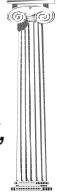


## **City of Lake Stevens Vision Statement**

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



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**CITY COUNCIL REGULAR MEETING AGENDA**  
**Lake Stevens School District Educational Service Center (Admin. Bldg.)**  
**12309 22<sup>nd</sup> Street NE, Lake Stevens**  
**Monday, January 14, 2013 - 7:00 p.m.**

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

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

**ROLL CALL:**

**GUEST BUSINESS:**

**PUBLIC COMMENT:** \*A. Lake Stevens Phosphorous Plan. Mick  
(limit of 3 minutes per person)

**CONSENT AGENDA:** \*A. Approve December 2012 vouchers. Barb  
\*B. Approve January 2013 vouchers. Barb  
\*C. Approve City Council regular meeting minutes of Norma  
December 10, 2012.  
\*D. Approve City Council special meeting minutes of Norma  
December 19, 2012.  
\*E. Authorize SR92 roundabout right-of-way deed to Mick  
Washington State Department of Transportation.  
\*F. Authorize Marysville Jail Services Contract Amendment Dan  
No. 9.

**ACTION ITEMS:** A. Election of Council President and Vice-President. Vern  
\*B. Authorize Janitorial Services Agreement with Mick  
Advantage Building Services.

**DISCUSSION ITEMS:** \*A. 20<sup>th</sup> Street SE road project strategy. Mick  
\*B. Boards/Commission liaison assignments. Norma

**COUNCIL PERSON'S BUSINESS:**

**MAYOR'S BUSINESS:**

**STAFF REPORTS:**

**Lake Stevens City Council Regular Meeting Agenda**

**January 14, 2013**

**INFORMATION  
ITEMS:**

**EXECUTIVE  
SESSION:**

**ADJOURN:**

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

**Special Needs**

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

**NOTICE:**

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



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** January 14, 2013

**Subject:** Lake Stevens Phosphorus Management Plan

**Contact** Mick Monken **Budget Impact:** Undetermined  
**Person/Department:** Public Works

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Staff is seeking direction from the City Council on which alternative to proceed with to deal with the phosphorus condition of Lake Stevens.

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**SUMMARY/BACKGROUND:** This item was presented for discussion before the City Council at the December 10, 2012 meeting and is focused on how the Phosphorus loading condition of Lake Stevens will be handled into the future. Following a discussion, Council requested two actions: 1) to receive public input on the Phosphorus Management Plan (Plan); and 2) to include budget projections if an alum treatment is implemented.

A Notice to the Public was published in December 2012 inviting the public to provide input to the City Council on this subject. In addition, a press release was published in the January 2<sup>nd</sup> Lake Stevens Journal which outlined the phosphorus plan and also extended an invitation for public input. A copy of the Draft Phosphorus Management Plan had been posted on the City's web site in mid December.

To address the budget projections, a finance plan has been prepared and is included in Exhibit B. Included in the financial plan are the current budget along with the three alternatives: 1) alum treatment alone; 2) continuing the aerator operations; and 3) a combination of both.

Staff is seeking direction from the City Council on which of the following alternatives to proceed with to deal with the phosphorus condition in Lake Stevens.

Note: On December 13, 2012, algae blooms occurred in several locations around the lake. Testing was performed that day and it was found to be a toxic algae. Due to the weather conditions with rain and wind, the blooms dispersed within 24 hours and no posting was necessary. It is expected that this was the result of the winter turnover of the lake bringing phosphorus to the surface. Typically, the wind and rain prevent the algae to bloom so this is not a common occurrence for Lake Stevens this time of year.

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**APPLICABLE CITY POLICIES:**

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**BUDGET IMPACT:** Undetermined

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**ATTACHMENTS:**

- ▶ Exhibit A: DRAFT Phosphorus Management Plan
- ▶ Exhibit B: Draft Financial Plan

Exhibit A

DRAFT



# PHOSPHORUS MANAGEMENT PLAN 2013



(Algae bloom June 2012)

Revision: 18 December 2012

## Plan Purpose

This phosphorus management plan defines: the existing condition of the lake and watershed; options to address these conditions; and a recommendation to provide for short and long term solutions to the excessive phosphorus loading of Lake Stevens. The plan services as a guide document and will be used for funding consideration.

## Problem Statement

Lake Stevens continues to have an influx of internal and external phosphorus loading<sup>1</sup>. While phosphorus is important to the health of the lake, high levels of phosphorus can result in water quality deterioration and unwanted algae blooms. The aerator has provided an acceptable level of phosphorus reduction resulting from internal loading from the lake's sediment since 1994. However, the long-term viability of aeration as the single treatment method for excessive phosphorus is unsustainable because of the limitation of the iron bonding capacity within the lake being exceeded by the total volume of internal and external phosphorus loading. In addition, the aerator is very costly to operate and maintain and it is approaching the end of its life-span. With or without the use of the aerator, lake conditions will deteriorate unless a suitable in-lake treatment plan is implemented to help reduce phosphorus levels (TetraTech, 2009). The photo below shows a blue-green algae bloom that occurred in the spring of 2012 when oxygen levels were still high within the lake. This is an indicator of high phosphorus nutrients in the water column.



Figure 1 - June 2012 Algae bloom condition – indication of high phosphorus suspended in the water.

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<sup>1</sup> “Loading” refers to input of a nutrient per unit of time.

## Background

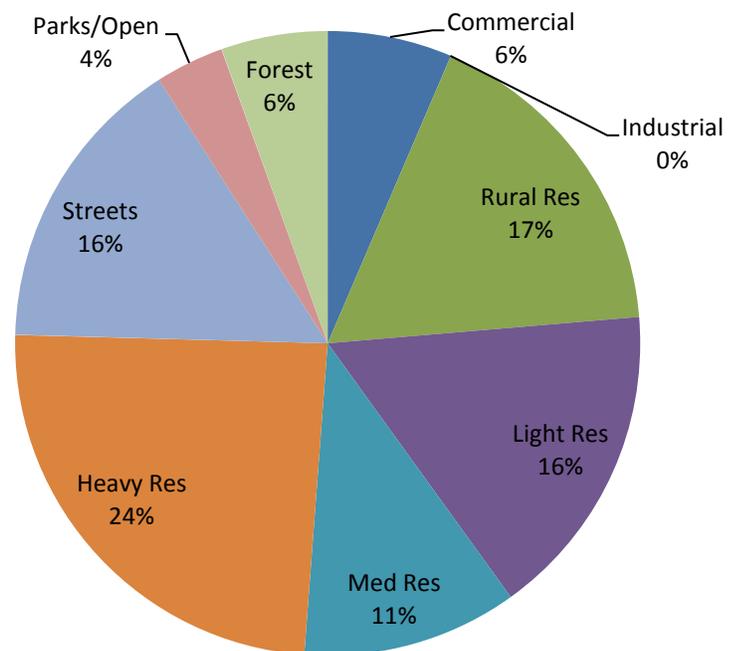
Lake Stevens is the largest natural lake in Snohomish County. The lake covers 1013 acres, and has an average depth of 62 feet (19 meters) and a maximum depth of 150 feet (46 meters). Lake Stevens is fed by Stevens, Lundeen, Kokanee, and Stitch creeks, which comprise the major sources of water feeding the lake. The Lake Stevens watershed area is 4,498 acres including the lake's surface. This 4:1 ratio is a relatively small drainage basin for a lake of this size. The outfall of the lake drains into Catherine Creek and then to the Pilchuck River.

From the 1950's and into the 1980's, Lake Stevens experienced frequent algal blooms, a decline in water clarity, and poor water quality due to increases in phosphorus loading. Initially, external loading was due to forestry and agricultural practices, and in later years, nutrients from housing and commercial developments (Snohomish County 2008). Internal loading was occurring simultaneously from a natural chemical cycling where phosphorus and iron bond in an oxygen enriched environment in the sediment. During the warmer summer months, the sediment in the lake doesn't receive enough oxygen and the chemical reaction which originally immobilized phosphorus is reversed, releasing phosphorus from its bond with iron. In 1994 an aerator system was installed to maintain the required dissolved oxygen levels into the sediment area (hypolimnion) to sustain iron and phosphorus bonding during months when oxygen levels at the lake bottom dropped.

Phosphorus is essential for plant and animal life in an aquatic ecosystem, however an excess of this nutrient acts as a fertilizer and stimulates the growth of algae. This increase dramatically accelerates the rapid growth and death of blue-green algae that clouds water, reduces dissolved oxygen, and can poison fish and wildlife – causing a threat to the health and overall quality of the lake and its surrounding environment (Ecology, 2011).

## Phosphorus Sources

Phosphorus is a metal that is found in rocks, soils, and most life forms. It is a natural occurrence and important element to the life cycle of most organic life. As with most lakes, the phosphorus in Lake Stevens comes from internal and external loading sources. Internal loading is phosphorus that is already in the lake. In a review performed by Tetra Tech in 2012, it is estimated the average internal phosphorus load is 432 kg/year (952 lb/year). This comes mainly from two sources: 1) sediment release; and 2) cycling.



Graph A – Existing external P loading/land use shown

Sediment release is where phosphorus has attached to material in the sediment and has settled into the lake bottom. This phosphorus is released by disturbance of the sediment and through lack of oxygen (ie: iron bonding). Cycling is a natural occurrence in the plant and animal life system where organics uptake phosphorus in the growing and feeding stage and the phosphorus is recycled back into the water through waste and decay.

External loading comes from naturally released and imported sources of phosphorus. The natural sources come from erosion of rocks and soils (where phosphorus originates) and from plant and animal decay and waste. The imported sources comes from such things as fertilizers, soaps, dirt collected on vehicles, leaking septic/sewer waste, water fowl and from pets and livestock. While the exact amount of external phosphorus loading is not known, an estimate was prepared by TetraTech in 2012 using current land uses and King County’s published loading coefficients for land-use types. The results are shown in Graph A and Table 1.

**Table 1. Estimated Existing External TP Loads per Land-use Area (Tetra Tech 2012)**

<b>Land-use Categories</b>	<b>Existing Phosphorus Loads kg/yr (lbs/yr)</b>
Commercial (Office/Commercial/Business)	25.2 (56)
Industrial	0.0 (0)
Light Rural Residential (<1.0 units/acre)	68.0 (150)
Light Urban Residential (1.0 to 4.0 units/acre)	65.0 (143)
Medium Urban Residential (4.0 to 6.0 units/acre)	43.8 (97)
Heavy Urban Residential (>6.0 units/acre)	95.8 (211)
Streets/ROW	61.2 (135)
Park/Open Space	14.2 (31)
Forested	21.8 (48)
Open Water	0.0 (0)
<b>TOTAL PHOSPHORUS LOAD</b>	<b>395.1 (871)</b>

From this table it is estimated that approximately 70% of the external loading comes from residential land uses with approximately 15% from streets. By comparison, internal loading makes up a little more that 50% of the total lake loading.

The external loading of phosphorus has substantially declined since 1986/87 levels. During that period, annual external phosphorus loading was estimated to be 1,385 kg per year (3,053 lbs/year). This reduction (over 70% of current P loading) was a result of restricting access of seagulls to a local land fill which were using Lake Stevens as their home.

### **Aerator**

The aerator’s function is to provide oxygen to the sediment to maintain a phosphorus-iron bond. During the summer months oxygen levels are depleted, especially in the deeper water, and the aerator is activated to replenish the oxygen in the water column. The aerator typically operates from late June through October. The activation is determined based on oxygen level readings of the lake (performed by Snohomish County).

The cost to operate and maintain the aerator system is share between with the City and the County with the City covering the majority of the costs. The share paid by each agency is based on the amount of watershed area contributing to the lake. The annual cost to operate the aerator is approximately \$35,000 which includes power consumption and staffing. However, for the past six years the estimated average annual cost including maintenance (repairs) has been estimated at over \$110,000 per year.

In 2012, the aerator system in the lake stopped functioning when the float support structure failed. Emergency temporary repairs were performed to keep the aerator system from sinking but it was not operational following the work. The repairs to make the system operational were estimated to exceed \$100,000 and would take months to complete. In addition, it was discovered that there may other problems with the system that could not be inspected until the initial operational repairs were completed. A decision was made by the City and County to reassess the continued operations of the aerator system prior to expending further funds on repairs.

### **Phosphorus Management**

A phosphorus managing strategy needs to focus on activities in the watershed and in-lake restoration techniques. According to Washington State Department of Ecology, lake management approaches fall into two categories: 1) the quick-fix; and 2) the long-term. The quick-fix is addressing the symptom, such as an algae treatment but does not address the underlying causes of the problem. A quick-fix being only a short term solution is not considered a good investment of resources. To be effective, a phosphorus management plan needs to be a long-term strategy and commitment.

Long-term management should consider the environmental, cultural, and biological factors affecting the lake and sets a priority on finding lasting solutions. It will require a coordinated effort of community groups, individuals, landowners, and the City and County.

It is important to understand that the phosphorus problem that Lake Stevens is experiencing is a combination of both internal and external loading. If the external source could be entirely eliminated, Lake Stevens would continue to have a phosphorus problem for possibly several decades. This is because phosphorus would continue to recycle within the lake from vegetation and animal life cycles, as well as release from the sediment, continuing the cyclic recurrence of algal growth, death, decay, and overall eutrophication<sup>2</sup> of the lake. Conversely, if only the internal loading is addressed, the phosphorus condition in the lake will improve but the introduction of new phosphorus would offset the initial benefits of the treatment. Therefore in order to be successful the program should strive to manage both external and internal nutrients.

Aluminum sulfate (alum) is the most commonly used nutrient inactivation chemical for lake projects. Managers may also apply alum in small doses to precipitate water column phosphorus. When applied to water, alum forms a fluffy aluminum hydroxide precipitate called a floc. As the floc settles, it removes phosphorus and particulates (including algae) from the water column (precipitation). The floc settles on the sediment where it forms a layer that acts as barrier to phosphorus. As sediments release phosphorus, it combines with the alum and is not released into the water to fuel algae blooms (inactivation). Algal levels decline after alum treatment because alum addition reduces phosphorus levels in the water. (Except from Washington State DOE web site)

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<sup>2</sup> Excessive richness of nutrients in a lake that stimulate excessive plant growth.

## Phosphorus Control Alternatives

There are three basic alternatives to manage the phosphorus loading in Lake Stevens: 1) control internal loading within the lake; 2) reduce external loadings entering the lake; and 3) take no action. Within alternate one and two are possible options that can be considered standalones to accomplish some portion of the phosphorus control. A combination of option one and two is possible too.

### Control Internal Phosphorus Loading

ID	Option	Discussion	Phosphorus Control	Estimated annual cost
IL 1	Operation of the aerator only	Aerator is near its life span and has required annual repairs. It is expected that the aerator will need some major repairs in the next five years to keep it operational. The estimated annual cost for O&M is \$120,000 with an additional \$400,000 estimated to the major repairs over the next five years. It may be possible to continue to extend the life of the system, vs replacement, by the performance of continued repairs and upgrades. While it is unknown the extent of this type of improvement needed to accomplish this, it is estimated that a set aside cost of \$200,000 annually should be budgeted (include O&M)	Controls phosphorus bonded with iron in deep water lake sediment. Does not control phosphorus suspended in water column. Aerator abilities to control new phosphorus loading are currently near capacity and algae occurrences are expected to increase.	\$200,000
IL 2	Aluminum sulfate (alum) Treatment only to water column	Aluminum is within the lake from natural occurrence. Addition of aluminum concentration in the lake water is an acceptable practice by the State DOE and would be applied to maintain within EPA drinking water standards very shortly after application.	Controls phosphorus loading in water column. Long term usage of alum is expected to result in a permanent reduction of internal phosphorus loading from the sediment. Algae occurrences are expect to decrease shortly after an application.	\$100,000
IL 3	Aerator and Alum Treatment	Combination of Option IL 1 and IL 2. With the use of the aerator, alum treatment area could be reduced. However, this would result in some phosphorus remaining in the water column.	In the short term, results are expected to be a decrease in algae however, if a reduction in Alum is applied (over IL 2), the sediment could continue to release phosphorus from the deeper waters.	\$250,000 to \$300,000

Reduce External Source Loading – The following options were developed using information provided from the City of Bellingham for phosphorus control on Lake Whatcom in an effort to reduce algae. The cost-benefit is defined solely as phosphorus reduction though there may be other benefit (eg: street trees also have a benefit of shade, reduction in runoff, and aesthesis). The costs shown only reflect costs to the City and not to others such as developers.

ID	Option	Discussion	Cost Benefit \$/lb/P*
X 1	Reducing development land use	This could include the City’s acquisition of developable land for open space, down zoning, lot consolidation, and incentives for open space	\$190,000
X 2	Restoration of natural function of City land	City owned land would be restored to a natural condition such as re-forestation	\$50,0000
<b>X3</b>	Vegetated swales	Creation of bio-filtering swales	\$6,000,000
<b>X 4</b>	Rain garden	This could be a private or public bio-retention system that retains surface water runoff into a system that filters and infiltrates water on site. Due to soils conditions and water table levels, there are limited portions of the City where this could be used.	\$6,600,000
X 5	Street trees	Planting of street trees along open spaces on	\$9,405,000
X 6	Lawn replacement to bio-retention	Development of lands to retain water, similar to a rain garden, to prevent offsite runoff	\$5,000,000
X 7	Dry wells	This is not considered feasible due to ground conditions within the City.	NA
<b>X 8</b>	Infiltration trench	It is likely used on private property with very limited usage on public roads	\$318,000
X 9	Pervious pavement	New road construction would need to have both an infiltration system under the pavement and a off-site drainage system to accommodate higher volume storm events. The cost for maintenance of a pervious pavement for a roadway could be significant higher that a traditional paved roadway. Private parking is likely a good application.	\$1,111,000
<b>X 10</b>	Infiltration basin	Storm ponds would be the common application of this type and would be best applied to new development. Due to the City’s high water table and soil conditions, this application would be limited.	\$172,721
X 11	Rainwater reuse	Benefits would be too low to estimate a cost to benefit number	NA
<b>X 12</b>	Onsite dispersion	This could be a private or public system that retains surface water runoff into a system that filters and infiltrates water on site. Due to soils conditions and water table levels, there are limited portions of the City where this could be used.	\$4,853,000
X 13	Media filters	Installation of filtration systems would need to be installed at key locations prior to entering the streams. This would be difficult to provide an effective system due to the high number in outfalls.	\$258,000

X 14	Sizing culverts to eliminate erosion	Benefits would be too low to estimate a cost to benefit number	NA
<b>X 15</b>	<b>Street sweeping</b>	<b>The City performs this service regardless of the phosphorus benefit so cost is considered part of existing operation budget.</b>	<b>\$28,500</b>
X 16	Stream erosion control	Could provide indirect phosphorus reduction. Would be very time consuming to investigate and permit for work.	NA**
X 17	Ban phosphorus fertilizer	City would need to pass a regulation banning the use of phosphorus fertilizer and then implement an enforcement effort. Cost for this would be determined based on level of enforcement. This could be covered as part of education.	NA**
<b>X 18</b>	<b>Watershed signs</b>	<b>Education effort to post signs around City. Estimate 300 sign placements. Estimated material cost \$24,000. Staff time is not included.</b>	<b>NA**</b>
<b>X 19</b>	<b>Mass mailing</b>	<b>Preparation and mailing of education material. Mailing could be included in a utility billing. This assumes the cost of printing. Estimated material cost \$3,000/year. Staff time is not included.</b>	<b>NA**</b>
<b>X 20</b>	<b>Online information</b>	<b>Post information on the City's web page</b>	<b>NA**</b>
<b>X 21</b>	<b>Newspaper articles</b>	<b>A press release a few times a year reminding the public of the impacts of phosphorus into the lake and methods to help reduce it.</b>	<b>NA**</b>
X 22	Video presentations	This could be performed through the High School which has video capacity. This would then be posted on the City's cable site (Channel 21).	NA**
<b>X 23</b>	<b>Community events</b>	<b>This is currently being practiced. The City has generated several handout flyers that are provided during community events when the City has a booth setup.</b>	<b>NA**</b>
X 24	Onsite training	This would likely be in partnership with Snohomish County that is set up to provide this type of service to contractors, developers, and the general public. This would require a ILA with the County and it is anticipated that the City would share in the cost for staffing and information. It is estimated that this would be in the range from \$6,000 to \$20,000/year.	NA**
X 25	Resident contacts	Enforcement or education efforts to contact individuals based on observations or suspected practices that are generating phosphorus into the runoff. This could require extensive time to locate.	NA**
<b>X 26</b>	<b>Project consultation</b>	<b>City would provide a consultation service to individuals (such as contractors) on methods to help in the control of phosphorus</b>	<b>NA**</b>
X 27	Incentives	A fund account can be set up that provides monetary incentives for volunteer compliance in City identified methods of phosphorus reduction.	NA**
X 28	Forest condition to pre-development conditions	Does not apply to the City	\$80.65

<b>X 29</b>	Design standard change	Update standards to reduce runoff from future impervious surfaces such as roads and sidewalks the use of infiltration and bio-filtering.	\$371,171
X 30	Reconfigure roadside ditches	Existing roadside ditches would be modified to reduce erosion and provide plants to help with the removal of phosphorus. This would have a significant increase in O&M.	\$6,000,000
<b>X 31</b>	Reconfigure streets	Modify streets to reduce runoff and improve filtration of surface water.	\$4,755,000
<b>X 32</b>	Reduce vehicle trips	This has been incorporated into the two subarea plans and the sidewalk plan that helps reduce the dependents of vehicle for travel within the City.	NA
X 33	Improve recreation facilities	Provide enhancement to City recreation areas to reduce runoff. This study showed that the benefits to be very low.	NA
X 34	Watershed-wide enforcement	This would likely be in partnership with Snohomish County that is set up to provide this type of service to contractors, developers, and the general public. This would require a ILA with the County and it is anticipated that the City would share in the cost for staffing and information. It is estimated that this would be in the range from \$10,000 to \$40,000/year.	NA
<b>X 35</b>	Animal waste	City provides pick up bags at some recreation areas. Education material has been produced by the City that is provided at community events.	NA
X 36	Septic system to sewer connection	It is unknown the level of this condition within the watershed. City is talking with Sewer District on this item.	NA

“\*” Cost information provided by “The Lake Whatcom Management Program Work Plan 2010-2014” – July 2010 CH2M Hill

- Costs do not include on-going maintenance and operations.

“\*\*” The cost benefit is difficult to estimate and impossible to measure. It is important though that education can result in an accumulative result in phosphorus reduction.

*Italic* These are current practices in part or whole within the budget.

Take No Action - This is not considered a viable option as it is suspected that algae bloom events would be on an increase with the current internal and external loading.

## **Discussion**

Due to the high levels of phosphorus already in the lake water column and sediment, removal of external phosphorus sources is expected to not be enough to address the water quality problem with algae. The aerator has been the main method for managing phosphorus within the lake for the past 19 years. Its treatment has maintained the iron-phosphorus bond in the lakes sediments in the deepest part of the lake and has had no effect on water suspended phosphorus or the shallow sediments. It had been an effective means to controlling most of the phosphorus problems but in recent years the loading has exceeded the aerator's capacity. In addition, the aerator is close to its operating life and is in need of some extensive repairs and on-going maintenance.

