

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.



CITY COUNCIL REGULAR MEETING AGENDA
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street NE, Lake Stevens

Tuesday, April 26, 2016 – 7:00 p.m.

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

CALL TO ORDER:	7:00 P.M.	Mayor
PLEDGE OF ALLEGIANCE		Council President
ROLL CALL:		
APPROVAL OF AGENDA:		Council President
COMMUNITY RECOGNITION	Republic Services/Will Smith; Les Schwab	Mayor
GUEST BUSINESS:	John White, P.E., Washington Department of Transportation	Mick
LEGISLATIVE UPDATES	Representative Steve Hobbs Doug Levy – Outcomes by Levy	Council President
EMPLOYEE RECOGNITION		Mayor & Ralph
COUNCIL BUSINESS:		Council President
MAYOR’S BUSINESS:		
CITY DEPARTMENT REPORT		
CONSENT AGENDA:	*A Approve 2016 Vouchers	Barb
	*B Approve April 12, 2016 City Council Regular Meeting Minutes	Barb
	*C Community Center and Library Door Replacements	Mick
PUBLIC HEARING:	<u>PUBLIC HEARING FORMAT:</u>	
	1. Open Public Hearing	
	2. Staff presentation	

Lake Stevens City Council Regular Meeting Agenda

April 26, 2016

- 3. Council’s questions of staff
- 4. Proponent’s comments
- 5. Comments from the audience
- 6. Close public comments portion of hearing
- 7. Discussion by City Council
- 8. Re-open the public comment portion of the hearing for additional comments (optional)
- 9. Close Hearing
- 10. COUNCIL ACTION:
 - a. Approve
 - b. Deny
 - c. Continue

ACTION ITEMS:	*A Hold Public Hearing for Proposed Amendments to City’s Marijuana Regulations and Repeal Moratorium on Retail Facilities; Adopt Ordinance 958 and Repeal Ordinance 941	Russ
	*A Approve Resolution 2016-07 Setting Public Hearing for Intention of Designating an Area to Provide for a Property Tax Exemption for Industrial/Manufacturing Industries	Russ
	*B Approve Traffic Calming Program	Adam
	*C Approve Supplemental Agreement No. 1 to Master Professional Services Agreement with Amec Foster Wheeler for Lundeen Park Tree Replacement	Mick
	*D Approve Supplemental Agreement No. 2 to Master Professional Services Agreement with Tetra Tech for Engineering Services for 36 th Street NE Bridge Inspection (Catherine Creek)	Mick
	*E Approve Resolution 2016-08 Directing the Establishment of Policies and Procedures for the Use of Body Cameras by Law Enforcement	Ralph
	*F Approve Ordinance 959 Creating a New Chapter 8.06 of the Lake Stevens Municipal Code Prohibiting Occupying Properties that Lack Adequate Water or Sewer Service	Ralph

EXECUTIVE SESSION:

STUDY SESSION: *A First Quarter Financial Update Barb

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

2016 Legislative Session Report

April 26, 2016

City of Lake Stevens

Doug Levy and Jennifer Zeigler

Landscape Heading into Session

- The Legislature convened in January for what was to be a short, 60-day Session. With a 20-day Special Session to complete budgets, lawmakers ended up in Session for 80 days.
- With a narrow Republican Majority in the Senate (26-23), a narrow Democratic Majority in the House (50-48), and a short Session on the horizon, this was not expected to be a session with dramatic budget or policy shifts.

Challenges Facing Legislators

- Caseload increases, and one of the most severe wildlife seasons in the state's history, offset a slight increase in projected revenues.
- The Governor urged the Legislature to do more on mental health, and to address teacher shortages and teacher pay through the closure of several tax exemptions.
- Lawmakers thought they might have to implement Initiative 1366, a voter-approved measure requiring the Legislature to either send a 2/3rd tax majority measure to the ballot or make the equivalent of \$2 billion in cuts to sales tax. (A King County Superior Judge ruled I-1366 to be unconstitutional).
- Lawmakers were confronted with remedying a court decision on charter schools, a possible statewide minimum wage increase, and the potential of crafting a carbon pricing alternative.

2016 Results – The Budgets

- \$38.4 billion **Supplemental Operating Budget** – uses \$191 million from Budget Stabilization Account to address wildfires; puts over \$40 million into mental health services.
- Minimal **Supplemental Capital Budget** - \$95.4 million in new appropriations - \$7.9 million for mental health capital needs; over \$12 million in new funding for homeless shelters and affordable housing projects; \$11.4 million for local/community projects; dealt with \$78 million shortfall in the Model Toxics Control Act brought on by a precipitous drop in gas prices.
- 2016 **Transportation Budget** makes only a few changes to what we saw in the 2015 “Connecting Washington” package – Legislature gives new direction on 405 toll lanes, boosts State Patrol Trooper pay.

Legislative Report Card Overall

- Punted on many items – education funding under *McCleary*, minimum wage and carbon left to initiatives/voters.
- Charter schools fix passed – becomes law without Governor’s signature.
- A “framework” for K-12 education funding that features formation of an Education Funding Task Force – met for first time April 20.

What the Legislature did **FOR** Local Governments – the Good

- Body Camera bill **approved** – EHB 2362.
- Recognition of law enforcement training academy needs by **funding two new classes** through FY 2016 – however, \$2.5 million in additional funding will be needed in 2017-19 to erase backlog.
- Most traditional “state-shared” revenues **preserved** – liquor excise tax, liquor revolving account, municipal criminal justice assistance, Streamlined Sales Tax mitigation.
- Some **small wins** – electronic signatures (HB 2427), REET clarification bill (HB 2971).
- After trials and tribulations, MRSC funding **restored**, no pension systems merger, and no cost shifts for Basic Law Enforcement Academy (BLEA) training.

What the Legislature did **TO** Local Governments – **the Not-so-Good**

- \$170 million transfer of Public Works Assistance Account – However, **Governor Inslee vetoed most of that** (planned \$154 million transfer in 2017-19) on Monday.
- Fire Insurance Premium Tax distributions reduced and restructured for 44 cities (not Lake Stevens) – **But Governor vetoed that as well.**
- \$30 million in cuts to stormwater grant projects to address MTCA shortfall – **but it could have been worse.** New construction projects hold their funding place in line, and only pre-construction grants (\$3.8M) and “Capacity” grants on Operating side (\$2.9M) cut.

What about the Lake Stevens Legislative Priorities?

- Transportation Budget – Success on U.S. 2 Trestle funding! \$1.5M for Interchange Justification Report to be performed by WSDOT “in close collaboration” with our city, county, others.
- Capital Budget – Success on Civic Center request! \$309,000 falls short of what we requested, but will allow for the demolition of buildings – key first step in project.
- Capital Budget – Success on North Cover Boat Launch funding! Capital Budget expedites \$4.85 million in new marine-fuel gas tax revenue from the 2015 “Connecting Washington” package – will allow North Cover to receive \$544,000 in funding.
- Liquor revenue restoration – HB 2438 passes House Committee unanimously, and nearly half of House Members sign letter urging action – but no “finish line” bill.

Lake Stevens Legislative Priorities (cont.)

- Public Records Act – 2SHB 2576 passes two House Committees, but does not get to Floor vote.
- Mental Health, Homelessness, Affordable Housing – Progress mostly on budget/funding side. **Passage of one landmark bill** – 3SHB 1713 making involuntary commitments easier on chemical dependency side and integrating chemical dependency and mental health provisions within involuntary commitment.

Observations on the Session(s) Just Completed

- Many major decisions punted.
- Sharp philosophical differences remain over general revenue needs and how to pay for *McCleary* obligations.
- Local governments often caught in the crosshairs.
- November 2016 elections will be incredibly impactful, and historic.
- Watch out for **initiatives!**

The Interim and the Session Ahead

- Some major task forces and interim efforts ahead – pension merger, infrastructure needs (even though Governor vetoed \$50,000 study), Public Records Act, body cameras, MTCA, and more.
- Close tracking of Initiative 1421 and others.
- Ensure US 2 Trestle IJR work proceeds accordingly – and keep an eye on “practical design” for SR 9/SR 204 and elsewhere; ensure \$309,000 on Civic Center is obligated in a timely way.
- Participate in discussions over new percentage allocation of formula transportation funds under federal “FAST Act”.
- Meet with Mayor, Interim City Administrator, key department heads to map out 2017 strategy and legislative agenda to bring to Council.
- Make sure Lake Stevens has a robust and compelling 2017-19 Capital ‘ask’ – whether that’s Civic Center or other.



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CITY DEPARTMENT REPORT
APRIL 26, 2016 CITY COUNCIL MEETING

Planning Department

Long Range Planning:

- Staff will be bringing the revised marijuana ordinance to City Council for action, and also a resolution to set a tax exemption for manufacturing/industrial uses.
- Planning staff will be attending the annual Planning Association of Washington conference.
- Staff is reviewing proposals for the Downtown Lake Stevens Subarea Plan and will be making a recommendation to the Mayor Friday, April 29.
- Staff will be introducing FEMA revisions to the Planning Commission in May.

Current Planning/Building:

- The citizens connect portal is working very well with about a 90% reduction of voicemails for inspections. Inspections remain busy.
- Review of single family permits remains busy. Staff is reviewing several new plats and a variety of other land use permits.
- Planning and building staff are coordinating on code enforcement.

Economic Development:

- Reviewing resume's for the Chamber/Economic Development support position.
- Working with Public Works, Chamber and the Arts Commission and Historical Society to put the finishing touches on the new Visitor Information Center, including signage and artwork.
- Ongoing meetings with developers, land owners, brokers, and end users for retail and light manufacturing development in Lake Stevens.

Public Works Department

- Last week the City performed vegetation control for SR 92. It takes nearly a full week to perform this work using 5 crew members. In addition to vegetation control, this road requires extensive sweeping due to the quarry material getting dumped on the roadway.
- Work on the Visitor Information Center is progressing well. The target is to start the move in by early May. The grand opening is still expected to occur in July. Several of the visitors to Lundeen Park are giving complements on how open and safe the park feels with the better visibility to the tot lot area.
- The design for 91st Street SE Safer Routes to School sidewalk is in process and a public outreach is being arranged to solicit input from the property owners in the vicinity of the project. The plan is to have this project under construction while school is out this summer.
- Grade Road embankment is progressing with the SEPA process which is needed to secure a Hydraulic Project Approval (HPA) permit. A meeting took place last week with staff from the Department of Fish and Wildlife and a final design concept is being developed. It is still anticipated that the road improvement can occur this year but until the HPA is approved this is not confirmed.
- The Hartford Trail Head connection is still on hold. Staff is trying to make contact with the property owner but has not yet been successful.

Human Resources Department

- Background checks on four Seasonal Parks Worker candidates are currently being conducted. Two of the seasonal workers will work in the parks, and two will work with the Storm division.
- Police Records Clerk Oral Boards were held on April 14 and 15. We ended up with 16 excellent candidates on the eligibility list.
- Setup of The new applicant tracking software which was activated earlier this month is being completed.
- I will be attending the AWC Labor Relations Conference May 4-6, 2016.
- The planning process for another Entry-level Police Officer Oral Board in May is under way.

**BLANKET VOUCHER APPROVAL
 2016**

Payroll Direct Deposits	4/15/2016	\$152,920.14
Payroll Checks	40222-40223	\$3,880.71
Tax Deposit(s)	4/15/2016	\$64,221.62
Electronic Funds Transfers	ACH	\$5,976.91
Claims	40224-40306	\$435,858.38
Void Checks	40175	(\$718.92)
Total Vouchers Approved:		\$662,138.84

This 26th day of April 2016:

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment or a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Lake Stevens, and that I am authorized to authenticate and certify to said claim.

 Finance Director/Auditing Officer

 Mayor

We, the undersigned Council members of the City of Lake Stevens, Snohomish County, Washington, do hereby approve for payment of the above mentioned claims:

 Councilmember



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Accounts Payable Checks and EFTs for period of 04/13/2016 to 04/26/2016

Invoice	AccountCode	Account Description	Item Description	Amount	
Ace Hardware			Check 40225	4/21/2016	\$2,543.86
50165	001-008-521-20-31-01	LE-Operating Costs	Carwax & soap	\$15.22	
49772	001-013-594-18-60-01	GG - Lundeen House Capital	Patio block for VIC	\$36.23	
50252	001-013-594-18-60-01	GG - Lundeen House Capital	Turfstone for VIC	\$2,283.09	
50224	101-016-542-64-31-00	ST-Traffic Control - Supply	Fasteners for Stop sign	\$8.67	
50181	101-016-544-90-31-02	ST-Operating Cost	Cable ties	\$9.25	
50153	101-016-544-90-31-02	ST-Operating Cost	Flower seed for bank along Lundeen Pkwy	\$122.89	
50112	101-016-544-90-31-02	ST-Operating Cost	Flower seed for bank along Lundeen Pkwy	\$68.51	
ACES			Check 40226	4/21/2016	\$329.00
	001-005-517-60-31-00	HR-Safety Program	Safety mtg: Working with stress	\$74.78	
	101-016-517-60-31-00	ST-Safety Program	Safety mtg: Working with stress	\$127.11	
	410-016-517-60-31-00	SW-Safety Program	Safety mtg: Working with stress	\$127.11	
Adams Nathan			Check 40227	4/21/2016	\$66.00
	001-008-521-20-43-00	LE-Travel & Meetings	Per Diem-Interview Techniques Course-Adams	\$66.00	
Alexander Printing			Check 40228	4/21/2016	\$151.52
46444	001-007-558-50-31-01	PL-Operating Costs	Business cards - D Williamson	\$43.68	
46444	001-007-559-30-31-01	PB-Operating Cost	Business cards - D Williamson	\$43.68	
46472	101-016-544-90-31-02	ST-Operating Cost	Business cards - Ervin	\$32.08	
46472	410-016-531-10-31-02	SW-Operating Costs	Business cards - Ervin	\$32.08	
Business Card			Check 40229	4/21/2016	\$19,749.08
4396.25	001-001-511-60-43-00	Legislative - Travel & Mtgs	SCA Dinner 3/30/16	\$90.00	

Invoice	AccountCode	Account Description	Item Description	Amount
3880.25	001-001-511-60-43-00	Legislative - Travel & Mtgs	Hotel - Washington DC Natl League of Cities Co	\$11,088.24
4396.25	001-001-511-60-43-00	Legislative - Travel & Mtgs	SCC March 2016 meeting	\$70.00
4396.25	001-001-513-10-43-00	Executive - Travel & Mtgs	SCC March 2016 meeting	\$35.00
3880.25	001-002-513-11-43-00	AD-Travel & Meetings	Mtg with B Stowe	\$41.03
4396.25	001-004-514-23-49-00	FI-Miscellaneous	WPTA 2016 membership fee-Fugh	\$40.00
4396.25	001-004-514-23-49-01	FI-Staff Development	WPTA 2016 Conference registration-Pugh	\$250.00
568.25	001-007-558-50-31-00	PL-Office Supplies	Plan tags	\$34.45
568.25	001-007-558-50-41-03	PL-Advertising	LUA2016-0023 North Cove Park 2	\$12.82
568.25	001-007-558-50-41-03	PL-Advertising	LUA2016-0001 School District Lake Dr	\$112.94
568.25	001-007-558-50-41-03	PL-Advertising	LUA2016-0041 Swim Beach	\$9.11
568.25	001-007-558-50-41-03	PL-Advertising	Notice of DRB-Trestle Station	\$18.93
4396.25	001-007-558-50-41-03	PL-Advertising	Help Wanted - Permit Specialist	\$45.00
568.25	001-007-558-50-41-03	PL-Advertising	LUA2016-0004 McKay revised	\$40.65
568.25	001-007-558-50-41-03	PL-Advertising	LUA2016-0010 Silverston Rev	\$154.99
568.25	001-007-558-50-49-01	PL-Staff Development	PAW 2016 Spring Conference-Place	\$295.00
568.25	001-007-559-30-31-00	PB-Office Supplies	Plan tags	\$34.45
568.25	001-007-559-30-31-01	PB-Operating Cost	Building Code updates	\$400.00
568.25	001-007-559-30-43-00	PB-Travel & Mtgs	Hotel - Training - Sniffen	\$410.84
4396.25	001-008-521-20-31-00	LE-Office Supplies	Paper tape for credit card terminals	\$30.18
5428.25	001-008-521-20-31-00	LE-Office Supplies	Assorted color coded files	\$8.15
8877.25	001-008-521-20-31-01	LE-Operating Costs	Transcription services	\$128.10
8877.25	001-008-521-20-31-01	LE-Operating Costs	Transcription services	\$235.75
8877.25	001-008-521-20-31-01	LE-Operating Costs	Water Reservoir & filter	\$73.15
4396.25	001-008-521-20-31-01	LE-Operating Costs	Assessment fees-Police Records Clerk	\$300.00

Invoice	AccountCode	Account Description	Item Description	Amount
8338.25	001-008-521-20-31-01	LE-Operating Costs	Leadoff foaming soap	\$65.14
8877.25	001-008-521-20-41-00	LE-Professional Services	Postage services fee	\$99.95
8877.25	001-008-521-20-42-00	LE-Communication	Postage	\$400.00
8338.25	001-008-521-20-43-00	LE-Travel & Meetings	Hotel-Training-C Brooks	\$600.48
8877.25	001-008-521-50-48-00	LE -Repair & Maint Facilities	Lock repair case 15-2189	\$92.31
4396.25	001-010-594-76-64-00	PK-Capital Outlay	Doc System Float Drum-North Cover Park	\$296.44
8060.25	001-010-594-76-64-00	PK-Capital Outlay	Dock System Float Drum-North Cove Park	\$296.44
4396.25	001-012-573-20-31-00	CS-Arts Commission	Arts Commission music equipment	\$1,670.73
8060.25	001-012-575-50-31-00	CS-Community Center-Ops	Vents for Community Center	\$118.21
4396.25	001-013-518-20-31-00	GG-Operating	Credit Card signs for windows	\$12.98
4396.25	001-013-518-20-31-00	GG-Operating	Ethernet Switches for Credit Card Terminals	\$76.42
4396.25	001-013-518-20-31-00	GG-Operating	Paper tape for credit card terminals	\$30.17
4396.25	001-013-518-20-49-00	GG-Miscellaneous	Test charge for new credit card terminals	\$1.00
8060.25	001-013-594-18-60-01	GG - Lundeen House Capital	Computer Desk and lateral file for VIC	\$508.00
8060.25	001-013-594-18-60-01	GG - Lundeen House Capital	Mid Back Mesh chair for VIC	\$70.58
8060.25	001-013-594-18-60-01	GG - Lundeen House Capital	6 72 inch folding tables for VIC	\$345.18
8060.25	001-013-594-18-60-01	GG - Lundeen House Capital	Bullet Open Trash Can and custom fit liners for	\$250.79
8060.25	001-013-594-18-60-01	GG - Lundeen House Capital	Vertical LED Open Sign for the VIC	\$79.99
8060.25	001-013-594-18-60-01	GG - Lundeen House Capital	High back exec chair for VIC	\$119.45
8060.25	101-016-542-30-49-01	ST-Staff Development	Amer Soc of Civil Engineers Membership-Emer	\$170.00
8060.25	101-016-542-64-31-00	ST-Traffic Control - Supply	National Neighborhood Watch Decals	\$82.30
8060.25	101-016-543-20-41-04	ST-Roundabout Landscape	Korean Fir trees for roundabout at 20th & Lun	\$400.74
8060.25	101-016-543-30-43-00	ST-Travel & Meetings	Parking at county US2 mtg	\$3.00

CDW Government Inc		Check 40230	4/21/2016	\$71.38
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Invoice	AccountCode	Account Description	Item Description	Amount	
	510-006-518-80-31-00	Purchase Computer Equipment	Computer upgrades for PW Intern	\$71.38	
Cemex			Check 40231	4/21/2016	\$841.20
9433021694	101-016-544-90-31-02	ST-Operating Cost	Asphalt for patching	\$483.63	
9432970506	101-016-544-90-31-02	ST-Operating Cost	Asphalt - 20th St SE & 79th	\$357.57	
Chicago Title			Check 40224	4/19/2016	\$25,000.00
	001-013-594-21-60-00	GG - Property Purch - LE	Chapel Rock escrow	\$25,000.00	
City of Marysville			Check 40232	4/21/2016	\$12,225.28
	001-013-512-50-41-00	GG-Municipal Court Fees	Municipal Court fees March 2016	\$12,225.28	
Civicplus			Check 40233	4/21/2016	\$3,500.00
158415	001-007-558-70-41-00	PL-Economic Devel	Lake Stevens Business Development Website S	\$3,500.00	
Comcast			Check 40234	4/21/2016	\$185.14
991976.25	001-012-557-30-40-01	CS - VIC Utilities	Internet services at VIC	\$136.14	
991976.25	001-013-594-18-60-01	GG - Lundeen House Capital	Internet installation at VIC	\$49.00	
Crystal and Sierra Springs			Check 40235	4/21/2016	\$519.36
5249844040116	001-007-558-50-31-01	PL-Operating Costs	Bottled Water	\$27.29	
5249844040116	001-007-559-30-31-01	PB-Operating Cost	Bottled Water	\$27.29	
5249844040116	001-013-518-20-31-00	GG-Operating	Bottled Water	\$139.16	
5249844040116	101-016-544-90-31-02	ST-Operating Cost	Bottled Water	\$162.81	
5249844040116	410-016-531-10-31-02	SW-Operating Costs	Bottled Water	\$162.81	
Dept of Retirement (Deferred Comp)			Check 0	4/21/2016	\$2,140.00
42475	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,140.00	
Dept of Revenue			Check 0	4/21/2016	\$2,109.45
42430	001-008-521-20-26-00	LE-Clothing	Use Taxes March 2016	\$6.88	

Invoice	AccountCode	Account Description	Item Description	Amount	
42430	001-008-521-20-31-00	LE-Office Supplies	Use Taxes March 2016	\$24.08	
42430	001-012-573-20-31-00	CS-Arts Commission	Use Taxes March 2016	\$143.68	
42430	001-013-518-20-31-00	GG-Operating	Use Taxes March 2016	\$1.12	
42430	001-013-518-90-49-06	GG-Excise Tax	Excise Taxes March 2016	\$303.78	
42430	001-013-594-18-60-01	GG - Lundeen House Capital	Use Taxes March 2016	\$79.85	
42430	101-016-544-90-31-01	ST-Office Supplies	Use Taxes March 2016	\$1.03	
42430	101-016-544-90-31-02	ST-Operating Cost	Use Taxes March 2016	\$1.03	
42430	410-016-531-10-44-00	SW-Excise Taxes	Excise Taxes March 2016	\$1,548.00	
Dept of Revenue			Check 40236	4/21/2016	\$785.16
	633-013-586-00-00-05	Leasehold Excise Tax Remit	Q1 2016 Leasehold Excise Tax	\$785.16	
Dicks Towing			Check 40237	4/21/2016	\$758.94
154186	001-008-521-80-40-01	LE - Evidence Impound	Towing services case 2016-6049	\$125.58	
158521	001-008-521-80-40-01	LE - Evidence Impound	Towing services case 2016-5840	\$125.58	
158490	001-008-521-80-40-01	LE - Evidence Impound	Towing services case 2016-5871	\$125.58	
21452	410-016-531-10-31-02	SW-Operating Costs	Towing PW9 to Auction	\$382.20	
Discount Fence			Check 40238	4/21/2016	\$14,276.79
1109	410-016-594-31-63-00	SW-Storm Drainage - Cap Proj	Replacement of fence around Jake Place Pond	\$15,028.20	
1109	621-000-386-00-00-02	Retainage - Other PW Project	Retainage - Dicks Towing	(\$751.41)	
Dwayne Lanes			Check 40239	4/21/2016	\$31,091.43
	520-008-594-21-63-00	Capital Equipment	2016 Dodge Charger PT65	\$31,091.43	
EFTPS Electronic Federal Tax Pmt System			Check 0	4/21/2016	\$64,221.62
42475	001-000-281-00-00-00	Payroll Liability Taxes	Federal Payroll Taxes	\$64,221.62	
Electronic Business Machines			Check 40240	4/21/2016	\$216.52

Invoice	AccountCode	Account Description	Item Description	Amount	
	001-007-558-50-48-00	PL-Repairs & Maint.	Copier repair & maintenance	\$54.13	
	001-007-559-30-48-00	PB-Repair & Maintenance	Copier repair & maintenance	\$54.13	
	101-016-542-30-48-00	ST-Repair & Maintenance	Copier repair & maintenance	\$54.13	
	410-016-531-10-48-00	SW-Repairs & Maintenance	Copier repair & maintenance	\$54.13	
Feldman and Lee			Check 40241	4/21/2016	\$9,000.00
42430	001-011-515-91-41-00	LG-General Indigent Defense	Public defender services March 2016	\$9,000.00	
Frontier			Check 40242	4/21/2016	\$63.06
4253979674.25	101-016-542-64-47-00	ST-Traffic Control -Utility	Traffic control modem	\$63.06	
Grainger			Check 40243	4/21/2016	\$131.51
9074838559	001-013-518-20-31-00	GG-Operating	Light fixture - CH Annex	\$78.69	
9080902076	101-016-544-90-31-02	ST-Operating Cost	Furniture Polish for shop	\$26.41	
9080902076	410-016-531-10-31-02	SW-Operating Costs	Furniture Polish for shop	\$26.41	
Granite Construction Supply			Check 40244	4/21/2016	\$2,768.22
	101-016-542-64-31-00	ST-Traffic Control - Supply	Max Load signs	\$40.18	
	101-016-542-64-31-00	ST-Traffic Control - Supply	Misc traffic signs	\$918.76	
	101-016-542-64-31-00	ST-Traffic Control - Supply	Street signs	\$499.56	
	101-016-542-64-31-00	ST-Traffic Control - Supply	Dead end signs	\$280.19	
	101-016-542-70-31-00	ST-Roadside - Supply	ROW signs for road closures during road repair	\$879.66	
	101-016-544-90-31-02	ST-Operating Cost	Gas cans	\$74.93	
	410-016-531-10-31-02	SW-Operating Costs	Gas cans	\$74.94	
Group Health Coop			Check 40245	4/21/2016	\$183.00
	001-008-521-20-41-00	LE-Professional Services	Employee medical screening	\$36.00	
	001-010-576-80-41-00	PK-Professional Services	New Hire Immunizations	\$147.00	

Invoice	AccountCode	Account Description	Item Description	Amount	
Honey Bucket			Check 40246	4/21/2016	\$400.00
	001-012-571-20-45-00	CS-Special Event-Eqp Rent	Honeybucket rental for Regata	\$400.00	
Hunter Theodore			Check 40247	4/21/2016	\$6,158.00
1828	001-007-558-60-41-02	PL-Prof Serv-Hearing E	Hearing Examiner services	\$6,158.00	
Industrial Supply Inc			Check 40248	4/21/2016	\$42.95
576148	101-016-544-90-31-02	ST-Operating Cost	Gloves	\$21.48	
576148	410-016-531-10-31-02	SW-Operating Costs	Gloves	\$21.47	
J Thayer Company			Check 40249	4/21/2016	\$373.84
	001-007-558-50-31-00	PL-Office Supplies	File folders/Fasteners/Paper/Highlighters	\$115.61	
	001-007-559-30-31-00	PB-Office Supplies	File folders/Fasteners/Paper/Highlighters	\$115.61	
	001-013-518-20-31-00	GG-Operating	Fax machine paper/Certificates & Holders	(\$142.62)	
	001-013-518-20-31-00	GG-Operating	Fax machine paper/Certificates & Holders	\$142.62	
	001-013-518-20-31-00	GG-Operating	Fax machine paper/Certificates & Holders	\$142.62	
KPFF Consulting Engineers Inc			Check 40250	4/21/2016	\$8,580.00
41102	309-016-595-61-63-01	Sidewalk Construction	North Lakeshore Drive	\$8,580.00	
Kroesen's Uniforms			Check 40251	4/21/2016	\$903.32
30333	001-008-521-20-26-00	LE-Clothing	Uniform items - Vanderwalker	\$633.80	
31765	001-008-521-20-26-00	LE-Clothing	Uniform shirt and jacket - Krusey	\$269.52	
Lake Stevens Police Guild			Check 40252	4/21/2016	\$914.00
42475	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Union Dues	\$914.00	
Lake Stevens School District			Check 40253	4/21/2016	\$82.50
2047	001-001-511-60-45-01	Legislative - Rentals	Council chamber rental March 2016	\$37.50	
2047	001-010-576-80-31-00	PK-Operating Costs	Park Board room rental March 2016	\$45.00	

Invoice	AccountCode	Account Description	Item Description	Amount	
Lake Stevens Sewer District			Check 40254	4/21/2016	\$830.00
42461	001-008-521-50-47-00	LE-Utilities	Sewer - Police Station	\$83.00	
42461	001-008-521-50-47-00	LE-Utilities	Sewer - N Lakeshore Dr	\$83.00	
42461	001-010-576-80-47-00	PK-Utilities	Sewer - Lundeen Park	\$166.00	
42461	001-012-572-20-47-00	CS-Library-Utilities	Sewer - Library	\$83.00	
42461	001-013-518-20-47-00	GG-Utilities	Sewer - Family Center	\$83.00	
42461	001-013-518-20-47-00	GG-Utilities	Sewer - City Hall	\$166.00	
42461	001-013-518-20-47-00	GG-Utilities	Sewer - Permit Center	\$83.00	
42461	101-016-543-50-47-00	ST-Utilities	Sewer - 99th Ave SE Property	\$83.00	
Lemay Mobile Shredding			Check 40255	4/21/2016	\$13.68
4473674	001-008-521-20-31-01	LE-Operating Costs	Shredding services	\$9.12	
4473675	001-013-518-20-31-00	GG-Operating	Shredding services	\$4.56	
Lyons Christopher			Check 40256	4/21/2016	\$66.00
	001-008-521-20-43-00	LE-Travel & Meetings	Per Diem-Interview Techniques Course-Lyons	\$66.00	
Marshbank Construction Inc			Check 40257	4/21/2016	\$25,958.69
	101-016-595-61-64-41	ST - Cap - Grade Road	Emergency Grade Rd Stabilization	\$25,958.69	
Marshbank Construction Acct 17620012767			Check 40258	4/21/2016	\$1,366.25
	101-016-595-61-64-41	ST - Cap - Grade Road	Retainage - Marshbank Construction	\$1,366.25	
Marysville Printing			Check 40259	4/21/2016	\$49.64
19560	001-007-559-30-31-00	PB-Office Supplies	Self Inking Stamp (Reviewed for Code Complia	\$49.64	
Monroe Correctional Complex			Check 40260	4/21/2016	\$482.06
	001-010-576-80-48-00	PK-Repair & Maintenance	DOC work crew services	\$238.47	
	101-016-542-30-48-00	ST-Repair & Maintenance	DOC work crew services	\$225.15	

Invoice	AccountCode	Account Description	Item Description	Amount
	410-016-531-10-48-00	SW-Repairs & Maintenance	DOC work crew services	\$18.44
MTT Construction			Check 40261	4/21/2016
	301-000-345-85-10-02	Traffic Mitigation - TIZ 2	Refund BLD2015-0392 paid in error	\$2,917.00
	301-000-345-86-10-01	Park Mitigation - SEPA	Refund BLD2015-0392 paid in error	\$2,363.00
NASRO			Check 40262	4/21/2016
	001-008-521-20-49-00	LE-Dues & Memberships	NASRO membership Barnes	\$40.00
	001-008-521-20-49-00	LE-Dues & Memberships	NASRO membership Carter	\$40.00
Nationwide Retirement Solution			Check 0	4/21/2016
42475	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-Nationwide	\$1,325.00
Northend Truck Equipment Inc			Check 40263	4/21/2016
1032600	530-016-594-48-60-00	Purchase Of Capital Equipment	Monroe V hopper stainless steel sander	\$9,516.67
Otak Inc			Check 40264	4/21/2016
31600289	101-016-542-30-41-02	ST-Professional Service	Hartford Trail/Centennial Trail Connectivity	\$2,666.19
Outcomes by Levy LLC			Check 40265	4/21/2016
	001-013-511-20-41-02	GG-Advisory Srv - Lobbying	Legislative lobbying services March 2016	\$5,345.57
Owen Equipment Company			Check 40266	4/21/2016
79478	101-016-542-30-48-00	ST-Repair & Maintenance	Repairs to PW11	\$8,509.65
79086	101-016-544-90-31-02	ST-Operating Cost	Light for PW26	\$179.73
79086	410-016-531-10-31-02	SW-Operating Costs	Light for PW26	\$179.73
79478	410-016-531-10-48-00	SW-Repairs & Maintenance	Repairs to PW11	\$8,509.65
Pacific Rim Code Services Inc			Check 40267	4/21/2016
42430	001-007-559-30-41-00	PB-Professional Srv	Plan Review services March 2016	\$30,154.55
PACLAB			Check 40268	4/21/2016
				\$15.50

