

City of Lake Stevens Vision Statement

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

CITY COUNCIL REGULAR MEETING AGENDA

**Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street NE, Lake Stevens**

Tuesday, October 9, 2018 – 6:30 p.m.

NOTE:

WORKSHOP ON VOUCHERS AT 6:45 P.M.

CALL TO ORDER:	6:30 P.M.	Mayor
PLEDGE OF ALLEGIANCE		Council President
ROLL CALL		
APPROVAL OF AGENDA		Council President
INTRODUCTION	Captain Michael F. Davis, Commanding Officer	Mayor
RECESS		
BOARDS AND COMMISSIONS OATH OF OFFICE	Navid Nikoo and John Vicente, Arts Commission	Mayor
CITIZEN COMMENTS		
COUNCIL BUSINESS		Council President
MAYOR'S BUSINESS		
CITY DEPARTMENT REPORT	Update	
CONSENT AGENDA:	<p>*A Approve 2018 Vouchers *B Approve City Council Workshop Meeting Minutes of September 25, 2018 *C Approve City Council Regular Meeting Minutes of September 25, 2018</p>	
		Barb
		Kathy
		Kathy

Lake Stevens City Council Regular Meeting Agenda

October 9, 2018

*D	Approve City Council Workshop Meeting Minutes of October 2, 2018	Kathy
*E	Approve Interlocal Agreement with Snohomish Health District re 2018 Per Capita Funding	Gene
*F	Approve Ordinance 1035 re Budget Amendment	Barb
*G	Approve Changes to City Council Meeting Schedule	Kathy

PUBLIC HEARING: None

ACTION ITEMS: None

DISCUSSION ITEMS: #H 2019 Budget Barb

EXECUTIVE SESSION Potential Litigation

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 Human Resources, City of Lake Stevens ADA Coordinator, (425) 334-1012, 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



**CITY DEPARTMENT REPORT
CITY COUNCIL REGULAR MEETING
OCTOBER 9, 2018**

City Clerk

Local Records Grant: The City filed for a Local Records Grant for assistance in reviewing and dispositioning the backlog of records maintained at the City Shop and in the Planning Department. The City's grant application was to fund an experienced record management consultant familiar with retention schedules and municipal papers, to assist with reviewing and dispositioning the records. Unfortunately, the City was not awarded the grant as priority was given to applicants who hired new temporary staff versus consultants.

The City has \$50,000 budgeted in 2018 for records maintenance, specifically scanning and archiving of the records maintained at the City Shop and in the Planning Department. Because the backlog of records must be reviewed and dispositioned prior to scanning, and because the City was not awarded the grant, staff will be reallocating a small portion of these funds to cover the cost of dispositioning the records. Staff intends to contract with a consultant who formerly worked with the Secretary of State, Archivist Division to complete the first portion of this project.

EXPENDITURE REPORTING PER PROCUREMENT POLICY:

Department	Description	Amount
Police	Interagency Agreement between Washington Traffic Safety Commission and Lake Stevens Police Department	NTE \$10,200.00

Lake Stevens Police Department

Chief John D. Dyer
Lake Stevens Police Department

September 2018 Newsletter,

As always, we remain committed to a safe Lake Stevens Community.

Operationally

As can be seen, August incidents and calls for service were down from 2017 and 2016, which is good news. The only increase in crimes against people is in no contact order violations. Some examples of cases worked on are:

Possible Fake Officer

On 9-27-18, a female was pulled over by a person who she thought was WSP. She was pulled over on our end of the Trestle by an unmarked white Ford Explorer with red and blue lights on the dashboard. When she pulled over, the Explorer pulled in front of her and the driver never got out. She pulled away and the Explorer pulled her over again; pulling in front of her. The driver did not get out again. As she was calling the police, the Explorer left.

Assist Law SCSO / Eluding / Reckless Endangerment

A blacked-out Ford Mustang ran from attempted residential burglary SCSO and ended up crashing on Vernon Road north of Hawkeyes. The male driver ran and the female passenger remained with the vehicle. Containment was set and an extensive K9 track was conducted on both sides of Hwy 9. Track located the male in a chicken coop at the 1200 block of Frontier Circle East.

Japan Teriyaki Burg

Property Crimes Task Force arrested a suspect in the Teriyaki Burglary. He confessed to 50 other burglaries in the area. Suspect is a south county resident. He was driving a White Toyota Camry and was observed on video at the Tom Thumb store near the time of the burglary.

Organizationally

- New Building** – The design phase of the new police department is moving along. Presentations will be made to both city council and to nearby neighbors in the near future.
- WTSC Grant** – The city was awarded a \$10,200 grant from the Washington State Traffic Commission, to assist in High Visibility Enforcement in:
 - Impaired Driving
 - Distracted Driving
 - Seat Belt Use
 - Motorcycle Safety
- Countywide Emergency Radio replacement election** – There will be a one tenth of one percent sales tax issue on the November ballot, in Snohomish County, to replace the county wide emergency radio system. For more information, go to <http://sers800.org/>
- Staff** – Megan Olsen is the new Records Technician, and started on October 1st. We are very excited to have her on board. On the 6th, we will be having Lateral Police Officer interviews on the 6th. When this position is filled, we will be fully staffed.

August	2016	2017	2018
INCIDENTS	2251	2780	2228
CALLS FOR SERVICE	1335	1439	1222
CASE REPORTS	237	230	172
CRIMES AGAINST PEOPLE	31	42	24
CRIMES AGAINST PROPERTY	79	61	50
CRIMES AGAINST SOCIETY	12	9	14
TOTAL ARRESTS	39	53	51
Adult	37	39	44
Juvenile	2	14	7
ACCIDENTS-REPORTABLE	57	62	54
TOTAL TRAFFIC CONTACTS	379	754	531
Enforcement Actions	96	349	207
Warnings	283	405	324



Very preliminary Massing illustration

BLANKET VOUCHER APPROVAL
2018

Payroll Direct Deposits	10/1/2018	\$203,369.55
Payroll Checks	46215, 46224	\$3,111.38
Tax Deposit(s)	10/1/2018	\$72,565.23
Electronic Funds Transfers	ACH	\$243,782.64
Claims	46214, 46216-46223, 46225-46304	\$263,484.16
Void Checks		
Total Vouchers Approved:		\$786,312.96

This 9th day of October 2018:

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

Finance Director/Auditing Officer

Mayor

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

Councilmember



October 9th, 2018

City Expenditures by Type on this voucher packet

Personnel Costs	\$	206,481	26%
Payroll Federal Taxes	\$	72,565	9%
Retirement Benefits - Employer	\$	102,788	13%
Medical Benefits - Employer	\$	126,993	16%
Other Employer paid Benefits	\$	6,142	1%
Employee paid benefits - By Payroll	\$	13,872	2%
Supplies	\$	37,955	5%
Professional Services	\$	65,666	8%
Intergovernmental	\$	12,060	2%
Capital *	\$	141,492	18%
Debt Payments	\$	300	0%
Total	\$	786,313	100%

Large Purchases

* 91st Ave SE and 4th St SE Sidewalk Improvements - \$44,278



Checks to be Approved for Period : 9/21/2018- 10/3/2018

Total for Period

\$579,832.03

Vendor: Ace Hardware

Check Number: 46225

Invoice No	Check Date	Account Number	Account Name	Description	Amount
60396	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Gloves	\$14.79
60398	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Tire Pressure Gauge/Manuel Tire Pump	\$34.27
60424	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Pliers/Fasteners	\$36.08
60457	10/3/2018	001 010 576 80 31 00	PK-Operating Costs	Continuity Tester/Batteries	\$6.88
60457	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Continuity Tester/Batteries	\$6.89
60457	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Continuity Tester/Batteries	\$6.89
60473	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Paracord Rope	\$45.71
60496	10/3/2018	001 010 576 80 31 02	PK-Eagle Ridge Pk-Ops	Electrical Boxes/Wholesaw/Screwdrivers	\$85.95
60501	10/3/2018	001 010 576 80 31 02	PK-Eagle Ridge Pk-Ops	Electrical Boxes/Blank Plates/Whole Saw	\$46.25
60502	10/3/2018	001 008 521 20 31 02	LE-Minor Equipment	Fairweather Keys	\$16.27
60507	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Wrench Set	\$43.55
60509	10/3/2018	101 016 542 70 31 00	ST-Roadside - Supply	Coupler	\$3.91
					\$347.44

Vendor: AFLAC

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100018	10/1/2018	001 000 284 00 00 00	Payroll Liability Other	Employee paid Insurance Prem	\$1,509.00
					\$1,509.00

Vendor: Amazon Capital Services

Check Number: 46226

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1GNP-16M6-WQC9	10/3/2018	520 008 594 21 63 00	Capital Equipment	New Patrol Car Medical Aid Kit Supplies	\$192.74
1HL6-KLW7-LMGF	10/3/2018	001 008 521 20 31 02	LE-Minor Equipment	USB Card Reader	\$56.60
1NDV-Y761-VKP1	10/3/2018	520 008 594 21 63 00	Capital Equipment	First Aid Pathogen Spill Clean Up/Protective Coverall	\$83.70
1VV7-4D33-DF9G	10/3/2018	001 008 521 20 31 00	LE-Office Supplies	5-Port Gigabit Ethernet Unmanaged Switch	\$38.10
					\$371.14

Vendor: Artistic Sandblasting NW LLC

Check Number: 46227

Invoice No	Check Date	Account Number	Account Name	Description	Amount
092318	10/3/2018	001 010 576 80 31 03	PK-Lundeen-Op Costs	Plaque Lundeen Park	\$1,658.58
					\$1,658.58

Vendor: Assoc of Washington Cities EFT

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100118	10/1/2018	001 000 283 00 00 00	Payroll Liability Medical	Medical Insurance Premium	\$124,666.47
100118	10/1/2018	001 013 518 30 20 00	GG-Benefits	Medical Insurance Premium	(\$0.79)
					\$124,665.68

Vendor: Assoc of Washington Cities TEAMSTERS EFT

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100118	10/1/2018	001 000 283 00 00 00	Payroll Liability Medical	Teamster Dental Premium	\$2,326.48
100118	10/1/2018	001 013 518 30 20 00	GG-Benefits	Teamster Dental Premium	(\$0.08)
					\$2,326.40

Vendor: Bassett

Check Number: 46228

Invoice No	Check Date	Account Number	Account Name	Description	Amount
102218	10/3/2018	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Interview Techniques/Chehalis WA - Bassett	\$148.00
					\$148.00

Vendor: Bay Alarm Company

Check Number: 46229

Invoice No	Check Date	Account Number	Account Name	Description	Amount
130560180915M	10/3/2018	001 008 521 20 41 01	LE-Professional Serv-Fixed	Buglar Monitoring N Lakeshore Dr - Late Charge	\$7.02
304360180915M	10/3/2018	001 008 521 20 31 02	LE-Minor Equipment	Integra Link/Hold Up Button - Late Charge	\$10.85

Vendor: Bryant

Check Number: 46230

Invoice No	Check Date	Account Number	Account Name	Description	Amount
102218	10/3/2018	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Interview Techniques/Chehalis WA - Bryant	\$148.00
					\$148.00

Vendor: Cadman Inc

Check Number: 46231

Invoice No	Check Date	Account Number	Account Name	Description	Amount
5547807	10/3/2018	410 016 531 10 41 03	SW-Street Cleaning	Street Sweeping Disposal	\$9,778.64
5547808	10/3/2018	410 016 531 10 41 03	SW-Street Cleaning	Street Sweeping Disposal	\$1,435.00
5550342	10/3/2018	101 016 542 30 48 00	ST-Repair & Maintenance	Liquid Asphalt	\$699.49

Vendor: Canon Financial Services Inc

Check Number: 46232

Invoice No	Check Date	Account Number	Account Name	Description	Amount
19220528	10/3/2018	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Maintenance - City Shop Sept 2018	\$17.06
19220528	10/3/2018	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Maintenance - City Shop Sept 2018	\$17.07
					\$34.13

Check Number: 46233

Invoice No	Check Date	Account Number	Account Name	Description	Amount
19219675	10/3/2018	001 013 518 20 45 00	GG- Rental & Services	Copier Maintenance and Rental - City Hall Sept 2018	\$285.00
					\$285.00

Vendor: Carter

Check Number: 46234

Invoice No	Check Date	Account Number	Account Name	Description	Amount
102218	10/3/2018	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Interview Techniques/Chehalis WA - Carter	\$148.00
					\$148.00

