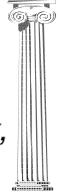


City of Lake Stevens Vision Statement



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

CITY COUNCIL REGULAR MEETING AGENDA
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street NE, Lake Stevens
Monday, June 24, 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:

CONSENT AGENDA:

*A.	Approve June vouchers.	Barb
*B.	Approve Council regular meeting minutes of June 10, 2013.	Norma
*C.	Authorize Interlocal Agreement for Furnishing Equipment Maintenance/Repair Service with Snohomish County for cooperative purchasing.	Barb
*D.	Authorize bid award and contract to Innovative Door Solution, Inc. for City Library ADA door.	Mick
*E.	Approve Master Contracts Usage Agreement (MCUA) with the State of Washington.	Barb

ACTION ITEMS: *A. Feldman & Lee public defender contract amendment. Jan

**DISCUSSION
ITEMS:**

**COUNCIL PERSON'S
BUSINESS:**

MAYOR'S BUSINESS:

STAFF REPORTS:

Lake Stevens City Council Regular Meeting Agenda

June 24, 2013

**INFORMATION
ITEMS:**

**EXECUTIVE
SESSION:**

ADJOURN:

* ITEMS ATTACHED	** ITEMS PREVIOUSLY DISTRIBUTED	# ITEMS TO BE DISTRIBUTED
------------------	---------------------------------	---------------------------

THE PUBLIC IS INVITED TO ATTEND

Special Needs

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

NOTICE:

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

**BLANKET VOUCHER APPROVAL
 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	907351-907406	\$126,648.89
Payroll Checks	35283	\$2,463.37
Electronic Funds Transfers	607-311	\$15,961.26
Claims	35284-35351	\$229,798.20
Void Checks		
Tax Deposit(s)	6/14/2013	\$50,640.84
Total Vouchers Approved:		\$425,512.56

This 24th day of June 2013:

 Mayor

 Councilmember

 Finance Director

 Councilmember

 Councilmember

 Councilmember



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Direct Deposit Register

17-Jun-2013

Wells Fargo - AP

Lake Stevens

Direct Deposits to Accounts

17-Jun-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	\$1,058.00	607	Wells Fargo	123456789	123123123
9407	Department of Retirement (Pers	C	\$2,025.00	608	Wells Fargo	121000248	4159656917
9362	Department of Revenue	C	\$11,327.55	609	Wells Fargo	121000248	4159656917
9408	NATIONWIDE RETIREMENT SOL	C	\$1,148.25	610	Wells Fargo	121000248	4159656917
9405	Wash State Support Registry	C	\$402.46	611	Wells Fargo	121000248	4159656917
Total:			\$15,961.26		Count:	5.00	

Direct Deposit Summary

<i>Type</i>	<i>Count</i>	<i>Total</i>
C	5	\$15,961.26

Pre-Note Transactions

Detail Check Register

18-Jun-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount		
35284	18-Jun-13	969	Business Card			\$5,875.96
06/13 0979			Glock parts/WASPC conf/Maps	\$491.23	\$0.00	\$491.23
001008521003100			Law Enforcement - Office Suppl	\$134.66		
001008521003104			Law Enforcement-Operating Cost	\$271.50		
001008521004300			Law Enforce - Travel & Mtgs	\$85.07		
06/13 1056			ICSC dues/conf/chamber/Octoberfe	\$1,195.11	\$0.00	\$1,195.11
001003513104101			Administration - Staff Develop	\$825.00		
001003513104300			Administration - Travel & Mtgs	\$81.16		
001003513104900			Administration - Miscellaneous	\$100.00		
001004514234300			Finance - Travel & Mtgs	\$10.00		
001007558004300			Planning - Travel & Mtgs	\$41.83		
001007558804111			Planning-Economic Development	\$118.66		
001013519904900			General Government - Miscellan	\$18.46		
06/13 1324			ICSC Conf/Advert/SCT Steering	\$1,867.22	\$0.00	\$1,867.22
001003513104300			Administration - Travel & Mtgs	\$535.10		
001007558004300			Planning - Travel & Mtgs	\$538.10		
001007558004400			Planning - Advertising	\$14.02		
001007558004900			Planning - Miscellaneous	\$50.00		
001007558400001			Planning - Staff Development	\$730.00		
06/13 7750			PSSH promo items/parking	\$1,658.87	\$0.00	\$1,658.87
101016542004300			Street Fund - Travel & Mtgs	\$13.50		
410016531503104			DOE-G1100060 SW Capacity Exp	\$1,395.89		
410016542404400			Storm Water - Advertising	\$249.48		
06/13 887			Postage/oral board lunch/supplies	\$482.37	\$0.00	\$482.37
001008521003104			Law Enforcement-Operating Cost	\$10.85		
001008521004200			Law Enforcement - Communicatio	\$419.95		
001008521004300			Law Enforce - Travel & Mtgs	\$51.57		
06/13 8957			Progressive walk supplies/fees	\$181.16	\$0.00	\$181.16
001003514104900			City Clerks-Miscellaneous	(\$2.29)		
001003517400000			Admin. Wellness program	\$183.45		
				Total Of Checks:		\$5,875.96

Detail Check Register

20-Jun-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
35285	24-Jun-13	1579	ACE HARDWARE		\$348.03
38228			Concrete anchors/Elec supplies	\$48.28	\$0.00
			001013519903100	General Government - Operating	\$48.28
38363			Axel for tires boat stairs	\$34.73	\$0.00
			001008521003102	Law Enforcement - Boating Oper	\$34.73
38381			Seal/weather proof boat stairs	\$26.04	\$0.00
			001008521003102	Law Enforcement - Boating Oper	\$26.04
38401			Lock	\$30.39	\$0.00
			001008521003104	Law Enforcement-Operating Cost	\$30.39
38430			Light Bulbs	\$53.66	\$0.00
			001008521003104	Law Enforcement-Operating Cost	\$53.66
38431			Dock repair	\$69.33	\$0.00
			001010576803100	Parks - Operating Costs	\$69.33
38449			Treated Lumber	\$69.33	\$0.00
			001010576803100	Parks - Operating Costs	\$69.33
38455			Marking Paint	\$16.27	\$0.00
			001008521003104	Law Enforcement-Operating Cost	\$16.27
35286	24-Jun-13	1579	ACE HARDWARE		\$13.01
38198			Halogen bulb	\$9.76	\$0.00
			001013555506400	New Senior Center	\$9.76
38293			Key	\$3.25	\$0.00
			101016542003102	Street Fund Operating Costs	\$3.25
35287	24-Jun-13	13328	ACES		\$809.00
9367			Bucket Truck Training	\$480.00	\$0.00
			001003517620000	Admin. Safety program	\$113.28
			101016517620000	safety program	\$213.12
			410016517620000	safety program	\$153.60
9368			Safety mtg - Minor injuries	\$329.00	\$0.00
			001003517620000	Admin. Safety program	\$77.64
			101016517620000	safety program	\$146.08
			410016517620000	safety program	\$105.28

