agreement No. 8	\$22,806.00
Grand Total	<b>\$326,660.37</b>

3. Article III, Section III.3 of the Original Agreement, Term is amended to add that the parties agree to extend the term of the agreement to terminate at midnight December 15, 2015.

IN WITNESS WHEREOF, the parties hereto have executed this SUPPLEMENTAL AGREEMENT NO. 7 as of the day and year first above written.

CITY OF LAKE STEVENS

AQUATECHNEX

By: \_\_\_\_\_  
Vern Little, Mayor

By: \_\_\_\_\_  
Terrence M. McNabb, Manager

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

### Scope of Work for Summer, 2015 Milfoil Treatment

The summer of 2015 will be the fourth year of implementation of the Integrated Aquatic Vegetation Management Plan to target noxious aquatic weed growth in Lake Stevens. This plan was developed by the City and focused on large scale herbicide treatments followed up by survey and diver removal/treatment as necessary.

This coming summer, based on the budget available, we would propose the following tasks.

*Task One, Early Survey.* In mid to late May, our mapping crew will visit the lake, perform a survey to map aquatic vegetation present and Eurasian Milfoil presence. We will report our findings to the City and if warranted will propose a treatment mission for early Summer. If treatment is suggested at this point, we will provide a map with recommendations and number of acres. We would use the per acre pricing below to propose a total cost. If the survey does not find infestations that need to be targeted, we will repeat the survey as task four below later in the summer and again report results to the City. The cost for this survey and report will be \$3,000.00.

*Task Two, Public Notification.* If a treatment is necessary, prior to treatment, Ecology permits required a 10 day notification be delivered to the residents along treatment shorelines and for some distance in each direction from the treatment plots. These notices will be hand delivered and documented. The cost for printing, travel and deliver will be \$500.00

*Task Three, Treatment of known sites.* Aquatechnex will mobilize treatment equipment and crews to target Eurasian Milfoil infestation at mapped locations with the approval of the City. There are two potential selective herbicides that could be utilized for this mission. Renovate OTF was used during the 2011 treatment with great success. The cost per acre for treatment based on water depths would be \$1,088.00. Renovate MAX G is an alternative that combines two selective systemic herbicides into one granular material. It also has excellent activity on Eurasian Milfoil and can be used at a reduced cost per acre of \$750.00 because the cost of herbicide is lower.

*Task Four, Later Summer survey.* At mid to late summer a second survey will be performed to document additional E. Milfoil sites if present and evaluate control achieved if an early treatment is warranted. The cost of this survey would be \$1,250.00

*Task Five, Recommend additional scope of work as necessary.* Based on results and survey work, our team will suggest additional tasks if warranted for the summer of 2014 with associated costs. No charge for this task.

Task	With Renovate OTF	With Renovate MAX G
Task One	\$3,000.00	\$3,000.00
Task Two	\$500.00	\$500.00
Task Three ( <del>assumes 20 acres</del> (actual 48 acres))	\$1,088.00 per acre	\$750.00 per acre
Task Four	\$1,250.00	\$1,250.00
Task Five	\$0.00	\$0.00
Totals	\$26,510.00	<del>\$19,750.00</del> \$40,750.00
TOTAL With Sales Tax (8.6%)	\$28,789.86	<del>\$21,448.50</del> \$44,254.50

Changes to 3<sup>rd</sup> April Scope shown in yellow highlight.



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Date:** **Agenda** 24 August 2015

**Subject:** 24<sup>th</sup> Street SE Preliminary Geotechnical Review

<b>Contact Person/Department:</b>	Mick Monken Public Works	<b>Budget Impact:</b>	\$18,998.00
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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Authorize the Mayor to execute a Professional Services Agreement with HWA GeoSciences, Inc. to perform preliminary geotechnical review for the alignment of 24<sup>th</sup> Street SE west of SR 9 for an amount of \$16,998 and authorize a management reserve of \$2,000

**SUMMARY/BACKGROUND:** This is a supportive action by the City to assist and encourage economic development along the 20<sup>th</sup> Street SE Corridor. The service is to perform a preliminary geotechnical study to determine what methods would be needed to construct a roadway along the 24<sup>th</sup> Avenue SE alignment. What makes this a challenge is that there are several wetlands along the alignment. This action would encompass the most critical section between approximately 91<sup>st</sup> Avenue NE and SR 9.