Invoice	AccountCode	Account Description	Item Description	Amount
	001-008-521-20-31-01	LE-Operating Costs	Blood drawing fee	\$15.50
Parnell Kristen			Check 40269	4/21/2016
	001-008-521-20-43-00	LE-Travel & Meetings	Per Diem-Interviewing Techniques-Parnell	\$66.00
Performance Marine Inc			Check 40270	4/21/2016
14852	001-008-521-21-48-00	LE-Boating Repair & Maint	North River Yamaha repair	\$2,274.24
Perteet Engineering Inc			Check 40271	4/21/2016
	301-016-544-40-41-00	Street Op - Planning -Design	20th Street SE Phase II-Subment 1 Design	\$101,871.55
Platt Electric Supply			Check 40272	4/21/2016
	101-016-544-90-31-02	ST-Operating Cost	Lights for shop	\$144.89
	101-016-544-90-31-02	ST-Operating Cost	Credit for error made on work at shop	(\$127.10)
	410-016-531-10-31-02	SW-Operating Costs	Credit for error made on work at shop	(\$127.10)
	410-016-531-10-31-02	SW-Operating Costs	Lights for shop	\$144.90
Prothman			Check 40273	4/21/2016
	001-002-513-11-41-00	AD-Professional Services	Municipal Consulting Services 3/26-4/8/16 Sw	\$7,963.26
	001-008-521-20-41-00	LE-Professional Services	Municipal Consulting Services 3/26-4/8/16 Kru	\$7,181.16
Puget Sound Energy			Check 40274	4/21/2016
24316495.25	001-010-576-80-47-00	PK-Utilities	Natural gas - City Shop	\$30.92
24316495.25	101-016-543-50-47-00	ST-Utilities	Natural gas - City Shop	\$30.91
24316495.25	410-016-531-10-47-00	SW-Utilities	Natural gas - City Shop	\$30.91
Puget Sound Energy			Check 40275	4/21/2016
3723810.25	001-008-521-50-47-00	LE-Utilities	Natural gas - North Lakeshore Dr	\$133.88
Purchase Power			Check 40276	4/21/2016
15773724.25	001-007-558-50-42-00	PL-Communication	Postage	\$23.67

Invoice	AccountCode	Account Description	Item Description	Amount
15773724.25	001-013-518-20-42-00	GG-Communication	Postage	\$304.97
15773724.25	101-016-543-30-42-00	ST-Communications	Postage	\$10.68
15773724.25	410-016-531-10-42-00	SW-Communications	Postage	\$10.68
Republic Services 197			Check 40277	4/21/2016
				\$743.60
	001-010-576-80-31-00	PK-Operating Costs	Dumpster svcs - Lundeen Park	\$248.26
	001-010-576-80-45-00	PK-Equipment Rental	Dumpster rental - Lundeen Park	\$13.64
	001-013-518-20-31-00	GG-Operating	Dumpster services - City Hall	\$103.52
	001-013-518-20-45-00	GG-Equipment Rental	Dumpster rental - City Hall	\$15.00
	101-016-542-30-45-00	ST-Rentals-Leases	Dumpster Rental - City Shop	\$7.90
	101-016-544-90-31-02	ST-Operating Cost	Dumpster services - City Shop	\$173.69
	410-016-531-10-31-02	SW-Operating Costs	Dumpster services - City Shop	\$173.68
	410-016-531-10-45-00	SW-Equipment Rental	Dumpster Rental - City Shop	\$7.91
Robinson Noble			Check 40278	4/21/2016
				\$14,076.50
	101-016-595-61-64-41	ST - Cap - Grade Road	Geotechnical Engineering Grade Road Embank	\$14,076.50
Safe Kids			Check 40279	4/21/2016
				\$400.00
1001	001-008-521-20-31-01	LE-Operating Costs	Kid Safety warning signs	\$400.00
Safeguard Pest Control Inc			Check 40280	4/21/2016
				\$326.70
51383	001-013-594-18-60-01	GG - Lundeen House Capital	Pest control at VIC	\$326.70
Seattle Pump			Check 40281	4/21/2016
				\$196.02
	101-016-544-90-31-02	ST-Operating Cost	Fluid Film	\$98.01
	410-016-531-10-31-02	SW-Operating Costs	Fluid Film	\$98.01
Shein Gleb			Check 40282	4/21/2016
				\$66.00
	001-008-521-20-43-00	LE-Travel & Meetings	Per Diem-Interview Techniques Training-Shein	\$66.00

Invoice	AccountCode	Account Description	Item Description	Amount	
Sherwin-Williams Co			Check 40283	4/21/2016	\$276.89
	101-016-544-90-31-02	ST-Operating Cost	White paint for crosswalk on 4th		\$276.89
Sniffen Mark			Check 40284	4/21/2016	\$120.00
	001-007-559-30-43-00	PB-Travel & Mtgs	Per Diem & Mileage for Training travel		\$120.00
Snohomish County PUD			Check 40285	4/21/2016	\$13,941.55
147403018	001-008-521-50-47-00	LE-Utilities	203033030 Police Dept Water		\$85.02
137483240	001-008-521-50-47-00	LE-Utilities	202766820 Police Dept Electric		\$674.35
111094898	001-010-576-80-47-00	PK-Utilities	202513354 Park lighting		\$16.71
104447595	001-010-576-80-47-00	PK-Utilities	200748721 Parks		\$51.08
107789446	001-010-576-80-47-00	PK-Utilities	200493443 Cath Creek Park meter 73867		\$15.58
111095502	001-010-576-80-47-00	PK-Utilities	201513934 Parks		\$17.25
114410171	001-012-572-20-47-00	CS-Library-Utilities	200206977 Library		\$497.29
160333798	001-012-575-30-47-00	CS-Historical-Utilities	202289237 Museum		\$21.67
121044790	001-012-575-50-47-00	CS-Community Center-Utilities	200860922 Community Center		\$398.08
160333798	001-012-575-51-47-00	CS-Grimm House Expenses	202289237 Grimm House		\$21.67
104447070	001-013-518-20-47-00	GG-Utilities	200206019 City Hall		\$381.56
107783849	001-013-518-20-47-00	GG-Utilities	201956075 War Memorial		\$26.59
124360880	001-013-518-20-47-00	GG-Utilities	200245215 Family Center		\$360.74
127663692	001-013-518-20-47-00	GG-Utilities	201783685 Annex		\$160.98
124361088	001-013-518-20-47-00	GG-Utilities	200321172 Permit Center		\$364.61
114410171	001-013-518-20-47-00	GG-Utilities	200206977 Library water meter		\$94.63
107787028	101-016-542-63-47-00	ST-Lighting - Utilities	200363505 Traffic Signal		\$77.09
127668785	101-016-542-63-47-00	ST-Lighting - Utilities	205320781 SR92 Roundabout at 99th		\$47.18
150690400	101-016-542-63-47-00	ST-Lighting - Utilities	202648705 Street Lights		\$41.20

Invoice	AccountCode	Account Description	Item Description	Amount	
150685677	101-016-542-63-47-00	ST-Lighting - Utilities	201860178 Traffic Signal	\$136.70	
157135757	101-016-542-63-47-00	ST-Lighting - Utilities	202342622 Street Lights	\$78.27	
157127584	101-016-542-63-47-00	ST-Lighting - Utilities	202624367 Street Lights	\$9,985.77	
150686255	101-016-542-63-47-00	ST-Lighting - Utilities	203115522 Street Light meter	\$167.06	
153942342	101-016-542-63-47-00	ST-Lighting - Utilities	205338056 SR92 Roundabout at113th	\$54.07	
1177324.59	101-016-542-63-47-00	ST-Lighting - Utilities	200178218 Traffic Signal	\$166.40	
Snopac			Check 40286	4/21/2016	\$26,531.54
8167	001-008-528-00-51-00	LE-Snopac Dispatch	Quarterly Access Assessment	\$514.06	
8147	001-008-528-00-51-00	LE-Snopac Dispatch	Dispatch Services	\$26,017.48	
Sound Publishing Inc			Check 40287	4/21/2016	\$184.40
	001-007-558-50-41-03	PL-Advertising	Public Hearing-Revisions to Marijuana Regulati	\$106.88	
	001-007-558-50-41-03	PL-Advertising	LUA2016-0041 Swim Beach Dock Remodel	\$77.52	
Sound Publishing Inc			Check 40288	4/21/2016	\$1,084.50
7669893	001-007-558-50-41-03	PL-Advertising	Help Wanted - Permit Specialist	\$783.00	
7669893	001-010-576-80-31-00	PK-Operating Costs	Help wanted - Public Works Crew worker Park	\$301.50	
Springbrook Nursery			Check 40289	4/21/2016	\$50.08
240125	101-016-544-90-31-02	ST-Operating Cost	Topsoil	\$25.04	
240125	410-016-531-10-31-02	SW-Operating Costs	Topsoil	\$25.04	
Staples			Check 40290	4/21/2016	\$41.88
3298833064	001-008-521-20-31-00	LE-Office Supplies	Magnetic Dry Erase Board	\$41.88	
Stericycle Inc			Check 40291	4/21/2016	\$10.36
3003378611	001-008-521-20-41-00	LE-Professional Services	Hazardous Waste Disposal	\$10.36	
Tacoma Screw Products Inc			Check 40292	4/21/2016	\$362.34

Invoice	AccountCode	Account Description	Item Description	Amount	
18112125	101-016-544-90-31-02	ST-Operating Cost	Deck screws/nitrile gloves	\$38.27	
18113491	101-016-544-90-31-02	ST-Operating Cost	SAfety Glasses	\$12.12	
18113490	101-016-544-90-31-02	ST-Operating Cost	Earmuffs	\$13.15	
18112638	101-016-544-90-31-02	ST-Operating Cost	Earmuffs	\$13.15	
18112639	101-016-544-90-31-02	ST-Operating Cost	Lynch pins/screws/cable ties/nuts/bolts/wash	\$80.20	
18113490	410-016-531-10-31-02	SW-Operating Costs	Earmuffs	\$13.14	
18112124	410-016-531-10-31-02	SW-Operating Costs	Impact Bit	\$48.58	
18112638	410-016-531-10-31-02	SW-Operating Costs	Earmuffs	\$13.14	
18112125	410-016-531-10-31-02	SW-Operating Costs	Deck screws/nitrile gloves	\$38.26	
18113491	410-016-531-10-31-02	SW-Operating Costs	SAfety Glasses	\$12.12	
18112639	410-016-531-10-31-02	SW-Operating Costs	Lynch pins/screws/cable ties/nuts/bolts/wash	\$80.21	
The Everett Herald			Check 40293	4/21/2016	\$203.36
	001-013-518-20-31-00	GG-Operating	Everett Herald subscription	\$203.36	
Ubert Julie			Check 40294	4/21/2016	\$24.00
	001-008-521-20-43-00	LE-Travel & Meetings	SCSPCA breakfast-Ubert/Lambier	\$24.00	
Universal Field Services Inc			Check 40295	4/21/2016	\$1,390.13
47521	001-013-518-20-41-00	GG-Professional Service	Ridgeline & Grade Properties	\$1,390.13	
UPS			Check 40296	4/21/2016	\$21.14
	001-008-521-20-42-00	LE-Communication	Evidence shipping	\$21.14	
Washington Audiology Services			Check 40297	4/21/2016	\$20.00
48312	001-005-518-10-41-00	HR-Professional Services	Employee audiology testing	\$20.00	
Washington Dept of Fish & Wildlife			Check 40298	4/21/2016	\$150.00
	001-010-594-76-64-00	PK-Capital Outlay	JARPA review	\$150.00	

Invoice	AccountCode	Account Description	Item Description	Amount	
Washington State Criminal Justice			Check 40299	4/21/2016	\$170.00
201126099	001-008-521-40-49-01	LE-Staff Development	Records training-Rivers/Vanderwalker	\$170.00	
Washington State Dept of Enterprise Svcs			Check 40300	4/21/2016	\$45.33
73147149	001-008-521-20-31-01	LE-Operating Costs	Business cards - Warbis	\$45.33	
Washington State Parks and Recreation			Check 40301	4/21/2016	\$10.00
42471	001-008-521-21-31-00	LE-Boating Operating	Application for Boater Education Card-Heinem	\$10.00	
Washington State Patrol			Check 40302	4/21/2016	\$595.75
	001-003-514-20-41-00	CC-Professional Services	Background check - Solicitors license	\$12.00	
	633-008-586-00-00-06	Gun Permit - FBI Remittance	Background checks weapons permits	\$583.75	
Washington State Support Registry			Check 0	4/21/2016	\$402.46
42475	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Child Support	\$402.46	
Washington Tractor			Check 40303	4/21/2016	\$158.44
963163	101-016-544-90-31-02	ST-Operating Cost	HYD Filter/HYD Suction Filter	\$79.22	
963163	410-016-531-10-31-02	SW-Operating Costs	HYD Filter/HYD Suction Filter	\$79.22	
Williamson David			Check 40304	4/21/2016	\$16.00
42459	001-007-559-30-43-00	PB-Travel & Mtgs	Parking at WABO seminar-Williamson	\$16.00	
Wright Sampsa			Check 40305	4/21/2016	\$2,989.47
2015	621-016-586-00-00-03	Retainage Release - Other PW	Refund Retainage-Sams Tree Care Sampsa Wri	\$2,989.47	
Zachor and Thomas Inc PS			Check 40306	4/21/2016	\$10,569.36
663	001-011-515-30-41-01	PG-Prosecutor Fees	Prosecutor services-April 2016	\$10,569.36	
Total Disbursements				\$506,056.91	



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

Tuesday, April 12, 2016
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

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

ELECTED OFFICIALS PRESENT: Mayor John Spencer, Councilmembers Kim Daughtry, Sam Low, Kurt Hilt, Todd Welch, Rauchel McDaniel, Kathy Holder, Marcus Tageant

ELECTED OFFICIALS ABSENT: None

STAFF MEMBERS PRESENT: Interim City Administrator Mary Swenson, Interim Planning and Community Development Director Russ Wright, Public Works Director Mick Monken, Interim Police Chief Ralph Krusey, Human Resources Director Steve Edin, Civil Engineer Adam Emerson, Economic Development Coordinator Jeanie Ashe, Internet Technology Manager Troy Stevens, Deputy City Clerk Kathy Pugh and City Attorney Cheryl Beyer

OTHERS: Janet Pritchard from Republic Services, State Representative Mark Harmsworth

Pledge of Allegiance: Council President Sam Low introduced members of the Lake Stevens Rotary, who led the Pledge of Allegiance. Mayor Spencer thanked the Rotary for their community service and support including the Lundeen Park Visitor Information Center remodel, obtaining funding for the Cavalero Park skateboard park, and the City Cleanup scheduled for May 7, 2016.

Roll Call: All members were present.

Approval of Agenda: Council President Low announced that Employee Recognition is being removed from the agenda, and also that State Representative Mark Harmsworth will be addressing the Council.

MOTION: Moved by Councilmember Tageant, seconded by Councilmember Daughtry, to approve the agenda as amended. On vote the motion carried (7-0-0-0).

Guest Business.

Mike Jones, 1015 87th Avenue NE, Lake Stevens, lives in the Frontier Heights neighborhood. Mr. Jones thanked the Police Department for their diligence and continued support of his neighborhood. He appreciated the raid on the problem home in December; however the house continues to be a problem with squatters entering the house nightly. He urged the City adopt a law similar to a law in Marysville that allows the City to board up a house that does not have water or sewer. Mr. Jones also expressed concern with the homeless encampments and that the City continue to clean them up. Mr. Jones and his neighbors have met with the Police

Department to make their neighborhood a Crime Watch Community and that is moving forward. Additionally his neighborhood is setting up a group with the online applicant "Next Door".

Debbie Jones, 1015 87th Avenue NE, Lake Stevens, previously addressed council regarding the house in her neighborhood that was raided. There still continues to be problems, including mail theft. Ms. Jones commented the drug, homeless and theft problems have migrated to the downtown area.

Riley Poor, 125 N. Davies Road, Lake Stevens, spoke in support of Ordinance 954 which would allow retail activities in public parks. He is interested in running a stand-up paddle board business on the lake.

Council Business: Councilmember Daughtry: Snohomish County Cities for Improved Transportation ("SCCIT") and Sound Transit update, Public Works Subcommittee, meeting with Representative Suzan DelBene regarding the Trestle, Planning & Economic Development Subcommittee; Council President Low: Thanked Rotary for flag salute, Sultan Chamber of Commerce, Parks Subcommittee, meeting with Representative Suzan DelBene and Trestle tour, Public Works subcommittee; Councilmember Hilt: Community Transit, Health District, Police Department and Public Safety Subcommittee, met a gentleman who thanked the Public Works crews for their assistance; Councilmember Welch: Arts Commission roundabout and Music on the Lake, Parks Subcommittee; Councilmember McDaniel: Police Department and Public Safety Subcommittee, meeting with Representative Suzan DelBene, Public Works Subcommittee, thanked Public Works Department for beautifying the City and their work on fish roundabout; Councilmember Holder: Parks Subcommittee, Economic Development Subcommittee, Parks Board; Councilmember Tageant: Public Safety Subcommittee.

Mayor's Business: Mayor Spencer commented on the concerns expressed regarding the homeless, thefts and other illegal activities. The City is moving forward with an ordinance that will allow the City to board up houses that do not have water or sewer services. Also, the City is moving forward with hiring new police positions, as well as working with Bonneville Power and Seattle City-Light to clean up and address the concerns in the Frontier Heights neighborhood. Mayor Spencer also said that the City is working to acquire and upgrade Frontier Heights Park.

Mayor Spencer said that Leadership Snohomish County has set October 14, 2016 as Leadership Day in Snohomish County and read a proclamation in support of Leadership Snohomish County Day.

MOTION: Moved by Councilmember Tageant, seconded by Councilmember Holder, to approve the Proclamation supporting October 14, 2016 as Leadership Day in Snohomish County. On vote the motion carried (7-0-0-0).

Mayor Spencer introduced members of the Middle School Girls Basketball Team and congratulated them for winning the 2016 6th Grade Girls Middle School State Championship. The coaches inquired about the City displaying the trophies and there was agreement that the trophies could be displayed possibly in the Community Center or the new Visitor's Information Center.

State Representative Mark Harmsworth: Representative Harmsworth provided a legislative update. He reviewed the Operating Budget and said that the budget work does not include new additional spending. He reviewed the operating budget and noted there are salary increases for teachers and funding for mental health. In the Capital Budget there is funding to begin the Lake

Stevens Civic Center project, and also for a public works building for the City of Mill Creek. The Supplemental Transfer Budget includes funding for the widening of Highway 522 from Echo Falls to Monroe and U.S. 2 Trestle improvements. Representative Harmsworth also discussed new legislation regarding abandoned vehicles. He also worked on Biometrix, which involves data privacy and protection, and the I-405 toll lanes. Representative Harmsworth suggested that it is important to think about moving traffic regionally and in an environmentally good way.

Councilmember Welch asked how the legislature can address issues of classifications of patients at Western State. Representative Harmsworth responded there is more funding in the supplemental budget but that the Legislature does need to look at this.

Councilmember Tageant thanked Representative Harmsworth for his assistance at the Association of Washington Cities meeting in Olympia.

Mayor Spencer thanked Representative Harmsworth for his assistance with the Trestle and said that the City will continue to communicate with ideas for moving forward.

Councilmember Hilt thanked Representative Harmsworth for his efforts with the Trestle.

Representative Harmsworth commented the Legislature will also be looking at the US 2 / Highway 9 interchange issues next year.

City Department Report.

Interim City Administrator Mary Swenson reported that the Legislature passed a bill to encourage family living wage jobs in manufacturing and industrial, and Snohomish County has passed the necessary ordinance that allows cities to take advantage of this. The City is in the process of developing a resolution and ordinance to allow the City to take advantage of this legislation which will be brought forward soon; Councilmember McDaniel has changed from the Economic Development to the Public Safety subcommittee and Councilmember Daughtry has changed from the Public Safety to the Economic Development subcommittee; staff is working with FCS, a financial advisor, to develop a scope of work to assist Council in developing a financial strategy to assist in obtaining goals in a fiscally responsible manner and also to assist with record permitting fees and construction sales tax received, which is "one-time" income; hiring update; ordinances regarding addressing homeless will be brought forward soon.

Mayor Spencer noted that the City received five excellent responses to the Downtown Subarea Plan request for proposal, which are under review.

Director Monken: Grade Road update; Chief Krusey: Boat patrol started early due to warm weather, bicycle training program is underway and officers will be trained in time for Aquafest, the Police Department Facebook page launched last week; new mid-shift is going well; Department of Emergency Management/Emergency Operations training in May; body cameras update.

Consent Agenda.

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Hilt, to (A) approve 2016 Vouchers [Payroll Direct Deposits of \$146,743.87, Payroll Check Nos. 40109-40110 totaling \$4,107.16, Tax Deposits of \$58,918.44, Electronic Funds Transfers (ACH) of \$171,658.84, Claims Check Nos. 40107-40108 and 40111-40221 totaling \$345,846.14, Void

Check No. 38008 in the amount of \$150.00, Total Vouchers Approved: \$727,124.45]; (B) approve March 22, 2016 City Council Regular Meeting Minutes; (C) approve Microsoft Enterprise License Agreement; (D) authorize Mayor to Enter into Master Intergovernmental Purchasing Agreement via Registration with U.S. Communities; (E) authorize Mayor to sign a Letter Acquiring the Morris Property Under Threat of Condemnation; (F) Authorize the Purchase of the Property Located on the East Side of Grade Road between 30th and 32nd Streets NE. On vote the motion carried (7-0-0-0).

Action Items:

Authorize the Mayor to Enter into Professional Services Agreement with Tetra Tech for 2016 Pavement Management Survey: Civil Engineer Adam Emerson presented the staff report and said that approval of this agreement with Tetra Tech will provide the City with an updated survey of pavement conditions throughout the City. The survey results are used to determine which streets in the City need maintenance. Mr. Emerson then responded to Councilmembers questions.

MOTION: Councilmember Welch moved, Councilmember McDaniel seconded, to authorize the Mayor to enter into a Professional Services Agreement with Tetra Tech for the 2016 Pavement Condition Rating Survey in the amount of \$60,000.00. On vote the motion carried (7-0-0-0).

Approve Ordinance No. 954 Amending LSMC 10.03.170 and 10.03.180 to Allow Retail Activities in Parks: Economic Development Coordinator Jeanie Ashe presented the staff report and said that with the amendments to LSMC 10.03.170 and 10.03.180 businesses and individuals would be able to conduct for profit business activities in private parks, such as paddle board rentals and other types of retail business, in accordance with the rules and procedures established by the Director of Planning and Community Development. An amended ordinance was distributed at the meeting with minor changes following review by the Parks and Recreation Planning Board, and the Parks and Recreation and Economic Development/ Chamber/Planning Subcommittees. Ms. Ashe then responded to Councilmembers' questions.

MOTION: Councilmember Low moved, Councilmember Tageant seconded, to approve Ordinance No. 954 amending LSMC 10.03.170 and 10.03.180 to allow retail activities in parks. On vote the motion carried (7-0-0-0).

Award of Contract for 2016 Pavement Overlay: Civil Engineer Adam Emerson presented the staff report. He reviewed that this year's pavement overlay includes Old Hartford Road from Evergreen Sanitation to Hartford Road and 28th Street NE from Old Hartford Road to North Machias Road. Alternative bids included an overlay on 20th Street SE between 79th Avenue SE and Cavalero Road, as well as the Hartford Trail Connection. Mr. Emerson reviewed the bid process and said that the lowest responsible bidder was Northshore Paving. He then responded to Councilmembers' questions.

MOTION: Moved by Councilmember Hilt, seconded by Councilmember Welch, to award the 2016 Pavement Overlay project to Northshore Paving in the amount of \$291,610.75 with an authorized administrative contingency of \$108,389.25. On vote the motion carried (7-0-0-0).

Authorize Mayor to Enter into a Service Contract for Biohazard Removal and Disposal and Structure Demolition Services: Public Works Director Mick Monken presented the staff report and distributed the bid tabulation. Director Monken noted only one bid was received and that it was much higher than the engineer's estimate. Director Monken said that since

publishing the request for bid he has learned that there are other options available that will provide more biohazard cleanup services for less money, and he believes there is a better option available. Director Monken recommended Council reject the bid and said that in the meantime Public Works and the Police Department will continue to work together to manage these sites.

MOTION: Councilmember Tageant moved, Councilmember McDaniel seconded, to reject all bids. On vote the motion carried (7-0-0-0).

Authorize Mayor to Execute Supplement No. 1 to Master On Call Engineering Agreement with Perteet for Grade Road Environmental Site Documentation: Director Monken presented the staff report and noted this work is necessary to complete the permit applications for the permanent repair to Grade Road. Director Monken said that due to the urgency of the situation and the short time line this work has already been verbally authorized. He then responded to Councilmembers' questions.

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Hilt, to authorize the Mayor to execute Supplement No. 1 to Master On-Call Engineering Agreement with Perteet for Grade Road Environmental Site Documentation in the amount of \$19,641. On vote the motion carried (7-0-0-0).

Executive Session: Mayor Spencer announced an executive session for 10 minutes to discuss two items: a property acquisition and intent to condemn, and to discuss leasing property beginning at 8:13 p.m. and ending at 8:23 p.m., with action to follow. At 8:23 p.m. the executive session was extended 5 minutes.

The Council reconvened at 8:31 p.m.

MOTION: Moved by Councilmember Hilt, seconded by Councilmember Daughtry, to enter into a purchase and sale agreement for the property known as Chapel Rock for a price of \$2,460,000 accompanied with a letter of intent to condemn that property. On vote the motion carried (7-0-0-0).

MOTION: Councilmember Daughtry moved, Councilmember Welch seconded, to authorize the Mayor to enter into negotiations for the purpose of entering into a lease of rental property for City administration and that negotiations will be conducted within the range of appropriate availability and appraisal on property in Lake Stevens, as discussed in executive session. On vote the motion carried (7-0-0-0).

Study Session: None.

Adjourn:

Moved by Councilmember Daughtry, seconded by Councilmember Hilt, to adjourn the meeting at 8:34 p.m. On vote the motion carried (7-0-0-0).

John Spencer, Mayor

Kathy Pugh, Deputy City Clerk



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council **Agenda** 26 April 2016
Date: _____

Subject: Bid award for the Library and Community Center Restroom door replacement project

Contact	Mick Monken	Budget	\$11,269.79
Person/Department:	<u>Public Works</u>	Impact:	_____

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Award the bid and authorize the Mayor to execution a Small Public Works contract with Vortex Industries for the Library and Community Center Door Replacement Project for an amount not to exceed \$9,269.79 and authorize an administrative contingency of \$2,000.

SUMMARY/BACKGROUND: This project is for the replacement of three steel doors and frames that had deteriorated to a level that replacement was deemed necessary as repairs were no longer practical. These include the two exterior restroom doors at the Community Center and the Library’s north access door. This project was included in the 2016 budget for a total amount of \$12,000.

Bids were sought and two received. The summary of the bids is shown in Exhibit A. The low responsive bidder is Vortex Industries with a bid amount of \$9,269.79. Note that during the request for bids the tax rate had an increase from 8.6% to 8.9%. This increase is reflected within the bid amount provided.

An administrative contingency of \$2,000 is being recommend to cover potential cost increases due to unknown conditions discovered once the door frames have been removed.

BUDGET IMPACT: \$11,269.79 (\$12,000 included in 2016 General Fund Budget)

ATTACHMENTS:

- ▶ Exhibit A: Bid Tabulation
- ▶ Exhibit B: Public Works Contract

EXHIBIT A

**Library and Community Center Door Replacement
 BID TABULATION**

Item	Description	Qty	<i>Engineer's Est</i>	Vortex Industry	Talakai Const.
1	Community Ctr Women's Restroom Door	1	\$ 3,825.00	\$ 2,782.40	\$ 3,500.00
2	Community Ctr Men's Restroom Door	1	\$ 3,825.00	\$ 2,782.40	\$ 3,500.00
3	Library North Access Door	1	\$ 3,150.00	\$ 2,947.40	\$ 3,500.00
Sub-total			\$ 10,800.00	\$ 8,512.20	\$ 10,500.00
WSST (8.9%)			\$ 961.20	\$ 757.59	\$ 934.50
TOTAL BASE BID			\$ 11,761.20	\$ 9,269.79	\$ 11,434.50

EXHIBIT B

LIMITED PUBLIC WORKS CONTRACT

THIS LIMITED PUBLIC WORKS CONTRACT (“Contract”) is made and entered into this _____ day of _____, 2016, by and between Vortex Industries Inc., a Washington corporation, (“Contractor”) and the City of Lake Stevens, a municipal corporation (“City”).

WHEREAS, the removal and installation of new steel doors and frames at the Community Center restrooms and north Library access is needed; and

WHEREAS, RCW 39.04.155(3) provides for a Limited Public Works procedures for awarding contracts less than \$35,000; and

WHEREAS, the City has solicited written quotations from a minimum of three contractors from the appropriate Small Works Roster, has received and evaluated quotations, and has determined that Contractor is the lowest responsible bidder; and

WHEREAS, the Contractor and the City desire to enter into this Contract for said work in accordance with the terms and conditions of this Contract.

NOW, THEREFORE, in consideration of the terms, conditions and agreements contained herein, the City and Contractor agree as follows:

1. Scope of Work—the Project.

The Contractor shall perform, carry out and complete the Library and Community Center Door Replacement Project (“Project”) in accordance with this Contract and the incorporated Contract Documents specified in Section 2. The Project shall be completed no later than 30 calendar days following the City’s Notice to Proceed.

2. Contract Documents.

The following documents are incorporated into the Contract by this reference:

- a. Plans and Contract Drawings.
- b. Scope of Work.
- c. Proposal/Bid Submittal (attached).
- d. 2014 Standard Specifications for Road, Bridge, and Municipal Construction (WSDOT/APWA) (“Standard Specifications”) (referenced but not attached).
- e. 2010 APWA Supplement General Special Provisions (referenced but not attached).
- f. Addenda (if any)

In the event of any inconsistencies or conflicts between the language of this Contract and these incorporated documents, the language of the Contract shall prevail over the language of the documents.

3. Commencement of Work.

- a. Work shall not proceed under this Contract until the following conditions have been met by the Contractor:
- b. Contract has been signed and fully executed by the parties.
- c. The Contractor has provided the City with the certificates of insurance required under Section 22.
- d. The Contractor has obtained a City of Lake Stevens Business License.
- e. The Contractor has provided the City with satisfactory documentation that Contractor is licensed and bonded as a contractor in the Washington State.

These conditions shall be satisfied within ten (10) calendar days of the City's Notice of Award of the Contract to the Contractor. Upon satisfaction of these conditions, the City shall issue a Notice to Proceed and Contractor shall commence work within five (5) calendar days of the date of said Notice.

4. Time is of the Essence/Liquidated Damages.

Time is of the essence in the performance of this Contract. The Contractor shall diligently pursue the Project work to physical completion by the date specified in Section 1. If said work is not completed within the time specified, the Contractor agrees to pay the City as liquidated damages the sum set forth in Section 1-08.9 of the Standard Specifications for each and every calendar day said work remains uncompleted after expiration of the specified time.

5. Payment for Project.

a. Total Contract Sum for Project. Excluding approved changes orders, the City shall pay the Contractor for satisfactory completion of the Project under the Contract a total Contract Sum not to exceed **\$9,269.79** in accordance with the bid items prices in the Bid Proposal and including all applicable Washington State Sales Tax. The total Contract Sum includes all expenses and costs incurred in planning, designing and constructing the Project, including, but not limited to, applicable sales and use taxes, costs and expenses for overhead, profit, labor, materials, supplies, permits, subcontractors, consultants, and professional services necessary to construct and complete the Project.

b. Payments shall be for Performance of Project Work. Payments for work provided hereunder shall be made following the performance of such work, unless otherwise permitted by law and approved in writing by the City. No payment shall be made for any work rendered by the Contractor except as identified and set forth in this Contract.

c. Right to Withhold Payments if Work is Unsatisfactory. If during the course of the Contract, the work rendered does not meet the requirements set forth in the Contract, the

Contractor shall correct or modify the required work to comply with the requirements of the Contract. The City shall have the right to withhold payment for such work until it meets the requirements of the Contract.

d. Payments. Progress payments shall be based on the timely submittal by the Contractor of the City's standard payment request form. The form shall be appropriately completed and signed by the Contractor. Applications for payment not signed and/or completed shall be considered incomplete and ineligible for payment consideration. The City shall initiate authorization for payment after receipt of a satisfactorily completed payment request form and shall make payment to the Contractor within approximately thirty (30) calendar days thereafter.

e. Payments for Alterations and/or Additions. Requests for changes orders and/or payments for any alterations in or additions to the work provided under this Contract shall be in accordance with the change order process set forth in Section 1-04.4 of the Standard Specifications.

f. Final Payment. As a Limited Public Works project under \$35,000, the City shall not require a payment and performance bond nor withhold statutory retainage under RCW Chapter 60.28. However, the parties agree that the City shall not make the Final Payment to the Contractor under this Contract until the Public Works Director has issued a Final Acceptance of the Project and the following has occurred:

- i. Affidavits of Wages Paid for the Contractor and all Subcontractors are on file with the City
- ii. An Affidavit by the Contractor and all is on file with the City that sums due from the Contractor and all Subcontractors to the Washington State Department of Revenue, Employment Security Department, and Department of Labor and Industries for all taxes and penalties due or to become due with respect this Contract have been paid.
- iii. Releases from all of Contractor's subcontractors and/or suppliers have been provided to the City, or the period for filing claims by said subcontractors and/or suppliers has expired without claims being filed.
- iv. The Contractor shall provide the City with proof that insurance required under Section 22 remains in effect.

g. Final Acceptance. Final Acceptance of the Project is determined when the Project is accepted by the Public Works Director as being one hundred percent (100%) complete.

h. Payment in the Event of Termination. In the event this Contract is terminated by the either party, the Contractor shall not be entitled to receive any further amounts due under this Contract until the work specified in the Scope of Work is satisfactorily completed, as scheduled, up to the date of termination. At such time, if the unpaid balance of the amount to be paid under the Contract exceeds the expense incurred by the City in finishing the work, and all damages sustained by the City or which may be sustained by the City or which may be sustained by the reason of such refusal, neglect, failure or discontinuance of Contractor performing the work, such excess shall be paid by the City to the Contractor. If the City's expense and damages exceed the unpaid balance, Contractor and his surety shall be jointly and severally liable therefore to the City and shall pay such difference to the City. Such expense and damages shall include all reasonable

legal expenses and costs incurred by the City to protect the rights and interests of the City under the Contract.

i. Maintenance and Inspection of Financial Records. The Contractor and its subcontractors shall maintain reasonable books, accounts, records, documents and other evidence pertaining to the costs and expenses allowable, and the consideration paid under this Contract, in accordance with reasonable and customary accepted accounting practices. All such books of account and records required to be maintained by this Contract shall be subject to inspection and audit by representatives of City and/or of the Washington State Auditor at all reasonable times, and the Contractor shall afford the proper facilities for such inspection and audit to the extent such books and records are under control of the City, and all Project Contracts shall similarly provide for such inspection and audit rights. Such books of account and records may be copied by representatives of City and/or of the Washington State Auditor where necessary to conduct or document an audit. The Contractor shall preserve and make available all such books of account and records in its control for a period of three (3) years after final payment under this Contract, and Bunker Repair Project subcontracts shall impose similar duties on the subcontractors.