Detail Check Register

20-Jun-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount		
35288	24-Jun-13	1053	Alexander Printing	\$899.26		
34839			Window clings promotional items for	\$899.26	\$0.00	\$899.26
410016531503104			DOE-G1100060 SW Capacity Exp	\$899.26		
35289	24-Jun-13	12949	ALPINE FIRE & SAFETY SYS INC	\$66.19		
586370			First Aid supplies	\$66.19	\$0.00	\$66.19
001008521003104			Law Enforcement-Operating Cost	\$66.19		
35290	24-Jun-13	13401	Angel Transport and Towing	\$444.72		
1258			towing for case 13-01332	\$167.79	\$0.00	\$167.79
001008521003104			Law Enforcement-Operating Cost	\$167.79		
1358			towing for case 13-01332	\$276.93	\$0.00	\$276.93
001008521003104			Law Enforcement-Operating Cost	\$276.93		
35291	24-Jun-13	13846	AquaTechnex	\$96,056.70		
4096			Alum proj plan	\$543.00	\$0.00	\$543.00
410016531164800			Water/Soil - Contracted R&M Op	\$543.00		
4097			Alum Treatment implementation	\$95,513.70	\$0.00	\$95,513.70
410016531164800			Water/Soil - Contracted R&M Op	\$95,513.70		
35292	24-Jun-13	13951	BMI	\$327.00		
23691628			Base license fee	\$327.00	\$0.00	\$327.00
001010576803100			Parks - Operating Costs	\$327.00		
35293	24-Jun-13	14029	Camille Bloom	\$500.00		
08/01/13			Music on the Lake 08/01/13	\$500.00	\$0.00	\$500.00
001010575304900			Arts Commission	\$500.00		
35294	24-Jun-13	13776	Chris L Griffen	\$150.00		
3Z222608			Public Defender svcs	\$150.00	\$0.00	\$150.00
001013512800000			Court Appointed Attorney Fees	\$150.00		
35295	24-Jun-13	12004	CITY OF MARYSVILLE	\$16,045.71		
POLIN11-0296			Prisoner Hsg Okanogan Apr 2013	\$1,805.00	\$0.00	\$1,805.00
001008523005100			Law Enforcement - Jail	\$1,805.00		
POLIN11-0300			Prisoner Hsg May 2013	\$12,382.21	\$0.00	\$12,382.21
001008523005100			Law Enforcement - Jail	\$12,382.21		
POLIN11-0305			Prisoner Hsg/Med Okanogan May 2	\$1,858.50	\$0.00	\$1,858.50

Detail Check Register

20-Jun-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001008523005100			Law Enforcement - Jail	\$1,858.50	
35296	24-Jun-13	13841	Comcast		\$120.80
05/13 0827887			Traffic signal control	\$120.80	\$0.00
101016542640000			Street Fund - Traffic Control	\$120.80	
35297	24-Jun-13	13841	Comcast		\$85.71
05/13 0808840			Internet - shop	\$85.71	\$0.00
101016542004200			Street Fund - Communications	\$42.86	
410016542404200			Storm Water - Communications	\$42.85	
35298	24-Jun-13	322	Concrete NorWest		\$108.60
879557			Eco blocks	\$108.60	\$0.00
001010576803100			Parks - Operating Costs	\$108.60	
35299	24-Jun-13	381	Databar, Inc.		\$361.43
201877			Multipurpose check stock 2000 coun	\$361.43	\$0.00
001004514233100			Finance - Office Supplies	\$361.43	
35300	24-Jun-13	13893	Datec Inc		\$1,183.74
30727			GPS Antenna	\$1,183.74	\$0.00
001008521006400			Law Enforcement - Capital Outl	\$1,183.74	
35301	24-Jun-13	12380	DEPARTMENT OF LICENSING		\$18.00
F059537			Weapons permits	\$18.00	\$0.00
633008586000000			Gun Permit - State Remittance	\$18.00	
35302	24-Jun-13	12800	DEPT OF CORRECTIONS		\$428.30
MCC4591 0513			Work crew	\$428.30	\$0.00
101016542004800			Street Fund - Repair & Mainten	\$321.22	
410016542404800			Storm Water - Repairs & Maint.	\$107.08	
35303	24-Jun-13	473	Electronic Business Machines		\$431.90
087633			Copier Maint	\$58.12	\$0.00
001007558004800			Planning - Repairs & Maint.	\$29.06	
101016542004800			Street Fund - Repair & Mainten	\$14.53	
410016542404800			Storm Water - Repairs & Maint.	\$14.53	
088195			Copier Maint	\$224.80	\$0.00
001013519904800			General Government - Repair/Ma	\$224.80	
088221			Copier maint	\$148.98	\$0.00

Detail Check Register

20-Jun-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001008521004800			Law Enforcement - Repair & Mai	\$148.98	
35304	24-Jun-13	12711	EVERGREEN SECURITY SYSTEMS	\$103.17	
38916			Security service call	\$103.17	\$0.00
001008521914000			Law Enforcement -Alarm-Evid Rm	\$103.17	
35305	24-Jun-13	13907	Fastenal Company	\$91.91	
WAEV121642			Electrical plugs/sleeves	\$91.91	\$0.00
101016542003102			Street Fund Operating Costs	\$68.93	
410016542403102			Storm Water - Operating Costs	\$22.98	
35306	24-Jun-13	559	Frontier Village Veterinary	\$67.50	
309278			Feline exam	\$67.50	\$0.00
001008539004100			Code Enforcement - Professiona	\$67.50	
35307	24-Jun-13	13010	Grainger	\$174.23	
9155014518			Two cycle oil	\$50.82	\$0.00
101016542003102			Street Fund Operating Costs	\$50.82	
9160745460			Weedeater line	\$36.32	\$0.00
001010576803100			Parks - Operating Costs	\$9.08	
101016542003102			Street Fund Operating Costs	\$27.24	
9161933875			Flashlight	\$87.09	\$0.00
410016531503104			DOE-G1100060 SW Capacity Exp	\$87.09	
35308	24-Jun-13	673	Home Depot	\$506.50	
1132810			Lumber for police evidence room	\$415.55	\$0.00
001008521003104			Law Enforcement-Operating Cost	\$415.55	
4133023			Lumber for police boat stairs	\$90.95	\$0.00
001008521003102			Law Enforcement - Boating Oper	\$90.95	
35309	24-Jun-13	13327	Jennifer Anderson	\$416.66	
06/2013			Dep Care reimb June 2013	\$416.66	\$0.00
001000281000000			Payroll Liabilities	\$416.66	
35310	24-Jun-13	13882	Knock Out Specialties	\$488.81	
34329			police badge stickers	\$210.95	\$0.00
001008521003100			Law Enforcement - Office Suppl	\$210.95	
34332			handgun boxes-evidence	\$277.86	\$0.00

Detail Check Register

20-Jun-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001008521003104			Law Enforcement-Operating Cost	\$277.86	
35311	24-Jun-13	13885	Lake Industries LLC		\$270.00
26817			Hauling spoil from storm water ditch	\$30.00	\$0.00
410016531503104			DOE-G1100060 SW Capacity Exp	\$30.00	
26830			Hauling spoil from storm water ditch	\$90.00	\$0.00
410016531503104			DOE-G1100060 SW Capacity Exp	\$90.00	
26856			Hauling spoil from storm water ditch	\$60.00	\$0.00
410016531503104			DOE-G1100060 SW Capacity Exp	\$60.00	
26861			Hauling spoil from storm water ditch	\$90.00	\$0.00
410016531503104			DOE-G1100060 SW Capacity Exp	\$90.00	
35312	24-Jun-13	11777	Lake Stevens Fire		\$105.00
7066			Annual Fire inspection-Senior Ctr	\$105.00	\$0.00
001013555506400			New Senior Center	\$105.00	
35313	24-Jun-13	852	Lake Stevens Journal		\$107.20
79466			Public Mtg-medical cannabis	\$43.55	\$0.00
001007558004400			Planning - Advertising	\$43.55	
79516			Public Mtg-medical cannabis	\$43.55	\$0.00
001007558004400			Planning - Advertising	\$43.55	
79517			Ordinance 893	\$20.10	\$0.00
001004514234400			Finance Advertising	\$20.10	
35314	24-Jun-13	12751	LAKE STEVENS POLICE GUILD		\$962.00
06/14/13			Union Dues	\$962.00	\$0.00
001000281000000			Payroll Liabilities	\$962.00	
35315	24-Jun-13	9340	Lake Stevens School District		\$6,728.56
712			Fuel May 2013	\$6,728.56	\$0.00
001008521003200			Law Enforcement - Fuel	\$6,728.56	
35316	24-Jun-13	860	Lake Stevens Sewer District		\$1,376.67
LTGO refund			Refund overpmt-LTGO 2008 Bond	\$1,376.67	\$0.00
401000389000001			Sewer District reimbursement	\$1,376.67	
35317	24-Jun-13	860	Lake Stevens Sewer District		\$747.00