Vendor: CDW Government Inc

Check Number: 46235

Invoice No	Check Date	Account Number	Account Name	Description	Amount
PBH3373	10/3/2018	101 016 544 90 31 01	ST-Office Supplies	Computer/Monitor PW Engineer	\$1,510.99
PBH3373	10/3/2018	410 016 531 10 31 01	SW-Office Supplies	Computer/Monitor PW Engineer	\$1,511.00
PBQ6546	10/3/2018	101 016 544 90 31 01	ST-Office Supplies	AutoCad Civil3D - PW Engineer	\$2,150.77
PBQ6546	10/3/2018	410 016 531 10 31 01	SW-Office Supplies	AutoCad Civil3D - PW Engineer	\$2,150.78
PHJ3794	10/3/2018	101 016 544 90 31 01	ST-Office Supplies	Computer/Monitor PW Engineer - Credit	(\$522.72)
PHJ3794	10/3/2018	410 016 531 10 31 01	SW-Office Supplies	Computer/Monitor PW Engineer - Credit	(\$522.72)
PHJ9064	10/3/2018	510 006 518 80 49 13	LR - Firewall Security Subscri	Watchguard Total Sec 1Y	\$2,156.22
					\$8,434.32

Vendor: City of Marysville

Check Number: 46236

Invoice No	Check Date	Account Number	Account Name	Description	Amount
POLIN 18-0107	10/3/2018	001 008 523 60 51 00	LE-Jail	Prisoner Housing Yakima Aug 2018	\$3,881.40
POLIN 18-0111	10/3/2018	001 008 523 60 51 00	LE-Jail	Prisoner Housing Marysville Aug 2018	\$7,346.98
					\$11,228.38

Vendor: City of Marysville Parks Culture & Rec

Check Number: 46237

Invoice No	Check Date	Account Number	Account Name	Description	Amount
081018	10/3/2018	001 007 571 00 30 00	PL - Park & Recreation	Movie Presentation 08/10/18 and 08/24/18	\$1,200.00

Vendor: Comcast

Check Number: 46238

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1009612 0918	10/3/2018	001 013 518 90 49 03	GG-Visitor Center -SnoCo Contr	Internet Services - VIC	\$156.18
					\$156.18

Vendor: ConfirmDeliveryCom

Check Number: 46239

Invoice No	Check Date	Account Number	Account Name	Description	Amount
091818	10/3/2018	001 008 521 20 42 00	LE-Communication	ParcelPaks	\$231.56
					\$231.56

Vendor: Crim

Check Number: 46240

Invoice No	Check Date	Account Number	Account Name	Description	Amount
101118	10/3/2018	001 003 514 20 43 00	CC-Travel & Meetings	PerDiem - WMCA Conf/Chelan WA - Crim	\$231.86
					\$231.86

Vendor: Crystal Springs

Check Number: 46241

Invoice No	Check Date	Account Number	Account Name	Description	Amount
16015194 091518	10/3/2018	001 008 521 50 30 00	LE-Facilities Supplies	Bottled Water - Police Department	\$139.23
					\$139.23

Vendor: Daily Journal of Commerce Inc

Check Number: 46242

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3340554	10/3/2018	101 016 542 30 41 01	ST-Advertising	Advertisment - 91st Ave SE & 4th St SE Sidewalk Improv Proj	\$404.00
					\$404.00

Vendor: Davido Consulting Group Inc

Check Number: 46243

Invoice No	Check Date	Account Number	Account Name	Description	Amount
22356	10/3/2018	309 016 595 61 60 01	Safer Routes - 91st/4th St.SE	91st Ave SE and 4th St SE Sidewalk Improvements	\$44,277.97
					\$44,277.97

Vendor: Dept of Retirement (Deferred Comp)

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100118	10/1/2018	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,345.00
					\$2,345.00

Vendor: Dept of Retirement PERS LEOFF

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100118	10/1/2018	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	\$406.01
100118	10/1/2018	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	\$102,381.94
					\$102,787.95

Vendor: Dept of Revenue

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
AUG2018	10/3/2018	001 008 521 20 31 02	LE-Minor Equipment	Excise Taxes Aug 2018	\$103.73
AUG2018	10/3/2018	001 008 521 20 31 06	LE-Emergency Mgmt Supplies	Excise Taxes Aug 2018	\$100.13
AUG2018	10/3/2018	001 008 521 30 31 00	LE-Community Outreach Supplies	Excise Taxes Aug 2018	\$366.24
AUG2018	10/3/2018	001 008 521 50 30 01	LE-Facilities Minor Equipment	Excise Taxes Aug 2018	\$79.21
AUG2018	10/3/2018	001 010 576 80 31 04	PK-North Cove Park Ops	Excise Taxes Aug 2018	\$71.20
AUG2018	10/3/2018	001 010 576 80 31 06	PK - Lake Safety	Excise Taxes Aug 2018	\$268.07
AUG2018	10/3/2018	001 013 518 90 49 06	GG-Excise Tax	Excise Taxes Aug 2018	\$436.06
AUG2018	10/3/2018	410 016 531 10 44 00	SW-Excise Taxes	Excise Taxes Aug 2018	\$1,473.79
					\$2,898.43

Vendor: Dept of Transportation

Check Number: 46244

Invoice No	Check Date	Account Number	Account Name	Description	Amount
RE41JZ0016L007	10/3/2018	101 016 542 64 48 00	ST-Traffic Control - R&M	SR9 & 24th St DOC Review & Inspections Aug 2018	\$1,367.61
					\$1,367.61

Vendor: Dicks Towing Inc

Check Number: 46245

Invoice No	Check Date	Account Number	Account Name	Description	Amount
168207	10/3/2018	001 008 521 20 41 00	LE-Professional Services	Evidence Towing Case 2018-17398	\$125.47
179612	10/3/2018	001 008 521 20 41 00	LE-Professional Services	Evidence Towing Case 2018-18142	\$126.16
179613	10/3/2018	001 008 521 20 41 00	LE-Professional Services	Evidence Towing	\$126.16
					\$377.79

Vendor: EFTPS

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100118	10/1/2018	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	\$71,947.61
100118b	10/1/2018	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	\$617.62
					\$72,565.23

Vendor: Electronic Business Machines

Check Number: 46246

Invoice No	Check Date	Account Number	Account Name	Description	Amount
AR112527	10/3/2018	001 007 558 50 48 00	PL-Repairs & Maint.	Copier Repair & Maintenance	\$105.56
AR112527	10/3/2018	001 007 559 30 48 00	PB-Repair & Maintenance	Copier Repair & Maintenance	\$105.56
AR112527	10/3/2018	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Repair & Maintenance	\$105.56
AR112527	10/3/2018	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Repair & Maintenance	\$105.57
					\$422.25

Vendor: Engineering Innovation

Check Number: 46247

Invoice No	Check Date	Account Number	Account Name	Description	Amount
19788	10/3/2018	001 008 521 20 42 00	LE-Communication	Parcelpak Bundle - Mailing Supplies for Passports	\$231.56
					\$231.56

Vendor: Everett Bayside Marine

Check Number: 46248

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1-44376	10/3/2018	001 008 521 21 48 00	LE-Boating Repair & Maint	300hr Service PT45	\$2,300.58
					\$2,300.58

Vendor: Everett Stamp Works

Check Number: 46249

Invoice No	Check Date	Account Number	Account Name	Description	Amount
25251	10/3/2018	001 004 514 23 31 00	FI-Office Supplies	Bank Endorse Stamp	\$35.83
					\$35.83

Vendor: Everett Steel Inc

Check Number: 46250

Invoice No	Check Date	Account Number	Account Name	Description	Amount
233927	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Steel	\$38.40
					\$38.40

Vendor: Glens Welding and Machine Inc

Check Number: 46251

Invoice No	Check Date	Account Number	Account Name	Description	Amount
S11534	10/3/2018	001 010 576 80 31 00	PK-Operating Costs	Filter Cover/Chain/Line Head - Weed Eaters/Chainsaws	\$62.05
					\$62.05

Vendor: Government Computer Sales

Check Number: 46252

Invoice No	Check Date	Account Number	Account Name	Description	Amount
85122	10/3/2018	510 006 518 80 49 15	LR - Quest Backup Solution	Quest Rapid Recovery Maint Renewal	\$2,358.77
					\$2,358.77

Vendor: Grainger

Check Number: 46253

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9909792559	10/3/2018	001 007 558 50 31 01	PL-Operating Costs	Janitorial Supplies	\$18.94
9909792559	10/3/2018	001 008 521 20 31 01	LE-Fixed Minor Equipment	Janitorial Supplies	\$82.88
9909792559	10/3/2018	001 010 576 80 31 00	PK-Operating Costs	Janitorial Supplies	\$42.62
9909792559	10/3/2018	001 012 575 50 41 00	CS-Community Center - Cleaning	Janitorial Supplies	\$26.05
9909792559	10/3/2018	001 013 518 20 31 00	GG-Operating Costs	Janitorial Supplies	\$23.68
9909792559	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Janitorial Supplies	\$21.31
9909792559	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Janitorial Supplies	\$21.31
9909946221	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Cloth Rags	\$14.51
9909946221	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Cloth Rags	\$14.52
9909946239	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Cloth Rags	\$17.30
9909946239	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Cloth Rags	\$17.31
9910353888	10/3/2018	001 010 576 80 31 00	PK-Operating Costs	Soap Dispensers	\$144.86
9913172582	10/3/2018	001 010 576 80 31 01	PK-Ops-Clothing	Fire Helmet Reflective/Basket Hook/Tool Bucket	\$37.30
9913172582	10/3/2018	101 016 542 90 31 01	ST-Clothing	Fire Helmet Reflective/Basket Hook/Tool Bucket	\$37.31
9913172582	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Fire Helmet Reflective/Basket Hook/Tool Bucket	\$37.30
9915882741	10/3/2018	001 010 576 80 31 01	PK-Ops-Clothing	Fire Helmet Reflective	\$32.31
9915882741	10/3/2018	101 016 542 90 31 01	ST-Clothing	Fire Helmet Reflective	\$32.31
9915882741	10/3/2018	410 016 531 10 31 00	SW-Clothing	Fire Helmet Reflective	\$32.31
9916491583	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Mini Light Bar	\$348.35
					\$1,002.48

Vendor: Grange Supply

Check Number: 46254

Invoice No	Check Date	Account Number	Account Name	Description	Amount
582712/3	10/3/2018	302 010 594 76 61 04	PM - Eagle Ridge	Rolls of Welded Fence	\$153.56
617560/4	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Straw	\$141.46
617561/4	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Straw	\$141.46
					\$436.48

Vendor: Granite Construction Supply

Check Number: 46255

Invoice No	Check Date	Account Number	Account Name	Description	Amount
262_00073746	10/3/2018	101 016 542 64 31 00	ST-Traffic Control - Supply	No Trespassing Signs	\$482.68
262_00073747	10/3/2018	101 016 542 64 31 00	ST-Traffic Control - Supply	No Parking W/Arrows Sign	\$289.61
262_00073748	10/3/2018	001 010 576 80 31 01	PK-Ops-Clothing	Shirts/Jackets	\$111.36
262_00073748	10/3/2018	101 016 542 90 31 01	ST-Clothing	Shirts/Jackets	\$111.36
262_00073748	10/3/2018	410 016 531 10 31 00	SW-Clothing	Shirts/Jackets	\$111.37
					\$1,106.38

Vendor: HB Jaeger Co LLC

Check Number: 46256

Invoice No	Check Date	Account Number	Account Name	Description	Amount
205411/1	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	PVC Supplies/Fittings	\$244.94
205412/1	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	PVC Supplies/Fittings	\$89.69
205413/1	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	PVC Supplies/Fittings	\$512.13
					\$846.76

Vendor: Hingtgen

Check Number: 46257

Invoice No	Check Date	Account Number	Account Name	Description	Amount
102218	10/3/2018	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Interview Techniques/Chehalis WA - Hingtgen	\$148.00
					\$148.00

Vendor: Horizon Distributors Inc

Check Number: 46258

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2M076286	10/3/2018	001 010 576 80 31 00	PK-Operating Costs	Rake/Turfgro/Overseeder/Concentrates	\$162.54
2M076286	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Rake/Turfgro/Overseeder/Concentrates	\$162.53
2M076286	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Rake/Turfgro/Overseeder/Concentrates	\$162.54
					\$487.61

Vendor: HRA VEBA Trust YA20192

Check Number: 46216

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100118	10/1/2018	001 000 283 00 00 00	Payroll Liability Medical	Employee VEBA Contributions	\$719.48
					\$719.48

Vendor: HSA Bank

Check Number: 46217

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100118	10/1/2018	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contributions	\$1,256.51
					\$1,256.51