6. Term of Contract.

The term of this Contract shall commence upon full execution of this Contract by the City and Contractor and shall terminate upon final payment by the City to the Contractor, unless sooner terminated by either party under Section 7 or applicable provision of the Contract.

7. Termination of Contract.

a. Except as otherwise provided under this Contract, either party may terminate this Contract upon ten (10) working days' written notice to the other party in the event that said other party is in default and fails to cure such default within that ten-day period, or such longer period as provided by the non-defaulting party. The notice of termination shall state the reasons therefore and the effective date of the termination.

b. The City may also terminate this Contract in accordance with the provisions of Section 1-08.10 of the Standard Specifications.

8. Status of Contractor.

The Contractor is a licensed, bonded and insured contractor as required and in accordance with the laws of the State of Washington. Contractor is acting as an independent contractor in the performance of each and every part of this Contract. No officer, employee, volunteer, and/or agent of either party shall act on behalf of or represent him or herself as an agent or representative of the City. Contractor and its officers, employees, volunteers, agents, contractors and/or subcontractors shall make no claim of City employment nor shall claim against the City any related employment benefits, social security, and/or retirement benefits. Nothing contained herein shall be interpreted as creating a relationship of servant, employee, partnership or agency between Contractor and the City.

9. Permits.

The Contractor will apply for, pay for and obtain any and all City, county, state and federal permits necessary to commence, construct and complete the Project. All required permits and associated costs shall be included in the Total Contract Sum for Project.

10. Business License Required.

The Contractor shall obtain a City of Lake Stevens Business License prior to commencement of work under this Contract.

11. Work Ethic.

The Contractor shall perform all work and services under and pursuant to this Contract in timely, professional and workmanlike manner.

12. City Ownership of Work Products.

All work products (reports, maps, designs, specifications, etc.) prepared by or at the request of Contractor regarding the planning, design and construction of the Project shall be the property of the City. Contractor shall provide the City with paper and electronic copies of all work products in possession or control of Contractor at the request of final payment from Contractor or upon written request from the City.

13. Job Safety.

a. General Job Safety. Contractor shall take all necessary precaution for the safety of employees on the work site and shall comply with all applicable provisions of federal, state and local regulations, ordinances and codes. Contractor shall erect and properly maintain, at all times, as required by the conditions and progress of the work, all necessary safeguards for the protection of workers and the public and shall post danger signs warning against known and unusual hazards.

b. Trench Safety Systems. The Contractor shall ensure that all trenches are provided with adequate safety systems as required by RCW Chapter 49.17 and WAC 296-155-650 and -655. The Contractor is responsible for providing the competent person and registered professional engineer required by WAC 296-155-650 and -655.

14. Prevailing Wages.

Contractor shall pay its employees, and shall require its subcontractors to pay their employees, prevailing wages as required by and in compliance with applicable state and/or federal law and/or regulations, including but not limited to RCW Chapter 39.12 and RCW Chapter 49.28. Prior to final payment under this Contract, Contractor shall certify in writing that prevailing wages have been paid for all work on the Project as required and in accordance with applicable law and/or regulations.

15. Taxes and Assessments.

The Contractor shall be solely responsible for compensating its employees, agents, and/or subcontractors and for paying all related taxes, deductions, and assessments, including, but not limited to, applicable use and sales taxes, 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 Contract.

16. Nondiscrimination Provision.

During the performance of this Contract, the Contractor shall comply with all applicable equal opportunity laws and/or regulations and shall not discriminate on the basis of race, age, color, sex, sexual orientation, religion, national origin, creed, veteran status, marital status, political affiliation, or the presence of any sensory, mental or physical handicap. This provision shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, selection for training, and the provision of work and services under this Contract. The Contractor further agrees to maintain notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Contractor understands that violation of this provision shall be cause for immediate termination of this Contract and the Contractor may be barred from performing any services or work for the City in the future unless the Contractor demonstrate to the satisfaction of the City that discriminatory practices have been eliminated and that recurrence of such discriminatory practices is unlikely.

17. The Americans with Disabilities Act.

The Contractor shall comply, and shall require its subcontractors to comply, with the Americans with Disabilities Act of 1990, 42 U.S.C. § 12101 et seq. (ADA), and its implementing regulations, and Washington State's anti-discrimination law as contained in RCW Chapter 49.60 and its implementing regulations, with regard to the work and services provided pursuant to this Contract. The ADA provides comprehensive civil rights to individuals with disabilities in the area of employment, public accommodations, public transportation, state and local government services, and telecommunications.

18. Compliance With Law.

The Contractors shall perform all work and services under and pursuant to this Contract in full compliance with any and all applicable laws, rules, and regulations adopted or promulgated by any governmental agency or regulatory body, whether federal, state, local, or otherwise.

19. Guarantee of Work.

a. The Contractor guarantees and warrants all of its work, materials, and equipment provided and utilized for this Project to be free from defects for a period of one (1) year from the date of final acceptance of the Project work. The Contractor shall remedy any defects in its Project work, and the materials, and equipment utilized in the Project and pay for any damages resulting

therefrom which shall appear within a period of one (1) year from the date of final acceptance of the Project work unless a longer period is specified. The City will give notice of observed defects with reasonable promptness.

b. The guarantee/warranty period shall be suspended from the time a significant defect is first documented by the City until the work or equipment is repaired or replaced by the Contractor and accepted by the City. In the event that fewer than ninety (90) calendar days remain in the guarantee period after acceptance of such repair or replacement (after deducting the period of suspension above), the guarantee period shall be extended to allow for at least ninety (90) calendar days guarantee of the work from the date of acceptance of such repair or equipment.

c. The Contractor shall also provide the City with manufacturer's warranties for all components, materials and equipment installed as part of the Project.

d. Any repairs or replacement required during the warranty period shall be performed within 30 calendar days following notification by the City.

20. Contractor's Risk of Loss.

It is understood that the whole of the work under this Contract is to be done at the Contractor's risk, and that he has familiarized himself with all existing conditions and other contingencies likely to affect the work, and has made his bid accordingly, and that he shall assume the responsibility and risk of all loss or damage to materials or work which may arise from any cause whatsoever prior to completion.

21. Indemnification and Hold Harmless.

a. The Contractor shall indemnify, defend and hold the City, its elected officials, agents, officers and/or employees and volunteers harmless from and against any and all claims, demands, liabilities, losses, costs, damages or expenses of any nature whatsoever (including all costs and attorneys' fees) to or by third parties arising from, resulting from or connected with the work and services performed or to be performed under this Contract by the Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors to the fullest extent permitted by law and subject to the limitations provided below.

b. The Contractor's duty to indemnify the City shall not apply to liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the City or its elected officials, agents, officers and/or employees.

c. The Contractor's duty to indemnify the City for liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the concurrent negligence of (a) the City and/or its elected officials, agents, officers and/or employees, and (b) the Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors, shall apply only to the extent of negligence of Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors.

d. The Contractor specifically and expressly waives any immunity that may be granted it under the Washington State Industrial Insurance Act, Title 51 RCW, as provided in RCW 4.24.115. The indemnification obligation under this Contract shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable to or for any third party under workers compensation acts, disability benefits acts, or other employee benefits acts; provided the Contractor's waiver of immunity by the provisions of this paragraph extends only to claims against the Contractor by the City and does not include, or extend to, any claims by the Contractor's employees directly against Contractor. The obligations of Contractor under this subsection have been mutually negotiated by the parties hereto, and Contractor acknowledges that the City would not enter into this Contract without the waiver thereof of by Contractor.

e. Nothing contained in this section or Contract shall be construed to create a liability or a right of indemnification by any third party.

f. The provisions of this section shall survive the expiration or termination of this Contract with respect to any event occurring prior to such expiration or termination.

22. Insurance.

The Contractor shall procure, and maintain for the duration of the Contract, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, their agents, representatives, employees or subcontractors. Failure by the Contractor to maintain the insurance as required shall constitute a material breach of contract upon which the City may, after giving five (5) working days notice to the Contractor 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, off set against funds due the Contractor from the City.

a. Minimum Scope of Insurance.

The Contractor shall obtain insurance of the types described below:

- i. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on at least as broad as Insurance Services Office (ISO) form CA Automobile 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
- ii. Commercial General Liability insurance shall be written on at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop gap liability, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide the per project general aggregate limit using ISO form CG 25 03 05 09 or an equivalent endorsement. There shall be no e exclusion for liability arising from explosion, collapse or underground property damage. The

City shall be named as an additional insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing at least as broad of coverage.

- iii. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
- iv. Required. Builders Risk insurance covering interests of the City, the Contractor, Subcontractors, and Sub-contractors in the work. Builders Risk insurance shall be on a special perils policy form and shall insure against the perils of fire and extended coverage and physical loss or damage including flood, earthquake, theft, vandalism, malicious mischief, and collapse. The Builders Risk insurance shall include coverage for temporary buildings, debris removal and damage to materials in transit or stored off-site. This Builders Risk insurance covering the work will have a deductible of \$5,000 for each occurrence, which will be the responsibility of the Contractor. Higher deductibles for floor and earthquake perils may be accepted by the City upon written request by the Contractor and written acceptance by the City. Any increased deductibles accepted by the City will remain the responsibility of the Contractor. The Builders Risk insurance shall be maintained until final acceptance of the work by the City.

b. Minimum Amounts of Insurance.

The Contractor shall maintain the following insurance limits:

- i. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
- ii. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and a \$2,000,000 products-completed operations aggregate limit.
- iii. Required. Builders Risk insurance shall be written in the amount of the completed value of the project with no coinsurance provisions.

c. Other Insurance Provisions.

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance.

- i. The Contractor's insurance coverage shall be primary insurance with respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be in excess of the Contractor's insurance and shall not contribute with it.

d. Acceptability of Insurers.

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

e. Verification of Coverage.

The Contractor 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 Automobile Liability and Commercial General Liability insurance of the Contractor before commencement of the work. Throughout the term of this Contract, the Contractor shall provide the City with proof of insurance upon request by the City.

Required. Before any exposure to loss may occur, the Contractor shall file with the City a copy of the Builders Risk insurance policy that includes all applicable conditions, exclusions, definitions, terms and endorsements related to this Project.

f. Contractor's Insurance for Other Losses.

The Contractor shall assume full responsibility for all loss or damage from any cause whatsoever to any tools, Contractor's employee owned tools, machinery, equipment, or motor vehicles owned or rented by the Contractor, or the Contractor's agents, suppliers or subcontractors as well as to any temporary structures, scaffolding and protective fences.

g. Subcontractors.

The Contractor shall include all subcontractors as insured under its policies or shall furnish separate certifications and endorsements for each subcontractor. All coverage for subcontractors shall be subject to all of the same insurance requirements as stated herein for the Contractor.

h. Waiver of Subrogation.

The Contractor and the City waive all rights against each other, any of their subcontractors, lower tier subcontractors, agents and employees, each of the other, for damages caused by fire or other perils to the extent covered by Builders Risk insurance or other property insurance obtained pursuant to the Insurance Requirements Section of this Contract or other property insurance applicable to the work. The policies shall provide such waivers by endorsement or otherwise.

i. Notice of Cancellation of Insurance.

In the event that the Contractor receives notice (written, electronic or otherwise) that any of the above required insurance coverage is being cancelled and/or terminated, the Contractor shall immediately (within forty-eight (48) hours) provide written notification of such cancellation/termination to the City.

23. Assignment and Subcontractors.

a. The Contractor shall not assign this Contract or any interest herein, nor any money due to or to become due hereunder, without first obtaining the written consent of the City.

b. The Contractor shall not subcontract any part of the services to be performed hereunder without first obtaining the consent of the City and complying with the provisions of this section.

c. In the event the Contractor does assign this Contract or employ any subcontractor, the Contractor agrees to bind in writing every assignee and subcontractor to the applicable terms and conditions of the Contract documents.

d. The Contractor shall, before commencing any work, notify the City in writing of the names of any proposed subcontractors. The Contractor shall not employ any subcontractor or other person or organization (including those who are to furnish the principal items or materials or equipment), whether initially or as a substitute, against whom the City may have reasonable objection. Each subcontractor or other person or organization shall be identified in writing to the City by the Contractor prior to the date this Contract is signed by the Contractor. Acceptance of any subcontractor or assignee by the City shall not constitute a waiver of any right of the City to reject defective work or work not in conformance with the contract documents. If the City, at any time, has reasonable objection to a subcontractor or assignee, the Contractor shall submit an acceptable substitute.

e. The Contractor shall be fully responsible for all acts and omissions of its assignees, subcontractors and of persons and organization directly or indirectly employed by it and of persons and organizations for whose acts any of them may be liable to the same extent that it is responsible for the acts and omissions of person directly employed by it.

f. The Contract does not and shall not create or be construed to create any relationship, contractual or otherwise, between the City and any subcontractor or assignee. Nothing in the Contract shall create any obligation on the part of the City to pay or to assure payment of any monies due any subcontractor or assignee.

24. Severability.

a. If a court of competent jurisdiction holds any part, term or provision of this Contract 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 Contract did not contain the particular provision held to be invalid.

b. If any provision of this Contract 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.

25. Integration and Supersession.

This Contract sets forth all of the terms, conditions, and Contracts of the parties relative to the Project, and supersedes any and all such former Contracts which are hereby declared terminated and of no further force and effect upon the execution and delivery hereof. There are no terms, conditions, or Contracts with respect thereto except as provided herein, and no amendment or modification of this Contract shall be effective unless reduced to writing and executed by the parties. In the event of any conflicts or inconsistencies between this Contract and

the Declaration, the terms of this Contract shall control in all cases.

26. Non-Waiver.

A waiver by either party hereto of a breach of the other party hereto of any covenant or condition of this Contract 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 Contract, covenant or condition of this Contract, 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 Contract, covenant, condition or right.

27. Survival.

Any provision of this Contract which imposes an obligation after termination or expiration of this Contract shall survive the term or expiration of this Contract and shall be binding on the parties to this Contract.

28. Contract Representatives and Notices.

This Contract shall be administered for the City by the City Clerk, and shall be administered for the Contractor by the Contractor’s Contract Representative, Earl Thomas. Unless stated otherwise herein, all notices and demands shall be in writing and sent or hand-delivered to the parties at their addresses as follows:

To City:

City of Lake Stevens
City Clerk
1812 Main Street, P.O. Box 257
Lake Stevens, WA 98258-0257
425-334-1012

To Contractor:

Vortex Industries
Attn: Earl Thompson
820 SW 34th Street, Suite #
Renton, WA 98057
425-251-0225

or to such addresses as the parties may hereafter designate in writing. Notices and/or demands shall be sent by registered or certified mail, postage prepaid, or hand-delivered. Such notices shall be deemed effective when mailed or hand-delivered at the addresses specified above.

29. Third Parties.

The City and Contractor are the only parties to this Contract and are the only parties entitled to enforce its terms. Nothing in this Contract gives, is intended to give, or shall be construed to give or provide, any right or benefit, whether directly or indirectly or otherwise, to third persons.

30. Governing Law.

This Contract shall be governed by and construed in accordance with the laws of the State of Washington.

31. Venue.

The venue for any action to enforce or interpret this Contract shall lie in the Superior Court of Washington for Snohomish County, Washington.

32. Attorney Fees.

Should either the City or the Contractor commence any legal action relating to the provisions of this Contract or the enforcement thereof, the prevailing party shall be awarded judgment for all costs of litigation including, but not limited to, costs, expert witnesses, and reasonable attorney fees.

33. Authority.

The person executing this Agreement on behalf of Contractor represents and warrants that he or she has been fully authorized by Contractor to execute this Agreement on its behalf and to legally bind Contractor to all the terms, performances and provisions of this Agreement. The person executing this Contractor on behalf of the City represents and warrants that he or she has been fully authorized by the City to execute this Contractor on its behalf and to legally bind the City to all the terms, performances and provisions of this Contractor.

34. Counterparts.

This Contract 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 Contract.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed the day and year first hereinabove written.

CITY OF LAKE STEVENS

VORTEX INDUSTRIES, INC.

By: _____
John Spencer, Mayor

By: _____

Print Name

Title

Approved as to Form:

Grant K. Weed, City Attorney

Acknowledgement of Waiver of Contractor's Industrial Insurance Immunity:

City Signature

Contractor Signature

SCOPE OF WORK

Library and Community Center Door Replacement

Revision: 22 March 2016

BACKGROUND: The City of Lake Stevens is seeking to contract services to remove three steel existing doors and frames and to fabricate, deliver, and install 3 exterior hollow metal doors with frames as specified for the Public Library and Community Center while adhering to Door Access System Manufacturers Association International (DASMA), International Door Association (IDA), American National Standards (ANSI), Washington State Uniform Building Code (UBC) and other industry related standards.

LOCATION:

Library	1804 Main Street, Lake Stevens WA 98258
Community Center	1808 Main Street, Lake Stevens WA 98258

SCOPE OF WORK: Bidder shall provide a lump sum price per location to include labor, supervision, equipment and materials to remove the existing door/s and frame/s, install new door/s with frame/s and handle/s and lockset/s and hardware and material necessary for the installation (to include base plate if one is existing) at the specified locations. Remove and dispose offsite of old door, frame, and other removed material and waste.

Hours of Work: 7:00 AM through 5:00 PM, Monday through Friday.

Specs

Doors to be metal hollow, 18 gauge steel, commercial rated exterior doors with insulated core. Frame to be 16 gauge steel, commercial rated exterior frame, with welded joints. Aluminum full mortise hinges. Commercial lockset and ADA compliant door handle.

Contractor to confirm measurements prior to bidding. Door sizes and swing are provided below are for estimating purpose only.

- Library door; from the outside facing the door – the hinges on right side, door swing out, 36” door width, 78” door height.
- Community Center women’s restroom door; standing outside facing the door - the hinges are on the left, door swings in, 36” door width, 79 ½ “height.
- Community Center men’s restroom door; standing outside facing the door – the hinges are on the right side, door swings in, 36” width, 79 ½” height.

Door frames need to be replaced on all three door locations.

Library door is to include a clear tempered CAT II Impact-Rated (Safety Glass) double panel window. Photo shown at right for example purpose only. Window must be at least 5 inch wide and 20 inch high.



Finish to be gray enamel paint for exterior rating.

Photos of existing doors are included in this document.

Minimum Qualifications: The following are minimum qualifications and licensing requirements that the Vendor must meet in order to be eligible to submit a bid. Responses must clearly show compliance to these minimum qualifications. Those that are not clearly responsive to these minimum qualifications shall be rejected by the City without further consideration:

- A licensed contractor with the State of Washington Department of Labor and Industries;
- In business for at least two years, providing these services.

INQUIRIES: Questions on this work need to be directed to the following City staff:

Scott Wicken, Public Works Superintendent
swicken@lakestevenswa.gov
425-212-3243

Inquiries made and responses given will be posted on the City's website for all potential bidders to review.

CONTRACT: Work shall comply with the terms and conditions of the sample contract included in the attachment.

TIME FOR COMPLETION OF WORK: Project shall be completed within 30 calendar days of notice to proceed.

PAYMENT: Payment shall be made within 30 days of invoicing following acceptance by the City.

WARRANTY: The contractor shall warrant that the materials and workmanship are free of defects for a period of 12 months after final acceptance of the entire scope of this contract. Any repairs/or replacement required during the warranty period shall be performed within 30 calendar days following notification by the City.

PREVAILING WAGES: Prevailing wages are required on this project

BUSINESS LICENSE: Contractor is required to obtain a City Business License prior to performing work within the City.

Existing Door Photos



Library

Community Center



City of Lake Stevens

Bid Proposal for Library and Community Center Door Replacement

The following proposal is for the 3 commercial grade steel door with frame removal and installation as described in this Request for Bids. In bid items is to include all labor, equipment, and materials to remove existing, install new, dispose of waste, and clean site.

Bid Item 1 – Community Center Women’s Restroom door	Amount	\$ <u>2782.40</u>
Bid Item 2 – Community Center Men’s Restroom door	Amount	\$ <u>2782.40</u>
Bid Item 3 – Library North Access Door	Amount	\$ <u>2947.40</u>
SUB- TOTAL		\$ <u>8512.20</u>
Sales tax (8.6%)		\$ <u>732.04</u>
TOTAL BASE BID (Sub-Total + Sales Tax)		\$ <u>9244.24</u>

Note: WSST Increase Change after RFB	
(8.9%)	\$757.59
	\$9,269.79

If awarded this bid, I will be able complete the installation by the date listed in this document.

Company: Vertex Industries Email: carlt@vertexinc.com
 Address: 820 sw 34th st suite E City: Renton Zip: 98057
 Signature: [Signature] Date: 4/21 2016
 Print Name: Earl Thompson Phone: 425-251-0225

Bid Proposal must be provided to the City by **4:00 PM** on **8 April 2016**, late submittals will not be accepted. Email, FAX and mailed bids will be accepted using the following methods:

- Email: Amanda Wells at awells@lakestevenswa.gov
- FAX: (425) 212-3328 attn. Amanda Wells
- Mail: 1812 Main Street P.O. Box 257, Lake Stevens, WA 98258 attn. Amanda Wells



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: April 26, 2016

Subject: Marijuana Regulation Amendments LUA2016-0017

Contact Person/Department: Russ Wright, Interim Planning
Director

Budget Impact: none

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

1. Hold public hearing for proposed amendments to the city's marijuana regulations and repeal the moratorium on retail facilities.
2. Motion to adopt Ordinance 958 and repeal Ordinance 941.

SUMMARY:

Public hearing over potential amendments to the city's marijuana regulations in relationship to community feedback and amendments to state law to be adopted through Ordinance 958 (**Attachment 1**).

BACKGROUND/HISTORY:

Washington state voters approved Initiative Measure No. 502 (I-502) November 6, 2012 to legalize the production, processing, sale and use of marijuana and marijuana products, purchased from state licensed stores. The Liquor and Cannabis Board (AKA Liquor Control Board) prepared state rules to implement I-502 as Chapter 314-55 of the Washington Administrative Code (WAC). The Lake Stevens City Council adopted local regulations to administer marijuana facilities and uses on February 10, 2014. The Lake Stevens ordinance paralleled the WAC requirements for licensing and buffers. The city's regulations set an overall cap of 100,000 square feet for production and processing, established size requirements for retail locations and set zoning standards for production/processing and retail. On June 10, 2013, the City Council prohibited the siting of medical marijuana Collective Gardens.

Recently, the State Legislature adopted reforms to the recreational and medical marijuana regulations. On July 13, 2015, staff provided Council with information on the current status of marijuana facilities in the city and potential changes from the new state regulations. Staff also informed Council that it had received comments from the public to reconsider the "co-location prohibition" included in the city's current marijuana ordinance. At its September 8, 2015 meeting, City Council provided direction on a scope of work for potential changes to the city's marijuana regulations based on public comment and state changes. The primary changes to the city's marijuana regulations follow:

1. Modify definitions as needed;
2. Authorize the sale of medical marijuana / cannabis at licensed retail locations with endorsements;
3. Remove local co-location prohibition;
4. Establish a local cap on the number of allowed retail locations;
5. Review the square footage cap for producers in the industrial area based on rapid market saturation;
and
6. Change the permitting process from outright permitted to requiring an administrative conditional use permit for production/processors.

Subsequent to City Council's direction, the Liquor and Cannabis Board (LCB) removed its cap on local retail locations, which has resulted in the adoption of a 12-month moratorium for new marijuana retail locations in the city. On December 16, 2015, the LCB clarified its allocation strategy in a press release, which increased the statewide cap from 334 to 556 marijuana stores to accommodate changes to medical marijuana regulations. This would mean Lake Stevens could receive one additional retail location. A chief justification for allowing additional retail locations is to facilitate the transition of unregulated medical marijuana facilities and further reduce the market share of illicit marijuana production.

The Planning Commission was briefed on the marijuana amendments in December, January and February and held a public hearing on April 6, 2016. The Public Hearing was well attended. Several individuals supported maintaining the current cap for production/processing at 100,000 square feet or removing the cap altogether. Others testified in support of a second retail location, as allocated by the Liquor and Cannabis Board, to allow local competition in the market. There was also support to allow access to medical marijuana at retail locations. Draft Planning Commission minutes are attached as **Attachment 2**.

Following the public hearing, the Planning Commission deliberated reviewing the merits of the proposed amendments and took action separately over the amendments. The Planning Commission recommendation is attached as **Attachment 3**. The Planning Commission recommended the following actions:

1. Removing the co-location provision as proposed;
2. Modifying the definitions as proposed;
3. Authorizing the sale of medical marijuana at licensed retail locations with endorsements as proposed;
4. Limiting retail locations to one store to be revisited in two years;
5. Retaining the 100,000 square foot cap for marijuana production and processing; and
6. Changing the permitting process from outright permitted to requiring an administrative conditional use permit for production/processors as proposed.

FINDINGS AND CONCLUSIONS:

1. Compliance with selected Land Use & Economic Development Goals of the Comprehensive Plan

- Land Use Goal 2.6: Promote an active, healthy and diverse Hartford Road Industrial District
- Land Use Goal 2.10: Ensure that land uses optimize economic benefit and the enjoyment and protection of natural resources while minimizing the threat to health, safety and welfare.
- Economic Development Goal 6.4: Support employment growth in the city.
- Economic Development Goal 6.8: Support businesses and job creation.

Conclusions – The proposed code amendments are consistent with several Comprehensive Plan goals.

2. Compliance with the State Environmental Policy Act (SEPA)(Chapter 97-11 WAC and Title 16 LSMC)

- Staff prepared an environmental checklist for the proposed code revisions, dated February 25, 2016.
- The SEPA official issued a Determination of Non-Significance on February 29, 2016.
- The city has not received any appeals related to the SEPA determination.

Conclusions – The proposed code amendments have met local and state SEPA requirements.

3. *Compliance with the Growth Management Act (RCW 36.70A.106)*

- The city requested expedited review from the Department of Commerce on February 29, 2016.
- The Department of Commerce sent a letter of acknowledgment on March 1, 2016 and granted approval of expedited review on March 15, 2016.
- Staff will file the final ordinance with the Department of Commerce within 10 days of City Council action.

Conclusions – The proposed code amendments have met Growth Management Act requirements.

4. *Public Notice and Comments*

- The city published a notice of SEPA determination in the Everett Herald on February 29, 2016.
- The city published a notice of Planning Commission Public Hearing in the Everett Herald on March 16 and 23, 2016.
- The city notified interested parties of the SEPA DNS and public hearing at the same times.
- The Planning Commission held a public hearing on April 6, 2016, received public comments and has forwarded recommendations to City Council.
- The city published a notice of City Council Public Hearing in the Everett Herald on April 6 and 13, 2016.

Conclusions – The City has met public notice and procedural requirements per Chapter 14.16B LSMC for legislative actions.

APPLICABLE CITY POLICIES: Chapters 14.08, 14.38, 14.40 and 14.44 of the Lake Stevens Municipal Code

BUDGET IMPACT: There is not a budget impact.

EXHIBITS (attached):

Attachment 1 – Ordinance 958

Attachment 2 – Draft Planning Commission Minutes

Attachment 3 – Planning Commission Recommendation

**CITY OF LAKE STEVENS
Lake Stevens, Washington**

ORDINANCE NO. 958

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON RELATED TO THE LICENSING, PRODUCTION, PROCESSING AND SALE OF MARIJUANA AND MARIJUANA PRODUCTS; ADDING DEFINITIONS IN LSMC 14.08.010; AMENDING LSMC 14.40.040; AMENDING TABLE 14.40-I OF CHAPTER 14.40 LSMC; AMENDING LSMC 14.44.097; REPEALING ORDINANCE 941 A TWELVE (12) MONTH MORATORIUM TEMPORARILY PROHIBITING THE ESTABLISHMENT, SITING, LOCATION, PERMITTING, LICENSING OR OPERATION OF NEW RETAIL LOCATIONS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Initiative Measure No. 502 (I-502), decriminalizes, for purposes of state law, the production, manufacture, processing, packaging, delivery, distribution, sale or possession of marijuana, as long as such activities are in compliance with I-502; and

WHEREAS, the Washington State Liquor Control Board adopted rules to implement the provisions of I-502 as Chapter 314-55 of the Washington Administrative Code; and

WHEREAS, the Lake Stevens City Council adopted local regulations related to the siting and administration of marijuana facilities and uses on February 10, 2014; and

WHEREAS, the State Legislature adopted revisions to existing marijuana regulations through Second Engrossed Substitute House Bill 2136 and Second Substitute Senate Bill 5052 (Attachment 3); and

WHEREAS, the Liquor and Cannabis Board first lifted the cap on retail allocations for local jurisdictions and then second revised the cap on retail allocations for local jurisdictions; and

WHEREAS, the Lake Stevens City Council adopted a moratorium temporarily prohibiting the establishment, siting, location, permitting, licensing or operation of new retail locations to sell marijuana and a work plan pursuant to Ordinance 941 on October 13, 2015; and

WHEREAS, the Lake Stevens City Council and Lake Stevens Planning Commission have studied proposed amendments to the City's marijuana regulations to accommodate state changes; and

WHEREAS, the City issued a Determination of Non-Significance for the proposed code amendments on February 29, 2016 and published notice of the same, in accordance with City of Lake Stevens procedures and regulations; and

WHEREAS, in taking the actions set forth in this ordinance, the City has complied with the requirements of the State Environmental Policy Act, Chapter 43.21C RCW; and

WHEREAS, pursuant to RCW 36.70A.106, the City submitted a Notice of Proposed Amendment and Request for Expedited Review to the Washington State Department of Commerce on February 29, 2016; and

WHEREAS, the Washington State Department of Commerce granted expedited review on March 15, 2016; and

WHEREAS, the City published public hearing notices for the City Council and Planning Commission, related to proposed code amendments to amend the City's marijuana regulations, in accordance with City of Lake Stevens procedures and regulations; and

WHEREAS, the Lake Stevens Planning Commission conducted a public hearing on February 6, 2016 to consider the proposed code amendments and recommended approval of the same; and

WHEREAS, the Lake Stevens City Council has reviewed the Planning Commission's findings, conclusion, and recommendations; and

WHEREAS, the Lake Stevens City Council conducted a public hearing on February 26, 2016 to consider the proposed code amendments; and

WHEREAS, the City Council adopts the foregoing as its findings of facts justifying the adoption of this ordinance;

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

Section 1. LSMC 14.08.010 – Added. LSMC 14.08.010 is hereby amended to add or amend definitions as listed below (all other definitions of LSMC 14.08.010, remain unchanged and in effect):

Cooperative. A cooperative established under RCW 69.51A.250 to produce and process marijuana only for the medical use of members of the cooperative (definition related to medical marijuana regulations only).

Marijuana. All parts of the plant Cannabis, whether growing or not, with a THC concentration greater than 0.3 percent on a dry weight basis; the seeds thereof; the resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds or resin. The term does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination.

Marijuana Concentrates. Any product consisting wholly or in part of the resin extracted from any part of the plant Cannabis and having a THC concentration greater than ten percent.

Marijuana Processing Facility (definition related to recreational marijuana facilities regulations only). A person or entity licensed by the Washington State Liquor Control and Cannabis Board to process marijuana into marijuana concentrates, useable marijuana and marijuana-infused products, package and label marijuana concentrates, useable marijuana and marijuana-infused products for sale in retail outlets, and sell marijuana concentrates, useable marijuana and marijuana-infused products at wholesale to marijuana retailers.

Marijuana Products. Usable marijuana, marijuana concentrates, and marijuana-infused products as defined in this section.

Marijuana Production Facility (definition related to recreational marijuana facilities regulations only). A person or entity licensed by the Washington State Liquor and Cannabis Board to produce marijuana at wholesale to marijuana processor licensees and to other marijuana producers.

Marijuana-Infused Products. Products that contain marijuana or marijuana extracts, are intended for human use, are derived from marijuana as defined in this section, and have a THC concentration no greater than ten percent. The term "marijuana-infused products" does not include either usable marijuana or marijuana concentrates.

Marijuana Retailer (definition related to recreational marijuana facilities regulations only). A person or entity licensed by the Washington State Liquor and Cannabis Board to sell marijuana concentrates, usable marijuana, marijuana-infused products in a retail outlet.

Marijuana Facility (~~definition related to recreational marijuana facilities regulations only~~). A state licensed marijuana ~~production, processing or retail~~ facility and is either a Marijuana Processing Facility or a Marijuana Retailer

Section 2. LSMC 14.40.04.040 (b)(5)– Repealed. LSMC 14.40.040(b)(5) is hereby repealed (all other provisions of 14.40.040(b) remain unchanged and in effect).