Detail Check Register

20-Jun-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor		Check Amount	
06/13			Utilities - sewer	\$747.00	\$0.00	\$747.00
001008521004700			Law Enforcement - Utilities	\$166.00		
001010576804700			Parks - Utilities	\$166.00		
001012572504700			Library - Utilities	\$83.00		
001013519904700			General Government - Utilities	\$332.00		
35318	24-Jun-13	13404	LexisNexis			\$54.30
1420700-20130531			Database searches	\$54.30	\$0.00	\$54.30
001008521004100			Law Enforcement - Professional	\$54.30		
35319	24-Jun-13	12498	MARYSVILLE PRINTING			\$104.58
13918			Crack N Peel labels	\$104.58	\$0.00	\$104.58
001008521003100			Law Enforcement - Office Suppl	\$104.58		
35320	24-Jun-13	13716	Mike Bredstrand			\$85.00
06/18/13			Reimb CDL license	\$85.00	\$0.00	\$85.00
101016542004900			Street Fund - Miscellaneous	\$42.50		
410016542404900			Storm Water - Miscellaneous	\$42.50		
35321	24-Jun-13	14028	Natalie Quick Consulting			\$2,439.60
06/01/2013			Prof Services - Econ Development	\$2,439.60	\$0.00	\$2,439.60
001007558804111			Planning-Economic Development	\$2,439.60		
35322	24-Jun-13	12684	NORTHWEST CASCADE INC.			\$218.00
1-674088			Honey Bucket rental	\$218.00	\$0.00	\$218.00
001010576804500			Parks - Equipment Rental	\$218.00		
35323	24-Jun-13	13044	PAKOR, INC - NW8935			\$232.58
908403			Passport printing supplies	\$232.58	\$0.00	\$232.58
001008521003100			Law Enforcement - Office Suppl	\$232.58		
35324	24-Jun-13	11869	PUGET SOUND ENERGY			\$114.92
06/05/13			Utilities - gas	\$39.28	\$0.00	\$39.28
001010576804700			Parks - Utilities	\$13.09		
101016542004700			Street Fund - Utilities	\$13.09		
410016542404701			Storm Water Utilities	\$13.10		
06-05-13			Utilities - gas	\$75.64	\$0.00	\$75.64
001008521004700			Law Enforcement - Utilities	\$75.64		
35325	24-Jun-13	12540	Republic Services #197			\$358.46
0197-001593576			Dumpster services	\$358.46	\$0.00	\$358.46

Detail Check Register

20-Jun-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
101016542003102			Street Fund Operating Costs	\$171.67	
101016542004500			Street Fund - Rentals/Leases	\$7.56	
410016542403102			Storm Water - Operating Costs	\$171.67	
410016542404501			Storm Water - Equipment Rental	\$7.56	
35326	24-Jun-13	12540	Republic Services #197		\$258.10
0197-001593469			Dumpster services	\$258.10	\$0.00
001010576803103			Parks-Lundeen-Operating Costs	\$245.05	
001010576804500			Parks - Equipment Rental	\$13.05	
35327	24-Jun-13	12540	Republic Services #197		\$114.11
0197-001594207			Dumpster services	\$114.11	\$0.00
001013519903100			General Government - Operating	\$101.16	
001013519904500			General Government-Equip Renta	\$12.95	
35328	24-Jun-13	13085	Rolyan Buoys		\$1,483.00
3603967			7 Bouy markers	\$1,153.00	\$0.00
001010576803100			Parks - Operating Costs	\$495.79	
410016542403102			Storm Water - Operating Costs	\$657.21	
3603968			2 Bouy markers	\$330.00	\$0.00
001010576803100			Parks - Operating Costs	\$330.00	
35329	24-Jun-13	13836	SCCFOA		\$18.00
06/27/13 mtg			SCCFOA Mtg 6/27/13	\$18.00	\$0.00
001004514234300			Finance - Travel & Mtgs	\$18.00	
35330	24-Jun-13	12069	Seattle Pump		\$2,724.71
13-1651			Jetter head, hoses and adapters for	\$2,724.71	\$0.00
410016531503104			DOE-G1100060 SW Capacity Exp	\$2,724.71	
35331	24-Jun-13	13911	Sky Valley Towing		\$244.80
400580			Evidence Tow 5/21/13	\$244.80	\$0.00
001008521003104			Law Enforcement-Operating Cost	\$244.80	
35332	24-Jun-13	13715	Sno Co Sherrifs Office		\$4.77
05/2013			Prisoner Medical May 2013	\$4.77	\$0.00
001008523005100			Law Enforcement - Jail	\$4.77	
35333	24-Jun-13	12363	SNOHOMISH COUNTY PLANNING		\$164.00
I000328351			ILA Activity May 2013	\$164.00	\$0.00
001007559004100			Building Department - Professi	\$164.00	
35334	24-Jun-13	12961	SNOHOMISH COUNTY PUD		\$2,346.42

Detail Check Register

20-Jun-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor		Check Amount
104039541	200245215			\$406.45	\$406.45
	001013519904700		General Government - Utilities	\$406.45	
104040679	200363505			\$113.21	\$113.21
	101016542630000		Street Fund - Street Lighting	\$113.21	
110670296	200206977			\$687.24	\$687.24
	001012572504700		Library - Utilities	\$574.01	
	001013519904700		General Government - Utilities	\$113.23	
113991183	200178218			\$312.83	\$312.83
	101016542630000		Street Fund - Street Lighting	\$312.83	
120626868	202342622			\$116.51	\$116.51
	101016542630000		Street Fund - Street Lighting	\$116.51	
137083426	200558690			\$126.40	\$126.40
	001008521004700		Law Enforcement - Utilities	\$126.40	
150321996	200860922			\$498.76	\$498.76
	001013555504700		Community Center - Utilities	\$498.76	
200748721	200748721			\$85.02	\$85.02
	001010576804700		Parks - Utilities	\$85.02	
35335	24-Jun-13	12961	SNOHOMISH COUNTY PUD		\$79.43
123941531	202648705			\$79.43	\$79.43
	101016542630000		Street Fund - Street Lighting	\$79.43	
35336	24-Jun-13	14007	Snohomish County PW (S)		\$45,332.00
I000327881	2013 Reimb/2011 annex assessme			\$45,332.00	\$45,332.00
	001008528005100		Law Enforcement - Snopac Dispa	\$45,332.00	
35337	24-Jun-13	1356	SNOPAC		\$26,195.76
6051	Dispatch services			\$26,195.76	\$26,195.76
	001008528005100		Law Enforcement - Snopac Dispa	\$26,195.76	
35338	24-Jun-13	13415	Staples		\$488.32
3199881402	Office Supplies			\$302.27	\$302.27
	001007558003100		Planning - Office Supplies	\$120.91	
	101016542003101		Street Fund Office Supplies	\$181.36	
3199881405	Office Supplies			\$57.08	\$57.08