24<sup>th</sup> Street SE was identified as a key connecting roadway in the 20<sup>th</sup> Street SE Corridor subarea plan. This roadway is also identified in the City's Capital Improvement Plan and as such, is included in the current Traffic Impact Fee schedule. 24<sup>th</sup> Street SE's role is to provide an alternate route to support growth along the south side of 20<sup>th</sup> Street SE and to reduce congestion along 20<sup>th</sup> Street SE.

Staff has performed some preliminary work on a concept design that would provide a road prism footprint to minimize impacts to the wetland. What this study is expected to provide is how to construct a stable road section within the wetlands. Additionally, costs for this roadway section will be refined. Work is expected to be completed by early next year.

Communication with the property representative has been established and an access easement will be sought if this action is approved.

**APPLICABLE CITY POLICIES:**

**BUDGET IMPACT: \$18,998 from Traffic Impact Fees**

**ATTACHMENTS:**

- ▶ Attachment A: Professional Service Agreement
- ▶ Attachment B: Alignment Concept Plan
- ▶ Attachment C: Conceptual Roadway Prism section

## ATTACHMENT A

### PROFESSIONAL SERVICES AGREEMENT BETWEEN CITY OF LAKE STEVENS AND **HWA GeoSciences, Inc.** FOR CONSULTANT SERVICES

**THIS AGREEMENT** (“Agreement”) is made and entered into by and between the City of Lake Stevens, a Washington State municipal corporation (“City”) and **HWA GeoSciences, Inc.**, a Washington Corporation, (“Consultant”), licensed to do business in the State of Washington.

NOW, THEREFORE, in consideration of the terms, conditions, covenants and performances contained herein, the parties hereto agree as follows:

#### ARTICLE I. PURPOSE

The purpose of this Agreement is to provide the City with consultant services regarding **geotechnical engineering services for the 24th Street SE Project** as described in Article II. The general terms and conditions of the relationship between the City and the Consultant are specified in this Agreement.

#### ARTICLE II. SCOPE OF SERVICES

The Scope of Services is attached hereto as **Exhibit “A”** and incorporated herein by this reference (“Scope of Services”). All services and materials necessary to accomplish the tasks outlined in the Scope of Services shall be provided by the Consultant unless noted otherwise in the Scope of Services or this Agreement. All such services shall be provided in accordance with the standards of the Consultant’s profession.

#### ARTICLE III. OBLIGATIONS OF THE CONSULTANT

**III.1 MINOR CHANGES IN SCOPE.** The Consultant shall accept minor changes, amendments, or revision in the detail of the Scope of Services as may be required by the City when such changes will not have any impact on the service costs or proposed delivery schedule. Extra work, if any, involving substantial changes and/or changes in cost or schedules will be addressed as follows:

**Extra Work.** The City may desire to have the Consultant perform work or render services in connection with each project in addition to or other than work provided for by the expressed intent of the Scope of Services in the scope of services. Such work will be considered as extra work and will be specified in a written supplement to the scope of services, to be signed by both parties, which will set forth the nature and the scope thereof. All proposals for extra work or services shall be prepared by the Consultant at no cost to the City. Work under a supplemental agreement shall not proceed until executed in writing by the parties.

**III.2 WORK PRODUCT AND DOCUMENTS.** The work product and all documents produced under this Agreement shall be furnished by the Consultant to the City, and upon completion of the work shall become the property of the City, except that the Consultant may retain one copy of the work product and documents for its records. The Consultant will be responsible for the accuracy of the work, even though the work has been accepted by the City.

In the event that the Consultant shall default on this Agreement or in the event that this Agreement shall be terminated prior to its completion as herein provided, all work product of the Consultant, along with a summary of work as of the date of default or termination, shall become the property of the City. Upon request, the Consultant shall tender the work product and summary to the City. Tender of said work product shall be a prerequisite to final payment under this Agreement. The summary of work done shall be prepared at no additional cost to the City.

Consultant will not be held liable for reuse of documents produced under this Agreement or modifications thereof for any purpose other than those authorized under this Agreement without the written authorization of Consultant.

**III.3 TERM.** The term of this Agreement shall commence on upon issuance of the Notice to Proceed and shall terminate at midnight, 20th December 2015. The parties may extend the term of this Agreement by written mutual consent.