Section 3. Table 14.40-I – Amended. Table 14.40-I of Chapter 14.40 LSMC is hereby amended as follows (all other provisions of Table 14.40-I remain unchanged and in effect):

A blank box indicates a use is not allowed in a specific zone. Note: Reference numbers within matrix indicate special conditions apply.															
P - Permitted Use; A - Administrative Conditional Use; C - Conditional Use (See Section 14.40.020 for explanation of combinations)															
USE DESCRIPTIONS	SR	WR	UR	HUR	MFR	NC ⁴	LB	CBD	MU1	PBD5	SRC	LI	GI	P/SP	
27.000 STATE-LICENSED MARIJUANA FACILITIES ²³															
27.100 Marijuana Processing Facility - Indoor Only												PA	PA		
27.200 Marijuana Production Facility - Indoor Only												PA	PA		
27.300 Marijuana Retailer Facility ²⁴												P	P		

23. Subject to Section 14.44.097 (State-Licensed Marijuana Facilities).

24. Medical marijuana / cannabis can be sold at licensed retail facilities with endorsements from the Liquor and Cannabis Board pursuant to RCW 69.50.375.

Section 4. LSMC 14.44.097 – Amended. LSMC 14.44.097 is hereby amended to read as follows:

14.44.097 State-Licensed Marijuana Facilities.

All State-licensed marijuana facilities shall meet the following development standards:

- (a) All facilities must be State-licensed and comply with all requirements of State law and the Washington State Liquor Control and Cannabis Board's regulations for State-licensed marijuana facilities.
- (b) No marijuana facility shall be allowed as a home occupation.
- (c) No marijuana cooperative is allowed.
- (ed) In the event of any inconsistency between this Section and the definitions in state law, the definitions set forth in RCW 69.50.101 to 69.50.102, WAC 314-55-010 and Section 14.08.010 shall control.
- (de) Location.
 - (1) ~~No more than one distinct marijuana business shall be located within a single structure.~~
 - (21) Marijuana retailers and Marijuana processing facilities shall be located within a permanent structure designed to comply with the City building code and constructed under a building/tenant improvement permit from the City regardless of the size or configuration of the structure.
 - (32) A Marijuana production facility shall be located within a fully enclosed secure indoor facility or greenhouse with rigid walls, a roof and doors designed to comply with the City building code and constructed under a building/tenant improvement permit from the City regardless of the size or configuration of the structure.
 - (43) Marijuana facilities shall not be located in mobile or temporary structures.
 - (54) No State-licensed marijuana facility shall be located within 1,000 feet of the perimeter of a parcel, which as at least one of the land uses listed below:
 - (i) Elementary or secondary school (public or private);
 - (ii) Playground;
 - (iii) Recreation center or facility;
 - (iv) Child care center;
 - (v) Public park;
 - (vi) Public transit center;
 - (vii) Library;
 - (viii) Any game arcade, which allows admissions to persons less than 21 years of age.
- (ef) Size and number.
 - (1) State licensed marijuana producers will be limited in size to Tier 2 production facilities, pursuant to WAC 314-55-075.
 - (2) The maximum amount of space for State-licensed marijuana production and processing will be limited to 100,000 square feet Citywide.

- (3) ~~State-licensed retail locations~~ A Marijuana retailer will be limited in size to 1,000 total square feet or less including sales, storage, office and other incidental spaces.
- (4) The total number of marijuana retailers shall be one.
- (fg) No production, processing or delivery of marijuana may be visible to the public nor may it be visible through windows.
- (gh) All fertilizers, chemicals, gases and hazardous materials shall be handled in compliance with all applicable local, State and Federal regulations. No fertilizers, chemicals, gases or hazardous materials shall be allowed to enter a sanitary sewer or stormwater sewer system nor be released into the atmosphere outside of the structure where the facility is located.
- (hi) No odors shall be allowed to migrate beyond the interior portion of the structure where a marijuana facility is located. Applicants must demonstrate that adequate odor control exists on site prior to certificate of occupancy.
- (ij) A City of Lake Stevens business license pursuant to Chapter 4.04 and a State license pursuant to Chapter 314-55 WAC shall be obtained prior to the start of facility operations.
- (jk) All Marijuana facilities shall comply with Chapter 19.27 RCW, State Building Code Act and Chapter 14.80, Building and Construction. Appropriate permits shall be obtained for all changes of use, tenant improvements, mechanical system improvements, electrical upgrades and similar work.
- (kl) ~~Each~~ A State-licensed Marijuana retail facility may have one sign, limited to 1,600 square inches (11.11 square feet), identifying the retail outlet by the licensee's business name or trade name, affixed or hanging in the windows or on the outside of the premises visible to the general public from the public right-of-way, subject to issuance of a sign permit pursuant to Chapter 14.68

Section 5. Ordinance 941 – Repealed. Ordinance 941 an ordinance of the City of Lake Stevens, Washington, adopting a twelve (12) month moratorium temporarily prohibiting the establishment, siting, location, permitting, licensing or operation of new retail locations is hereby repealed.

Section 6. Severability. If any section, clause, phrase, or term of this ordinance is held for any reason to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance, and the remaining portions shall be in full force and effect.

Section 7. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force five days after the date of publication.

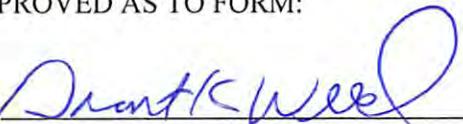
PASSED by the City Council of the City of Lake Stevens this 26th day of April 2016.

John Spencer, Mayor

ATTEST/AUTHENTICATION:

By: _____
Kathy Pugh, Deputy City Clerk

APPROVED AS TO FORM:

By: 
Grant K. Weed, City Attorney

First and Final Reading: April 26, 2016

Published: _____

Effective Date: _____

PLANNING COMMISSION REGULAR MEETING MINUTES

Community Center
1808 Main Street, Lake Stevens
Wednesday, April 6, 2016

CALL TO ORDER: 7:08 pm by Commissioner Hoult

MEMBERS PRESENT: Janice Huxford, Linda Hoult, Gary Petershagen, Vicki Oslund and Tracey Trout

MEMBERS ABSENT: Chair Tom Matlack, Vice Chair Jennifer Davis

STAFF PRESENT: Interim Planning Director Russ Wright and Clerk Jill Meis

OTHERS PRESENT: Sally Jo Sebring, Jim Wilson, Jeff Greenhaw, Jack Micezi, Don Hartleben, Tom Wartinger, Mark Somers, and Sam Beers and Council Member Rauchel McDaniel

Excused Absence: Commissioner Huxford made a motion to excuse Commissioners Davis and Matlack, Commissioner Oslund 2nd. Motion carried 5-0-0-2. Commissioner Huxford made a motion to excuse Commissioner Trout from the meeting on March 2, 2016, Commissioner Oslund 2nd. Motion carried 5-0-0-2.

Guest business: None.

Action Items:

1. *Approve March 2, 2016 Meeting Minutes.* Commissioner Petershagen made a motion to approve March 2, 2016 minutes, Commissioner Huxford 2nd. Motion carried 5-0-0-2.

Public Hearing: 2016 Marijuana Code Amendment

PC Chair Opens Meeting - Commissioner Huxford opened the public hearing, Commissioner Trout 2nd. Motion carried 5-0-0-2.

Staff Presentation –Interim Planning Director Wright presented the proposed changes in Marijuana Code Amendment pursuant to changes in Washington State regulations and the need to capture some guidance moving forward. The summary of the changes are co-locations, cap on retail stores, sales of medical marijuana, square footage allotment for production and processing, and change the permitting process to require an administrative conditional use permit. Staff finds the code amendment to be in harmony with the comprehensive plan, local and state legislation.

Commissioner's questions for staff – Commissioners asked if the code amendment could be gone through step by step. Commissioner Huxford wanted to point out she disagrees with the restriction on the square footage cap requirement. Commissioners asked questions regarding the state changes and also what other cities are continuing. Interim Planning Director Wright also explained the difference in ban and moratoria and reminded the planning commission the moratoria cannot continue indefinitely. There were questions in regards to medical vs. recreational marijuana differences in how they reach the market.

Proponent's comments – Jim Wilson spoke in favor of the marijuana code amendment, he

would like to keep the square footage allotment at 100,000 or remove the cap entirely. Mr. Wilson owns Pacific Northwest Growers and doesn't want a disparity between land owners that have an increased property value due to the fact they got in before the cap was in place vs. a lower property value because they weren't able to get in before the cap. Jeff Greenhaw spoke in favor of the increased cap to square footage. He stated the Hartford Industrial area has improved in crime, aesthetics, vacancies and caliber of business. He also is not in support of co-location of processing companies.

Jack Micezi is proposing a new processing company and he is adversely affected by the square footage cap. He is trying to open a business at this time.

Don Hartleben would like to open a retail location in Lake Stevens and gave numbers in support of tax dollars coming into the city and would like to stop the monopoly that is currently happening in Lake Stevens. He would like the second store allowed.

Tom Wartinger spoke in favor of having a second retail store to help eliminate the illegal sales of marijuana.

Mark Somers spoke in favor of forwarding the recommendation to council with a second retail store allotment because of the accessibility of medical marijuana, he feels the members of the community that are sick and need the product will not be able to get it. He feels the market should decide as well; citing if there is not a demand then the second location will not make it.

Sam Beers spoke in favor of the economic impact of having an open market of having two locations. "An increase in competition benefits us all."

Comments from the audience – None

Proponent rebuttal comments – None

Comments from the audience – None

Proponent rebuttal comments – None

Close public comments portion of hearing by motion- Commissioner Petershagen made motion to close public portion of the hearing, Commissioner Huxford 2nd. Motion carried 5-0-0-2.

Commissioner Huxford asked for clarification on the square footage allotment calculation used for determining the impact to the overall canopy. Commissioner Trout would like to find out if the existing retail store is planning to begin selling medical marijuana. Commissioner Hoult would like to know how many employees the average marijuana facility employs and Commissioner Petershagen would like to know the type of employment the industry provides.

Reopen public hearing- Commissioner Petershagen made a motion to reopen public comment portion, Commissioner Huxford 2nd. Motion carried 5-0-0-2.

The commission discussed medical vs. recreational sales and production with members of the growing community. The commission also asked how many jobs approximately have been and will be created by the industry. Jeff Greenhaw stated he will employ 30 people with an approximate hourly wage of \$22.00 plus. Mark Somers stated that there are differences in euphoria depending on what types of marijuana are propagated. Don Hartleben wanted to stress the positive economic impact of employment and tax revenue by opening a second retail outlet.

Close public comments portion of hearing by motion- Commissioner Huxford made a

motion to close the public portion of the hearing, Commissioner Trout 2nd. Motion carried 5-0-0-2.

Close public hearing- Commissioner Huxford made a motion to close public hearing, Commissioner Petershagen 2nd. Motion carried 5-0-0-2.

Commission Action by Motion – The commission decided to move forward item by item of the code amendment

- 1.) On the subject of co-location, Commissioner Huxford made a motion to forward the recommendation as written, Commissioner Petershagen 2nd. Motion carried 5-0-0-2.
- 2.) On the subject of modifying the definitions, Commissioner Petershagen made a motion to forward the recommendation as written, Commissioner Trout 2nd. Motion carried 5-0-0-2.
- 3.) On the subject of authorizing the sale of medical marijuana/cannabis at licensed retail locations with endorsements, Commissioner Trout made a motion to forward the recommendation as written, Commissioner Oslund 2nd. Motion carried 5-0-0-2.
- 4.) On the subject of establishing a local cap on number of allowed retail locations, Commissioner Petershagen made a motion to forward the recommendation as 1 retail location with a possible revisiting in 2 years, Commissioner Oslund 2nd. Motion carried 5-0-0-2.
- 5.) On the subject of revising the square footage cap for producers in the industrial area based on rapid market saturation, Commissioner Trout made a motion to forward the recommendation to establish the cap at 100,000 square footage, Commissioner Huxford 2nd. Motion carried 5-0-0-2.
- 6.) On the subject of changing the permitting process from outright permitted to requiring an administrative conditional use permit for production/processors, Commissioner Huxford made a motion to forward the recommendation as written, Commissioner Petershagen 2nd. Motion carried 5-0-0-2.

Discussion Items: Interim Planning Director Wright presented the administrative authority code amendment background and demonstrated the earlier input the commission gave in the structure of the provision being a tiered approach. Commissioners discussed the code amendment and gave a recommendation on percentage of change allowed with all tiers of the administrative authority.

Commissioner Reports: Commissioner Huxford gave an update on the Aquafest royalty pageant. Commissioner Trout voiced concern over the swim docks that are floating beyond the fixed dock line. Commissioner Oslund wanted to remind everyone that it is spring break and there is more foot traffic around the city. Commissioner Petershagen thanked staff for all the hard work. Commissioner Hoult thanked staff for their hard work as well.

Planning Director Report: Interim Planning Director Wright gave an update for the downtown subarea planning and citizen advisory committee. He also provided an update for the Grade Road embankment project. The visitor center is estimated to be open in a month. He gave a brief overview of the Citizen Connect module, the online permitting software. Interim Planning Director Wright also mentioned that the clerk Jill Meis has been promoted and may not continue attending the regular planning commission meetings in the clerk role.

Adjourn: Motion by Commissioner Petershagen to adjourn, Commissioner Huxford 2nd.
Motion carried 5-0-0-2. Meeting adjourned at 9:10 p.m.

Tom Matlack, Chair

Jill Meis, Clerk, Planning &
Community Development

DRAFT



April 06, 2016

Lake Stevens City Council
1812 Main Street
Lake Stevens, WA 98258

Subject: Planning Commission Recommendation on Marijuana Code Amendments (LUA2016-0017)

Dear Council Members:

The Lake Stevens Planning Commission held a public hearing on Wednesday, February 06, 2016 to consider amendments to the city's regulations related to the licensing, production, processing and sale of marijuana and marijuana products.

Commissioners Present: Commissioners Hoult, Huxford, Petershagen, Oslund and Trout

PLANNING COMMISSION PUBLIC HEARING (February 06, 2016)

Planning and Community Development staff presented the proposed code amendments, provided City Council's direction, summarized findings and conclusions from the staff report, and answered the Commission's questions. The Commission had questions related to the relationship of medical and recreational marijuana sales, job production of marijuana facilities, and square foot allotment of production/processing facilities.

Several members of the public were present at the public hearing. Seven members of the public provided testimony. All of the testimony received was in support of maintaining or expanding the city's marijuana industry.

FINDINGS AND CONCLUSIONS

The Planning Commission hereby adopts staff's findings and conclusions, as outlined in the staff report dated January 15, 2014, and concludes that the proposed amendments:

1. Are consistent with the adopted Lake Stevens Comprehensive Plan;
2. Comply with the Growth Management Act, State Environmental Policy Act and local process for noticing public participation; and
3. Advance the public health, safety and welfare.

PLANNING COMMISSION RECOMMENDATION

MOTION (Code Amendment) – the Planning Commission acted on each recommended change individually as follows:

1. On the subject of co-location, Commissioner Huxford made a motion to forward the recommendation as written, Commissioner Petershagen 2nd. Motion carried 5-0-0-2.
2. On the subject of modifying the definitions, Commissioner Petershagen made a motion to forward the recommendation as written, Commissioner Trout 2nd. Motion carried 5-0-0-2.
3. On the subject of authorizing the sale of medical marijuana/cannabis at licensed retail locations with endorsements, Commissioner Trout made a motion to forward the recommendation as written, Commissioner Oslund 2nd. Motion carried 5-0-0-2.
4. On the subject of establishing a local cap on number of allowed retail locations, Commissioner Petershagen made a motion to forward the recommendation of 1 retail location with a suggestion to revisit this recommendation in 2 years, Commissioner Oslund 2nd. Motion carried 5-0-0-2.

5. On the subject of revising the square footage cap for producers in the industrial area based on rapid market saturation, Commissioner Trout made a motion to forward the recommendation to retain the cap at 100,000 square footage, Commissioner Huxford 2nd. Motion carried 5-0-0-2.
6. On the subject of changing the permitting process from outright permitted to requiring an administrative conditional use permit for production/processors, Commissioner Huxford made a motion to forward the recommendation as written, Commissioner Petershagen 2nd. Motion carried 5-0-0-2.

Respectfully submitted,

Lake Stevens Planning Commission

Linda Hoult, Planning Commissioner on behalf of the Planning Commission



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: April 26, 2016

Subject: Tax Exemption for Industrial / Manufacturing Industries – Resolution 2016-07

Contact Person/Department: Russ Wright, Interim Planning Director **Budget Impact:** Tax Revenue

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

1. Motion to adopt resolution 2016-07 establishing the intention to designate an area to provide for a property tax exemption for the value of new construction for industrial / manufacturing industries and to establish the time and place for a public hearing.

BACKGROUND/HISTORY:

The Revised Code of Washington (RCW) 84.25.040, which became effective August of 2015, provides a 10 year exemption from ad valorem property taxes imposed by certain cities for the value of new construction of qualifying industrial/manufacturing facilities. The cities of Arlington, Marysville and Lake Stevens qualify under this legislation to provide this development incentive. Properties eligible for this exemption must be located on land zoned for industrial and manufacturing uses, undeveloped or underutilized, and designated by the city as a target area. Resolution 2016-07 establishes the city’s intent to designate the Light Industrial and General Industrial zoning districts, located in the Hartford area, along with the Business District zoning district, located in the 20th Street SE Corridor, as target areas eligible for this incentive (**Exhibit 1**). The purpose of this tax exemption is to encourage new manufacturing and industrial uses that provide family wages jobs within the identified communities. A new code section will be added to Title 3 LSMC. Snohomish County has adopted an ordinance supporting this action. Arlington and Marysville are also in the process of designating target areas and developing ordinances to implement this tax exemption.

The other purpose of this resolution is to set the date for a public hearing to take formal action by ordinance to implement RCW 84.25.040. The hearing is scheduled to take place on May 10, 2016 at the next regular City Council meeting.

APPLICABLE CITY POLICIES: Title 3 Revenue and Finance

BUDGET IMPACT: There would be a reduction in the city’s portion of property taxes collected

EXHIBITS (attached):

Attachment 1 – Resolution 2016-07

ATTACHMENT 1

RESOLUTION NO. 2016-07

A RESOLUTION OF THE CITY OF LAKE STEVENS ESTABLISHING THE INTENTION TO DESIGNATE AN AREA TO PROVIDE FOR A PROPERTY TAX EXEMPTION FOR THE VALUE OF NEW CONSTRUCTION FOR INDUSTRIAL / MANUFACTURING INDUSTRIES AND TO ESTABLISH THE TIME AND PLACE FOR A PUBLIC HEARING ON THE PROPOSAL.

WHEREAS, the State of Washington passed Engrossed Senate Bill 5761 (codified as RCW 84.25.040) providing for property tax exemption for the value of new construction of industrial/manufacturing facilities in targeted urban areas; and

WHEREAS, the City of Lake Stevens qualifies for this property tax exemption based on the act criteria, that it has planned under the growth management act, and zoned lands for industrial and manufacturing use; and

WHEREAS, the City of Lake Stevens has determined that the targeting of an industrial and manufacturing area for property tax exemption will assist in the new construction of industrial/manufacturing facilities that will provide employment for family living wage jobs; and

WHEREAS, there is the need for additional family wage jobs in Lake Stevens to support the growing community, to diversify the economic base and have sustainable economic growth; and

WHEREAS, the City of Lake Stevens has developable land, multi-modal transportation, the capacity to locate new manufacturing and industrial facilities, and a goal to advance economic development; and

WHEREAS, the Snohomish County Council passed Ordinance 16-011 on March 23, 2016, to implement RCW 84.25.040 to exempt the County portion of the property tax for the value of new construction of industrial/manufacturing facilities in targeted urban areas.

NOW THEREFORE, BE IT RESOLVED:

1. That the City of Lake Stevens proposes to designate the property as shown on Exhibit 1 as an area where property owners can apply and be granted a property tax exemption for manufacturing and industrial facilities, which qualify under RCW 84.25.040.
2. That on May 10, 2016 at 7:00 pm there will be a public hearing on the proposal and ordinance at the Lake Stevens School District Administration Service Center, 12309 22nd St. NE Lake Stevens, WA 98258.

PASSED by the City Council and APPROVED by the Mayor this 26th day of April, 2016.

John Spencer, Mayor

ATTEST:

APPROVED AS TO FORM:

Kathy Pugh, Deputy City Clerk

Grant K. Weed, City Attorney

Exhibit 1



Manufacturing & Industrial Targeted Areas

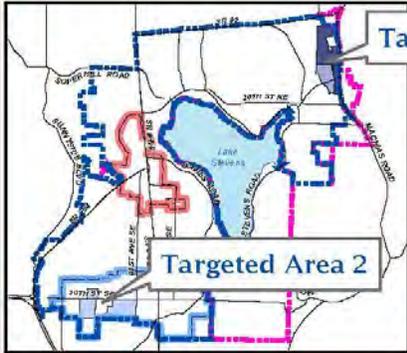
Qualifying manufacturing / industrial industries that provide family wage jobs may qualify for certain tax exemptions per Engrossed Senate Bill 5761 within the identified targeted area zoning districts.

Boundaries

- 20th Street SE
- Lake Stevens Center
- City of Lake Stevens
- Unincorporated UGA

Targeted City Zones

- Business District (BD)
- Light Industrial (LI)
- General Industrial (GI)



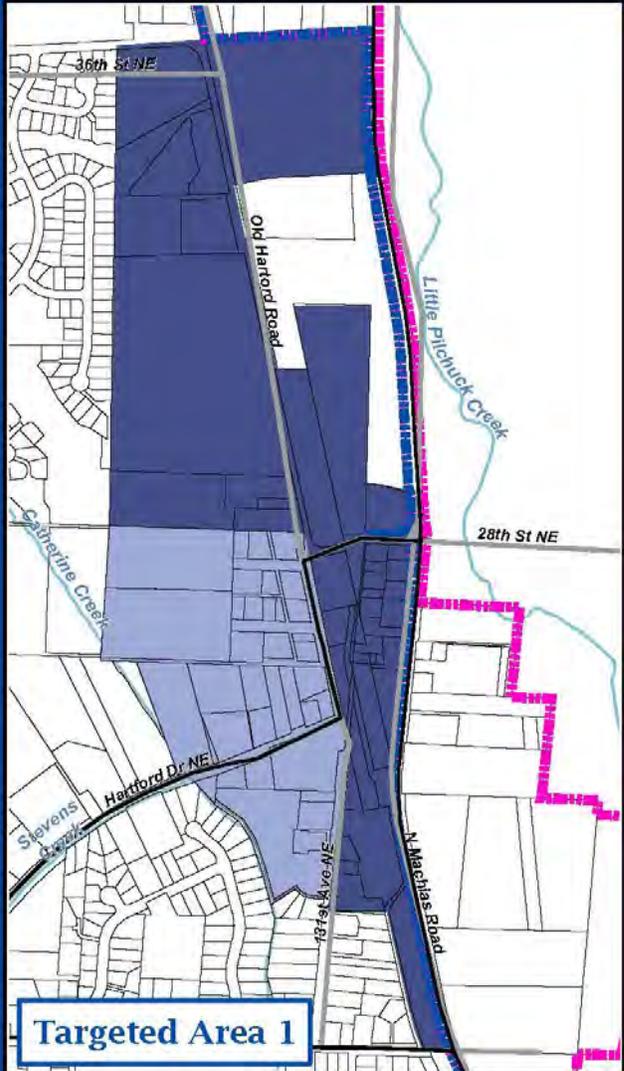
Targeted Area 1

Targeted Area 2

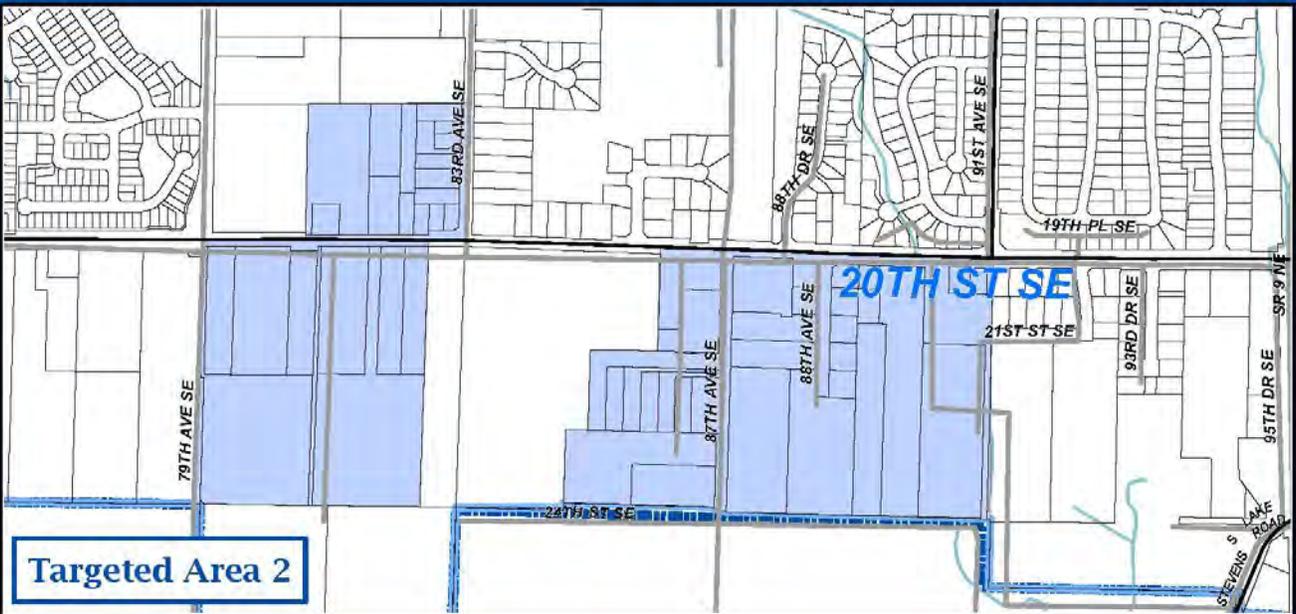


Not to Scale

April 2016



Targeted Area 1



Targeted Area 2



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: 26 April 2016

Subject: Traffic Calming Program

Contact Adam Emerson
Person/Department: Public Works

Budget Impact: N/A

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Approve the Traffic Calming Program.

SUMMARY/BACKGROUND: The Traffic Calming Program consists of the policies, intent and procedure of the City of Lake Stevens for addressing vehicular speeds in problem areas throughout the community. The program serves as a guide document and is considered a living document subject to changes and revisions.

The program establishes policies and guidelines to assist the city in determining what, if any, action is recommended when we are made aware of a potential speeding issue on city streets.

Given the variety of road conditions in the city, this program is critical to help ensure that the city is addressing speeding concerns in a manner that is fair, economically efficient and abides by accepted traffic calming practices. As currently defined in the proposed Traffic Calming Program, there are several policies and guidelines which give the Administration, Council and Public Works staff a wide variety of options which could be taken to address a problem. When a potential speeding problem is brought to the attention of the city, Public Works staff would complete a traffic study and make recommendations based upon the policies and guidelines in this program.

The program has been reviewed by the Public Works Subcommittee at the 6 April 2016 meeting and by Lt. Lambier of the Lake Stevens Police Department for concurrence with their policies, practices and procedures.

APPLICABLE CITY POLICIES: N/A

BUDGET IMPACT: N/A

ATTACHMENTS:

- ▶ Exhibit A: Proposed Traffic Calming Program (Revision 2016)

EXHIBIT A



Traffic Calming Program



Revision: 26 April 2016

City of Lake Stevens Traffic Calming Program Revision 2016

Purpose

The City of Lake Stevens Traffic Calming Program consists of the policies, intent and procedure of the city for addressing vehicular speeds in problem areas throughout the community. This plan document serves as a guide and is considered a living document subject to change and revisions. The plan reflects the expectations of city management and maintains flexibility for modifications.

Background

The City of Lake Stevens boasts a transportation network which includes approximately 190 lane miles of roadway not including Washington State highways. City roads support anywhere from fewer than 100 trips per day up to roughly 15,000 trips per day and speed limits vary from 20 miles per hour (mph) on local access roads to 35 mph on some collector and arterial roads. Regardless of where one might work, live or visit, every resident who lives within, and every visitor from outside, the city is impacted by the conditions on the city's roads. One of the most frequent issues that is brought before the city's elected officials and staff is speeding. Based on the input of the public, elected officials and staff, the following traffic calming policy has been composed in an effort to reduce speeds in problem areas and create a safer, more efficient road system for Lake Stevens' residents.

High traffic speeds and volumes, as well as inappropriate behavior of motorists, can adversely impact the City of Lake Stevens. Traffic can also have a negative effect on pedestrians and bicyclists. The city responds to these conditions by conducting traffic engineering studies which may result in the installation of traffic control devices, pedestrian/bicycle improvements or physical roadway features. The Police Department enforce traffic and parking regulations and provide traffic safety education to the public. These efforts are called traffic calming.

Traffic calming consists of physical and psychological measures enacted in, on or around roadways with the intention of slowing down or reducing motor vehicle traffic and improving safety for pedestrians, cyclists and drivers. Those in the traffic engineering field often use the three "E's" when discussing traffic calming. These methods allow for a multifaceted approach and are enacted by several different entities within Lake Stevens. The three E's consist of **E**ngineering (Public Works), **E**ducation (Community) and **E**nforcement (Police). The city's policy attempts to find plans that encompass all three components because quite often one measure alone will not produce the desired results.

Roadway Management

Lake Stevens' transportation network is managed by the City's Public Works Department. Engineering operations are overseen by the City Engineer and enforcement operations are overseen by the Chief of Police. Public Works uses a variety of methods to reduce speed including signage, striping, deflections and intelligent systems. The Police Department patrols the roads and enforces the laws of the city.

Roadway Classification

Roadways are divided into several different classifications. The City of Lake Stevens has adopted five (5) classifications to describe how roadways function. These definitions can be found below. The table after the definitions includes the number of lane-miles for each classification of road in the city.

Highways – Highways/Freeways/Expressways are divided or undivided roads which often connect major centers between regions. Typically highways will have two (2) or more lanes in each direction and access is limited to interchanges. These are typically designed for the highest speeds. In Lake Stevens, highways are owned, operated and controlled by the Washington State Department of Transportation (WSDOT). SR-9, SR-204 and SR-92 make up the highway system in and around Lake Stevens.

Major Arterials – Major arterials often provide connections between communities and connect popular destinations. These roads often have middle to high range speed limits with few residential accesses. 20th Street SE is the only major arterial within the City of Lake Stevens.

Minor Arterials – Minor arterials often provide connections between popular destinations within a community. They are most frequently traveled by local residents who are attempting to reach a retail or employment center. These roads often have middle range speed limits with few direct accesses. Minor arterials within the city include 91st Avenue NE/SE, Lundeen Parkway, Lake View Drive, 20th Street NE, Grade Road and Soper Hill Road.

Collectors – Collector roads are designed to move traffic within a community. These streets often connect neighborhoods with smaller, community oriented destinations. They are intended to give property owners access to arterial roads but tend to have more residential access. For this reason they are generally low speed roads. Lake Stevens has a number of collector roads which can be found on the attached road classification map.

Local Access – Local access roads are intended for traffic within and between individual neighborhoods. These roads tend to have low speed limits and several residential accesses often with some form of parking allowed on the street. All roads not in one of the higher classifications is considered a local access road and can be found on the attached road classification map.

LAKE STEVENS ROADWAY NETWORK BY LANE-MILES

Classification	Lane-Miles
Major Arterial	7.5
Minor Arterial	16.5
Collector	51.0
Local Access	116.0

Traffic Calming

Engineering – Engineering measures typically involve a change to the physical environment and are put in place by the Public Works Department. There are several methods that engineers use in an attempt to create a safer environment. Changes that can occur include narrowing of roadways, installing vertical deflections, installing horizontal deflections, restricting access and increasing awareness. At this time, the city has used several methods for slowing traffic with varying degrees of success. Some of these methods include radar feedback signs, narrowing lanes, chicane deflections, pedestrian pedestals and alternative signing. The policies in the following section outline the city’s approach to engineering traffic calming.

Education – Education is widely considered the most effective means of altering driver’s behavior in the traffic calming process. Education is also the easiest, fastest and cheapest way to increase safety on our roadways. Providing information through a variety of outlets and media help residents make informed decisions about traffic concerns and influence driver behavior. This practice is carried out by all members of the community and local government and can generally be initiated through neighborhood groups, service clubs, schools, public forums and city government.

Enforcement – Enlisting the help of the Police Department with a focus on enforcement efforts serves to increase community awareness of speeding and dangerous behavior. The police department can utilize its resources to respond to problem areas in a faster time frame than engineering or education measures can be completed. The policies in the following section outline the city’s approach to integrating the enforcement method into its traffic calming program.

Traffic Calming Policy

In developing the Traffic Calming Program policy, the city considers a number of factors including:

- Public safety, health, and welfare,
- Protection of property,
- Preservation of the transportation network, and
- Efficient use of taxpayer money.

The purpose of this policy is to provide a framework for the general processes, responsibilities and outreach related to traffic calming so that interested parties can effectively work with the city. The performance measure goals in this policy are subject to available city resources and level of active community involvement.

Policy TC1. Initiation of the traffic calming implementation consideration shall be through an individual, organization (such as a HOA) or by a representative of the city.

Policy TC2. Warrant requests shall be directed to the Public Works Department. Enforcement shall be directed to the Police Department.

Policy TC3. The installation or removal of STOP signs shall not be used as a traffic calming device.

Policy TC4. Basic traffic calming measures will be utilized and studied before moving to a comprehensive traffic calming plan. The application of these devices will be determined by the conclusions and recommendations of an engineering study. Basic traffic calming measures include, but are not limited to curb markings, traffic signage, crosswalks, high visibility pedestrian crossings, radar trailers, edge line striping, truck restrictions and parking.