Detail Check Register

20-Jun-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount		
001007558003100			Planning - Office Supplies	\$22.83		
101016542003101			Street Fund Office Supplies	\$34.25		
3200008968			Office Supplies	(\$19.91)	\$0.00	(\$19.91)
001007558003100			Planning - Office Supplies	(\$7.96)		
101016542003101			Street Fund Office Supplies	(\$11.95)		
3200340057			Office Supplies	(\$111.65)	\$0.00	(\$111.65)
001007558003100			Planning - Office Supplies	(\$44.66)		
101016542003102			Street Fund Operating Costs	(\$66.99)		
3200382069			Soap Antibacterial	\$427.10	\$0.00	\$427.10
001010576803103			Parks-Lundeen-Operating Costs	\$106.78		
001013519903100			General Government - Operating	\$106.78		
001013551503100			Community Center - Operations	\$106.78		
101016542003102			Street Fund Operating Costs	\$106.76		
3200411041			Office Supplies	(\$5.00)	\$0.00	(\$5.00)
001007558003100			Planning - Office Supplies	(\$2.00)		
101016542003101			Street Fund Office Supplies	(\$3.00)		
3200470017			Office Supplies	(\$11.92)	\$0.00	(\$11.92)
001007558003100			Planning - Office Supplies	(\$4.77)		
101016542003101			Street Fund Office Supplies	(\$7.15)		
3200470020			Soap Antibacterial	(\$149.65)	\$0.00	(\$149.65)
001010576803103			Parks-Lundeen-Operating Costs	(\$37.41)		
001013519903100			General Government - Operating	(\$37.41)		
001013551503100			Community Center - Operations	(\$37.42)		
101016542003102			Street Fund Operating Costs	(\$37.41)		
35339	24-Jun-13	13415	Staples			\$23.85
3200411040			Office Supplies	\$23.85	\$0.00	\$23.85
001007558003100			Planning - Office Supplies	\$9.54		
101016542003101			Street Fund Office Supplies	\$14.31		
35340	24-Jun-13	13931	Stericycle, Inc			\$10.36
3002280605			Hazardous waste disposal	\$10.36	\$0.00	\$10.36
001008521004100			Law Enforcement - Professional	\$10.36		
35341	24-Jun-13	13139	Steven Edin			\$74.39
06/05/2013			Wellness event-Emotional Eating	\$74.39	\$0.00	\$74.39
001003517400000			Admin. Wellness program	\$74.39		
35342	24-Jun-13	13865	Storm Lake Growers			\$42.82
13-295			Plants for rain garden at shop	\$42.82	\$0.00	\$42.82

Detail Check Register

20-Jun-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
410016531503106			DOE - G1100280 LID Grant Exp	\$42.82	
35343	24-Jun-13	13891	Tacoma Screw Products Inc	\$62.51	\$62.51
30380005			Cable Ties/Paint	\$62.51	\$0.00
101016542003102			Street Fund Operating Costs	\$46.88	
410016542403102			Storm Water - Operating Costs	\$15.63	
35344	24-Jun-13	13821	Terminix Commercial	\$61.90	\$61.90
325514447			Pest Control	\$61.90	\$0.00
001013519904800			General Government - Repair/Ma	\$61.90	
35345	24-Jun-13	1491	The Everett Herald	\$106.88	\$106.88
1822022			Public Mtg-medical cannabis	\$106.88	\$0.00
001007558004400			Planning - Advertising	\$106.88	
35346	24-Jun-13	13045	UPS	\$2.41	\$2.41
74Y42223			Evidence shipping	\$2.41	\$0.00
001008521004200			Law Enforcement - Communicatio	\$2.41	
35347	24-Jun-13	1584	WA Assoc. Of Sheriffs and Poli	\$675.00	\$675.00
DUES2013-00550			Ubert associate dues	\$75.00	\$0.00
001008521004900			Law Enforcement - Miscellaneou	\$75.00	
INV024982			Valvick WASPC Conference	\$600.00	\$0.00
001008521004901			Law Enforcement - Staff Develo	\$600.00	
35348	24-Jun-13	13956	Wa St Dept of Enterprise Svcs	\$163.95	\$163.95
73-1-7237			OPEN PO for business cards and le	\$163.95	\$0.00
001008521003100			Law Enforcement - Office Suppl	\$163.95	
35349	24-Jun-13	12761	WASHINGTON STATE PATROL	\$604.00	\$604.00
I13008623			Background check	\$10.00	\$0.00
001003516104100			Human Resources-Professional S	\$10.00	
I13009257			Weapons permit Fed bkgrnd cks	\$594.00	\$0.00
633008589000006			Gun Permit - FBI Remittance	\$594.00	
35350	24-Jun-13	12253	WFOA	\$240.00	\$240.00
1197551-56359216			BARS seminar	\$175.00	\$0.00
001004514234901			Finance - Staff Development	\$175.00	
1247300-56927931			Indirect/Direct Allocations seminar	\$65.00	\$0.00

Detail Check Register

20-Jun-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001004514234901			Finance - Staff Development		\$65.00
35351	24-Jun-13	12845	ZACHOR & THOMAS, INC. P.S.		\$8,250.00
619			Prosecutor services	\$8,250.00	\$0.00
					\$8,250.00
001013515210000			Prosecutor fees		\$8,250.00
				Total Of Checks:	\$223,922.24



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

Monday, June 10, 2013
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

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

COUNCILMEMBERS PRESENT: Todd Welch, Kathy Holder, Kim Daughtry, Marcus Tageant, and John Spencer

COUNCILMEMBERS ABSENT: Suzanne Quigley and Neal Dooley

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

OTHERS: Sam Low, Bryan Alldredge, Mark Wakefield, Kimberly Shipman, Elaine Stout, Andy Powers

Excused Absence. Councilmember Holder moved to excuse Councilmembers Dooley and Quigley, seconded by Councilmember Tageant; motion carried unanimously. (5-0-0-2)

Guest Business. Sam Low, 8409 4th Place SE, mentioned several incidents pertaining to the loss of life of Fredrick Nifasha from Lake Stevens pool incident, drive by shooting of Molly Conley, and State Trooper Sean O'Connell accident. Mr. Low suggested naming 83rd Street after Sean O'Connell or a plaque at the flagpole to recognize his service. Staff will review the street naming policy.

Consent Agenda. Councilmember Tageant moved to approved the Consent Agenda (A. Approve June vouchers [Payroll Direct Deposits 907286-907350 for \$117,804.73; Payroll Checks 35207 for \$2,360.57; Electronic Funds Transfers 602-606 for \$134,203.59; Claims 35206, 35208-35282 for \$1,300,281.31; Void Checks 35145 for Deduct of \$4,740.92; Tax Deposit 5.31.13 for \$45,500.62;for total vouchers approved of \$1,595,409.90] and B. Approve council regular meeting minutes of May 28, 2013), seconded by Councilmember Daughtry; motion carried unanimously. (5-0-0-2)

Public Hearing in consideration of first and final reading of Ordinance No. 894, medical marijuana-cannabis / collective gardens regulations. City Clerk Scott reading the public hearing procedure which will be used for all hearings this evening. Senior Planner Wright reported Washington State has approved collective gardens for medical purposes. Planning Commission's recommendation to the Council is to prohibit collective gardens and dispensaries. A proposed zoning prohibition would not restrict individuals from producing medical cannabis for their own consumption as consistent with state law.

Public comments. Bryan Alldredge, 3121 127th Ave NE, supports desire to ban collective gardens and reviewed statistics on marijuana use.

Lake Stevens City Council Special and Regular Meeting Minutes

June 10, 2013

Mark Wakefield, 121 95th Avenue SE, does not agree with the statistics Mr. Alldredge provided. There are more deaths from heroin than marijuana and collective gardens will not affect the community.

Kimberly Shipman, 3221 Catherine Drive, commented she works with children of all ages, individuals start out with marijuana and go to harder drugs, against marijuana gardens, people moved here for quality of community, and no tax benefit to community.

MOTION: Councilmember Spencer moved to close the public comment period of the hearing, seconded by Councilmember Welch; motion carried unanimously. (5-0-0-2)

MOTION: Councilmember Daughtry moved to close the Public Hearing, seconded by Councilmember Tageant; motion carried unanimously. (5-0-0-2)

MOTION: Councilmember Holder moved to approve Ordinance No. 894, prohibiting the establishment of medical cannabis collective gardens and dispensaries first and final reading, seconded by Councilmember Spencer; motion carried unanimously. (5-0-0-2)

Guest business. Elaine Stout, 9129 8th Street SE, received a notice from the post office about changing to locking community boxes because mail boxes were being blocked from mail delivery by vehicles. 93rd cul-de-sac is where boxes would be located, which is two blocks from her home. Ms. Stout believes the Police Department has a responsibility to ticket for blocking mail boxes according to City regulations.