Vendor: Iron Mountain Quarry LLC

Check Number: 46259

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0280360	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Dump Fees - 4th Street	\$43.21
0280360	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Dump Fees - 4th Street	\$43.21
0280407	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Minus - 83rd & 20th St	\$126.29
0280407	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Minus - 83rd & 20th St	\$126.30
0280458	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Minus/Rock/Dump Fees - 4th Street	\$179.79
0280458	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Minus/Rock/Dump Fees - 4th Street	\$179.80
0280598	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Minus/Dump Fees - 83rd & 20th St	\$112.37
0280598	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Minus/Dump Fees - 83rd & 20th St	\$112.37

0280662	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Minus/Dump Fees - 83rd & 20th St	\$171.15
0280662	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Minus/Dump Fees - 83rd & 20th St	\$171.16
0281176	10/3/2018	410 016 531 10 48 00	SW-Repairs & Maintenance	Minus/Solid Waste Refuse/Dump Fees/Concrete Brick	\$355.48
					\$1,621.13

Vendor: Irwin

Check Number: 46214

Invoice No	Check Date	Account Number	Account Name	Description	Amount
091718	9/24/2018	001 008 521 20 43 00	LE-Travel & Per Diem	Reimburse Hotel Registration-Firearms Training-Yakima WA-Irwin	\$316.26
					\$316.26

Vendor: J Thayer Company Inc

Check Number: 46260

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1283825-0	10/3/2018	001 002 513 11 31 00	AD-Office Supply	Staples/Pen Refills	\$11.07
1283825-0	10/3/2018	001 003 514 20 31 00	CC-Office Supply	Staples	\$2.87
1283825-0	10/3/2018	001 004 514 23 31 00	FI-Office Supplies	Staples	\$2.89
1283825-0	10/3/2018	001 006 518 80 31 00	IT-Office Supplies	Wall File Holder	\$10.84
1283825-0	10/3/2018	001 007 558 50 31 00	PL-Office Supplies	Index Marker/Tape Dispenser/Msg Bks/Vm Log/Pens	\$83.21
1283825-0	10/3/2018	001 013 518 20 31 00	GG-Operating Costs	Tape/Tape Dispenser/Pens	\$27.48
1283825-0	10/3/2018	101 016 544 90 31 01	ST-Office Supplies	Wall File Holder/Monthly Desk Pad/Pens	\$17.75
1283825-0	10/3/2018	410 016 531 10 31 01	SW-Office Supplies	Wall File Holder/Monthly Desk Pad/Pens	\$17.78
1284194-0	10/3/2018	001 008 521 20 31 00	LE-Office Supplies	Index Tabs	\$6.48
1284984-0	10/3/2018	001 007 558 50 31 01	PL-Operating Costs	Janitorial Supplies	\$10.45
1284984-0	10/3/2018	001 008 521 20 31 01	LE-Fixed Minor Equipment	Janitorial Supplies	\$45.74
1284984-0	10/3/2018	001 010 576 80 31 00	PK-Operating Costs	Janitorial Supplies	\$23.51
1284984-0	10/3/2018	001 012 575 50 41 00	CS-Community Center - Cleaning	Janitorial Supplies	\$14.37
1284984-0	10/3/2018	001 013 518 20 31 00	GG-Operating Costs	Janitorial Supplies	\$13.07
1284984-0	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Janitorial Supplies	\$11.76
1284984-0	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Janitorial Supplies	\$11.76
1285424-0	10/3/2018	001 008 521 20 31 00	LE-Office Supplies	Disinfectant Wipes	\$69.65
1285936-0	10/3/2018	001 003 514 20 31 00	CC-Office Supply	Notes	\$18.39
1285936-0	10/3/2018	001 007 559 30 31 00	PB-Office Supplies	Folders/Files	\$66.94
1285936-0	10/3/2018	001 013 518 20 31 00	GG-Operating Costs	Tape/Paper	\$87.94
1285936-0	10/3/2018	101 016 544 90 31 01	ST-Office Supplies	Paper Pad	\$5.19
1285936-0	10/3/2018	410 016 531 10 31 01	SW-Office Supplies	Paper Pad	\$5.20
1286743-0	10/3/2018	001 008 521 20 31 00	LE-Office Supplies	Pens	\$13.40
C1281598-0	10/3/2018	001 003 514 20 31 00	CC-Office Supply	Credit Return Earphones	(\$10.88)
					\$566.86

Vendor: KPG Inc PS

Check Number: 46261

Invoice No	Check Date	Account Number	Account Name	Description	Amount
8-3418	10/3/2018	301 016 595 30 60 02	Main Street Project 1	Main Street Improvements	\$33,994.91 \$33,994.91

Vendor: Lake Stevens Chamber of Commerce

Check Number: 46262

Invoice No	Check Date	Account Number	Account Name	Description	Amount
OCT2018	10/3/2018	001 013 518 90 49 01	GG-Chamber of Commerce	Oct 2018 Contributions for VIC	\$1,500.00 \$1,500.00

Vendor: Lake Stevens Police Guild

Check Number: 46218

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100018	10/1/2018	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	\$1,121.00 \$1,121.00

Vendor: Lake Stevens School District

Check Number: 46263

Invoice No	Check Date	Account Number	Account Name	Description	Amount
18190006	10/3/2018	001 007 558 50 32 00	PL-Fuel	Fuel	\$71.68
18190006	10/3/2018	001 007 559 30 32 00	PB-Fuel	Fuel	\$187.19
18190006	10/3/2018	001 008 521 20 32 00	LE-Fuel	Fuel	\$6,400.50
18190006	10/3/2018	001 010 576 80 32 00	PK-Fuel Costs	Fuel	\$151.69
18190006	10/3/2018	001 013 518 20 32 00	GG-Fuel	Fuel	\$23.02
18190006	10/3/2018	101 016 542 30 32 00	ST-Fuel	Fuel	\$1,364.96
18190006	10/3/2018	410 016 531 10 32 00	SW-Fuel	Fuel	\$1,626.58
3201819002	10/3/2018	001 008 521 30 31 00	LE-Community Outreach Supplies	Field Facilitator - Guns & Hoses Game	\$80.00 \$9,905.62

Vendor: Land Development Consultants Inc

Check Number: 46264

Invoice No	Check Date	Account Number	Account Name	Description	Amount
16823	10/3/2018	301 016 595 61 64 02	TIZ2 - S. Lake Stevens Rd	S Lake Stevens Rd Muliit Use Path Prof Svcs	\$10,700.45 \$10,700.45

Vendor: LeBlanc

Check Number: 46265

Invoice No	Check Date	Account Number	Account Name	Description	Amount
102418	10/3/2018	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - WAPRO Conference Tacoma/WA - LeBlanc	\$82.00 \$82.00

Vendor: Life Cycle Management Security Inc

Check Number: 46266

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1296	10/3/2018	001 006 518 80 41 00	IT-Professional Services	Implement Fortinet Fortivoice System	\$3,200.00

Vendor: Lowes Companies

Check Number: 46267

Invoice No	Check Date	Account Number	Account Name	Description	Amount
911060	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Propane Heaters	\$113.58
911060	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Propane Heaters	\$113.59
920931	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Lumber/Nails	\$16.55
920931	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Lumber/Nails	\$16.56
920972	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Rebar	\$34.39
920972	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Rebar	\$34.39

\$329.06

Vendor: Mackenzie Engineering Inc

Check Number: 46268

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1056111	10/3/2018	001 013 594 18 60 03	GG - Chapel Hill	Chapel Hill Civic Center Design Aug 2018	\$28,036.92
1056112	10/3/2018	001 013 594 18 60 03	GG - Chapel Hill	Chapel Hill Civic Center Design Aug 2018	\$432.11

\$28,469.03

Vendor: Marshall Sign Inc

Check Number: 46269

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2513	10/3/2018	001 008 521 21 48 00	LE-Boating Repair & Maint	Boat Lettering	\$603.35

\$603.35

Vendor: MAS Modern Marketing Inc

Check Number: 46270

Invoice No	Check Date	Account Number	Account Name	Description	Amount
MMFCG086788	10/3/2018	001 008 521 40 49 04	LE-Finance Charges	Finance Chages - Outreach Supplies	\$8.48

\$8.48

Vendor: Miles Sand & Gravel

Check Number: 46271

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1663359	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Pea Gravel 83rd Ave NE/20th ST SE	\$52.27
1663359	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Pea Gravel 83rd Ave NE/20th ST SE	\$52.27
1663755	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Pea Gravel 83rd Ave NE/20th ST SE	\$55.86
1663755	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Pea Gravel 83rd Ave NE/20th ST SE	\$55.87

Vendor: Monroe Correctional Complex

Check Number: 46272

Invoice No	Check Date	Account Number	Account Name	Description	Amount
MCC1808.885	10/3/2018	001 010 576 80 48 00	PK-Repair & Maintenance	DOC Work Crew - Aug 2018	\$107.23
MCC1808.885	10/3/2018	101 016 542 30 48 00	ST-Repair & Maintenance	DOC Work Crew - Aug 2018	\$620.60
MCC1808.885	10/3/2018	410 016 531 10 48 00	SW-Repairs & Maintenance	DOC Work Crew - Aug 2018	\$26.80
					\$754.63

Vendor: MPH Industries Inc

Check Number: 46273

Invoice No	Check Date	Account Number	Account Name	Description	Amount
6005576	10/3/2018	520 008 594 21 63 00	Capital Equipment	Kits/Supplies for new 2019 Vehicles - PD	\$2,801.49
					\$2,801.49

Vendor: NASRO

Check Number: 46274

Invoice No	Check Date	Account Number	Account Name	Description	Amount
21762WA	10/3/2018	001 008 521 40 49 01	LE-Registration Fees	Advanced School Resource Officer Course	\$345.00
					\$345.00

Vendor: Nationwide Retirement Solution

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100118	10/1/2018	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	\$3,784.84
					\$3,784.84

Vendor: Neofunds by Neopost

Check Number: 46275

Invoice No	Check Date	Account Number	Account Name	Description	Amount
80346335 0918	10/3/2018	001 008 521 20 42 00	LE-Communication	Postage PD Sept 2018	\$400.00
					\$400.00

Vendor: New York Life

Check Number: 46219

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100118	10/1/2018	001 000 284 00 00 00	Payroll Liability Other	Whole Life Insurance Premiums	\$496.00
					\$496.00

Vendor: New York Life EFT

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100118	10/1/2018	001 002 513 11 20 00	AD-Benefits	Life/Disability Ins Premiums	\$64.85
100118	10/1/2018	001 003 514 20 20 00	CC-Benefits	Life/Disability Ins Premiums	\$117.12

100118	10/1/2018	001 004 514 23 20 00	FI-Benefits	Life/Disability Ins Premiums	\$150.70
100118	10/1/2018	001 005 518 10 20 00	HR-Benefits	Life/Disability Ins Premiums	\$84.35
100118	10/1/2018	001 006 518 80 20 00	IT-Benefits	Life/Disability Ins Premiums	\$83.90
100118	10/1/2018	001 007 558 50 20 00	PL-Benefits	Life/Disability Ins Premiums	\$285.17
100118	10/1/2018	001 007 559 30 20 00	PB-Benefits	Life/Disability Ins Premiums	\$144.72
100118	10/1/2018	001 008 521 20 20 00	LE-Benefits	Life/Disability Ins Premiums	\$1,408.70
100118	10/1/2018	001 010 576 80 20 00	PK-Benefits	Life/Disability Ins Premiums	\$83.60
100118	10/1/2018	001 013 518 30 20 00	GG-Benefits	Life/Disability Ins Premiums	\$40.53
100118	10/1/2018	101 016 542 30 20 00	ST-Benefits	Life/Disability Ins Premiums	\$426.14
100118	10/1/2018	401 070 535 10 20 00	SE-Benefits	Life/Disability Ins Premiums	\$6.22
100118	10/1/2018	410 016 531 10 20 00	SW-Benefits	Life/Disability Ins Premiums	\$405.84
					\$3,301.84

Vendor: Northwest Professional Resid & Comm Construction

Check Number: 46276

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4404	10/3/2018	001 010 576 80 48 03	PK-Lundeen-Repair & Maint	Chain Link Fence for Lundeen Park Restoration	\$3,587.69

