



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 REMOTE ACCESS ONLY

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**TO LISTEN TO THE MEETING PLEASE DIAL
253 215 8782 – ENTER MEETING ID NO. 130 157 756**

Tuesday, April 14, 2020 – 7:00 p.m.

CALL TO ORDER	7:00 p.m.	Mayor
PLEDGE OF ALLEGIANCE		Mayor
ROLL CALL		
APPROVAL OF AGENDA		Council President
GUEST BUSINESS		
CITIZEN COMMENTS		
COUNCIL BUSINESS		Council President
MAYOR'S BUSINESS		
CITY DEPARTMENT REPORT	Update	
CONSENT AGENDA	*A 2020 Vouchers *B City Council Meeting Minutes of March 24, 2020 *C City Council Special Meeting Minutes of April 7, 2020 *D Ordinance 1083 amending LSCM 10.03.150 to Allow Alcohol in Public Facilities and Providing for Administrative Approval *E Ordinance 1082 Authorizing a Sales and Use Tax for Affordable and Supportive Housing	Barb
		Kathy
		Kathy
		Jill/Russ
		Russ

Lake Stevens City Council Regular Meeting Agenda

April 14, 2020

PUBLIC HEARING:

ACTION ITEMS:	#F Emergency Ordinance 1084 Temporarily Extending the Expiration of Development Applications, Approved Land Use Actions and Construction Permits	Russ
	*G 2020-2022 Teamsters Collective Bargaining Agreement	Anya

DISCUSSION ITEMS:

CITIZEN COMMENTS

EXECUTIVE SESSION: Real Property

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) 622-9400, 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
April 14, 2020**

Public Works – Update

Supplemental Agreement No 5 with AquaTechnex in the amount of \$\$99,735.00 for the annual treatment of Eurasian Milfoil.

In 2010, the City adopted an Application Strategy Plan (ASP) for eradication of Eurasian Watermilfoil (milfoil) in the lake. The following year the City awarded AquaTechnex a five year contract, expiring in 2015 to administer treatment in accordance with the ASP plan. In 2016 the City entered a second five-year contract with AquaTechnex for treatment of milfoil after advertising for requests for qualifications. The only response to the RFQ was received from AquaTechnex. This is the final year of this contract and staff anticipates issuing an RFQ later in the year with a new contract beginning January 1, 2021. Total cost of the current contract over the contract period, including this year's treatment is \$383,731.25, with \$100,000 budgeted for milfoil treatment in 2020. Overall the City has been very pleased with the effectiveness of the treatments provided. Milfoil is very difficult to eradicate and with treatments a 90% eradication rate has been achieved.



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BLANKET VOUCHER APPROVAL
2020

Payroll Direct Deposits	3/25/2020, 4/10/2020	\$442,213.76
Payroll Checks	50022-50023, 50113-50114	\$6,635.09
Electronic Funds Transfers	ACH	\$147,922.46
Claims	50024-50112, 50115-50175	\$1,178,846.85
Void Checks	47695, 49302, 49916	(\$571.70)
Total Vouchers Approved:		\$1,775,046.46

This 14th day of April 2020

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



April 14th, 2020

City Expenditures by Type on this voucher packet

Personnel Costs	\$	448,849	25%
Payroll Federal Taxes	\$	80,506	5%
Retirement Benefits - Employer	\$	56,944	3%
Other Employer paid Benefits	\$	369	0%
Employee paid benefits - By Payroll	\$	11,158	1%
Supplies	\$	75,649	4%
Professional Services *	\$	239,634	14%
Capital **	\$	862,509	49%
Void Check	\$	(572)	0.0%
Total	\$	1,775,046.46	100%

Large Purchases

* ILA Accommodating Surface Water in Diking District 2 - \$30,000

** North Cove Park/Pavilion -\$523,184

** North Cove Park Design - Phase 2 - \$44,330



Total for Period	
\$1,326,769.31	

Checks to be approved for period 03/19/2020 - 04/08/2020

Vendor: Ace Hardware

Check Number: 50029

Invoice No	Check Date	Account Number	Account Name	Description	Amount
65713	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Re-Bar Wire Tie/Carpenters Pencil	\$23.91
65722	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Treated 2x4	\$17.40
65733	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	All Purpose/Fasteners	\$19.60
65745	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Duct Tape/Moving Box	\$15.46
65746	3/31/2020	001 013 518 20 31 00	GG-Operating Costs	Broom/Dustpan	\$52.29
65783	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Elec Tape/Chain Link/Sharpies/Magnetic Tape	\$60.08
65799	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Flap Wheel & Disc/Grind Wheel	\$37.22
65801	3/31/2020	001 012 572 20 31 00	CS- Library-Office & Operating	Moss Out for Roofs	\$78.45
65819	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Grind Wheel/Disc Flap	\$32.66
65840	3/31/2020	001 012 572 20 31 00	CS- Library-Office & Operating	Lean Out/Garden Sprayer	\$42.49
65858	3/31/2020	001 012 572 20 31 00	CS- Library-Office & Operating	Acrylic Outdoor Paint	\$179.84
65862	3/31/2020	001 012 572 20 31 00	CS- Library-Office & Operating	Plastic Film/Masking Paper/Tape	\$56.21
65866	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Tape Measure/Air Freshener	\$53.44
65895	3/31/2020	001 008 521 20 31 00	LE-Office Supplies	CV - All Purpose Sprayer	\$19.55
65941	3/31/2020	001 008 521 20 31 00	LE-Office Supplies	CV - All Purpose Sprayer	\$29.33
65965	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Metal Blade	\$49.02
65970	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Pry Bar/Acetone/Gloves	\$55.73
					\$822.68

Vendor: Ace Hardware

Check Number: 50115

Invoice No	Check Date	Account Number	Account Name	Description	Amount
65885	4/8/2020	410 016 531 10 31 02	SW-Operating Costs	Screwdriver Set/Plier/Wrench Set	\$70.82
65889	4/8/2020	001 010 576 80 31 00	PK-Operating Costs	Picture Wire/Utility Gloves	\$29.74
65925	4/8/2020	001 013 518 20 31 00	GG-Operating Costs	Precision Pick Set/Paint Thinner/Blade Hook Knife	\$24.31
65934	4/8/2020	001 010 576 80 31 00	PK-Operating Costs	Concrete Anchoring Epoxy	\$27.24
65937	4/8/2020	001 010 576 80 31 00	PK-Operating Costs	Treated Plywood	\$26.12
65949	4/8/2020	410 016 531 10 31 02	SW-Operating Costs	CV - Hand Sanitizer Wipes/Purell	\$23.04
65952	4/8/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Simple Green Cleaner	\$26.14
65990	4/8/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Key	\$4.35
66036	4/8/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Spare Key PT60	\$8.70
66059	4/8/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Car Wash Cloths/Tire Cleaner/Glass Cleaner	\$32.67
					\$273.13

Vendor: Adams

Check Number: 50030

Invoice No	Check Date	Account Number	Account Name	Description	Amount
041620 ADAMS	3/31/2020	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Meal BAC-SFST Marysville - Adams	\$20.00
					\$20.00

Vendor: Alliance 2020 Inc
Check Number: 50116

Invoice No	Check Date	Account Number	Account Name	Description	Amount
575731	4/8/2020	001 008 521 20 41 00	LE-Professional Services	Background Check	\$67.90
					\$67.90

Vendor: Almgren
Check Number: 50031

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031620 ALMGREN	3/31/2020	001 000 362 00 00 04	Lundein Shelter Rental	Refund Lundein Rental 03/21/20 Due to COVID-19	\$60.00
					\$60.00

Vendor: Amazon Capital Services
Check Number: 50032

Invoice No	Check Date	Account Number	Account Name	Description	Amount
14KF-7CXF-PC7T	3/31/2020	001 008 521 20 31 02	LE-Minor Equipment	CV - Mini DisplayPort HDMI Cable	\$124.58
					\$124.58

Vendor: Amazon Capital Services
Check Number: 50033

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1CKJ-FR4P-NX1W	3/31/2020	001 005 518 10 31 00	HR-Office Supplies	Surface Pro Charger	\$32.68
1FYX-3NQD-MVYF	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Windshield Cut-Out Wire	\$22.23
1K74-6XNM-MWNP	3/31/2020	001 006 518 80 31 00	IT-Office Supplies	CV - Headphones	\$97.60

Vendor: Amazon Capital Services
Check Number: 50117

Invoice No	Check Date	Account Number	Account Name	Description	Amount
19QV-X79R-DGGM	4/8/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Car Light Strip	\$20.69
1C3V-GPHG-9V1Y	4/8/2020	001 008 521 20 31 00	LE-Office Supplies	Laminating Pouches/USB Adapter	\$54.52
1GV1-RRPP-4XQ3	4/8/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Disposable Clear Plastic Car Cover Shield	\$20.16
1KKC-VJ77-QKMG	4/8/2020	001 008 521 20 31 00	LE-Office Supplies	CV - Surface Case	\$106.01
1WWX-3G7R-1JN6	4/8/2020	001 008 521 20 31 00	LE-Office Supplies	Batteries/Lithium Batteries	\$291.12
1XLF-V1LW-Y64P	4/8/2020	001 008 521 20 31 00	LE-Office Supplies	CV - Mini Display Port DVI Cable	\$43.03
					\$535.53

Vendor: Amazon Capital Services
Check Number: 50118

Invoice No	Check Date	Account Number	Account Name	Description	Amount
11W6-NF41-CNNW	4/8/2020	410 016 531 10 31 02	SW-Operating Costs	Drivers Gloves	\$40.81
19FP-FCPP-339Y	4/8/2020	001 010 576 80 31 00	PK-Operating Costs	Mower Blade Sharpener	\$155.86
1CHR-LX7T-339J	4/8/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	Credit - Disposable Coveralls	(\$11.29)
1FCG-TW69-93QX	4/8/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	Disposable Coveralls	\$49.43
1JP9-X64M-FL9M	4/8/2020	001 013 518 20 31 00	GG-Operating Costs	CV - Manual Skin Care Dispensers	\$31.00
1K3X-JDWV-6G7Q	4/8/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	Infrared Thermometer/Moister Tester	\$184.45
					\$450.26

Vendor: Assoc of Washington Cities

Check Number: 50034

Invoice No	Check Date	Account Number	Account Name	Description	Amount
80864	3/31/2020	001 001 511 60 49 01	Legislative - Prof. Developmen	Registration - City Action Days - Petershagen	\$200.00
80866	3/31/2020	001 001 511 60 49 01	Legislative - Prof. Developmen	Registration - City Action Days - Tageant	\$200.00
80867	3/31/2020	001 001 511 60 49 01	Legislative - Prof. Developmen	Registration - City Action Days - Daughtry	\$200.00
80868	3/31/2020	001 001 511 60 49 01	Legislative - Prof. Developmen	Registration - City Action Days - Dickinson	\$200.00
80869	3/31/2020	001 002 513 11 49 00	AD-Staff Development	Registration - City Action Days - Brazel	\$200.00
80876	3/31/2020	001 001 511 60 49 01	Legislative - Prof. Developmen	Registration - City Action Days - Ewing	\$200.00
					\$1,200.00