Public Hearing in consideration of Resolution No. 2013-4, Six-Year Transportation Improvement Plan (TIP) for 2013-2019. Public Works Director Monken noted the plan is on the City web site and have not received any comments. There are 28 projects on the list at an estimated cost of \$85.5 million with \$34.5 million projects to be expended in the 6-year period. The three sources of funding are local, grants, mitigation and developer improvements. The City will submit the TIP to the Secretary of Transportation and Puget Sound Regional Council.

Public comment. None

MOTION: Councilmember Tageant moved to close the public comment portion, seconded by Councilmember Welch; motion carried unanimously. (5-0-0-2)

MOTION: Councilmember Welch moved to close the Public Hearing on the Six-year Transportation Plan; seconded by Councilmember Spencer; motion carried unanimously. (5-0-0-2)

MOTION: Councilmember Tageant moved to approve Resolution No. 2013-4 Six-Year Transportation Improvement Plan for 2014-2019, seconded by Councilmember Holder; motion carried unanimously. (5-0-0-2)

Confirm appointment of Andy Powers to the Library Board. Mayor Little recommended Andy Powers appointment to the Library Board.

MOTION: Councilmember Spencer moved that the Mayor approve Andy Powers to the Library Board, seconded by Councilmember Welch; motion carried unanimously. (5-0-0-2)

Approve Department of Corrections agreement for work project services. Public Works Director Monken commented each year the City has worked with Department of Corrections for maintenance mostly in storm drainage and vegetation control throughout City. Typically the crew consists of 1 guard and 7 crew members, who are getting ready for release and are in transition. The City has used the Department of Corrections for over a decade without incident. The cost per day is from \$350-450, depending on the number in the crew. At a cost of \$12,000/year this provides a good service for the community.

MOTION: Councilmember Spencer moved to authorize Mayor to enter into Department of Corrections work project services contract for 2013-2014, seconded by Councilmember Welch; motion carried unanimously. (5-0-0-2)

Approve 2013 Aquafest request to serve beer and wine in the VIP Booth. Planning Director Ableman noted this is an annual request for July 27. Donna Foster noted security and officers are provided.

MOTION: Councilmember Tageant moved to approve the VIP booth, seconded by Councilmember Daughtry; motion carried unanimously. (5-0-0-2)

Discussion Item. Mayor Little suggested the City offer a \$2,000 reward on the Molly Conley incident. Others in the community are also offering money in hopes that someone will come forward with information. Finance Director Stevens mentioned that RCW 10.85.030 allows a City to provide a reward. City Administrator Berg noted the funds will come from the General Fund Reserve.

MOTION: Councilmember Spencer moved to authorize the Mayor to contribute \$2,000 to the reward program for the Molly Conley incident, seconded by Councilmember Welch; motion carried unanimously. (5-0-0-2)

Council Person's Business: Councilmembers reported on the following meetings: Tageant – Sewer Utility Subcommittee; Holder – Sewer Utility Subcommittee; and Daughtry – Community Transit update.

Mayor's Business: Mayor Little reported on the following meetings: Sewer Utility Subcommittee, attended City Wellness program, provided State of the City at the Rotary Club, and served with City staff at the Ebenezer Community Supper.

Councilmember Daughtry is interested in the street naming. City Administrator Berg will review the City policy and bring to Council. The policy may need to be updated. .

Staff Reports: Staff reported on the following: City Administrator Berg – Sewer Utility Subcommittee – meeting Thursday in coordination with Sewer District and City staff in planning infrastructure and stabilizing rates; Planning Director Ableman – Economic Development Committee meeting with Natalie Quick consultant next week; Finance Director Stevens – retail tax is up this year and utility tax is down; Public Works Director Monken - alum testing next week, alum treatment went very well with no complaints, open house June 20 for public outreach, minimal amounts of milfoil noticed, and SR92 construction underway next week when school lets out; and Interim Police Chief Lorentzen – incidents update, Police Clerk and Officer position updates.

Lake Stevens City Council Special and Regular Meeting Minutes

June 10, 2013

Adjourn. Councilmember Tageant moved to adjourn at 8:06 p.m., seconded by Councilmember Welch; motion carried unanimously. (5-0-0-2)

Vern Little, Mayor

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

DRAFT



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: June 24, 2013

Subject: Interlocal Agreement with Snohomish County for Furnishing Equipment Maintenance/Repair Service

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

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Authorize the Mayor to enter into an Interlocal Agreement with Snohomish County for Furnishing Equipment Maintenance/Repair Services for 2013-2017.

SUMMARY/BACKGROUND:

The City Council approved an Interlocal Agreement with Snohomish County for Furnishing Equipment Maintenance/Repair Services for 2013-2017 on January 28, 2013. Due to numerous minor language changes made by the Snohomish County Prosecutor's Office, we recommend City Council authorize the ILA in the current format approved by the County. No changes have been made to fees or terms of the contract.

APPLICABLE CITY POLICIES:

RCW 39.34 Interlocal Cooperation Act

BUDGET IMPACT:

N/A

ATTACHMENTS:

- ▶ Exhibit A: Interlocal Agreement for Furnishing Equipment Maintenance/Repair Service

Snohomish County
Department of Public Works
Fleet Management Division
3402 McDougall Avenue
Everett, WA 98201

INTERLOCAL AGREEMENT FOR EQUIPMENT MAINTENANCE AND REPAIR SERVICE

THIS AGREEMENT is entered into by and between SNOHOMISH COUNTY, a political subdivision of the State of Washington (hereinafter referred to as the “County”), and the City of Lake Stevens, a municipal corporation of the State of Washington (hereinafter referred to as the “Agency”). In consideration of the mutual promises contained in this Agreement and the mutual benefits to result therefrom, the parties agree as follows:

1. Purpose and Scope of Services. The purpose of this Agreement is to make available to the Agency equipment maintenance/repair service performed by the County, or under contracts entered into by the County, pursuant to the authority contained in RCW 39.34.080 and chapter 36.33A RCW. The County shall provide mechanical maintenance/repair service for vehicles/construction equipment owned by the Agency as listed in Exhibit “A”, which is attached hereto and incorporated herein by this reference. Additional Agency equipment may be repaired by the County as agreed in writing by the Administrators of this Agreement identified below.
2. Scheduling Work. Whenever the Agency desires to use the County services to undertake routine maintenance or repair of Agency vehicles, the Agency shall notify the County’s Everett Shop Supervisor or Communication Repair Technician for scheduling the work. To the extent the Agency vehicles are in need of scheduled maintenance or unscheduled repair, such maintenance and/or repair will be provided on an “as needed” basis at the County’s Shop Supervisor’s discretion with emergent repairs being undertaken as soon as reasonably possible.
3. Transportation. The Agency shall provide for transportation of vehicles/construction equipment to and from the County service location. In situations where the vehicle/equipment is inoperative, the County’s Shop Supervisor will determine whether the vehicle/equipment shall be towed to the County location or repaired at the Agency location.
4. Maximum Cost For Repairs--Extent of Work. The cost for each repair work order shall not exceed Five Hundred and no/100 Dollars (\$500.00) without consultation by the County with the Agency. The Agency Administrator, named below, will advise the County whether or not to proceed with specified repairs identified for

**INTERLOCAL AGREEMENT FOR FURNISHING
EQUIPMENT MAINTENANCE/REPAIR SERVICE
WITH CITY OF LAKE STEVENS (2013 to 2017)**

particular vehicle/equipment when charges exceed the above amount. Equipment repair estimates provided by the County are exactly that, estimates; if repair costs are estimated to exceed the original estimate provided by over \$100, the County will contact the Agency for permission to proceed with repairs.