Vendor: O Reilly Auto Parts

Check Number: 46277

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2960-452524	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	Credit - Air Filter PW11	(\$29.10)
2960-455704	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	Bulbs - PW4	\$80.78
2960-455704	10/3/2018	410 015 531 10 31 00	ME - Operating Costs	Bulbs - PW4	\$80.78
2960-455710	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	Calipers/Semi Met Pad/Brake Rotor - PW4	\$167.69
2960-455710	10/3/2018	410 015 531 10 31 00	ME - Operating Costs	Calipers/Semi Met Pad/Brake Rotor - PW4	\$167.68
2960-455728	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	Motor Oil/Copper Plugs - Chainsaws/Weed Eaters	\$165.08
2960-455728	10/3/2018	410 015 531 10 31 00	ME - Operating Costs	Motor Oil/Copper Plugs - Chainsaws/Weed Eaters	\$165.08
2960-455854	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	Harness - PW4	\$13.88
2960-455854	10/3/2018	410 015 531 10 31 00	ME - Operating Costs	Harness - PW4	\$13.88
2960-455855	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	Credit Calipers - PW4	(\$45.74)
2960-455855	10/3/2018	410 015 531 10 31 00	ME - Operating Costs	Credit Calipers - PW4	(\$45.74)
2960-455888	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	Ratchet	\$17.97
2960-455888	10/3/2018	410 015 531 10 31 00	ME - Operating Costs	Ratchet	\$17.96
2960-455933	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	Calipers/Pads/Rotor - PW4	\$135.71
2960-455933	10/3/2018	410 015 531 10 31 00	ME - Operating Costs	Calipers/Pads/Rotor - PW4	\$135.72
2960-456240	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	QTgearLube - PW16	\$7.28
2960-456240	10/3/2018	410 015 531 10 31 00	ME - Operating Costs	QTgearLube - PW16	\$7.29
2960-456241	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	Wiper Fluid Stock	\$7.48
2960-456241	10/3/2018	410 015 531 10 31 00	ME - Operating Costs	Wiper Fluid Stock	\$7.48
2960-456326	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	Air Filter - PW 16	\$18.80

2960-456326	10/3/2018	410 015 531 10 31 00	ME - Operating Costs	Air Filter - PW 16	\$18.80
2960-456336	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	Bead Seater Shop Tool	\$103.45
2960-456336	10/3/2018	410 015 531 10 31 00	ME - Operating Costs	Bead Seater Shop Tool	\$103.45
2960-456981	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	Motor Oil - PW50	\$54.43
2960-456981	10/3/2018	410 015 531 10 31 00	ME - Operating Costs	Motor Oil - PW50	\$54.43
2960-457389	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	Power Steeting Pump/Pulley Tool PW 14	\$52.16
2960-457389	10/3/2018	410 015 531 10 31 00	ME - Operating Costs	Power Steeting Pump/Pulley Tool PW 14	\$52.16
2960-457440	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	Drum Pro Kit PW14	\$10.17
2960-457440	10/3/2018	410 015 531 10 31 00	ME - Operating Costs	Drum Pro Kit PW14	\$10.18
2960-457453	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	Credit Harness PW4	(\$54.17)
2960-457453	10/3/2018	410 015 531 10 31 00	ME - Operating Costs	Credit Harness PW4	(\$54.17)
2960-457610	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Rear Brake Spring Tool	\$10.88
2960-457701	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	Rear Brake Hardwear Kit PW14	\$6.47
2960-457701	10/3/2018	410 015 531 10 31 00	ME - Operating Costs	Rear Brake Hardwear Kit PW14	\$6.48
2960-458748	10/3/2018	001 008 521 20 31 02	LE-Minor Equipment	Mini Bulb	\$12.20
					\$1,476.88

Vendor: Olson

Check Number: 46278

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100118	10/3/2018	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - LERMS/Marysville WA - M Olson	\$100.00
100918	10/3/2018	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - ACCESS-NICS/Mt Vernon - M Olson	\$16.00
102418	10/3/2018	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - WAPRO/Tacoma WA - M Olson	\$82.00
					\$198.00

Vendor: Otak Inc

Check Number: 46279

Invoice No	Check Date	Account Number	Account Name	Description	Amount
91800195	10/3/2018	001 013 594 18 60 03	GG - Chapel Hill	Chapel Hill Topographic and Boundary Survey	\$20,545.00
					\$20,545.00

Vendor: Pacific Logging LLC

Check Number: 46280

Invoice No	Check Date	Account Number	Account Name	Description	Amount
23932	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Lowboy Hauling Frontier Village Bid Haul	\$300.00
23957	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Lowboy Hauling 20th/83rd to Frontier Village	\$300.00
					\$600.00

Vendor: Pacific Stone Company Inc

Check Number: 46281

Invoice No	Check Date	Account Number	Account Name	Description	Amount
138208	10/3/2018	001 010 576 80 31 03	PK-Lundeen-Op Costs	Pickup/Deliver Plaque for Lundein Park	\$245.03
					\$245.03

Vendor: Perteet Inc

Check Number: 46282

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20120176.001-39	10/3/2018	301 016 544 40 41 00	Street Op - P&D - 20th St SE	20th Street SE Phase II-Segment 1 Design	\$117.69
					\$117.69

Vendor: Pigskin Uniforms

Check Number: 46283

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2018-43	10/3/2018	001 008 521 20 31 05	LE-Equipment - New Officers	New Uniform Supplies - D Jewell	\$585.90
					\$585.90

Vendor: Playcore Wisconsin Inc

Check Number: 46284

Invoice No	Check Date	Account Number	Account Name	Description	Amount
PJI-0089034	10/3/2018	001 010 576 80 31 03	PK-Lundeen-Op Costs	Other Mfg Freight/Ultralite	\$5,720.59
PJI-0091351	10/3/2018	001 010 576 80 31 03	PK-Lundeen-Op Costs	Playground Equipment	\$759.06

Vendor: Rexel USA Inc

Check Number: 46285

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0354651	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Credit Supplies for Plasma Cutter Installation	(\$103.75)
0354651	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Credit Supplies for Plasma Cutter Installation	(\$103.75)
T323600	10/3/2018	001 012 569 00 31 00	CS-Aging Services-Supplies	Outside Flood Light Repair Senior Center	\$94.55
T323882	10/3/2018	302 010 594 76 61 04	PM - Eagle Ridge	Electrical Boxes/Sensors/Connectors	\$273.29
					\$160.34

Vendor: Safety Source LLC

Check Number: 46286

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1015701	10/3/2018	410 016 531 10 48 00	SW-Repairs & Maintenance	Rent Manhole Boxes for Storm Drain Repair	\$1,689.04
					\$1,689.04

Vendor: Six Robblees Inc

Check Number: 46287

Invoice No	Check Date	Account Number	Account Name	Description	Amount
14-374435	10/3/2018	101 015 543 30 31 00	ME - Operating Costs	4 Way Flat to 7 Way - PW4/PW5/Stock	\$54.75
14-374435	10/3/2018	410 015 531 10 31 00	ME - Operating Costs	4 Way Flat to 7 Way - PW4/PW5/Stock	\$54.76

Vendor: Snohomish County PUD

Check Number: 46288

Invoice No	Check Date	Account Number	Account Name	Description	Amount

104971508	10/3/2018	101 016 542 63 47 00	ST-Lighting - Utilities	200178218 Traffic Signal	\$173.43
104973290	10/3/2018	001 013 518 20 47 00	GG-Utilities	200206019 Old City Hall	\$316.51
108290317	10/3/2018	001 010 576 80 47 00	PK-Utilities	200493443 Cath Creek Park Meter 73867	\$18.14
128136663	10/3/2018	101 016 542 64 47 00	ST-Traffic Control -Utility	221128085 Traffic Signal 7441 20th St SE	\$78.50
131445540	10/3/2018	001 010 576 80 47 00	PK-Utilities	203203245 Lundein Restrooms	\$2,375.16
134747975	10/3/2018	001 008 521 50 47 00	LE-Facility Utilities	203033030 Police Dept Water	\$74.31
141265316	10/3/2018	101 016 542 63 47 00	ST-Lighting - Utilities	205320781 SR92 Roundabout at 99th	\$56.36
141266783	10/3/2018	001 010 576 80 47 00	PK-Utilities	221908015 City Shop Mechanic	\$29.44
141266783	10/3/2018	101 016 543 50 47 00	ST-Utilities	221908015 City Shop Mechanic	\$29.43
141266783	10/3/2018	410 016 531 10 47 00	SW-Utilities	221908015 City Shop Mechanic	\$29.43
141271282	10/3/2018	001 010 576 80 47 00	PK-Utilities	202340527 Yard	\$5.86
141271282	10/3/2018	101 016 542 63 47 00	ST-Lighting - Utilities	202340527 Yard	\$5.86
141271282	10/3/2018	410 016 531 10 47 00	SW-Utilities	202340527 Yard	\$5.86
144602740	10/3/2018	001 010 576 80 47 00	PK-Utilities	203599006 City Shop	\$155.98
144602740	10/3/2018	101 016 543 50 47 00	ST-Utilities	203599006 City Shop	\$155.97
144602740	10/3/2018	410 016 531 10 47 00	SW-Utilities	203599006 City Shop	\$156.02
147897894	10/3/2018	101 016 542 63 47 00	ST-Lighting - Utilities	203728159 Traffic Signal	\$60.20
151204857	10/3/2018	101 016 542 63 47 00	ST-Lighting - Utilities	202013249 Traffic Signal	\$94.06
154451963	10/3/2018	101 016 542 63 47 00	ST-Lighting - Utilities	203582010 Street Lights	\$67.76
160826855	10/3/2018	101 016 542 63 47 00	ST-Lighting - Utilities	202342622 Street Lights	\$82.68
160827834	10/3/2018	001 008 521 50 47 00	LE-Facility Utilities	202766820 Police Dept Electric	\$573.97
167299862	10/3/2018	001 012 557 30 40 01	CS - VIC Utilities	205395999 Visitor Center	\$70.00
					\$4,614.93

Vendor: Snohomish County PW S

Check Number: 46289

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1000479587	10/3/2018	101 016 542 64 48 00	ST-Traffic Control - R&M	Signal and Sign Repair Aug 2018	\$2,096.77
					\$2,096.77

Vendor: Snohomish County Sheriffs Office

Check Number: 46290

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1000469496	10/3/2018	001 008 521 30 51 00	LE-Drug Task Force	Apr-Jun 2018 SRDTF JAG Grant Contribution	\$831.24
					\$831.24

Vendor: Sound Publishing Inc

Check Number: 46291

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EDH825735	10/3/2018	001 007 558 50 41 03	PL-Advertising	LUA2018-0145 20th Street Ballfields	\$68.92
EDH825774	10/3/2018	001 007 558 50 41 03	PL-Advertising	Rhodora Annexation	\$56.88
EDH826080	10/3/2018	001 013 518 30 41 01	GG-Advertising	Special Meeting - Arts Commission	\$22.48
EDH826192	10/3/2018	001 007 558 50 41 03	PL-Advertising	Revised Phodora Annexation	\$58.60

Vendor: Sound Safety Products Co Inc

Check Number: 46292

Invoice No	Check Date	Account Number	Account Name	Description	Amount
228808/1	10/3/2018	001 010 576 80 31 01	PK-Ops-Clothing	Uniforms/Safety Gear - New Hires	\$238.92
228808/1	10/3/2018	101 016 542 90 31 01	ST-Clothing	Uniforms/Safety Gear - New Hires	\$238.91
228808/1	10/3/2018	410 016 531 10 31 00	SW-Clothing	Uniforms/Safety Gear - New Hires	\$238.92
					\$716.75

Vendor: Strategies 360 Inc

Check Number: 46293

Invoice No	Check Date	Account Number	Account Name	Description	Amount
772-34257	10/3/2018	001 013 511 70 40 00	Lobbying Services	Federal Lobbying Services Oct 2018	\$4,000.00
					\$4,000.00

Vendor: Summit Law Group

Check Number: 46294

Invoice No	Check Date	Account Number	Account Name	Description	Amount
95260	10/3/2018	001 005 518 10 41 00	HR-Professional Services	General Labor Matters Aug 2018	\$982.50
					\$982.50

Vendor: SWC Enterprises LLC

Check Number: 46295

Invoice No	Check Date	Account Number	Account Name	Description	Amount
18-5339	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Leader Hose	\$94.20
18-5339	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Leader Hose	\$94.20
					\$188.40

Vendor: Tacoma Screw Products Inc

Check Number: 46296

Invoice No	Check Date	Account Number	Account Name	Description	Amount
18213571	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Credit Cell Chargers	(\$113.17)
18213571	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Credit Cell Chargers	(\$113.17)
18214239	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Rotary Brush	\$234.55
18214239	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Rotary Brush	\$234.56
18214240	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Cap Screws/Links/Glass Cleaner/Shockwave	\$81.67
18214240	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Cap Screws/Links/Glass Cleaner/Shockwave	\$81.66
18214241	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Hex Bit Socket	\$100.62
18214241	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Hex Bit Socket	\$100.63
18215964	10/3/2018	001 010 576 80 31 00	PK-Operating Costs	Brake Cleaner/Cloths/Mylon/Lynch Pins/Steel Nuts	\$42.82
18215964	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Brake Cleaner/Cloths/Mylon/Lynch Pins/Steel Nuts	\$42.81
18215964	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Brake Cleaner/Cloths/Mylon/Lynch Pins/Steel Nuts	\$42.82
18215965	10/3/2018	101 016 544 90 31 02	ST-Operating Cost	Car Charger Adaptor/USB Micro/Wall Charger	\$44.77