In accordance with a study prepared for Snohomish County by Tetra Tech in September 2012, "Alum treatment, at even a modest maintenance dose, should control internal loading more effectively than continued aeration. Moreover, alum should have more of an effect on reducing the spring cyanobacteria blooms (algae) than aeration." This would address the condition in the lake from both internal and external loading. While alum treatment in the lake is a very cost effective solution, and can function as the only solution to addressing the condition, it does nothing to reduce the external loading condition.

The City of Bellingham had performed an extensive study to manage phosphorus condition in Lake Whatcom. This had an extensive list for reducing external loadings which was used in the development of the Reduce External Loading Source section of this plan. While the costs to benefit numbers are applicable to Lake Whatcom, most of their costs were used in this document for comparison purpose against the different options. From this information, the cost for controlling external loading can be beyond the ability of most public agencies. Especially when compared to the benefits. However, any effort that may reduce the external loading can have a long term effect to water quality and public's awareness.

## **Recommendations**

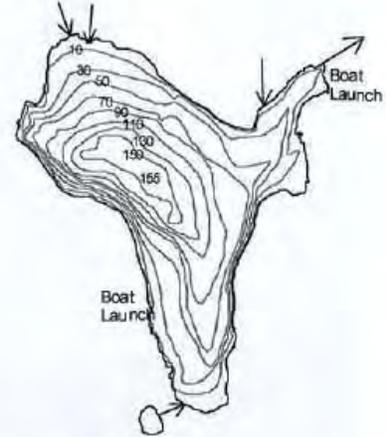
The recommendations are:

1. Control internal loading – Moderate level of Alum treatment to address seal in sediment and reduce internal loading. Alum treatment will also address phosphorus in
2. Reduce the external loading – education, regulations (code and standards), and annual monitoring in lake.
3. Phase out aerator – not a sustainable or long term solution
4. Monitor and review – determine success of actions and revise as needed

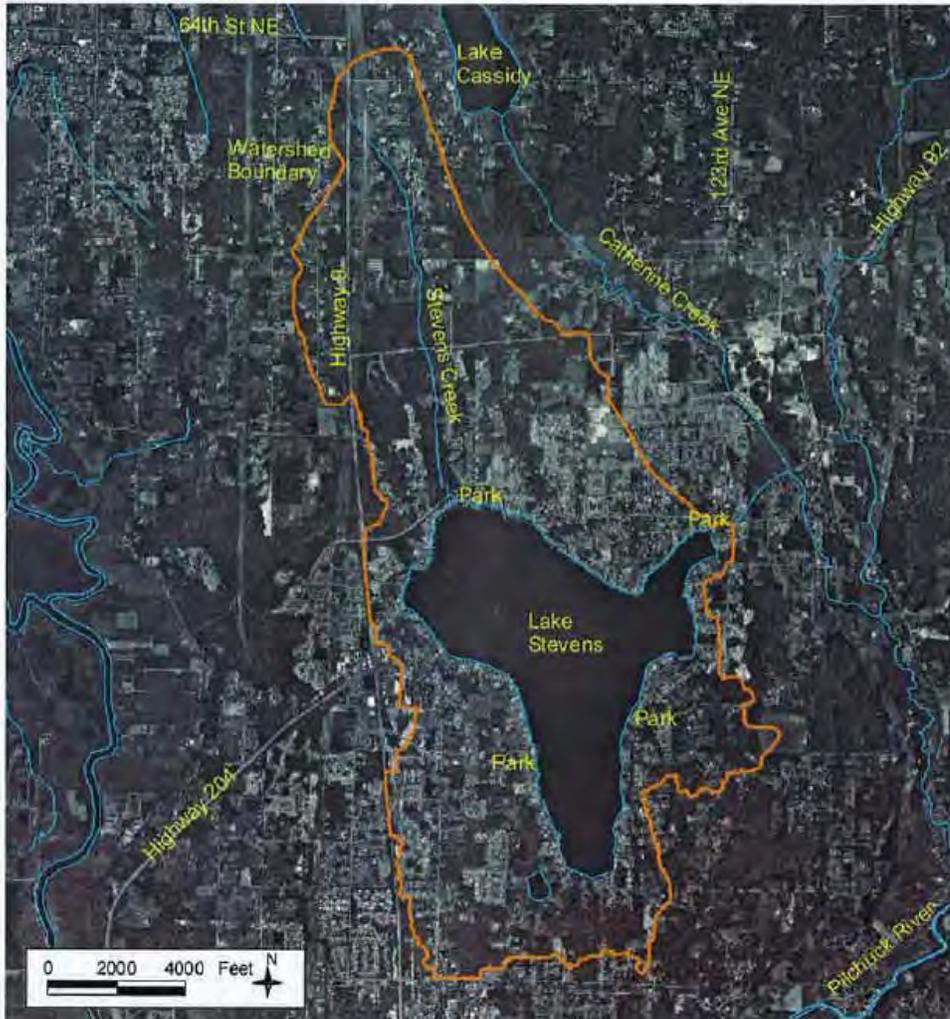
**Attachment A**

**LAKE AND WATERSHED DATA**

Lake Area: 1040 acres  
 Watershed Area: 4371 acres  
 Watershed to Lake Area Ratio: 4.2  
 Maximum Depth: 155 feet (47.3 meters)  
 Average Depth: 63 feet (19.4 meters)  
 Lake Volume: 65,000 acre-feet  
 Length of Shore: 7.1 miles



	<u>1972</u>	<u>MID-90'S</u>
# of nearshore homes	330	349
# of homes/1000' of shoreline	8.8	9.3
% of homes with bulkhead or fill		NA
% of homes with some native vegetation near shore		NA
% of watershed developed (residential or commercial)	20%	55% (est.)



Lake Stevens

Attachment B



**PRESS RELEASE** – 27 June 12

**Algae Blooms in Lake Stevens**

The City of Lake Stevens and Snohomish County Surface Water Management (SWM) have been monitoring a series of algae blooms occurring this spring on Lake Stevens. Most of the observed algae has been harmless filamentous algae which appears as green and brown free-floating mats. However, in mid-June, blooms of potentially toxic blue-green algae were also detected in isolated parts of the lake.

Also known as cyanobacteria, certain species of blue-green algae can produce toxins that affect the health of people and animals that recreate in lake water. Pets that drink lake water are of special concern. Blue-green algae look like blue, green, or even white paint floating on the surface of the water and will quickly dissipate if agitated.

Water samples were taken within hours of the initial confirmation of blue-green blooms. Since toxin testing takes several days, precautionary notifications were issued to nearby lakefront residents and CAUTION signs (see below) were posted at the public access location around the entire lake. The signs, warn people not to swim or ski in areas of scum, avoid drinking lake water, keep pets away from the water; clean fish well; and avoid areas of scum when boating.

Fortunately, the toxins of concern were found at levels below the recreational standards set by the Washington State Department of Health. The blue-green algae bloom has also since dissipated. Therefore, the CAUTION signs posted at all public access sites will be removed. The County and the City will continue to monitor the algae bloom. It is possible that blue-green algae blooms may re-occur this summer or fall. Citizens should exercise caution if blue-green algae scum is present.

**CAUTION**

**TOXIC ALGAE MAY BE PRESENT**  
Lake may be unsafe for people and pets

**Until further notice:**

- **Do not swim or water ski in areas of scum.**  
No nade ni riegue el esquí en áreas de la espuma
- **Do not drink lake water.**  
No beba el agua del lago
- **Keep pets and livestock away.**  
Animales domésticos y ganado de la subsistencia lejos
- **Clean fish well and discard guts.**  
Limpie los pescados bien y deseche la tripa
- **Avoid areas of scum when boating.**  
Evite las áreas de la espuma cuando canotaje

Call your doctor or veterinarian if you or your animals have sudden or unexplained sickness or signs of poisoning.

Call your local health department:	Report new algae blooms to Department of Ecology: <b>360-407-6000</b>
------------------------------------	--

For more information: [www.doh.wa.gov/chp/algae/default](http://www.doh.wa.gov/chp/algae/default)  
[www.ecy.wa.gov/programs/wq/plants/algae/index.html](http://www.ecy.wa.gov/programs/wq/plants/algae/index.html)

Algae are microscopic organisms similar to plants that can be found in all freshwater lakes including Lake Stevens. Algae are a natural and essential component to the lake because they serve as the base of the aquatic food chain. However, excessive amounts of algae can occur in response to high levels of nutrients and favorable weather conditions. Typical nutrient sources are lawn fertilizers, runoff from roofs and driveways, and pet and animal wastes. Last year's Eurasian water milfoil treatment may also be contributing to the growth. The decomposing plant matter can become a localized source of nutrients feeding algae. This is typical in the first year following a treatment.

To find out more information, track conditions at Lake Stevens, report blooms, or sign up for email toxic algae updates visit the County's web site at: <http://www.lakes.surfacewater.info>.

p:\public works\projects\2011 projects\11045 - sedimentation phosphorus plan\document\staff report\12-10-12 rpt - phosphorus management plan.docx

**Exhibit B**

**PHOSPHORUS TREATMENT  
 DRAFT FINANCIAL PLAN**

The following table is the cost projections for the treatment of phosphorus only.

<b>Year</b>	<b>Existing Budget/Forecast</b>	<b>Alum Treatment*</b>	<b>Aerator Only**</b>	<b>Aerator &amp; Alum Treatment***</b>
2013	\$103,400	\$100,000	\$200,000	\$250,000
2014	\$105,300	\$100,000	\$200,000	\$250,000
2015	\$107,200	\$100,000	\$200,000	\$250,000
2016	\$109,100	\$100,000	\$200,000	\$250,000
2017	\$111,200	\$100,000	\$200,000	\$250,000
2018	\$113,200	\$100,000	\$200,000	\$250,000
2019	\$115,300	\$100,000	\$200,000	\$250,000
<b>TOTAL</b>	<b>\$764,700</b>	<b>\$700,000</b>	<b>\$1,400,000</b>	<b>\$1,750,000</b>

**Note:**

- ‘\*’ Includes application of alum and permitting. Not included is the removal of the aerator.
- ‘\*\*’ Includes operating costs, minor annual repairs, and one major repair. The major repair costs is spread over the time evenly. Not includes is replacement costs. It is assumed that the existing unit can be repaired for an extended time beyond a 20 year life (e.g.: 1994 to 2014).
- ‘\*\*\*’ Includes the same costs as the “Aerator Only” column plus a reduce dosage of alum treatment.

The following table is the cost projections for the aerator.

<b>Alternative Treatment Type</b>	<b>Short Term (10 years)</b>	<b>Long Term (20 years)</b>	<b>Short Term Estimated Cost (10 year span)</b>	<b>Long Term Estimated Cost (replacement)</b>
<b>Alum Treatment</b>	Aerator is left in place for 5 years during evaluation period	Aerator is surpluses and removed from lake	\$300,000	\$0
<b>Aerator Only</b>	Aerator is repaired as needed to keep operational with two major repairs expected	Aerator system is replaced	\$2,000,000	\$4,000,000
<b>Aerator &amp; Alum Treatment</b>	Same as aerator only	Same as aerator only	\$2,500,000	\$4,000,000



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BLANKET VOUCHER APPROVAL  
**2012**

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

Payroll Direct Deposits	906628-906744	\$258,362.03
Payroll Checks	34474, 34481	\$4,863.94
Electronic Funds Transfers	537-540	\$4,757.71
Claims	34475-34480, 34483-34574, 34639-34642	\$232,523.94
Void Checks	34365	(\$743.00)
Tax Deposit(s)	12/14/12, 12/31/12	\$91,223.67
Total Vouchers Approved:		\$590,988.29

**This 14th day of January 2013:**

\_\_\_\_\_  
 Mayor

\_\_\_\_\_  
 Councilmember

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

\_\_\_\_\_  
 Councilmember

\_\_\_\_\_  
 Councilmember

\_\_\_\_\_  
 Councilmember



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**Direct Deposit Register**

13-Dec-2012

**Wells Fargo - AP**

**Lake Stevens**

**Direct Deposits to Accounts**

13-Dec-2012	<u>Vendor</u>	<u>Source</u>	<u>Amount</u>	<u>Draft#</u>	<u>Bank Name</u>	<u>Transit</u>	<u>Account</u>
9407	Department of Retirement (Pers	C	\$2,905.00	537	Wells Fargo	121000248	4159656917
9408	NATIONWIDE RETIREMENT SOL	C	\$1,123.25	538	Wells Fargo	121000248	4159656917
9405	Wash State Support Registry	C	\$402.46	539	Wells Fargo	121000248	4159656917
<b>Total:</b>			\$4,430.71		<b>Count:</b>	3.00	

***Direct Deposit Summary***

<u>Type</u>	<u>Count</u>	<u>Total</u>
C	3	\$4,430.71

**Pre-Note Transactions**

**Direct Deposit Register**

14-Dec-2012

Wells Fargo - AP

**Lake Stevens**

**Direct Deposits to Accounts**

14-Dec-2012	<u>Vendor</u>	<u>Source</u>	<u>Amount</u>	<u>Draft#</u>	<u>Bank Name</u>	<u>Transit</u>	<u>Account</u>
13027	DEPARTMENT OF LICENSING	C	\$327.00	540	Wells Fargo	123456789	123123123
<b>Total:</b>			\$327.00		<b>Count:</b>	1.00	

***Direct Deposit Summary***

<i>Type</i>	<i>Count</i>	<i>Total</i>
C	1	\$327.00

**Pre-Note Transactions**

# Detail Check Register

13-Dec-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
<b>34475</b>	<b>14-Dec-12</b>	<b>969</b>	<b>Business Card</b>		<b>\$975.57</b>
12/12 1056			Mgrs Admin Grp mtg	\$9.93	\$0.00
					\$9.93
001003513104300			Administration - Travel & Mtgs	\$9.93	
12/12 1324			Parking/Bulk Mailing	\$43.21	\$0.00
					\$43.21
001007558004300			Planning - Travel & Mtgs	\$15.00	
001007558004400			Planning - Advertising	\$28.21	
12/12 4381			Air fees/Transcription/RCW/Postage	\$149.53	\$0.00
					\$149.53
001008521003104			Law Enforcement-Operating Cost	\$90.36	
001008521004200			Law Enforcement - Communicatio	\$17.50	
001008521004300			Law Enforce - Travel & Mtgs	\$16.67	
001008521004301			Boating - Travel/Training	\$25.00	
12/12 4949			Frame/Brush and Handle	\$173.45	\$0.00
					\$173.45
001008521003100			Law Enforcement - Office Suppl	\$7.59	
001008521004800			Law Enforcement - Repair & Mai	\$165.86	
12/12 7750			Digital Camera/Fluid,Shoring,Winter	\$599.45	\$0.00
					\$599.45
101016542003102			Street Fund Operating Costs	\$172.65	
101016542004800			Street Fund - Repair & Mainten	\$426.80	
<b>34476</b>	<b>14-Dec-12</b>	<b>276</b>	<b>City Of Lake Stevens</b>		<b>\$11,255.69</b>
409023062			Retainage-Granite Construction	\$11,255.69	\$0.00
					\$11,255.69
101016542606400			Street Fund - Overlays	\$11,255.69	
<b>34477</b>	<b>14-Dec-12</b>	<b>13383</b>	<b>Dooley Enterprises</b>		<b>\$633.00</b>
47905			Duty Ammo .223 - 1000 rounds	\$633.00	\$0.00
					\$633.00
001008521003104			Law Enforcement-Operating Cost	\$633.00	
<b>34478</b>	<b>14-Dec-12</b>	<b>12751</b>	<b>LAKE STEVENS POLICE GUILD</b>		<b>\$952.00</b>
12/14/12			Union Dues	\$952.00	\$0.00
					\$952.00
001000281000000			Payroll Liabilities	\$952.00	
<b>34479</b>	<b>14-Dec-12</b>	<b>860</b>	<b>Lake Stevens Sewer District</b>		<b>\$630.00</b>
12/01/12			Utilities - sewer	\$630.00	\$0.00
					\$630.00
001008521004700			Law Enforcement - Utilities	\$140.00	
001010576804700			Parks - Utilities	\$140.00	
001012572504700			Library - Utilities	\$70.00	
001013519904700			General Government - Utilities	\$280.00	
<b>34480</b>	<b>14-Dec-12</b>	<b>12961</b>	<b>SNOHOMISH COUNTY PUD</b>		<b>\$1,821.11</b>
103967531			Utilities - electric	\$91.66	\$0.00
					\$91.66
001010576804700			Parks - Utilities	\$91.66	

## Detail Check Register

13-Dec-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor			Check Amount
110598627			Utilities - electric	\$941.16	\$0.00	\$941.16
	001012572504700		Library - Utilities	\$740.95		
	001013519904700		General Government - Utilities	\$200.21		
127184564			Utilities - electric	\$32.41	\$0.00	\$32.41
	001010576804700		Parks - Utilities	\$32.41		
137022692			Utilities - electric	\$145.07	\$0.00	\$145.07
	101016542630000		Street Fund - Street Lighting	\$145.07		
140336015			Utilities - electric	\$610.81	\$0.00	\$610.81
	001013555504700		Community Center - Utilities	\$610.81		
<b>Total Of Checks:</b>						<b>\$16,267.37</b>

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
<b>34483</b>	<b>31-Dec-12</b>	<b>13987</b>	<b>A WorkSAFE Service, Inc</b>		<b>\$52.00</b>
170215			Drug Tests	\$52.00	\$0.00
001008521004100			Law Enforcement - Professional	\$52.00	
<b>34484</b>	<b>31-Dec-12</b>	<b>13328</b>	<b>ACES</b>		<b>\$329.00</b>
9021			Safety mtg-chemicals	\$329.00	\$0.00
001003517620000			Admin. Safety program	\$77.64	
101016517620000			safety program	\$146.08	
410016517620000			safety program	\$105.28	
<b>34485</b>	<b>31-Dec-12</b>	<b>12540</b>	<b>ALLIED WASTE SERVICES #197</b>		<b>\$251.88</b>
0197-001534089			Dumpster services	\$251.88	\$0.00
001010576803103			Parks-Lundeen-Operating Costs	\$239.17	
001010576804500			Parks - Equipment Rental	\$12.71	
<b>34486</b>	<b>31-Dec-12</b>	<b>12540</b>	<b>ALLIED WASTE SERVICES #197</b>		<b>\$350.18</b>
0197-001534307			Dumpster services	\$350.18	\$0.00
101016542003102			Street Fund Operating Costs	\$169.29	
101016542004500			Street Fund - Rentals/Leases	\$5.81	
410016542403102			Storm Water - Operating Costs	\$169.28	
410016542404501			Storm Water - Equipment Rental	\$5.80	
<b>34487</b>	<b>31-Dec-12</b>	<b>12540</b>	<b>ALLIED WASTE SERVICES #197</b>		<b>\$109.96</b>
0197-001534791			Dumpster services	\$109.96	\$0.00
001013519903100			General Government - Operating	\$97.25	
001013519904500			General Government-Equip Renta	\$12.71	
<b>34488</b>	<b>31-Dec-12</b>	<b>12949</b>	<b>ALPINE FIRE &amp; SAFETY SYS INC</b>		<b>\$276.02</b>
583129			First aid supplies	\$64.54	\$0.00
001008521003104			Law Enforcement-Operating Cost	\$64.54	
583134			First aid supplies	\$211.48	\$0.00
101016542003101			Street Fund Office Supplies	\$105.74	
410016542403101			Storm Water - Office Supplies	\$105.74	
<b>34489</b>	<b>31-Dec-12</b>	<b>13401</b>	<b>Angel Transport and Towing</b>		<b>\$346.16</b>
0974			Towing impound	\$346.16	\$0.00
001008521003104			Law Enforcement-Operating Cost	\$346.16	
<b>34490</b>	<b>31-Dec-12</b>	<b>13846</b>	<b>AquaTechnex</b>		<b>\$8,688.00</b>
3852			Diver - Milfoil removal	\$8,688.00	\$0.00
410016542404102			Storm Water -Milfoil Treatment	\$8,688.00	
<b>34491</b>	<b>31-Dec-12</b>	<b>13795</b>	<b>Bear Creek Law Firm, PS</b>		<b>\$1,600.00</b>
12/27/12			Hearing Examiner Svcs	\$1,600.00	\$0.00

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001007558004103			Planning - Prof.Serv-Hearing E	\$1,600.00	
<b>34492</b>	<b>31-Dec-12</b>	<b>13921</b>	<b>Bill Trimm FAICP</b>		<b>\$1,137.50</b>
2012-11.12			Econ Dev Out Prof svcs	\$1,137.50	\$0.00 \$1,137.50
001007558804111			Planning-Economic Development	\$1,137.50	
<b>34493</b>	<b>31-Dec-12</b>	<b>179</b>	<b>Blumenthal Uniforms</b>		<b>\$447.32</b>
967708			Thomas/Wachveitl Vests	\$447.32	\$0.00 \$447.32
001008521002600			Law Enforcment Clothing	\$447.32	
<b>34494</b>	<b>31-Dec-12</b>	<b>11952</b>	<b>Carquest Auto Parts Store</b>		<b>\$185.73</b>
2421-183665			Oil and fluids	\$90.17	\$0.00 \$90.17
101016542004800			Street Fund - Repair & Mainten	\$90.17	
2421-184626			Rotary Barrel Pump	\$95.56	\$0.00 \$95.56
101016542004800			Street Fund - Repair & Mainten	\$95.56	
<b>34495</b>	<b>31-Dec-12</b>	<b>13391</b>	<b>Cemex</b>		<b>\$962.67</b>
9425225803			Asphalt	\$763.64	\$0.00 \$763.64
101016542004800			Street Fund - Repair & Mainten	\$763.64	
9425275011			123rd Ave Ne & Callow	\$199.03	\$0.00 \$199.03
410016542404800			Storm Water - Repairs & Maint.	\$199.03	
<b>34496</b>	<b>31-Dec-12</b>	<b>13776</b>	<b>Chris L Griffen</b>		<b>\$150.00</b>
220881126LSP			Public defender	\$150.00	\$0.00 \$150.00
001013512800000			Court Appointed Attorney Fees	\$150.00	
<b>34497</b>	<b>31-Dec-12</b>	<b>12004</b>	<b>CITY OF MARYSVILLE</b>		<b>\$19,520.06</b>
12-021			Court Citations for Nov 2012	\$7,478.65	\$0.00 \$7,478.65
001013512500001			Municipal Court Fees	\$7,478.65	
5970			Hwy 9 Prof Services	\$437.50	\$0.00 \$437.50
001013519904100			General Government - Professio	\$437.50	
POLIN11-0255			Prisoner Hsng Nov 2012	\$10,311.91	\$0.00 \$10,311.91
001008523005100			Law Enforcement - Jail	\$10,311.91	
POLIN11-0260			Prisoner Hsg Okanogan Nov 2012	\$1,292.00	\$0.00 \$1,292.00
001008523005100			Law Enforcement - Jail	\$1,292.00	
<b>34498</b>	<b>31-Dec-12</b>	<b>290</b>	<b>Co-Op Supply</b>		<b>\$6.71</b>