Vendor: Aukerman

Check Number: 50035

Invoice No	Check Date	Account Number	Account Name	Description	Amount
041620 AUKERMAN	3/31/2020	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Meal BAC-SFST Marysville - Aukerman	\$20.00
					\$20.00

Vendor: Barrett

Check Number: 50036

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2131	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Street Sweeping Disposal	\$2,275.00
2139	3/31/2020	302 010 594 76 61 00	PM - Frontier Heights Capital	Brush Disposal - Frontier Heights	\$1,750.00
2143	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Concrete Removal	\$2,325.00
2151	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Tranferring Rock/Debris Removal	\$3,185.00
					\$9,535.00

Vendor: Bay Alarm Company

Check Number: 50119

Invoice No	Check Date	Account Number	Account Name	Description	Amount
17210625	4/8/2020	001 008 521 20 41 01	LE-Professional Serv-Fixed	Annual Security Alarm Monitoring Service - PD	\$379.32
					\$379.32

Vendor: Bills Blueprint Inc

Check Number: 50120

Invoice No	Check Date	Account Number	Account Name	Description	Amount
609133	4/8/2020	301 016 595 30 60 01	20th St SE Phase II Construct	Copies/Binding Project 18008	\$818.85
					\$818.85

Vendor: Bliven's Tree Service

Check Number: 50121

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20282	4/8/2020	001 010 576 80 41 01	PK -Professional Tree Srv	Tree Removal Services	\$3,270.00
20285	4/8/2020	001 010 576 80 41 01	PK -Professional Tree Srv	Tree Removal Services	\$863.00
20286	4/8/2020	001 010 576 80 41 01	PK -Professional Tree Srv	Tree Removal Services	\$763.00
					\$4,896.00

Vendor: Builders Exchange of Washington Inc

Check Number: 50037

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1065182	3/31/2020	301 016 544 40 41 00	Street Op - P&D - 20th St SE	Publication - 20th St SE Phase II Project 18008	\$346.00
					\$346.00

Vendor: Canon Financial Services Inc

Check Number: 50038

Invoice No	Check Date	Account Number	Account Name	Description	Amount
21213374	3/31/2020	001 013 518 20 48 00	GG-Repair & Maintenance	Copier Repair & Maintenance CH	\$285.26
21235057	3/31/2020	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Repair & Maintenance PW	\$17.08
21235057	3/31/2020	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Repair & Maintenance PW	\$17.08
					\$319.42

Vendor: CDK Construction Services Inc

Check Number: 50122

Invoice No	Check Date	Account Number	Account Name	Description	Amount
PROGRESS 1 CDK	4/8/2020	306 000 594 21 60 00	Police Dept Project Account	Police Station/Evidence Facility Project 18035	\$110,299.28
PROGRESS 1 CDK	4/8/2020	621 000 389 20 00 02	Retainage - Other PW Project	Retainage Police Station/Evidence Facility Project 18035	(\$5,059.60)
					\$105,239.68

Vendor: CDW Government Inc

Check Number: 50039

Invoice No	Check Date	Account Number	Account Name	Description	Amount
SE2000424	3/31/2020	002 010 594 76 61 01	Park Acquisition	Festival Pavilion - Signed SOW	\$10,699.70
XGC9566	3/31/2020	002 010 594 76 61 01	Park Acquisition	Projector/Mount/Server Rack Enclosure/Panel	\$2,982.31
XGK8958	3/31/2020	002 010 594 76 61 01	Park Acquisition	Audio Cables	\$261.60
XGR7218	3/31/2020	002 010 594 76 61 01	Park Acquisition	Microphones/Stand Base	\$1,308.00
XGT1654	3/31/2020	001 006 518 80 31 00	IT-Office Supplies	Replacement Battery Cartridge	\$173.56
XHB4713	3/31/2020	002 010 594 76 61 01	Park Acquisition	Server Rack Enclosure Cabinet/Panel	\$1,223.40
XHB7092	3/31/2020	510 006 518 80 31 00	Purchase Computer Equipment	CV - Surface Pro Covers/Docks/HDMI Cables	\$2,533.12
XHF2975	3/31/2020	510 006 518 80 31 00	Purchase Computer Equipment	CV - Surface Pros	\$11,585.92
XHJ4442	3/31/2020	002 010 594 76 61 01	Park Acquisition	Sharp LCD Displays	\$4,905.00
XHV5730	3/31/2020	510 006 518 80 31 00	Purchase Computer Equipment	CV - Surface Pro Covers/HDMI Cables	\$545.00
XJB7490	3/31/2020	001 006 518 80 31 00	IT-Office Supplies	Logitech Wireless Mouse	\$52.71
XJD3133	3/31/2020	510 006 518 80 31 00	Purchase Computer Equipment	CV - Surface Pro Dock	\$697.60
XJV8150	3/31/2020	510 006 518 80 31 00	Purchase Computer Equipment	CV - Surface Pro	\$5,792.96
					\$42,760.88

Vendor: Central Welding Supply Co Inc

Check Number: 50123

Invoice No	Check Date	Account Number	Account Name	Description	Amount
RN03200982	4/8/2020	410 016 531 10 31 02	SW-Operating Costs	Argon Gas	\$19.49
					\$19.49

Vendor: CHS Engineers LLC

Check Number: 50040

Invoice No	Check Date	Account Number	Account Name	Description	Amount
371818-2002	3/31/2020	001 007 558 50 41 04	Permit Related Professional Sr	LUA2019-1093 Sedona Plat	\$564.23
372002-2002	3/31/2020	001 007 558 50 41 04	Permit Related Professional Sr	LUA2019-0156/LUA2020-0029 Costco Review	\$4,204.75
					\$4,768.98

Vendor: City of Everett

Check Number: 50124

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I20001589	4/8/2020	001 008 554 30 41 00	LE - Animal Control	Animal Control Services Feb 2020	\$1,230.00
					\$1,230.00

Vendor: City of Marysville

Check Number: 50041

Invoice No	Check Date	Account Number	Account Name	Description	Amount
POLIN 20-0011	3/31/2020	001 008 523 60 41 00	LE-Jail	Prisoner Medical Jan 2020	\$593.00
POLIN 20-0012	3/31/2020	001 008 523 60 41 00	LE-Jail	Prisoner Medical SCORE Jan 2020	\$155.00
POLIN 20-0014	3/31/2020	001 008 523 60 41 00	LE-Jail	Prisoner Medical Pharmacy Services Jan 2020	\$2.35
					\$750.35

Vendor: City of Marysville

Check Number: 50125

Invoice No	Check Date	Account Number	Account Name	Description	Amount
POLIN 20-0016	4/8/2020	001 008 523 60 41 00	LE-Jail	Prisoner Medical SCSO Feb 2020	\$142.36
POLIN 20-0017	4/8/2020	001 008 523 60 41 00	LE-Jail	Prisoner Medical Providence Feb 2020	\$2,176.24
					\$2,318.60

Vendor: ClearGov Inc

Check Number: 50126

Invoice No	Check Date	Account Number	Account Name	Description	Amount
INV-0818	4/8/2020	001 004 514 23 48 00	FI-Software Maint	ClearGov Transparency Platform Setup/YR 1 Annual Fees	\$7,957.00
					\$7,957.00

Vendor: Coast Gateway LLC

Check Number: 50042

Invoice No	Check Date	Account Number	Account Name	Description	Amount
567924	3/31/2020	001 008 521 20 43 00	LE-Travel & Per Diem	Hotel - VNR Instructor/Burien - Kilroy	\$408.16
568528	3/31/2020	001 008 521 20 43 00	LE-Travel & Per Diem	Hotel - GST Instructor/Burien - Kilroy	\$408.16
					\$816.32

Vendor: Code Publishing Co Inc

Check Number: 50043

Invoice No	Check Date	Account Number	Account Name	Description	Amount
66383	3/31/2020	001 003 514 20 41 00	CC-Professional Services	Muni Code Update - Annual Supplemental	\$575.52
					\$575.52

Vendor: Colacurcio Brothers Inc

Check Number: 50044

Invoice No	Check Date	Account Number	Account Name	Description	Amount
PROGRESS 8	3/31/2020	305 010 594 76 60 00	North Cove Park Cap-Local	North Cove Park/Pavilion Project 18012	\$71,029.08
PROGRESS 8	3/31/2020	305 013 594 57 60 01	Pavillion - Grant Exp	North Cove Park/Pavilion Project 18012	\$338,260.59
PROGRESS 8	3/31/2020	305 016 595 30 60 02	Main Street Project - Local	North Cove Park/Pavilion Project 18012	\$90,473.44
PROGRESS 8	3/31/2020	309 016 595 61 63 01	Sidewalk Construction	North Cove Park/Pavilion Project 18012	\$23,420.51
					\$523,183.62

Vendor: Comdata Inc
Check Number: 50127

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20333313	4/8/2020	001 008 521 20 32 00	LE-Fuel	PD Fuel	\$191.34
					\$191.34

Vendor: Comdata Inc
Check Number: 50128

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20332891	4/8/2020	001 007 559 30 32 00	PB-Fuel	Building Fuel	\$215.65
20332891	4/8/2020	001 010 576 80 32 00	PK-Fuel Costs	PW Fuel	\$1,758.51
20332891	4/8/2020	101 016 542 30 32 00	ST-Fuel	PW Fuel	\$1,758.51
20332891	4/8/2020	410 016 531 10 32 00	SW-Fuel	PW Fuel	\$1,857.53
					\$5,590.20

Vendor: Critical Informatics Inc
Check Number: 50045

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0320 CISECURITY	3/31/2020	510 006 594 18 64 00	Capital - Purch Computer Equip	Cyber Security Management	\$21,344.40
					\$21,344.40

Vendor: Crystal Springs
Check Number: 50129

Invoice No	Check Date	Account Number	Account Name	Description	Amount
16015194 032820	4/8/2020	001 008 521 50 30 00	LE-Facilities Supplies	Bottled Water - Police Department	\$79.94
5249844 040120	4/8/2020	001 007 558 50 31 01	PL-Operating Costs	Bottled Water - City Hall/City Shop	\$18.93
5249844 040120	4/8/2020	001 007 559 30 31 01	PB-Operating Cost	Bottled Water - City Hall/City Shop	\$18.93
5249844 040120	4/8/2020	001 013 518 20 31 00	GG-Operating Costs	Bottled Water - City Hall/City Shop	\$78.20
5249844 040120	4/8/2020	101 016 544 90 31 02	ST-Operating Cost	Bottled Water - City Hall/City Shop	\$92.64
5249844 040120	4/8/2020	410 016 531 10 31 02	SW-Operating Costs	Bottled Water - City Hall/City Shop	\$92.64
					\$381.28

Vendor: Dataquest LLC
Check Number: 50130

Invoice No	Check Date	Account Number	Account Name	Description	Amount
11732	4/8/2020	001 005 518 10 41 00	HR-Professional Services	Background Checks - New Employees	\$407.50
					\$407.50

Vendor: Davido Consulting Group Inc
Check Number: 50046

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0028841	3/31/2020	410 016 594 31 60 01	SW - Capital Expenditure	Outlet Strategic Planning Engineering Services	\$2,230.20
					\$2,230.20