18215965	10/3/2018	410 016 531 10 31 02	SW-Operating Costs	Car Charger Adaptor/USB Micro/Wall Charger	\$44.78
					\$825.35

Vendor: Teamsters Local No 763

Check Number: 46220

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100118	10/1/2018	001 000 284 00 00 00	Payroll Liability Other	Union Dues	\$1,004.00
					\$1,004.00

Vendor: Technological Services Inc

Check Number: 46297

Invoice No	Check Date	Account Number	Account Name	Description	Amount
08622	10/3/2018	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Vehicle Repair PT-16-64	\$91.52
08627	10/3/2018	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Mount Tire/Balance Tire	\$154.81
09556	10/3/2018	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Vehicle Repair PT-16-61	\$1,140.10
09996	10/3/2018	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Vehicle Repair PT-16-60	\$1,810.91
10090	10/3/2018	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Inspt Doors/Adjst Rt Panel/Inspt Front Push Bar PT-17-75	\$537.53
					\$3,734.87

Vendor: Tribune

Check Number: 46298

Invoice No	Check Date	Account Number	Account Name	Description	Amount
809975.03	10/3/2018	001 010 576 80 49 00	PK-Miscellaneous	Public Works Admin Assistant Advertisment	\$24.88
809975.03	10/3/2018	101 016 542 30 41 01	ST-Advertising	Public Works Admin Assistant Advertisment	\$24.89
809975.03	10/3/2018	410 016 531 10 41 05	SW-Advertising	Public Works Admin Assistant Advertisment	\$24.89
					\$74.66

Vendor: UPS

Check Number: 46299

Invoice No	Check Date	Account Number	Account Name	Description	Amount
74Y42378	10/3/2018	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$17.09
74Y42388	10/3/2018	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$3.44
					\$20.53

Vendor: US Bank St Paul

Check Number: 46300

Invoice No	Check Date	Account Number	Account Name	Description	Amount
5070376	10/3/2018	210 000 592 75 85 00	2008 Bond Fees	Limited Tax General Obligation Refund Bonds 2008A	\$300.00
					\$300.00

Vendor: Vantagepoint Transfer Agents - 108991

Check Number: 46221

Invoice No	Check Date	Account Number	Account Name	Description	Amount

100118	10/1/2018	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	\$352.81
					\$352.81

Vendor: Vantagepoint Transfer Agents - 307428

Check Number: 46222

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100118	10/1/2018	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	\$1,088.35
					\$1,088.35

Vendor: Washington Recreation and Park Assn

Check Number: 46301

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3658	10/3/2018	001 007 558 50 49 00	PL-Miscellaneous	Membership Renewal Through 10/06/19	\$205.00
					\$205.00

Vendor: Washington State Dept of Natural Resources

Check Number: 46302

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9131098	10/3/2018	001 010 576 80 31 02	PK-Eagle Ridge Pk-Ops	Forest Land Assessment Eagle Ridge Park	\$17.40
					\$17.40

Vendor: Washington State Support Registry

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100118	10/1/2018	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	\$163.50
					\$163.50

Vendor: Western Conference of Teamsters Pension Trust

Check Number: 46223

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100118	10/1/2018	001 000 282 00 00 00	Payroll Liability Retirement	Employee Contributions - Teamster Pension	\$2,872.30
					\$2,872.30

Vendor: WSU Pesticide Education

Check Number: 46303

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100318	10/3/2018	101 016 542 30 49 01	ST-Staff Development	Pesticide Licensing - M Holly	\$60.00
100318	10/3/2018	410 016 531 10 49 01	SW-Staff Development	Pesticide Licensing - M Holly	\$60.00

Vendor: Zachor and Thomas Inc PS

Check Number: 46304

Invoice No	Check Date	Account Number	Account Name	Description	Amount
18-LKS0009	10/3/2018	001 011 515 41 41 02	Ext Consult - Prosecutor Fees	Prosecutor Services Sept 2018	\$11,431.82
					\$11,431.82



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

Tuesday, September 25, 2018

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

CALL TO ORDER: 6:00 p.m. by Mayor John Spencer

ELECTED OFFICIALS PRESENT: Councilmembers Kim Daughtry, Gary Petershagen, Rauchel McDaniel, Marcus Tageant Todd Welch (6:21 p.m.) and Brett Gailey

ELECTED OFFICIALS ABSENT: Councilmember Kurt Hilt

STAFF MEMBERS PRESENT: Finance Director Barb Stevens, Community Development Director Russ Wright, Public Works Director Eric Durpos, City Clerk Kathy Pugh, Deputy City Clerk Adri Crim, Human Resources Director Teri Smith, Human Resources/Executive Assistant Julie Good, Police Chief John Dyer, Police Commander Ron Brooks

OTHERS:

Mayor Spencer called the meeting to order at 6:00 p.m.

Finance Director Barb Stevens reviewed the schedule for reviewing and adopting the budget. She then reviewed and discussed an overview of the 2019 Preliminary Budget and responded to Councilmembers' questions.

Adjourn: Mayor Spencer adjourned the meeting at 6:39 p.m.

John Spencer, Mayor

Kathy Pugh, City Clerk



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

Tuesday, September 25, 2018
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

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

ELECTED OFFICIALS PRESENT: Councilmembers Kim Daughtry, Gary Petershagen, Todd Welch, Rauchel McDaniel, Brett Gailey and Marcus Tageant

ELECTED OFFICIALS ABSENT: Councilmember Kurt Hilt

STAFF MEMBERS PRESENT: Finance Director Barb Stevens, Community Development Director Russ Wright, Public Works Director Eric Durpos, Police Chief John Dyer, Commander Ron Brooks, Human Resources Director Teri Smith, Human Resources/Executive Assistant Julie Good, City Clerk Kathy Pugh, Deputy City Clerk Adri Crim, City Attorney Grant Weed, Planning Manager Josh Machen, Associate Planner Dillon Roth, Associate Planner Jill Meis

OTHERS:

Pledge of Allegiance:

Roll Call: Moved by Councilmember Welch, seconded by Councilmember Daughtry, to excuse Councilmember Hilt from the meeting. On vote the motion carried (6-0-0-1).

Approval of Agenda: Mayor Spencer said staff is requesting that an item be added to the consent agenda to appoint two new Arts Commission members.

Councilmember Daughtry requested to remove consent item (F) Approving Family Center Lease from the agenda as there are serious problems with the building that need to be addressed before moving forward with the lease contract.

MOTION: Moved by Councilmember Welch, seconded by Councilmember McDaniel, to approve the agenda as amended. On vote the motion carried (6-0-0-1).

Oath of Office: Mayor Spencer administered the oath of office to newly appointed Planning Commissioner John Cronin.

Citizen Comments:

Scott Erie, representative for Holy Cross Lutheran Church, spoke about the approved Sedona development. He said the legal easement agreement recorded between Holy Cross Lutheran Church and Rob and Collen Turner was never submitted to the Hearing Examiner. This

agreement restricts ingress/egress access to the panhandle road to no more than four properties and the approved plat is in direct conflict with this agreement. He then noted although Holy Cross Lutheran Church is not opposed to the development, they have no intention of relinquishing rights under the easement agreement. Mr. Erie requested that Council direct the City Planning Department to amend the approved plat design to the previously proposed cul-de-sac design in order to conform with this legal agreement.

Rob Turner, 9627 20th Street SE, Lake Stevens, followed up on Mr. Erie's comments, saying he is the landowner who pushed the Sedona project through the pre-plat process and is content with the conforming plan for the cul-de-sac. Mr. Turner then voiced support for the Holy Cross Lutheran Church and requested Council direct the Planning Department to revert to the cul-de-sac design.

Council Business:

- Councilmember Daughtry: Snohomish County Committee for Improved Transportation (SCCIT) Meeting.
- Councilmember Petershagen: Sewer Utility Committee meeting.
- Councilmember Gailey: Automated Vehicle Conference.
- Councilmember Tageant: Sewer Utility Committee meeting.

Mayor's Business: Sewer District planning meeting and Sewer Utility Committee meeting, Cavelero Park County documents are under review and project moving forward.

Consent Agenda:

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Welch, to approve (A) 2018 Vouchers [Payroll Direct Deposits of \$212,360.52, Payroll Checks 46102-46103 totaling \$4,043.03, Tax Deposits of \$79,118.01, Electronic Funds Transfers (ACH) of \$6,293.34, Claims Check Nos. 46009-46101 totaling \$400,725.69, Total Vouchers Approved: \$702,540.59], (B) City Council Special Meeting Minutes of September 5, 2018, (C) City Council Regular Meeting Minutes of September 11, 2018, (D) City Council Workshop Meeting Minutes of September 18, 2018, (E) Rowing Club Facilities Use Agreement, (F) Removed, (G) Appointments to Arts Commission. On vote the motion carried (6-0-0-1).

Public Hearing:

Rhodora Annexation: Mayor Spencer opened the public hearing.

Planning Manager Machen provided a brief history of the Growth Management Act (GMA), which was adopted approximately thirty years ago, and provides a roadmap for how growth is managed in Washington. Planner Machen said the GMA provides that growth should happen in areas that have cities and facilities such as sewer and water. Under the GMA, much of the outlying county areas are preserved as rural. Planner Machen then reviewed the GMA requirements including development of comprehensive plans by both cities and counties. Planner Machen explained that within the comprehensive plans, Urban Growth Areas (UGA) are identified adjacent to cities, and they are intended to be used for growth and eventual annexation into the adjacent city. Land outside of a UGA is not authorized by counties to be annexed into cities. Planner Machen reviewed the similarities in density requirements set by the

County in UGA areas to those of the adjacent city. He then commented on the differences of development in UGAs under the county versus if the developed area is annexed into the city and then developed under City development regulations.

Planner Machen explained that if the Rhodora annexation area is developed in the City, the land would be designated as Medium Density Residential under the City's Comprehensive Plan and as High Urban Residential (HUR) under the City's Zoning Code. Planner Machen explained what types of residential development would be allowed under these designations and stated that commercial development would not be allowed.

Planner Machen next reviewed the process for the Rhodora Heights Annexation, including that there is a recorded annexation covenant in place, that delegates to the City the authority to sign annexation petitions for specific parcels of land that are identified in the covenant. In this case that was 29 lots in the proposed annexation area. He said on June 19, 2018, the City Council held a public hearing and approved Resolution 2018-018 providing Snohomish County notice of the City's intent to annex the Rhodora area. The Snohomish County Boundary Review Board will hold a public hearing on the Rhodora Annexation proposal on October 1, 2018. In accordance with Washington State law, the City is to hold two public hearings on the annexation and simultaneous adoption of land use and zoning designations. Tonight's hearing is the second public hearing. Planning Manager Machen then responded to Councilmembers' questions.

City Attorney Weed spoke regarding the annexation covenant, saying there are at least two appellate court rulings that uphold the annexation covenants as a proxy for a public entity to sign in favor of an annexation. These two cases have been in place for a number of years, and are the law. Additionally, this covenant runs with the land and is part of the title of the property. The covenant binds both the developer and lot purchasers, and their heirs, successors and assigns. Secondly, the language in the covenant in section 6.37 provides that (1) each lot owner, by accepting title to their lot, expressly waives their right to protest or otherwise contest the annexation of the plat by the City of Lake Stevens, and (2) grants the City an irrevocable proxy to petition in their name, place and stead for annexation of the plat to the City of Lake Stevens. A covenant is a bilateral commitment between the developer and the City, and cannot be unilaterally amended by subsequent property owners. The commitment was made at the time the plat was developed. Subsequent property owners were on notice of these covenants because they were recorded and would be included as part of any title report; they are a binding and enforceable commitment. Responding to Councilmember Welch's question, Attorney Weed said the commitment in the covenants is to the City of Lake Stevens, and gives the proxy to sign the 60% annexation petition to the City of Lake Stevens.

Responding to Councilmember Gailey's question, Planner Machen said that the County could change their zoning designations and there are mechanisms in the County code that would allow for higher density.

Responding to Councilmember Tageant's question, Planner Machen said with development under the County, mitigation funds could be used throughout the County, whereas development under the City would keep the mitigation fees within the City. Additionally, Planner Machen noted the City's taxation rate is slightly lower than the County's.