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor			Check Amount
601832/4			Propane		\$6.71	\$6.71
101016542004800			Street Fund - Repair & Mainten		\$6.71	
<b>34499</b>	<b>31-Dec-12</b>	<b>13030</b>	<b>COMCAST</b>			<b>\$105.95</b>
12/12 0443150			Internet sevices		\$105.95	\$105.95
001003513104200			Administration-Communications		\$2.12	
001003514104200			City Clerks-Communications		\$6.36	
001003516104200			Human Resources-Communications		\$2.12	
001003518104200			IT Dept-Communications		\$4.24	
001004514234200			Finance - Communications		\$4.24	
001007558004200			Planning - Communication		\$16.95	
001008521004200			Law Enforcement - Communicatio		\$61.45	
001010576804200			Parks - Communication		\$2.83	
101016542004200			Street Fund - Communications		\$2.82	
410016542404200			Storm Water - Communications		\$2.82	
<b>34500</b>	<b>31-Dec-12</b>	<b>322</b>	<b>Concrete NorWest</b>			<b>\$752.60</b>
848929			Ecology blocks		\$108.60	\$108.60
101016542004800			Street Fund - Repair & Mainten		\$54.30	
101016542660000			Street Fund - Snow & Ice Contr		\$54.30	
849241			Ecology Blocks		\$271.50	\$271.50
101016542004800			Street Fund - Repair & Mainten		\$135.75	
101016542660000			Street Fund - Snow & Ice Contr		\$135.75	
849542			Ecology blocks for salt bins		\$372.50	\$372.50
101016542004800			Street Fund - Repair & Mainten		\$186.25	
101016542660000			Street Fund - Snow & Ice Contr		\$186.25	
<b>34501</b>	<b>31-Dec-12</b>	<b>91</b>	<b>Corporate Office Supply</b>			<b>\$829.00</b>
134010i			Folders/calanders/tape/staples/pens		\$113.37	\$113.37
001004514233100			Finance - Office Supplies		\$16.67	
001013519903100			General Government - Operating		\$96.70	
134363i			Tissue, wrist rest		\$52.42	\$52.42
001008521003100			Law Enforcement - Office Suppl		\$52.42	
134811			Ink for stamps		\$73.63	\$73.63
001008521003100			Law Enforcement - Office Suppl		\$73.63	
134844i			Paper		\$268.74	\$268.74
001008521003100			Law Enforcement - Office Suppl		\$268.74	
134909i			Ink cartridges		\$232.22	\$232.22

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001007558003100			Planning - Office Supplies	\$232.22	
135070i			Air Freshner/Tabbing/batteries	\$88.62	\$0.00 \$88.62
001007558003100			Planning - Office Supplies	\$64.61	
101016542003101			Street Fund Office Supplies	\$24.01	
<b>34502</b>	<b>31-Dec-12</b>	<b>13196</b>	<b>Correctional Industries</b>		<b>\$1,629.00</b>
SLIP0273			Asbestos survey	\$1,629.00	\$0.00 \$1,629.00
101016542004100			Street Fund - Professional Ser	\$1,629.00	
<b>34503</b>	<b>31-Dec-12</b>	<b>9386</b>	<b>Crystal and Sierra Springs</b>		<b>\$321.96</b>
5249844120112			Bottled water	\$321.96	\$0.00 \$321.96
001007558003200			Planning-Operating Costs	\$57.45	
001007559003101			Building Department - Operatin	\$57.44	
001008521003104			Law Enforcement-Operating Cost	\$114.89	
001013519904900			General Government - Miscellan	\$63.95	
101016542003102			Street Fund Operating Costs	\$14.12	
410016542403102			Storm Water - Operating Costs	\$14.11	
<b>34504</b>	<b>31-Dec-12</b>	<b>13090</b>	<b>Daily Journal of Commerce</b>		<b>\$104.55</b>
3268988			Req for Qual Mktg & Bus Recruit	\$104.55	\$0.00 \$104.55
001007558004400			Planning - Advertising	\$104.55	
<b>34505</b>	<b>31-Dec-12</b>	<b>12800</b>	<b>DEPT OF CORRECTIONS</b>		<b>\$301.28</b>
MCC459 1112			Work crew services	\$301.28	\$0.00 \$301.28
101016542004800			Street Fund - Repair & Mainten	\$150.64	
410016542404800			Storm Water - Repairs & Maint.	\$150.64	
<b>34506</b>	<b>31-Dec-12</b>	<b>473</b>	<b>Electronic Business Machines</b>		<b>\$709.11</b>
082415			copier maint	\$146.25	\$0.00 \$146.25
001008521004800			Law Enforcement - Repair & Mai	\$146.25	
082422			Copier maint	\$313.53	\$0.00 \$313.53
001013519904800			General Government - Repair/Ma	\$313.53	
082803			Copier maint	\$71.81	\$0.00 \$71.81
001007558004800			Planning - Repairs & Maint.	\$35.91	
101016542004800			Street Fund - Repair & Mainten	\$17.95	
410016542404800			Storm Water - Repairs & Maint.	\$17.95	
083334			Copier maint	\$177.52	\$0.00 \$177.52
001013519904800			General Government - Repair/Ma	\$177.52	
<b>34507</b>	<b>31-Dec-12</b>	<b>13615</b>	<b>Everett Bayside Marine</b>		<b>\$627.11</b>

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor			Check Amount
16938		PT01/Wahoo	Vessel Repair	\$627.11	\$0.00	\$627.11
001008521004802		LE - Boating R&M		\$627.11		
<b>34508</b>	<b>31-Dec-12</b>	<b>13935</b>	<b>Everett Steel</b>			<b>\$462.09</b>
2344			Metal grate-Snow Plow	\$219.38	\$0.00	\$219.38
101016542660000		Street Fund - Snow & Ice Contr		\$219.38		
2676			Steel Rod	\$55.27	\$0.00	\$55.27
101016542660000		Street Fund - Snow & Ice Contr		\$55.27		
2677			Plow repair	\$187.44	\$0.00	\$187.44
101016542660000		Street Fund - Snow & Ice Contr		\$187.44		
<b>34509</b>	<b>31-Dec-12</b>	<b>13907</b>	<b>Fastenal Company</b>			<b>\$266.06</b>
WAEV119865			Pine Sol for cleaning restroom	\$61.01	\$0.00	\$61.01
001010576803100		Parks - Operating Costs		\$61.01		
WAEV119888			Light bulbs for city bldgs	\$137.85	\$0.00	\$137.85
001013519904800		General Government - Repair/Ma		\$137.85		
WAEV119937			Spray way cleaner	\$67.20	\$0.00	\$67.20
001010576803100		Parks - Operating Costs		\$67.20		
<b>34510</b>	<b>31-Dec-12</b>	<b>13468</b>	<b>Feldman &amp; Lee</b>			<b>\$10,500.00</b>
11/2012			Public Defender	\$5,250.00	\$0.00	\$5,250.00
001013512800000		Court Appointed Attorney Fees		\$5,250.00		
12/31/12			Public defender	\$5,250.00	\$0.00	\$5,250.00
001013512500001		Municipal Court Fees		\$5,250.00		
<b>34511</b>	<b>31-Dec-12</b>	<b>13764</b>	<b>Frontier</b>			<b>\$82.70</b>
12/12 0116915			Phone services	\$82.70	\$0.00	\$82.70
001013519904200		General Government - Communica		\$27.57		
101016542004200		Street Fund - Communications		\$27.56		
410016542404200		Storm Water - Communications		\$27.57		
<b>34512</b>	<b>31-Dec-12</b>	<b>13254</b>	<b>Gibson Traffic Consultants</b>			<b>\$3,675.00</b>
12-014-6			Prof Svcs Traffic Mit Impact	\$3,675.00	\$0.00	\$3,675.00
101016542004106		Prof Svc - GMA Traffic Plan		\$3,675.00		
<b>34513</b>	<b>31-Dec-12</b>	<b>12393</b>	<b>GLENS RENTAL SALES &amp; SERVICE</b>			<b>\$394.60</b>
S2237			Roller	\$141.18	\$0.00	\$141.18

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
410016542404501			Storm Water - Equipment Rental	\$141.18	
S2243			Porta Power	\$21.72	\$0.00
410016542404501			Storm Water - Equipment Rental	\$21.72	
S2250			Chainsaw parts	\$90.52	\$0.00
410016542403103			Tools	\$90.52	
S2475			Paving roller	\$141.18	\$0.00
410016542404501			Storm Water - Equipment Rental	\$141.18	
<b>34514</b>	<b>31-Dec-12</b>	<b>13086</b>	<b>Gregs Custom Fishing Rods</b>		<b>\$119.98</b>
12242012.1			2 pair hip waders	\$119.98	\$0.00
410016542402600			Storm Water-Clothing	\$119.98	
<b>34515</b>	<b>31-Dec-12</b>	<b>13785</b>	<b>Group Health Coop</b>		<b>\$191.00</b>
74005681			drug screening	\$191.00	\$0.00
001008521004100			Law Enforcement - Professional	\$126.00	
101016542004100			Street Fund - Professional Ser	\$32.50	
410016542404101			Storm Water - Professional Ser	\$32.50	
<b>34516</b>	<b>31-Dec-12</b>	<b>13500</b>	<b>HB Jaeger Co LLC</b>		<b>\$2,797.18</b>
132885-1			Jet Set	\$99.91	\$0.00
410016542404800			Storm Water - Repairs & Maint.	\$99.91	
132886/1			Exhaust extraction system shop	\$81.45	\$0.00
101016543504802			Facilities R&M (City Shop)	\$81.45	
134335/1			Callow Rd Storm drain project	\$814.15	\$0.00
410016542404800			Storm Water - Repairs & Maint.	\$814.15	
134407/1			Storm grates	\$374.67	\$0.00
410016542404800			Storm Water - Repairs & Maint.	\$374.67	
134697/1			Evidence Room & Springbrook	\$1,427.00	\$0.00
001010576804800			Parks - Repair & Maintenance	\$128.43	
001013519904800			General Government - Repair/Ma	\$285.40	
410016542404800			Storm Water - Repairs & Maint.	\$1,013.17	
<b>34517</b>	<b>31-Dec-12</b>	<b>13509</b>	<b>Industrial Supply, Inc</b>		<b>\$364.32</b>
507015			Rake & Post Hole digger	\$61.44	\$0.00
410016542403103			Tools	\$61.44	

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor		Check Amount	
507080			Post hole digger	\$68.82	\$0.00	\$68.82
		410016542403103	Tools	\$68.82		
507760			Rain bibs	\$74.24	\$0.00	\$74.24
		101016542002600	Street Fund - Clothing	\$37.12		
		410016542402600	Storm Water-Clothing	\$37.12		
507843			Pitch fork	\$40.62	\$0.00	\$40.62
		101016542004800	Street Fund - Repair & Mainten	\$40.62		
507844			Safety glasse, pitch fork	\$70.46	\$0.00	\$70.46
		101016542004800	Street Fund - Repair & Mainten	\$70.46		
508056			Rain pants	\$48.74	\$0.00	\$48.74
		101016542002600	Street Fund - Clothing	\$24.37		
		410016542402600	Storm Water-Clothing	\$24.37		
<b>34518</b>	<b>31-Dec-12</b>	<b>13232</b>	<b>Integra Telecom, Inc</b>			<b>\$897.06</b>
10396649			Phone services	\$897.06	\$0.00	\$897.06
		001003513104200	Administration-Communications	\$6.64		
		001003514104200	City Clerks-Communications	\$7.75		
		001003516104200	Human Resources-Communications	\$7.19		
		001003518104200	IT Dept-Communications	\$18.81		
		001004514234200	Finance - Communications	\$14.94		
		001007558004200	Planning - Communication	\$55.23		
		001007559004200	Building Department - Communci	\$36.87		
		001008521004200	Law Enforcement - Communicatio	\$141.78		
		001010575304200	Historical - Communications	\$36.87		
		001013519904200	General Government - Communica	\$291.24		
		001013555504200	Community Center-Communication	\$36.87		
		101016542004200	Street Fund - Communications	\$120.26		
		410016542404200	Storm Water - Communications	\$122.61		
<b>34519</b>	<b>31-Dec-12</b>	<b>13130</b>	<b>J &amp; J Polygraph Service, LLC</b>			<b>\$200.00</b>
1135			New Officer Polygraph Exam	\$200.00	\$0.00	\$200.00
		001008521004100	Law Enforcement - Professional	\$200.00		
<b>34520</b>	<b>31-Dec-12</b>	<b>13989</b>	<b>Janet L Gaunt</b>			<b>\$3,520.00</b>
11/19/12			Arbitration - Legal	\$3,520.00	\$0.00	\$3,520.00
		101016542004107	PW - Professional Srv - Legal	\$1,760.00		
		410016542404101	Storm Water - Professional Ser	\$1,760.00		
<b>34521</b>	<b>31-Dec-12</b>	<b>13863</b>	<b>Johns Cleaning Service</b>			<b>\$60.50</b>
1001			Uniform cleaning	\$60.50	\$0.00	\$60.50

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001008521002600			Law Enforcment Clothing	\$60.50	
<b>34522</b>	<b>31-Dec-12</b>	<b>13863</b>	<b>Johns Cleaning Service</b>	<b>\$44.90</b>	
1022			Uniform cleaning	\$44.90	\$0.00
001008521002602			LE - Boating Clothing	\$44.90	
<b>34523</b>	<b>31-Dec-12</b>	<b>13279</b>	<b>KCDA Purchasing Coop</b>	<b>\$1,065.69</b>	
3644240			Trash can liners and wipes	\$1,065.69	\$0.00
001008521003104			Law Enforcement-Operating Cost	\$21.31	
001010576803100			Parks - Operating Costs	\$234.45	
001010576803103			Parks-Lundeen-Operating Costs	\$21.31	
001010576804803			Parks-Lundeen-Repair & Maint	\$255.77	
001013519903100			General Government - Operating	\$21.31	
101016542004800			Street Fund - Repair & Mainten	\$255.77	
410016542404800			Storm Water - Repairs & Maint.	\$255.77	
<b>34524</b>	<b>31-Dec-12</b>	<b>13882</b>	<b>Knock Out Specialties</b>	<b>\$928.98</b>	
31248			Currency Bags	\$286.49	\$0.00
001008521003100			Law Enforcement - Office Suppl	\$286.49	
31249			Currency Bags	\$286.49	\$0.00
001008521003100			Law Enforcement - Office Suppl	\$286.49	
31250			Currency Bags	\$356.00	\$0.00
001008521003100			Law Enforcement - Office Suppl	\$356.00	
<b>34525</b>	<b>31-Dec-12</b>	<b>13885</b>	<b>Lake Industries LLC</b>	<b>\$570.03</b>	
257012correction			36th St Bridge repair	\$0.03	\$0.00
101016595616440			36th Street Bridge Repair	\$0.03	
25704			Fill for 36th St bridge repair	\$60.00	\$0.00
101016595616440			36th Street Bridge Repair	\$60.00	
25708			Storm drain debris removal	\$90.00	\$0.00
410016542404800			Storm Water - Repairs & Maint.	\$90.00	
25713			Storm ditch debris removal	\$75.00	\$0.00
410016542404800			Storm Water - Repairs & Maint.	\$75.00	
25716			Storm ditch debris removal	\$120.00	\$0.00
410016542404800			Storm Water - Repairs & Maint.	\$120.00	

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor		Check Amount	
25718			Storm ditch debris removal	\$180.00	\$0.00	\$180.00
410016531503104			DOE-G1100060 SW Capacity Exp	\$180.00		
25726			Storm ditch debris removal	\$30.00	\$0.00	\$30.00
410016531503104			DOE-G1100060 SW Capacity Exp	\$30.00		
25750			Ditch debris removal	\$15.00	\$0.00	\$15.00
410016531503104			DOE-G1100060 SW Capacity Exp	\$15.00		
<b>34526</b>	<b>31-Dec-12</b>	<b>13885</b>	<b>Lake Industries LLC</b>			<b>\$754.76</b>
25752			Ditch debris removal	\$75.00	\$0.00	\$75.00
410016531503104			DOE-G1100060 SW Capacity Exp	\$75.00		
25758			Ditch debris removal	\$75.00	\$0.00	\$75.00
410016531503104			DOE-G1100060 SW Capacity Exp	\$75.00		
258215			36th Street Bridge repair	\$116.34	\$0.00	\$116.34
101016595616440			36th Street Bridge Repair	\$116.34		
258251			Storm drain debris removal	\$114.71	\$0.00	\$114.71
410016542404800			Storm Water - Repairs & Maint.	\$114.71		
258270			Storm drain debris removal	\$186.16	\$0.00	\$186.16
410016542404800			Storm Water - Repairs & Maint.	\$186.16		
258286			Storm drain debris removal	\$37.55	\$0.00	\$37.55
410016542404800			Storm Water - Repairs & Maint.	\$37.55		
26590			36th Street Bridge repair	\$60.00	\$0.00	\$60.00
101016595616440			36th Street Bridge Repair	\$60.00		
26597			36th Street Bridge repair	\$90.00	\$0.00	\$90.00
101016595616440			36th Street Bridge Repair	\$90.00		
<b>34527</b>	<b>31-Dec-12</b>	<b>11777</b>	<b>Lake Stevens Fire</b>			<b>\$155.00</b>
6737			Annual Fire Inspection	\$155.00	\$0.00	\$155.00
001007558003200			Planning-Operating Costs	\$77.50		
101016542003102			Street Fund Operating Costs	\$38.75		
410016542403102			Storm Water - Operating Costs	\$38.75		
<b>34528</b>	<b>31-Dec-12</b>	<b>852</b>	<b>Lake Stevens Journal</b>			<b>\$343.90</b>
78535			Ords 882 & 883	\$23.45	\$0.00	\$23.45

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001004514234400			Finance Advertising	\$23.45	
78593			Engineering Tech	\$29.00	\$0.00 \$29.00
101016542004400			Street Fund - Advertising	\$14.50	
410016542404400			Storm Water - Advertising	\$14.50	
78629			Ords 884,885, 886	\$93.80	\$0.00 \$93.80
001013514304400			General Government - Advertisin	\$93.80	
78630			LU2012-17 Lake Country Baptist Ch	\$83.75	\$0.00 \$83.75
001007558004400			Planning - Advertising	\$83.75	
78631			LU2012-24 Furseth Dock	\$113.90	\$0.00 \$113.90
001007558004400			Planning - Advertising	\$113.90	
<b>34529</b>	<b>31-Dec-12</b>	<b>12751</b>	<b>LAKE STEVENS POLICE GUILD</b>		<b>\$992.50</b>
12/31/12			Union Dues	\$992.50	\$0.00 \$992.50
001000281000000			Payroll Liabilities	\$992.50	
<b>34530</b>	<b>31-Dec-12</b>	<b>9340</b>	<b>Lake Stevens School District</b>		<b>\$515.00</b>
8407			Facility and Custodial Overtime	\$237.25	\$0.00 \$237.25
001001511604501			Legislative - Rentals	\$237.25	
8408			Facility and Custodial Overtime	\$277.75	\$0.00 \$277.75
001001511604501			Legislative - Rentals	\$277.75	
<b>34531</b>	<b>31-Dec-12</b>	<b>12841</b>	<b>Law Offices of Weed, Graafstra</b>		<b>\$8,593.50</b>
108			Prof Services	\$8,593.50	\$0.00 \$8,593.50
001005515204100			Legal - Professional Service	\$5,156.10	
101016542004100			Street Fund - Professional Ser	\$2,578.05	
410016542404101			Storm Water - Professional Ser	\$859.35	
<b>34532</b>	<b>31-Dec-12</b>	<b>13404</b>	<b>LexisNexis</b>		<b>\$108.60</b>
1420070020121231			Database searches	\$54.30	\$0.00 \$54.30
001008521004100			Law Enforcement - Professional	\$54.30	
142070020121130			Database searches	\$54.30	\$0.00 \$54.30
001008521004100			Law Enforcement - Professional	\$54.30	
<b>34533</b>	<b>31-Dec-12</b>	<b>12215</b>	<b>LOWES COMPANIES</b>		<b>\$911.03</b>
61574			Sign posts	\$82.86	\$0.00 \$82.86
101016542640000			Street Fund - Traffic Control	\$82.86	

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor		Check Amount
61816			Wire, outlet covers	\$74.57	\$0.00 \$74.57
101016543504802			Facilities R&M (City Shop)	\$74.57	
61909			Light bulbs, cover	\$141.62	\$0.00 \$141.62
101016543504802			Facilities R&M (City Shop)	\$141.62	
65907			Lights for Library, Annex, CC	\$199.09	\$0.00 \$199.09
001012572504800			Library - Repair & Maint.	\$100.00	
001013519904800			General Government - Repair/Ma	\$49.55	
001013555504800			Community Center - Repair & M	\$49.54	
94634			Venting for shop heater	\$412.89	\$0.00 \$412.89
101016543504802			Facilities R&M (City Shop)	\$412.89	
<b>34534</b>	<b>31-Dec-12</b>	<b>13420</b>	<b>Norpoint Shooting and Tactical</b>		<b>\$760.20</b>
20124			Training Nov-Dec 2012	\$760.20	\$0.00 \$760.20
001008521004901			Law Enforcement - Staff Develo	\$760.20	
<b>34535</b>	<b>31-Dec-12</b>	<b>12684</b>	<b>NORTHWEST CASCADE INC.</b>		<b>\$218.00</b>
1-581383			Honey bucket rentals	\$218.00	\$0.00 \$218.00
001010576804500			Parks - Equipment Rental	\$218.00	
<b>34536</b>	<b>31-Dec-12</b>	<b>1091</b>	<b>Office Of The State Treasurer</b>		<b>\$8,694.54</b>
12/2012			Dec 2012 State Court Fees	\$8,694.54	\$0.00 \$8,694.54
633008559005100			Building Department - State Bl	\$90.00	
633008589000003			Public Safety And Ed. (1986 As	\$4,159.09	
633008589000004			Public Safety And Education	\$2,433.99	
633008589000005			Judicial Information System-Ci	\$779.68	
633008589000008			Trauma Care	\$285.83	
633008589000009			school zone safety	\$0.41	
633008589000010			Public Safety Ed #3	\$163.58	
633008589000011			Auto Theft Prevention	\$421.72	
633008589000012			HWY Safety Act	\$58.22	
633008589000013			Death Inv Acct	\$45.27	
633008589000014			WSP Highway Acct	\$256.75	
<b>34537</b>	<b>31-Dec-12</b>	<b>13943</b>	<b>PartsMaster</b>		<b>\$186.33</b>
20638076			Crimp & sink connectors	\$86.85	\$0.00 \$86.85
101016542004800			Street Fund - Repair & Mainten	\$86.85	
20639763			Crimp & sink connectors	\$99.48	\$0.00 \$99.48
101016542004800			Street Fund - Repair & Mainten	\$99.48	