**III.4 NONASSIGNABLE.** The services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.

**III.5 EMPLOYMENT.**

a. The term “employee” or “employees” as used herein shall mean any officers, agents, or employee of the of the Consultant.

b. Any and all employees of the Consultant, while engaged in the performance of any work or services required by the Consultant under this Agreement, shall be considered employees of the Consultant only and not of the City, and any and all claims that may or might arise under the Workman's Compensation Act on behalf of any said employees while so engaged, and any and all claims made by any third party as a consequence of any negligent act or omission on the part of the Consultant or its employees while so engaged in any of the work or services provided herein shall be the sole obligation of the Consultant.

c. Consultant represents, unless otherwise indicated below, that all employees of Consultant that will provide any of the work under this Agreement have not ever been retired from a Washington State retirement system, including but not limited to Teacher (TRS), School District (SERS), Public Employee (PERS), Public Safety (PSERS), law enforcement and fire fighters (LEOFF), Washington State Patrol (WSPRS), Judicial Retirement System (JRS), or otherwise. *(Please indicate No or Yes below)*

           No employees supplying work have ever been retired from a Washington state retirement system.

\_\_\_\_\_ Yes employees supplying work have been retired from a Washington state retirement system.

In the event the Consultant indicates “no”, but an employee in fact was a retiree of a Washington State retirement system, and because of the misrepresentation the City is required to defend a claim by the Washington State retirement system, or to make contributions for or on account of the employee, or reimbursement to the Washington State retirement system for benefits paid, Consultant hereby agrees to save, indemnify, defend and hold City harmless from and against all expenses and costs, including reasonable attorney’s fees incurred in defending the claim of the Washington State retirement system and from all contributions paid or required to be paid, and for all reimbursement required to the Washington State retirement system. In the event Consultant affirms that an employee providing work has ever retired from a Washington State retirement system, said employee shall be identified by Consultant, and such retirees shall provide City with all information required by City to report the employment with Consultant to the Department of Retirement Services of the State of Washington.

### III.6 INDEMNITY.

a. **Indemnification / Hold Harmless.** Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

b. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence.

c. The provisions of this section shall survive the expiration or termination of this agreement.

d. For the purposes of the indemnity contained in subpart “A” of this paragraph 3.6, Consultant hereby knowingly, intentionally, and voluntarily waives the immunity of the Industrial Insurance Act, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

\_\_\_\_\_ (initials)      \_\_\_\_\_ (initials)

### III.7 INSURANCE.

a. **Minimum Limits of Insurance.** The Consultant shall procure, and maintain for the duration of the Agreement, insurance against claims for injuries to persons or

damage to property which may arise from or in connection with the performance of the work and services hereunder by the Consultant, its agents, representatives, employees or subcontractors. The Consultant shall, before commencing work under this agreement, file with the City certificates of insurance coverage and the policy endorsement to be kept in force continuously during this Agreement, in a form acceptable to the City. Said certificates and policy endorsement shall name the City, its officers, elected officials, agents and/or employees as an additional named insured with respect to all coverages except professional liability insurance and workers' compensation.

**b. Minimum Scope of Insurance – Consultant shall obtain insurance of the types described below:**

(1). Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

(2). Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named as an insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.

(3). Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

(4). Professional Liability insurance appropriate to the Consultant's profession.

**c. The minimum insurance limits shall be as follows:**

(1) Comprehensive General Liability. \$1,000,000 combined single limit per occurrence for bodily injury personal injury and property damage; \$2,000,000 general aggregate.

(2) Automobile Liability. \$1,000,000 combined single limit per accident for bodily injury and property damage.

(3) Workers' Compensation. Workers' compensation limits as required by the Workers' Compensation Act of Washington.

(4) Professional Liability/Consultant's Errors and Omissions Liability. \$1,000,000 per claim and \$1,000,000 as an annual aggregate.

**d. Notice of Cancellation.** In the event that the Consultant receives notice (written, electronic or otherwise) that any of the above required insurance coverage is being cancelled and/or terminated, the Consultant shall immediately (within forty-eight (48) hours)

provide written notification of such cancellation/termination to the City.

e. **Acceptability of Insurers.** Insurance to be provided by Consultant shall be with a current A.M. Bests rating of no less than A:VII, or if not rated by Bests, with minimum surpluses the equivalent of Bests' VII rating.

f. **Verification of Coverage.** In signing this agreement, the Consultant is acknowledging and representing that required insurance is active and current. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work. Further, throughout the term of this Agreement, the Consultant shall provide the City with proof of insurance upon request by the City.