Policy TC5. Application of comprehensive engineering related traffic control measures or devices will be determined by the conclusions and recommendations of an engineering study.

Policy TC6. At its discretion, the Police Department may choose whether its officers conduct education based or enforcement based traffic calming when taking place in a traffic safety program operation.

Performance goal: The performance measure goal for evaluating a concern and coordinating the program is 60 calendar days from the date the request is received. Some studies require extensive data collection and are subject to independent policies or guidelines. Other devices may require Council approval and may require several months for analysis, public review and implementation.

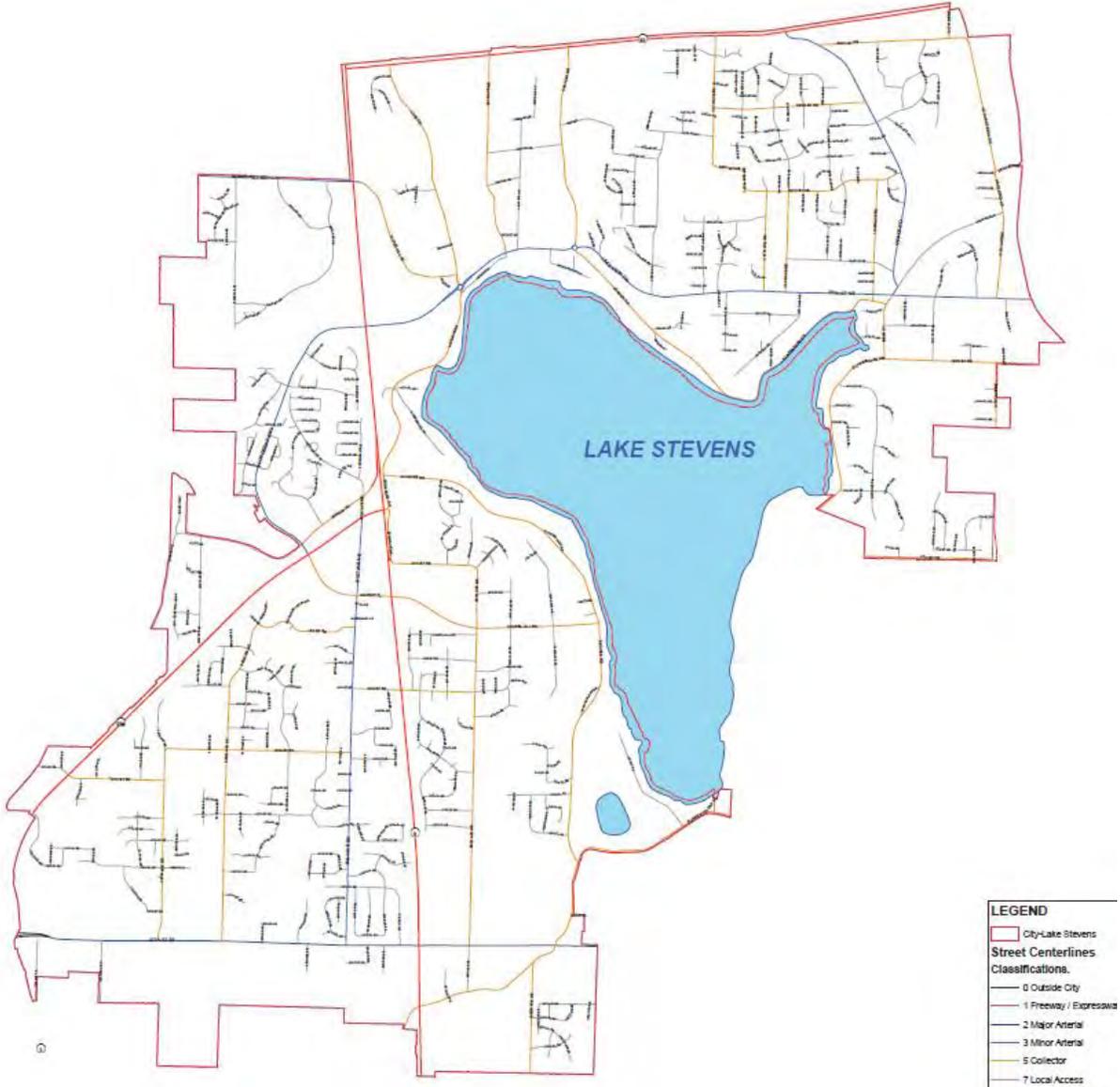
Traffic Calming Device Guidelines:

The following provides guidance for the implementation of engineering changes.

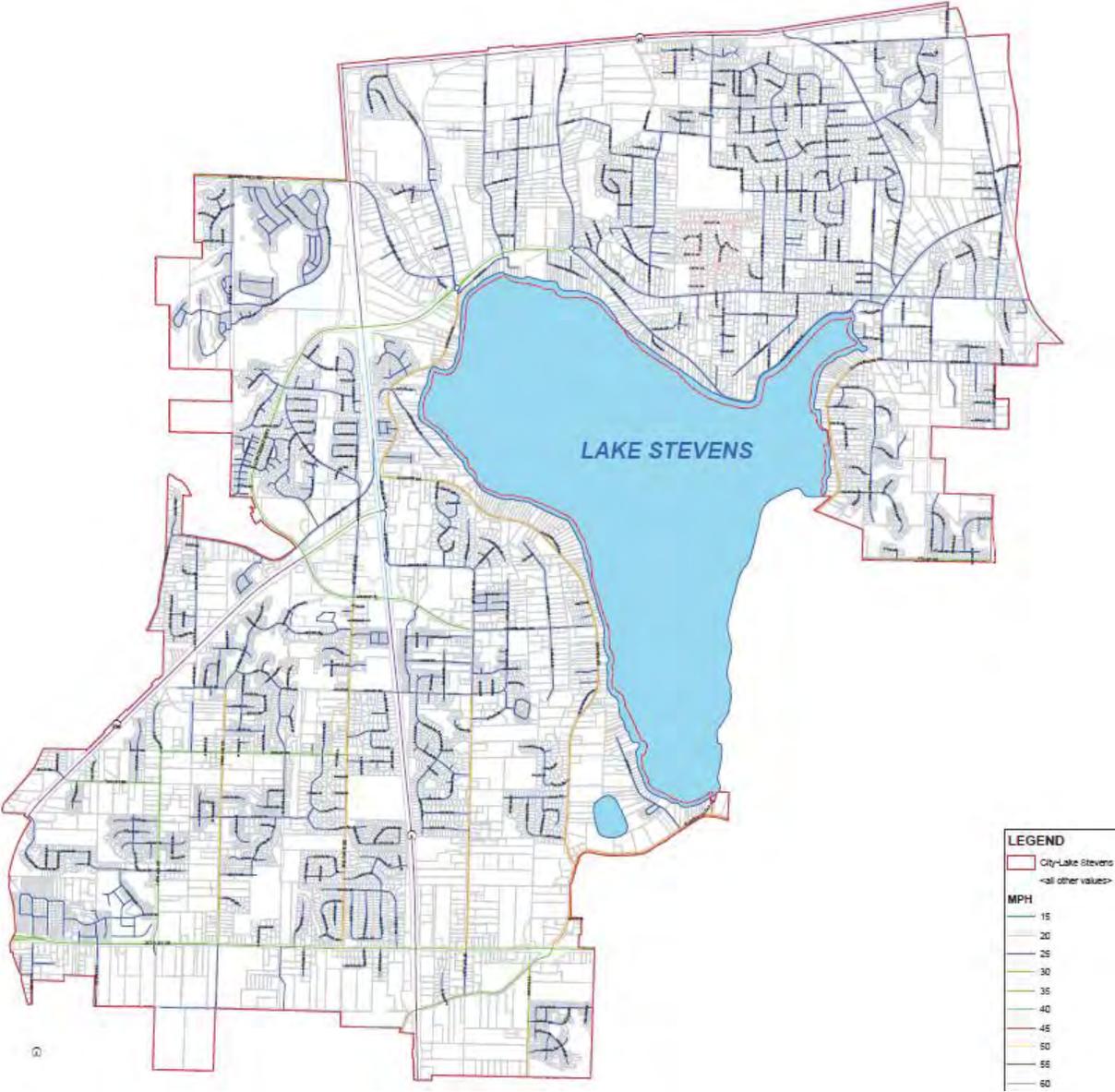
- A. The Public Works Department will not install vertical deflections on roads classified as a collector or higher.
- B. Vertical deflections will only be considered for local access roads given the following conditions are met:
 - i. Engineering staff has determined that a vertical deflection will have no adverse effect to the safety and operation of the road,
 - ii. 85% of the residents whose properties front on the road have signed a petition in favor of the calming device,
 - iii. 100% of the residents whose properties are within a 100 foot radius have signed the petition in favor of the calming device, and
 - iv. Lake Stevens City Council approves the expenditure of public funds.
- C. Horizontal deflections, narrowing and road diets may be considered for local access roads or higher given the following conditions are met:
 - i. An engineering study has concluded that horizontal deflections would be beneficial on the studied classification of road,
 - ii. The public has shown a general level of satisfaction with the proposed changes, and
 - iii. Lake Stevens City Council authorizes the expenditure of public funds.
- D. Radar feedback signs and intelligent transportation systems will only be used on roads with a classification of collector or higher unless the following conditions are met:
 - i. An engineering study has concluded that the use of ITS on would be beneficial on lower classification roads, and
 - ii. Lake Stevens City Council authorizes the expenditure of public funds.
- E. Blocking, restricting or closing roads and/or intersections will be avoided unless the following conditions are met:
 - i. Engineering staff has determined that blocking, restricting or closing roads and/or intersections would drastically increase the safety of the road,
 - ii. The Lake Stevens Police Department and Lake Stevens Fire District determine that blocking, restricting or closing roads and intersections would not have an adverse effect on their ability to provide emergency services in a safe, efficient and timely manner.
 - iii. The public has shown a general level of satisfaction with the proposed changes, and
 - iv. Lake Stevens City Council authorizes the expenditure of public funds.

- F. Recommendation or implementation of traffic calming devices will be based upon the 85th percentile speed of an engineering study. Guidance for these recommendations are as follows:
- i. 85th percentile speed less than or equal to five (5) mph over the posted or statutory speed limit require no action.
 - ii. 85th percentile speeds greater than five (5) mph over and less than or equal to ten (10) mph over than the posted or statutory speed limit require education measures with engineering and enforcement measures at the discretion of the Public Works Department and Police Department.
 - iii. 85th percentile speeds greater than ten (10) mph and less than or equal to fifteen (15) mph over the posted or statutory speed limit require education and engineering measures with enforcement measures at the discretion of the Police Department.
 - iv. 85th percentile speeds greater than fifteen (15) mph over the posted or statutory speed limit require education, engineering and enforcement measures.

Lake Stevens Transportation System Map



Lake Stevens Speed Limit Map





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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Date: **Agenda** 26 April 2016

Subject: Lundeen Park Tree Replacement Plan

Contact Person/Department:	<u>Mick Monken Public Works</u>	Budget Impact:	<u>\$9,500.00</u>
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RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the Mayor to execute Supplement Number 1 with Amec Foster Wheeler Environmental & Infrastructure, Inc. to develop the Lundeen Park Tree Replacement Plan for an amount not to exceed \$9,500.00.

SUMMARY/BACKGROUND: Recently the City performed the removal of approximately 20 trees at Lundeen Park, for sight visibility (safety) and to address some danger trees. In addition, another 72 danger trees (cottonwood type) were identified by the City’s Arborist as danger trees and still need to be removed. Many of these trees are considered to be significant, being 6” or larger in diameter. As such, under the City’s code a tree replacement plan is required when a significant tree is removed.

Amec Foster Wheeler is under a Master Engineering Service Agreement and provides landscaping planning as one of their provided services. The services that they will provide under this agreement will be the development of a concept plan and a final tree replacement plan. The concept plan will provide a large picture overview of the tree replacement plan, and identify replacement areas and tree types. The final plan will provide a detailed plan that shows types, sizes, and location of individual tree placement.

The target to complete the plan is estimated to be 8 weeks. However, scheduling with the Parks Board and approval of the plan could take up to 12 weeks to complete.

BUDGET IMPACT: \$9,500 from the 301 fund – tree mitigation expenditures

ATTACHMENTS:

- ▶ Exhibit A: Supplement Number 1 with Scope of Services

EXHIBIT A

SUPPLEMENTAL AGREEMENT NO. 1 TO MASTER ON-CALL PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF LAKE STEVENS AND AMEC FOSTER WHEELER ENVIRONMENT & INFRASTRUCTURE, INC. FOR ENGINEERING CONSULTANT SERVICES FOR THE LUNDEEN PARK TREE REPLACEMENT PLAN

This Supplemental Agreement No. 1 is made and entered into on the ____ day of _____, 2016, between the City of Lake Stevens, hereinafter called the "City" and Amec Foster Wheeler Environment & Infrastructure, Inc., hereinafter called the "Consultant."

This agreement is made pursuant to and in compliance with the Master On-Call Professional Services Agreement for Engineering Consultant Services dated 5 February 2016 and RCW 39.80 entitled "Contracts for Architectural and Engineering Services" following a Request for Qualifications awarded on 12 January 2016.

WITNESSETH THAT:

WHEREAS, the parties hereto have previously entered into an Agreement for On-Call Engineering Services, hereinafter called the "Project," said Agreement being dated 5 February 2016; and

WHEREAS, both parties desire to supplement said Agreement, by expanding the Scope of Services to prepare a tree replacement plan for Lundeen Park 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 5 February 2016, 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. 1.

2. Article IV of the Original Master On-Call Professional Services Agreement, "OBLIGATIONS OF THE CITY", Paragraph VI.1 Payments, Section (a), Provides that 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 \$75,000.00 per calendar year 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. The costs for this Supplemental Agreement No.1 are not to exceed \$9,500.00 as set forth in **Exhibit A1** attached.

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

Original Agreement Authorized Amount not to exceed per year		\$75,000.00
Supplemental Agreement No.1	\$9,500.00	
Grand Total	\$9,500.00	
2016 Balance Remaining under Master On-Call Professional Services Agreement:		\$65,500.00

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 (no change).

IN WITNESS WHEREOF, the parties hereto have executed this SUPPLEMENTAL AGREEMENT NO. 1 as of the day and year first above written.

CITY OF LAKE STEVENS

TETRA TECH, INC.

By: _____
John Spencer, Mayor

By: _____

Its: _____

ATTEST/AUTHENTICATED:

By: _____
Kathy Pugh, Deputy City Clerk

APPROVED AS TO FORM:

By: _____
Grant K. Weed, City Attorney

Exhibit A1

April 18, 2016



Mick Monken, P.E.
Public Works Director/City Engineer
City of Lake Stevens
1812 Main Street
P.O. Box 257
Lake Stevens, WA 98258-0257

Sent via e-mail: mmonken@lakestevenswa.gov

Subject: Scope of Services and Estimate
Lundeen Park Tree Replanting Plan
City of Lake Stevens

Dear Mr. Monken:

Project Description

Amec Foster Wheeler will design a tree replanting plan for Lundeen Park for the City of Lake Stevens. A conceptual and final tree replanting plan will be developed to supplement areas where wind damaged trees and hazard trees have been or will be removed. The first phase includes the development of a conceptual tree replanting plan. The second phase includes the development of the final tree replanting plan for the replacement of 50 to 70 trees based on space appropriate for the selected tree species. Areas of focus include those areas that are accessible to the public, as well as the upland berm area just west of Sandy Beach Drive and adjacent to the stream.

Project Research

- Meet with the City and any other members of the design team to coordinate the investigation and design efforts. Determine locations for replanting of trees as determined by the City.

Field Exploration

- Perform a site reconnaissance of the project site to identify areas where tree replanting is required. Gather notes, field data, and photographs to document the existing site conditions.

Plan Development Deliverables

- Conceptual Tree Replanting Plan. Estimated cost \$3,500.
- Final Tree Replanting Plan. Estimated cost \$6,000.

Optional Design Services Available (Not included in this Estimate)

- Drainage issues at: Sirita's Playground; Phase 3 area (grass expanse); swale area south of the basketball court; and at the two cutout areas in the parking strips (potential rain gardens/bioswales).
- Additional park amenities such as benches, picnic tables, and shelter improvements.
- Other potential planting needs – Shrubs near stream at north end, topping trees to provide habitat.

Amec Foster Wheeler Environment & Infrastructure, Inc.
11810 North Creek Parkway N
Bothell, Washington 98011
(425) 368-1000 Phone
(425) 368-1001 Facsimile
www.amecfw.com

Mick Monken, P.E.
City of Lake Stevens
April 18, 2016
Page 2 of 2



- Sirita memorial – Suggestion for a “dedication tree”, such as a tree or large shrub that flowers around January (Sirita’s birthday month).
- Irrigation – Recommendations for design and subcontractors.
- Screening park perimeter for neighbors – Near the swale area/basketball court.
- Suggested plant list for volunteer planting adjacent to future Chamber of Commerce building.
- Trail enhancements.
- Informative signage.

Assumptions

1. (2) staff per each meeting. A total of two meetings with City staff. One meeting to present the Concept Tree Planting Plan and One meeting to present the Final Tree Planting Plan.
2. Conceptual drawing will graphically show approximate locations of trees, species of trees, and quantities.
3. Conceptual plans will be graphically presented on the base TIFF image provided by the City (limited to one sheet).
4. Minimal revisions to the Concept will be required to develop the Final Tree Planting Plan.
5. Final Tree Planting Plan will include up to two sheets; sheets will include tree layout, plant list, planting details, and notes.
6. Specifications are not included.
7. One round of review and comment by the City for the Concept and Final Plans.
8. Irrigation plan not included.
9. Drainage plan not included.
10. Base Plan for use provided by the City.
11. Schedule/start date of work dependent on approval by City.
12. Upon approval, assumes 8 week schedule to complete work.
13. Topographical surveys are not included.

Deliverables

1. Hard copies and electronic copies of the Conceptual and Final Plans provided to the City.

Sincerely yours,

Amec Foster Wheeler Environment & Infrastructure, Inc.

A handwritten signature in blue ink, appearing to read 'Jon Chalfant'.

Jon Chalfant, PLA, ASLA
Landscape Architect
Direct Tel.: (425) 458-8122
E-mail: jon.chalfant@amecfw.com

A handwritten signature in blue ink, appearing to read 'Diana Halladay'.

Diana Halladay
Senior Biologist
Direct Tel.: (425) 246-3091
E-mail: diana.halladay@amecfw.com



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Date: Agenda 26 April 2016

Subject: 36th Street NE Bridge Inspection Service

Contact Person/Department:	<u>Mick Monken Public Works</u>	Budget Impact:	<u>\$11,970.00</u>
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RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Approve services and authorize the Mayor to execute Supplement Number 2 with Tetra Tech to perform bridge inspection services on the 36th Street NE Bridge for an amount not to exceed \$11,970.00.

SUMMARY/BACKGROUND: The City is required under State and Federal requirements to perform routine bridge inspections on all its bridges: a total of 7 bridges. The routine inspection is performed for the City by the County. This involves a visual inspection and results in a report and recommended actions.

Recommended actions from the recent County's inspections are to perform a load rating and scouring review of the 36th Street NE bridge. While this is not a requirement, it is considered a pro-active risk assessment to perform this service to ensure the integrity and safety of this bridge. This bridge is estimated to have been installed in its current location since 1958 and is believed to have been a used bridge relocated from another site prior to that date. So actual age is unknown.

As a side note, there is a Federal update to bridge inspection requirement anticipated for 2017. The City is in contact with the County to determine what impacts this may have to the City.

BUDGET IMPACT: \$11,970 Street Fund – will be brought forward in a future budget adjustment.

ATTACHMENTS:

- ▶ Exhibit A: PSA Supplement Number 2 with Scope of Service

EXHIBIT A

SUPPLEMENTAL AGREEMENT NO. 2 TO MASTER ON-CALL PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF LAKE STEVENS AND TETRA TECH, INC. FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE 36TH STREET NE BRIDGE INSPECTION (CATHERINE CREEK CROSSING/ LAKE 06)

This Supplemental Agreement No. 2 is made and entered into on the ____ day of _____, 2016, between the City of Lake Stevens, hereinafter called the "City" and Tetra Tech, Inc., hereinafter called the "Consultant."

This agreement is made pursuant to and in compliance with the Master On-Call Professional Services Agreement for Surveying Services dated 17 February 2016 and RCW 39.80 entitled "Contracts for Architectural and Engineering Services" following a Request for Qualifications awarded on 12 January 2016.

WITNESSETH THAT:

WHEREAS, the parties hereto have previously entered into an Agreement for On-Call Architectural and Engineering Services, hereinafter called the "Project," said Agreement being dated 17 February 2016 and

WHEREAS, both parties desire to supplement said Agreement, by expanding the Scope of Services to provide for a bridge inspection for the 36th Street NE Bridge crossing Catherine Creek (aka LAKE 06) 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 17 February 2016, shall remain in full force and effect, except as modified in the following sections:

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

2. Article IV of the Original Master On-Call Professional Services Agreement, "OBLIGATIONS OF THE CITY", Paragraph VI.1 Payments, Section (a), Provides that 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 \$75,000.00 per calendar year 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. The costs for this Supplemental Agreement No.2 are not to exceed \$11,970.00 as set forth in **Exhibit A1** attached.

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

Original Agreement Authorized Amount not to exceed per year	\$75,000.00
Supplemental Agreement No.1	\$29,240.00
Supplemental Agreement No.2	<u>\$11,970.00</u>
Grand Total	\$41,210.00
2016 Balance Remaining under Master On-Call Professional Services Agreement:	\$33,790.00

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 (no change).

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

CITY OF LAKE STEVENS

TETRA TECH, INC.

By: _____
John Spencer, Mayor

By: _____

Its: _____

ATTEST/AUTHENTICATED:

By: _____
Kathy Pugh, Deputy City Clerk

APPROVED AS TO FORM:

By: _____
Grant K. Weed, City Attorney

Exhibit A1
SCOPE OF WORK
36TH STREET NE BRIDGE INSPECTION
(Catherine Creek Crossing/ LAKE 06)

PROJECT DESCRIPTION

The City of Lake Stevens has a bridge crossing over Catherine Creek that is needing to be inspected. It is loosely referred to as the “36th Street Bridge” The bridge is located on 36th Street NE just east of Grade Road approximately 400 ft. In the WSDOT WSBIS Inventory Report the bridge name is identified as “Catherine Creek”, with a bridge number ID of “LAKE – 06.”

This Scope of Work is to perform a bridge inspection in accordance with WSDOT/ FHWA, procedures, led by a WSDOT certified bridge inspection engineer Grant Griffin, (Cert. #: G0014; Subconsultant Engineer, TranTech Engineering, LLC).

As part of the bridge inspection effort Tetra Tech will perform a field inspection of the Lake Stevens Bridge to identify existing bridge scour and stream instability issues and whether these issues warrant further investigations or maintenance activities. The inspection will follow guidance in the WSDOT Bridge Inspection Manual (Dec. 2015) and applicable Federal Highways Administration (FHA) manuals listed in Task 4.

SCHEDULE

Tetra Tech’s approach to completing these tasks is defined below. The project duration is anticipated to be for a period of six (6) weeks from when the notice to proceed is given to Tetra Tech by the City of Lake Stevens. The management budget is allocated accordingly.

SCOPE OF WORK – TECHNICAL APPROACH

The task items listed below will be performed by Tetra Tech, Inc. (“Tetra Tech”) and subconsultant TranTech on behalf of the City of Lake Stevens (“City”).

Task 1 - Project Management

The project management services for this assignment would be directed around the primary objective of delivering the project on time and budget as per the agreement with the City. The project management task consists of managing team members to complete projects tasks, sharing of information, monitoring project progress, and tracking budget and schedule. It includes the following activities:

- 1.1 Provide coordination with the City and subconsultant throughout the duration of the project. Coordination will be conducted by email and phone calls. Face to face meetings are not anticipated to be warranted nor is it budgeted for this small project.

- 1.2 At project start-up initiate a conference call to discuss key project elements and how the goals will be achieved. A detailed project schedule with key milestones and a completion date will be presented.
- 1.3 Prepare and submit invoices with progress reports. This is an informal monthly narrative description of work performed. Provide a budget status report monthly.

Deliverables for Task 1

- Project Milestone Schedule
- Monthly Progress Reports and Invoices

Task 2 – Bridge Inspection (Subconsultant TranTech)

In the conduct of the inspection assignments we are expecting the following assistance from the City:

- Traffic control, if needed, for those bridges being inspected which warrant protection for the inspection team.
- Coordination of the City's field work at the general vicinity of the bridges with TRANTECH's Project Manager and/or Lead Inspector.

Task 2.1 – Field Activities

Our approach to perform this bridge inspection is described in further detail below:

Prior to performing the field inspections, the inspection team will review the bridge files and printouts obtained of their current inspection reports and WSBIS forms.

A two-person inspection team, trained in bridge inspection and electronic coding, will visit the bridge and perform an inspection. Relevant inspection observations will be photographed with an electronic camera for documentation purposes, including a picture of the deck, and both elevation views. In addition, all bridge deficiencies will be photographed and described. The City will be immediately notified of any major or critical deficiencies found during the inspections.

Following submittal of the inspection report a conference call will be arranged with the City to review the reports and to address any questions including inquiries directed to any repair recommendations.

Task 2.2 – Inspection Report Preparation

Review the City's files and the Bridgeworks data to positively identify each bridge structure to insure that the records are correct and each are specifically described. Any discovered errors in the files and/or Bridge Works software will be corrected as needed.

All of the data associated with the filed inspections will be entered electronically on the WSDOT's Bridge Works Program and submitted electronically to WSDOT.

A paper copy of generated reports will be prepared and submitted to TetraTech, including printouts of the WSDOT Inspection Report, WSBIS form, and color printouts of the photographs with labels. TRANTECH will work closely with WSDOT Local Agency Programs to ensure that all products are received.

Quality Assurance Program is an integral part of our work plan. It includes the following:

- Competent and experienced personnel will perform all fieldwork. TRANTECH's lead inspector is a professional bridge engineer and duly NBIS certified.
- Reports, estimates and repair/rehabilitation concept sketches will be thoroughly reviewed and checked by experienced personnel prior to submittal to TetraTech.

Deliverables for Task 2

- Two hard copy of the Inspection and WSBIS Reports

Task 3 – Load Rating (Subconsultant TranTech)

The engineering services include utilization of the most recent inspection data to perform Load Factor Method (LFR) per current WSDOT and FHWA standards.

The Load Rating Report will include the following components:

- A Bridge Rating Summary Sheet reflecting the lowest rating factor, including superstructure components. The summary sheet shall be stamped and signed by a professional engineer licensed in the State of Washington.
- A brief report of any potential anomalies in the ratings and an explanation of the cause of any rating factor below 1.0.
- Hard copy of computer output files used for rating, and any other calculations or special analysis required.
- A CD which contains the final versions of all input and output files, and other calculations created in performing the load rating.
- All reports shall be bound in Accupress-type binders.

Our preliminary assessment of the existing plans provided by the City has identified the following superstructure element for this load rating:

- Superstructure Precast Tub Girder

Deliverables for Task 3

- Finalized load rating report (2 hard copies)

Task 4 – Scour and Stream Stability Inspection (Prime-Consultant Tetra Tech)

Tetra Tech will perform a field inspection of the Lake Stevens Bridge to identify existing bridge scour and stream instability issues and whether these issues warrant further investigations or maintenance activities. The inspection will follow guidance in the WSDOT Bridge Inspection Manual (Dec. 2015) and Federal Highway Administration HEC-18 (Evaluating Scour at Bridges) and HEC-20 (Stream Stability at Highway Structures) manuals. The WSDOT Scour Field Evaluation Form will be completed. Prior to the site visit the engineers will review the last 3 prior bridge inspection reports and Scour Field Forms (if available), and the prior scour evaluation (if available). The site visit will be performed by two engineers who will document the current conditions at the site to include:

- Channel and floodplain conditions
 - Bank erosion or channel migration
 - Bank materials and description
 - Angle of attack
 - Bed material description
 - Signs of degradation including exposed utilities
 - Soundings (measure down) from identifiable bridge element such as curb, low chord, or top of wall. Measure downs will be along the upstream face at each structural element (abutments, and piers if present), top and toe of channel banks, and channel invert.
 - Debris collection and immediate upstream source potential
 - Vegetation
- Structure conditions related to scour or channel condition
 - Signs of channel degradation or scour including foundation exposure or undermining
 - Signs of foundation settlement
 - Other signs of foundation condition related to scour exposure
 - Countermeasure condition (riprap or other)

Documentation will include field forms, photographs, sketches of channel plan form and features, sketches of channel cross sections as needed, and field notes. WSBIS items 7832 through 7841 will be noted on the field form. If prior soundings have been performed, a comparison will be made to the current soundings. Otherwise the current soundings can serve as a basis for future comparison. Based on the field inspection we will make recommendations on potential changes to the Substructure Code (WSBIS Item 1676, FHWA Item 60), Channel Protection Code (WSBIS Item 1677, FHWA Item 61), and Scour Code (WSBIS Item 1680, FHWA Item 113). We may make recommendations for more in-depth scour evaluations, if warranted. If there are signs of imminent danger to the public appropriate steps will be taken and the City will be immediately notified.

Deliverables for Task 4

- Field forms, photographs, sketches of channel plan form and features, sketches of channel cross-sections, and field notes.
- WSDOT Scour Field Evaluation, completed form

CITY PROVIDED INFORMATION

At the beginning of this project, it is understood the City will provide the information listed below.

- The most current WSBSIS Inventory Report, recorded by WSDOT;
- Access to City Bridge files and record-drawings of the bridge, as available;
- Other relevant information on condition and performance of the bridge;
- The City will provide temporary traffic control during bridge inspection activity, if warranted.

ASSUMPTIONS AND EXCLUSIONS

1. The load rating does not include any substructure elements of the bridge. In case there is a need to load rate these elements, per inspection findings of Task 2 activities, additional scope and fee will be provided.
2. The City will allow access to inspect the bridge above and below the bridge deck; and, if needed, make arrangements with the adjacent property owner(s) for consultant team to have access to the bridge.
3. The load rating does not include any substructure elements of the bridge. In case there is a need to load rate these elements, per inspection findings of Task 2 activities, it can be provided as an additional service and separate fee.

ADDITIONAL SERVICES

Additional professional services can be provided by Tetra Tech upon request. A partial list is provided below of potential services that the City may desire to utilize. These additional services are not included in this scope of work, but Tetra Tech can readily provide these services with a supplemental scope and fee.

Structural Design for Bridge Improvements

As an optional task, we can provide any desired structural design services to rehabilitate any potential observed critical damages inflicted on the bridge.

CONSULTANT FEE SUMMARY

Project: City of Lake Stevens
 36th Street NE Bridge Inspection
 FEE Estimate

Labor Cost				
Classification	Hours	X	Rate	Cost
1. Principal Discipline Leader	6	x	\$ 287.88	\$1,727.28
2. Project Manager	9	x	\$ 196.68	\$1,770.12
3. Admin Staff/Clerical	2	x	\$ 95.55	\$191.10
4. QA/QC Bridge Engineer	3	x	\$ 159.80	\$479.40
5. Lead Inspector	9	x	\$ 147.61	\$1,328.52
6. Assistant Inspector	6	x	\$ 97.51	\$585.04
7. Structural Engineer	12	x	\$ 135.43	\$1,625.10
8. Staff Engineer	12	x	\$ 97.51	\$1,170.07
9. CADD Technician	2	x	\$ 100.21	\$200.43
10. Structural Clerical	2	x	\$ 48.75	\$97.51
11. Sr. Hydraulic Engineer	11	x	\$ 207.39	\$2,281.29
12. Hydraulic Engineer	3	x	\$ 106.95	\$320.85
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
21.				
22.				
SUBTOTAL - Labor	77			\$11,776.71
REIMBURSABLES:				
Rental Car	\$	-		
Mileage	\$	90.00		
Misc. Travel (gas, parking, tolls)	\$	-		
Postage	\$	-		
Computer Time	\$	-		
Reproduction- Exhibits	\$	103.29		
Camera-Photos	\$	-		
GPS	\$	-		
Total	\$	193.29		\$193.29
SUBTOTAL				\$11,970.00
SUBCONSULTANTS				
Trantech LLC (Fees are Included in Items Above)				
Administrative Reserve (none)				
				\$0.00
GRAND TOTAL - ESTIMATED FEE				\$11,970.00

Prepared By: Dean Franz

Date: 6-Apr-16

Checked By: Tatiana

Date: 6-Apr-16



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda April 26, 2016
Date: _____

Subject: Approve Resolution 2016-08 Directing the Establishment of Policies and Procedures for the Use of Body Cameras by Law Enforcement

Contact Ralph Krusey, Interim Police Chief **Budget Impact:** N/A
Person/Department: _____

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Approve Resolution 2016-08 Directing the Establishment of Policies and Procedures for Use of Law Enforcement Body Cameras and Authorizing the City and Its Police Department to Apply for All Available Sources of Funding to Implement a Law Enforcement Body Camera Program.

SUMMARY/BACKGROUND: During the 2016 Legislative Session just concluded the Legislature adopted EHB 2362 relating to videos and/or sound recordings made by law enforcement or corrections officers. The legislation is intended to address new and up and coming technology, and establishes guidelines for the use of body cameras. Additionally the legislation directs that agencies using body cameras must adopt policies and procedures for use of the cameras and identifies specific topics that must be addressed in those policies and procedures. Finally, the legislation strongly encourages that cities and towns not currently deploying body cameras on the effective date of the legislation adopt an ordinance or resolution authorizing the use of body worn cameras prior to their use by law enforcement.