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
<b>34538</b>	<b>31-Dec-12</b>	<b>1066</b>	<b>PERTEET ENGINEERING, INC.</b>		<b>\$772.48</b>
20110012.000-3			S&G Development site visit	\$772.48	\$0.00
			001007558004107	Planning-CA - Developer Reimb	\$772.48
<b>34539</b>	<b>31-Dec-12</b>	<b>9333</b>	<b>Petty Cash Account (N. Scott)</b>		<b>\$10.00</b>
12.05.12.			Recording fee	\$10.00	\$0.00
			001013519904900	General Government - Miscellan	\$10.00
<b>34540</b>	<b>31-Dec-12</b>	<b>12450</b>	<b>PITNEY BOWES</b>		<b>\$112.12</b>
9619164-DC12			Postage machine rental	\$112.12	\$0.00
			001013519904500	General Government-Equip Renta	\$112.12
<b>34541</b>	<b>31-Dec-12</b>	<b>12520</b>	<b>PUBLIC SAFETY TESTING</b>		<b>\$425.00</b>
2012-4843			Recruiting Assistance	\$425.00	\$0.00
			001003516904100	Civil Service - Professional S	\$425.00
<b>34542</b>	<b>31-Dec-12</b>	<b>11869</b>	<b>PUGET SOUND ENERGY</b>		<b>\$402.28</b>
12/07/12			Utilities - gas	\$126.41	\$0.00
			001008521004700	Law Enforcement - Utilities	\$126.41
12-07-12			Utilities - gas	\$275.87	\$0.00
			001010576804700	Parks - Utilities	\$91.96
			101016542004700	Street Fund - Utilities	\$91.96
			410016542404701	Storm Water Utilities	\$91.95
<b>34543</b>	<b>31-Dec-12</b>	<b>12069</b>	<b>Seattle Pump</b>		<b>\$509.34</b>
61583			Vactor truck repair	\$509.34	\$0.00
			410016531503104	DOE-G1100060 SW Capacity Exp	\$509.34
<b>34544</b>	<b>31-Dec-12</b>	<b>1343</b>	<b>SIRCHIE FINGER PRINT</b>		<b>\$102.50</b>
0104171-IN			Fingerprint rollers	\$102.50	\$0.00
			001008521003100	Law Enforcement - Office Suppl	\$102.50
<b>34545</b>	<b>31-Dec-12</b>	<b>13363</b>	<b>Six Robblees Inc.</b>		<b>\$343.18</b>
14-261467			Snow chain repair	\$343.18	\$0.00
			101016542660000	Street Fund - Snow & Ice Contr	\$343.18
<b>34546</b>	<b>31-Dec-12</b>	<b>13715</b>	<b>Sno Co Sherrifs Office</b>		<b>\$6,964.27</b>
2012-1405			Prisoner housing Nov 2012	\$6,964.27	\$0.00
			001008523005100	Law Enforcement - Jail	\$6,964.27
<b>34547</b>	<b>31-Dec-12</b>	<b>13878</b>	<b>Snohomish Conservation Dist</b>		<b>\$147.91</b>

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
09/30/12			LID Demo	\$40.91	
410016531503106			DOE - G1100280 LID Grant Exp	\$40.91	
5			LID Demo	\$46.41	
410016531503106			DOE - G1100280 LID Grant Exp	\$46.41	
6			LID Demo	\$60.59	
410016531503106			DOE - G1100280 LID Grant Exp	\$60.59	
<b>34548</b>	<b>31-Dec-12</b>	<b>1382</b>	<b>Snohomish County Public Works</b>		<b>\$19,474.38</b>
1000320494			Vehicle repair	\$19,474.38	\$0.00
001008521004800			Law Enforcement - Repair & Mai	\$8,103.97	
101016542004102			Street Fund-Sweeping	\$838.51	
101016542004800			Street Fund - Repair & Mainten	\$2,461.69	
101016542640000			Street Fund - Traffic Control	\$571.63	
410016542404103			Street Sweeping	\$838.51	
410016542404800			Storm Water - Repairs & Maint.	\$1,472.40	
520008521006400			Purchase Of Capital Equipment	\$5,187.67	
<b>34549</b>	<b>31-Dec-12</b>	<b>12961</b>	<b>SNOHOMISH COUNTY PUD</b>		<b>\$2,228.63</b>
103970499			Utilities - electric	\$499.97	\$0.00
101016542630000			Street Fund - Street Lighting	\$499.97	
113919228			Utilities - electric	\$169.00	\$0.00
101016542630000			Street Fund - Street Lighting	\$169.00	
113921672			Utilities - electric	\$182.62	\$0.00
410016542404700			Storm Water-Aerat. Utilities	\$182.62	
113926349			Utilities - electric	\$42.12	\$0.00
101016542630000			Street Fund - Street Lighting	\$42.12	
113927492			Utilities - electric	\$395.26	\$0.00
101016542630000			Street Fund - Street Lighting	\$395.26	
130499200			Utilities - electric	\$107.78	\$0.00
101016542630000			Street Fund - Street Lighting	\$107.78	
137025951			Utilities - electric	\$286.48	\$0.00
001010576804700			Parks - Utilities	\$95.49	
101016542004700			Street Fund - Utilities	\$95.49	
410016542404701			Storm Water Utilities	\$95.50	

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor		Check Amount	
137030104			Utilities - electric	\$545.40	\$0.00	\$545.40
101016542630000			Street Fund - Street Lighting	\$545.40		
<b>34550</b>	<b>31-Dec-12</b>	<b>12961</b>	<b>SNOHOMISH COUNTY PUD</b>			<b>\$11,245.47</b>
140345661			Utilities - electric	\$338.65	\$0.00	\$338.65
101016542630000			Street Fund - Street Lighting	\$338.65		
143664260			Utilities - electric	\$8,892.47	\$0.00	\$8,892.47
101016542630000			Street Fund - Street Lighting	\$8,892.47		
143664261			Utilities - electric	\$828.81	\$0.00	\$828.81
101016542630000			Street Fund - Street Lighting	\$828.81		
143664262			Utilities - electric	\$1,101.11	\$0.00	\$1,101.11
101016542630000			Street Fund - Street Lighting	\$1,101.11		
146977969			Utilities - electric	\$13.48	\$0.00	\$13.48
101016542630000			Street Fund - Street Lighting	\$13.48		
160090478			Utilities - electric	\$70.95	\$0.00	\$70.95
001010576804700			Parks - Utilities	\$70.95		
<b>34551</b>	<b>31-Dec-12</b>	<b>1388</b>	<b>Snohomish County Treasurer</b>			<b>\$194.35</b>
12/2012			Dec 2012 Crime Victims Comp	\$194.35	\$0.00	\$194.35
633008589000001			Crime Victims Compensation	\$194.35		
<b>34552</b>	<b>31-Dec-12</b>	<b>1356</b>	<b>SNOPAC</b>			<b>\$25,069.02</b>
5708			Dispatch Services	\$25,069.02	\$0.00	\$25,069.02
001008528005100			Law Enforcement - Snopac Dispa	\$25,069.02		
<b>34553</b>	<b>31-Dec-12</b>	<b>12495</b>	<b>SOUND TRACTOR COMPANY</b>			<b>\$538.34</b>
IN90293			Kubota repair	\$538.34	\$0.00	\$538.34
101016542004800			Street Fund - Repair & Mainten	\$269.17		
410016542404800			Storm Water - Repairs & Maint.	\$269.17		
<b>34554</b>	<b>31-Dec-12</b>	<b>13931</b>	<b>Stericycle, Inc</b>			<b>\$20.72</b>
3002081354			Hazardous waste disposal	\$10.36	\$0.00	\$10.36
001008521004100			Law Enforcement - Professional	\$10.36		
3002114618			Hazardous waste disposal	\$10.36	\$0.00	\$10.36
001008521003104			Law Enforcement-Operating Cost	\$10.36		

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
<b>34555</b>	<b>31-Dec-12</b>	<b>12579</b>	<b>SUMMIT LAW GROUP</b>		<b>\$3,264.00</b>
59849			Arbitration services	\$3,264.00	\$0.00
					\$3,264.00
001008521004102			LE - Professional Srv - Legal	\$3,136.50	
101016542004100			Street Fund - Professional Ser	\$127.50	
<b>34556</b>	<b>31-Dec-12</b>	<b>13891</b>	<b>Tacoma Screw Products Inc</b>		<b>\$246.14</b>
18988642			Nuts & bolts	\$18.08	\$0.00
					\$18.08
101016542660000			Street Fund - Snow & Ice Contr	\$18.08	
30295601			Nuts & bolts	\$91.62	\$0.00
					\$91.62
410016542404800			Storm Water - Repairs & Maint.	\$91.62	
30295602			Rubber boots	\$48.03	\$0.00
					\$48.03
410016542402600			Storm Water-Clothing	\$48.03	
30305765			Nuts & Bolts	\$88.41	\$0.00
					\$88.41
101016542004800			Street Fund - Repair & Mainten	\$88.41	
<b>34557</b>	<b>31-Dec-12</b>	<b>13986</b>	<b>Tallahassee Community College</b>		<b>\$299.00</b>
188147			Lodging/meals Training	\$299.00	\$0.00
					\$299.00
001008521004301			Boating - Travel/Training	\$299.00	
<b>34558</b>	<b>31-Dec-12</b>	<b>11787</b>	<b>Teamsters Local No. 763</b>		<b>\$551.00</b>
12/2012			Union Dues	\$551.00	\$0.00
					\$551.00
001000281000000			Payroll Liabilities	\$551.00	
<b>34559</b>	<b>31-Dec-12</b>	<b>13821</b>	<b>Terminix Commercial</b>		<b>\$59.73</b>
320691404			Pest Control	\$59.73	\$0.00
					\$59.73
001013519904800			General Government - Repair/Ma	\$59.73	
<b>34560</b>	<b>31-Dec-12</b>	<b>13985</b>	<b>Tetra Tech Inc</b>		<b>\$22,881.14</b>
50627871			10th St Sewer Lift Study	\$22,881.14	\$0.00
					\$22,881.14
406080535204100			Sewer - Admin - Profession Srv	\$22,881.14	
<b>34561</b>	<b>31-Dec-12</b>	<b>13458</b>	<b>The Bank of New York</b>		<b>\$600.11</b>
111-1538139			Admin fee	\$299.18	\$0.00
					\$299.18
001004514234902			Finance - Banking Services	\$299.18	
111-1538140			Admin fee	\$300.93	\$0.00
					\$300.93
001004514234902			Finance - Banking Services	\$300.93	
<b>34562</b>	<b>31-Dec-12</b>	<b>1491</b>	<b>The Everett Herald</b>		<b>\$51.72</b>

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor		Check Amount	
1803133			Req for Qual Mktg & Bus Recruit	\$51.72	\$0.00	\$51.72
		001007558004400	Planning - Advertising	\$51.72		
<b>34563</b>	<b>31-Dec-12</b>	<b>12022</b>	<b>THE SEATTLE TIMES</b>			<b>\$150.00</b>
267858			Engineering Tech - Empl ad	\$150.00	\$0.00	\$150.00
		101016542004400	Street Fund - Advertising	\$75.00		
		410016542404400	Storm Water - Advertising	\$75.00		
<b>34564</b>	<b>31-Dec-12</b>	<b>13922</b>	<b>The Watershed Co</b>			<b>\$4,335.00</b>
2012-0915			Miller SFR application	\$2,282.50	\$0.00	\$2,282.50
		001007558004107	Planning-CA - Developer Reimb	\$2,282.50		
2012-0916			Perasso Wetland study review	\$2,052.50	\$0.00	\$2,052.50
		001007558004107	Planning-CA - Developer Reimb	\$2,052.50		
<b>34565</b>	<b>31-Dec-12</b>	<b>11788</b>	<b>United Way of Snohomish Co.</b>			<b>\$325.68</b>
12/12			Employee Contributions	\$325.68	\$0.00	\$325.68
		001000281000000	Payroll Liabilities	\$325.68		
<b>34566</b>	<b>31-Dec-12</b>	<b>13045</b>	<b>UPS</b>			<b>\$44.35</b>
74Y42482			evidence shipping	\$44.35	\$0.00	\$44.35
		001008521004200	Law Enforcement - Communicatio	\$44.35		
<b>34567</b>	<b>31-Dec-12</b>	<b>12158</b>	<b>VERIZON NORTHWEST</b>			<b>\$3,095.70</b>
1149483426			Wireless Phone	\$3,095.70	\$0.00	\$3,095.70
		001003511104200	Executive - Communication	\$85.71		
		001003513104200	Administration-Communications	\$85.71		
		001003514104200	City Clerks-Communications	\$32.54		
		001003516104200	Human Resources-Communications	\$55.69		
		001003518104200	IT Dept-Communications	\$111.38		
		001007558004200	Planning - Communication	\$118.25		
		001007558006400	Planning - Capital Outlay	\$725.21		
		001008521004200	Law Enforcement - Communicatio	\$1,381.71		
		001010576804200	Parks - Communication	\$166.50		
		101016542004200	Street Fund - Communications	\$166.50		
		410016542404200	Storm Water - Communications	\$166.50		
<b>34568</b>	<b>31-Dec-12</b>	<b>1579</b>	<b>VILLAGE ACE HARDWARE</b>			<b>\$294.14</b>
36346			CO Alarms	\$87.93	\$0.00	\$87.93
		001010576803103	Parks-Lundeen-Operating Costs	\$87.93		
36368			Wire spool	\$43.43	\$0.00	\$43.43

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
101016542004800			Street Fund - Repair & Mainten	\$43.43	
36381			hanger strap	\$5.41	\$5.41
101016543504802			Facilities R&M (City Shop)	\$5.41	
36383			Faucet covers/foam/hose clamps	\$31.24	\$31.24
101016543504802			Facilities R&M (City Shop)	\$31.24	
36388			Faucet covers	\$4.28	\$4.28
101016542004800			Street Fund - Repair & Mainten	\$4.28	
36397			Tarp/rope/elec box	\$94.23	\$94.23
101016542660000			Street Fund - Snow & Ice Contr	\$90.11	
101016543504802			Facilities R&M (City Shop)	\$4.12	
36439			Oilspray/chain cutter	\$23.32	\$23.32
410016542404800			Storm Water - Repairs & Maint.	\$23.32	
36458			number decals	\$4.30	\$4.30
101016542004300			Street Fund - Travel & Mtgs	\$4.30	
<b>34569</b>	<b>31-Dec-12</b>	<b>1579</b>	<b>VILLAGE ACE HARDWARE</b>		<b>\$318.44</b>
36464			bulb, nutsetter	\$17.44	\$17.44
101016542004800			Street Fund - Repair & Mainten	\$17.44	
36466			Cover plates	\$7.15	\$7.15
001013519904800			General Government - Repair/Ma	\$7.15	
36484			Rope	\$39.03	\$39.03
101016542660000			Street Fund - Snow & Ice Contr	\$39.03	
36493			Photo cell	\$21.70	\$21.70
101016543504802			Facilities R&M (City Shop)	\$21.70	
36501			Drill bits	\$35.25	\$35.25
410016542403103			Tools	\$35.25	
36509			Tarp	\$76.01	\$76.01
101016542660000			Street Fund - Snow & Ice Contr	\$76.01	
36534			Shelf brackets, conduit, clamps	\$80.08	\$80.08

# Detail Check Register

09-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
101016542004800			Street Fund - Repair & Mainten	\$80.08	
36542			Drill/knife/silicone	\$41.78	\$0.00 \$41.78
101016543504802			Facilities R&M (City Shop)	\$41.78	
<b>34570</b>	<b>31-Dec-12</b>	<b>1579</b>	<b>VILLAGE ACE HARDWARE</b>		<b>\$37.53</b>
36545			copper tube/cutter/flaring tool	\$37.53	\$0.00 \$37.53
101016542003102			Street Fund Operating Costs	\$37.53	
<b>34571</b>	<b>31-Dec-12</b>	<b>1618</b>	<b>Washington State Criminal Just</b>		<b>\$850.00</b>
2013-1642			Training-Collision Investigation	\$100.00	\$0.00 \$100.00
001008521004901			Law Enforcement - Staff Develo	\$100.00	
2013-1670			Training - Nelson	\$750.00	\$0.00 \$750.00
001008521004901			Law Enforcement - Staff Develo	\$750.00	
<b>34572</b>	<b>31-Dec-12</b>	<b>12761</b>	<b>WASHINGTON STATE PATROL</b>		<b>\$792.00</b>
113004175			Weapons permit background cks	\$280.50	\$0.00 \$280.50
633008589000006			Gun Permit - FBI Remittance	\$280.50	
113004961			Background cks CPLs	\$511.50	\$0.00 \$511.50
633008589000006			Gun Permit - FBI Remittance	\$511.50	
<b>34573</b>	<b>31-Dec-12</b>	<b>1653</b>	<b>Westside Fire and Safety Suppl</b>		<b>\$97.68</b>
213297			fire extinguisher	\$97.68	\$0.00 \$97.68
101016542004800			Street Fund - Repair & Mainten	\$97.68	
<b>34574</b>	<b>31-Dec-12</b>	<b>12845</b>	<b>ZACHOR &amp; THOMAS, INC. P.S.</b>		<b>\$7,524.56</b>
612			Retainer	\$7,524.56	\$0.00 \$7,524.56
001013515210000			Prosecutor fees	\$7,524.56	
<b>Total Of Checks:</b>					<b>\$202,545.11</b>

## Detail Check Register

10-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
<b>34639</b>	<b>31-Dec-12</b>	<b>179</b>	<b>Blumenthal Uniforms</b>		<b>\$58.43</b>
959571			Uniform	\$58.43	\$0.00
			001008521002600 Law Enforcment Clothing	\$58.43	
<b>34640</b>	<b>31-Dec-12</b>	<b>274</b>	<b>City of Everett</b>		<b>\$1,240.00</b>
112003539			Animal shelter services Nov 2012	\$1,240.00	\$0.00
			001008539004100 Code Enforcement - Professiona	\$1,240.00	
<b>34641</b>	<b>31-Dec-12</b>	<b>12004</b>	<b>CITY OF MARYSVILLE</b>		<b>\$6,015.84</b>
12-023			Court Citations Dec 2012	\$6,015.84	\$0.00
			001013512500001 Municipal Court Fees	\$6,015.84	
<b>34642</b>	<b>31-Dec-12</b>	<b>13715</b>	<b>Sno Co Sherrifs Office</b>		<b>\$6,397.19</b>
2012-1443			Prisoner Housing Dec 2012	\$6,397.19	\$0.00
			001008523005100 Law Enforcement - Jail	\$6,397.19	
<b>Total Of Checks:</b>					<b>\$13,711.46</b>



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BLANKET VOUCHER APPROVAL  
**2013**

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

Payroll Direct Deposits		
Payroll Checks		
Electronic Funds Transfers	541-547	\$133,708.98
Claims	34482, 34575-34638	\$1,119,500.07
Void Checks		
Tax Deposit(s)		
Total Vouchers Approved:		\$1,253,209.05

**This 14th day of January 2013:**

\_\_\_\_\_  
 Mayor

\_\_\_\_\_  
 Councilmember

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

\_\_\_\_\_  
 Councilmember

\_\_\_\_\_  
 Councilmember

\_\_\_\_\_  
 Councilmember



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**Direct Deposit Register**

02-Jan-2013

Wells Fargo - AP

**Lake Stevens**

**Direct Deposits to Accounts**

02-Jan-2013	<u>Vendor</u>	<u>Source</u>	<u>Amount</u>	<u>Draft#</u>	<u>Bank Name</u>	<u>Transit</u>	<u>Account</u>
12112	AFLAC	C	\$1,756.14	541	Wells Fargo	121000248	4159656917
101	Assoc. Of Washington Cities	C	\$77,910.57	542	Wells Fargo	121000248	4159656917
9407	Department of Retirement (Pers	C	\$46,838.09	543	Wells Fargo	121000248	4159656917
9408	NATIONWIDE RETIREMENT SOL	C	\$1,123.25	544	Wells Fargo	121000248	4159656917
1418	Standard Insurance Company	C	\$4,703.47	545	Wells Fargo	121000248	4159656917
9405	Wash State Support Registry	C	\$402.46	546	Wells Fargo	121000248	4159656917
<b>Total:</b>			\$132,733.98		<b>Count:</b>	6.00	

***Direct Deposit Summary***

<i>Type</i>	<i>Count</i>	<i>Total</i>
C	6	\$132,733.98

**Pre-Note Transactions**

**Direct Deposit Register**

10-Jan-2013

Wells Fargo - AP

**Lake Stevens**

**Direct Deposits to Accounts**

10-Jan-2013	<u>Vendor</u>	<u>Source</u>	<u>Amount</u>	<u>Draft#</u>	<u>Bank Name</u>	<u>Transit</u>	<u>Account</u>
13027	DEPARTMENT OF LICENSING	C	\$975.00	547	Wells Fargo	123456789	123123123
<b>Total:</b>			\$975.00		<b>Count:</b>	1.00	

***Direct Deposit Summary***

<i>Type</i>	<i>Count</i>	<i>Total</i>
C	1	\$975.00

**Pre-Note Transactions**

## Detail Check Register

02-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
<b>34482</b>	<b>02-Jan-13</b>	<b>13824</b>	<b>Wash Teamsters Welfare Trust</b>		<b>\$1,308.60</b>
12/31/12		Insurance Premiums		\$1,308.60	\$0.00
001010576802000		Parks - Benefits		\$50.89	
101016542002000		Street Fund - Benefits		\$559.79	
410016542402000		Storm Water - Benefits		\$697.92	
<b>Total Of Checks:</b>					<b>\$1,308.60</b>