Vendor: Day Wireless Systems
Check Number: 50047

Invoice No	Check Date	Account Number	Account Name	Description	Amount
INV624745	3/31/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Handheld Calibrations	\$1,547.80
INV625333	3/31/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Handheld Calibrations	\$153.72
					\$1,701.52

Vendor: Dept Graphics
Check Number: 50048

Invoice No	Check Date	Account Number	Account Name	Description	Amount
10439	3/31/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Removal of Graphics on old PD Dodge Charger	\$219.60 \$219.60

Vendor: Dept of Retirement
Check Number: 50049

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1388924	3/31/2020	001 004 514 23 49 00	FI-Miscellaneous	Old Age & Survivors Insurance 2019 Tax Year	\$44.70 \$44.70

Vendor: Dept of Retirement (Deferred Comp)
Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
032520	3/25/2020	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,590.00 \$2,590.00

Vendor: Dept of Retirement PERS LEOFF
Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
032520	3/25/2020	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	\$56,832.86
032520S	3/25/2020	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions State	\$111.43

Vendor: Dept of Revenue EFT
Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
Feb2020	3/31/2020	001 013 518 90 49 06	GG-Excise Tax	Excise Taxes Feb 2020	\$62.26
Feb2020	3/31/2020	410 016 531 10 44 00	SW-Excise Taxes	Excise Taxes Feb 2020	\$2,856.61

Vendor: Dicks Towing Inc
Check Number: 50050

Invoice No	Check Date	Account Number	Account Name	Description	Amount
E180533	3/31/2020	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2020-0004594	\$126.27
SNO2878	3/31/2020	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2020-05185	\$126.27
SNO2879	3/31/2020	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2020-05570	\$126.27

Vendor: Dicks Towing Inc
Check Number: 50131

Invoice No	Check Date	Account Number	Account Name	Description	Amount
710259	4/8/2020	001 008 521 20 41 00	LE-Professional Services	Towing Services 1989 Chevrolet Camaro	\$252.54
E195449	4/8/2020	001 008 521 20 41 00	LE-Professional Services	Towing Services 2015 Rosenbauer America Municipal	\$1,152.90

\$1,405.44

Vendor: Direct Carpet Cleaning & Resoration Inc

Check Number: 50132

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1750969	4/8/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	CV - Microban Disinfectant Cleaning - PD	\$1,340.00
1751016	4/8/2020	001 013 518 20 48 00	GG-Repair & Maintenance	CV - Microban Disinfecting Cleaning - CH	\$1,842.76
1751017	4/8/2020	001 010 576 80 31 00	PK-Operating Costs	CV - Microban Disinfecting Cleaning - PW	\$392.17
1751017	4/8/2020	101 016 544 90 31 02	ST-Operating Cost	CV - Microban Disinfecting Cleaning - PW	\$392.17
1751017	4/8/2020	410 016 531 10 31 02	SW-Operating Costs	CV - Microban Disinfecting Cleaning - PW	\$392.16
					\$4,359.26

Vendor: Diversification Inc

Check Number: 50133

Invoice No	Check Date	Account Number	Account Name	Description	Amount
24747	4/8/2020	002 010 594 76 61 01	Park Acquisition	Furniture for Pavilion Quote B25017	\$43,211.80
					\$43,211.80

Vendor: EFTPS

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
032520	3/25/2020	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	\$80,505.80
					\$80,505.80

Vendor: Electronic Business Machines

Check Number: 50052

Invoice No	Check Date	Account Number	Account Name	Description	Amount
AR161711	3/31/2020	001 007 558 50 48 00	PL-Repairs & Maint.	Copier Repair & Maintenance PL	\$103.23
AR161711	3/31/2020	001 007 559 30 48 00	PB-Repair & Maintenance	Copier Repair & Maintenance PB	\$103.24
AR161711	3/31/2020	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Repair & Maintenance PW	\$103.24
AR161711	3/31/2020	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Repair & Maintenance PW	\$103.23
AR161962	3/31/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Copier Repair & Maintenance PD	\$182.12
AR162295	3/31/2020	001 013 518 20 48 00	GG-Repair & Maintenance	Copier Repair & Maintenance CH	\$1,426.20
					\$2,021.26

Vendor: Engineering Business Systems Inc

Check Number: 50053

Invoice No	Check Date	Account Number	Account Name	Description	Amount
122496	3/31/2020	001 007 558 50 31 00	PL-Office Supplies	Plotter Paper	\$476.92
					\$476.92

Vendor: Environmental Systems Research Inst

Check Number: 50054

Invoice No	Check Date	Account Number	Account Name	Description	Amount
93804019	3/31/2020	510 006 518 80 49 31	LR - ESRI - ArcGIS	ArcGIS Annual License Renewal	\$1,308.00
					\$1,308.00

Vendor: Everett Stamp Works

Check Number: 50055

Invoice No	Check Date	Account Number	Account Name	Description	Amount
29089	3/31/2020	001 007 559 30 31 00	PB-Office Supplies	Stamp - Job Copy	\$29.32
29118	3/31/2020	001 007 559 30 31 00	PB-Office Supplies	Stamp - Black Sig R Mumma	\$39.13
					\$68.45

Vendor: Everett Steel Inc

Check Number: 50056

Invoice No	Check Date	Account Number	Account Name	Description	Amount
289543	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Steel Angle	\$57.10
289841	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Steel Sheet	\$35.14
290316	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Flat Bar/Hinge	\$153.17
					\$245.41

Vendor: Ewing Irrigation Products Inc

Check Number: 50057

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9309498	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	PVC Coupling	\$3.66
					\$3.66

Vendor: Ewing Irrigation Products Inc

Check Number: 50134

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9273344	4/8/2020	001 010 576 80 31 00	PK-Operating Costs	Rainbird Plastic Valve/Utility Spears	\$165.68
9273345	4/8/2020	001 010 576 80 31 00	PK-Operating Costs	Credit Utility Spears	(\$26.02)
9273346	4/8/2020	001 010 576 80 31 00	PK-Operating Costs	Utility Spears/Joint Stiffener	\$36.35
					\$176.01

Vendor: Fastenal Company

Check Number: 50135

Invoice No	Check Date	Account Number	Account Name	Description	Amount
WAARN138984	4/8/2020	001 010 576 80 31 00	PK-Operating Costs	Bolts/Nuts/Washers	\$116.80
					\$116.80

Vendor: Feldman and Lee

Check Number: 50136

Invoice No	Check Date	Account Number	Account Name	Description	Amount
030120 FELDMAN	4/8/2020	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services March 2020	\$10,000.00
					\$10,000.00

Vendor: Fiske

Check Number: 50058

Invoice No	Check Date	Account Number	Account Name	Description	Amount
041620 FISKE	3/31/2020	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Meal BAC-SFST Marysville - Fiske	\$20.00
					\$20.00

Vendor: Flower World Inc

Check Number: 50137

Invoice No	Check Date	Account Number	Account Name	Description	Amount
87137	4/8/2020	001 010 576 80 31 00	PK-Operating Costs	Perennials	\$143.13
87139	4/8/2020	001 010 576 80 31 00	PK-Operating Costs	Flowers/Perennials	\$230.11
					\$373.24

Vendor: Fondse

Check Number: 50059

Invoice No	Check Date	Account Number	Account Name	Description	Amount
483384	3/31/2020	001 008 521 20 31 01	LE-Fixed Minor Equipment	Uniform Alterations - Fox/Dreher/Starkenburg	\$126.79
					\$126.79

Vendor: Foster

Check Number: 50060

Invoice No	Check Date	Account Number	Account Name	Description	Amount
41832	3/31/2020	001 008 521 20 42 00	LE-Communication	Laminated Paper Posters	\$33.14
					\$33.14

Vendor: Foster

Check Number: 50138

Invoice No	Check Date	Account Number	Account Name	Description	Amount
41854	4/8/2020	001 008 521 20 31 00	LE-Office Supplies	CV - Laminated Posters	\$66.27
					\$66.27

Vendor: Gardner

Check Number: 50139

Invoice No	Check Date	Account Number	Account Name	Description	Amount
760	4/8/2020	520 008 594 21 63 00	Capital Equipment	Install Chargeguard/Wire Cleanup/Fire Extinguisher PS-17-71	\$200.73
					\$200.73

Vendor: Glass By Lund Inc

Check Number: 50061

Invoice No	Check Date	Account Number	Account Name	Description	Amount
63840	3/31/2020	001 013 518 20 48 00	GG-Repair & Maintenance	Installed Insulated Glass 1819 S Lake Stevens Rd	\$299.75
					\$299.75

Vendor: Grainger

Check Number: 50062

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9489108572	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Tape Measure/Folding Utility Knife	\$164.97
					\$164.97

Vendor: Grainger

Check Number: 50140

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9489977836	4/8/2020	101 016 544 90 31 02	ST-Operating Cost	Liquid Bandage	\$17.72
					\$17.72

Vendor: Grange Supply Inc

Check Number: 50063

Invoice No	Check Date	Account Number	Account Name	Description	Amount
619744/4	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Propane	\$18.77
					\$18.77

Vendor: Grange Supply Inc

Check Number: 50141

Invoice No	Check Date	Account Number	Account Name	Description	Amount
619753/4	4/8/2020	101 016 544 90 31 02	ST-Operating Cost	Propane	\$10.85
					\$10.85

Vendor: Granite Construction Supply

Check Number: 50064

Invoice No	Check Date	Account Number	Account Name	Description	Amount
262_00080174	3/31/2020	410 016 531 10 31 00	SW-Clothing	Surveyors Vest	\$65.83
					\$65.83

Vendor: Green Dot Concrete LLC

Check Number: 50065

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3807	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Concrete	\$294.30
					\$294.30

Vendor: Griffen

Check Number: 50066

Invoice No	Check Date	Account Number	Account Name	Description	Amount
8Z0805328	3/31/2020	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	\$250.00
9Z0983474	3/31/2020	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	\$300.00

Vendor: HB Jaeger Co LLC

Check Number: 50067

Invoice No	Check Date	Account Number	Account Name	Description	Amount
U2016013758	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	PVC Coupling	\$4.54
					\$4.54

Vendor: HB Jaeger Co LLC

Check Number: 50142

Invoice No	Check Date	Account Number	Account Name	Description	Amount
U2016014369	4/8/2020	302 010 594 76 61 00	PM - Frontier Heights Capital	Watertight Solid Pipe - Frontier Heights	\$15,558.66
					\$15,558.66

Vendor: HDR Engineering Inc

Check Number: 50068

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1200254794	3/31/2020	304 016 595 60 60 05	Trestle/HOV Lane	Engineering Services - 20th Street BAT Lane Impr	\$18,577.21
					\$18,577.21

Vendor: HERC Rentals Inc

Check Number: 50143

Invoice No	Check Date	Account Number	Account Name	Description	Amount
31383014-001	4/8/2020	001 010 576 80 31 00	PK-Operating Costs	Stump Grinder Rental	\$258.03
					\$258.03