APPLICABLE CITY POLICIES: N/A

BUDGET IMPACT: N/A

ATTACHMENTS: Resolution 2016-08 Directing the Establishment of Policies and Procedures for Use of Law Enforcement Body Cameras

RESOLUTION NO. 2016-08

A RESOLUTION OF THE CITY OF LAKE STEVENS WASHINGTON DIRECTING THE ESTABLISHMENT OF POLICIES AND PROCEDURES FOR USE OF LAW ENFORCEMENT BODY CAMERAS AND AUTHORIZING THE CITY AND ITS POLICE DEPARTMENT TO APPLY FOR ALL AVAILABLE SOURCES OF FUNDING TO IMPLEMENT A LAW ENFORCEMENT BODY CAMERA PROGRAM.

WHEREAS, The Lake Stevens City Council deems it to be in the public interest to establish a program for implementation of a law enforcement body camera program for the Lake Stevens Police Department; and

WHEREAS, the Lake Stevens City Council deems it necessary and appropriate to have written policies and procedure in place prior to the implementation of a police body camera program; and

WHEREAS, the Lake Stevens City Council recognizes that there is significant cost associated with implementation of a law enforcement body camera program;

NOW, THEREFORE, BE IT RESOLVED BY THE LAKE STEVENS CITY COUNCIL AS FOLLOWS:

1. The Lake Stevens Chief of Police and/or his designee are hereby directed to establish written policies and procedures for the use of law enforcement body cameras.
2. Said policies and procedures shall be presented for review and adoption by the Lake Stevens City Council on or before May 24, 2016.
3. The City and the Lake Stevens Police Department is hereby authorized to apply for any and all available sources of funding which may become available through action of the State Legislature or otherwise, to assist with the implementation of a law enforcement body camera program for the Lake Stevens police Department.

PASSED by the City Council of the City of Lake Stevens this ____ day of _____, 2016.

John Spencer, Mayor

ATTEST:

APPROVED AS TO FORM:

Kathy Pugh, Deputy City Clerk

Grant K. Weed, City Attorney



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda April 26, 2016
Date: _____

Subject: Approve Ordinance 959 Prohibiting Occupying Properties that Lack Adequate Water or Sewer Service

Contact Ralph Krusey, Interim Police Chief **Budget Impact:** N/A
Person/Department: _____

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Approve Ordinance 959, an Ordinance of the City of Lake Stevens, Creating a New Chapter 8.06 of the Lake Stevens Municipal Code Prohibiting Occupying Properties that Lack Adequate Water or Sewer Service.

SUMMARY/BACKGROUND: The community and Council have expressed concern regarding premises that are occupied and that do not have adequate water or sewer service. Occupation of properties without water and sewer service is a public health and safety concern. Adoption of Ordinance 959 addresses these concerns and makes it unlawful to occupy a premises without water and sewer service, and also provides for code enforcement of these premises.

APPLICABLE CITY POLICIES: N/A

BUDGET IMPACT: N/A

ATTACHMENTS: Ordinance 959 Prohibiting Occupying Properties that Lack Adequate Water or Sewer Service

**CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON**

ORDINANCE NO. 959

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, CREATING A
NEW CHAPTER 8.06 OF THE LAKE STEVENS MUNICIPAL CODE
(LSMC) PROHIBITING OCCUPYING PROPERTIES THAT LACK
ADEQUATE WATER OR SEWER SERVICE.**

WHEREAS, adequate water and sewer service are necessary to assure proper sanitation, maintenance, and hospitable living conditions; and

WHEREAS, persons residing in conditions without proper sanitation or hospitable living conditions presents a risk to those persons' health, safety, and welfare, thereby creating a risk of harm to the public health, safety, and welfare; and

WHEREAS, properties which are not adequately maintained due to inadequate water or sewer facilities present a risk of harm to the public health, safety, and welfare; and

WHEREAS, since the economic downturn and recession there have been an increase in the number of vacant, abandoned, and foreclosed properties within the City; and

WHEREAS, many of these vacant, abandoned, and foreclosed structures have had water or sewer services discontinued but are occupied despite the lack of adequate water or sewer service resulting in a danger to the occupants and to the public health; and

WHEREAS, the City desires to assure that occupied properties have adequate water and sewer service to protect the public health, safety, and welfare, to require responsible parties to secure properties from occupancy until adequate water and sewer service is resumed, and to punish violations;

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

Section 1. A new Chapter 8.06 LSMC, Utility Service for Occupancy, is hereby added, as set forth as follows:

8.06.010 Purpose.

8.06.020 Definitions.

8.06.030 Water and Sewer Required.

8.06.040 Unlawful Occupancy.

8.06.050 Investigation and Enforcement Procedure.

8.06.060 Appeal.

8.06.070 Vacant Structure Must be Secured Upon Violation.

8.06.080 Standards for Securing Structures.

8.06.090 Abatement.

8.06.100 Re-Occupancy.

8.06.010 Purpose.

The purpose of this chapter is to protect the public health, safety, and welfare by assuring that people reside in conditions with adequate utilities and facilities to provide for proper sanitation, maintenance, and hospitable living conditions.

8.06.020 Definitions.

(1) "Civil Infraction" means a class one civil infraction as defined by chapter 7.80 RCW, the Infraction Rules for Courts of Limited Jurisdiction ("IRLJ") and any local rule adopted by the Marysville Municipal Court. Civil Infractions shall be heard by the Marysville Municipal Court.

(2) "Occupy" means (a) residing on the Premises or (b) being present on the Premises for any purposes other than actively maintaining or improving the Premises.

(3) "Person" means any natural person, legal entity, association, organization, corporation, or partnership and any agents, representatives, fiduciaries, or assigns.

(4) "Premises" means any land, real estate, tax parcel, or lot and any portion thereof whether improved or unimproved, including adjacent sidewalks and parking strips.

(5) "Responsible Person" means any Person having legal or equitable title or any interest in a Premises, including but not limited to owners, borrowers, and lenders. When there is more than one Responsible Person, both or all are responsible for performing any act required by this chapter and each may be charged with a violation of this chapter. However, it is a complete defense to any violation that the violation was remedied by another Responsible Persons.

(6) "Sewer Service" means either (a) a lawful, active, and functioning connection to the City's sanitary sewer system in conformance with Title 14 LSMC or (b) a lawful, functioning, and adequately maintained "on-site sewage disposal system" (as defined in RCW 70.118.020(6)).

(7) "Water Service" means either (a) a lawful, active, and functioning connection to the City's water system in conformance with Title 14 LSMC, (b) a lawful, functioning, and adequately maintained private well, or (c) a lawful, active, and functioning connection to a lawful, functioning, and adequately maintained "public water system" (as defined in RCW 70.116.030(3)).

8.06.030 Water and Sewer Required.

Any Premises within the City may only be occupied by a person if the Premises has Sewer Service and Water Service.

8.06.040 Unlawful Occupancy.

(1) Occupying any Premises within the City which does not have Sewer Service and Water Service, as required by LSMC 8.06.030, or which is posted "Unfit for Occupancy – No Trespassing" is a nuisance and a violation of this section.

(2) Removing or defacing a posted notice that a Premises is "Unfit for Occupancy – No Trespassing" is a violation of this section.

(3) Failure to comply with this section shall be a violation under Chapter 8.20 of this Title.

8.06.050 Investigation and Enforcement Procedure.

(1) Investigation. Where the City Administrator or his/her designee reasonably believes that a Premise does not have Sewer Service or Water Service for fourteen consecutive calendar days, the City Administrator or his/her designee may issue and post a Notice of Violation. Unless appealed pursuant to LSMC 8.06.060, the Notice of Violation becomes a final determination on the eleventh business day after the posting of the Notice at which time the City Administrator or his/her designee shall post the Premises "Unfit for Occupancy - No Trespassing."

(2) Violation Notice. An enforcement action is commenced by a Notice of Violation. The City Administrator or his/her designee shall post a copy of the Notice of Violation on the Premises and shall mail a copy of the Notice of Violation to the owner identified in the records of the Snohomish County Assessor and to the street address of the Premises. The Notice of Violation shall contain:

- (a) Information identifying the Premises including the address and tax parcel number.
- (b) A concise description of the basis for the Notice of Violation.
- (c) A statement that the Premises must be vacated unless Sewer Service and Water Service are functioning within ten business days of posting the Notice of Violation.
- (d) A statement that a Responsible Person may appeal the City Administrator or his/her designee 's determination to the Hearing Examiner by filing a written appeal setting forth the grounds for the appeal no later than ten business days after the Notice of Violation was posted.
- (e) A statement that if the City Administrator or his/her designee's determination is not appealed within ten business days of posting the Notice of Violation:
 - (i) The Notice of Violation will become a final determination;
 - (ii) That the Premises must be vacated and secured as provided in this chapter;
 - (iii) That any person Occupying the Premises will be liable as provided in this chapter; and
 - (iv) That any Responsible Person failing to secure the Premises will be liable as provided in this chapter.
- (f) The date the Notice of Violation was posted on the Premises.
- (g) The address where an appeal may be delivered to the City Clerk.
- (h) A copy of this chapter must be attached to the Notice of Violation that is mailed to the Owner and the street address, but need not be attached to the Notice of Violation that is posted on the Premises.

8.06.060 Appeal.

A Responsible Person may appeal the City Administrator or his/her designee's determination contained in a Notice of Violation by delivering a written appeal to the City Clerk. The written appeal must be received no later than ten business days after the Notice of Violation was posted on the Premises. If the City Clerk receives a timely written appeal, the Hearing Examiner shall set a hearing to be held within ten business days of receipt of the appeal.

- (1) At any such hearing, the Responsible Person bears the burden, by a preponderance of the evidence, of establishing their standing as a Responsible Person.
- (2) At any such hearing, the City bears the burden, by a preponderance of the evidence, of establishing that the Premises does not have adequate Sewer Service or Water Service as required by LSMC 8.06.030 and that a person was Occupying the Premises as of the date of the Notice of Violation.
- (3) Any such hearing does not need to comply with the rules of evidence and the Hearing Examiner may consider evidence which the Hearing Examiner determines is reasonably reliable.
- (4) The Hearing Examiner shall issue a written decision within five business days of any such hearing. The written decision shall make findings of fact and conclusions of law. If the Hearing Examiner determines that the Premises does not have Sewer Service or Water Service as required by LSMC 8.06.030 and that a person was Occupying the Premises as of the date of the Notice of Violation, then the Premises must be vacated and secured within five business days of the Hearing Examiner's decision. The Hearing Examiner's decision is a final determination upon being signed and mailed.
- (5) The decision of the Hearing Examiner may be appealed to the Snohomish County Superior Court within 21 calendar days in accordance with RCW 36.07C.

8.06.070 Vacant Structure Must be Secured Upon Violation.

- (1) Upon a final determination that a Premises has been Occupied in violation of LSMC 8.06.040, every structure on the Premises must be secured from unlawful Occupancy as specified in LSMC 8.06.080 within five business days.
- (2) It is a nuisance and is a violation of this section for any Responsible Person to fail to secure every structure on the Premises from unlawful Occupancy as specified in LSMC 8.06.080 within five business days of a final determination that the Premises has been Occupied in violation of LSMC 8.06.040.
- (3) Violation of this section is a Civil Infraction and upon a finding that a violation has been committed, the person committing the act shall be assessed an amount not to exceed \$250 plus applicable statutory assessments. Such penalty is in addition to any other remedies or penalties specifically provided by law. For each act herein prohibited of a continuing nature, each day shall be considered a separate offense.
- (4) Each day that a structure on the Premises is not secured as specified in LSMC 8.06.080 is a separate violation and the City Administrator or his/her designee may issue a Civil Infraction to any Responsible Person who had notice that the structure was required to be secured.

8.06.080 Standards for Securing Structures.

All structures which must be secured under this chapter shall meet the following standards.

- (1) Exterior openings shall be properly secured with doors, shutters, grills, and window glazing.

Where the normal structural amenities are damaged, destroyed or significantly deteriorated such that the structure becomes unsecure the amenities shall be replaced or the openings may be secured with structural paneling or medium density overlay. At a minimum, all exterior openings accessible from grade shall be properly secured to prevent unauthorized third party entry.

(2) Personal property and miscellaneous debris which may constitute a fire hazard must be removed from the structure prior to securing the structure.

(3) If the structure has automatic fire sprinkler systems or fire alarm systems, the systems shall be maintained in an operable condition at all times.

(4) Sewer lines shall be capped or closed with an appropriate plug.

(5) All structures on the Premises shall be posted "Unfit for Occupancy - No Trespassing."

(6) The Responsible Person shall periodically assure that the Premises is inspected and timely take any actions necessary to assure compliance with these standards.

8.06.090 Abatement.

(1) If a Responsible Person fails to secure every structure on the Premises from unlawful Occupancy as specified in LSMC 8.06.080 within five business days after a final determination, the City Administrator or his/her designee may take immediate action to cause the building to be secured in a manner consistent with this chapter.

(2) In the event that the City secures the building, all costs incurred shall be assessed to the owner of the Premises.

(3) In securing a structure, the City Administrator or his/her designee is not required to satisfy all the conditions of LSMC 8.06.080 and in the City Administrator or his/her designee's sole discretion may determine what measures are appropriate.

(4) If the City secures a structure pursuant to this chapter, the Responsible Person shall remain responsible for the inspection, maintenance, and protection of the Premises and any structures on the Premises.

8.06.100 Re-Occupancy.

Following a final determination that the Premises has been Occupied in violation of this chapter, the Premises may only be Occupied after a Responsible Person provides the City Administrator or his/her designee with satisfactory evidence that the Premises complies with the requirements of LSMC 8.06.030 and receives written approval from the City Administrator or his/her designee that Occupancy of the Premises is allowed.

Section 2. Severability. If any section, subsection, sentence, clause, phrase, or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase, or word of this ordinance.

Section 3. Effective Date. This ordinance shall become effective five days after the date of its publication by summary.

PASSED by the City Council and APPROVED by the Mayor this ____ day of _____, 2016

John Spencer, Mayor

ATTEST/AUTHENTICATION:

Kathy Pugh, Deputy City Clerk

APPROVED AS TO FORM:

Grant K. Weed, City Attorney

First and Final Reading: April 26, 2016
Published: _____
Effective: _____



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CITY OF LAKE STEVENS
 2016 1st Quarter Financial Summary

General Fund - Summary

Description	1st Qtr 2015	2016 Amended Budget	1st Qtr 2016	Percent +/- of 2016 Budget
Beginning Cash Balance	\$ 7,133,787	\$ 7,922,111	\$ 7,922,111	100.0%
Revenues	\$ 1,646,694	\$ 10,101,302	\$ 2,223,544	22.0%
Expenditures	\$ 2,342,994	\$ 11,162,943	\$ 2,178,927	19.5%
Ending Fund Balance	\$ 6,437,487	\$ 6,860,470	\$ 7,966,728	102%

Total revenues are approximately 22% of budget prior year was at 18%.

Total expenditures are approximately 22% of budget, prior year was 25%.

General Fund - Revenues

Revenue Category	1st Qtr 2015	2016 Amended Budget	1st Qtr 2016	Percent +/- of 2016 Budget
Taxes	\$ 1,265,056	\$ 7,542,268	\$ 1,197,523	15.9%
Licenses & Permits	\$ 124,057	\$ 1,188,910	\$ 646,614	54.4%
Grants & State Remit	\$ 116,795	\$ 668,236	\$ 162,236	24.3%
Charges for Services	\$ 81,043	\$ 470,435	\$ 150,077	31.9%
Fines and Forfeits	\$ 37,391	\$ 157,100	\$ 37,264	23.7%
Miscellaneous	\$ 14,032	\$ 64,853	\$ 28,848	44.5%
Non-Revenue/Other	\$ 8,319	\$ 9,500	\$ 982	10.3%
Total	\$ 1,646,693	\$ 10,101,302	\$ 2,223,544	22.0%

Total Receipts are approximately 22% of budget and are currently estimated to exceed budget.

Taxes are 16% of budget mostly due to the timing of property tax receipts. (April/October)

Licenses & Permits are currently 54% of budget. Building permits make up the largest portion of this balance and are currently 70% of the total budget for the year.

Grants & State Remit are 24% of budget. This revenue type includes grants, liquor profits, liquor taxes, criminal justice and City assistance funds, as well as PUD tax which is an annual tax that has not yet been received.

Service Charges are currently 32% of budget, yet are estimated to exceed budget expectations. The majority of this balance is made up of passports, and photos, and land use fees which are all exceeding expectations. This line also includes the ILA for School Resources Officers and for Information Technology Services (received mid year).

Fines and Forfeiture are 24% of budget and correlate with the municipal court expenditures which remain down since last year.

Miscellaneous revenues includes the receipt of the police donation. This is expected to remain in budget.

General Fund - Expenditures

Expenditure Category	1st Qtr 2015	2016 Amended Budget	1st Qtr 2016	Percent +/- of 2016 Budget
Elected	\$ 53,275	\$ 226,196	\$ 67,085	29.7%
Administration	\$ 38,201	\$ 162,184	\$ 56,397	34.8%
City Clerk	\$ 34,960	\$ 169,269	\$ 31,844	18.8%
Finance	\$ 49,417	\$ 212,848	\$ 36,094	17.0%
Human Resources	\$ 25,234	\$ 114,582	\$ 22,028	19.2%
IT Services	\$ 49,317	\$ 265,297	\$ 41,023	15.5%
Planning & Building	\$ 190,984	\$ 1,349,004	\$ 178,764	13.3%
Law Enforcement	\$ 1,326,474	\$ 5,820,539	\$ 1,224,533	21.0%
Parks	\$ 15,100	\$ 665,000	\$ 35,900	5.4%
Legal	\$ 57,427	\$ 407,000	\$ 69,122	17.0%
Community Services	\$ 16,059	\$ 49,177	\$ 3,825	7.8%
General Government	\$ 486,546	\$ 1,721,847	\$ 412,314	23.9%
Total	\$ 2,342,994	\$ 11,162,943	\$ 2,178,929	19.5%

Expenditures are 20% of total annual budget, within expectations

The Elected Departments are at 30% of budget. Expenditures include voter registration costs which already been paid.

The Administration Department is at 35% of the budget due to staffing changes and the cost of professional service contracts. This budget is anticipated to need an amendment mid-year for recruitment.

Planning departments is significantly under budget due to delayed spending of economic development funds and open staffing positions.

Law Enforcement is approximately 21% of budget. Salaries are below expectations due to open positions.

The Parks Department is at 5% of budget as some major improvement projects have not yet occurred.

Community Service includes the Arts Commission payments for Music on the Lake and the Movie in the Park; Aquafest contribution, as well as Library and Community Center projects that have not yet been paid.

The remaining departments had no significant differences from budget expectations.

Street Fund - Summary

Description	1st Qtr 2015	2016 Amended Budget	1st Qtr 2016	Percent +/- of 2016 Budget
Beginning Fund Balance	\$ 3,579,784	\$ 3,811,559	\$ 3,811,559	100.0%
Revenues	\$ 306,590	\$ 2,288,213	\$ 318,626	13.9%
Expenditures	\$ 367,537	\$ 3,502,527	\$ 861,052	24.6%
Ending Fund Balance	\$ 3,518,837	\$ 2,597,245	\$ 3,269,133	125.9%

Total revenues are approximately 14% of budget, the same as the prior year.

Total expenditures are approximately 25% of budget, versus 17% in the prior year.

Street Fund - Revenues

Revenue Category	1st Qtr 2015	2016 Amended Budget	1st Qtr 2016	Percent +/- of 2016 Budget
Taxes	\$ 155,294	\$ 1,601,113	\$ 154,344	9.6%
License & Permits	\$ 7,800	\$ 20,000	\$ 4,640	23.2%
Grants & State Remits	\$ 141,738	\$ 652,600	\$ 153,818	23.6%
Charges for Service	\$ -	\$ 1,500	\$ -	0.0%
Miscellaneous	\$ 1,725	\$ 8,000	\$ 5,824	72.8%
Other Financing	\$ 34	\$ 5,000	\$ -	0.0%
Total	\$ 306,591	\$ 2,288,213	\$ 318,626	13.9%

Total Receipts are at 14% of budget.

Taxes are 10% of budget due to the timing of property tax receipts. (April/October)

License & Permits include Right of Way permits which are currently at 23% of budget.

Grant & State Remits are approximately 25% of budget. This revenue source includes the fuel tax receipts which are on target.

Miscellaneous and Other Financing revenues include ROW assessments and insurance recovery funds received for street related incidents which are unpredictable.

Street Fund - Expenditures

Expenditure Category	1st Qtr 2015	2016 Amended Budget	1st Qtr 2016	Percent +/- of 2016 Budget
Salaries & Benefits	\$ 226,482	\$ 957,452	\$ 196,135	20.5%
Supplies	\$ 7,887	\$ 161,400	\$ 19,596	12.1%
Services	\$ 92,684	\$ 888,327	\$ 50,923	5.7%
Other Gov't Payments/Debt	\$ 6,608	\$ 9,983	\$ 6,608	66.2%
Capital Projects	\$ -	\$ 796,500	\$ 43,540	5.5%
Interfund Transfers	\$ 33,875	\$ 688,865	\$ 544,250	79.0%
Total	\$ 367,536	\$ 3,502,527	\$ 861,052	24.6%

Total Expenditures are approximately 25% of budget.

Salaries & Benefits are slightly below budget expectations due to allocations amounts of open management positions.

Supplies are 12% of budget. This expenditure includes supplies for office, traffic control, snow & ice, and sidewalk repair supplies. Many of these items will be needed later in the year.

Service Charges are 6% of budget. These expenditures include items such as street sweeping, traffic studies, utilities, insurance, travel, and repairs & maintenance services. Overlays are the largest portion of this category which will be utilized later in the year.

Government payments include storm drainage fees and debt service for the Public Works Trust Fund emergency loan for the Catherine Creek Bridge repair in 2010.

Capital includes the Grade Road Stabilization project, Callow Road Embankment, and capital purchases.

Surface/Storm Water Fund - Summary

Description	1st Qtr 2015	2016 Amended Budget	1st Qtr 2016	Percent +/- of 2016 Budget
Beginning Fund Balance	\$ 1,569,469	\$ 1,796,590	\$ 1,796,590	100.0%
Revenues	\$ 114,903	\$ 1,512,896	\$ 104,873	6.9%
Expenditures	\$ 385,153	\$ 1,518,617	\$ 252,546	16.6%
Ending Fund Balance	\$ 1,299,219	\$ 1,790,869	\$ 1,648,917	92.1%

Total revenues are approximately 7% of budget, the same as prior year.

Total expenditures are approximately 17% of budget, versus 26% in the prior year.

Surface/Storm Water Fund Revenues

Revenue Category	1st Qtr 2015	2016 Amended Budget	1st Qtr 2016	Percent +/- of 2016 Budget
State Grants	\$ 32,473	\$ 25,000	\$ -	0.0%
Charges for Services	\$ 76,902	\$ 1,486,396	\$ 103,200	6.9%
Miscellaneous	\$ 5,528	\$ 1,500	\$ 1,673	111.5%
Total	\$ 114,903	\$ 1,512,896	\$ 104,873	6.9%

Total Receipts are at 7% of budget.

Grant revenues are current at zero. These grants are budgeted at the full amount and are expended and reimbursed throughout the year.

Charges for Services includes Surface water management charges which are at 7% of the budget.

These charges are billed on the property tax statements. As such, the majority is received in May and November.

Miscellaneous revenues include investment interest which is exceeding prior expectations.

Prior month earning rate within the Local Government Investment Pool (LGIP) was approximately 0.04%

Surface/Storm Water Fund Expenditures

Expenditure Category	1st Qtr 2015	2016 Amended Budget	1st Qtr 2016	Percent +/- of 2016 Budget
Salaries & Benefits	\$ 182,922	\$ 838,210	\$ 162,903	19.4%
Supplies	\$ 6,005	\$ 53,150	\$ 11,083	20.9%
Services	\$ 159,589	\$ 302,762	\$ 15,219	5.0%
Grants	\$ 1,352	\$ 25,000	\$ -	0.0%
Other Gov't Payments	\$ 7,766	\$ 70,000	\$ 16,911	24.2%
Debt Service	\$ -	\$ 10,700	\$ -	0.0%
Capital	\$ -	\$ 48,000	\$ -	0.0%
Operating Transfers	\$ 27,519	\$ 170,795	\$ 46,430	27.2%
Total	\$ 385,153	\$ 1,518,617	\$ 252,546	16.6%

Total Expenditures are 17% of budget.

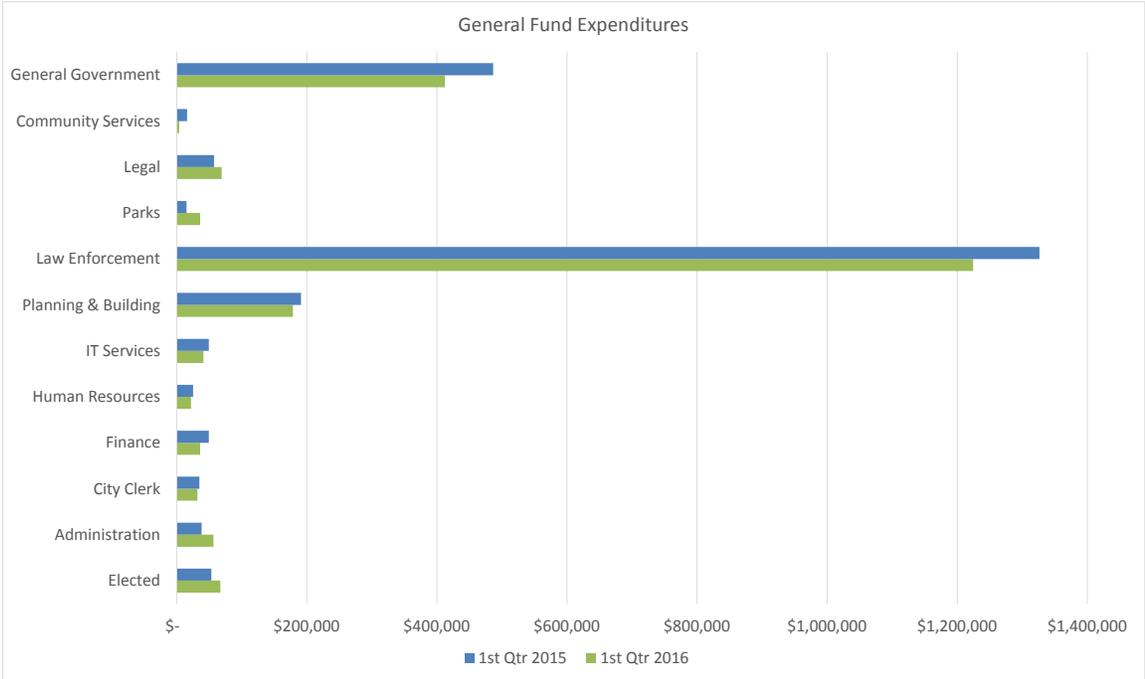
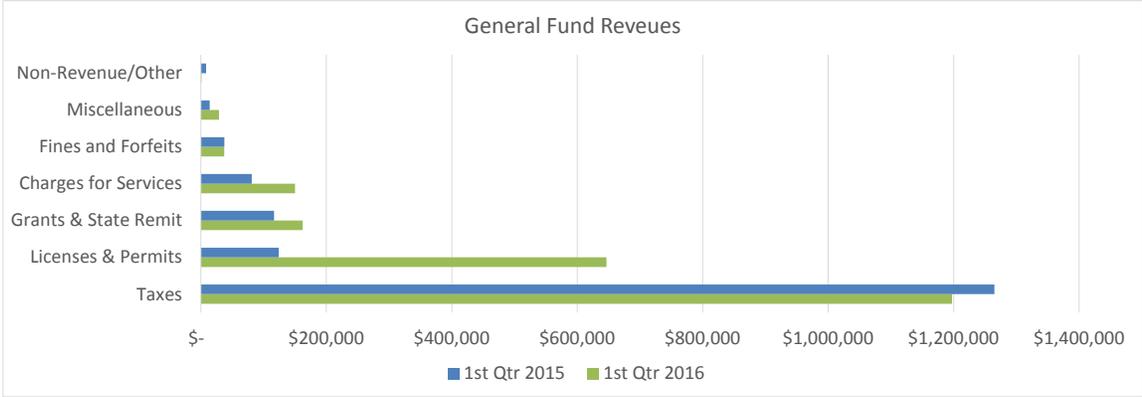
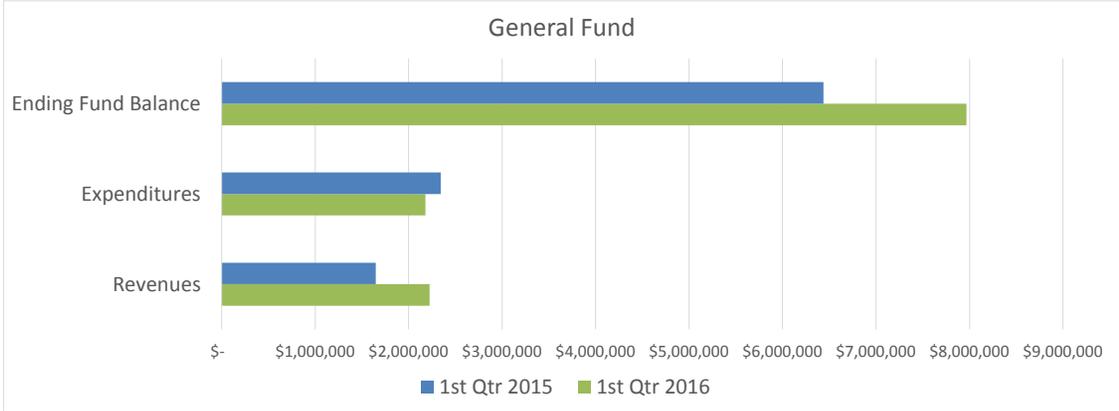
Salaries & Benefits are slightly below budget expectations due to allocations amounts of open management positions.

Service expenditures are currently 5% of budget as the lake phosphorus and milfoil treatments will occur during 2nd quarter.

Other Governmental includes payment for SW billing to Snohomish County and the DOE annual permits.

Debt Service payment is for the Lundeen Parkway Creek Restoration project.

Capital includes two detention pond fence projects that will be paid for during 2nd quarter.