# Detail Check Register

10-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount
<b>34575</b>	<b>14-Jan-13</b>	<b>13707</b>	<b>Andrew Thor</b>	<b>\$750.00</b>
2013		2013 Uniform Allowance		\$750.00
001008521002600		Law Enforcment Clothing		\$750.00
<b>34576</b>	<b>14-Jan-13</b>	<b>12787</b>	<b>ASSOC. OF SNOH. CO. CITIES &amp; T</b>	<b>\$50.00</b>
2013		2013 Membership		\$50.00
001013519904900		General Government - Miscellan		\$50.00
<b>34577</b>	<b>14-Jan-13</b>	<b>105</b>	<b>Assoc. Of Washington Cities</b>	<b>\$19,826.00</b>
2013		2013 Annual Mbrshp Testing fee		\$539.00
101016542004100		Street Fund - Professional Ser		\$269.50
410016542404101		Storm Water - Professional Ser		\$269.50
2013 mbshp		2013 Membership fee		\$19,287.00
001013519904904		General Government - A.W.C.		\$19,287.00
<b>34578</b>	<b>14-Jan-13</b>	<b>179</b>	<b>Blumenthal Uniforms</b>	<b>\$25.40</b>
974778		Uniform alterations - Jamison		\$25.40
001008521002600		Law Enforcment Clothing		\$25.40
<b>34579</b>	<b>14-Jan-13</b>	<b>187</b>	<b>Boy Scouts of America</b>	<b>\$328.00</b>
2013		2013 Explorer Recharter		\$328.00
001008521004900		Law Enforcement - Miscellaneou		\$328.00
<b>34580</b>	<b>14-Jan-13</b>	<b>11952</b>	<b>Carquest Auto Parts Store</b>	<b>\$38.97</b>
2421-184803		Deicer		\$38.97
101016542660000		Street Fund - Snow & Ice Contr		\$38.97
<b>34581</b>	<b>14-Jan-13</b>	<b>12608</b>	<b>CHAD CHRISTENSEN</b>	<b>\$750.00</b>
2013		2013 Uniform Allowance		\$750.00
001008521002600		Law Enforcment Clothing		\$750.00
<b>34582</b>	<b>14-Jan-13</b>	<b>276</b>	<b>City Of Lake Stevens</b>	<b>\$35.05</b>
1400		Retainage - Janitorial Services		\$35.05
001007558004100		Planning - Professional Servic		\$1.15
001007559004100		Building Department - Professi		\$1.15
001008521004100		Law Enforcement - Professional		\$20.10
001013519904100		General Government - Professio		\$5.75
00101355504100		Community Center - Cleaning		\$4.60
101016542004100		Street Fund - Professional Ser		\$1.15
410016542404101		Storm Water - Professional Ser		\$1.15
<b>34583</b>	<b>14-Jan-13</b>	<b>296</b>	<b>Code Publishing Co.</b>	<b>\$350.00</b>

# Detail Check Register

10-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount
42441			2013 web hosting municipal code	\$350.00
001003514104100			City Clerks-Professional Servi	\$350.00
<b>34584</b>	<b>14-Jan-13</b>	<b>13030</b>	<b>COMCAST</b>	<b>\$72.50</b>
12/12 0692756			Internet - Market PL Station	\$72.50
001008521004200			Law Enforcement - Communicatio	\$72.50
<b>34585</b>	<b>14-Jan-13</b>	<b>13030</b>	<b>COMCAST</b>	<b>\$82.50</b>
12/12 0808840			Internet - shop	\$82.50
101016542004200			Street Fund - Communications	\$41.25
410016542404200			Storm Water - Communications	\$41.25
<b>34586</b>	<b>14-Jan-13</b>	<b>13030</b>	<b>COMCAST</b>	<b>\$81.90</b>
12/12 0810218			Internet - Evidence room	\$81.90
001008521004200			Law Enforcement - Communicatio	\$81.90
<b>34587</b>	<b>14-Jan-13</b>	<b>13030</b>	<b>COMCAST</b>	<b>\$117.57</b>
12/12 0827887			Traffic signal control	\$117.57
101016542640000			Street Fund - Traffic Control	\$117.57
<b>34588</b>	<b>14-Jan-13</b>	<b>91</b>	<b>Corporate Office Supply</b>	<b>\$291.74</b>
135327i			Pens/CDs/Paper/labels/postits	\$291.74
001003513103100			Administration - Office Supply	\$8.06
001003516103100			Human Resources-Office Supplie	\$26.38
001013519903100			General Government - Operating	\$257.30
<b>34589</b>	<b>14-Jan-13</b>	<b>12275</b>	<b>CRAIG VALVICK</b>	<b>\$750.00</b>
2013			2013 Uniform Allowance	\$750.00
001008521002600			Law Enforcment Clothing	\$750.00
<b>34590</b>	<b>14-Jan-13</b>	<b>9386</b>	<b>Crystal and Sierra Springs</b>	<b>\$265.92</b>
5249844010113			Bottled Water	\$265.92
001007558003200			Planning-Operating Costs	\$40.45
001007559003101			Building Department - Operatin	\$40.45
001008521003104			Law Enforcement-Operating Cost	\$72.41
001013519904900			General Government - Miscellan	\$61.43
101016542003102			Street Fund Operating Costs	\$25.59
410016542403102			Storm Water - Operating Costs	\$25.59
<b>34591</b>	<b>14-Jan-13</b>	<b>13411</b>	<b>Daniel Planalp</b>	<b>\$750.00</b>
2013			2013 Uniform Allowance	\$750.00
001008521002600			Law Enforcment Clothing	\$750.00
<b>34592</b>	<b>14-Jan-13</b>	<b>13754</b>	<b>David Carter</b>	<b>\$750.00</b>

# Detail Check Register

10-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount
2013			2013 Uniform Allowance	\$750.00
001008521002600			Law Enforcment Clothing	\$750.00
<b>34593</b>	<b>14-Jan-13</b>	<b>13265</b>	<b>Dennis A. Irwin</b>	<b>\$750.00</b>
2013			2013 Uniform Allowance	\$750.00
001008521002600			Law Enforcment Clothing	\$750.00
<b>34594</b>	<b>14-Jan-13</b>	<b>13437</b>	<b>ECO 3 Associates, LLC</b>	<b>\$300.00</b>
2104			Erosion & Sed Training - Ervin	\$300.00
410016531503104			DOE-G1100060 SW Capacity Exp	\$300.00
<b>34595</b>	<b>14-Jan-13</b>	<b>13918</b>	<b>Economic Alliance Sno Co</b>	<b>\$3,000.00</b>
2013			2013 Annual Investment	\$3,000.00
001013519904902			General Government - Economic	\$3,000.00
<b>34596</b>	<b>14-Jan-13</b>	<b>13896</b>	<b>eFileCabinet</b>	<b>\$871.92</b>
2013			2013 Annual Maint	\$871.92
001008521003104			Law Enforcement-Operating Cost	\$871.92
<b>34597</b>	<b>14-Jan-13</b>	<b>12642</b>	<b>ESRI</b>	<b>\$760.20</b>
92575387			ArcGIS Software Maint	\$760.20
001007558003200			Planning-Operating Costs	\$190.05
101016542004105			Computer Software - Support	\$190.05
410016531503104			DOE-G1100060 SW Capacity Exp	\$380.10
<b>34598</b>	<b>14-Jan-13</b>	<b>13709</b>	<b>Franklin Nelson</b>	<b>\$750.00</b>
2013			2013 Uniform Allowance	\$750.00
001008521002600			Law Enforcment Clothing	\$750.00
<b>34599</b>	<b>14-Jan-13</b>	<b>13177</b>	<b>James Barnes</b>	<b>\$750.00</b>
2013			2013 Uniform Allowance	\$750.00
001008521002600			Law Enforcment Clothing	\$750.00
<b>34600</b>	<b>14-Jan-13</b>	<b>13412</b>	<b>James Wellington</b>	<b>\$750.00</b>
2013			2013 Uniform Allowance	\$750.00
001008521002600			Law Enforcment Clothing	\$750.00
<b>34601</b>	<b>14-Jan-13</b>	<b>13234</b>	<b>Jeff Lambier</b>	<b>\$750.00</b>
2013			2013 Uniform Allowance	\$750.00
001008521002600			Law Enforcment Clothing	\$750.00
<b>34602</b>	<b>14-Jan-13</b>	<b>13327</b>	<b>Jennifer Anderson</b>	<b>\$416.66</b>

# Detail Check Register

10-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount
1/2/13-1/31/13			Dep Care Reimb	\$416.66
001000281000000			Payroll Liabilities	\$416.66
<b>34603</b>	<b>14-Jan-13</b>	<b>13431</b>	<b>Jonathan Stevens</b>	<b>\$195.00</b>
2013 Boots			2013 Boot Allowance	\$195.00
001010576802600			Parks - Clothing	\$65.00
101016542002600			Street Fund - Clothing	\$65.00
410016542402600			Storm Water-Clothing	\$65.00
<b>34604</b>	<b>14-Jan-13</b>	<b>13264</b>	<b>Joshua Holmes</b>	<b>\$750.00</b>
2013			2013 Uniform Allowance	\$750.00
001008521002600			Law Enforcment Clothing	\$750.00
<b>34605</b>	<b>14-Jan-13</b>	<b>13163</b>	<b>Julie Jamison</b>	<b>\$750.00</b>
2013			2013 Uniform Allowance	\$750.00
001008521002600			Law Enforcment Clothing	\$750.00
<b>34606</b>	<b>14-Jan-13</b>	<b>13199</b>	<b>Justin Evans</b>	<b>\$195.00</b>
2013 Boot			2013 Boot Allowance	\$195.00
001010576802600			Parks - Clothing	\$65.00
101016542002600			Street Fund - Clothing	\$65.00
410016542402600			Storm Water-Clothing	\$65.00
<b>34607</b>	<b>14-Jan-13</b>	<b>13724</b>	<b>Kerry Bernhard</b>	<b>\$750.00</b>
2013			2013 Uniform Allowance	\$750.00
001008521002600			Law Enforcment Clothing	\$750.00
<b>34608</b>	<b>14-Jan-13</b>	<b>12512</b>	<b>KEVIN WOMACK</b>	<b>\$195.00</b>
2013 Boots			2013 Boot Allowance	\$195.00
001010576802600			Parks - Clothing	\$65.00
101016542002600			Street Fund - Clothing	\$65.00
410016542402600			Storm Water-Clothing	\$65.00
<b>34609</b>	<b>14-Jan-13</b>	<b>860</b>	<b>Lake Stevens Sewer District</b>	<b>\$675.00</b>
01/2013			Utilities - sewer	\$675.00
001008521004700			Law Enforcement - Utilities	\$150.00
001010576804700			Parks - Utilities	\$150.00
001012572504700			Library - Utilities	\$75.00
001013519904700			General Government - Utilities	\$300.00
<b>34610</b>	<b>14-Jan-13</b>	<b>860</b>	<b>Lake Stevens Sewer District</b>	<b>\$850,000.00</b>
2013			PWTF deposits from Wash state	\$850,000.00
207000589700000			Trans Loan to Sewer District	\$350,000.00
209000589700000			transfer to sewr district	\$500,000.00

# Detail Check Register

10-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount
<b>34611</b>	<b>14-Jan-13</b>	<b>13535</b>	<b>Lexipol LLC</b>	<b>\$2,450.00</b>
7930			Ploicy manual update Subscription	\$2,450.00
001008521004101			Prof Serv-Lexipool	\$2,450.00
<b>34612</b>	<b>14-Jan-13</b>	<b>13716</b>	<b>Mike Bredstrand</b>	<b>\$195.00</b>
2013 Boot			2013 Boot Allowance	\$195.00
001010576802600			Parks - Clothing	\$65.00
101016542002600			Street Fund - Clothing	\$65.00
410016542402600			Storm Water-Clothing	\$65.00
<b>34613</b>	<b>14-Jan-13</b>	<b>13622</b>	<b>Monte L Ervin</b>	<b>\$195.00</b>
2013 Boot			2013 Boot Allowance	\$195.00
001010576802600			Parks - Clothing	\$65.00
101016542002600			Street Fund - Clothing	\$65.00
410016542402600			Storm Water-Clothing	\$65.00
<b>34614</b>	<b>14-Jan-13</b>	<b>13711</b>	<b>New Chapter Cleaning</b>	<b>\$665.95</b>
1400			Janitorial Services	\$665.95
001007558004100			Planning - Professional Servic	\$21.85
001007559004100			Building Department - Professi	\$21.85
001008521004100			Law Enforcement - Professional	\$381.90
001013519904100			General Government - Professio	\$109.25
001013555504100			Community Center - Cleaning	\$87.40
101016542004100			Street Fund - Professional Ser	\$21.85
410016542404101			Storm Water - Professional Ser	\$21.85
<b>34615</b>	<b>14-Jan-13</b>	<b>12684</b>	<b>NORTHWEST CASCADE INC.</b>	<b>\$218.00</b>
1-595825			Honey bucket rental	\$218.00
001010576804500			Parks - Equipment Rental	\$218.00
<b>34616</b>	<b>14-Jan-13</b>	<b>1177</b>	<b>Puget Sound Clean Air Agency</b>	<b>\$3,213.50</b>
13-054S			2013 Clean Air Assessment	\$3,213.50
001013531705100			General Government - Air Pollu	\$3,213.50
<b>34617</b>	<b>14-Jan-13</b>	<b>13237</b>	<b>Rex Ubert</b>	<b>\$195.00</b>
2013 Boots			2013 Boot Allowance	\$195.00
001010576802600			Parks - Clothing	\$65.00
101016542002600			Street Fund - Clothing	\$65.00
410016542402600			Storm Water-Clothing	\$65.00
<b>34618</b>	<b>14-Jan-13</b>	<b>13706</b>	<b>Robert Guertin</b>	<b>\$750.00</b>
2013			2013 Uniform Allowance	\$750.00
001008521002600			Law Enforcment Clothing	\$750.00
<b>34619</b>	<b>14-Jan-13</b>	<b>13088</b>	<b>Robert Miner</b>	<b>\$750.00</b>

# Detail Check Register

10-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount
2013			2013 Uniform Allowance	\$750.00
001008521002600			Law Enforcment Clothing	\$750.00
<b>34620</b>	<b>14-Jan-13</b>	<b>12911</b>	<b>ROBERT SUMMERS</b>	<b>\$750.00</b>
2013			2013 Uniform Allowance	\$750.00
001008521002600			Law Enforcment Clothing	\$750.00
<b>34621</b>	<b>14-Jan-13</b>	<b>11856</b>	<b>Robin Newman</b>	<b>\$195.00</b>
2013 Boots			2013 Boot Allowance	\$195.00
001010576802600			Parks - Clothing	\$65.00
101016542002600			Street Fund - Clothing	\$65.00
410016542402600			Storm Water-Clothing	\$65.00
<b>34622</b>	<b>14-Jan-13</b>	<b>11849</b>	<b>Ron Brooks</b>	<b>\$750.00</b>
2013			2013 Uniform Allowance	\$750.00
001008521002600			Law Enforcment Clothing	\$750.00
<b>34623</b>	<b>14-Jan-13</b>	<b>13836</b>	<b>SCCFOA</b>	<b>\$25.00</b>
2013			2013 Dues	\$25.00
001004514234900			Finance - Miscellaneous	\$25.00
<b>34624</b>	<b>14-Jan-13</b>	<b>13717</b>	<b>Seth Waltz</b>	<b>\$195.00</b>
2013 Boots			2013 Boot Allowance	\$195.00
001010576802600			Parks - Clothing	\$65.00
101016542002600			Street Fund - Clothing	\$65.00
410016542402600			Storm Water-Clothing	\$65.00
<b>34625</b>	<b>14-Jan-13</b>	<b>13322</b>	<b>Snohomish County Cities</b>	<b>\$35.00</b>
1/17/2013			1/17 meeting	\$35.00
001001511604300			Legislative - Travel & Mtgs	\$35.00
<b>34626</b>	<b>14-Jan-13</b>	<b>13807</b>	<b>Snohomish County PUD</b>	<b>\$600.00</b>
0390008270			2013 fill station permit	\$600.00
101016542003102			Street Fund Operating Costs	\$600.00
<b>34627</b>	<b>14-Jan-13</b>	<b>13522</b>	<b>Steve Warbis</b>	<b>\$750.00</b>
2013			2013 Uniform Allowance	\$750.00
001008521002600			Law Enforcment Clothing	\$750.00
<b>34628</b>	<b>14-Jan-13</b>	<b>13800</b>	<b>Tab Products Co LLC</b>	<b>\$1,607.28</b>
2142798			2013 Case Files	\$1,607.28
001008521003100			Law Enforcement - Office Suppl	\$1,607.28

# Detail Check Register

10-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount
<b>34629</b>	<b>14-Jan-13</b>	<b>13429</b>	<b>Trevor Mann</b>	<b>\$195.00</b>
2013 Boots		2013 Boot Allowance		\$195.00
001010576802600		Parks - Clothing		\$65.00
101016542002600		Street Fund - Clothing		\$65.00
410016542402600		Storm Water-Clothing		\$65.00
<b>34630</b>	<b>14-Jan-13</b>	<b>1579</b>	<b>VILLAGE ACE HARDWARE</b>	<b>\$251.96</b>
36553		Tubing/valve/grinder		\$30.10
101016542004800		Street Fund - Repair & Mainten		\$30.10
36554		Light bulbs		\$59.62
001008521004800		Law Enforcement - Repair & Mai		\$59.62
36563		ABS Coupler		\$11.92
101016543504802		Facilities R&M (City Shop)		\$11.92
36578		Adhesive/extra keys		\$17.34
101016542004800		Street Fund - Repair & Mainten		\$17.34
36586		Remote key fob		\$97.73
001008521003104		Law Enforcement-Operating Cost		\$97.73
36590		Rope		\$19.52
101016542660000		Street Fund - Snow & Ice Contr		\$19.52
36591		Pipe		\$7.05
410016542404800		Storm Water - Repairs & Maint.		\$7.05
36621		Light bulb		\$8.68
101016542004800		Street Fund - Repair & Mainten		\$8.68
<b>34631</b>	<b>14-Jan-13</b>	<b>1579</b>	<b>VILLAGE ACE HARDWARE</b>	<b>\$18.45</b>
36633		Soap/drip pan		\$18.45
001008521003104		Law Enforcement-Operating Cost		\$18.45
<b>34632</b>	<b>14-Jan-13</b>	<b>1585</b>	<b>WA Cities Insurance Authority</b>	<b>\$213,992.00</b>
101057		2013 Liabilite Assessments		\$213,992.00

# Detail Check Register

10-Jan-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount
001004514234600			Finance - Insurance	\$122.00
001008521004600			Law Enforcement - Insurance	\$124,804.00
001010576804600			Parks - Insurance	\$3,044.00
001013519904600			General Government - Insurance	\$41,431.00
101016542004600			Street Fund - Insurance	\$22,765.00
410016542404600			Storm Water - Insurance	\$21,826.00
<b>34633</b>	<b>14-Jan-13</b>	<b>13990</b>	<b>WA Homicide Invest Assoc</b>	<b>\$1,100.00</b>
2013			2013 Training	\$1,100.00
001008521004901			Law Enforcement - Staff Develo	\$1,100.00
<b>34634</b>	<b>14-Jan-13</b>	<b>13055</b>	<b>WA State Dept of Enterprise</b>	<b>\$250.00</b>
18-1-59375			Q1.2013 membership	\$250.00
001013519904900			General Government - Miscellan	\$250.00
<b>34635</b>	<b>14-Jan-13</b>	<b>13052</b>	<b>WABO</b>	<b>\$95.00</b>
WABO2013			2013 Membership	\$95.00
001007559004900			Building Department - Miscella	\$95.00
<b>34636</b>	<b>14-Jan-13</b>	<b>13916</b>	<b>WAPRO</b>	<b>\$25.00</b>
2013			WAPRO 2013 membership	\$25.00
001003514104900			City Clerks-Miscellaneous	\$25.00
<b>34637</b>	<b>14-Jan-13</b>	<b>13190</b>	<b>Wayne Aukerman</b>	<b>\$750.00</b>
2013			2013 Uniform Allowance	\$750.00
001008521002600			Law Enforcment Clothing	\$750.00
<b>34638</b>	<b>14-Jan-13</b>	<b>12253</b>	<b>WFOA</b>	<b>\$50.00</b>
2013			2013 WFOA membership	\$50.00
001004514234900			Finance - Miscellaneous	\$50.00
<b>Total Of Checks:</b>				<b>\$1,118,191.47</b>



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

Monday, December 10, 2012

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

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

COUNCILMEMBERS PRESENT: Todd Welch, Suzanne Quigley (arrived at 7:02 p.m.), Kathy Holder, Kim Daughtry, Marcus Tageant, Neal Dooley and John Spencer

COUNCILMEMBERS ABSENT:

STAFF MEMBERS PRESENT: City Administrator Jan Berg, City Attorney Cheryl Beyer, Planning Director Becky Ableman, Finance Director Barb Lowe, Public Works Director Mick Monken, Principal Planner Karen Watkins, Senior Planner Russ Wright, Human Resource Director Steve Edin, Interim Police Chief Dan Lorentzen, and City Clerk/Admin. Asst. Norma Scott

OTHERS: Samuel Low, Neal Karman, Bart Foutch, Marie King, Bryan Alldredge, Marcus Craven, Mark Flury

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**Guest Business.** Samuel Low, 8409 4<sup>th</sup> Place SE, commented on Public Safety Testing versus National Testing Network (NTN). NTN is less costly and other cities use their service. Earlier he spoke with Human Resources Director Edin and there was no consideration given to this company. Companies should have an opportunity to bid.

Councilmember Quigley arrived at 7:02 p.m.

Neal Karman, 1725 Vernon Road, commented the aerator has done an outstanding job and should look at further rather than phasing out.

**Consent Agenda.** Councilmember Spencer moved for approval of the Consent Agenda (A. Approve December 2012 vouchers [Payroll Direct Deposits 906564-906627 for \$177,575.57, Payroll Checks 34406 for \$2,380.98, Claims 34407-34473 for \$92,938.25, Electronic Funds Transfers 529-536 for \$141,062.62, Tax Deposit 11.30.12 for \$72,018.13 for total vouchers approved of \$485,975.55]; B. Approve November 26, 2012 regular Council meeting minutes; D. Authorize the Mayor to sign Amendment No. 2 to the State Purchasing contract; and D. Authorize the Mayor to sign two grant funding agreements with the State Transportation Improvement Board), seconded by Councilmember Tageant; motion carried unanimously. (7-0-0-0)

**Public Hearing in consideration of Ordinance No. 886, extending the moratorium temporarily restricting dispensaries and collective gardens relating to medical marijuana.** City Clerk Scott read the public hearing procedure which will be used for both hearings. Senior Planner Wright commented this is the fourth moratoria. It is in the best interest of the City to continue the moratoria to see how I 502 will impact marijuana laws. There is no progress federally and have not changed their position - they sent out a memo that marijuana is still an illegal drug under federal law. The intent is to come back to Council in March for further direction.

Public comment. Bart Foutch, 3218 127<sup>th</sup> Avenue NE, commented marijuana growers will cause more robberies and bring violent offenders into the community because of the large amount of money involved. He is concerned about weapons being used and reviewed the distance different ammunition travels, which travel much further than the 100 foot buffer being proposed.

Marie King, 2810 93<sup>rd</sup> Avenue, commented on the effects of marijuana.

Bryan Alldredge, 3121 127<sup>th</sup> Avenue, commented as follows: more time is needed for the Justice Department, must be careful not to lose federal grants, do not know enough about impact to the budget for police and training, need more time to review security requirements, health risks, and prepare educational materials.

Marcus Craven 11709 34<sup>th</sup> Street NE, commented on the need for a true medical option. It is better to move forward and place it under lock and key rather than have patients going to the black market.