Vendor: Home Depot

Check Number: 50069

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1030039	3/31/2020	001 013 518 20 31 00	GG-Operating Costs	CV - Clorox Wipes/Scrub Sponges//Microwaves	\$180.15
1130109	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Lumber/Socket/Ratchet	\$99.98
1130109	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Lumber/Socket/Ratchet	\$99.97
3010025	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Conduit/Adapters - The Mill	\$147.98
6090562	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Drywall Shim/Bucket/Concrete Mix	\$117.93
6090562	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Drywall Shim/Bucket/Concrete Mix	\$117.92
7014408	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Pencils/Galvanized Nails/Concrete Mix	\$277.71
8010815	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Insulation	\$119.70
8010815	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Insulation	\$119.69
8010815	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Insulation	\$119.69
					\$1,400.72

Vendor: Honey Bucket

Check Number: 50070

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0551454604	3/31/2020	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Wyatt Park/Davies Beach	\$206.50
0551462960	3/31/2020	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Catherine Creek Park	\$150.15
0551474630	3/31/2020	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Swim Beach	\$170.15
					\$526.80

Vendor: Honey Bucket

Check Number: 50144

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0551468389	4/8/2020	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Community Garden	\$117.50
					\$117.50

Vendor: HSA Bank

Check Number: 50024

Invoice No	Check Date	Account Number	Account Name	Description	Amount
032520	3/25/2020	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contributions	\$456.24
					\$456.24

Vendor: HW Lochner Inc

Check Number: 50071

Invoice No	Check Date	Account Number	Account Name	Description	Amount
26	3/31/2020	301 016 544 40 41 02	17005 - 24th & 91st Ext Design	24th Street SE Extension Consulting	\$14,691.28
					\$14,691.28

Vendor: Industrial Bolt & Supply Inc

Check Number: 50072

Invoice No	Check Date	Account Number	Account Name	Description	Amount
725054-1	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Grinding Wheel/Welders Gloves/Protective Glasses	\$224.17
725354-1	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Grinding Wheel/Ceramic Cut Off Wheel	\$321.17
					\$545.34

Vendor: Iron Mountain Quarry LLC

Check Number: 50073

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0300389	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Rock	\$1,652.40
					\$1,652.40

Vendor: Iron Mountain Quarry LLC

Check Number: 50145

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0300655	4/8/2020	101 016 544 90 31 02	ST-Operating Cost	Rock - 20th Street Repair	\$560.35
0300712	4/8/2020	101 016 544 90 31 02	ST-Operating Cost	Rock - 20th Street Repair	\$747.13
					\$1,307.48

Vendor: J Thayer Company Inc

Check Number: 50074

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1440679-0	3/31/2020	001 007 559 30 31 00	PB-Office Supplies	Steno Notebooks	\$3.64
1440679-0	3/31/2020	001 013 518 20 31 00	GG-Operating Costs	Frames	\$31.85
1441581-0	3/31/2020	001 013 518 20 31 00	GG-Operating Costs	CV - Hand Sanitizer	\$87.15

1442165-0	3/31/2020	001 008 521 20 31 00	LE-Office Supplies	Paper/Pens/Post Its	\$700.31
1442687-0	3/31/2020	001 013 518 20 31 00	GG-Operating Costs	CV - Soap/Lysol Wipes/Paper Towels/Bleach Cleaner	\$130.78
1442687-1	3/31/2020	001 013 518 20 31 00	GG-Operating Costs	CV - Bleach Cleaners	\$164.81
1443080-0	3/31/2020	001 007 558 50 31 00	PL-Office Supplies	Folders	\$155.67
1443080-0	3/31/2020	001 013 518 20 31 00	GG-Operating Costs	Paper/Tape/Markers/Post Its/Binder Clips/Pens	\$195.75
1443085-0	3/31/2020	001 013 518 20 31 00	GG-Operating Costs	CV - Hand Soap	\$62.65
1444597-0	3/31/2020	001 004 514 23 31 00	FI-Office Supplies	Batteries	\$7.02
1444597-0	3/31/2020	001 005 518 10 31 00	HR-Office Supplies	Index Tabs	\$46.04
1444597-0	3/31/2020	001 007 559 30 31 00	PB-Office Supplies	Folders	\$65.66
1444597-0	3/31/2020	001 013 518 20 31 00	GG-Operating Costs	Batteries	\$57.61
C1439130-1	3/31/2020	001 013 518 20 31 00	GG-Operating Costs	Credit Soap Dispenser	(\$86.52)
					\$1,622.42

Vendor: J Thayer Company Inc

Check Number: 50146

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1443610-0	4/8/2020	001 013 518 20 31 00	GG-Operating Costs	CV - Mild Foam Handwash	\$68.66
1445758-0	4/8/2020	001 013 518 20 31 00	GG-Operating Costs	Paper Towels/Steno Books	\$30.55

Vendor: Keele

Check Number: 50075

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031620 KEELE	3/31/2020	001 000 362 00 00 04	Lundeen Shelter Rental	Refund Lundeen Rental 07/11/20 Due to COVID-19	\$120.00

Vendor: King County Directors Association Purchasing Dept

Check Number: 50076

Invoice No	Check Date	Account Number	Account Name	Description	Amount
300465654	3/31/2020	306 000 594 21 60 00	Police Dept Project Account	LSPD Training Room Chairs - Quote QT-09044-1	\$7,913.40

Vendor: Lake Industries LLC

Check Number: 50077

Invoice No	Check Date	Account Number	Account Name	Description	Amount
381164	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Asphalt Hauled In	\$472.00
38144	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Concrete/Asphalt Hauled In	\$928.00

Vendor: Lake Stevens Chamber of Commerce

Check Number: 50078

Invoice No	Check Date	Account Number	Account Name	Description	Amount
040120 CHAMBER	3/31/2020	001 013 518 90 49 01	GG-Chamber of Commerce	Contributions for VIC April 2020	\$1,500.00

Vendor: Lake Stevens Police Guild

Check Number: 50025

Invoice No	Check Date	Account Number	Account Name	Description	Amount
032520	3/25/2020	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	\$1,121.00

Vendor: Lake Stevens School District

Check Number: 50079

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0019200107	3/31/2020	001 008 521 20 32 00	LE-Fuel	Fuel	\$3,512.81
					\$3,512.81

Vendor: Lake Stevens Sewer District

Check Number: 50147

Invoice No	Check Date	Account Number	Account Name	Description	Amount
030120 LSSD	4/8/2020	001 010 576 80 47 00	PK-Utilities	Sewer - 12308 17th PI NE Acct 6659-02	\$25.00
					\$25.00

Vendor: Land Development Consultants Inc

Check Number: 50148

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20565	4/8/2020	305 010 594 76 60 00	North Cove Park Cap-Local	North Cove Park Plaza Design	\$6,994.55
20570	4/8/2020	305 010 594 76 60 00	North Cove Park Cap-Local	North Cove Park Plaza Design - Phase II	\$44,329.85
20611	4/8/2020	001 007 558 50 41 04	Permit Related Professional Sr	Permitting Review Services	\$8,798.75
20640	4/8/2020	301 016 595 61 64 02	18004 - S. Lake Stevens Rd	S Lake Stevens Rd Multi Use Path	\$879.54
					\$61,002.69

Vendor: Law Enforcement Information and Records Assoc

Check Number: 50149

Invoice No	Check Date	Account Number	Account Name	Description	Amount
142	4/8/2020	001 008 521 20 49 00	LE-Dues & Memberships	LEIRA 2020 Membership - J Ubert	\$50.00
251	4/8/2020	001 008 521 20 49 00	LE-Dues & Memberships	LEIRA 2020 Membership - LeBlanc	\$50.00
269	4/8/2020	001 008 521 20 49 00	LE-Dues & Memberships	LEIRA 2020 Membership - Starkenburg	\$50.00
323	4/8/2020	001 008 521 20 49 00	LE-Dues & Memberships	LEIRA 2020 Membership - Fox	\$50.00
414	4/8/2020	001 008 521 20 49 00	LE-Dues & Memberships	LEIRA 2020 Membership - Cooper	\$50.00
					\$250.00

Vendor: Lemay Mobile Shredding Inc

Check Number: 50150

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4654039	4/8/2020	001 008 521 20 41 01	LE-Professional Serv-Fixed	Shredding Services PD	\$17.26
					\$17.26

Vendor: LN Curtis & Sons

Check Number: 50080

Invoice No	Check Date	Account Number	Account Name	Description	Amount
INV368100	3/31/2020	001 008 521 20 31 01	LE-Fixed Minor Equipment	Short Sleeve Base Shirts	\$164.84
INV369510	3/31/2020	001 008 521 20 31 01	LE-Fixed Minor Equipment	Def Tech Stream	\$405.16
					\$570.00

Vendor: LN Curtis & Sons

Check Number: 50151

Invoice No	Check Date	Account Number	Account Name	Description	Amount
INV374149	4/8/2020	001 008 521 20 31 01	LE-Fixed Minor Equipment	Reflective Patch/Name Patch - Bassett	\$55.97
					\$55.97

Vendor: Lowes Companies

Check Number: 50081

Invoice No	Check Date	Account Number	Account Name	Description	Amount
928129	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Waterfall Foam Sealant	\$58.37
					\$58.37

Vendor: McNeil

Check Number: 50152

Invoice No	Check Date	Account Number	Account Name	Description	Amount
040320 MCNEIL	4/8/2020	001 000 362 00 00 04	Lundein Shelter Rental	Refund Lundein Rental 05/03/2020 Due to COVID-19	\$120.00
					\$120.00

Vendor: Method Barricade & Construction Supply LLC

Check Number: 50082

Invoice No	Check Date	Account Number	Account Name	Description	Amount
12699	3/31/2020	001 007 558 70 31 00	PL - Citywide Beautification	Eagel Ridge Park Sign	\$1,314.54
12715	3/31/2020	001 007 558 70 31 00	PL - Citywide Beautification	Davies Beach Sign	\$580.43
12739	3/31/2020	101 016 542 64 31 00	ST-Traffic Control - Supply	City of Lake Stevens Street Name Signs	\$327.47
12746	3/31/2020	101 016 542 64 31 00	ST-Traffic Control - Supply	City of Lake Stevens Street Name Signs/Dead End Signs	\$419.33
12754	3/31/2020	101 016 542 64 31 00	ST-Traffic Control - Supply	Pipe & Square Post Street Sign Brackets	\$148.24
12763	3/31/2020	101 016 542 64 31 00	ST-Traffic Control - Supply	City of Lake Stevens Street Name Signs	\$10,820.43
12773	3/31/2020	101 016 542 64 31 00	ST-Traffic Control - Supply	No Vehicle over 8000 LBS Signs	\$119.90
12778	3/31/2020	101 016 542 64 31 00	ST-Traffic Control - Supply	Street Name Sign	\$49.05
12783	3/31/2020	101 016 542 64 31 00	ST-Traffic Control - Supply	Heavy Duty Fixed Cross Piece	\$278.46
					\$14,057.85

Vendor: Method Barricade & Construction Supply LLC

Check Number: 50153

Invoice No	Check Date	Account Number	Account Name	Description	Amount
12638	4/8/2020	101 016 542 64 31 00	ST-Traffic Control - Supply	Street Signs	\$120.39
12800	4/8/2020	101 016 542 64 31 00	ST-Traffic Control - Supply	Flex-O-Line Pavement Tape	\$283.92
					\$404.31