g. **Insurance shall be Primary.** The Consultant's insurance coverage shall be primary insurance as respect the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

h. **No Limitation.** Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance or otherwise limit the recourse to any remedy available at law or in equity.

i. **Failure to Maintain Insurance.** Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

**III.8 DISCRIMINATION PROHIBITED AND COMPLIANCE WITH EQUAL OPPORTUNITY LEGISLATION.** The Consultant agrees to comply with equal opportunity employment and not to discriminate against client, employee, or applicant for employment or for services because of race, creed, color, religion, national origin, marital status, sex, sexual orientation, age or handicap except for a bona fide occupational qualification with regard, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or any recruitment advertising; layoff or terminations; rates of pay or other forms of compensation; selection for training, rendition of services. The Consultant further agrees to maintain (as appropriate) notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Consultant understands and agrees that if it violates this nondiscrimination provision, this Agreement may be terminated by the City, and further that the Consultant will be barred from performing any services for the City now or in the future, unless a showing is made satisfactory to the City that discriminatory practices have been terminated and that recurrence of such action is unlikely.

**III.9 UNFAIR EMPLOYMENT PRACTICES.** During the performance of this Agreement, the Consultant agrees to comply with RCW 49.60.180, prohibiting unfair employment practices.

**III.10 LEGAL RELATIONS.** The Consultant shall comply with all federal, state and local laws and ordinances applicable to work to be done under this Agreement. The Consultant represents that the firm and all employees assigned to work on any City project are in full compliance with the statutes of the State of Washington governing activities to be performed and that all personnel to be assigned to the work required under this Agreement are fully qualified-and properly licensed to perform the work to which they will be assigned. This Agreement shall be interpreted and construed in accordance with the laws of Washington. Venue for any litigation commenced relating to this Agreement shall be in Snohomish County Superior Court.

**III.11 INDEPENDENT CONTRACTOR.**

a. The Consultant and the City understand and expressly agree that the Consultant is an independent contractor in the performance of each and every part of this Agreement. The Consultant expressly represents, warrants and agrees that his status as an independent contractor in the performance of the work and services required under this Agreement is consistent with and meets the six-part independent contractor test set forth in RCW 51.08.195 or as hereafter amended. The Consultant, as an independent contractor, assumes the entire responsibility for carrying out and accomplishing the services required under this Agreement. The Consultant shall make no claim of City employment nor shall claim any related employment benefits, social security, and/or retirement benefits.

b. The Consultant shall be solely responsible for paying all taxes, deductions, and assessments, including but not limited to federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Agreement. In the event the City is assessed a tax or assessment as a result of this Agreement, the Consultant shall pay the same before it becomes due.

c. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that the Consultant performs hereunder.

d. Prior to commencement of work, the Consultant shall obtain a business license from the City.

**III.12 CONFLICTS OF INTEREST.** The Consultant agrees to and shall notify the City of any potential conflicts of interest in Consultant's client base and shall obtain written permission from the City prior to providing services to third parties where a conflict or potential conflict of interest is apparent. If the City determines in its sole discretion that a conflict is irreconcilable, the City reserves the right to terminate this Agreement.

**III.13 CITY CONFIDENCES.** The Consultant agrees to and will keep in strict confidence, and will not disclose, communicate or advertise to third parties without specific prior written consent from the City in each instance, the confidences of the City or any information

regarding the City or services provided to the City.

### III.14 SUBCONTRACTORS/SUBCONSULTANTS.

a. The Consultant shall is responsible for all work performed by subcontractors/subconsultants pursuant to the terms of this Agreement.

b. The Consultant must verify that any subcontractors/subconsultants they directly hire meet the responsibility criteria for the project. Verification that a subcontractor/subconsultant has proper license and bonding, if required by statute, must be included in the verification process. The Consultant will use the following Subcontractors/Subconsultants or as set forth in Exhibit – Not Applicable:

N/A  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c. The Consultant may not substitute or add subcontractors/subconsultants without the written approval of the City.

d. All Subcontractors/Subconsultants shall have the same insurance coverages and limits as set forth in this Agreement and the Consultant shall provide verification of said insurance coverage.