5. Standard Specifications and Preventive Maintenance Schedule. Whenever the County has standard specifications in place for supplies or services requested by the Agency, the County shall use such specification in replacing parts and/or performing services requested. The County's Preventive Maintenance schedule shall be used for Agency equipment.
6. Service Location. Services on Agency vehicles shall be performed at the County's Everett location unless specific circumstances warrant the use of other necessary locations.
7. Wage Requirements. The County shall conduct the service in compliance with County wage requirements. Rates may vary in years subsequent to the initial year of this Agreement based upon the actual cost to the County and as provided in a written annual letter of notification to the Agency issued pursuant to subsection 7.1.d. of this Agreement.

7.1. Compensation. Compensation for services rendered during the initial and extension terms of this Agreement shall be based on rates approved annually through the Snohomish County Council budget process and formally distributed by December 1st of the calendar year.

a. County inventory parts shall be supplied at cost + 40% for services provided in calendar year 2013, and, if applicable, any extended term.

b. During calendar year 2013, County labor shall be provided at a cost of Ninety Five and 00/100 Dollars (\$95.00) per hour for passenger car/light-duty vehicle repair services provided in calendar year 2013; One Hundred Fifteen and 00/100 Dollars (\$115.00) per hour for heavy truck and equipment repair services provided in calendar year 2013; Sixty and 00/100 Dollars (\$95.00) per hour for radio and radar repair services provided in calendar year 2013; and Sixty and 00/100 Dollars (\$60.00) per hour for small power equipment repair provided in calendar year 2013. Overtime labor shall be provided at 1.5 times the appropriate hourly rate. Equipment categories are further defined as follows:

- "Small Power Equipment" = small gasoline or diesel powered equipment; portable equipment such as chainsaws, weed-eaters, backpack blowers, water pumps, generators, and lawn mowers. This class would typically include small garden tractors and riding lawn mowers.

- “Light Equipment” = Automotive/Light Duty – Passenger cars, police cars and pickup trucks up to 1-ton category (Ford F350 equivalent).
- “Heavy Equipment” = Trucks above 1-ton category (F450 equivalent and above) and including dump trucks, vactor trucks, street sweepers, backhoes, aerial lift “bucket” trucks, road graders, snow removal equipment, and other municipal heavy equipment, usually diesel powered.

c. Vendor repairs shall be provided at County cost plus labor for transporting to and from vendor at the light equipment County labor rate, and direct purchase parts shall be supplied at cost +15%.

d. Rates for years 2014 - 2017, and any extended term, will be based on rates approved annually through the Snohomish County Council budget process. Snohomish County Fleet Management will submit a letter of notification to the Agency by December 1st of the year preceding the year for which the rates apply, notifying it of any changes in rates of compensation for parts, labor and vendor repair costs. Such new rates shall apply to all work performed for the Agency in the subsequent year.

7.2. Records. The County shall keep reasonably itemized and detailed records covering such costs, including all categories of items listed in this section, and shall render to the Agency at the close of each calendar month an itemized statement covering all categories of items.

7.3. Payment. The Agency shall pay the County for services rendered within thirty (30) days after receipt of the statement.

8. Term/Termination/Extension. This Agreement shall be govern services rendered from January 1, 2013, through December 31, 2017 (initial term), PROVIDED, HOWEVER, that the term of this Agreement may be extended for one (1) additional five (5) year term, at the sole discretion of the County, by written notice from the County to the Agency, FURTHER PROVIDED, HOWEVER, that the County’s obligations after December 31, 2013, are contingent upon local legislative appropriation of necessary funds for this specific purpose in accordance with the County Charter and applicable law. This Agreement may be terminated by either party upon thirty (30) days’ written notice.

9. Indemnification. The Agency shall hold harmless, indemnify, and defend, at its own expense, the County, its elected and appointed officials, officers, employees, and agents from any loss or claim for damages of any nature whatsoever arising out of the City’s or Agency’s performance of this Agreement, including claims by the City’s or Agency’s employees, or third parties, except for those losses or claims for damages solely caused by the negligence or willful misconduct of the County, its elected and appointed officials, officers, employees, or agents.

The County shall hold harmless, indemnify, and defend, at its own expense, the Agency, its elected and appointed officials, officers, employees, and agents from any loss or claim for damages of any nature whatsoever arising out of the County's performance of this Agreement, including claims by the County's employees or third parties, except for those losses or claims for damages solely caused by the negligence or willful misconduct of the Agency, its elected and appointed officials, employees, or agents.

In the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the COUNTY and the AGENCY, their officers, employees, and agents, each party's liability hereunder shall be only to the extent of their respective negligence.

It is further specifically and expressly understood that the indemnification provided herein constitutes both the County's and the City's or Agency's waiver to each other only, of their respective immunity under Industrial Insurance, Title 51 RCW, solely for purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this Section shall survive the expiration or termination of this Agreement.

10. Insurance. The Agency is a member of a self-insured pool of municipal corporations that has at least \$1 million per occurrence combined single limit of liability coverage in its self insured layer that may be applicable in the event an incident occurs that is deemed to be attributed to the negligence of the member.

The County is maintains a fully-funded self-insurance program as defined in Snohomish County Code 2.90 for the protection and handling of the County's liabilities, including injuries to persons and damage to property. The self-funded program will respond if an incident occurs involving negligence of County employees acting in the scope of their employment. The County agrees to be responsible for Agency vehicles while in the County's care, custody and control.

11. Warranty. The County will repair or replace without additional charge any defective workmanship or parts provided to Agency vehicles under general daily usage by Agency employees for up to ninety (90) days after the date the work order is closed.
12. Notices. All notices required to be given by any party to the other under this Agreement shall be in writing and shall be given in person or by mail to the addresses set forth below. Notice by mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, and addressed as provided in this paragraph.

AGENCY:

City of Lake Stevens
Attn: City Clerk
PO Box 257
Lake Stevens, WA 98258

COUNTY:

Snohomish County
Fleet Management Division
3402 McDougall Ave.
Everett, WA 98201

13. Administrators. Administrators of this Agreement shall be (i) Snohomish County Fleet Manager; and (ii) City of Lake Stevens Public Works Superintendent, and City of Lake Stevens Police Commander
14. Jurisdiction. This Agreement has been made and shall be construed according to the laws of the State of Washington. In the event that either party deems it necessary to institute legal action or proceedings to enforce any right or obligation under this Agreement, the parties agree that such actions shall be initiated in the Superior Court of the State of Washington in and for Snohomish County. The prevailing party in any litigation shall be entitled to recover its costs, including reasonable attorney's fees, in addition to any other award.
15. Independent Contractor. The parties agree and understand that the County is acting hereunder as an independent contractor and no separate legal or administrative entity is created hereby. The County shall be solely responsible for control, supervision, direction and discipline of its personnel, who shall be the employees and agents of the County and not the Agency. The County shall be solely liable to its personnel for salaries, wages, compensation and taxes arising out of the performance of this Agreement. The County's standards of performance and County personnel policies shall govern the performance of all persons performing work or services under this Agreement.
16. Severability. If any provision of the Agreement or its application to any person or circumstance is held to be invalid, such decision shall not affect the validity of the remaining portions of this Agreement or its application to other persons or circumstances.
17. Amendment. This Agreement may only be modified or amended in writing, signed by both parties hereto.
18. Entire Agreement. This Agreement represents the entire agreement between the County and the Agency, superseding all prior negotiations, representations or agreements, written or oral.

IN WITNESS WHEREOF, the parties to this Agreement have caused their names to be affixed by their official representatives this ____ day of _____, 2013.