Vendor: Mutual Materials Company

Check Number: 50083

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2177763	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Pro-Fit Ledge/Lath Metal/Mortar	\$920.65
					\$920.65

Vendor: Nationwide Retirement Solution

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
032520	3/25/2020	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	\$4,420.00
					\$4,420.00

Vendor: Ness

Check Number: 50084

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031820 NESS	3/31/2020	001 008 521 20 41 01	LE-Professional Serv-Fixed	Hearing Examiner Services	\$225.00
					\$225.00

Vendor: Northwest Parking Equipment Company Inc

Check Number: 50085

Invoice No	Check Date	Account Number	Account Name	Description	Amount
001	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Receipt Paper for Parking Meter at Davies Beach	\$196.58 \$196.58

Vendor: O Reilly Auto Parts

Check Number: 50086

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2757-475285	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Wiper Fluid/Wiper Blades	\$59.35
2960-166725	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Batteries	\$232.62
2960-169346	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Wiper Blades	\$47.07
2960-173711	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Coolant Hose/Towels	\$9.47
2960-173711	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Coolant Hose/Towels	\$9.47
2960-173711	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Coolant Hose/Towels	\$9.47
2960-173874	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Towels	\$32.59
2960-173874	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Towels	\$32.59
2960-173874	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Towels	\$32.59
2960-173877	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Cables	\$24.35
2960-173877	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Cables	\$24.34
2960-173877	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Cables	\$24.34
2960-173968	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	AnitiFreeze	\$39.93
2960-173968	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	AnitiFreeze	\$39.93
2960-173968	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	AnitiFreeze	\$39.93
2960-173969	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Oil Filters	\$6.33
2960-173969	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Oil Filters	\$6.32
2960-173969	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Oil Filters	\$6.32
2960-173979	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Motor Oil	\$25.94
2960-173979	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Motor Oil	\$25.94
2960-173979	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Motor Oil	\$25.94

\$754.83

Vendor: Ogden Murphy Wallace PLLC

Check Number: 50087

Invoice No	Check Date	Account Number	Account Name	Description	Amount
835465	3/31/2020	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services Feb 2020	\$15,531.40
835465	3/31/2020	001 011 515 41 41 01	Ext Consult - PRA	Legal Services Public Records Feb 2020	\$3,003.00
835465	3/31/2020	401 070 535 10 41 00	SE-Professional Service	Legal Services Sewer Feb 2020	\$4,070.00

\$22,604.40

Vendor: Outcomes by Levy LLC

Check Number: 50154

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2020-03-LS	4/8/2020	001 013 511 70 40 00	Lobbying Services	Legislative/Regulatory Consulting March 2020	\$5,015.17 \$5,015.17

Vendor: Pace Engineers Inc

Check Number: 50088

Invoice No	Check Date	Account Number	Account Name	Description	Amount
74860	3/31/2020	411 016 594 31 60 00	Decant Facility Project	Engineering Services Decant Facility	\$12,622.00
					\$12,622.00

Vendor: Pacific Rim Environmental Inc

Check Number: 50155

Invoice No	Check Date	Account Number	Account Name	Description	Amount
45648	4/8/2020	306 000 594 21 60 00	Police Dept Project Account	Asbestos Sampling/Testing 10518 18th St SE	\$2,915.00
45655	4/8/2020	306 000 594 21 60 00	Police Dept Project Account	Asbestos Sampling/Testing 1825 S Lake Stevens Rd	\$4,790.00

Vendor: Perteet Inc

Check Number: 50156

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20180104.003-3	4/8/2020	001 013 518 20 41 00	GG-Professional Service	2020 Citywide Safety Plan Services	\$4,726.25
					\$4,726.25

Vendor: Pilchuck Equipment Rental and Sales

Check Number: 50089

Invoice No	Check Date	Account Number	Account Name	Description	Amount
94412	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Concrete Saw Self Propelled - 20th St	\$680.17
					\$680.17

Vendor: Pilchuck Equipment Rental and Sales

Check Number: 50157

Invoice No	Check Date	Account Number	Account Name	Description	Amount
94677	4/8/2020	101 016 544 90 31 02	ST-Operating Cost	Roller Drum Rental	\$1,007.31
					\$1,007.31

Vendor: Pitney Bowes

Check Number: 50090

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3310919996	3/31/2020	001 013 518 20 45 00	GG-Rental & Services	Postage Machine Rental 01/23/20 - 04/22/20	\$353.32
					\$353.32

Vendor: Planning Association of Washington

Check Number: 50091

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1650	3/31/2020	001 007 558 50 41 00	PL-Professional Service	Job Posting - Senior Planner	\$100.00
					\$100.00

Vendor: Precision Turf Equipment LLC

Check Number: 50092

Invoice No	Check Date	Account Number	Account Name	Description	Amount
12088-43315	3/31/2020	530 016 594 48 60 00	Purchase Of Capital Equipment	Turf Tracer/Hydro Mower/Trimmer/Blower/Hedge Trimmer	\$9,811.71
					\$9,811.71

Vendor: Proforce Marketing Inc

Check Number: 50093

Invoice No	Check Date	Account Number	Account Name	Description	Amount
403721	3/31/2020	520 008 594 21 63 00	Capital Equipment	Firearm Accessories/Parts	\$571.32
					\$571.32

Vendor: Proforce Marketing Inc

Check Number: 50158

Invoice No	Check Date	Account Number	Account Name	Description	Amount
405651	4/8/2020	520 008 594 21 63 00	Capital Equipment	Firearms Accessories/Parts	\$4,800.96
					\$4,800.96

Vendor: Puget Sound Clean Air Agency

Check Number: 50094

Invoice No	Check Date	Account Number	Account Name	Description	Amount
Q2 2020 PSCAA	3/31/2020	001 013 553 70 41 00	GG - Air Pollution	Q2 2020 Clean Air Assessment	\$5,465.40
					\$5,465.40

Vendor: Puget Sound Energy

Check Number: 50095

Invoice No	Check Date	Account Number	Account Name	Description	Amount
22339471 0320	3/31/2020	001 012 575 50 31 00	CS- Pavillion - Ops	Natural Gas - The Mill	\$78.18
24316495 0320	3/31/2020	001 010 576 80 47 00	PK-Utilities	Natural Gas - City Shop	\$269.41
24316495 0320	3/31/2020	101 016 543 50 47 00	ST-Utilities	Natural Gas - City Shop	\$269.40
24316495 0320	3/31/2020	410 016 531 10 47 00	SW-Utilities	Natural Gas - City Shop	\$269.49
3723810 0320	3/31/2020	001 008 521 50 47 00	LE-Facility Utilities	Natural Gas - N Lakeshore Dr	\$158.10
					\$1,044.58

Vendor: Purchase Power

Check Number: 50096

Invoice No	Check Date	Account Number	Account Name	Description	Amount
01831977 0320	3/31/2020	001 007 558 50 42 00	PL-Communication	Postage	\$63.35
01831977 0320	3/31/2020	001 013 518 20 42 00	GG-Communication	Postage	\$236.65
					\$300.00

Vendor: Rexel USA Inc

Check Number: 50097

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0E85348	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	King Electrical	\$415.34
0E85348	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	King Electrical	\$415.34
0E85348	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	King Electrical	\$415.34
0F61203	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Lightswitch Covers/Dimmer/Electrical Tape	\$72.33
Y235720	3/31/2020	303 016 594 42 60 01	Fuel System Construction	Solar Area Light & Pole - Fuel Station	\$3,831.90
					\$5,150.25

Vendor: San Diego Police Equipment Co Inc

Check Number: 50159

Invoice No	Check Date	Account Number	Account Name	Description	Amount
641895	4/8/2020	001 008 521 20 31 01	LE-Fixed Minor Equipment	Ammo	\$1,115.29
					\$1,115.29

Vendor: Sherwin-Williams Co

Check Number: 50098

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0466-8	3/31/2020	001 012 572 20 31 00	CS- Library-Office & Operating	Paint - Library	\$33.71
					\$33.71

Vendor: Simply Rocks Inc

Check Number: 50160

Invoice No	Check Date	Account Number	Account Name	Description	Amount
34709	4/8/2020	302 010 594 76 61 06	PM - War Memorial	Boulders - War Memorial	\$4,493.53
					\$4,493.53

Vendor: Snohomish County 911

Check Number: 50161

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2392	4/8/2020	001 008 528 00 41 00	LE - SNO911	Dispatch Services	\$31,935.50
					\$31,935.50

Vendor: Snohomish County Dike District 2

Check Number: 50051

Invoice No	Check Date	Account Number	Account Name	Description	Amount
033120 DD	3/31/2020	410 016 553 50 41 00	SW-Diking District Contrib	ILA Accommodating Surface Water in Diking District 2	\$30,000.00
					\$30,000.00

Vendor: Snohomish County Human Service

Check Number: 50099

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I000526842	3/31/2020	001 013 566 00 41 00	GG - Liquor Tax to SnoCo	Q4 2019 Liquor Excise Taxes	\$2,233.42
					\$2,233.42

Vendor: Snohomish County PUD

Check Number: 50028

Invoice No	Check Date	Account Number	Account Name	Description	Amount
032620 PUD	3/26/2020	301 016 544 40 41 02	17005 - 24th & 91st Ext Design	Application Fee 91st Ave SE/24th St SE Road Extension	\$1,000.00
					\$1,000.00

Vendor: Snohomish County PUD

Check Number: 50100

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100420623	3/31/2020	001 012 575 51 47 00	CS - Grimm House Utilities	222484701 Grimm House Electric	\$31.60
108605211	3/31/2020	001 013 518 20 47 02	GG-Utilities for Rentals	222450314 - 1819 S Lake Stevens Rd Commercial	\$1,190.31
108606301	3/31/2020	001 010 576 80 47 00	PK-Utilities	222205049 Nourse Park Electric	\$24.72
111901067	3/31/2020	101 016 542 63 47 00	ST-Lighting - Utilities	200363505 Traffic Signal	\$90.65
111904138	3/31/2020	101 016 542 63 47 00	ST-Lighting - Utilities	200178218 Street Lights 8533 15th St NE	\$83.05
111904138	3/31/2020	101 016 542 63 47 00	ST-Lighting - Utilities	200178218 Traffic Signal 8718 17th St NE	\$164.61
115206359	3/31/2020	001 010 576 80 47 00	PK-Utilities	222191298 North Cove Park Water	\$53.18
121837284	3/31/2020	001 008 521 50 47 00	LE-Facility Utilities	203033030 Police Dept Electric	\$664.94
121837284	3/31/2020	001 008 521 50 47 00	LE-Facility Utilities	203033030 Police Dept Water	\$91.37
125159484	3/31/2020	001 010 576 80 47 00	PK-Utilities	222509887 Wyatt Park Electric/Water	\$46.74
125159485	3/31/2020	001 010 576 80 47 00	PK-Utilities	222509911 Wyatt Park Electric/Water	\$45.48