Responding to Councilmember Petershagen's questions, Planner Machen said the County's minimum lot size under a Planned Residential Development is 3500 [PRD allow 120% density

increase or 9 units per acre in current county zone / Lot size averaging allows 3000 square feet]
square feet and the City's minimum size is 3600 square feet.

Mayor Spencer then opened the public comment portion of the public hearing.

J.L. Purvis, 509 South Lake Stevens Road, Lake Stevens, is not in the city limits, but she is invested in the community and is at the meeting tonight to hear what is happening.

Mike Mashock, 12102 7th Place SE, Lake Stevens, is not in favor of the annexation. He said for him it is a matter of historical trust with the City and he expressed concerns with the high-density zoning designation causing extra burdens on the community.

Mike Flathers, 600 Rhodora Heights Road, Lake Stevens, opposes the annexation and is concerned about the possibility of commercial development being included in the HUA zoning designation. He mentioned he reached out and gathered signatures from residents against this annexation, and then submitted them to staff after his comments.

Stacy Brewer, 1101 116th Avenue SE, Lake Stevens, opposes the annexation and believes the Rhodora Annexation process involved methods that are far from what was intended by lawmakers, and is concerned with the process and with the spirit of the law in general. He expressed concern that the public notices for the public hearings were not adequate, and allowing high-density residential will put more strain on the already lacking infrastructure.

Dave Markle, 817 116th Avenue SE, Lake Stevens, mentioned he is on the HOA Board and does not agree with the 60% petition. He explained how he understands CCR's usually work, noting homeowners should receive a copy during closing when purchasing a new home but often do not. He asked that this item be reviewed further.

Laura Schonburn-Flathers, 600 Rhodora Heights Road, Lake Stevens, lives just north of annexation area. She said the proposed development is not an insignificant amount of housing to the existing residents. She expressed concerns about green spaces being protected and believes the environment should be taken into consideration.

Aaron Verba, 919 117th Drive SE, Lake Stevens, brought the CCR he signed when purchasing his property and commented that the development plan is conditioned and that if certain conditions were met, the annexation covenant would expire. He opposes this annexation, does not think it has been a fair process and does not understand why citizens can sign the 10% petition, but the Mayor can sign the 60% petition.

Janice Huxford, POB 1357, Lake Stevens, resides on South Lake Stevens Road and owns property in the proposed annexation area. The concern is not an annexation problem, it is a question of respect to those who are already invested in this community. She requested the Council halt this process and take some time to listen to the future constituents to find out their true concerns with this annexation.

Josh Montgomery, 605 115th Avenue SE, Lake Stevens, is outside of the annexation area, but believes his properties will be next. He supports Janice Huxford's comments and noted the process needs fixing. He also expressed concerns with density and said the growth will affect residents all the way down to the water.

Chris Jacks, 916 116th Avenue SE, Lake Stevens, is not opposed to annexation in principle but wants to know the infrastructure is in place to make it smart for the whole community.

Dave Schultz, 11721 Meridian Place SE, Lake Stevens, is opposed to this annexation and the high-density designation. He mentioned the topography changes whenever development happens and it affects all the properties around it. He expressed concerns with taxes continuing to increase and noted there will be additional taxes upon annexation.

Robert Sheran, 11716 7th Place SE, Lake Stevens, lives adjacent to the proposed annexation area and is opposed to this annexation. He agrees with all the earlier comments and believes the City is moving towards annexation for financial gain.

Trina Iblings, 1016 113th Drive SE, Lake Stevens, said she and her family recently moved into her family home to raise the third generation. She wants to raise her children in this small community. She commented the residents should be involved in this decision.

Rick Langlois, 529 Rhodora Heights, Lake Stevens, has lived here for over 30 years and opposes this annexation. He said he does not know many people who want to be annexed into the City because there are no benefits in annexation. He said it is clear the City wants this annexation for money.

Mayor Spencer closed the public comment portion of the public hearing, and invited additional questions and comments of Council.

Councilmember Petershagen clarified that the existing areas have been developed by the County and within that there are UGA issues and the encouragement of annexing areas within the Urban Growth Area (UGA). His quandary is there are state issues that must be dealt with, which is the driving force of annexation, there are property rights, and there is not the ability to build a gate or a wall so how do we balance all of this. Councilmember Petershagen said this property is going to be developed, if not in the City, then in the County, with the end result being pretty much the same thing. The mitigation fees that will be generated from this development will be local and will be spent in Lake Stevens, rather than in other parts of the County. Councilmember Petershagen said this is a tough issue but there is a process for annexation and he supports this annexation.

Councilmember Tageant said when it comes to design standards, road standards, etc., the City has received many plats from the County that have been substandard. If this property is developed under the County, we could continue to see substandard development.

Planner Machen confirmed Councilmember Tageant's comments and reminded Council that the City is currently working on a widened trail system along South Lake Stevens Road to allow for more non-motorized traffic. He said one of the benefits of this annexation would be that the local mitigation dollars would continue to stay within this community. He added the City has very strict road standards that provide for a 28-foot roadway width, sidewalks and planter strips.

City Attorney Weed responded to Councilmember Gailey's question regarding the development agreement and said the agreement is between the developer and prospective property owners; it does not change the covenant that is recorded and runs with the land. That commitment was in place at the time the land was platted, and is not changed by any of the language in the

development plans. The commitment cannot be changed by amendment to the CCR's to take it out.

Councilmember Gailey thanked everyone for coming to the meeting and said it is great to see this sort of excitement in our community. He added he has issues with the process, but it is the process and it has been followed so he will support it.

Planner Machen responded to Mayor Spencer's questions regarding density and noted at the time of annexation, the City Council will decide on both the Comprehensive Plan designation and the zoning designation. He also noted when you go from a broad zoning discussion to a project specific impact, City staff will be looking at layouts and how this development will function within the neighborhood.

Responding to Mayor Spencer's questions, Director Wright mentioned under the City's substantive authority of SEPA, the City could require some offsite improvements if they had a nexus with the development. The City could also stipulate that the local impact fees go to local projects in the development area.

Councilmember Tageant asked staff if this annexation is not approved, could the developer put a PRD together and apply to the County for a similar development and what would happen to the parks mitigation fees. Director Wright responded that if the property is developed under the City the parks mitigation fees would go to support city parks within the area of the development, but if the property is developed under the County, the mitigation fees could go to support a couple of county parks that are within the city limits, but they could also be directed to parks outside of Lake Stevens that are designated within the County's Comprehensive Plan.

Councilmember Welch said he does not like this type of annexation process and believes most people are frustrated because they feel like they do not have a voice in their property and where it is going. He would prefer the City move to a vote process for annexation rather than this style of annexation.

Councilmember McDaniel said she supports the idea of Lake Stevens being one community around the lake, and does want this area to be annexed. Councilmember McDaniel added that growth is difficult and she sympathizes with the loss of the green space, but this green space is going to disappear because this developer is going to develop this area. She appreciated everyone coming to the meeting and wished there was more participation like this when other projects are coming up; she is in favor of this annexation.

Mayor Spencer asked staff what is the opportunity to address the citizen concerns if this annexation goes forward.

Director Wright responded that part of answer is community involvement such as coming to the Planning Commission and City Council meetings to help develop the rules, and offering input when projects are being reviewed. He added that all projects go through a development review process and the City must follow the established development standards. Within this there is a process for public participation where citizens can share concerns and ideas with the project proponent/applicant. Director Wright added the City has a Comprehensive Plan and explained that it does provide for roads and other infrastructure over a twenty-year period, but that takes time to implement these identified projects as funding and planning can take several years to develop. Director Wright said the staff advocates for the citizens, but is also bound by

standards that the city is required to follow. He encouraged that the public attend meetings and be involved in the process.

Mayor Spencer said the City has had this experience in the past with other developments and has been able to successfully leverage developers into lower densities, better roads, more parking, etc. to have citizen concerns met. As for transportation concerns, Mayor Spencer said the Council has been working very hard to get funding to get the Trestle fixed.

Mayor Spencer closed the public hearing. He then asked Council for additional questions and there were none.

MOTION: Moved by Councilmember Petershagen, seconded by Councilmember McDaniel, to reaffirm support for the Rhodora Annexation (Resolution 2018-018), providing the Notice of Intent to Annex and require upon annexation the simultaneous adoption of land use and zoning designations and require the assumption of a proportionate share of all existing City indebtedness. On vote the motion carried (5-1-0-1).

Action Items:

Approve Resolution 2018-27 Adrian Annexation Petition: Associate Planner Roth presented the staff report and noted on August 22, 2018 the City received an annexation petition signed by the property owner representing more than 10 percent of the assessed value in the Adrian Annexation area, which consists of a single property owner with a parcel of approximately 5.4 acres. Staff's recommendation is that the property be designated as Urban Residential (UR). Planner Roth then invited questions of Council.

Responding to Councilmember Petershagen's question, Attorney Weed said to follow the state statute regarding annexations faithfully, it requires a two-step process, consisting of both the 10% petition and the 60% petition.

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Welch, to adopt Resolution 2018-27 accepting the 10% annexation petition and authorize the circulation of 60% petition for the Adrian Annexation, while also recommending the simultaneous adoption of land use and zoning designations and require the assumption of a proportionate share of the existing City indebtedness. On vote the motion carried (6-0-0-1).

Approve Ordinance 1033 re Business License Requirements: Associate Planner Meis presented the staff report and summarized the actions cities with business license and local (B&O) taxes are required to take based on the 2017 Legislative session, EHB 2005 (RCW 35.90). The legislation requires that all cities contract with the State for business license services and that cities adopt a \$2,000 threshold for requiring a business license. Staff's recommendation is to adopt the \$2,000 threshold for requiring a business license. She then invited questions of Council.

Councilmember McDaniel expressed concern that the threshold will undermine brick and mortar businesses that are invested in this community.

Planner Meis noted the RCW mandates that the City adopts no less than the \$2,000 threshold.

MOTION: Moved by Councilmember Tageant, seconded by Councilmember Welch, to Adopt Ordinance 1033 Amending Lake Stevens Municipal Code (LSMC) Title 4, Section 4.04.040 and adding a new Section 4.05.045. On vote the motion carried (6-0-0-1).

Approve Supplemental Agreement No. 3 with Crandall Arambula for Architectural Design Services for the Pavilion Design: Community Development Director Wright presented the staff report and noted the supplemental agreement would cover architectural design services performed by TKWA Pacific Studio as a sub-consultant to Crandall Arambula for the North Cove Park Pavilion. The fee for additional services is estimated to be \$95,000. He then invited Councilmembers questions.

Councilmember Petershagen asked about the design of storm drainage and grading design. Director Wright said much of this is being integrated with park design. If additional funding is necessary, staff may turn to Capital Grants. Director Durpos added that this design could be used on any lot and the storm system or utilities would be designed after the fact.

MOTION: Moved by Councilmember Welch, seconded by Councilmember Tageant, to authorize the Mayor to execute Supplemental Agreement No. 3 to the Professional Service Agreement with Crandall Arambula, to authorize additional expenditures for architectural design of the North Cove Park Pavilion by TKWA Pacific Studio in an amount not to exceed \$95,000. On vote the motion carried (6-0-0-1).

Approve Public Works Contract for 4th Street NE Safe Routes to School Construction: Public Works Director Durpos presented the staff report and referenced the updated staff report distributed this evening. He mentioned this project is intended to improve pedestrian safety and reduce traffic congestion associated with Hillcrest Elementary School drop off and pick up. He added that retaining walls are included to minimize right-of-way needs and wetland impacts. Director Durpos said the call for bids was advertised was advertised that the bid opening took place September 24, 2018. Director Durpos provided a bid tabulation sheet to Council and said Trinity Contractors of Marysville was the lowest responsive bidder in the amount of \$445,000. Staff requests a \$54,000 management reserve which is under the original budget. He then responded to Councilmembers questions.

MOTION: Moved by Councilmember Tageant, seconded by Councilmember Gailey, to authorize the Mayor to execute a Public Works Contract with Trinity Contractors Inc. of Marysville in the amount of \$445,274.50 with a management reserve of \$54,725.50 for a total of \$500,000 to construct the 91st Ave SE & 4th Street SE Sidewalk Improvements Project near Hillcrest Elementary School. On vote the motion carried (6-0-0-1).

Approve Resolution 2018-28 Accepting Donations for Police Canine Program:

Commander Brooks presented the staff report and explained the Police Department has been researching Canine Programs for use as a tool for both enforcing drug laws and to help impact the supply of illegal substances. He said a group of donors has generously offered to donate a 2018 Chevrolet Tahoe valued at approximately \$55,000 to be used as a Police K9 vehicle and \$55,000 in cash to start a Police K9 program; costs to maintain the K9 program after 2019 are estimated to be \$15,000 annually. Commander Brooks then invited questions and there were none.