## ARTICLE IV. OBLIGATIONS OF THE CITY

### IV.1 PAYMENTS.

a. The Consultant shall be paid by the City for services rendered under this Agreement as described in the Scope of Services and as provided in this section. In no event shall the compensation paid to Consultant under this Agreement exceed \$16,998 without the written agreement of the Consultant and the City. Such payment shall be full compensation for work performed and services rendered and for all labor, materials, supplies, equipment and incidentals necessary to complete the work. In the event the City elects to expand the scope of services from that set forth in Exhibit A, the City shall pay Consultant a mutually agreed amount.

b. The Consultant shall submit a monthly invoice to the City for services performed in the previous calendar month in a format acceptable to the Cities. The Consultant shall maintain time and expense records and provide them to the Cities upon request.

IV.2 **CITY APPROVAL.** Notwithstanding the Consultant's status as an independent contractor, results of the work performed pursuant to this Agreement must meet the approval of the City, which shall not be unreasonably withheld if work has been completed in compliance with the Scope of Services and City requirements.

**IV.3 MAINTENANCE/INSPECTION OF RECORDS.** The Consultant shall maintain all books, records, documents and other evidence pertaining to the costs and expenses allowable under this Agreement in accordance with generally accepted accounting practices. All such books and records required to be maintained by this Agreement shall be subject to inspection and audit by representatives of the City and/or the Washington State Auditor at all reasonable times, and the Consultant shall afford the proper facilities for such inspection and audit. Representatives of the City and/or the Washington State Auditor may copy such books, accounts and records where necessary to conduct or document an audit. The Consultant shall preserve and make available all such books of account and records for a period of three (3) years after final payment under this Agreement. In the event that any audit or inspection identifies any discrepancy in such financial records, the Consultant shall provide the City with appropriate clarification and/or financial adjustments within thirty (30) calendar days of notification of the discrepancy.

## **ARTICLE V. GENERAL**

**V.1 NOTICES.** Notices by the City to Consultant and by the Consultant to the City shall be sent to the following address:

City of Lake Stevens  
Attn: Mick Monken  
1812 Main Street  
Post Office Box 257  
Lake Stevens, WA 98258

HWA GeoSciences Inc.  
Attn: Donald J. Huling  
21312 30th Drive SE  
Bothell, WA 98021-7010

Receipt of any notice shall be deemed effective three (3) days after deposit of written notice in the U.S. mail with proper postage and address.

**V.2 TERMINATION.** The right is reserved by the City to terminate this Agreement in whole or in part at any time upon ten (10) calendar days' written notice to the Consultant.

If this Agreement is terminated in its entirety by the City for its convenience, the City shall pay the Consultant for satisfactory services performed through the date of termination in accordance with payment provisions of Section VI.1.

**V.3 DISPUTES.** The parties agree that, following reasonable attempts at negotiation and compromise, any unresolved dispute arising under this Agreement may be resolved by a mutually agreed-upon alternative dispute resolution of arbitration or mediation.

**V.4 EXTENT OF AGREEMENT/MODIFICATION.** This Agreement, together with attachments or addenda, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified or added to only by written instrument properly signed by both parties.

### **V.5 SEVERABILITY**

a. If a court of competent jurisdiction holds any part, term or provision of this

Agreement to be illegal or invalid, in whole or in part, the validity of the remaining provisions shall not be affected, and the parties' rights and obligations shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

b. If any provision of this Agreement is in direct conflict with any statutory provision of the State of Washington, that provision which may conflict shall be deemed inoperative and null and void insofar as it may conflict, and shall be deemed modified to conform to such statutory provision.

**V.6 NONWAIVER.** A waiver by either party hereto of a breach by the other party hereto of any covenant or condition of this Agreement shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay or failure of either party to insist upon strict performance of any agreement, covenant or condition of this Agreement, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition or right.

**V.7 FAIR MEANING.** The terms of this Agreement shall be given their fair meaning and shall not be construed in favor of or against either party hereto because of authorship. This Agreement shall be deemed to have been drafted by both of the parties.

**V.8 GOVERNING LAW.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

**V.9 VENUE.** The venue for any action to enforce or interpret this Agreement shall lie in the Superior Court of Washington for Snohomish County, Washington.

**V.10 COUNTERPARTS.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement.

**V.11 AUTHORITY TO BIND PARTIES AND ENTER INTO AGREEMENT.** The undersigned represent that they have full authority to enter into this Agreement and to bind the parties for and on behalf of the legal entities set forth below.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

CITY OF LAKE STEVENS

HWA GeoSciences Inc.