MOTION: Councilmember Daughtry moved to close the public comment, seconded by Councilmember Spencer; motion carried unanimously. (7-0-0-0)

MOTION: Councilmember Spencer moved to close the public hearing, seconded by Councilmember Tageant; motion carried unanimously. (7-0-0-0)

MOTION: Councilmember Spencer moved for approval of Ordinance No. 886, extending the moratorium temporarily restricting dispensaries and collective gardens relating to medical marijuana, seconded by Councilmember Dooley; motion carried unanimously. (7-0-0-0)

**Public Hearing and consideration of first and final reading of Ordinance No. 884, 2012 Comprehensive Plan docket.**

Principal Planner Watkins reported there are one map amendment proposed by a private party and eight City proposed text amendments. Ms. Watkins reviewed the eight criteria that must be met to grant the amendments and all have been met. Each amendment was reviewed. On November 7 Planning Commission recommended adoption.

Public comment. None

MOTION: Councilmember Dooley moved to close the public comment portion, seconded by Councilmember Spencer; motion carried unanimously. (7-0-0-0)

MOTION: Councilmember Welch moved to approve Ordinance 884, Comprehensive Plan docket, seconded by Councilmember Spencer; motion carried unanimously. (7-0-0-0)

**Closed record Public Hearing in consideration of first and final reading of Ordinance No. 885, PUD rezone.**

Mayor Little read the closed record hearing procedure and no objections to the Council hearing the rezone was expressed. Principal Planner Watkins reported Ordinance No. 884 approved the map amendment for this rezone. The rezone is from Public/Semi-Public to Urban Residential. This rezone would allow the property owner to sell the parcel and meet the residential area requirements. October 26 the Hearing Examiner recommended the rezone to be consistent with the surrounding parcels to the north, west, and south.

Mark Flury, representing the PUD, was present to field any questions.

MOTION: Councilmember Spencer moved to close the closed record public hearing, seconded by Councilmember Holder; motion carried unanimously. (7-0-0-0)

MOTION: Councilmember Spencer moved to approve Ordinance 885, PUD rezone, seconded by Councilmember Daughtry; motion carried unanimously. (7-0-0-0)

**Authorize the Mayor to sign the Public Safety Testing Agreement.** Human Resources Director Edin reported as follows: this is a renewal of the current agreement, for entry level candidates only, no increase in fees, and extends the current contract for an additional three years. National Testing Network (NTN) uses Frontline testing (video) which is off the shelf. The test is more situational which could be tailored to the East or West coast. Public Safety Testing is more customized and written for the Pacific Northwest. Police Commander Lorentzen commented he has worked with both services and Public Safety Testing is more in line with what we are looking for.

Councilmember Daughtry questioned why we would pay for something we may not use. Human Resources Director Edin responded both testers have a list of available candidates and replenish the list. If we did not have a contract and someone left tomorrow the list would not be available.

MOTION: Councilmember Dooley moved to authorize the Mayor to sign the Public Safety Testing agreement Addendum #1, seconded by Councilmember Quigley; motion carried unanimously. (7-0-0-0)

**Authorize lease of Lundeen Park office space to the Lake Stevens Chamber of Commerce.** City Administrator Berg noted the lease is for a small office space not being used currently. She and Public Works Director Monken have been working with Chamber on the terms. The Chamber would operate the City Visitor Information Center, install alarms, new door, paint exterior, and various other improvements in lieu of rent for 60 months. They would pay a fixed amount for electricity. The recommendation is to approve a lease pending legal approval.

Councilmember Daughtry recused himself since he is President of the Chamber.

Councilmember Quigley asked if there were any guidelines on how the Chamber would be representing the City. City Administrator Berg stated they are not technically representing the City and have not had a detailed conversation with them.

Councilmember Daughtry stated this is for the good of everyone including economic development and non-profits, and promotes tourism.

MOTION: Councilmember Tageant moved to authorize the Mayor to sign an agreement with the Lake Stevens Chamber of Commerce to use the Lundeen Park Facility as a Headquarter and to manage the Visitor Information Center once the contract is completed, seconded by Councilmember Welch; motion carried with Councilmember Daughtry recusing himself. (6-0-0-1)

**Approve Professional Services agreement with Strategies 360 for SR9 9 Coalition lobbying services.** City Administrator Berg commented the City of Marysville in the past took the lead in the agreement with Strategies 360 relating to transportation needs lobbying services.

Now we are taking our turn as lead agency. There will be a greater effort during the legislative session from January through April and smaller effort outside of session.

**MOTION:** Councilmember Spencer moved to authorize the Mayor to sign Professional Services Agreement with Strategies 360 for lobbying services, seconded by Councilmember Daughtry; motion carried unanimously. (7-0-0-0)

**Approve interlocal agreement with multiple cities for SR 9 Coalition lobbying services.** City Administrator Berg mentioned this agreement involves the cities of Lake Stevens, Arlington, Marysville and Snohomish for shared services in the hiring of a lobbyist.

**ACTION:** Councilmember Spencer moved to authorize the Mayor to sign the Interlocal Agreement with our partners in the SR9 coalition, seconded Councilmember Tageant; motion carried unanimously. (7-0-0-0)

**Boards/Commission reappointments.** Mayor Little reviewed the reappointments to the Library, Arts, and Parks boards/commissions. He and Planning Commission Chair Linda Hoult will interview for the Planning Commission position vacated by Dean Franz.

**MOTION:** Councilmember Holder moved to authorize the Mayor to reappoint the people listed for the expiring term positions, seconded by Councilmember Spencer; motion carried unanimously. (7-0-0-0)

**Select City representative to the Snohomish Board of Health.** Mayor Little volunteered to attend temporarily with Councilmember Spencer considering the position over the next two weeks.

**Discussion: Phosphorus Management Plan.** Public Works Director Monken commented the question is how the phosphorus loading condition will be dealt with into the future. Most of phosphorus comes from lake internally (about 70%) with 30% from the surrounding watershed area. The aerator is nearing its life span. There was a major breakdown this year and parts are aging that need replacing. The County contributes 11%. We are spending about \$120,000/year. By using these funds for alum, we would have phosphorus controlled in about nine years. The aerator treats about 30% of the lake. The City does not need a special use permit for the alum. Recommendations are: apply moderate level of alum treatment; reduce external loading through education, regulations and annual monitoring; phase out the aerator; and monitor and review to determine success of actions and revise as needed. The cost is approximately \$200,000 to fix aerator to make it operational. Anticipate about \$300,000 to remove and dispose of the aerator but have not completed a bid process to see what the actual cost is. It will take about 4 months to make repairs to the aerator so it could be turned on in June.

Councilmember Spencer requested a cash flow analysis.

**Discussion: Sewer District audit report.** City Administrator Berg noted on November 19 the Sewer Utility Subcommittee received a two-hour report from Moss Adams. District staff began meeting to see how they are going to accomplish the audit report recommendations. The Commissioners plan on a retreat in January to make a work plan.

**Discussion: Council Retreat follow up – 20<sup>th</sup> Street SE Subarea Plan.** Planning Director Ableman reported they are talking to developers and implementing plans recently passed by

ordinance. Public Works Director Monken noted four key issues: construction phasing, design completion, right-of-way acquisition, and overhead to underground utility conversion. They are working on a plan to service the SW quadrant with sewer. Planning Director Ableman reported the City is seeking a letter of interest and a Statement of Qualifications from experienced firms in the development and execution of a marketing and business recruitment program, including communication strategies to recruit new retail, business and family-wage job employers. City Administrator Berg noted in January staff will come back with more information on 20<sup>th</sup> SE.

**Executive session:** Mayor Little called for an executive session on actual litigation and collective bargaining at 9:20 p.m. for twenty minutes with action to follow on collective bargaining. Mayor Little called for a three minute recess. The executive session began at 9:23 p.m. The executive session was extended ten additional minutes at 9:43 p.m. The public was notified of the extension by Human Resources Director Edin. The executive session ended at 9:54 p.m.

**MOTION:** Councilmember Spencer moved to approve the labor contract with the Teamsters for the year 2013, seconded by Councilmember Daughtry; motion carried unanimously. (7-0-0-0)

**Adjourn.** Councilmember Daughtry moved to adjourn at 9:55 p.m., seconded by Councilmember Dooley; motion carried unanimously. (7-0-0-0)

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

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

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

Wednesday, December 19, 2012  
Lake Stevens School District Educational Service Center (Admin. Bldg.)  
12309 22<sup>nd</sup> Street N.E. Lake Stevens

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

COUNCILMEMBERS PRESENT: Todd Welch, Suzanne Quigley, Kathy Holder, Kim Daughtry, Neal Dooley and John Spencer

COUNCILMEMBERS ABSENT: Marcus Tageant

STAFF MEMBERS PRESENT: City Administrator Jan Berg, City Attorney Cheryl Beyer, Human Resource Director Steve Edin, and Interim Police Chief Dan Lorentzen

OTHERS:

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Council discussed the Police Department transition.

**Executive session:** An executive session was held at 7:27 p.m. on pending and potential litigation for sixty minutes with no action to follow. At 8:20 p.m. the executive session was extended for an additional 20 minutes. The session ended at 8:47 p.m.

**Adjourn.** Councilmember Welch moved to adjourn at 8:47 p.m., seconded by Councilmember Dooley; motion carried unanimously. (7-0-0-0)

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Vern Little, Mayor

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



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** 14 January 2013

**Subject:** SR 92 Roundabout Right-of-way Deed to WSDOT

<b>Contact</b>	Mick Monken	<b>Budget Impact:</b>	\$900 revenue
<b>Person/Department:</b>	<u>Public Works</u>		

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Authorize the Mayor to execute a Quit Claim Deed with WSDOT for a portion of City owned land to be used for the construction of improvements for the SR 92 at 113<sup>th</sup> Avenue SE.

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**SUMMARY/BACKGROUND:** WSDOT is planning on the construction of two roundabouts on SR 92 beginning in the summer of 2013. These are located at the 99<sup>th</sup> and 113<sup>th</sup> Avenue NE intersection. At the 113<sup>th</sup> Avenue SE intersection, there is a small portion of City owned land on the southeast corner that is necessary to be used as right-of-way for the roundabout improvements. The area of this parcel is 845 square feet. The property is owned by the City as open space. The value of the land was determined through an assessment performed by the State land management group. The payment to the City for this land is \$900.

This intersection will service two public schools, one being the Lake Stevens High School. The project currently is fully funded by the State. The State has completed the preliminary design and is currently in the process of soliciting bids for a design build. A public outreach on the final design is expected to occur this spring.

Staff recommendation is to approve this action.

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**APPLICABLE CITY POLICIES:**

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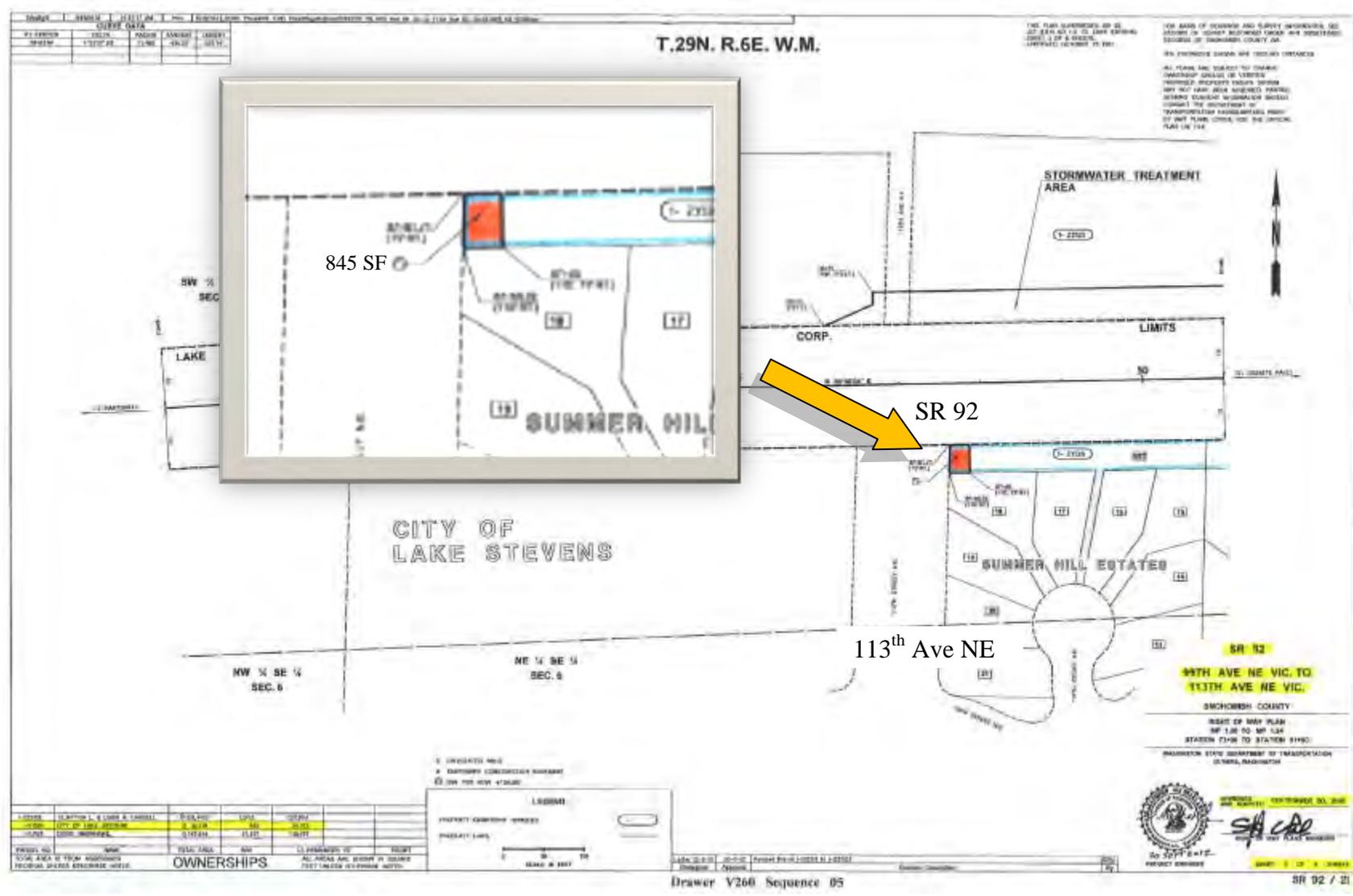
**BUDGET IMPACT: Revenue of \$900**

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**ATTACHMENTS:**

- ▶ Exhibit A: Site plan of requested property.

Exhibit A





LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** January 14, 2013

**Subject:** Ninth Amendment to Interlocal Agreement with City of Marysville for Jail Services

**Contact Person/Department:** Interim Chief Dan Lorentzen      **Budget Impact:** None

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:**

Approve Ninth Amendment to Jail Services Agreement with the City of Marysville

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**SUMMARY/BACKGROUND:**

In 1999 the City of Lake Stevens entered into an agreement with the City of Marysville for jail services at the City of Marysville's jail. This relationship has proven very successful and allows Lake Stevens the ability to book suspects into the Marysville jail which in most cases is a quicker process than using the County jail and gets the Officer back in service faster.

Maryville jail rates are also less expensive than those at the Snohomish County Jail. Currently booking fees at Marysville are \$41.82 and \$92.70 at the County and the daily rate is \$62.73 at Marysville and \$64.38 at the County.

The ninth amendment extends the current agreement through December 31, 2016.

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**BUDGET IMPACT:**

The current rates for Marysville Jail are included in the 2013 budget.

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**ATTACHMENTS:**

- ▶ Exhibit A: Amendment #9 to Interlocal Agreement for Marysville Jail Services
- ▶ Exhibit B: Original Interlocal Agreement

**AFTER RECORDING RETURN TO:**

City of Marysville  
1049 State Avenue  
Marysville, WA 98270

**Ninth Amendment Paragraph 5 Duration  
and Renewal of  
Interlocal Agreement For jail services  
2013 through 2016  
Effective January 1, 2013.**

THIS AMENDMENT TO INTERLOCAL AGREEMENT FOR JAIL SERVICES ("Agreement") is made and entered into by and between the CITY OF MARYSVILLE ("Marysville"), and the CITY OF LAKE STEVENS ("Lake Stevens").

WHEREAS, on September 27, 1999 Marysville and Lake Stevens entered into an Interlocal Agreement for Jail Services (hereinafter known as "Agreement"); and,

WHEREAS, on December 10, 2001 Marysville and Lake Stevens entered into a First Amendment to the Agreement for the purpose of extending the term of the same and for the adoption of a revised Schedule A Booking Fee and Daily Maintenance Fee; and

WHEREAS, on April 28, 2003 Marysville and Lake Stevens entered into a Second Amendment to the agreement for Jail Services; and

WHEREAS, on December 11, 2003, Marysville and Lake Stevens entered into a Third Amendment to the agreement for Jail Services; and

WHEREAS, on May 1, 2004 Marysville and Lake Stevens entered into a Amendment of Schedule "A" of Interlocal Agreement for Jail Services – Booking Fee – Change form \$32.30 to \$32.00 effective May 1, 2004; and

WHEREAS, On September 30, 2005 the parties entered into the Fourth Amendment of Schedule "A" of Interlocal Agreement for Jail Services Authority of Marysville to receive, pay and be reimbursed for Snohomish County Jail Billings and to coordinate and move Lake Stevens Prisoners from and in Snohomish County Jail Effective September 1, 2005; and

WHEREAS, On November 13, 2006 the parties entered into the Fifth Amendment of Schedule "A" of interlocal Agreement for Jail Services Changes per Bed per Day (Daily

Maintenance) fee from \$50 to \$52 and Snohomish County Jail Billings fee from \$56 to \$58.45 Effective January 1, 2007; and

WHEREAS, On March 29, 2009 the parties entered into the Sixth Amendment and Renewal to Interlocal Agreement For jail services 2009 to 2012 and Amendment of Schedule "A" Other Jail Billing Fees Effective January 1, 2009; and

WHEREAS, on October 12, 2009 the parties entered into the Seventh Amendment to Interlocal Agreement for Jail Services Revising the Notice Period for Termination; and Amendment of Schedule "A" fees effective January 1, 2010; and

WHEREAS, on September 12, 2011 the parties entered into the Eighth Amendment of Interlocal Agreements for Jail Services - Amending Paragraph 3 Section b (3 b) Relating to 90 days Detention Facility Limits Effective May 24, 2011

WHEREAS, the parties have agreed to extend and renew the term of the Agreement for an additional four year period of time from January 1, 2013 through December 31, 2016 incorporating all of the revisions made by the amendments referenced above.

**NOW, THEREFORE**, in consideration of the mutual covenants, conditions and promises contained herein, Marysville and Lake Stevens mutually agree as follows:

1. **Paragraph 5 DURATION** of the Agreement shall be amended to read as follows:

“The parties agree to renew this Agreement for an additional four-year term from January 1, 2013 to December 31, 2016. The parties may negotiate additional renewal periods.”

2 Except as provided herein, all other terms and conditions of the Interlocal Agreement for Jail Services dated September 27, 1999 and all of the written amendments set forth above shall remain in full force and effect unchanged.

IN WITNESS WHEREOF, the parties have hereunto set their hands and

seals this 10<sup>th</sup> day of December, 2012.

CITY OF LAKE STEVENS

CITY OF MARYSVILLE

By \_\_\_\_\_  
VERN LITTLE, Mayor

By   
JOHN NEHRING, Mayor

DATE: \_\_\_\_\_

DATE: 12-10-12

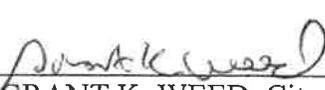
APPROVED as to form:

  
\_\_\_\_\_  
GRANT K. WEED, City Attorney  
*San Weeding, Mayor*

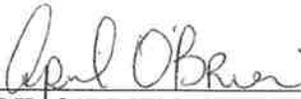
DATE: \_\_\_\_\_

Attest: \_\_\_\_\_  
NORMA SCOTT, City Clerk

APPROVED as to form:

  
\_\_\_\_\_  
GRANT K. WEED, City Attorney

DATE: 12/10/12

Attest:   
\_\_\_\_\_  
APRIL O'BRIEN, Deputy City Clerk

**INTERLOCAL AGREEMENT FOR  
MUNICIPAL COURT SERVICES  
BETWEEN THE CITY OF MARYSVILLE  
AND THE CITY OF LAKE STEVENS**

THIS AGREEMENT is made and entered into this day by and between the City of Marysville ("Marysville"), a municipal corporation in the State of Washington, and the City of Lake Stevens ("Lake Stevens"), a municipal corporation in the State of Washington.

WHEREAS, Lake Stevens desires to utilize the municipal court services of the City of Marysville; and

WHEREAS, Marysville has offered to provide these services to Lake Stevens; and

WHEREAS, municipal court services provided by Marysville will include court staff, a municipal judge pro tem, a public defender, jury and witness fees, interpreter services, and overhead and support costs; and

WHEREAS, this Agreement shall take effect upon approval by the City Council of each party and the execution by the Mayor of each City;

NOW, THEREFORE, in consideration of the terms and provisions hereof, it is agreed by and between Lake Stevens and Marysville as follows:

1. **PURPOSE OF AGREEMENT.** The purpose of this Agreement is to provide for the processing of Lake Stevens criminal citations and infractions by the Marysville Municipal Court, to set forth the fees to be paid by Lake Stevens for such services, and to enumerate the court services to be provided by Marysville.

2. **MUNICIPAL CASES AND MUNICIPAL COURT SERVICES.** Marysville shall provide court services in the Marysville Municipal Court for all municipal cases filed by Lake Stevens. Marysville shall provide court services to Lake Stevens at the same level as Marysville provides for the same type of cases originating in Marysville.

a. **Municipal Cases.** Municipal cases shall include all civil or traffic and other infraction actions, and criminal citations/complaints filed by Lake Stevens in the Marysville Municipal Court.

b. **Municipal Court Services.** The following court services shall be provided by Marysville under this Agreement.

(1) Court Staff. Marysville shall provide court staff necessary to process all criminal and civil citations filed by Lake Stevens. Marysville shall provide a level of service the same as that provided for Marysville cases and that which is necessary for the efficient processing of all municipal cases. By way of illustration and not by limitation, this "processing" shall include

the issuance of all subpoenas, warrants, maintenance of court files for all municipal cases, case scheduling for all municipal cases, and processing of all fines and forfeitures for municipal cases. Processing shall also include filing, adjudication and penalty enforcement of all Lake Stevens cases filed, or to be filed, by Lake Stevens in Municipal Court, including, but not limited to, the issuance of arrest warrants, setting motions and evidentiary hearings, discovery matters, bench and jury trials, PSI, sentencings, post-trial motions, the duties of municipal courts regarding appeals and all local court services imposed by state statute, court rule, Lake Stevens ordinance, or other regulation as now existing or hereinafter amended. The court staff shall utilize the Discis system as appropriate for all municipal cases. Lake Stevens shall be responsible for discovery for all municipal cases.

(2) Bailiff. Marysville shall provide a court bailiff to be present in and around the courtroom during the Lake Stevens municipal calendars.