135061551	3/31/2020	101 016 542 63 47 00	ST-Lighting - Utilities	202013249 Traffic Signal 1933 79th Ave SE		\$105.41
135061551	3/31/2020	101 016 542 64 47 00	ST-Traffic Control -Utility	202013249 Traffic Signal 7441 20th St SE		\$82.79
141574407	3/31/2020	101 016 542 63 47 00	ST-Lighting - Utilities	202648705 Street Lights		\$59.82
141575554	3/31/2020	101 016 542 63 47 00	ST-Lighting - Utilities	205320781 SR92 Roundabout at 99th		\$55.37
141578832	3/31/2020	001 010 576 80 47 00	PK-Utilities	221908015 City Shop Mechanic		\$69.57
141578832	3/31/2020	101 016 543 50 47 00	ST-Utilities	221908015 City Shop Mechanic		\$69.56
141578832	3/31/2020	410 016 531 10 47 00	SW-Utilities	221908015 City Shop Mechanic		\$69.55
144919411	3/31/2020	001 010 576 80 47 00	PK-Utilities	200493443 Catherine Creek Park Electric		\$20.03
148197700	3/31/2020	001 010 576 80 47 00	PK-Utilities	221860174 Frontier Circle Park Electric		\$17.17
154747438	3/31/2020	101 016 542 63 47 00	ST-Lighting - Utilities	205338056 SR92 Roundabout at 113th		\$70.88
157947794	3/31/2020	001 008 521 50 47 00	LE-Facility Utilities	204719082 New PD Station Water/Electric		\$798.57
164346723	3/31/2020	001 010 576 80 47 00	PK-Utilities	203599006 City Shop Electric/Water		\$236.85
164346723	3/31/2020	101 016 543 50 47 00	ST-Utilities	203599006 City Shop Electric/Water		\$236.85
164346723	3/31/2020	410 016 531 10 47 00	SW-Utilities	203599006 City Shop Electric/Water		\$236.92
						\$4,615.99

Vendor: Snohomish County PUD

Check Number: 50162

Invoice No	Check Date	Account Number	Account Name	Description	Amount
138271322	4/8/2020	001 010 576 80 47 00	PK-Utilities	202340527 Decant Yard	\$6.72
138271322	4/8/2020	101 016 543 50 47 00	ST-Utilities	202340527 Decant Yard	\$6.72
138271322	4/8/2020	410 016 531 10 47 00	SW-Utilities	202340527 Decant Yard	\$6.73
154755475	4/8/2020	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Electric	\$170.05
154755475	4/8/2020	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Water	\$265.77
154755475	4/8/2020	001 012 557 30 40 01	CS - VIC Utilities	203582010 Visitor Information Center Electric	\$173.08
154755475	4/8/2020	101 016 542 63 47 00	ST-Lighting - Utilities	203582010 Street Lights	\$62.24
164351906	4/8/2020	101 016 542 63 47 00	ST-Lighting - Utilities	203731153 Traffic Signals	\$153.53
167576744	4/8/2020	101 016 542 63 47 00	ST-Lighting - Utilities	203728159 Traffic Signal	\$56.60
167580764	4/8/2020	101 016 542 63 47 00	ST-Lighting - Utilities	202988481 Street Lights	\$209.31
					\$1,110.75

Vendor: Snohomish County PW

Check Number: 50163

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I000528145	4/8/2020	101 016 542 64 48 00	ST-Traffic Control - R&M	Signal/Sign Repair & Maint Feb 2020	\$831.25
					\$831.25

Vendor: Snohomish County Sheriffs Office

Check Number: 50101

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2020-6244	3/31/2020	001 008 523 60 41 00	LE-Jail	Jail Services Feb 2020	\$21,678.00
2020-6265	3/31/2020	001 008 523 60 41 00	LE-Jail	Jail Services Medical Feb 2020	\$270.96
					\$21,948.96

Vendor: Sound Equipment Rental & Sales

Check Number: 50164

Invoice No	Check Date	Account Number	Account Name	Description	Amount
18129	4/8/2020	101 016 544 90 31 02	ST-Operating Cost	Excavator/Breaker Rental	\$866.55
					\$866.55

Vendor: Sound Publishing Inc

Check Number: 50102

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EDH885259	3/31/2020	001 007 558 50 41 03	PL-Advertising	LUA2019-0079 Frontier Heights Park Redev Cancellation	\$123.08
EDH892987	3/31/2020	001 007 558 50 41 03	PL-Advertising	LUA2019-0032 Infill Development CC PH	\$82.78
EDH893550	3/31/2020	001 007 558 50 41 04	Permit Related Professional Sr	LUA2020-0019 Callow Green Development	\$124.65
EDH893598	3/31/2020	001 013 518 30 41 01	GG-Advertising	Arts Commission Meeting Cancellation	\$19.67
EDH894144	3/31/2020	001 013 518 30 41 01	GG-Advertising	CC Cancel Meeting	\$19.67
EDH894339	3/31/2020	001 007 558 50 41 04	Permit Related Professional Sr	LUA2020-0040 Mountain View Short Plat	\$63.73
EDH894755	3/31/2020	001 007 558 50 41 04	Permit Related Professional Sr	Callow Green Devel Extended Comment Period	\$39.58
					\$473.16

Vendor: Sound Publishing Inc

Check Number: 50165

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EDH894357	4/8/2020	001 007 558 50 41 03	PL-Advertising	CC PH Cancellation	\$86.40
EDH895074	4/8/2020	001 007 558 50 41 04	Permit Related Professional Sr	LUA2020-0031 Hair Salon Conversion	\$81.21
EDH895078	4/8/2020	001 013 518 30 41 01	GG-Advertising	CC Meeting Change in Process/Location	\$73.97

Vendor: Sound Security Inc

Check Number: 50103

Invoice No	Check Date	Account Number	Account Name	Description	Amount
965657	3/31/2020	001 013 518 20 41 00	GG-Professional Service	Fire & Security Monitoring CH	\$571.04

Vendor: Sturgis

Check Number: 50104

Invoice No	Check Date	Account Number	Account Name	Description	Amount
032420 STURGIS	3/31/2020	001 000 362 00 00 04	Lundeen Shelter Rental	Refund Lundeen Rental 04/04/2020 Due to COVID-19	\$60.00

Vendor: Summit Law Group PLLC

Check Number: 50105

Invoice No	Check Date	Account Number	Account Name	Description	Amount
111600	3/31/2020	001 005 518 10 41 00	HR-Professional Services	Labor Negotiation Matters Feb 2020	\$7,508.30

Vendor: Tacoma Screw Products Inc

Check Number: 50106

Invoice No	Check Date	Account Number	Account Name	Description	Amount
18270990	3/31/2020	001 010 576 80 31 00	PK-Operating Costs	Gloves	\$111.55
18270990	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Gloves	\$111.55
18270990	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Gloves	\$111.55
18271762	3/31/2020	101 016 544 90 31 02	ST-Operating Cost	Steel Screws/Washers/Oil Absorbent Pads/Earplugs	\$55.01
18271762	3/31/2020	410 016 531 10 31 02	SW-Operating Costs	Steel Screws/Washers/Oil Absorbent Pads/Earplugs	\$55.01
					\$444.67

Vendor: Tageant

Check Number: 50107

Invoice No	Check Date	Account Number	Account Name	Description	Amount
021020 TAGEANT	3/31/2020	001 001 511 60 43 00	Legislative - Travel & Mtgs	Flights - US2 Corridor Meetings/Washington DC - Tagenat	\$695.20
030420 TAGEANT	3/31/2020	001 001 511 60 43 00	Legislative - Travel & Mtgs	Uber - US2 Corridor Meetings/Washington DC - Tagenat	\$24.15
030520 TAGEANT	3/31/2020	001 001 511 60 43 00	Legislative - Travel & Mtgs	Parking - US2 Corridor Meetings/Washington DC - Tagenat	\$56.69
030520 TAGEANT2	3/31/2020	001 001 511 60 43 00	Legislative - Travel & Mtgs	Hotel - US2 Corridor Meetings/Washington DC - Tagenat	\$1,239.16
					\$2,015.20

Vendor: Technological Services Inc

Check Number: 50108

Invoice No	Check Date	Account Number	Account Name	Description	Amount
16063	3/31/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Cooling System Inspection PT-16-65	\$356.66
					\$356.66

Vendor: Technological Services Inc

Check Number: 50166

Invoice No	Check Date	Account Number	Account Name	Description	Amount
16147	4/8/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Tire Repair A-07-40	\$18.67
					\$18.67

Vendor: Thyssenkrupp Elevator Corporation

Check Number: 50109

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3005144040	3/31/2020	001 008 521 50 47 00	LE-Facility Utilities	Monthly Elevator Service 1819 S Lake Stevens Rd	\$789.31
3005144040	3/31/2020	001 013 518 20 47 02	GG-Utilities for Rentals	Monthly Elevator Service 1819 S Lake Stevens Rd	\$789.31
					\$1,578.62

Vendor: TransUnion Risk and Alternative

Check Number: 50167

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4016011-2020021	4/8/2020	001 008 521 20 41 01	LE-Professional Serv-Fixed	TILO - Information Gathering Services Feb 2020	\$0.66
4016011-2020031	4/8/2020	001 008 521 20 41 01	LE-Professional Serv-Fixed	TILO - Information Gathering Services March 2020	\$54.50
					\$55.16

Vendor: UPS

Check Number: 50168

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0000074Y42130	4/8/2020	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$30.47
					\$30.47

Vendor: Vantagepoint Transfer Agents - 108991

Check Number: 50026

Invoice No	Check Date	Account Number	Account Name	Description	Amount
032520	3/25/2020	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	\$368.95
					\$368.95

Vendor: Vantagepoint Transfer Agents - 307428

Check Number: 50027

Invoice No	Check Date	Account Number	Account Name	Description	Amount
032520	3/25/2020	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	\$2,027.47
					\$2,027.47

Vendor: Washington State Criminal Justice

Check Number: 50110

Invoice No	Check Date	Account Number	Account Name	Description	Amount
201134137	3/31/2020	001 008 521 40 49 01	LE-Registration Fees	Registration - Handgun Instructor Level 2 - Wells	\$500.00
201134163	3/31/2020	001 008 521 40 49 01	LE-Registration Fees	Registration - Vascular Neck Restraints Instructor - Kilroy	\$275.00
201134185	3/31/2020	001 008 521 40 49 01	LE-Registration Fees	Registration - Control Tactics Level 2 Instructor - Kilroy	\$350.00
201134210	3/31/2020	001 008 521 40 49 01	LE-Registration Fees	Registration - Ground Survival Tactics Instructor - Kilroy	\$400.00
					\$1,525.00

Vendor: Washington State Farmers Market Assoc

Check Number: 50169

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2133	4/8/2020	001 013 518 20 31 00	GG-Operating Costs	2020 WSFMA Farmers Markets Dues	\$150.00
					\$150.00

Vendor: Washington State Patrol

Check Number: 50170

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I20006371	4/8/2020	633 000 589 30 00 10	Gun Permit - WSP Remittance	Weapons Permit Background Checks	\$465.00
					\$465.00

Vendor: Washington State Support Registry

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
032520	3/25/2020	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	\$543.50
					\$543.50