By: \_\_\_\_\_  
Vern Little, Mayor

By: \_\_\_\_\_

*Printed Name and Title*

Approved as to Form:

\_\_\_\_\_  
Grant K. Weed, City Attorney



## HWA GEOSCIENCES INC.

*Geotechnical • Pavement Engineering • Hydrogeology • Geoenvironmental • Inspection • Testing*

August 13, 2015  
HWA Project No. 2015-P098-21

City of Lake Stevens  
1820 Main Street  
Lake Stevens, Washington 98258

Attention: Mick Monken, P.E.

Subject: **Geotechnical Engineering Services**  
**24th Street SE Preliminary Geotechnical Review**  
**Lake Stevens, Washington**

Dear Mick:

As requested, HWA GeoSciences Inc. (HWA) is pleased to present this scope of work to provide geotechnical engineering services for the 24<sup>th</sup> Street SE Project in Lake Stevens, Washington.

### **PROJECT UNDERSTANDING**

It is our understanding that the City of Lake Stevens is considering establishing a future roadway along the east-west alignment of 24th Street SE. The proposed alignment is to extend from SR 9 to the crossing of the alignment of 91st Avenue SE. The total distance is approximately 1,400 feet. The alignment is currently wooded and sections of the alignment will cross several documented wetlands. We understand that the city would like to assess the soil conditions along the alignment and develop the geotechnical considerations required for design of the roadway.

### **GEOTECHNICAL ENGINEERINGS SERVICES SCOPE**

This work will include the following subtasks.

- **Review Available Geotechnical Information:** HWA will review existing readily-available geotechnical and geologic information in the project area. This will include a review of HWA's project library, online databases and geologic maps.
- **Plan Field Exploration Program:** HWA will plan an appropriate field exploration program that complies with the exploration frequencies dictated in the WSDOT geotechnical design manual for the proposed improvements. We expect that this program will consist of a series of test pits and hand explorations conducted along a City provided access road.
- **Conduct Utility Locates and Site Reconnaissance:** Prior to conducting our field exploration program, HWA will conduct a site reconnaissance

21312 30th Drive SE  
Suite 110  
Bothell, WA 98021.7010

Tel: 425.774.0106

Fax: 425.774.2714

[www.hwageo.com](http://www.hwageo.com)

August 13, 2015  
HWA Project No. 2015-P098-21

to evaluate the surficial soils and site topography along the proposed alignment. Proposed locations of field explorations will be marked with wooden stakes, and utility locates using the one-call location service will be completed.

- **Conduct Subsurface Explorations:** Upon approval, HWA will conduct the proposed field exploration program to identify the subsoil and groundwater conditions along the proposed road alignment. Our proposed exploration activities will likely include test pits and hand borings supplemented with Dynamic Cone Penetrometer (DCP) tests. We understand, that the city intends to clear a path and perform the excavation for the test pits with a small track excavator. Hand borings and DCP tests will be conducted by HWA. Explorations within the wetlands area will be limited to hand borings and DCP tests to minimize disturbance of the wetland environment. Exploration will be limited to one day in the field. All exploration activities will be monitored full time by a HWA geotechnical engineer or geologist.
- **Generate Boring Logs and Conduct Laboratory Testing:** Soil conditions observed in the field and laboratory test information will be presented on summary boring logs that will be generated upon completion of our exploration program. All of the soil samples retrieved from our explorations will be sealed in plastic bags and taken to our Bothell, Washington laboratory for further examination and testing. Selected soil samples will be tested to determine relevant engineering and classification index properties for our engineering analyses.
- **Evaluate Field and Laboratory Testing:** Based on the exploration data and the laboratory test results of selected samples, HWA will generate estimates of the soil strength and other engineering properties as needed.
- **Engineering Analysis:** We will evaluate the data derived from our field investigations and laboratory testing to complete our engineering analysis. Our engineering analysis will include preliminary recommendations for the road prism design, including retaining walls, subgrade preparation, identification of areas of anticipated over excavation and replacement and opportunities for onsite stormwater infiltration potential.
- **Geotechnical Engineering Report:** HWA will generate a draft and final geotechnical engineering report that will contain the results of the geotechnical engineering investigation, including description of surface, subsurface and groundwater conditions; a site plan showing exploration locations and other pertinent features; summary boring logs; and laboratory test results. The report will provide a narrative and geotechnical recommendations for each of the above described geotechnical aspects of the project at this phase and recommendation for earthwork and site preparation.