(3) Municipal Judge. Marysville shall appoint a qualified judge or judge *pro tem* who will preside over the Lake Stevens municipal cases. Payment to the judge shall be made by Marysville but such payment shall be funded entirely through fees collected from Lake Stevens as identified in section 3, below.

(4) Public Defender. Marysville shall provide the services of a public defender, who shall serve as court-appointed counsel for indigent defendants. Public defender services shall be provided on the same terms as contained in the contract for public defender services between Marysville and the public defender. Lake Stevens shall reimburse Marysville for the actual costs of public defender services for Lake Stevens cases. Lake Stevens shall not be charged for any of the public defender's time outside the regularly scheduled Lake Stevens municipal calendar. Alternatively, Lake Stevens may, at its option, contract for public defender services, in which case it will be responsible for all direct costs associated with the service for Lake Stevens cases.

(5) Public Defender Screening. The Municipal Court Judge shall screen defendants for eligibility for public defender services.

(6) Home Monitoring. When appropriate, the Marysville Municipal Court shall consider the use of home-monitoring or home-detention programs and other alternative sentences for the sentencing of Lake Stevens defendants. Lake Stevens agrees to reimburse Marysville for the shortfall of any Lake Stevens defendants' failure to pay home monitoring or home detention fees. Marysville shall not provide probation services for Lake Stevens defendants. However, Lake Stevens may elect to contract independently for probation services for Lake Stevens defendants.

(7) Supplies and Forms. The City of Marysville shall provide all forms and paperwork necessary for processing municipal cases. By way of illustration and not limitation, these include case setting forms, infraction hearing forms, warrants and general office supplies.

(8) Language Interpretation. The City of Marysville shall provide and pay for all language interpretation services for defendants and necessary witnesses. Lake Stevens agrees to reimburse Marysville for the actual costs for such services.

(9) Jury and Witness Fees. Marysville shall pay all jury and witness fees for Lake Stevens municipal cases. Lake Stevens agrees to reimburse Marysville for the actual costs of such jury and witness fees. Lake Stevens will reimburse Marysville one-half the costs of the jurors if Marysville and Lake Stevens share a jury panel on the day of jury trials. If a Lake Stevens case goes to trial beyond the first day, Lake Stevens will reimburse Marysville for the actual costs of the jurors.

(10) Collection for Nonpayment. Marysville will, through the same collection process as is used for Marysville cases, collect all fines and fees past due for Lake Stevens cases. For those cases sent out to a collection agency, Lake Stevens will assign such collections to such collection agency.

(11) Miscellaneous Equipment, Facility and Utility Costs. Marysville shall provide and maintain all equipment such as copiers, computers, printers, and other equipment necessary for the processing of municipal cases. The City of Marysville shall provide the use of the Marysville municipal courtroom, all office space necessary for the processing of municipal cases, and associated janitorial services, facility insurance, building repair and maintenance, and related expenses. Marysville will be responsible for payment of all utility charges such as power, water, sewer, solid waste and telephone services for any portion of the facility or facilities utilized to process municipal cases.

3. **FEES.** In consideration of the services and supplies enumerated in section 2, above, Lake Stevens shall pay Marysville \$32.00 for the filing fee for each infraction and criminal citation. The above-referenced fees may be revised prior to contract renewals pursuant to section 8, below, for the succeeding contract period. The basis for each filing fee is shown in **Exhibit A** and by this reference is fully incorporated herein.

4. **FINES AND FORFEITURES.** Marysville shall remit monthly to Lake Stevens all fines, forfeitures, costs, penalties, fees, assessments, parking ticket payments, and any other money imposed and/or accrued by the municipal court associated with Lake Stevens municipal cases. Each party shall be responsible for transmitting to the State of Washington that portion of all fines and bail forfeitures required under state law to be paid. Marysville will provide on a monthly basis to Lake Stevens copies of billing documentation for services provided by the public defender, probation, language interpreter and jury and witness fees.

5. **MONTHLY REPORTING.** Marysville will provide to Lake Stevens a monthly remittance report listing Lake Stevens cases filed and revenues received for all Lake Stevens cases on which fines and other Lake Stevens revenue is calculated in a format consistent with the requirements described in **Exhibit B**. Unless modified by mutual agreement, Exhibit B shall set out the content for financial reporting to Lake Stevens from Marysville.

6. **PERFORMANCE MEASURES.** The parties agree that the performance measures described in **Exhibit C** will be periodically reported not less frequently than quarterly, as indicated. These measures are for continuous discussion and review by the City Administrators of each city, and are not the basis for nonpayment by either party. The performance measures may be altered from time to time as agreed by the City Administrators.

7. **LAKE STEVENS MUNICIPAL COURT CALENDAR.**

a. The Lake Stevens municipal court calendar shall be scheduled at such times and dates as are compatible with the existing court calendars, the schedule of the judge and the schedule of the prosecutor. Matters heard on the regularly scheduled Lake Stevens municipal calendar shall be pretrial hearings, motions, bench trials, review, revocation, and sentencing hearings. Jury trials will be scheduled for one day per month.

b. Consistent with the intent of section 8, below, release hearings and arraignment hearings for Lake Stevens defendants may be held on other days consistent with the procedure for Marysville arraignment and release hearings.

8. **APPEARANCE BY LAKE STEVENS PROSECUTOR NOT REQUIRED FOR CERTAIN MATTERS.** The Lake Stevens prosecutor will not be required to be present for arraignments, release hearings, contested infraction hearings, or infraction mitigation hearings. In addition, defendants held in custody on Lake Stevens charges shall be brought before the Marysville municipal court judge for first appearances in accordance with state law and in the same manner as defendants held in custody on Marysville charges are so brought forth. In any case where the Lake Stevens prosecutor desires to be heard on a particular in-custody issue, the prosecutor will transmit his or her recommendation by facsimile to the courtroom or, in the alternative, the prosecutor will be available for conference call in the courtroom.

9. **SUBPOENAS.** Marysville Municipal Court shall issue subpoenas for infractions and as timely requested by *pro se* defendants. The court will use the witnesses identified by the police on either the back of the Lake Stevens citation or the police report. Issuance of all other subpoenas shall be the responsibility of the prosecutor or defense counsel.

10. **DURATION.** The initial term of this agreement shall commence upon execution by both parties and shall expire on December 31, 2001, unless terminated earlier pursuant to Section 11 (Termination). Lake Stevens shall have an option to renew this agreement for a three-year term commencing on January 1, 2002 and ending on December

31, 2004, and a second renewal for a four-year term, commencing on January 1, 2005 and ending on December 31, 2008. Said renewals shall be subject only to mutual agreement of the parties with the schedule of fees set forth in Section 3 above.

11. **TERMINATION OF AGREEMENT.** Lake Stevens shall provide written notice of its intent to renew or terminate this agreement without cause not less than 180 days prior to expiration of this agreement or any renewal thereof. Marysville shall provide written notice of its intent to terminate this agreement not less than one hundred eighty (180) days prior to expiration of this agreement or any renewal thereof. In the event of termination of this agreement or any extension thereof, the parties will work cooperatively to ensure the orderly transition of cases from Marysville municipal court to the new venue. If appropriate, this transition may involve compensation, on a case-by-case basis, for cases left "open" after termination of this agreement and after transition to the new venue.

12. **FINANCING.** There shall be no financing of any joint or cooperative undertaking pursuant to this interlocal agreement. There shall be no budget maintained for any joint or cooperative undertaking pursuant to this agreement.

13. **PROPERTY.** This interlocal agreement does not provide for the acquisition, holding or disposal of real or personal property.

14. **JOINT ADMINISTRATIVE BOARD.** No separate legal or administrative entity is created by this agreement. To the extent necessary, this interlocal agreement shall be administered by the City Administrator for Lake Stevens or his designee, and the City Administrator and Court Administrator for Marysville. In order to review and resolve operation and coordination issues between Marysville and Lake Stevens, there may be a Management Review Committee consisting of 1) Marysville City Administrator or designee, 2) Marysville Court Administrator, 3) Lake Stevens City Administrator or designee, 4) Municipal Judge, and 5) both Chiefs of Police.

15. **INDEMNIFICATION.**

a. Marysville shall indemnify and hold harmless Lake Stevens and its officers, agents, employees and elected officials or any of them from any and all claims, actions, suits liability, loss, costs, expenses and damages of any nature whatsoever by any reason of or arising out of any act or omission of Marysville, its officers, agents, employees and elected officials, or any of them relating to or arising out of the performance of this contract. In the event that any suit based upon such a claim, action, loss or damage is brought against Lake Stevens, Marysville shall defend the same at its sole cost and expense, provided that Lake Stevens retains the right to participate in said suit if any principle of governmental or public law is involved; and if final judgment be rendered against Lake Stevens or its officers, agents, employees and elected officials, or any of them, or jointly against Lake Stevens and Marysville and their respective officers, agents, employees and elected officials, or any of them, Marysville shall satisfy the same.

b. Lake Stevens shall indemnify and hold harmless Marysville and its officers, agents, employees and elected officials, or any of them, from any and all

claims, actions, suits, liability, loss, costs, expenses and damages of any nature whatsoever, by any reason of or arising out of any act or omission of Lake Stevens, its officers, agents, employees and elected officials, or any of them, relating to or arising out of the performance of this contract. In the event that any suit based upon such a claim, action, loss or damage is brought against Marysville, Lake Stevens shall defend the same at its sole cost and expense; provided that Marysville retains the right to participate in said suit if any principle of governmental or public law is involved; and if final judgment be rendered against Marysville or its officers, agents, employees and elected officials, or any of them, or jointly against Marysville and Lake Stevens and their respective officers, agents, employees and elected officials, or any of them, Lake Stevens shall satisfy the same.

16. **DISPUTE RESOLUTION.** It is the parties' intent to resolve any disputes relating to the interpretation or application of this agreement informally through discussions at the staff level. In the event disputes cannot be resolved informally at the staff level, resolution shall be sought by the City Administrators of each city or by the Management Review Committee within thirty (30) days, and if unsuccessful, then the parties agree to submit the dispute to non-binding mediation/dispute resolution. Venue for any action relating to the interpretation or enforcement of this agreement shall be in Snohomish County Superior Court.

17. **INDEPENDENT CONTRACTOR.** Each party to this agreement is an independent contractor with respect to the subject matter herein. Nothing in this agreement shall make any employee of Marysville an employee of Lake Stevens, and vice versa, for any purpose, including, but not limited to, for withholding of taxes, payment of benefits, worker's compensation pursuant to Title 51 RCW, or any other rights or privileges according to either city's employee by virtue of their employment. At all times pertinent hereto, employees of Marysville are acting as Marysville employees and employees of Lake Stevens are acting as Lake Stevens employees.

18. **PARTIAL INVALIDITY.** Whenever possible, each provision of this agreement shall be interpreted in such a manner as to be effective and valid under applicable law. Any provisions of this agreement which shall prove to be invalid, void or illegal shall in no way affect, impair or invalidate any other provisions hereof, and such other provisions shall remain in full force and effect.

19. **ASSIGNABILITY.** The rights, duties and obligations of either party to this agreement may not be assigned to any third party without the prior written consent of the other party, which consent shall not be unreasonably withheld.

20. **NO THIRD-PARTY RIGHTS.** Except as expressly provided herein, nothing in this agreement shall be construed to permit anyone other than the parties hereto and their successors and assigns to rely upon the covenants and agreements herein contained nor to give any such third party a cause of action (as a third-party beneficiary or otherwise) on account of any nonperformance hereunder.

21. **ENTIRE AGREEMENT.** This agreement constitutes the entire agreement between the parties hereto and no other agreements, oral or otherwise, regarding the

subject matter of this agreement shall be deemed to exist or bind any of the parties hereto. Either party may request changes in the agreement. Proposed changes that are mutually agreed upon shall be incorporated by written amendment hereto.

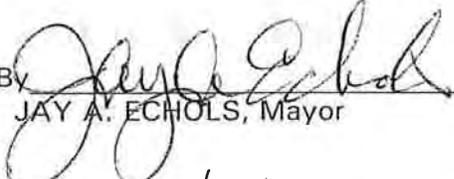
22. **NOTICES.** Unless stated otherwise herein, all notices and demands shall be in writing and sent or hand-delivered to the parties at their addresses as follows:

CITY OF LAKE STEVENS  
City Administrator  
1812 Main Street  
PO Box 257  
Lake Stevens, WA 98258

CITY OF MARYSVILLE  
City Administrator  
4822 Grove Street  
Marysville, WA 98270

IN WITNESS WHEREOF, the parties have caused this agreement to be executed.

CITY OF LAKE STEVENS

By   
JAY A. ECHOLS, Mayor

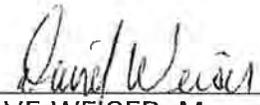
DATE: 9/21/99

APPROVED as to form:

  
DANA D. KAPELA, City Attorney

DATE: Sept. 20, 1999

CITY OF MARYSVILLE

By   
DAVE WEISER, Mayor

DATE: 9/27/99

APPROVED as to form:

  
GRANT K. WEED, City Attorney

DATE: 9/27/99

*EXHIBIT "A"*

*CALCULATION OF FILING FEES FOR DEFENDANTS BASED ON MUNICIPAL  
COURT COST PER CASE.*

**EXHIBIT "B"**

**REPORTING REQUIREMENTS AND PROCEDURES**

*This exhibit identifies and describes reporting procedures for Marysville. These reports will enable Lake Stevens to:*

- 1) Ensure that the revenue from Lake Stevens cases is appropriately credited to Lake Stevens, enabling Lake Stevens to reconcile the remittance to detail information.*
- 2) Monitor revenue collection trends by filing year, case type, and disposition.*
- 3) Have revenue reported in a way that matches remittances.*
- 4) Provide historical comparisons to current activity for forecasting purposes.*

*It is the intention to provide all reports in an efficient manner, through DISCIS or some other electronic method.*

**I. Reporting requirements:**

*A. Monthly Remittance Summary Report-* *To summarize revenue remitted to the City to show:*

- i) The number of cases (related to the payment amount); and*
- ii) recoupment/reimbursements (fines, forfeitures, costs, penalties, fees, assessments, parking ticket payments and any other money imposed or accrued on Lake Stevens municipal cases).*

*B. Monthly Filing Report-*

- i) Jurisdiction Billing Report - To show listing of all Lake Stevens filings with the Court.*
- ii) Caseload Report - To show caseload statistics by Lake Stevens case type (i.e. DUI, theft, assault, DWLS).*
- iii) Remittance & Disposition Detail - To show remittance and disposition detail.*

**II. Management Reporting.**

*A) Infraction Revenue Summary Report-* *To show summary and detail of Parking, Traffic, and Non-traffic infraction revenue in total and by type.*

- i) Criminal Citation Revenue – To show summary and detail of DWI, Criminal traffic misdemeanor, Non-Traffic misdemeanor revenue in total and by type.*

**III. Annual Reporting.** *The December report should summarize the results of the full year for all monthly reports where such YTD information is not provided on a monthly basis.*

*EXHIBIT "C"*

*PERFORMANCE AND WORKLOAD INDICATORS*

*The following items will be reported by Marysville on a quarterly basis unless otherwise agreed, when available through DISCUS electronically.*

- 1. Percentage of filings by case type which fail to appear or have a warrant issued*
- 2. DISCUS caseload report, which includes items such as filings by case type, dismissals and number of hearings.*
- 3. Number of guilty/committed by broad case type*
- 4. Time from filing to disposition by broad case type*
- 5. Number of continuances requested/granted by broad case type*
- 6. Number of probation violation review hearings*
- 7. Citation re-offenders by broad case type*
- 8. Percentage completing probation by broad case*



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** 14 January 2012

**Subject:** 2013 Janitorial Services

**Contact** Mick Monken  
**Person/Department:** Public Works

**Budget Impact:** \$13,112.00

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Award the 2013 Janitorial Services Contract to Advantage Building Services for an amount not to exceed \$13,112.00 and authorize the Mayor to execute an contract.

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**SUMMARY/BACKGROUND:** The City uses outsource contracted janitorial services. The facilities served under this contract include the City Hall (including the annex), Permit Center, Police Station, and Community Center. The detail and level of services provided under this contract are included in Exhibit A of the contract provided in Attachment B.

In late 2012, the City made a request for bids and a total 3 bids were received. The low bid, Advantage Building Services, came in at \$686.00 per month for base services with the high coming in at \$1,184.00. The City had estimated this service to be \$900.00 per month. The summary of the bids with the City's estimate are included in Attachment A.

Included with the bid proposal are optional services. These are intended to be performed only when needed. While some of the task may not be necessary, to determine a contract amount, an estimate was prepared using an assumption that each optional service task would be performed 2 times per year. This is included in Exhibit B of the contract provided in Attachment B.

As this contractor performs services after normal working hours, a security background check is planned to be performed on each employee that will work within a City facility. In addition, the City has the option of extending this contract under the current bid for up to 3 additional years.

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**APPLICABLE CITY POLICIES:**

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**BUDGET IMPACT:** \$13,112.00

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**ATTACHMENTS:**

- ▶ Attachment A: Bid Summary
- ▶ Attachment B: Contract

Attachment A

**Bid Proposals, 2013 Janitorial Services**

Prepared: 10 Dec 2012

	<b>Advantage Building Services</b>	<b>New Chapter Cleaning</b>	<b>Open Works</b>	<b>City Est.</b>
City Hall	\$156	\$125	\$199	\$200
Community Center	\$115	\$102	\$199	\$150
Permit Center	\$115	\$102	\$199	\$150
Police Station	\$300	\$362	\$587	\$400
<b>Total Monthly Base</b>	<b>\$686</b>	<b>\$691</b>	<b>\$1,184</b>	<b>\$900</b>

**Optional Services**

**City Hall & Permit Center**

Carpet Shampoo	\$350	\$660	\$583	\$500
Clean Windows	\$200	\$8 per window	\$94	\$200
Hard Floor Waxing	\$200	\$245	\$125	\$200
Deep Clean Furniture	\$300	\$20 each	\$23 hour	\$200
	<b>\$1,050</b>	<b>\$1,149</b>	<b>\$987</b>	<b>\$1,100</b>

**Police Station**

Carpet Cleaning	\$300	\$430	\$537	\$400
Carpet Cleaning Offices	\$175	\$200	\$135	\$200
Clean Windows	\$100	\$8 per window	\$113	\$200
Hard Floor stripping/waxing	\$200	\$160	\$289	\$200
Deep Clean Furniture	\$150	\$20 each	\$23 hour	\$200
	<b>\$925</b>	<b>\$1,350</b>	<b>\$ 1,259</b>	<b>\$1,200</b>

**Community Center**

Carpet Shampoo	\$200	\$270	\$164	\$200
Clean Windows	\$100	\$8 per window	\$57	\$80
Hard Floor Waxing	\$100	\$95	\$62	\$80
Restroom Cleaning	\$40	\$20 each	\$44	\$40
	<b>\$440</b>	<b>\$517</b>	<b>\$327</b>	<b>\$400</b>

<b>Total Optional Services</b>	<b>\$2,415</b>	<b>\$3,016</b>	<b>\$2,573</b>	<b>\$2,700</b>
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## ATTACHMENT B

### **Janitorial Services** City of Lake Stevens **CONTRACT FOR SERVICES**

This Agreement is entered into by and between the City of Lake Stevens, Washington, hereinafter referred to as "City", and **Advantage Building Services**, herein referred to as "Contractor", whose principal office is located at **632 107<sup>th</sup> Place SE, Everett, Washington 98208**.

WHEREAS, the City has determined the need to have janitorial maintenance services performed for its City Hall, Police Station, Permit Center, and Community Center, and

WHEREAS, the City desires to have the Contractor perform such services pursuant to certain terms and conditions and the Contractor has represented that it has the requisite skill and experience necessary to provide the necessary janitorial maintenance services, and

NOW THEREFORE, IN CONSIDERATION OF the mutual benefits and conditions set forth below, the parties hereto agree as follows:

1. Scope and Schedule of Services to be Performed by Contractor. The Contractor shall perform those services described on **Exhibit A** attached hereto and incorporated herein by this reference as if fully set forth. In performing such services, the Contractor shall at all times comply with all federal, state, and local statutes, rules and ordinances applicable to the performance of such services and the handling of any funds used in connection therewith. The Contractor shall request and obtain prior written approval from the City prior to the initiation of any specific task not included in the scope of services. If the scope or schedule is to be modified in any way, prior written approval is also required.

The Contractor shall additionally provide to the City a copy of a Washington State Patrol criminal background check form, completed on each person employed by the Contractor or any subcontractor. Such forms shall be provided to the City prior to any such person working at or on any City-owned property or facility and, based on such forms at the City's sole option, persons with unsatisfactory criminal background checks shall not work at or on any such City-owned property or facility.

2. Compensation and Method of Payment. Payments shall be made by the City to the Contractor based on month-end billings. The City shall pay the Contractor for services rendered within thirty days after receipt of a billing invoice from the Contractor. The total amount to be paid shall not exceed **\$13,112** (including sales tax). The month rate of payment and optional services rate shall be as shown on **Exhibit B**. Optional services shall only be authorized by the City in writing for each service to be rendered. The Contractor shall complete and provide the Department of the Treasury Internal Revenue Service form **W-9**, Request for Taxpayer Identification Number and Certification, to the City on or before the execution of this Agreement. All payments to Contractor include Washington State Sales Tax.

3. Prevailing Wages. Prevailing wages, in accordance with RCW 39.12, applies to this contract. The Contractor and all subcontractors shall pay no less than the prevailing wage rate to all employees. The Contractor and all subcontractors shall submit a "Statement of Intent to Pay Prevailing Wages" and an "Affidavit of Wages Paid" in compliance with RCW 39.12.040.
4. Duration of Agreement. This Agreement shall be in full force and effect for a period commencing and ending 31 December 2013 unless extended up to 3 additional years or sooner terminated under the provisions hereinafter specified.
5. Indemnity.
  - a. Contractor shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Contractor in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.
  - b. Should a court of competent jurisdiction determine that this agreement is subject to RCW 4.24.115, then, in the event of liability for damaging arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Engineer and the City, its members, officers, employees and agents, the Contractor's liability to the City, by way of indemnification, shall be only to the extent of the Contractor's negligence.
  - c. For the purpose of this Indemnity only, Contractor waives the immunity of the Industrial Insurance Act (Title 51 RCW) of the State of Washington.
  - d. The provisions of this section shall survive the expiration or termination of this agreement.
6. Insurance.
  - c. **Minimum Limits of Insurance.** The Contractor shall, before commencing work under this agreement, file with the City certificates of insurance coverage to be kept in force continuously during this agreement, and during all work performed pursuant to all short form agreements, in a form acceptable to the City. Said certificates shall name the City as an additional named insured with respect to all coverages. The minimum insurance requirements shall be as follows:
    - (1) Comprehensive General Liability. \$1,000,000 combined single limit per occurrence for bodily injury personal injury and property damage; \$2,000,000 general aggregate;

- (2) Automobile Liability. \$300,000 combined single limit per accident for bodily injury and property damage;
- (3) Workers' Compensation. Workers' compensation limits as required by the Workers' Compensation Act of Washington;
- d. **Endorsement**. Each insurance policy shall be endorsed to state that coverage shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City.
- e. **Acceptability of Insurers**. Insurance to be provided by Contractor shall be with a Bests rating of no less than A:VII, or if not rated by Bests, with minimum surpluses the equivalent of Bests' VII rating.
- f. **Verification of Coverage**. In signing this agreement, the Contractor is acknowledging and representing that required insurance is active and current.
- 1 Discrimination Prohibited And Compliance With Equal Opportunity Legislation. The Contractor agrees to comply with equal opportunity employment and not to discriminate against client, employee, or applicant for employment or for services because of race, creed, color, religion, national origin, marital status, sex, age or handicap except for a bona fide occupational qualification with regard, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or any recruitment advertising; layoff or terminations; rates of pay or other forms of compensation; selection for training, rendition of services. The Contractor further agrees to maintain (as appropriate) notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Contractor understands and agrees that if it violates this nondiscrimination provision, this agreement may be terminated by the City, and further that the Contractor will be barred from performing any services for the City now or in the future, unless a showing is made satisfactory to the City that discriminatory practices have been terminated and that recurrence of such action is unlikely.
- 2 Unfair Employment Practices. During the performance of this agreement, the Contractor agrees to comply with RCW 49.60.180, prohibiting unfair employment practices.
- 3 Affirmative Action. Affirmative action shall be implemented by the Contractor to ensure that applicants for employment and all employees are treated without regard to race, creed, color, sex, age, marital status, national origin or the presence of any sensory, mental or physical handicap, unless based on a bona fide occupational qualification. The Contractor agrees to take affirmative action to ensure that all of its employees and agent adhere to this provision.