Vendor: Weed Graafstra & Associates Inc

Check Number: 50171

Invoice No	Check Date	Account Number	Account Name	Description	Amount
040220 WGA	4/8/2020	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services - General Matters	\$1,783.27
040220 WGA	4/8/2020	001 011 515 45 41 00	Ext Litigation - City Atty	Legal Services - General Matters	\$3,884.25

Vendor: Willards Pest Control Co

Check Number: 50172

Invoice No	Check Date	Account Number	Account Name	Description	Amount
265960	4/8/2020	001 013 518 20 41 00	GG-Professional Service	Pest Control City Hall	\$118.36
265962	4/8/2020	001 008 521 50 48 00	LE-Facility Repair & Maint	All Nuisance Ants Police Department	\$55.11

Vendor: WM Corporate Services Inc

Check Number: 50173

Invoice No	Check Date	Account Number	Account Name	Description	Amount
8884979-4968-3	4/8/2020	001 008 521 50 47 00	LE-Facility Utilities	Dumpster Service - Police Conference Center	\$185.32
8884979-4968-3	4/8/2020	001 013 518 20 47 02	GG-Utilities for Rentals	Dumpster Service - 1825 S Lake Stevens Rd Comm	\$501.04

\$686.36

Vendor: WMCA

Check Number: 50174

Invoice No	Check Date	Account Number	Account Name	Description	Amount
03271	4/8/2020	001 003 514 20 49 00	CC-Miscellaneous	2020 WMCA Membership - Crim	\$75.00
03273	4/8/2020	001 003 514 20 49 00	CC-Miscellaneous	2020 WMCA Membership - Pugh	\$75.00
					\$150.00

Vendor: WSAPT

Check Number: 50111

Invoice No	Check Date	Account Number	Account Name	Description	Amount
040819 WSAPT(2)	3/31/2020	001 007 559 30 49 01	PB-Staff Development	Reissue - 2019 Registration WSAPT Spring Conf - Meyers	\$200.00
120419 WSAPT(2)	3/31/2020	001 007 558 50 49 00	PL-Miscellaneous	Reissue - WSAPT Membership - Meyers/Fenrich	\$45.00
120419 WSAPT(2)	3/31/2020	001 007 559 30 49 00	PB-Miscellaneous	Reissue - WSAPT Membership - Meyers/Fenrich	\$45.00
					\$290.00

Vendor: Wynne and Sons Inc

Check Number: 50175

Invoice No	Check Date	Account Number	Account Name	Description	Amount
64743	4/8/2020	001 004 514 23 31 00	FI-Office Supplies	500 Window Security Envelopes	\$136.67
					\$136.67

Vendor: Zachor and Thomas Inc PS

Check Number: 50112

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20-LKS0003	3/31/2020	001 011 515 41 41 02	Ext Consult - Prosecutor Fees	Prosecution Services March 2020	\$12,900.00
					\$12,900.00

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

Tuesday, March 24, 2020

City Hall with Remote Access/Participation
1812 Main Street, Lake Stevens

CALL TO ORDER: 7:00 p.m. by City Clerk Kathy Pugh

ELECTED OFFICIALS PRESENT: Mayor Brett Gailey, Councilmember Shawn Frederick

**ELECTED OFFICIALS
PARTICIPATING REMOTELY:** Councilmembers Kim Daughtry, Gary Petershagen, Mary Dickinson, Anji Jorstad, Steve Ewing and Marcus Tageant

ELECTED OFFICIALS ABSENT: None

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Public Works Director Eric Durpos, Human Resources City Clerk Kathy Pugh, City Attorney Greg Rubstello

**STAFF PARTICIPATING
REMOTELY:** Finance Director Barb Stevens, Community Development Director Russ Wright, Director Anya Warrington, Human Resources/Executive Assistant Julie Good, Police Chief John Dyer, City Attorney Greg Rubstello, Deputy City Clerk Adri Crim, IT Manager Troy Stevens, City Engineer Grace Kane

OTHERS:

City Clerk Kathy Pugh opened the meeting at 7:00 p.m. Clerk Pugh noted for the record the meeting was being conducted utilizing Zoom internet access and dial-in, provided to the public. Additionally, for any public in attendance the meeting was broadcast to the parking lot. Clerk Pugh noted for the record elected officials and staff who were present by name.

Clerk Pugh then explained because the meeting is remote, staff is requesting public comment not be taken and clarified the public was advised of this in advance of the meeting and invited to submit written public comment either by email or mail. One email was received, sent directly to Council. The comment was received from Dave Schultz, who proposed an amendment to the Lake Stevens Municipal Code regarding the definition of WATV's. That public comment has been made part of the Council packet official record.

Clerk Pugh asked that Consent Agenda Item K, Resolution 2020-07 Revising Personnel Policy 4.19 also be removed from the agenda. She asked that councilmembers and staff identify themselves before speaking and said voting will be by roll call.

She then turned the meeting over to Mayor Gailey.

Pledge of Allegiance: Mayor Gailey led the Pledge of Allegiance.

Roll Call: All present.

Approval of Agenda: Motion by Councilmember Frederick, second by Councilmember Jorstad, to approve the agenda with the removal of Public Comment and Item K (correctly Item J), Resolution 2020-07 as requested by Staff. On roll call vote the motion carried (7-0-0-0).

Citizen Comments: Removed from Agenda.

Council Business:

- Councilmember Daughtry: Snohomish County Cities for Improved Transportation (SCCIT), transportation TIB funding.
- Councilmember Petershagen: Sewer Utility Committee, requested WATV's be added to the next work session to discuss the public comment submitted to Councilmembers. There was consensus to do so.
- Councilmember Ewing: Appreciated all the updates provided by staff regarding coronavirus.
- Councilmember Frederick: Thanked Mayor for thoughtful implementation of mitigation strategies in response to coronavirus.
- Councilmember Dickinson: Senior Center and appreciated Mayor's recent video.
- Councilmember Tageant: Long-range planning meeting with Administrator Brazel and Directors Wright and Durpos, Sewer Utility Committee.

Mayor's Business: Mayor Gailey thanked and appreciated city staff at all levels for their work and response to coronavirus concerns. Mayor Gailey said his focus is (1) that citizens are taken care of and hygiene and safe distancing protocols are followed, and (2) the economy for both large and small businesses continues to move forward. Mayor Gailey also participated in the Sewer Utility Committee meeting. Mayor Gailey requested Council ratify the emergency order dated March 23, 2020 and the clarification order dated March 24, 2020.

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Dickinson, to ratify the March 23, 2020 Emergency Order and the March 24, 2020v Clarification of Emergency Order. On roll call vote the motion carried (7-0-0-0).

City Department Report:

- City Administrator Gene Brazel: Phone in meeting today and being held twice a week with school district, library, police, senior center to check in on all statuses related to COVID-19; Friday meeting with senior care facilities.
- Public Works Director Eric Durpos: Clarified the TIB funding for 20th Street SE is from the Urban Arterial Program and continues to be in place.
- Finance Director Barb Stevens: Telecommuting update for Finance, payroll/AP, financial reports, phone line auto attendant.
- IT Manager Troy Stevens: The Mill technology equipment, laptops issued for remote work and remote connectivity.
- Community Development Director Russ Wright: Most of team working remotely, priority is keeping permits open with staggered shifts, parks are open with playgrounds and restrooms closed.
- Human Resources Director Anya Warrington: City Hall is now closed to the public, staying up with coronavirus situation as it evolves including CDC and other guidelines, telecommuting.
- Human Resources/Executive Assistant Julie Good: Banner added to the web page for information and links related to COVID-19.

- Police Chief John Dyer: Message to community is business as usual. Nonemergency calls are handled by phone or online reporting. Working through scheduling rotations related to coronavirus. Records clerk and some detectives working remotely, and field officers are minimizing exposure.

Councilmember Daughtry commented the Chamber of Commerce has a list of businesses that are open on its web page.

Consent Agenda:

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Frederick, to approve:

- A. 2020 Vouchers [Payroll Direct Deposits of \$234,658.36, Payroll Check No. 49918-49921 totaling \$5,185.77, Electronic Funds Transfers (ACH) of \$301,956.87, Claims Check Nos. 49922-50021 totaling \$899,061.18, Void Check Nos. 49818, 49834, 49843, 49867, 49869, 49885 and 49887 totaling \$1,199.00, Total Vouchers Approved: \$1,439,663.18
- B. City Council Special Meeting Minutes of February 28-29, 2020;
- C. City Council Regular Meeting Minutes of March 10, 2020;
- D. Vactor Lease/Option to Purchase;
- E. Interlocal Agreement with Diking District 2;
- F. Bid Award and Contract with Granite Construction for Overlay of Main Street and 99th Avenue SE;
- G. Bid Award and Contract with SRV Construction for 20th Street SE;
- H. Public Works Contract with Perteet re 20th Street SE Construction;
- I. Ordinance 1080 re Zoning Code Update;
- J. [Removed].

On roll call vote the motion carried (7-0-0-0).

Public Hearing: None.

Action Items: None.

Discussion Items: None.

Citizen Comments: Removed.

Executive Session: None.

Mayor Gailey closed by saying the last couple of weeks have been remarkable. He is watching the city hall technology evolve and change; it has come a long way to be able to hold a remote meeting, and city staff is showing flexibility and adaptability to new tools in this challenging time.

Adjourn:

Moved by Councilmember Frederick, seconded by Jorstad, to adjourn the meeting at 7:29 p.m.
On vote the motion carried (7-0-0-0).

Brett Gailey, Mayor

Kathy Pugh, City Clerk



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

Tuesday, April 7, 2020
By Remote Participation

CALL TO ORDER: 7:00 p.m. by Mayor Brett Gailey

ELECTED OFFICIALS PRESENT: Mayor Brett Gailey

ELECTED OFFICIALS
PARTICIPATING REMOTELY: Councilmembers Kim Daughtry, Gary Petershagen, Shawn
Frederick, Mary Dickinson, Anji Jorstad, Steve Ewing,
Marcus Tageant

ELECTED OFFICIALS ABSENT: None

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, City Clerk Kathy Pugh

STAFF MEMBERS
PARTICIPATING REMOTELY: Finance Director Barb Stevens, Community Development
Director Russ Wright, Public Works Director Eric Durpos,
Police Chief John Dyer, Human Resources Director Anya
Warrington, Human Resources Specialist Julie Good,
Deputy City Clerk Adri Crim, City Attorney Greg Rubstello;
Parks Planning and Development Coordinator Jill Meis

OTHERS:

Mayor Gailey opened the meeting at 7:00 p.m. He noted for the record that Councilmembers and staff are participating remotely and identified those in attendance.

Pledge of Allegiance: Mayor Gailey led the Pledge of Allegiance.

Roll Call: All present.

Approval of Agenda: Mayor Gailey requested that Citizen Comment be removed from the agenda.

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Frederick, to approve the agenda with the removal of Citizen Comments. On roll call vote the motion carried (7-0-0-0).

Citizen Comments:

Council Business:

- Councilmember Daughtry: Missed SCCIT meeting today as he was attending a Lake Stevens Chamber of Commerce meeting related to COVID-19.
- Councilmember Petershagen: Requested discussion be added to a future agenda regarding extending Building Permit deadlines.