Mayor Spencer commented that having a drug canine would be a benefit to Lake Stevens officers in drug enforcement actions.

MOTION: Moved by Councilmember Gailey, seconded by Councilmember Daughtry, to approve Resolution 2018-28 Accepting Vehicle and Cash Donations totaling \$110,000 to implement a Police Canine Program. On vote the motion carried (6-0-0-1).

Executive Session: At 8:48 p.m. Mayor Spencer announced an executive session to last 15 minutes to discuss two real property matters, with possible action to follow.

At 9:05 p.m. the regular meeting of the City Council reconvened.

MOTION: Moved by Councilmember Gailey, seconded by Councilmember Welch, to authorize the Mayor to execute a real estate purchase and sale contract with Northland Development Company as discussed in executive session. On vote the motion carried (6-0-0-1).

Adjourn:

Moved by Councilmember Welch, seconded by Councilmember Tageant, to adjourn the meeting at 9:07 p.m. On vote the motion carried (6-0-0-1).

John Spencer, Mayor

Kathy Pugh, City Clerk

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

Tuesday, October 2, 2018

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

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

ELECTED OFFICIALS PRESENT: Councilmembers Kim Daughtry, Kurt Hilt, Gary Petershagen, Todd Welch, Rauchel McDaniel, Marcus Tageant and Brett Gailey

ELECTED OFFICIALS ABSENT: None.

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director Barb Stevens, Human Resources Director Teri Smith, City Clerk Kathy Pugh, Deputy City Clerk Adri Crim, Police Chief John Dyer, Police Commander Ron Brooks, Capital Projects Coordinator Aaron Halverson

OTHERS: Brett Hanson with Mackenzie Engineering

Mayor Spencer opened the meeting at 7:00 p.m.

Police Department Design Update: Police Chief Dyer introduced Brett Hanson, Associate Principal with Mackenzie Engineering.

Mr. Hanson presented a PowerPoint reviewing the conceptual site designs for the new Police Department and responded to Councilmembers' questions. He said the next phase of the project is to start receiving public comment over the next 2-3 weeks with open houses.

Councilmember McDaniel requested a sign be installed designating the location as the "Future home of Lake Stevens Police Department" with dates for all meetings included.

Police Chief Dyer thanked Mackenzie Engineering for how responsive they have been through this process.

2018 Budget Amendment: Finance Director Stevens presented a PowerPoint reviewing the 2018 budget amendment including revenue increases and expenditure expenses. She then invited Councilmembers' questions and there were none. Director Stevens said if there are no other changes, the 2018 budget amendment will be brought forward on the October 9, 2018 Council meeting Consent Agenda for approval.

2019 Budget: Director Stevens presented a PowerPoint and reviewed the 2019 Budget. She summarized the organizational chart and noted staff would like to move forward with an (FTE) staffing approval process vs actual position approval process. Director Stevens then responded to Councilmembers' questions.

Councilmember Welch asked to postpone discussing changing the staffing approval process to the Council Retreat in January 2019 to allow time for additional review and discussion.

Director Stevens said the 2019 Budget will be presented to the Council at the October 9, 2018 Council Meeting to include further explanation of the revenues and the Capital Projects.

There being no further business the meeting was adjourned at 8:49 p.m.

John Spencer, Mayor

Kathy Pugh, City Clerk



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council
Agenda Date: October 9, 2018

Subject: Interlocal Agreement with Snohomish Health District

Contact

Person/Department: Gene Brazel, City Administrator **Budget Impact:** \$31,740

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the Mayor to enter into an Interlocal Agreement for Per Capita Funding with the Snohomish Health District for calendar year 2018

SUMMARY/BACKGROUND: At the time Council approved the 2018 budget, included in the approval was per capita funding for the Snohomish Health District in the amount of \$31,740. In order for the Health District to invoice for that funding, and for the City to pay, the parties are required to enter into an Interlocal Agreement.

APPLICABLE CITY POLICIES:

BUDGET IMPACT: \$31,740, approved as part of the 2018 Budget

ATTACHMENTS: Interlocal Agreement

**INTERLOCAL AGREEMENT
BETWEEN THE SNOHOMISH HEALTH DISTRICT
AND
THE CITY OF LAKE STEVENS
PER CAPITA CONTRIBUTION FOR HEALTH DISTRICT SERVICES**

This Interlocal Agreement for Per Capita Contribution for Health District Services is entered into by and between the SNOHOMISH HEALTH DISTRICT, a Washington Municipal Corporation (the District) and CITY OF LAKE STEVENS a municipal corporation of the State of Washington (the City) – collectively (the Parties), for the purpose of providing for a per capita contribution by the City for Health District Services.

RECITALS

WHEREAS, This Agreement is made pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW; and

WHEREAS, to promote the public health in Snohomish County, Washington, the Board of County Commissioners of Snohomish County, Washington, established a Health District on January 1, 1959, embracing all of the territory within Snohomish County, Washington, and all cities and towns therein; and

WHEREAS, in 1966 the Snohomish Health District became the first local health jurisdiction in the state to organize a city-county cooperative health program with cities indicating a willingness to participate financially in support of Health District programs; and

WHEREAS, on January 1, 1967, eleven of 18 cities and towns agreed to voluntarily contribute \$0.50 per capita to the Health District in return for public health services; and

WHEREAS, per capita contributions from towns and cities continued and in 1986, with such contributions ranging from \$1.60 to \$2.70 per capita until the early 1990s; and

WHEREAS, in 1993, counties assumed exclusive financial responsibility for public health relying on Motor Vehicle Excise Tax (MVET) revenues; and

WHEREAS, in 2000, the Washington State Legislature repealed MVET and backfilled only 90% of lost public health funds; and

WHEREAS, state funding for local public health has decreased 65.7% from a peak of \$27.29 per capita in 2000 to \$9.36 per capita in 2014; and

WHEREAS, the Health District has experienced a 22% decrease from its 2005 funding level while the county population has increased by 14 percent in the same 10-year period; and

WHEREAS, since the “peak” of 2008, the Health District has reduced its staffing by 37 percent (85 FTE) due to static or declining revenues in the face of increased costs; and

WHEREAS, the Health District ranks 34th out of 35 local health jurisdictions in the state for public health expenditures per resident; and

WHEREAS, the Health District’s ability to perform its most essential functions have been severely compromised since the great recession; and

WHEREAS, the Health District serves an essential public safety function whether ensuring safe food, schools, and septic systems, responding to disasters, or preventing and responding to disease outbreaks; and

WHEREAS, threats to the public's health in the form of foodborne illness such as E.coli and salmonella, communicable diseases such as pertussis, tuberculosis, measles, Zika, and Ebola and natural disasters such as the Oso/SR530 mud slide respect no municipal boundaries; and

WHEREAS, public health is a shared responsibility and regional public health threats require regional responses and close partnerships with every city and town in Snohomish County; and

WHEREAS, consistent with RCW 70.05, the Snohomish County Council is responsible for establishing the Snohomish Health District Board of Health, with jurisdiction coextensive with the boundaries of the county, to supervise all matters pertaining to the preservation of life and health of the people within its jurisdiction; and

WHEREAS, an effective, regional public health response to the threats to public health in Snohomish County requires the cooperation, participation and support of Snohomish County and all of the cities and towns in Snohomish County; and

WHEREAS, Snohomish County and the cities and towns therein seek to improve and sustain healthy years of life of their residents by engaging in an enhanced partnership with the Health District. This partnership will provide stable funding for public health priorities that would be established to meet the unique needs of each community.

NOW, THEREFORE, in consideration of the agreements set forth below and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and the District agree as follows:

1. Purpose.

- A. The recitals set forth above are incorporated herein by this reference.
- B. The purpose of this Agreement is to establish and define the terms and conditions for the cooperative efforts to be undertaken by the City and the District to promote, facilitate, and undertake various programs and activities.

2. Term.

The initial term of this Agreement shall be from January 1, 2018 to December 31, 2018. The term may be extended by written amendment to this Interlocal Agreement.

3. Scope of Services.

A. Responsibilities of the City.

The City shall contribute \$1.00 per capita (\$31,740) to the Snohomish Health District commencing January 1, 2018. Payment may be made in one lump sum on or before December 31, 2018.

B. Responsibilities of the District.

The Health District shall provide basic essential public health services and functions such as ensuring safe food, and inspecting septic systems, responding to disasters, or preventing and responding to disease outbreaks.

The District will provide reports to the city identifying services provided to Lake Stevens residents and businesses.

Additional specific services provided by the Health District to the City may be developed jointly by the parties.

4. Legal Requirements.

Both parties shall comply with all applicable federal, state and local laws in performing this Agreement.

5. Public disclosure laws.

The City and the District each acknowledge, agree and understand that the other party is a public agency subject to certain disclosure laws, including, but not limited to Washington's Public Records Act, chapter 42.56 RCW. Each party understands that records related to this Agreement and the District's performance of services under this Agreement may be subject to disclosure pursuant to the Public Records Act or other similar law.

6. Insurance.

Each party shall maintain its own insurance and/or self-insurance for its liabilities from damage to property and /or injuries to persons arising out of its activities associated with this Agreement as it deems reasonably appropriate and prudent. The maintenance of, or lack thereof of insurance and/or self-insurance shall not limit the liability of the indemnifying party to the indemnified party(s). Each party shall provide the other with a certificate of insurance or letter of self-insurance as the case may be upon request.

7. Indemnification.

The District shall protect, save harmless, indemnify and defend the City its elected officials, officers, employees and agents, from and against any loss or claim for damages of any nature whatsoever, including claims by third parties or District employees against which it would otherwise be immune under Title 51 RCW or other law, arising out of any act or omission of the District in performance of this Agreement, its elected or appointed officials, officers, employees or agents, except to the extent the loss or claim is attributable to the negligence or willful misconduct of the City, its elected officials, officers, employees or agents.

The City shall protect, save harmless, indemnify and defend the District, its elected and appointed officials, officers, employees and agents from and against any loss or claim for damages of any nature whatsoever, including claims by third parties or City employees against which it would otherwise be immune under Title 51 RCW or other law, arising out of any act or omission of the City in performance of this Agreement, its elected or appointed officials, officers, employees or agents, except to the extent the loss or claim is attributable to the negligence or willful misconduct of the County, its elected or appointed officials, officers, employees or agents.

8. Notices.

Any notice/payment to be given to the District under this Agreement shall be either mailed or personally delivered to:

Snohomish Health District
3020 Rucker Avenue, Ste 306
Everett, WA 98201

Any notice/invoice to the City shall be mailed or hand delivered to:

City of Lake Stevens
Attn: City Clerk
P.O. Box 257
Lake Stevens, WA 98258

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.

9. Venue.

The laws of the State of Washington shall apply to the construction and enforcement of this Agreement. Any action at law, suit in equity, or judicial proceedings for the enforcement of this

agreement or any provision hereto shall be in the Superior Court of Snohomish County, Everett, Washington.

10. Disputes.

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

11. No third party beneficiaries; no joint venture.

This Agreement is for the sole benefit of the City and District and shall not confer third-party beneficiary status on any non-party to this Agreement. Nothing contained in this Agreement shall be construed as creating any type or manner of partnership, joint venture or other joint enterprise between the parties. County employees who provide services under this Agreement shall at all times be acting in their official capacities as employees of Snohomish County.

12. Entire Agreement.

This Agreement constitutes the entire agreement between the parties regarding the subject matter hereof, and supersedes any and all prior oral or written agreements between the parties regarding the subject matter contained herein. This Agreement may not be modified or amended in any manner except by written agreement executed by both parties. Both parties recognize that time is of the essence in the performance and the provisions of this Agreement.

13. Severability.

- A. If a court of competent jurisdiction holds any part, term or provision of this Agreement to be illegal or invalid, in whole or in part, the validity of the remaining provisions shall not be affected, and the parties' rights and obligations shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.
- B. If any provision of this Agreement is in direct conflict with any statutory provision of the State of Washington, that provision which may conflict shall be deemed inoperative and null and void insofar as it may conflict, and shall be deemed modified to conform to such statutory provision.

14. Filing.

As provided by RCW 39.34.040, this Agreement shall be filed with the Snohomish County Auditor, or, alternatively, posted on the website of each party.

15. Execution in Counterparts.

This Agreement may be executed in two or more counterparts, each of which shall constitute an original and all of which shall constitute one and the same agreement.