SNOHOMISH COUNTY

CITY OF LAKE STEVENS

By: _____
County Executive or Designee

By: _____
Name/Title: Vern Little, Mayor

Approved As To Form:

ATTEST:

Deputy Prosecuting Attorney

Norma Scott, City Clerk

Approved As To Form

Grant K. Weed
City Attorney

EXHIBIT A

AGENCY VEHICLE/EQUIPMENT LIST

2013 vehicle maintenance/repair service agreement

ID#	Equipment Description	VIN/Serial#	License
PT01	1997 Bayliner/Wahoo	HIN#WJOA01VAL697	N/A
PT20	1997 Ford CE Bus	1FDLE4052VHA37434	35466D
PT23	2006 Ford Expedition	1FMFU16516LA75983	40183D
PT24	2006 Chevrolet Colorado	1GCCS138848189762	35469D
PT26	2006 Smart VMS2 (Radar Trailer)	1K9BM11166G118006	43601D
PT28	2006 Chevrolet Impala	2D1WS581569426644	43606D
PT29	2007 Ford Expedition	1FMFU16527LA55139	44829D
PT30	2007 Ford Crown Victoria	2FAHP71W27X132673	44814D
PT31	2007 Ford Crown Victoria	2FAHP71W17X132678	43610D
PT32	2007 Ford Crown Victoria	2FAHP71W67X132675	44813D
PT33	2007 Ford Crown Victoria	2FAHP71W87X132676	44816D
PT35	2007 Ford Crown Victoria	2FAHP71W47X132674	44815D
PT37	2008 Chevrolet Impala	2G1WB58K489222056	44845D
PT38	2008 Chevrolet Impala	2G1WB58KX89179567	44842D
PT39	2008 Chevrolet Impala	2G1WB58KX89181853	44843D
PT40	2007 Dodge Caravan	1D4GP24E87B251264	44844D
PT41	2009 Chevrolet Tahoe	1GNEC03009R196837	44849D
PT43	1997 Escort Boat Trailer	405121BA6VA000002	44830D
PT44	2007 Load Rite Boat Trailer	5A4RH4V2372001212	44850D
PT45	2009 North River Boat 22'	NRB G0370 G909	N/A
PT46	2010 Ford Crown Victoria	2FABP7BV7AX125768	51081D
PT47	2010 Ford Crown Victoria	2FABP7BV9AX125769	51082D
PT48	2011 Ford Crown Victoria	2GABP7BV6BX100653	51083D
PT49	2012 Chevrolet Caprice	6G1MK5R3XCL644478	51085D
PT50	2012 Chevrolet Caprice	6G1MK5R34CL646369	52313D
PW01	1999 Chevrolet C3 1Ton	1GBHC34R2XF006916	24956D
PW02	1990 Chevrolet K3 1Ton	1GBHK34N2LE251506	30920D

PW03	2008 Ford F-150	1FTRF14WX8KD60855	44846D
PW04	2008 Ford F-150	1FTRF14W38KD60857	44847D
PW05	2008 Ford F-150	1FTRF14W18KD50856	44848D
PW06	2006 Ford Crown Victoria	2FAHP71WX3X191044	33549D
PW07	2000 Ford Crown Victoria	2FAFP71W9YX202632	24962D
PW09	1987 GMC Blue Boom	1GDM7D1G3JB500086	30283D
PW11	2007 Elgin Sweeper	49HAADB170X61686	448310
PW12	1992 International Sweeper	1HTSDNYL5NH406432	43604D
PW13	1997 GMC Sierra Dump	1GDKC34J8VJ501932	5236D
PW14	1997 Ford Ranger	1FTCR15XSHPA94535	51097D
PW16	1992 International Boom	1HTSDPBRNH406437	43603D
PW18	1996 Chevy W4 Cabover	J8BC4B1KXT7004668	32555D
PW19	1996 Freightliner 5 Yard Dump	1FV6HLBA6TL622734	472910
PW22	2006 Ford Ranger	1FTZR15E16PA21477	40180D
PW23	2006 Ford F-350	1FTWW31586ED43428	40182D
PW26	2004 Sterling (Vactor truck)	2FZHATAK44AM86486	39692D
PW27	2004 Ford Crown Victoria	2FAHY71W34X152300	35467D
PW28	2002 GMC Sweeper	1GDM7C1C92J512243	44852D
PW29	Vermeer 1250 Chipper	1VRC14130T1005840	43605D
PW30	Case Max 110 Shoulder Mower	Z9BE07057	N/A
PW31	John Deer 310 Backhoe	T03103X140819	N/A
PW33	Kubota BX1800 Excavator Case	YU7552	N/A
PW34	580 Backhoe	JJG0180672	N/A
PW35	Vermeer 625 Chipper		N/A
PW37	Blue Trailer	490ES18273S00167	40184D
PW38	John Deer 1445 Mower	TC1462X070284	N/A
PW39	Black trailer	1G9AA10118VW234509	44851D
PW40	1997 Ford 12 Yard Dump	1FDZS96V9VVA23274	44853D
PW41	2004 Chevy Astro Van	1GNEL19X34B127426	35470D
PW42	2012 Ford F-450	1FD7F4HY4CE543120	51084D
PW43	2007 Ford Crown Victoria	2FAHP71WX7X132677	44817D
PW45	2009 Case Tiger Mower	9BE07057BECC7B373111	N/A
N/A	Wells Cargo Trailer	1WC200D1634048172	64558C



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: 24 June 2013

Subject: Lake Stevens Library Americans with Disabilities Act (ADA) Compliance Entrance Upgrade

Contact	Mick Monken	Budget Impact:	\$3,145.60 +
Person/Department:	<u>Public Works</u>		<u>\$1,000 reserve</u>

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Award bid and authorize the Mayor to executed a contract with Innovative Door Solution, Inc. for the Lake Stevens Library ADA Compliance Entrance Upgrade in the amount of \$3,145.60 and authorize a management reserve of \$1,000.

SUMMARY/BACKGROUND: Last year the Library staff made a request of the City for a power assist entrance door to improve access for users with limited mobility. (The entrance to the Library is a double set of wooden doors with no windows and does not meet the current ADA compliance requirement.) In the 2013 budget, the Council authorized \$12,000 for this upgrade.

A compliance level bid was solicited, which allows for the bidder to propose alternatives rather than bid on a specific design. This provided the bidder the opportunity to look for cost saving measures while meeting the ADA compliance requirement. For the City, it was hoped that this would result in the lowest possible bid.

Bids were requested in late May and closed on the 17th of June. A total of 5 bids were received. The responsive low bid came in at \$3,145.60 which used the existing doors. This included the installation of small view window and a push button assist operation. The second lowest bid came in at \$3,657.00 with a similar arrangement. The lowest price to replace the existing doors with new doors came in at \$7,634. The highest bid, at \$23,371.00, was for a full entrance replacement with metal doors.

Staff has reviewed the site and the proposal and find that using the existing doors is a viable option with some cost saving. It is recommended that bid be awarded for this option. In addition, a management reserve of \$1,000 is proposed to cover cost for unknown such as possible improvements to the power service to the door.

APPLICABLE CITY POLICIES:

BUDGET IMPACT: \$3,145.60 plus \$1,000 management reserve.

ATTACHMENTS:

- ▶ Exhibit A: Bid Tabulation

EXHIBIT A

City Library Door

Bid Tab

Bib Opening 17 June 13

Bidder	Total	
Doorman	\$ 7,634.00	Excludes power
Innovative		
Existing door	\$ 3,145.60	Power Included
New door	\$ 8,497.74	Power Included
Vortex		
Existing door	\$ 3,657.00	Excludes power
Speciality Door Srv	\$ 11,050.05	Power Included
Allied Construction	\$ 23,371.00	Power Included



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: June 24, 2013

Subject: Master Contracts Usage Agreement (MCUA)

Contact Person/Department: Barb Stevens/ Finance Director **Budget Impact:** None

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Authorize the Mayor to sign the Master Contracts Usage Agreement (MCUA) with the State of Washington for cooperative purchasing.

SUMMARY/BACKGROUND:

State law encourages participation in purchasing cooperatives to eliminate the duplication of efforts; thereby saving tax payer dollars. The program allows the City to pay a pre-negotiated price on products that have already been put out to bid by the State. This eliminates the extra cost and effort that would be necessary to comply with State and Federal bid requirements. The City utilizes this program to make purchases whenever possible. Some items recently purchased through this program include vehicles, computers, and printers.

The Department of Enterprise Services (DES) has announced the new fee structure for master contracts, eliminating all charges to contract users effective July 1, 2013. All fees will be paid by the contracting vendors.