4/11/2016		2016 - 1st Quarter - All Funds						
No.	Fund Name	2016 Beginning Cash Balance	2016 Budgeted Revenues	1st Quarter ACTUAL REVENUES	2016 Budgeted Expenditures	1st Quarter ACTUAL EXPENDITURES	2016 Budgeted Ending Cash Balance	1st Quarter ENDING CASH/INVEST BALANCE
001	General Fund	\$7,922,111	\$10,101,302	\$2,223,544	\$11,170,943	\$2,178,927	\$6,852,470	\$7,966,727
002	Reserve Fund	\$3,407,014	\$803,100	\$196,266	\$8,050	\$0	\$4,202,064	\$3,603,279
101	Street	\$3,811,559	\$2,288,213	\$318,626	\$3,422,527	\$861,052	\$2,677,245	\$3,269,133
103	Street Reserve	\$1,526	\$2	\$2	\$0	\$0	\$1,528	\$1,528
111	Drug Seizure & Forfeiture Fund	\$35,752	\$10,050	\$35	\$1,000	\$922	\$44,802	\$34,865
112	Municipal Arts Fund	\$11,349	\$50	\$11	\$11,399	\$0	\$0	\$11,361
210	2008 Bonds	\$0	\$353,268	\$150	\$353,268	\$150	\$0	\$0
212	2010 LTGO Bonds	\$0	\$74,166	\$0	\$74,166	\$0	\$0	\$0
213	LTGO Bond 2015	\$0	\$97,600	\$0	\$97,600	\$0	\$0	\$0
301	Cap. Proj.-Dev. Contrib.	\$4,427,606	\$1,052,152	\$630,980	\$1,846,600	\$54,254	\$3,633,158	\$5,004,332
303	Cap. Imp.-REET	\$867,537	\$726,500	\$102,837	\$340,842	\$22,768	\$1,253,195	\$947,606
304	Cap. Improvements	\$2,621,153	\$727,000	\$104,338	\$1,027,164	\$0	\$2,320,989	\$2,725,491
309	Sidewalk Capital Project	\$417,434	\$1,479,326	\$533,777	\$974,834	\$15,907	\$921,926	\$935,305
401	Sewer	\$274,820	\$1,391,226	\$19,031	\$1,393,954	\$12,948	\$272,092	\$280,904
410	Storm and Surface Water	\$1,796,590	\$1,512,896	\$104,873	\$1,518,617	\$252,546	\$1,790,869	\$1,648,917
501	Unemployment	\$101,482	\$200	\$103	\$30,000	\$0	\$71,682	\$101,585
510	Equipment Fund	\$234,960	\$272,317	\$37,755	\$261,565	\$9,425	\$245,712	\$263,291
520	Equipment Fund-Police	\$324,149	\$152,317	\$49,262	\$188,000	\$102,295	\$288,466	\$271,115
530	Equipment Fund-PW	\$222,344	\$336,180	\$75,256	\$299,392	\$55,676	\$259,132	\$241,923
540	Aerator Equipment Replacement	\$119,332	\$10,175	\$10,130	\$0	\$0	\$129,507	\$129,462
621	Refundable Deposits	\$20,073	\$51,000	\$1,956	\$71,073	\$0	\$0	\$22,029
633	Treasurer's Trust	\$7,630	\$200,000	\$46,633	\$207,630	\$28,835	\$0	\$25,429
	Total All Funds	\$26,624,423	\$21,639,040	\$4,455,565	\$23,298,624	\$3,595,704	\$24,964,839	\$27,484,284

2016 - 1st Quarter Financial Detail

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 Period 01 - 03

Description	2014 - 1st Quarter	2015 - 1st Quarter	2016 Current Budget	Current Actuals - 1st Quarter
General				
Cash	\$ 5,878,388	\$ 6,589,172	\$ 7,922,111	\$ 8,029,461
Real & Personal Property Tax	\$ (163,789)	\$ (114,279)	\$ (3,114,290)	\$ (81,229)
Local Retail Sales-Use Tax	\$ (565,327)	\$ (594,470)	\$ (2,591,431)	\$ (643,365)
Criminal Justice Sales-Use Tax	\$ (111,330)	\$ (115,716)	\$ (492,373)	\$ (123,398)
Other Govt Utility - Electric	\$ (118,999)	\$ (110,852)	\$ (390,000)	\$ (122,754)
Private Utility - Gas	\$ (83,103)	\$ (77,207)	\$ (313,200)	\$ (80,217)
Private Utility - Telephone	\$ (134,342)	\$ (157,373)	\$ (621,374)	\$ (140,934)
Franchise Fees	\$ -	\$ -	\$ -	\$ -
Gambling Tx - Punch-Pull Tabs	\$ (2,039)	\$ (3,944)	\$ (14,000)	\$ (4,560)
Gambling Tx - Bingo & Raffles	\$ -	\$ -	\$ -	\$ -
Gambling Tx - Amuse Games	\$ (1,703)	\$ (25)	\$ (100)	\$ (33)
Leasehold Excise Tax	\$ (1,638)	\$ (1,818)	\$ (5,500)	\$ (1,031)
Bus. Lic - Health	\$ -	\$ -	\$ -	\$ -
Bus. Lic - Police & Protective	\$ -	\$ -	\$ -	\$ -
Bus. Lic - Prof & Occupations	\$ -	\$ -	\$ -	\$ -
Bus. Lic - Amusements	\$ -	\$ -	\$ -	\$ (80)
Franchise Fee - Cable	\$ (87,539)	\$ (89,372)	\$ (370,000)	\$ (96,437)
Bus. Lic - Other	\$ (13,315)	\$ (13,794)	\$ (45,000)	\$ (14,710)
Building Permits	\$ (144,074)	\$ (106,557)	\$ (761,910)	\$ (531,637)
Animal Licenses	\$ (852)	\$ (528)	\$ (1,500)	\$ (228)
Weapon License Permit - Local	\$ (2,566)	\$ (1,828)	\$ (7,500)	\$ (3,448)
Other Non-Bus. Event Permits	\$ (225)	\$ (1,350)	\$ (3,000)	\$ (75)
DOJ Fed Dir 16.607 BPV Grant	\$ -	\$ (912)	\$ (3,900)	\$ -
Equitable Sharing - Fed Seize	\$ -	\$ (3,905)	\$ -	\$ -
DOJ Fed Ind 16.554 NCHIP	\$ -	\$ -	\$ -	\$ -
DOT Fed Ind 20.600 Hwy Safety	\$ -	\$ -	\$ (980)	\$ -
DOT Fed Ind 20.601 X52 DUI	\$ -	\$ -	\$ -	\$ -
DOT Fed Ind 20.602 Occ Prot	\$ -	\$ -	\$ -	\$ -
DOT Fed Ind 20.609 X52 Speed	\$ -	\$ -	\$ -	\$ -
Equitable Sharing - Fed Seize	\$ -	\$ -	\$ -	\$ -
DHS Fed Ind 97.012 Boat Safety	\$ -	\$ -	\$ (12,836)	\$ -
DHS Fed Ind 97.012 MPOC	\$ -	\$ -	\$ -	\$ -
DHS Fed Ind 97.036 FEMA	\$ -	\$ -	\$ -	\$ (26,144)
WA Parks-Rec - Boating Safety	\$ -	\$ -	\$ -	\$ -
WA TSC - Police	\$ -	\$ -	\$ -	\$ -
L&I Stay at Work Program	\$ (8,179)	\$ -	\$ -	\$ -
PUD Privilege Tax	\$ -	\$ -	\$ (110,000)	\$ -
Vessel Registration Fees	\$ (11,393)	\$ -	\$ (11,300)	\$ -
City-County Assistance	\$ (19,147)	\$ (23,234)	\$ (86,000)	\$ (25,079)
Crim Jus - High Crime	\$ -	\$ -	\$ -	\$ -
Crim Jus - Violent Crimes-Pop	\$ (1,803)	\$ (1,904)	\$ (8,400)	\$ (2,012)
Crim Jus - Special Programs	\$ (6,671)	\$ (6,996)	\$ (29,000)	\$ (7,356)
Marijuana Enforcement	\$ -	\$ -	\$ (16,418)	\$ (4,105)

2016 - 1st Quarter Financial Detail

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Period 01 - 03

Description	2014 - 1st Quarter	2015 - 1st Quarter	2016 Current Budget	Current Actuals - 1st Quarter
DUI & Other Crim Jus Assist	\$ (1,344)	\$ (1,282)	\$ (5,200)	\$ (1,176)
Liquor-Beer Excise Tax	\$ (19,194)	\$ (14,510)	\$ (130,000)	\$ (31,682)
Liquor Control Board Profits	\$ (64,387)	\$ (63,917)	\$ (254,067)	\$ (64,547)
Housing Authority Pay In Lieu	\$ -	\$ (135)	\$ (135)	\$ (135)
Accting Srv - ILA Lobbying	\$ (4,160)	\$ -	\$ -	\$ -
Sales of Maps-Publications	\$ -	\$ (6)	\$ (10)	\$ (36)
Duplicating Srv	\$ (241)	\$ (268)	\$ (1,100)	\$ (124)
Duplicating Srv - PRR	\$ (2)	\$ (67)	\$ (200)	\$ (155)
Duplicating Srv - Laminate	\$ (420)	\$ (343)	\$ (1,500)	\$ (592)
Election Candidate Filing Fee	\$ -	\$ -	\$ -	\$ -
Passports	\$ (17,150)	\$ (18,900)	\$ (60,000)	\$ (21,675)
Passport Photos	\$ (5,410)	\$ (6,036)	\$ (15,000)	\$ (7,632)
LE Services	\$ -	\$ -	\$ (300)	\$ -
LE Services - Extra Duty	\$ -	\$ (1,152)	\$ (3,500)	\$ (4,963)
LE Services - SRO	\$ (13,633)	\$ (41,719)	\$ (144,325)	\$ (14,572)
LE - Fingerprinting	\$ (1,525)	\$ (1,620)	\$ (5,000)	\$ (250)
Protective Inspections - Fire	\$ (95)	\$ (412)	\$ (1,500)	\$ (1,559)
Information Srv- ILA	\$ -	\$ (216)	\$ (83,000)	\$ -
Zoning and Subdivision Fees	\$ (31,400)	\$ (10,305)	\$ (150,000)	\$ (98,519)
Zoning&Subdiv-Pymnt In-Lieu	\$ -	\$ -	\$ -	\$ -
Planning - Developer Reimburse	\$ (728)	\$ -	\$ -	\$ -
Reimb - Sno Isle Library	\$ -	\$ -	\$ (5,000)	\$ -
Boating Safety Class	\$ -	\$ -	\$ -	\$ -
Mandatory Insurance-Admin Fee	\$ -	\$ -	\$ (100)	\$ (25)
District Court	\$ (40,799)	\$ (34,836)	\$ (150,000)	\$ (34,478)
Violations Bureau - Local	\$ (1,608)	\$ (2,554)	\$ (7,000)	\$ (2,762)
Animal Impound Fees	\$ (477)	\$ -	\$ -	\$ -
Investment Interest	\$ (1,480)	\$ (2,227)	\$ (6,000)	\$ (7,742)
Real & Personal Prop Tax Int	\$ 291	\$ (9)	\$ (200)	\$ (5)
Sales & Use Tax Interest	\$ (68)	\$ (214)	\$ (500)	\$ (264)
Leasehold Excise Tax Interest	\$ (0)	\$ (0)	\$ -	\$ (0)
Special Events - Rental Reimb	\$ -	\$ -	\$ (1,500)	\$ (150)
Boat Launch Parking Fees	\$ (611)	\$ (356)	\$ (6,200)	\$ (320)
Boat Launch Closure Fees	\$ -	\$ -	\$ -	\$ -
Facilities Rental - Short Term	\$ (2,043)	\$ (2,969)	\$ (8,000)	\$ (2,991)
Lease LT - Lundeen House	\$ -	\$ -	\$ -	\$ -
Lease LT City Shop	\$ (6,115)	\$ (6,115)	\$ (26,143)	\$ (6,115)
Lease (LT) WWTP Property	\$ (10)	\$ (10)	\$ (10)	\$ (10)
Chamber Office - Other Charges	\$ (150)	\$ -	\$ (600)	\$ -
Arts Commission Donation	\$ -	\$ -	\$ -	\$ -
Arts-Sidewalk Chalk	\$ -	\$ -	\$ -	\$ -
Donation-Police Dept	\$ (8,688)	\$ (500)	\$ (10,000)	\$ (10,000)
Private Grants - HR	\$ -	\$ (50)	\$ (200)	\$ -
Sale of Scrap & Junk Property	\$ -	\$ (221)	\$ -	\$ -

2016 - 1st Quarter Financial Detail

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Description	2014 - 1st Quarter	2015 - 1st Quarter	2016 Current Budget	Current Actuals - 1st Quarter
Unclaimed Money & Property	\$ -	\$ (5)	\$ -	\$ -
Sale of Confiscated & Forfeite	\$ (1,665)	\$ (222)	\$ (1,800)	\$ -
Misc Rev. Judgment-Settlement	\$ (1,563)	\$ (162)	\$ (2,500)	\$ (139)
Employee Reimb Contrib- Guns	\$ -	\$ -	\$ -	\$ -
Cash Adjustments	\$ -	\$ -	\$ -	\$ 100
Miscellaneous Revenue -Other	\$ (303)	\$ (973)	\$ (1,200)	\$ (1,212)
Misc - Minor GL Corrections	\$ -	\$ -	\$ -	\$ -
Refundable Customer Deposits	\$ (40)	\$ 200	\$ (200)	\$ (60)
Seizure -State Remit Portion	\$ (185)	\$ (25)	\$ (200)	\$ -
Refunds or Overpayments	\$ -	\$ -	\$ (100)	\$ (518)
Sale of Capital - Pk Property	\$ -	\$ -	\$ -	\$ -
Insurance Recoveries - Capital	\$ -	\$ (1,081)	\$ -	\$ (405)
Interfund Transfer In	\$ -	\$ -	\$ -	\$ -
Insurance Recoveries - Non Cap	\$ -	\$ (7,413)	\$ (9,000)	\$ -
Revenue Total	\$ 1,703,240	\$ 1,646,694	\$ 10,101,302	\$ 2,223,544
Legislative - Salaries	\$ 5,000	\$ 9,550	\$ 76,800	\$ 10,900
Legislative - Social Security	\$ 383	\$ 731	\$ 5,375	\$ 640
Legislative - Workmans Compen	\$ 14	\$ 23	\$ 500	\$ 42
Legislative - Operating Costs	\$ -	\$ 12	\$ 300	\$ 190
Legislative - Travel & Mtgs	\$ 956	\$ 2,249	\$ 43,800	\$ 7,027
Legislative - Rentals	\$ -	\$ 158	\$ 1,000	\$ 83
Legislative - Prof. Developmen	\$ 50	\$ -	\$ 14,275	\$ 3,098
Legislative-C.C.Retreat	\$ -	\$ -	\$ 5,000	\$ 2,517
Legislative- Elections Cost	\$ -	\$ -	\$ -	\$ -
Legislative-Voter Reg Fees	\$ -	\$ -	\$ -	\$ 36,184
Executive - Salaries	\$ 2,400	\$ 4,400	\$ 24,000	\$ 4,000
Executive - Social Security	\$ 184	\$ 337	\$ 1,993	\$ 500
Executive - Workmans Comp	\$ 4	\$ 27	\$ 103	\$ 17
Executive - Supplies	\$ -	\$ 36	\$ 100	\$ 123
Executive - Communication	\$ 219	\$ 165	\$ 1,050	\$ 142
Executive - Travel & Mtgs	\$ 193	\$ 535	\$ 1,000	\$ 1,355
Executive - Miscellaneous	\$ -	\$ -	\$ 100	\$ (100)
Executive - Prof. Development	\$ -	\$ -	\$ 600	\$ 367
Executive - Board Appreciation	\$ -	\$ -	\$ 200	\$ -
Legislative - Election Costs	\$ 6,803	\$ -	\$ 10,000	\$ -
Legislative - Voter Reg Fees	\$ 32,352	\$ 35,055	\$ 40,000	\$ -
Legislative & Executive	\$ 48,556	\$ 53,276	\$ 226,196	\$ 67,085
AD-Salaries	\$ 18,923	\$ 28,405	\$ 118,897	\$ 18,493
AD-Benefits	\$ 3,711	\$ 4,191	\$ 18,417	\$ 6,078
AD-Social Security	\$ 1,433	\$ 2,153	\$ 9,609	\$ 1,415
AD-Retirement	\$ 1,705	\$ 2,555	\$ 11,611	\$ -
AD-Workmans Compensation	\$ 29	\$ 36	\$ 400	\$ -
AD-Office Supply	\$ -	\$ 66	\$ 150	\$ 6

2016 - 1st Quarter Financial Detail

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Description	2014 - 1st Quarter	2015 - 1st Quarter	2016 Current Budget	Current Actuals - 1st Quarter
AD-Professional Services	\$ -	\$ -	\$ -	\$ 29,355
AD-Communications	\$ 201	\$ 212	\$ 1,250	\$ 298
AD-Travel & Meetings	\$ 369	\$ 483	\$ 1,000	\$ 753
AD-Repair & Maintenance	\$ -	\$ -	\$ -	\$ -
AD-Staff Development	\$ -	\$ -	\$ 600	\$ -
AD-Miscellaneous	\$ 142	\$ 100	\$ 250	\$ -
Administration	\$ 26,512	\$ 38,201	\$ 162,184	\$ 56,397
CC-Salaries	\$ 13,287	\$ 25,037	\$ 114,690	\$ 21,747
CC-Overtime	\$ -	\$ 280	\$ 2,060	\$ 820
CC-Benefits	\$ 3,433	\$ 4,345	\$ 19,037	\$ 3,084
CC-Social Security	\$ 1,016	\$ 2,153	\$ 9,932	\$ 1,964
CC-Retirement	\$ 872	\$ 2,321	\$ 12,002	\$ 2,523
CC-Workmans Compensation	\$ 40	\$ 94	\$ 414	\$ 83
CC-Office Supply	\$ 351	\$ 248	\$ 1,550	\$ 427
CC-Professional Services	\$ 6,581	\$ 360	\$ 7,000	\$ 736
CC-Communications	\$ 133	\$ 101	\$ 500	\$ 238
CC-Travel & Meetings	\$ -	\$ 22	\$ 984	\$ 22
CC-Repair & Maintenance	\$ -	\$ -	\$ -	\$ -
CC-Miscellaneous	\$ -	\$ -	\$ 200	\$ 25
CC-Misc CC Fees DOL	\$ -	\$ -	\$ -	\$ -
CC-Staff Development	\$ -	\$ -	\$ 900	\$ 175
City Clerk	\$ 25,714	\$ 34,960	\$ 169,269	\$ 31,844
FI-Salaries	\$ 23,773	\$ 29,346	\$ 119,231	\$ 25,093
FI-Overtime	\$ -	\$ -	\$ -	\$ -
FI-Benefits	\$ 3,180	\$ 4,451	\$ 18,854	\$ 3,134
FI-Social Security	\$ 1,809	\$ 2,237	\$ 9,837	\$ 1,909
FI-Retirement	\$ 2,190	\$ 2,708	\$ 11,886	\$ 2,805
FI-Workmans Comp	\$ 57	\$ 78	\$ 410	\$ 64
FI-Office Supplies	\$ 305	\$ 215	\$ 2,700	\$ 346
FI-Professional Service	\$ -	\$ -	\$ 35,000	\$ 1,974
FI-Advertising	\$ -	\$ 45	\$ 200	\$ 33
FI-Communications	\$ 67	\$ 94	\$ 400	\$ 86
FI-Travel & Meetings	\$ 36	\$ 171	\$ 1,575	\$ 48
FI-Insurance	\$ 127	\$ 122	\$ 130	\$ 116
FI-Software Maint	\$ 29,614	\$ 9,553	\$ 10,000	\$ -
FI-Miscellaneous	\$ 100	\$ 75	\$ 300	\$ 75
FI-Staff Development	\$ -	\$ 125	\$ 1,325	\$ 60
FI-Banking Services	\$ 243	\$ 197	\$ 1,000	\$ 351
FI- Capital Outlay	\$ -	\$ -	\$ -	\$ -
Finance	\$ 61,500	\$ 49,417	\$ 212,848	\$ 36,094
HR-Safety Program	\$ 203	\$ 267	\$ 1,250	\$ 226
HR-Wellness Program	\$ -	\$ -	\$ 1,000	\$ -
HR-Salaries	\$ 14,696	\$ 19,153	\$ 78,145	\$ 16,280
HR-Benefits	\$ 1,959	\$ 2,025	\$ 10,250	\$ 1,439

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Description	2014 - 1st Quarter	2015 - 1st Quarter	2016 Current Budget	Current Actuals - 1st Quarter
HR-Soc Security	\$ 1,115	\$ 1,454	\$ 5,824	\$ 1,236
HR-Retirement	\$ 1,354	\$ 1,764	\$ 6,756	\$ 1,820
HR-Workmans Compensation	\$ 41	\$ 45	\$ 466	\$ 38
HR-Office Supplies	\$ 104	\$ -	\$ 350	\$ 69
HR-Operating Cost	\$ 39	\$ -	\$ 150	\$ -
HR-Professional Services	\$ 12	\$ 37	\$ 5,720	\$ 184
HR-Communications	\$ 138	\$ 152	\$ 871	\$ 148
HR-Travel & Meetings	\$ -	\$ -	\$ 400	\$ 10
HR-Miscellaneous	\$ 61	\$ 67	\$ 600	\$ 257
HR - Staff Development	\$ 270	\$ 270	\$ 425	\$ 320
HR-Civil - Office Supply	\$ -	\$ -	\$ 250	\$ -
HR-Civil - Professional Srv	\$ -	\$ -	\$ 2,125	\$ -
Human Resources	\$ 19,991	\$ 25,234	\$ 114,582	\$ 22,028
IT-Salaries	\$ 28,759	\$ 33,781	\$ 165,768	\$ 28,844
IT-Overtime	\$ -	\$ 560	\$ 1,500	\$ -
IT-Benefits	\$ 8,749	\$ 8,754	\$ 36,809	\$ 6,106
IT-Soc Security	\$ 2,166	\$ 2,587	\$ 18,404	\$ 2,172
IT-Retirement	\$ 2,649	\$ 3,163	\$ 16,932	\$ 3,225
IT-Workmans Compensation	\$ 82	\$ 89	\$ 1,472	\$ 73
IT-Office Supplies	\$ 10	\$ -	\$ 500	\$ -
IT-Fuel	\$ -	\$ -	\$ 200	\$ -
IT-Professional Services	\$ -	\$ -	\$ 20,000	\$ -
IT-Communications	\$ 301	\$ 383	\$ 1,987	\$ 517
IT-Travel & Meetings	\$ -	\$ -	\$ 900	\$ 11
IT-Repair & Maintenance	\$ -	\$ -	\$ 500	\$ -
IT-Miscellaneous	\$ -	\$ -	\$ 75	\$ 75
IT-Staff Development	\$ -	\$ -	\$ 250	\$ -
Information Technology	\$ 42,716	\$ 49,317	\$ 265,297	\$ 41,023
Pension and Other Benefits	\$ -	\$ -	\$ -	\$ -
PL-Salaries	\$ 47,085	\$ 69,843	\$ 483,981	\$ 70,800
PL-Overtime	\$ -	\$ 87	\$ 500	\$ 42
PL-Benefits	\$ 15,907	\$ 13,095	\$ 133,978	\$ 11,853
PL-Social Security	\$ 4,051	\$ 6,339	\$ 29,234	\$ 6,544
PL-Retirement	\$ 4,337	\$ 7,600	\$ 29,234	\$ 9,491
PL-Workmans Comp	\$ 137	\$ 263	\$ 2,923	\$ 270
PL-Office Supplies	\$ 220	\$ 289	\$ 9,250	\$ 232
PL-Operating Costs	\$ 561	\$ 369	\$ 11,500	\$ 318
PL-Fuel	\$ -	\$ -	\$ -	\$ 25
PL-Small Tools	\$ -	\$ -	\$ 1,200	\$ -
PL-Professional Serv	\$ 58	\$ 283	\$ 25,430	\$ 10,437
PL-CA-Developer Reimb	\$ 1,647	\$ 5,176	\$ 10,000	\$ -
PL-Software Maint.	\$ -	\$ 652	\$ 7,250	\$ 652
PL-Advertising	\$ 624	\$ 2,887	\$ 8,500	\$ 1,956
PL-Communication	\$ 547	\$ 652	\$ 4,234	\$ 739

2016 - 1st Quarter Financial Detail

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Description	2014 - 1st Quarter	2015 - 1st Quarter	2016 Current Budget	Current Actuals - 1st Quarter
PL-Travel & Mtgs	\$ 367	\$ 162	\$ 2,240	\$ 54
PL-Repairs & Maint.	\$ 51	\$ 166	\$ 1,400	\$ 83
PL-Miscellaneous	\$ -	\$ 10	\$ 300	\$ 50
PL-Staff Development	\$ -	\$ (125)	\$ 3,500	\$ 1,125
PL-Printing and Bindin	\$ 29	\$ -	\$ 1,000	\$ 22
PL-UGA-RUTA	\$ -	\$ -	\$ -	\$ -
PL-Prof Serv-Hearing E	\$ -	\$ -	\$ 7,500	\$ -
PL-GIS Mapping	\$ -	\$ -	\$ -	\$ -
PL-Commision - Travel & Mtgs	\$ -	\$ -	\$ -	\$ -
PL-Commission - Misc	\$ -	\$ -	\$ 100	\$ -
PL-Economic Devel	\$ 6,324	\$ -	\$ 228,500	\$ 124
PB-Salaries	\$ 27,013	\$ 58,092	\$ 232,680	\$ 23,518
PB-Overtime	\$ -	\$ -	\$ 100	\$ -
PB-Benefits	\$ 7,703	\$ 13,626	\$ 51,085	\$ 4,703
PB-Social Security	\$ 1,805	\$ 3,812	\$ 23,000	\$ 1,149
PB-Retirement	\$ 2,488	\$ 4,674	\$ 23,499	\$ 1,707
PB-Workmans Comp	\$ 368	\$ 830	\$ 4,586	\$ 335
PB-Office Supplies	\$ 124	\$ 241	\$ 1,700	\$ 287
PB-Operating Cost	\$ 285	\$ 305	\$ 1,000	\$ 288
PB - Clothing	\$ -	\$ -	\$ -	\$ -
PB-Fuel	\$ 132	\$ 368	\$ 1,800	\$ 23
PB-Professional Srv	\$ 126	\$ 776	\$ 2,500	\$ 30,233
PB-Advertising	\$ 392	\$ -	\$ 500	\$ 675
PB-Communication	\$ 26	\$ 250	\$ 1,200	\$ 218
PB-Travel & Mtgs	\$ -	\$ -	\$ 800	\$ -
PB-Repair & Maintenance	\$ -	\$ 166	\$ 1,200	\$ 83
PB-Miscellaneous	\$ 95	\$ 95	\$ 300	\$ 95
PB-Staff Development	\$ -	\$ -	\$ 1,300	\$ 635
PL-Capital Outlay	\$ -	\$ -	\$ -	\$ -
PB-Capital Outlay	\$ -	\$ -	\$ -	\$ -
Planning & Community Develop	\$ 122,499	\$ 190,984	\$ 1,349,004	\$ 178,764
LE-Salaries	\$ 498,098	\$ 585,086	\$ 2,746,926	\$ 508,401
LE-Salaries Extra Duty	\$ -	\$ -	\$ -	\$ -
LE-Holiday Cashout	\$ -	\$ -	\$ -	\$ -
LE-Overtime	\$ -	\$ 58,757	\$ 254,840	\$ 62,472
LE - Extra Duty Salary	\$ -	\$ -	\$ -	\$ -
LE-Salaries Extra Duty	\$ -	\$ -	\$ 10,000	\$ 234
LE-Holiday Cashout	\$ -	\$ -	\$ 66,000	\$ 366
LE-Benefits	\$ 128,405	\$ 157,412	\$ 704,669	\$ 107,073
LE-Social Security	\$ 36,350	\$ 46,793	\$ 207,027	\$ 43,276
LE-Retirement	\$ 28,322	\$ 36,098	\$ 177,027	\$ 33,782
LE-Workmans Compensation	\$ 9,135	\$ 11,643	\$ 50,703	\$ 11,476
LE-Clothing	\$ 15,999	\$ 18,063	\$ 50,471	\$ 21,435
LE-Office Supplies	\$ 5,010	\$ 5,804	\$ 16,500	\$ 2,339

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Description	2014 - 1st Quarter	2015 - 1st Quarter	2016 Current Budget	Current Actuals - 1st Quarter
LE-Operating Costs	\$ 12,927	\$ 5,901	\$ 88,051	\$ 12,829
LE- Ops NW Computers	\$ -	\$ -	\$ 10,600	\$ 1,121
LE-Donation Exp Helmets	\$ -	\$ -	\$ 500	\$ -
LE - Donation Exp - Other	\$ -	\$ 4,824	\$ 12,500	\$ 1,337
LE-Fuel	\$ 5,969	\$ 8,716	\$ 83,769	\$ 4,670
LE-Professional Services	\$ 6,986	\$ 7,151	\$ 68,310	\$ 9,960
LE-Prof Serv-Lexipol	\$ 2,450	\$ 2,450	\$ 9,800	\$ 4,450
LE-Professional Srv-Legal	\$ 572	\$ 5,224	\$ 20,000	\$ -
LE-Advertising	\$ 87	\$ 406	\$ 1,500	\$ 865
LE-Communication	\$ 6,640	\$ 5,385	\$ 35,800	\$ 5,641
LE-Travel & Meetings	\$ 318	\$ 1,057	\$ 18,725	\$ 4,174
LE-Insurance	\$ 96,749	\$ 144,182	\$ 203,082	\$ 203,194
LE-Repair & Maintenance Equip	\$ 13,615	\$ 31,045	\$ 84,900	\$ 3,804
LE-Dues & Memberships	\$ 803	\$ 934	\$ 5,015	\$ 830
LE-Boating Salaries Local	\$ -	\$ -	\$ 20,432	\$ -
LE-Boating - Other Salaries	\$ -	\$ -	\$ 8,000	\$ -
LE- Boating Benefit Local	\$ -	\$ -	\$ 8,225	\$ -
LE-Boat Other Benefits	\$ -	\$ -	\$ 3,100	\$ -
LE-Boating Clothing	\$ -	\$ -	\$ 600	\$ -
LE-Boating Operating	\$ -	\$ 33	\$ 1,000	\$ 93
LE-Boating-Fuel	\$ -	\$ -	\$ 1,800	\$ -
LE-Boating-Travel	\$ -	\$ -	\$ 5,586	\$ 766
LE-Boating Repair & Maint	\$ -	\$ -	\$ 5,000	\$ -
LE- Investigation Ops Costs	\$ 319	\$ -	\$ 1,700	\$ 8
LE-Investigations Prof.Service	\$ -	\$ -	\$ 5,000	\$ -
LE-Crime Prevention Op Costs	\$ -	\$ -	\$ 1,650	\$ -
LE - Investigations Prof Srvs	\$ -	\$ -	\$ -	\$ -
LE-Drug Task Force	\$ -	\$ -	\$ 8,000	\$ -
LE-Staff Development	\$ 1,625	\$ 8,476	\$ 9,765	\$ 2,165
LE - Staff Development - Range	\$ -	\$ -	\$ -	\$ -
LE- Staff Development - BLEA	\$ -	\$ -	\$ 6,126	\$ -
LE-Boating-Training	\$ -	\$ -	\$ 1,490	\$ 10
LE-Utilities	\$ 1,089	\$ 2,914	\$ 16,000	\$ 2,461
LE -Repair & Maint Facilities	\$ -	\$ -	\$ 8,600	\$ 2,178
LE-Traffic Policing-Grants	\$ -	\$ -	\$ -	\$ -
LE - Evidence Room - Supplies	\$ -	\$ -	\$ 7,000	\$ -
LE - Evidence Impound	\$ -	\$ -	\$ 4,000	\$ 1,130
LE-Evidence Room-Alarm	\$ 360	\$ 451	\$ 2,000	\$ 348
LE-Jail	\$ 24,172	\$ 22,087	\$ 300,000	\$ 16,159
LE-Snopac Dispatch	\$ 148,725	\$ 151,567	\$ 392,150	\$ 143,374
LE-Environmental-Animal Contro	\$ -	\$ 2,015	\$ 15,000	\$ 990
LE-Domestic Violence	\$ -	\$ -	\$ -	\$ -
LE-Seizure-Forfeit-State Remit	\$ -	\$ -	\$ 200	\$ -
LE-Capital Equipment	\$ -	\$ -	\$ 53,400	\$ 9,122

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Description	2014 - 1st Quarter	2015 - 1st Quarter	2016 Current Budget	Current Actuals - 1st Quarter
LE-Transfers Out	\$ -	\$ 2,000	\$ 8,000	\$ 2,000
Law Enforcement	\$ 1,044,724	\$ 1,326,474	\$ 5,820,539	\$ 1,224,533
PK-Salaries	\$ 2,193	\$ 3,947	\$ 81,731	\$ 5,177
PK-Seasonal Salaries	\$ -	\$ -	\$ 33,200	\$ -
PK-Overtime	\$ -	\$ 369	\$ 3,900	\$ 139
PK-Benefits	\$ 728	\$ 1,124	\$ 25,434	\$ 783
PK-Seasonal Benefits	\$ -	\$ -	\$ 4,700	\$ -
PK-Social Security	\$ 165	\$ 267	\$ 3,495	\$ 321
PK-Retirement	\$ 202	\$ 306	\$ 3,495	\$ 417
PK-Workmans Compensation	\$ 27	\$ 36	\$ 349	\$ 102
PK- Clothing - Boot Allowance	\$ -	\$ 225	\$ 225	\$ -
PK-Operating Costs	\$ 4,206	\$ 1,459	\$ 13,550	\$ 2,593
PK-Ops-Clothing	\$ -	\$ -	\$ 2,360	\$ 1,377
PK-Eagle Ridge Pk-Ops	\$ -	\$ -	\$ 1,000	\$ -
PK-Lundeen-Op Costs	\$ 488	\$ -	\$ 232,959	\$ 72
PK-North Cove Park Ops	\$ -	\$ -	\$ 100	\$ -
PK-Swim Beach Ops	\$ -	\$ -	\$ -	\$ -
PK - Boat Launch Expensese	\$ 49	\$ -	\$ 400	\$ -
PK-Fuel Costs	\$ 53	\$ 101	\$ 500	\$ 21
PK-Professional Services	\$ 534	\$ 38	\$ 1,375	\$ 38
PK -Professional Tree Srv	\$ -	\$ -	\$ 78,500	\$ 17,536
PK-Communication	\$ 375	\$ 312	\$ 2,440	\$ 331
PK-Travel & Meetings	\$ -	\$ -	\$ 100	\$ 23
PK-Equipment Rental	\$ 454	\$ 422	\$ 3,000	\$ 435
PK-Insurance	\$ 3,174	\$ 3,144	\$ 3,905	\$ 4,212
PK-Utilities	\$ 1,807	\$ 2,195	\$ 11,500	\$ 2,445
PK-Storm Drainage	\$ -	\$ -	\$ 2,432	\$ -
PK-Repair & Maintenance	\$ 768	\$ 1,154	\$ 6,000	\$ (123)
PK-Lundeen-Repair & Maint	\$ 55	\$ -	\$ -	\$ -
PK-Miscellaneous	\$ -	\$ -	\$ 150	\$ -
PK-Staff Development	\$ -	\$ -	\$ 50	\$ -
PK-Park Board-Miscellaneous	\$ 12	\$ -	\$ 150	\$ -
PK-Capital Outlay	\$ -	\$ -	\$ 148,000	\$ -
Parks	\$ 15,289	\$ 15,100	\$ 665,000	\$ 35,900
LG-Professional Service	\$ 23,127	\$ 20,860	\$ 85,000	\$ 28,483
PG-Prosecutor Fees	\$ 17,160	\$ 17,847	\$ 147,000	\$ 21,139
LG-Travel & Meetings	\$ -	\$ -	\$ -	\$ -
LG-General Indigent Defense	\$ 14,565	\$ 18,720	\$ 175,000	\$ 19,500
Legal	\$ 54,852	\$ 57,427	\$ 407,000	\$ 69,122
CS-Visitor Center	\$ -	\$ -	\$ 800	\$ -
CS-Human Services	\$ -	\$ -	\$ -	\$ -
CS-Aging Services-Supplies	\$ 241	\$ -	\$ 250	\$ 232
CS-Aging Services-Utilities	\$ -	\$ -	\$ -	\$ -
CS-Aging Services R&M	\$ -	\$ 11,739	\$ -	\$ -