4. Legal Relations. The Contractor shall comply with all federal, state and local laws and ordinances applicable to work to be done under this agreement. This contract shall be interpreted and construed in accordance with the laws of Washington. Venue for any action commenced relating to the interpretation, breach or enforcement of this agreement shall be in Snohomish County Superior Court.
5. Independent Contractor. The Contractor's relation to the City shall at all times be as an independent contractor.
13. City Confidences. The Contractor agrees to and will keep in strict confidence, and will not disclose, communicate or advertise to third parties without specific prior written consent from the City in each instance, the confidences of the City or any information regarding the City or services provided to the City. The Contractor will insure that each of its employees are aware of this covenant, and each employee agrees to keep city information confidential
14. Notices. Notices to the City shall be sent to the following address:  
  
CITY OF LAKE STEVENS  
C/O Scott Wicken – [swicken@lakestevenswa.gov](mailto:swicken@lakestevenswa.gov) (425-212-3243)  
PO Box 257  
LAKE STEVENS, WA 98258-0257
- Notices to the Contractor shall be sent to the following address:  
Dan Pankevich - [dan@abservices.us](mailto:dan@abservices.us) (Cell 425-346-1660)  
Advantage Building Services  
632 107<sup>th</sup> Place SE  
Everett, WA 98208
- Receipt of any notice shall be deemed effective three (3) days after deposit of written notice in the U.S. mail with proper postage and address.
15. Termination. The right is reserved by the City to terminate this agreement in whole or in part at any time upon ten (10) days' written notice to the Contractor.
- If this agreement is terminated in its entirety by the City for its convenience, a final payment shall be made to the Contractor which, when added to any payments previously made, shall pay the total the actual costs of the work completed at the time of termination.
16. Disputes. The parties agree that, following reasonable attempts at negotiation and compromise, any unresolved dispute arising under this contract may be resolved by a mutually agreed-upon alternative dispute resolution of arbitration or mediation. , but in the event the City does not agree to an alternative dispute resolution, then disputes shall be resolved in the Snohomish County Superior Court.
17. Nonwaiver. Waiver by the City of any provision of this agreement or any time limitation provided for in this agreement shall not constitute a waiver of any other provision.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

CITY OF LAKE STEVENS

By \_\_\_\_\_

VERN LITTLE, MAYOR

\_\_\_\_\_, CONTRACTOR

By \_\_\_\_\_

Approved to as form, City Attorney

By \_\_\_\_\_

## **EXHIBIT A**

### **SCOPE OF SERVICES**

Work performed under this scope of services shall follow industry acceptable standards (OSHA, CIMS). In services the contractor is to provide transportation, labor, equipment, and cleaning chemicals. The City provides the paper products (towels, toilet paper, and seat protection), hand soap, air fresheners, and trash can liners.

#### **BASE SERVICE**

**City Hall (includes annex out building) & Permit Center & Community Center**  
Services to be performed 1 time per week (weekend)

- Clean restrooms
- Clean and sanitize toilets
- Wash hard surface floor
- Clean sink and counter
- Restock paper products
- Refill soap dispensers
- Clean mirrors
- Empty waste receptacles in City's dumpster and reline all receptacles
- Empty recycle receptacles in City's recycle container
- Vacuum carpet areas
- Clean entrance door glass area inside and out

Services to be performed 1 time per month (weekend)

- Vacuum and mop hard floors
- Dust blinds
- Vacuum and dust heater vents
- Dust and clean window sills and frames, shelve tops, and cabinet tops

#### **Police Station**

Services to be performed 2 times per week (Thursday and Sunday evenings)

- Clean restrooms
- Clean and sanitize toilets and urinal
- Clean sink, counter, garbage cans
- Restock paper products
- Refill soap dispensers
- Clean mirrors
- Empty waste receptacles in City's dumpster and reline all receptacles
- Empty recycle receptacles in City's recycle container
- Vacuum carpet areas
- Vacuum, sweep, and mop hard floor areas as necessary.

- Clean entrance door glass area inside and out
- Clean glass window at both lobby service counters.

Services to be performed 1 time per month (Sunday evening)

- Vacuum and mop hard all floors
- Dust blinds
- Vacuum and dust heater vents
- Dust window frames, shelve tops, and cabinet tops
- Vacuum upholstered furniture in reception area

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End of Base Proposal

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### **OPTIONAL SERVICES**

The following are optional services to be provided upon request by the City.

#### **City Hall (including Annex outbuilding) & Permit Center**

Carpet shampoo cleaning  
Clean windows  
Hard floor waxing  
Deep clean furniture

#### **Police Station**

Carpet cleaning entire facility  
Carpet cleaning in common areas  
Clean windows  
Hard floor stripping and waxing  
Deep clean furniture

#### **Community Center**

Carpet shampoo cleaning  
Clean windows  
Hard floor waxing  
Restroom cleaning

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End of Optional Services

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**EXHIBIT B**

**BID PROPOSAL - 2013 Janitorial Services**

**BASE SERVICES**

The services to be provided under this Base Proposal are those as described in the document under Scope of Services - Base Proposal.

	<u>Monthly Rate</u> Including Sales Tax
City Hall (including annex out building)	\$ <u>156.00</u>
Community Center	\$ <u>115.00</u>
Permit Center	\$ <u>115.00</u>
Police Station	\$ <u>300.00</u>
<b>TOTAL MONTHLY RATE FOR BASE SERVICES including WSST</b>	<b>\$ <u>686.00</u></b> ←

**OPTIONAL SERVICES**

The following are optional services to be provided upon request by the City. The cost shown is PER each request for service.

	<u>Per Request Rate</u> Including Sales Tax for each item
<b>City Hall &amp; Permit Center (includes both facilities in Rate)</b>	
Carpet shampoo cleaning	\$ <u>350.00</u>
Clean windows	\$ <u>200.00</u>
Hard floor waxing	\$ <u>200.00</u>
Deep clean furniture	\$ <u>300.00</u>
<b>Police Station</b>	
Carpet cleaning entire facility	\$ <u>300.00</u>
Carpet cleaning in offices	\$ <u>175.00</u>
Clean windows	\$ <u>100.00</u>
Hard floor stripping and waxing	\$ <u>200.00</u>
Deep clean furniture	\$ <u>150.00</u>
<b>Community Center</b>	
Carpet shampoo cleaning	\$ <u>200.00</u>
Clean windows	\$ <u>100.00</u>
Hard floor waxing	\$ <u>100.00</u>
Restroom cleaning	\$ <u>40.00</u>

**Continuation – Exhibit B**

**Estimate of Contract Amount for 2013**

<b>Monthly Base Services</b>	\$686/mo	x	12	\$8,232
<b>Optional Services *</b>				
City Hall (include annex)	\$1,050/ea	x	2	\$2,100
Police Station	\$925/ea	x	2	\$1,850
Community Center	\$440/ea	x	2	\$880
<b>ESTIMATE BUDGET LIMIT</b>				<b>\$13,112</b>

\*Note: Optional Services are only to be rendered upon the written authorization from the City and only performed for Optional Services specifically identified in the City authorization. This can consist of an individual task (ie: Clean windows) or the full set of defined tasks under a particular facility.



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LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** 14 January 2013

**Subject:** 20<sup>th</sup> Street SE Road Infrastructure Strategy

**Contact** Mick Monken  
**Person/Department:** Public Works

**Budget Impact:** Discussion

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** **Provide direction to staff on the four Key Issues for 20<sup>th</sup> Street SE Road**

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**SUMMARY/BACKGROUND:** Staff is seeking direction from the Council on four issues for 20<sup>th</sup> Street SE Road Construction that are key in developing an implementation plan for the section of roadway between 91<sup>st</sup> Avenue SE and US 2. Once direction is provided on the four issues, staff will return a plan that will include funding and a timeline to get the roadway completed.

At the 10<sup>th</sup> December 2012 Council meeting, staff presented four key decision items needing direction in order to develop an Infrastructure Strategy for 20<sup>th</sup> Street SE roadway. The four key decisions are: 1) how should the project be phased for construction; 2) when should the design be prepared; 3) how should right-of-way for construction be phased; and 4) how is overhead utility conversion to be addressed. The attached Exhibit is an excerpt of what was presented at the December meeting.

The next step is to develop an implementation strategy which will be presented to the Council as a future meeting.

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**APPLICABLE CITY POLICIES:**

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**BUDGET IMPACT:** **Discussion**

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**ATTACHMENTS:**

- ▶ Exhibit A: 20<sup>th</sup> Street SE Road and Sewer Infrastructure Strategy

## **EXHIBIT A**

### **20<sup>th</sup> Street SE Road and Sewer Infrastructure**

Rev: 14 December 2012

#### **Background**

In 2012 the City adopted the 20<sup>th</sup> Street SE Corridor Subarea plan. Key elements to this plan are the completion of 20<sup>th</sup> Street SE road improvements (Phase II) and providing sewer service to the southwest quadrant (SW Quad) of the 20<sup>th</sup> Street SE and SR 9 intersection. The road improvements are needed to provide for future capacity needs, safety improvements, and non-motorized movement. The sewer service is necessary to provide services to prime area currently not within the existing service limits.

Phase II was under the County's lead at the time of annexation (2010) and was expected to be constructed in 2011. The estimated construction cost (excluding right of way) was \$22 million. Due to the economic conditions, the County deferred this project's construction indefinitely. The City took over as the lead agency for 20<sup>th</sup> Street SE in 2011. Upon this action, the City performed an in-house review looking for potential cost savings. The outcome of this effort resulted in a new design that reduced the road width, preserved the existing road profile, reduced impacts to adjacent properties, and had a revised cost of \$14.2 million. The \$14.2 million does include right-of-way purchases and design costs. It does not include undergrounding of overhead utilities.

The SW Quad sewer service study has been lead by the City to look at the feasibility and associated costs to provide temporary sewer service to a prime developable area currently not readily accessible to the existing sewer collection system. This effort has been driven by the subarea study showing this area as prime developable land. The study is in final draft review and will be presented to the City Council in the near future.

The next step is to develop an implementation strategy. This will require some decisions to progress to the next levels on the road and sewer projects. In this document the road and sewer improvement discussions are treated separately as they are not co-dependent, through there are some cost benefits to the sewer improvements being included in the roadway project.

#### **20<sup>th</sup> Street SE Road Improvements**

##### **Key Issues**

There are 4 identified key decision topics that need direction that will define the implementation strategy for the construction of 20<sup>th</sup> Street SE Phase II. These are presented in order of decision in the following.

## Discussion

1. **Construction phasing** – Should the project be considered as a single project from US 2 to 91<sup>st</sup> Avenue SE or broken into segment. Phase II is about 1 ¼ miles in length with main intersection breaking the project into 4 potential segments.

Description	Single Phase	Segmented
Project sections	1	4
Limits <i>Segments shown in italic</i>	US 2 to 91 <sup>st</sup>	(1) 83 <sup>rd</sup> to 91 <sup>st</sup> (2) 79 <sup>th</sup> to 83 <sup>rd</sup> (3) 73 <sup>rd</sup> to 79 <sup>th</sup> (4) US 2 to 73 <sup>rd</sup>
Construction Cost <sup>1</sup> <i>Segments shown in italic</i>	\$13,509,000	\$14,220,000 (1) \$4,850,000 (2) \$3,980,000 (3) \$2,780,000 (4) \$2,610,000
Design Costs	\$1,397,000	\$1,470,000
Right-of-Way Costs	\$2,104,500	\$2,104,500
Estimated Range for Local Match Dollars for Grant Funding <sup>2</sup> <i>Segments shown in italic</i>	\$2.1m to \$4.1m	\$2.2m to \$4.3m (1) \$730k - \$1.5m (2) \$600k - \$1.2m (3) \$420k - \$840k (4) \$390k - \$780k
Construction Cost savings	Estimated at 5 to 10% overall savings on construction.	Opportunity to work with developers to help off-set costs with developer's frontage improvements
Construction Management	Manage construction of 20 <sup>th</sup> one time.	Construction management will be required for each segment (possibly four separate times)
Impact to traffic	Largest impact to traffic but only performed once. Detours around construction not likely	Shorter sections disrupted and detours around construction zones possible.
<b>Grant Funding Opportunity</b>	Difficult to get grant dollars from a single source due to scale of project	Each segment is at a scale that a single grant source could provide funding
<b>Timing</b>	Could take 8 to 12 years to collect match dollars through mitigation before being able to apply for grant funding	Could have funding match within 2 to 3 years for at least one segment.
<b>Traffic Concurrency<sup>3</sup></b>	Likely new development will generate trips exceed capacity before any improvement are constructed. This could stop development until improvement completed.	Likely that constructed segments will improve capacity sufficiently enough to maintain capacity to allow for new development

1 Include design, right-of-way, and construction costs. Does not include overhead to underground utility conversions, new sewer infrastructure, and gateway treatment.

2 Estimated at 15% to 30%.

3 Growth Management Act requirement that capacity needs to be in place or funded to allow for development impacts. In 2012 the City adopted a corridor average Level of Service to allow for new development if the project was built in segments.

2. **Roadway Design** – Should the design be performed prior to getting funding (ei: “shovel ready”) or should grant funding be sought and if project is phased in segments, should the design be for the entire project or each segment.

Description	Single Phase	Segmented
Design entire length (US 2 to 91 <sup>st</sup> )	\$1,397,000 Only option	\$1,470,000 ⇒ Design would be broken into segments. ↑ Could result in some construction cost saving ↑ New development in un-improved roadway segment would have information on planned frontage requirements. ↓ No saving in design costs expected over segmenting design. ↓ May result in some future redesign work for unimproved areas to address new development or other condition changes.
Design in segments	Not an option	\$1,470,000 ⇒ Design only what is needed ↑ Better chance of securing grant funding ↓ Some construction cost saving with a future segment may be missed
Timing of design (ie prior or post construction funding)	<ul style="list-style-type: none"> <li>• If the design is performed prior to construction funding:                             <ul style="list-style-type: none"> <li>↑ project would be shovel ready</li> <li>↑ likely be a good candidate for grant funding</li> <li>↓ dollars spent on the design would likely not be able to be used for match dollars against a construction grant.</li> </ul> </li> <li>• If the design is performed post construction funding:                             <ul style="list-style-type: none"> <li>↓ project would not be eligible if a shovel ready grant funding opportunity occurs</li> <li>↑ it is possible that grant dollars could be secured for design</li> <li>↑ dollars spent on the design would be used as part of the match dollars against the entire project. .</li> </ul> </li> </ul>	
Grant Funding Opportunity for design	The amount of the design cost may be less likely to be a good candidate for grant funding unless construction funding is secured	<ul style="list-style-type: none"> <li>• If design for the entire corridor, funding would not likely score well for grant funding.</li> <li>• If design is performed in segments, opportunities may score better as City could provide a large match, scale of design costs is smaller than the entire corridor design, and securing funds for a smaller scale project is more likely than for the entire corridor.</li> </ul>

3. **Right-of-way Acquisition** - Should right-of-way (ROW) be acquired prior to getting funding (ei: “shovel ready”) or should grant funding be sought and if project is phased in segments, should the right-of-way acquisition be for the entire project or each segment.

Description	Single Phase	Segmented
When to acquire ROW	All ROW needs to be acquired prior to construction of the corridor	<ul style="list-style-type: none"> <li>• ROW needs to be acquired only for a segment funded for construction</li> <li>• or ROW can be acquired for entire corridor</li> </ul>
Advantage	<ul style="list-style-type: none"> <li>• All ROW is acquired prior to any construction</li> <li>• Overall costs may be lower than segments</li> </ul>	<ul style="list-style-type: none"> <li>• ROW needs may be dedicated by new development in segments not constructed yet.</li> <li>• Few properties to deal with that could impact process</li> <li>• Potential to work around difficult acquisitions to be included in future segment</li> <li>• Better potential of securing grant funding</li> </ul>
Disadvantage	<ul style="list-style-type: none"> <li>• High cost up front of construction</li> <li>• Grant funding for ROW may be difficult due to scale of project. (ei: need to have means to fund construction to be a good candidate for grants)</li> </ul>	<p>If for entire corridor:</p> <ul style="list-style-type: none"> <li>• same as Single Phase</li> </ul> <p>If segmented:</p> <ul style="list-style-type: none"> <li>• cost of properties purchased in future could be more costly</li> </ul>

4. **Overhead to Underground Conversion** - Should the City seek alternatives to converting existing overhead along 20<sup>th</sup> Street SE to underground and if so, who will cover costs for the conversions on private property.

Description	Underground	Remain Overhead
Construction Cost to City	\$3.6m to \$7.6m <sup>4</sup> <i>Cost range varies dependent on impacts to critical lands, easement needs, and transformer placements.</i>	\$0 to \$40k <sup>5</sup> <i>There may be some existing easement and underground services that the City may need to cover some portion of the costs.</i>
Contribution towards costs provided by Utilities	\$600k to \$1.2m <sup>6</sup>	\$0 <i>Overhead utilities located within the ROW are generally relocated by the utilities at no cost to the City</i>
Cost to convert private overhead service to underground	\$410k to \$615k <sup>7</sup>	\$0
Grant funding opportunity	\$0	\$0
City's Cost Funding Source <sup>8</sup>	City Street or General Fund	City Street or General Fund
Estimated Time to begin full conversion <sup>9</sup>	6 to 13 years (corridor) 3 to 5 years (segment)	0
Lost Grant Eligibility Cost <sup>10</sup>	\$7.5m to \$16m	\$0

4 The estimate costs include all utilities mounted on the existing poles. The range span is a preliminary estimated. The low is under ideal conditions where no additional land or mitigation is needed. The high is based on a similar project performed in 2012 in the City of Burien. A credit from PUD is expected that would lower this cost by possibly 20% to 30%.

5 Overhead utilities within the ROW are generally relocated at no cost to the City.

6 PUD provides a contribution towards the underground conversion equal to the cost for the relocation.

7 Estimated to be 41 private properties where conversion will be needed. The estimate cost per unit used is \$10,000 and \$15,000 per home.

8 Mitigation dollars might be able to be used if part of the roadway improvement project cost. However, funding used for this would not be able to apply as match funding.

9 This is the estimated time that it will take for the City to generate the funds for the overhead to underground conversion based on the City allocating \$500k per year. Additional time needed to allocate the construction match dollars would be in addition to this.

10 This is the estimated value of potential capital grant dollars opportunities that would be lost based on using the City's estimated low end match dollars for conversion applied for a 60% grant match.

## **Recommendations** (on Key Issues)

1. Construction phasing – Construct the project in segments. This would help to ensure that portions would be built at that earliest possible as funding allows.
2. Project design completion – Perform the design in segments beginning with the easterly segment. The City should seek grants using a portion of the existing mitigation dollars as match.
3. Right-of-way acquisition – Purchase right-of-way for segments within the limits of the current segment under design. The City should seek grants using a portion of the existing mitigation dollars as match.
4. Overhead to underground conversion – Of the four Key Issues, this is the only one that is covered under the City's Code and staff is seeking a discussion if the code requirements should be applied to this project and if not, direction for staff to draft a code amendment including more specific criteria when underground power conversion is required.

## **Strategy**

The following are the steps that need to be taken to get the road project into a position for grant funding. No timeline is provided at this will be dependent on the decisions of the proceeding key issues.

1. Refine scope of project
2. Develop funding strategy
3. Development preliminary project timeline
4. Update Refined project into the 20 year Capital Facility Plan and adopt
5. Update 6 year Traffic Improvement Program and adopt
6. Submit information to State to have PSRC add to State project list
7. Development project implementation strategy
8. Implement strategy



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## REPRESENTATIVES TO BOARDS/COMMISSIONS - 2012

<b>Board/Commission</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>	<b>Council Representative</b>	<b>Alternate</b>
Arts Commission	2 <sup>nd</sup> and 4 <sup>th</sup> Wednesday (attend once a month)	6:30 p.m.	Community Center	Todd Welch	Neal Dooley
Department of Emergency Management	Monthly – every two months Call 258-6461 for mtg. dates	12:00	Paine Field	Vern Little	Dan Lorentzen
Family Center	1 <sup>st</sup> Tuesday monthly & 3 <sup>rd</sup> Wednesday every other month (different locations)	4:00 p.m.	Family Center	Kim Daughtry	Kathy Holder
Fire District #8	1 <sup>st</sup> & 3 <sup>rd</sup> Thursday	9:30 a.m.	04 99th Ave. NE, Everett	Kathy Holder	Kim Daughtry
Highway 9				Vern Little	
Library Board	1 <sup>st</sup> Thursday (Quarterly)	4:30 p.m.	Community Center	Jan Berg	Marcus Tageant
Park Board	4 <sup>th</sup> Tuesday (Bi-monthly)	6:00 p.m.	Community Center	Suzanne Quigley	Marcus Tageant
Retreat Committee	As needed			Council President	Council Vice-President
SCCIT	Monthly		Varies	Kim Daughtry	
Senior Board	2 <sup>nd</sup> Wednesday	9:30 a.m.	Senior Center	Jan Berg	Kathy Holder
Sewer Utility Subcommittee	2 <sup>nd</sup> Monday	4:00 p.m.	Sewer District Office	Mayor, Holder, Tageant, Dooley	
Snohomish Co. Tomorrow	4 <sup>th</sup> Wednesday	6:00 p.m.	Everett Senior Center	Vern Little	Council President

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