16. Effective Date. January 1, 2018

City of Lake Stevens

Snohomish Health District

John Spencer, Mayor

Jefferson S. Ketchel, Administrator

ATTEST:

City Clerk

ATTEST:

Clerk of the Board

Approved as to Form:

Greg Rubstello, City Attorney

Approved as to Form:

Grant Weed, Health District Attorney



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: October 9, 2018

Subject: 2018 Budget Amendment #2

Contact Person/Department: Barb Stevens/ Finance

Budget Impact: Yes

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

ADOPT: Ordinance No. 1035 Amending Budget Ordinance No. 1005 and including changes to Organizational Chart.

SUMMARY/BACKGROUND:

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

Amendments are being proposed in revenue and expenditure line items throughout the funds. Proposed amendments are based changes in estimates (based on prior year actuals and current year actuals to date), prior year budgeted items not completed during the year (need reauthorization), new requests, or other obligations.

There have been no changes since discussed with Council in October 2nd.

Budget Action	Budgeted Beginning Balance	Budgeted Resources	Budgeted Expenditures	Budgeted Ending Balance
2018 Original Budget	\$24,958,523	\$22,680,382	\$28,909,178	\$18,729,728
Budget Amendment #1 - 1018	\$3,359,990	\$1,728,700	\$7,771,599	(\$2,682,909)
Budget Amendment #2 - 1035	\$0	\$4,861,927	\$6,458,404	(\$1,596,477)
Totals	\$28,318,513	\$29,271,009	\$43,139,181	\$14,450,342

Revenues

- 001 – General Fund – Increase \$20,000
- 301 – Traffic Mitigation Fund - Increase \$1,300,000
- 303 – Park Mitigation Fund – Increase \$9,500
- 305 – Downtown Redevelopment Fund – Increase \$3,381,627
- 520 – Equipment Fund – Police – Increase \$33,000
- 540 – Aerator Equipment Fund – Increase \$17,800
- 633 – Treasurer’s Trust Fund -- Increase \$100,000

Expenditures

- 001 – General Fund - Increase \$393,400
- 002 – General Contingency Fund – Increase \$700,000
- 301 – Traffic Mitigation Fund – Increase \$1,300,000
- 302 – Park Mitigation Fund – Increase \$9,500

- 304 – REET II – Increase \$200,000
- 305 – Downtown Redevelopment Fund – Increase \$3,381,627
- 410 – Storm & Surface Water Fund – Increase \$44,288
- 520 – Equipment Fund – Police – Increase \$218,000
- 540 – Aerator Equipment Fund – Increase \$111,589
- 633 – Treasurer’s Trust – Increase \$100,000

The attached amended organizational chart includes the changes in positions, yet the net change in budget is insignificant and does not require increased funding. These positions changes include:

- Add (1) Senior Engineer II Position (Council 5/8/18)
- Convert (1) Building Inspector/Code Enforcement Position to (1) Plans Examiner/ Building Inspector Position (Council 4/10/18)
- Convert (1) “open” Senior Planner Position to (1) Assistant Planner Position
 - The Senior Planner position was recently vacated due to a promotion. Based on review of department needed, the Director would like to convert the open Senior Planner position to an Assistant Planner who would not only have duties related to planning, but also administrative tasks including keeping the website and planning related calendars up to date.
- Convert (1) FT Park & Recreation Coordinator Position to (1) PT Event/Volunteer Coordinator Position.
- Reclassify (1) Receptionist/Cashier Positions to (1) Office Assistant Position
 - We currently have 2 staff members job sharing a position that has evolved into more than reception and cashiering. One of the half-time positions was reclassified to Office Assistant in 2017 when additional duties were assigned due to needed medical leave coverage. The job share has also evolved to include newly assigned project help including ancillary Accounts Payable, Payroll, Permit and other duties. This reclassification realigns the second job share position to Office Assistant to align with duties being performed collaboratively between the 2 staff members.

APPLICABLE CITY POLICIES:

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

BUDGET IMPACT:

The budget ordinance will amend the ending balances, revenues and expenditures in the funds set forth in the ordinance as well as amend the staffing positions as set forth in the organizational chart.

ATTACHMENTS:

- Exhibit A: Ordinance No. 1035
- Attachment A: Amended Organizational Chart

**CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON
ORDINANCE NO. 1035**

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, AMENDING THE 2018 BUDGET AS SET FORTH IN ORDINANCE NO. **1005** AND AS AMENDED IN ORDINANCE NO. **1018** CONCERNING FUND BALANCES, REVENUES AND EXPENDITURES FOR VARIOUS FUND BALANCES FOR THE YEAR 2018.

WHEREAS, the City of Lake Stevens adopted the 2018 budget pursuant to Ordinance No. 1005, and amended the 2018 budget in Ordinance 1018; and

WHEREAS, the City of Lake Stevens will receipt revenues and incur expenditures in categories and amounts other than anticipated in the adopted 2018 budget; and

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

SECTION 1. The 2018 budget, as adopted in Ordinance No. 1005, and as amended in Ordinance 1018, is hereby amended as follows:

Fund	Description	Current Budget	Amended Budget	Amount of Inc/(Dec)	ExpRev
001 - General	Revenues	\$12,929,081	\$12,949,081	\$20,000	Rev.
001 - General	Expenditures	\$14,798,620	\$15,192,020	\$393,400	Exp.
001 - General	Ending Fund Balance	\$4,827,307	\$4,453,907	(\$373,400)	EndBal.
002 - General Reserve	Expenditures	\$1,508,050	\$2,208,050	\$700,000	Exp.
002 - General Reserve	Ending Fund Balance	\$2,794,608	\$2,094,608	(\$700,000)	EndBal.
301 - Cap. Proj - Dev. Contrib.	Revenues	\$829,720	\$2,129,720	\$1,300,000	Rev.
301 - Cap. Proj - Dev. Contrib.	Expenditures	\$4,226,156	\$5,526,156	\$1,300,000	Exp.
302 - Park Mitigation	Revenues	\$835,724	\$845,224	\$9,500	Rev.
302 - Park Mitigation	Expenditures	\$3,010,749	\$3,020,249	\$9,500	Exp.
304 - Cap. Imp. - REET II	Expenditures	\$3,839,582	\$4,039,582	\$200,000	Exp.
304 - Cap. Imp. - REET II	Ending Fund Balance	\$1,130,681	\$930,681	(\$200,000)	EndBal.
305 - Downtown Redevelopment	Revenues	\$0	\$3,381,627	\$3,381,627	Rev.
305 - Downtown Redevelopment	Expenditures	\$0	\$3,381,627	\$3,381,627	Exp.
410 - Storm & Surface Water	Expenditures	\$2,109,179	\$2,153,467	\$44,288	Exp.
410 - Storm & Surface Water	Ending Fund Balance	\$838,451	\$794,163	(\$44,288)	EndBal.
520 - Equip Fund - Police	Revenues	\$64,620	\$97,620	\$33,000	Rev.
520 - Equip Fund - Police	Expenditures	\$113,540	\$331,540	\$218,000	Exp.
520 - Equip Fund - Police	Ending Fund Balance	\$197,456	\$12,456	(\$185,000)	EndBal.
540 - Aerator Replacement	Revenues	\$0	\$17,800	\$17,800	Rev.
540 - Aerator Replacement	Expenditures	\$0	\$111,589	\$111,589	Exp.
540 - Aerator Replacement	Ending Fund Balance	\$93,789	\$0	(\$93,789)	EndBal.
633 - Treasurer's Trust	Revenues	\$301,200	\$401,200	\$100,000	Rev.
633 - Treasurer's Trust	Expenditures	\$303,740	\$403,740	\$100,000	Exp.

SECTION 2. Except as set forth above, all other provisions of Ordinance 1005 and as amended in Ordinance 1018 shall remain in full force, unchanged.

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

PASSED by the City Council of the City of Lake Stevens this 9th day of October, 2018.

PASSED by the City Council of the City of Lake Stevens this _____ day of _____, 2018.

John Spencer, Mayor

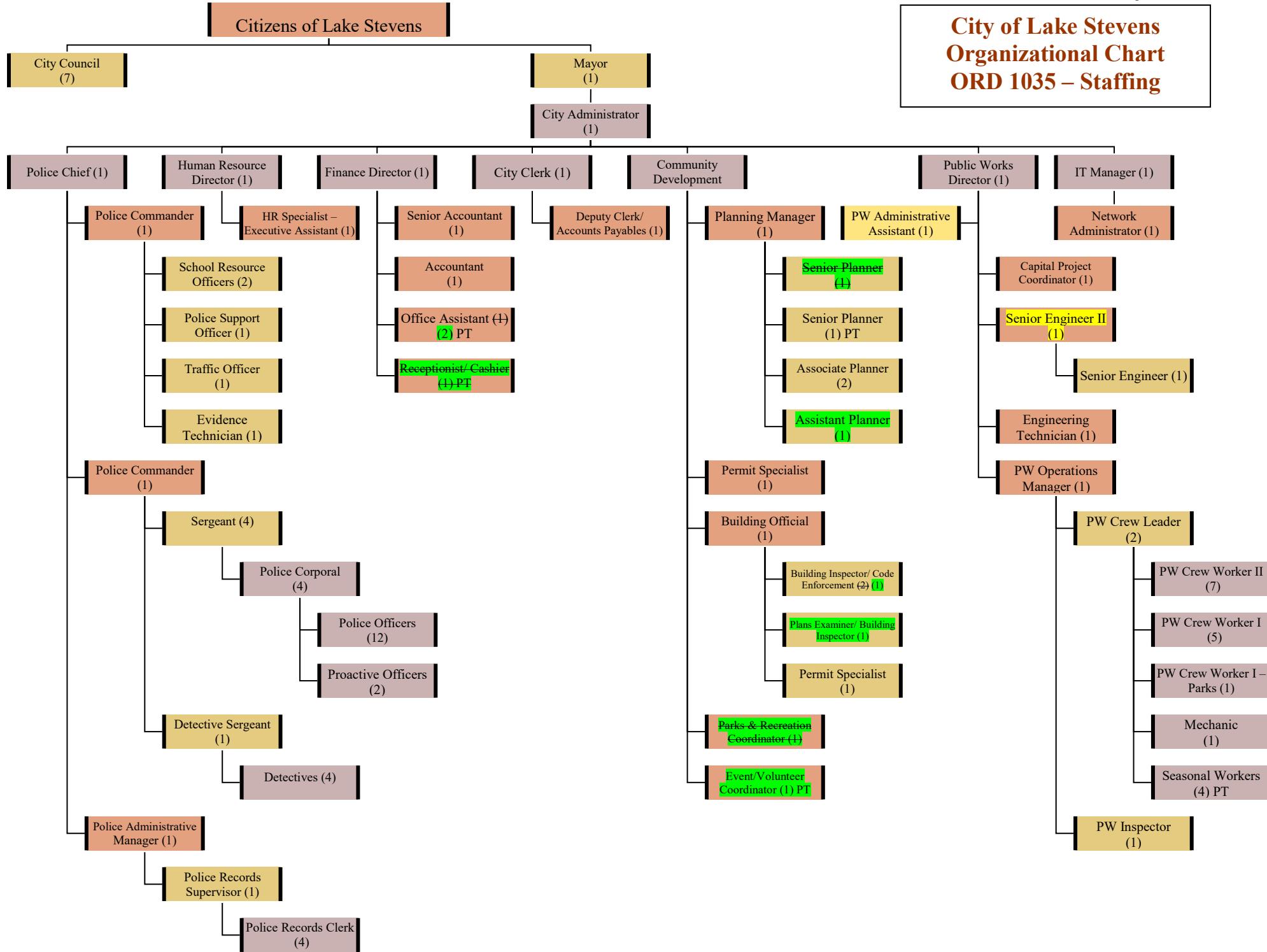
ATTEST:

Kathy Pugh, City Clerk

APPROVED AS TO FORM:

First Reading: October 2, 2018
Second and Final Reading: October 9, 2018
Date of Publication: _____
Effective Date: _____

Greg Rubstello, City Attorney





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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda

Date: October 9, 2018

Subject: City Council Meeting Schedule

Contact

Person/Department: Kathy Pugh, City Clerk

Budget Impact: N/A

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Approve cancellation of the regularly scheduled City Council workshop meetings on October 16 and November 20, 2018 and the regularly scheduled City Council meeting of December 25, 2018.

SUMMARY/BACKGROUND: After review of items on upcoming agendas with Council President Tageant, Staff is requesting that the regularly scheduled workshop meetings on October 16 and November 20, 2018 be cancelled, together with cancellation of the second regular Council meeting in December which falls on December 25, 2018.

APPLICABLE CITY POLICIES: LSMC 2.08.030

BUDGET IMPACT: N/A

ATTACHMENTS: None.