August 13, 2015  
HWA Project No. 2015-P098-21

- **Project Coordination Meetings:** HWA will attend up to one project coordination meeting at City of Lake Stevens Office. This meeting will be held to convey the geotechnical considerations of the site to the City.
- **Task Management:** HWA will prepare monthly invoices, and progress reports if required. We will correspond with the City in the form of emails, fax, and telephone calls, as necessary.

***Assumptions:***

- The CITY will obtain permission to access the proposed site.
- Any required street use, and other permit fees will be paid by others.
- No analytical testing will be conducted to identify potential soil contamination.
- The City will provide a cleared pathway along the footprint of the proposed alignment of 24th Avenue NE.
- The City will perform the excavation of the test pits as directed by the geotechnical engineer or geologist, using a city provided small track-hoe or rubber tired back-hoe.
- The City will provide base map with GIS base locations of each test pit.

***Deliverables:***

- Draft and final geotechnical report

**SCHEDULE**

We are prepared to begin work on this project immediately upon your authorization to proceed. A 2-week planning and utility clearance period will be required to complete our reconnaissance, mark exploration locations in the field, and obtain utility clearance. Our draft report can be completed within 3 weeks of completion of our field work.

**COST ESTIMATE**

Based on our understanding of the project and assumed site conditions, we propose to provide the above geotechnical engineering scope of services on a time and materials basis not to exceed **\$16,998**. However, if during the project unexpected conditions are revealed that require alteration of our work scope, or the City request analyses and evaluations which would require a level of effort beyond the scope of our proposed study and budget, we will contact you immediately to discuss any necessary modifications to our scope of services and/or budget estimate. A summary of our estimated costs are presented on the attached spreadsheet.



August 13, 2015  
HWA Project No. 2015-P098-21

We appreciate the opportunity to provide geotechnical engineering services on this project.  
Please feel free to call if you have any questions or need additional information.

Sincerely,

**HWA GEOSCIENCES INC.**

A handwritten signature in black ink that reads "Donald J. Huling". The signature is written in a cursive, flowing style.

Donald J. Huling, P.E.  
Geotechnical Engineer, Principal



Project Cost Estimate  
 24th Street SE Preliminary Geotechnical Review  
 Geotechnical Engineering Services  
 Lake Stevens, Washington

**PROPOSED WORK SCOPE:**

See Scope Document

**ESTIMATED HWA LABOR:**

WORK TASK DESCRIPTION	2015 PERSONNEL & HOURLY RATES						TOTAL HOURS	TOTAL AMOUNT
	Principal	Geotechnical Engineer IV	Geotechnical Engineer II	Geologist I	CAD	Clerical		
	Boirum \$72.00	Huling \$45.67	Ramos \$36.06	Pemble \$25.00	Kinney \$22.07	Fisk \$20.82		
<i>Geotechnical Design Services</i>								
Review existing geotechnical and geologic data		1	3				4	\$154
Plan exploration program		2	4				6	\$236
Conduct utility locates and Site Reconnaissance		3	3	4			10	\$345
Conduct subsurface explorations			12	12			24	\$733
Generate boring logs and assign lab testing		1	2	4			7	\$218
Evaluate field and laboratory data		1	4				5	\$190
Geotechnical engineering analysis	1	6	16				23	\$923
Geotechnical engineering report draft/final	2	6	8	4	2	2	24	\$892
HWA QA/QC	2						2	\$144
Coordination meetings / Correspondence		4	4				8	\$327
<i>Project Management</i>								
Task Mangment		12					12	\$548
<b>TOTAL LABOR:</b>	5	36	56	24	2	2	125	\$4,709

**LOADED LABOR**

Estimated Direct Salary Based on 2015 Rates	\$4,709
Overhead at 1.912 of Direct Salary	\$9,004
Profit Multiplier at 30% of Direct Salary	\$1,413
<b>TOTAL LABOR COST</b>	<b>\$15,126</b>