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Description	2014 - 1st Quarter	2015 - 1st Quarter	2016 Current Budget	Current Actuals - 1st Quarter
CS-Special Event-Equip Rent	\$ -	\$ -	\$ 1,500	\$ 150
CS-Library-Office & Operating	\$ 281	\$ 144	\$ 1,500	\$ 147
CS-Library-Professional Svc	\$ -	\$ -	\$ -	\$ -
CS-Library-Utilities	\$ 1,654	\$ 1,414	\$ 7,000	\$ 1,526
CS-Library Storm Drainage	\$ -	\$ -	\$ 563	\$ -
CS-Library-Repair & Maint.	\$ -	\$ 185	\$ 4,500	\$ -
CS-Arts Commission	\$ -	\$ -	\$ 5,074	\$ 43
CS-Community Activity-Aquafest	\$ -	\$ -	\$ 3,500	\$ -
CS-Historical-Communications	\$ 26	\$ 40	\$ 288	\$ 40
CS-Historical-Utilities	\$ 496	\$ 195	\$ 830	\$ 41
CS-Community Center-Ops	\$ 8	\$ 381	\$ 1,900	\$ 189
CS-Community Center - Cleaning	\$ 230	\$ 230	\$ 1,200	\$ 230
CS-Community Center - Comm	\$ 26	\$ 40	\$ 172	\$ 40
CS-Community Center-Utilities	\$ 1,203	\$ 1,496	\$ 6,000	\$ 1,147
CS-Community Center - R & M	\$ -	\$ -	\$ 13,500	\$ -
CS-Grimm House Expenses	\$ 178	\$ 195	\$ 600	\$ 41
CS-Library - Capital Outlay	\$ -	\$ -	\$ -	\$ -
CS-Community Center - Capital	\$ -	\$ -	\$ -	\$ -
Community	\$ 4,344	\$ 16,059	\$ 49,177	\$ 3,825
GG-Advisory Srv-Lobbying-Hwy9	\$ 6,071	\$ -	\$ -	\$ -
GG-Advisory Srv - Lobbying	\$ 10,137	\$ 10,239	\$ 63,860	\$ 10,998
GG-Municipal Court Fees	\$ 5,470	\$ 14,079	\$ 100,000	\$ 6,240
GG-Operating	\$ 1,427	\$ 1,204	\$ 17,400	\$ 1,295
GG-Fuel	\$ -	\$ -	\$ 200	\$ 25
GG-Professional Service	\$ 312	\$ 312	\$ 6,550	\$ 3,448
GG-Communication	\$ 465	\$ 815	\$ 4,000	\$ 934
GG-Equipment Rental	\$ 267	\$ 368	\$ 1,625	\$ 256
GG-Insurance	\$ 4,068	\$ 3,880	\$ 70,546	\$ 70,615
GG-Utilities	\$ 3,782	\$ 3,451	\$ 20,000	\$ 3,789
GG-Storm Drainage	\$ -	\$ -	\$ 3,198	\$ -
GG-Repair & Maintenance	\$ 1,000	\$ 1,658	\$ 55,000	\$ 773
GG-Miscellaneous	\$ 120	\$ 387	\$ 1,600	\$ 2,061
GG-Salaries Regular	\$ 3,011	\$ 4,888	\$ 25,332	\$ 4,430
GG-Salaries Overtime	\$ -	\$ 51	\$ 1,500	\$ -
GG-Benefits	\$ 748	\$ 1,403	\$ 7,063	\$ 984
GG-Social Security	\$ 227	\$ 298	\$ 2,435	\$ 242
GG-Retirement	\$ 277	\$ 363	\$ 2,435	\$ 357
GG-Workers Compensation	\$ 47	\$ 55	\$ 244	\$ 47
GG-Advertising	\$ -	\$ 140	\$ 600	\$ 223
GG-PRR - Print-Copy	\$ -	\$ -	\$ 100	\$ -
GG-PSRC	\$ -	\$ -	\$ 9,000	\$ -
GG-Chamber of Commerce	\$ -	\$ -	\$ -	\$ -
GG-Economic Alliance	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
GG-Visitor Center	\$ -	\$ -	\$ 800	\$ 800

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Description	2014 - 1st Quarter	2015 - 1st Quarter	2016 Current Budget	Current Actuals - 1st Quarter
GG-AWC	\$ 19,683	\$ 20,027	\$ 20,734	\$ 20,734
GG-SnoCo Tomorrow	\$ 5,093	\$ 5,201	\$ 5,400	\$ -
GG-Excise Tax	\$ 643	\$ 463	\$ 2,500	\$ 474
GG-WA Aerospace Partnership	\$ -	\$ -	\$ 1,000	\$ -
GG - Small Business Dev Center	\$ -	\$ -	\$ 3,000	\$ -
GG-Judgments & Settlements	\$ -	\$ 110,000	\$ -	\$ -
GG-Protectective Insp Enforce	\$ -	\$ -	\$ 1,000	\$ -
GG-Emergency	\$ -	\$ -	\$ 35,000	\$ -
GG-Pollution Earthday Salaries	\$ -	\$ -	\$ -	\$ -
GG-Pollution Earthday Benefits	\$ -	\$ -	\$ -	\$ -
GG-Pollution Earthday Supplies	\$ -	\$ -	\$ -	\$ -
GG-Air Pollution	\$ 3,192	\$ 4,110	\$ 19,500	\$ 4,790
GG-Liquor Tax to SnoCo	\$ 1,665	\$ 1,575	\$ 6,500	\$ 1,911
GG-Refunds	\$ 810	\$ -	\$ 500	\$ -
GG - Lundeen House Capital	\$ -	\$ -	\$ 60,000	\$ 3,423
GG-Contrib Police Capital Fund	\$ 42,000	\$ 40,000	\$ 235,000	\$ 47,000
GG-Contrib to Unemployment	\$ 947	\$ -	\$ -	\$ -
GG-Contrib to Treas Trust	\$ -	\$ -	\$ -	\$ -
GG-Contrib to Equip Replace	\$ 17,170	\$ 38,250	\$ 123,000	\$ 30,750
Transfer to PW Equip	\$ -	\$ -	\$ 12,225	\$ -
GG-Contrib to Muni Arts Fund	\$ -	\$ 20,000	\$ -	\$ -
GG-Trsfr to Cum Res Fund 002	\$ 125,000	\$ 200,326	\$ 800,000	\$ 192,715
GG-Trsfr to Library Annex Fund	\$ -	\$ -	\$ -	\$ -
General Government	\$ 256,634	\$ 486,546	\$ 1,721,847	\$ 412,314
Expense Total	\$ 1,723,330	\$ 2,342,994	\$ 11,162,943	\$ 2,178,927

Street

Cash	\$ 2,841,245	\$ 3,518,837	\$ -	\$ 3,269,775
Real & Personal Property Tax	\$ (63,696)	\$ (44,442)	\$ (1,211,113)	\$ (31,589)
Other Govt Utility - Electric	\$ (118,999)	\$ (110,852)	\$ (390,000)	\$ (122,754)
Other Non-Bus. ROW Permits	\$ (4,400)	\$ (7,800)	\$ (20,000)	\$ (4,640)
DHS Fed Ind 97.036 Storm	\$ -	\$ -	\$ -	\$ -
WA State Grt - Storm	\$ -	\$ -	\$ -	\$ -
WA TSC - School Zone	\$ (23,850)	\$ -	\$ -	\$ -
WA TIB - Arterial Preservation	\$ -	\$ -	\$ -	\$ -
MVFT - City Streets	\$ (142,766)	\$ (141,738)	\$ (652,600)	\$ (153,818)
Street - PW Services	\$ -	\$ -	\$ (1,500)	\$ -
Street Repair Reimb - PUD	\$ -	\$ -	\$ -	\$ -
Street Lights - Developer Paid	\$ -	\$ -	\$ -	\$ -
Street - Plan Checking Service	\$ -	\$ -	\$ -	\$ -
Investment Interest	\$ (729)	\$ (1,194)	\$ (4,000)	\$ (3,584)
Street Op Special Assessment	\$ (2,840)	\$ (530)	\$ (3,000)	\$ (2,240)
Sale of Scrap & Junk Property	\$ -	\$ -	\$ -	\$ -
Misc Rev. Judgment-Settlement	\$ (150)	\$ -	\$ (500)	\$ -

2016 - 1st Quarter Financial Detail

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 Period 01 - 03

Description	2014 - 1st Quarter	2015 - 1st Quarter	2016 Current Budget	Current Actuals - 1st Quarter
Miscellaneous Revenue - Other	\$ -	\$ -	\$ (500)	\$ -
Insurance Recoveries - Capital	\$ (8,948)	\$ (34)	\$ -	\$ -
Interfund Transfer In	\$ -	\$ -	\$ -	\$ -
Insurance Recoveries - Non Cap	\$ (700)	\$ -	\$ (5,000)	\$ -
Revenue Total	\$ 367,078	\$ 306,590	\$ 2,288,213	\$ 318,626
ST-Safety Program	\$ 340	\$ 448	\$ 2,150	\$ 380
ST-Salaries	\$ 117,305	\$ 148,573	\$ 636,998	\$ 125,967
ST-Overtime	\$ -	\$ 8,202	\$ 32,000	\$ 8,170
ST-Benefits	\$ 33,288	\$ 37,221	\$ 164,693	\$ 28,036
ST-Social Security	\$ 8,535	\$ 12,599	\$ 53,470	\$ 11,613
ST-Retirement	\$ 10,747	\$ 15,354	\$ 56,791	\$ 16,601
ST-Workmans Compensation	\$ 1,735	\$ 2,126	\$ 9,000	\$ 2,529
ST-Boot - Clothing Allowance	\$ -	\$ 2,408	\$ 4,500	\$ 3,220
ST-Fuel	\$ 1,129	\$ 1,309	\$ 15,000	\$ 433
ST-Overlays	\$ 751	\$ -	\$ 412,000	\$ -
ST-Advertising	\$ -	\$ 419	\$ 3,000	\$ 151
ST-Professional Service	\$ 6,094	\$ 3,574	\$ 164,000	\$ 975
ST-Rentals-Leases	\$ 23	\$ (22)	\$ 500	\$ 16
ST-Repair & Maintenance	\$ 6,301	\$ 3,573	\$ 55,000	\$ 1,159
ST-Miscellaneous	\$ 400	\$ 102	\$ 1,000	\$ 102
ST-Staff Development	\$ 42	\$ 88	\$ 150	\$ -
ST-Storm Drainage	\$ -	\$ -	\$ 2,455	\$ -
ST - SWM Debt Srv Chrg	\$ 6,608	\$ 6,608	\$ 6,608	\$ 6,608
ST-Sidewalk Repair Supply	\$ 42	\$ -	\$ 25,000	\$ -
ST-Lighting - Utilities	\$ 25,730	\$ 27,551	\$ 160,000	\$ 28,031
ST-Lighting - R&M	\$ -	\$ -	\$ 2,000	\$ -
ST-Traffic Control - Supply	\$ 1,700	\$ 1,479	\$ 68,500	\$ 7,188
ST-Traffic Control -Utility	\$ 897	\$ 531	\$ 3,000	\$ 423
ST-Traffic Control - R&M	\$ 4,134	\$ 4,157	\$ 14,000	\$ 341
ST-Traf Control - Guardrail	\$ -	\$ -	\$ 3,000	\$ -
ST-Snow & Ice - Sply	\$ 326	\$ -	\$ 12,000	\$ -
ST-Street Cleaning	\$ 2,555	\$ 168	\$ 20,000	\$ -
ST-Roadside - Supply	\$ -	\$ -	\$ 2,500	\$ 815
ST-Clothing	\$ -	\$ 292	\$ 1,800	\$ 1,555
ST-Roundabout Landscape	\$ -	\$ -	\$ 4,000	\$ -
ST-Prof Srv - Legal	\$ 364	\$ -	\$ 5,000	\$ -
ST-Software Maint & Support	\$ 389	\$ 326	\$ 4,300	\$ 326
ST-Communications	\$ 637	\$ 660	\$ 3,860	\$ 628
ST-Travel & Meetings	\$ 335	\$ 483	\$ 450	\$ 106
ST-Insurance	\$ 44,057	\$ 50,172	\$ 10,367	\$ 10,694
ST-Utilities	\$ 737	\$ 903	\$ 2,700	\$ 690
ST-Facilities R&M	\$ -	\$ -	\$ -	\$ -
ST-Prof Srv - Engineering	\$ -	\$ -	\$ 20,000	\$ 7,280
ST-Prof Srv-GMA Traffic Plan	\$ -	\$ -	\$ -	\$ -

2016 - 1st Quarter Financial Detail

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Period 01 - 03

Description	2014 - 1st Quarter	2015 - 1st Quarter	2016 Current Budget	Current Actuals - 1st Quarter
ST-Traf Study-20th SE	\$ -	\$ -	\$ -	\$ -
ST-Hwy 9/204 Circulation Stdy	\$ -	\$ -	\$ -	\$ -
ST-Office Supplies	\$ 168	\$ 72	\$ 2,250	\$ 162
ST-Operating Cost	\$ 5,182	\$ 4,289	\$ 32,200	\$ 9,063
2010 PWTF Loan Principal Pymt	\$ -	\$ -	\$ 634	\$ -
2010 PWTF Loan Int Pymt	\$ -	\$ -	\$ 286	\$ -
ST-Capital Purchases	\$ 3,800	\$ -	\$ 450,000	\$ 1,643
ST - Capital ROW Purchase	\$ -	\$ -	\$ 32,000	\$ 35,750
ST-Sidewalk Capital Project	\$ -	\$ -	\$ -	\$ -
ST-36th Street Bridge Repair	\$ -	\$ -	\$ -	\$ -
ST - Cap - Grade Road	\$ -	\$ -	\$ 234,500	\$ 6,147
ST-Cap Proj-Mini Roundabouts	\$ -	\$ -	\$ -	\$ -
ST-Traffic Control-Capital	\$ -	\$ -	\$ 80,000	\$ -
ST-Transfer Out	\$ -	\$ -	\$ -	\$ -
ST-Street Fund-Contr Computer	\$ 1,415	\$ 14,625	\$ 12,000	\$ 3,000
ST-Transfer Out to Street Rsrv	\$ -	\$ -	\$ -	\$ -
ST-Contribution To Equip Fund	\$ 9,975	\$ 19,250	\$ 176,865	\$ 41,250
ST-Trsfr-Sidewalk CapProj Fund	\$ -	\$ -	\$ 500,000	\$ 500,000
ST-Contrib To Unemployment	\$ 475	\$ -	\$ -	\$ -
ST-Transfer Out-PWTF Loan Fund	\$ -	\$ -	\$ -	\$ -
ST-Contribution-Municipal Arts	\$ -	\$ -	\$ -	\$ -
Public Works	\$ 296,218	\$ 367,537	\$ 3,502,527	\$ 861,052
Expense Total	\$ 296,218	\$ 367,537	\$ 3,502,527	\$ 861,052

Cap Proj-Developer Contrib

Cash	\$ 3,135,841	\$ 3,776,009	\$ -	\$ 5,004,332
DOT Fed Ind 20.205 LA8543	\$ -	\$ -	\$ -	\$ (132,580)
Local Trans. Act -Impact Fees	\$ -	\$ -	\$ -	\$ -
Traffic Mitigation - GMA Cnty	\$ (167,820)	\$ (52,920)	\$ (100,000)	\$ (97,989)
Traffic Mitigation - TIZ 1	\$ (2,060)	\$ -	\$ (10,000)	\$ (2,172)
Traffic Mitigation - TIZ 2	\$ -	\$ (22,067)	\$ (400,000)	\$ (2,917)
Traffic Mitigation - TIZ 3	\$ -	\$ -	\$ (137,892)	\$ (61,042)
Traffic Mitigation - SEPA	\$ -	\$ -	\$ -	\$ -
Park Mitigation - SEPA	\$ (80,855)	\$ (60,230)	\$ (401,760)	\$ (329,435)
Investment Interest	\$ (822)	\$ (1,282)	\$ (2,500)	\$ (4,844)
Tree Replacement Fee	\$ -	\$ -	\$ -	\$ -
WSDOT Traffic Mitigation	\$ -	\$ (22,342)	\$ -	\$ -
Interfund Transfer In	\$ -	\$ -	\$ -	\$ -
Revenue Total	\$ 251,555	\$ 158,840	\$ 1,052,152	\$ 630,980
Park Mitigation Funds Exp	\$ -	\$ -	\$ 300,000	\$ -
Tree Mitigation Expenditures	\$ -	\$ -	\$ 65,000	\$ -
Park - Cap Parking Lot	\$ -	\$ -	\$ -	\$ -
Street Op - Planning -Design	\$ -	\$ -	\$ 1,327,100	\$ 54,254
Street Op- Pln&Dsg - 204-91st	\$ -	\$ -	\$ -	\$ -

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Description	2014 - 1st Quarter	2015 - 1st Quarter	2016 Current Budget	Current Actuals - 1st Quarter
Expense Total	\$ -	\$ -	\$ 1,692,100	\$ 54,254

Real Estate Excise Tax I

Cash	\$ 887,403	\$ 1,040,467	\$ -	\$ 947,606
REET 1-1st Quarter Percent	\$ (79,863)	\$ (96,065)	\$ (725,000)	\$ (101,920)
Investment Interest	\$ (222)	\$ (341)	\$ (1,500)	\$ (917)
Transfer In	\$ -	\$ -	\$ -	\$ -
Revenue Total	\$ 80,085	\$ 96,406	\$ 726,500	\$ 102,837
Transfer to Police St Debt Fnd	\$ 302	\$ 54	\$ 97,600	\$ -
transfer to 210 for 2008 bonds	\$ 300	\$ 54	\$ 220,623	\$ 150
Transfer to 212 for 2010 Bonds	\$ -	\$ -	\$ -	\$ -
800 MHZ Capital Debt Principal	\$ 14,738	\$ 15,549	\$ 16,404	\$ 16,404
800 MHZ Capital Debt Interest	\$ 7,880	\$ 7,069	\$ 6,215	\$ 6,214
Expense Total	\$ 23,220	\$ 22,725	\$ 340,842	\$ 22,768

Real Estate Excise Tax II

Cash	\$ 1,640,500	\$ 2,089,024	\$ -	\$ 2,725,491
REET 2- 2nd Quarter Percent	\$ (79,863)	\$ (92,442)	\$ (725,000)	\$ (101,635)
Investment Interest	\$ (420)	\$ (699)	\$ (2,000)	\$ (2,703)
Revenue Total	\$ 80,283	\$ 93,141	\$ 727,000	\$ 104,338
REET - O&M Overlay	\$ -	\$ -	\$ -	\$ -
Capital - SWM Drainage Improve	\$ -	\$ -	\$ 33,000	\$ -
Capital - Trans - Land Improve	\$ -	\$ -	\$ 920,000	\$ -
Transfer Out	\$ -	\$ -	\$ -	\$ -
Transfer to 212 for 2010A Bond	\$ -	\$ -	\$ 74,164	\$ -
Expense Total	\$ -	\$ -	\$ 1,027,164	\$ -

Sidewalk Capital Project

Cash	\$ 507,202	\$ 507,717	\$ -	\$ 935,305
WA TIB - Sidewalk	\$ (204,750)	\$ -	\$ (978,826)	\$ (33,226)
Investment Interest	\$ (134)	\$ (175)	\$ (500)	\$ (551)
Interfund Transfer In	\$ -	\$ -	\$ (500,000)	\$ (500,000)
Revenue Total	\$ 204,884	\$ 175	\$ 1,479,326	\$ 533,777
Sidewalk Construction	\$ -	\$ -	\$ 974,834	\$ 15,907
Expense Total	\$ -	\$ -	\$ 974,834	\$ 15,907

Sewer

Cash	\$ 298,241	\$ 273,647	\$ -	\$ 280,926
Sewer Utility Agreement	\$ (25,057)	\$ (19,260)	\$ (75,000)	\$ (18,750)
Investment Interest	\$ (79)	\$ (93)	\$ (350)	\$ (281)
Lease LT - WWTP Property	\$ -	\$ -	\$ -	\$ -
Sewer District reimbursement	\$ -	\$ -	\$ (1,315,876)	\$ -
Revenue Total	\$ 25,136	\$ 19,353	\$ 1,391,226	\$ 19,031
SE-Salaries	\$ 15,450	\$ 11,041	\$ 57,566	\$ 9,760

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Description	2014 - 1st Quarter	2015 - 1st Quarter	2016 Current Budget	Current Actuals - 1st Quarter
SE-Benefits	\$ 3,166	\$ 2,095	\$ 10,156	\$ 1,382
SE-Social Security	\$ 1,172	\$ 827	\$ 5,078	\$ 704
SE-Retirement	\$ 1,401	\$ 1,016	\$ 4,672	\$ 1,023
SE-Workmans Comp	\$ 101	\$ 92	\$ 406	\$ 80
SE-Operating Cost	\$ -	\$ -	\$ -	\$ -
SE-Professional Service	\$ -	\$ -	\$ -	\$ -
SE-Travel & Meetings	\$ -	\$ 61	\$ 200	\$ -
SE-Storm Drainage	\$ -	\$ -	\$ 10,178	\$ -
PWTF 2002 - Principal	\$ -	\$ -	\$ 85,692	\$ -
PWTF 2005 - Principal	\$ -	\$ -	\$ 52,632	\$ -
PWTF 2006 - Principal	\$ -	\$ -	\$ 409,540	\$ -
PWTF 2008 - Principal	\$ -	\$ -	\$ 553,180	\$ -
PWTF 2002 - Interest	\$ -	\$ -	\$ 3,000	\$ -
PWTF 2005 - Interest	\$ -	\$ -	\$ 10,527	\$ -
PWTF 2006 - Interest	\$ -	\$ -	\$ 22,525	\$ -
PWTF 2008 - Interest	\$ -	\$ -	\$ 35,957	\$ -
SE-Trnf 2008 Debt Serv OM	\$ -	\$ -	\$ 132,645	\$ -
SE-Tranf PWTF 205	\$ -	\$ -	\$ -	\$ -
SE-Transfer PWTF fund 207	\$ -	\$ -	\$ -	\$ -
SE-Transfer PWTF fund 208	\$ -	\$ -	\$ -	\$ -
SE-Transfer PWTF fund 209	\$ -	\$ -	\$ -	\$ -
SE-Contribution to ES	\$ -	\$ -	\$ -	\$ -
Expense Total	\$ 21,289	\$ 15,132	\$ 1,393,954	\$ 12,948

Storm & Surface Water

Cash	\$ 1,137,245	\$ 1,299,219	\$ -	\$ 1,649,526
WA DOE - M-TAC G0800610	\$ -	\$ -	\$ -	\$ -
WA DOE - Capacity G1100060	\$ -	\$ -	\$ -	\$ -
WA DOE - LID - G1100280	\$ -	\$ -	\$ -	\$ -
WA DOE - Milfoil G1200110	\$ -	\$ -	\$ -	\$ -
WA DOE - Milfoil G1300127	\$ (24,356)	\$ (17,644)	\$ -	\$ -
WA DOE - Capacity G1400295	\$ -	\$ (14,829)	\$ (25,000)	\$ -
WA DOE Capacity G160393-4	\$ -	\$ -	\$ -	\$ -
Storm Drainage Charges	\$ (98,751)	\$ (75,601)	\$ (1,471,196)	\$ (103,200)
SnoCo Aerator Contrib	\$ -	\$ (1,300)	\$ (200)	\$ -
SnoCo Weed Abate Contrib.	\$ -	\$ -	\$ (15,000)	\$ -
Remediation - Clean Up	\$ -	\$ -	\$ -	\$ -
Investment Interest	\$ (316)	\$ (478)	\$ (1,500)	\$ (1,673)
Sale of Scrap & Junk Property	\$ -	\$ -	\$ -	\$ -
Judgements/Settlements	\$ -	\$ -	\$ -	\$ -
Storm Misc Revenues	\$ -	\$ (5,050)	\$ -	\$ -
Insurance Recoveries	\$ -	\$ -	\$ -	\$ -
Interfund Transfer In	\$ -	\$ -	\$ -	\$ -
Revenue Total	\$ 123,423	\$ 114,903	\$ 1,512,896	\$ 104,873

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Description	2014 - 1st Quarter	2015 - 1st Quarter	2016 Current Budget	Current Actuals - 1st Quarter
SW-Safety Program	\$ 340	\$ 448	\$ 2,150	\$ 380
SW-Salaries	\$ 98,069	\$ 126,051	\$ 573,015	\$ 117,710
SW-Overtime	\$ -	\$ 362	\$ 1,300	\$ -
SW-Benefits	\$ 31,010	\$ 33,355	\$ 150,449	\$ 22,665
SW-Social Security	\$ 7,387	\$ 8,567	\$ 48,067	\$ 7,326
SW-Retirement	\$ 9,001	\$ 10,310	\$ 51,879	\$ 10,373
SW-Medical Insurance	\$ -	\$ -	\$ -	\$ -
SW-Workmans Compensation	\$ 1,703	\$ 1,868	\$ 9,000	\$ 1,611
SW Clothing-Boot Allowance	\$ -	\$ 2,408	\$ 4,500	\$ 3,220
SW-Clothing	\$ -	\$ 292	\$ 1,800	\$ 1,555
SW-Office Supplies	\$ 41	\$ 185	\$ 2,000	\$ 162
SW-Operating Costs	\$ 6,068	\$ 3,663	\$ 32,200	\$ 8,496
SW-Fuel	\$ 304	\$ 1,418	\$ 15,000	\$ 489
SW-Small Tools	\$ 55	\$ -	\$ -	\$ -
SW-Professional Services	\$ 1,226	\$ 3,795	\$ 12,500	\$ 1,215
SW-Milfoil Treatment	\$ -	\$ -	\$ 45,200	\$ -
SW-Street Cleaning	\$ 2,555	\$ 168	\$ 20,000	\$ -
SW-Software Maint & Support	\$ -	\$ 326	\$ 3,575	\$ 326
SW-Advertising	\$ -	\$ 419	\$ 750	\$ 76
SW-Prof Srv Legal	\$ -	\$ -	\$ -	\$ -
SW-Communications	\$ 637	\$ 973	\$ 4,000	\$ 628
SW-Travel & Meetings	\$ -	\$ -	\$ 300	\$ -
SW-Excise Taxes	\$ 1,537	\$ 1,134	\$ 25,000	\$ -
SW-Equipment Rental	\$ 15	\$ 16	\$ 2,500	\$ 16
SW-Rentals-Leases	\$ 8	\$ -	\$ -	\$ -
SW-Insurance	\$ 79,037	\$ 58,160	\$ 7,682	\$ 8,009
SW-Utilities	\$ 408	\$ 680	\$ 2,400	\$ 461
SW-Drainage	\$ -	\$ -	\$ 2,455	\$ -
SW-Repairs & Maintenance	\$ 2,055	\$ 3,518	\$ 50,000	\$ 1,236
SW-Miscellaneous	\$ -	\$ 102	\$ 300	\$ -
SW-Staff Development	\$ -	\$ 88	\$ 700	\$ 200
SW-Customer Billing	\$ -	\$ -	\$ 34,000	\$ -
SW-DOE Annual Permit	\$ 3,813	\$ 7,766	\$ 36,000	\$ 16,911
SW-Water/Soil-Contract R&M Op	\$ -	\$ 87,950	\$ 105,400	\$ -
SW-Aerator - Salaries	\$ 160	\$ -	\$ -	\$ -
SW-Aerator - Benefits	\$ -	\$ -	\$ -	\$ -
SW-Aerator O & M	\$ -	\$ -	\$ -	\$ -
SW-Aerator Monitori	\$ 2,868	\$ 2,260	\$ 20,000	\$ 3,051
SW-Aerator Utilities	\$ 246	\$ -	\$ -	\$ -
SW-Aerator Repairs	\$ -	\$ -	\$ -	\$ -
DOE G0800610 M-TAC Salaries	\$ -	\$ -	\$ -	\$ -
DOE G1100060 Capacity Sal	\$ -	\$ -	\$ -	\$ -
DOE G1100280 LID Grant Sal	\$ -	\$ -	\$ -	\$ -
DOE G1400295 Capacity Sal	\$ 389	\$ -	\$ -	\$ -

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Description	2014 - 1st Quarter	2015 - 1st Quarter	2016 Current Budget	Current Actuals - 1st Quarter
DOE G0800610 M-TAC Benefits	\$ -	\$ -	\$ -	\$ -
DOE G1100060 Capacity Ben	\$ -	\$ -	\$ -	\$ -
DOE G1100280 LID Benefit	\$ -	\$ -	\$ -	\$ -
DOE G1400295 Capacity Ben	\$ -	\$ -	\$ -	\$ -
DOE M-TAC G0800610 Exp	\$ -	\$ -	\$ -	\$ -
DOE - Capacity G1100060 Exp	\$ -	\$ -	\$ -	\$ -
DOE - Milfoil G1200110 Exp	\$ -	\$ -	\$ -	\$ -
DOE - G1100280 LID Exp	\$ -	\$ -	\$ -	\$ -
DOE FY14 Milfoil Grant	\$ -	\$ -	\$ -	\$ -
DOE G1400295 - Capacity Exp	\$ -	\$ 1,352	\$ 25,000	\$ -
DOE EG160393-4 Capacity	\$ -	\$ -	\$ -	\$ -
SW-Diking District Contrib	\$ -	\$ -	\$ -	\$ -
SW-SWM Refunds	\$ -	\$ -	\$ -	\$ -
SW-Parkway Crossing Det Pond	\$ -	\$ -	\$ 10,700	\$ -
SW-Storm Drainage - Cap Proj	\$ -	\$ -	\$ 48,000	\$ -
SW-Lundeen Creek Restor	\$ -	\$ -	\$ -	\$ -
SW-Contribution Cap Equip Fund	\$ 3,000	\$ 5,750	\$ 146,865	\$ 33,750
SW-Contr Computer Equip	\$ 1,415	\$ 14,625	\$ 15,000	\$ 3,750
SW-Contrib To Unemployment	\$ 578	\$ -	\$ -	\$ -
SW-Transfer to Aerator Equip	\$ 7,144	\$ 7,144	\$ 8,930	\$ 8,930
Expense Total	\$ 261,069	\$ 385,153	\$ 1,518,617	\$ 252,546

Unemployment

Cash	\$ 103,675	\$ 107,997	\$ -	\$ 101,585
Investment Interest	\$ (27)	\$ (37)	\$ (200)	\$ (103)
Interfund Transfer In	\$ (2,000)	\$ -	\$ -	\$ -
Revenue Total	\$ 2,027	\$ 37	\$ 200	\$ 103
Payment to Claimants	\$ -	\$ 1,787	\$ 30,000	\$ -
Expense Total	\$ -	\$ 1,787	\$ 30,000	\$ -

Capital Equip - Computer

Cash	\$ 80,822	\$ 97,483	\$ -	\$ 263,291
Information Srv - Shared Exp	\$ -	\$ (2,101)	\$ (2,217)	\$ -
Investment Interest	\$ (21)	\$ (46)	\$ (100)	\$ (255)
Sale of Scrap & Junk Property	\$ -	\$ -	\$ -	\$ -
Contributed Capital-Computer	\$ (20,000)	\$ (67,500)	\$ (150,000)	\$ (37,500)
Revenue Total	\$ 20,021	\$ 69,647	\$ 152,317	\$ 37,755
Purchase Computer Equipment	\$ -	\$ -	\$ 32,815	\$ -
License Renewal - Annual Maint	\$ 29,230	\$ 8,901	\$ 67,750	\$ 8,225
Capital - Purch Computer Equip	\$ 5,926	\$ 53,521	\$ 161,000	\$ 1,200
Expense Total	\$ 35,156	\$ 62,422	\$ 261,565	\$ 9,425

Capital Equip - Police

Cash	\$ 235,281	\$ 286,140	\$ -	\$ 271,115
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Description	2014 - 1st Quarter	2015 - 1st Quarter	2016 Current Budget	Current Actuals - 1st Quarter
Investment Interest	\$ (60)	\$ (100)	\$ (200)	\$ (262)
Sale of Capital Assets	\$ -	\$ (2,414)	\$ -	\$ -
Insurance Recoveries - Capital	\$ (1,690)	\$ -	\$ -	\$ -
Equipment - Police - Contribut	\$ (40,000)	\$ (40,000)	\$ (188,000)	\$ (47,000)
Equip - Police Boat - Contr	\$ (2,000)	\$ (2,000)	\$ (8,000)	\$ (2,000)
Revenue Total	\$ 43,750	\$ 44,514	\$ 196,200	\$ 49,262
Capital Equipment	\$ 29,640	\$ 20,848	\$ 188,000	\$ 102,295
Expense Total	\$ 29,640	\$ 20,848	\$ 188,000	\$ 102,295

Capital Equip - PW

Cash	\$ 285,506	\$ 264,574	\$ -	\$ 241,923
Investment Interest	\$ (73)	\$ (96)	\$ (225)	\$ (256)
Sale of Scrap & Junk Property	\$ -	\$ (5,823)	\$ -	\$ -
Sale of Capital Equipment	\$ -	\$ -	\$ -	\$ -
Interfund Transfer In	\$ (12,975)	\$ (25,000)	\$ (335,955)	\$ (75,000)
Revenue Total	\$ 13,048	\$ 30,919	\$ 336,180	\$ 75,256
Purchase Of Capital Equipment	\$ -	\$ 42,697	\$ 299,392	\$ 55,676
Expense Total	\$ -	\$ 42,697	\$ 299,392	\$ 55,676

Aerator Equip Replacment

Cash	\$ 109,074	\$ 116,331	\$ -	\$ 129,462
SnoCo Aerator Contrib	\$ (856)	\$ -	\$ (1,070)	\$ (1,070)
Investment Interest	\$ (28)	\$ (40)	\$ (175)	\$ (130)
Interfund Transfer In	\$ (7,144)	\$ (7,144)	\$ (8,930)	\$ (8,930)
Revenue Total	\$ 8,028	\$ 7,184	\$ 10,175	\$ 10,130
Transfer Out	\$ -	\$ -	\$ -	\$ -
Aerator Equip Replacement	\$ -	\$ -	\$ -	\$ -
Expense Total	\$ -	\$ -	\$ -	\$ -