The Washington State Purchasing Cooperative program will be retired on June 30, 2013. To continue to purchase from Washington State goods and services contracts the new Master Contracts Usage Agreement (MCUA) must be signed prior to July 1, 2013. This new agreement does not have a membership fee and is non self terminating.

APPLICABLE CITY POLICIES: In accordance with Purchasing Policies, and the Revised Code of Washington (39.34), the City's legislative authority must agree to enter into the Master Contracts Usage Agreement (MCUA).

BUDGET IMPACT: None

ATTACHMENTS:

- ▶ Exhibit A: Master Contract Usage Agreement

DES Use Only

MASTER CONTRACT USAGE AGREEMENT

This Master Contract Usage Agreement (the “Agreement”) is made pursuant to Chapter 39.34 of the Revised Code of Washington, and other applicable laws, by and between the state of Washington (the “State”), acting by and through the Department of Enterprise Services (“DES”), an agency of the State, and City of Lake Stevens,
Entity Name

a state agency, or local or federal agency or entity, or public benefit nonprofit corporation, or any tribe located in the State (“Buyer”).

1. Purpose: The purpose of the Agreement is to establish the terms and conditions for when Buyer purchases or acquires goods and services for its direct use under contracts entered into by DES that permit such use (“Master Contracts”).
2. Duration: This Agreement will become effective on date of execution, and will continue in full force and effect until thirty (30) days following receipt of written notice from either party cancelling this Agreement.
3. Agreement Contact Information: Contact person to whom contract documents and related communications are to be mailed or faxed.

Organization Name: City of Lake Stevens		
Tax Identification Number: 91-6018875		
Unified Business Identifier <i>Required for Non-Profit:</i>		
Contact Name: Norma Scott		
Title: City Clerk		
Address: PO Box 257		
City: Lake Stevens	State: WA	Zip: 98258
Phone Number: 425-334-1012		
Email Address: nscott@lakestevenswa.gov		

4. Cancellation of Agreement: This agreement can be terminated by either party upon 30 days written notice provided to DES at:
 Email to: **mcua@des.wa.gov** OR Mail to: **WA Dept of Enterprise Services
 MCUA, Attn: Kris Gorgas
 P.O. Box 41409
 Olympia, WA 98504-1409**
5. Financial Responsibility: Buyer will deal directly with the Master Contract contractor, supplier, or service supplier (“Contractor”) for any purchases Buyer makes pursuant to this Agreement and under a Master Contract. DES does not accept any responsibility, financial or otherwise, for any purchase Buyer makes under a Master Contract.

- 6. Compliance with Other Laws: Each of the parties will comply with all applicable federal, state, and local laws and regulations governing its own purchases.
- 7. Master Contract Audits: Buyer agrees to cooperate with DES, the Office of the State Auditor, federal officials, or any third party authorized by law, rule, regulation or contract, in any audit conducted by such party related to any Master Contract(s) that Buyer has made purchases from pursuant to this Agreement, including providing records related to any purchase from a Master Contract. In addition, Buyer agrees to provide, upon request from DES, documentation to confirm its eligibility to use Master Contracts.
- 8. Dispute Resolution: If there are any disputes between Buyer and a Contractor, Buyer agrees to (a) provide DES written notice of the nature of the dispute; and (b) unless otherwise provided in the Master Contract or as set forth below, work in good faith with the Contractor to resolve the dispute without the involvement of DES. DES may, upon request, review and assist in the resolution of a dispute, and if DES chooses to do so, the Buyer will cooperate with DES in that resolution process.

In its sole discretion, DES may, but is not obligated to, upon written notice to Buyer, resolve disputes with a Contractor on behalf of Buyer and all other state, local, and federal agencies, local governments, and public benefit nonprofit corporations with similar or related disputes with such Contractor.
- 9. No Separate Entity: No separate legal or administrative entity is intended to be created by, or for the administration of, this Agreement.
- 10. Hold Harmless: Each party agrees to defend, indemnify, and hold the other party harmless from any claim arising from such party's sole negligent, reckless, or willful misconduct.
- 11. Entire Agreement: This Agreement sets forth the entire agreement between the parties, and supersedes any other prior written agreements between the parties, with respect to the subject matter hereof.

IN WITNESS WHEREOF the parties having read this Agreement, agree to it in each and every particular, and have executed it below.

APPROVED

APPROVED

WASHINGTON STATE
DEPARTMENT OF ENTERPRISE SERVICES

Entity Name

Signature
Roselyn Marcus, Assistant Director

Name/Title

Date

City of Lake Stevens

Entity Name

Signature
Vern Little/ Mayor

Name/Title
June 24, 2013

Date



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: June 24, 2013

Subject: Second Amendment - Agreement with Feldman and Lee for Public Defender Services

Contact Person/Department: City Administrator Jan Berg **Budget Impact:** N/A

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Approve Second Amendment extend current Agreement through August 31, 2013 with Feldman and Lee for Public Defender Services.

SUMMARY/BACKGROUND:

The City of Lake Stevens has been contracting for public defender services since 2007 with Feldman & Lee, P.S. In November, 2012 the current agreement was extended to July 1, 2013 due to uncertainty with the expected changes in case load standards imposed by the State Supreme Court. On May 23, 2013 the Supreme Court clarified changes and has set an effective date of October 1, 2013 for numeric caseload limits for Felonies and Juvenile Offices and postponed the caseload limits for Misdemeanors until January 1, 2015.

With the caseload standards now set and with recent changes in the firm of Feldman & Lee, staff has requested that Feldman & Lee extend the current agreement through August 21, 2013 in order for the City of Lake Stevens, in conjunction with the cities of Arlington and Marysville to go out for requests for proposals for public defender services.

BUDGET IMPACT:

Included in 2013 Budget Proposal

ATTACHMENTS:

- ▶ Exhibit A: Agreement Amendment

SECOND AMENDMENT TO AGREEMENT

THIS AMENDMENT, entered into this _____ day of _____, 2013, by and between the CITY OF LAKE STEVENS, a Washington municipal corporation (hereinafter referred to as the "City") and FELDMAN & LEE, P.S., a Washington corporation doing business at 19303 – 44th Avenue West, Lynnwood, WA (hereinafter referred to as the "Attorneys").

WITNESSETH:

WHEREAS the City entered into an Agreement with the Attorney dated March 8, 2010 for the provision of Public Defense Services (hereinafter the "Agreement"); and

WHEREAS the parties entered into a First Amendment to Agreement for extension of the Agreement through June 30, 2013; and

WHEREAS the parties hereto wish to further amend the Agreement by extending the term thereof;

NOW, THEREFORE, the parties hereby amend the Agreement as follows:

A. Section 4 of the Agreement – Term of Contract is hereby amended to read as follows:

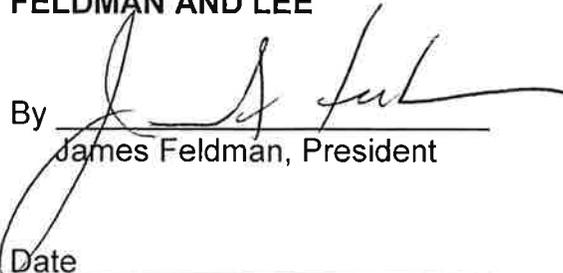
This Second Amendment to Agreement shall commence on July 1, 2013, and shall continue in effect through August 31, 2013, unless earlier terminated by either party. In the event of termination, the Attorneys shall continue representation of any indigent defendants for which they have received appointment prior to the termination date and the City shall compensate the Attorneys for services so rendered at a reasonable rate therefore.

B. All other terms and conditions of the Agreement shall remain the same.

CITY OF LAKE STEVENS

FELDMAN AND LEE

By _____
Mayor Vern Little

By 
James Feldman, President

Date _____

Date _____

Attest:

Norma Scott, City Clerk

Approved as to form:



Grant Weed, City Attorney