**ESTIMATED PROJECT TOTALS AND SUMMARY:**

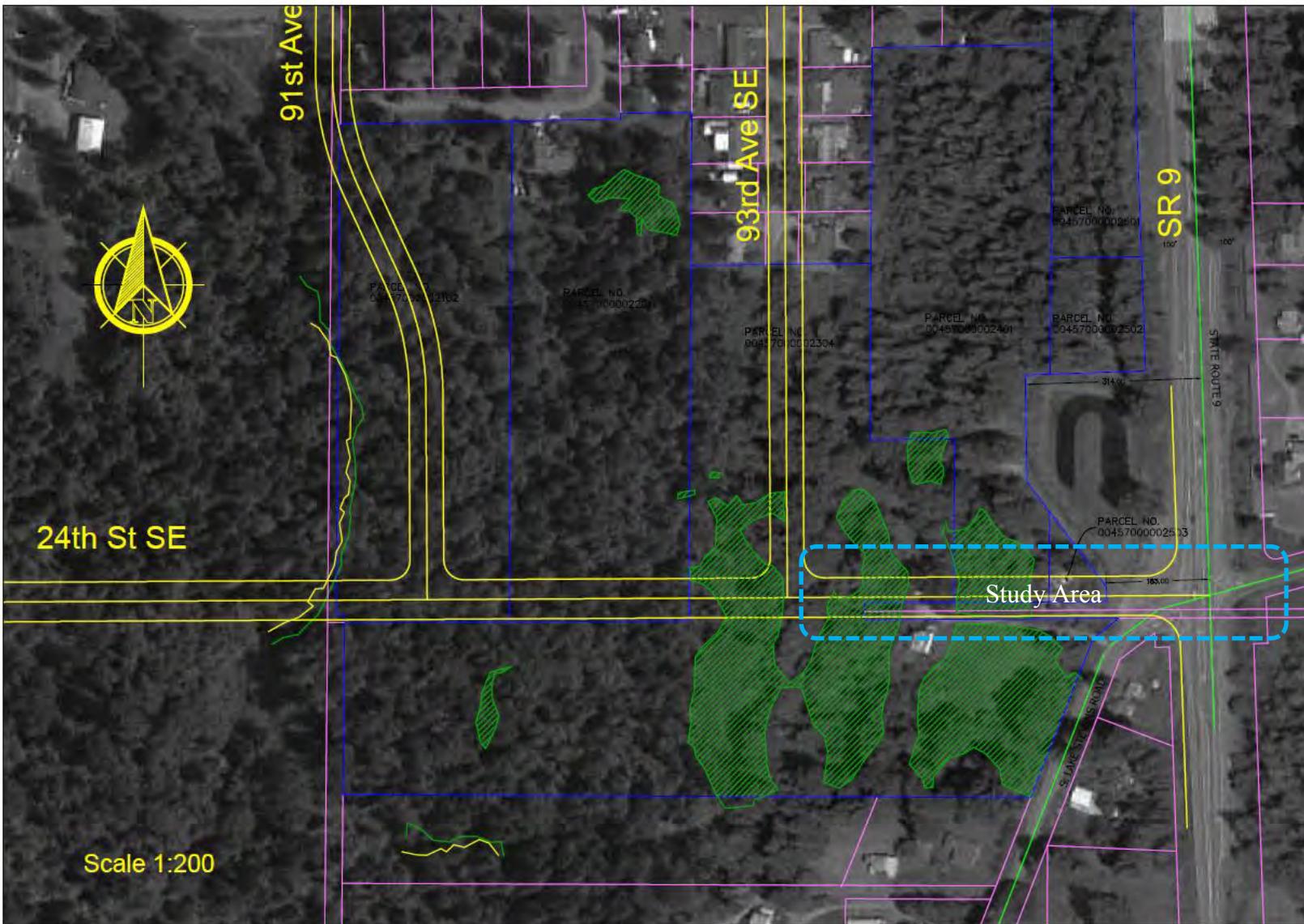
Total Labor Cost	\$15,126
Mileage	\$150
Laboratory Testing	\$1,722
<b>ESTIMATED TOTAL:</b>	<b>\$16,998</b>

**LABORATORY TESTING ESTIMATE:**

TEST	Est. No. Tests	Unit Test Cost	Total Cost
Atterberg Limits	2	\$155	\$310
Natural Moisture Content	4	\$18	\$72
Grain Size Analysis with Hydrometer	2	\$170	\$340
Moisture/Density Relationship (Proctor)	2	\$215	\$430
Grain Size Analysis	6	\$95	\$570
<b>LABORATORY TOTAL:</b>			<b>\$1,722</b>

# EXHIBIT A SCOPE OF SERVICES

## ATTACHMENT B – 24<sup>th</sup> Street SE Alignment Concept Plan



ATTACHMENT C – 24<sup>th</sup> Street SE Conceptual Roadway Prism section