- Councilmember Frederick: Provided an update on the Snohomish Health District response to COVID-19, including meeting with Admiral Bono regarding Personal Protection Equipment logistics and prioritization, and partnerships with other agencies regarding testing and testing capacity.
- Councilmember Jorstad: Said she has been very impressed with the response of Snohomish Health District and other agencies to this pandemic.
- Councilmember Ewing: Thanked everyone for their efforts in responding to COVID-19.
- Councilmember Dickinson: Thanked the Police Department and other frontline responders for their work in responding to COVID-19.

Mayor's Business: Mayor Gailey reported the city is projecting budget shortfalls and he and department heads are currently examining budgets to identify where savings can be made; his primary goals are to keep staff employed and to ensure that the city and its economy are functioning. He is working to form coalitions and alliances with other cities for the receipt of federal and CARE funds; the distribution of these relief funds is dependent on how they are earmarked in the legislation. Mayor Gailey said the city recently purchased a subscription with ClearGov that will provide budget transparency and it should be up and running in the near future. Mayor Gailey concluded, saying he and staff are meeting with the Sewer District on the status of various projects within the city.

City Department Report:

- City Administrator Gene Brazel: Updated on his COVID-19 checkup with community partners including the Senior Center, Lake Stevens School District, Lake Stevens Sewer District and Library. The school district is concerned about the 2020 graduating seniors.
- Community Development Director Russ Wright: Staff is working to ensure building and land use permit applications continue to move forward. Responding to Councilmember Petershagen's comments regarding extending building and land use permits, Director Wright said he will bring forward an ordinance formalizing a process to extend permit deadlines for 180 days.
- City Attorney Greg Rubstello: Agreed with Director Wright that permit deadlines can be extended with an ordinance.
- Finance Director Barb Stevens: Reiterated Mayor Gailey's comments regarding revenues and expenditures. Director Stevens said there is a delay in receiving the 2018-2019 accountability audit report; in working with the Auditor's Office it was decided to move forward with a two-year audit which expands the previous audit at a cost savings to the city.
- Human Resources Director Anya Warrington: Said COVID-19 information is being provided to the public using the city's web and Facebook pages. Director Warrington commented on the Family First policy effective April 1, 2020 and reminded of the Wellness Resources that were emailed to all staff.
- Public Works Director Eric Durpos: Said Public Works crews are in a high risk area of employment and shifts have been staggered and employees are assigned to specific projects to limit contact. Director Durpos provided a brief update on The Mill and South Lake Stevens Road projects, noting both projects have slowed down and staff is working to keep them moving forward.

Councilmember Daughtry asked about the War Memorial project and Mayor Gailey responded he has deemed it an essential project and work is scheduled to begin this coming Monday.

- Chief of Police John Dyer: Provided a brief update on staffing levels and new hires, and said he is very proud of his staff during this time. Chief Dyer said the Police Department building project continues to move forward, and he recognized Human Resources for all the assistance they have been providing.

Consent Agenda: None.

Public Hearing: None.

Action Items:

Temporary Hazardous Duty Compensation: Human Resources Director Warrington presented the staff report and said this policy is an interim policy providing hazardous duty compensation to employees including patrol officers, public works field employees and building inspectors due to their higher risk of exposure to COVID-19 while working in the field. Staff recommends the policy be retroactively effective from March 5, 2020, the date of the Mayor's Declaration of Emergency. As an interim policy it will be reviewed every two weeks and will terminate when it is no longer needed. The recommendation is for eligible employees to receive a flat rate per day supplement to their base pay, regardless of rank or seniority, as this is more equitable. Director Warrington reviewed the proposed pay rates and said building inspectors would receive the hazard pay only on days they are actually in the field. She then invited Councilmembers' questions.

Responding to Councilmember Tageant, Director Warrington said both the Teamsters Union and Police Guild are happy with this proposal.

In response to Councilmember Daughtry's question, Director Warrington said this pay does not extend to the front desk staff as the City Hall building is closed to the public.

Mayor Gailey said since this policy is in direct response to COVID-19 it is eligible for reimbursement.

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Frederick, to approve the establishment of a Temporary Hazardous Duty Compensation Policy, providing retroactive hazardous duty pay from March 5, 2020 in furtherance of the Mayor's March 5, 2020 Emergency Declaration. On roll call vote the motion carried (7-0-0-0).

Discussion Items:

Affordable Housing Legislation: Director Wright presented the staff report and provided a brief history, saying Council previously approved Resolution 2019-15 declaring their intent to enact legislation authorizing the maximum capacity of the sales and use tax authorized by Senate House Bill 1406 for funding affordable housing. Director Wright reminded this is not a new or increase in sales tax, but rather allocation of an existing sales tax. He explained the revenue realized for affordable housing in Lake Stevens will not be significant, but the City is already a member of the Alliance for Housing Affordability, and SHB 1406 provides that cities can pool the collected funds to be used for affordable housing.

Discussion ensued with Councilmember Petershagen noting affordable housing projects may not be within the Lake Stevens community. Councilmember Jorstad asked if there is a provision

to allow another entity to administer the collected revenues so that Lake Stevens sees some benefit and Director Wright responded there is language to that effect in the recitals. Councilmember Daughtry believes the best use for these funds is providing affordable housing around a transit station and he supports pooling collected revenues.

Director Wright confirmed there is consensus to bring this ordinance forward for approval at the next Council meeting.

Ballot Titles: City Administrator Brazel reminded at the February retreat Council provided direction to staff to move forward with placing Fireworks and a Transportation Benefit District on the August ballot. He explained the deadline for providing the ballot titles and required information to Snohomish County Elections is May 8. The required information includes identifying people for the pro and con committee. Given the current COVID-19 concerns and financial burdens citizens are under Administrator Brazel said it is important citizens are not excluded from these processes and he requested direction from Council on how to proceed.

Discussion ensued and Director Wright responded to Councilmember Daughtry's question regarding annexation, saying there is new state legislation that simplifies the annexation process and his recommendation is to first try annexation through an interlocal agreement with the county using the new tools the legislature provided.

Councilmember Tageant supports waiting until later next year to move ballot measures forward with Councilmembers Daughtry and Ewing in agreement.

Finance Director Stevens explained the cost for running one or all ballot titles is approximately \$35,000 this year. If the City waits until the general election in 2021 there is no additional cost as it is an election cycle for councilmembers.

Mayor Gailey confirmed Council direction is to delay the fireworks and Transportation Benefit District vote to the general election in 2021 and to move forward with annexation utilizing the new tools provided by the state legislature.

Amendment to LSC 10.03.150 re Approval Process for Alcohol in Public Facilities and Parks: Parks Planning and Development Coordinator Jill Meis presented the staff report and reviewed Council previously provided direction to amend the code to allow administrative approval of requests for alcohol at private events held at The Mill. She noted the request would be made as part of the application process and if granted, the applicant would be required to apply to the Washington State Liquor & Cannabis board for a permit. Coordinator Meis next reviewed an optional revision to the code to allow for administrative approval for requests for alcohol in the park. These requests are typically made in conjunction with Aquafest and Music in the Park, and currently Council reviews and approves them.

Discussion ensued with Councilmember Daughtry commenting he does not recall Council ever denying a request for alcohol and Councilmembers Tageant and Dickinson supporting an administrative approval process. Councilmember Tageant commented there are controls in place and Police Chief Dyer said to his knowledge there have not been problems at events where alcohol was allowed.

Coordinator Meis confirmed Council's direction to bring the code amendment forward for approval, including the option for administrative approval for requests for alcohol in the park.

Sign Code Update: Director Wright presented the staff report and reviewed the proposed changes to the sign code. He commented the proposed code is streamlined and strikes a mid-ground between the city's current code and Everett's sign code. Director Wright commented the one area left open is establishing a baseline for temporary signs, and with that direction from Council it is his recommendation to move forward with a public hearing. He said the existing code has also been reviewed for consistency, and added this is an opportunity to determine what types of temporary signs will be allowed. Director Wright requested Council input.

Councilmember Tageant said he is not a fan of temporary signs such as those that hung on the side of the Red Barn, but at the same time he does not want to over-regulate signs.

Councilmember Daughtry commented some sign types are in the code and others are not. Director Wright explained this is directed to temporary signs and if a specific sign type is not defined it is not allowed.

Councilmember Jorstad said she is confused by the reference of "16 square feet" vs. "32 square feet per side," and Councilmember Daughtry suggested removing the "per side" language. Councilmember Daughtry also asked about blade and feather signs, and Director Wright responded blade signs are defined in the commercial portion of the sign code; he will add a definition of blade signs in the temporary sign code.

There was additional discussion regarding banners and Councilmember Daughtry suggested banners need to be allowed through an event permit.

Councilmember Petershagen commented on temporary signs in the public right-of-way and asked about temporary signs placed on shoulders. Director Wright responded if there is not a sidewalk, the reason for not allowing signs is to avoid creating a shoulder obstruction.

City Attorney Rubstello added the idea is to keep signs out of areas, such as shoulders, where vehicles need to go, and also to protect pedestrian movement. Councilmember Petershagen agreed with this and Attorney Rubstello said the language can be clarified.

Discussion returned to size limitations, the placement of signs measuring from the ground to the bottom of the sign, and the "per side" references. Director Wright explained the "per side" language is a common and accepted reference and that most signs are two-sided. Attorney Rubstello suggested the language could be changed to "front and back".

There was discussion regarding spacing requirements for signs placed in public right-of-way, defining how soon in a construction project signage can be placed and defining how much space can be covered by signage on the fronts of businesses. Chief Dyer said as far as signs placed in windows and doors at the front of businesses it is helpful to police to have a clear line of sight into these businesses, and Councilmember Daughtry suggested partnering with the Chamber to educate businesses.

Councilmembers Petershagen and Daughtry will provide proposed changes to Director Wright.

Amendment of LSCM 7.30 re WATVs: Chief Dyer provided a history of this code language allowing WATV's on city streets where the speed limit is 35 mph or less, and reminded Council deliberately did not allow smaller quads as they are not designed for street use and have a design flaw making them susceptible to tipping over.

Councilmember Daughtry recalled the Council specifically discussed this and supported Chief Dyer in not allowing the smaller quads on city streets. Councilmember Daughtry suggested if the smaller quads are allowed, they should be under the same rules as motorcycle riders, including requiring licensing, insurance and helmets.

Chief Dyer explained there is not a certification or testing program for off road vehicles including the smaller quads that would provide the driver with an endorsement. He added surrounding jurisdictions allowing these smaller quads have direct connection to recreation areas suited to WATV use.

Councilmember Tageant does not support a change to the definitions, saying the smaller quads are not roadworthy.

Councilmember Petershagen agreed with the comments made by Councilmembers Tageant and Daughtry, and Councilmember Dickinson does not support a change to the code.

Mayor Gailey suggested the language suggested by Councilmember Daughtry requiring riders of smaller quads to meet the same licensing and safety requirements as motorcycle riders be brought forward in an ordinance and the Council can then vote to either approve or not approve. There was general agreement to move forward in this fashion.

Executive Session: None.

Adjourn:

Moved by Councilmember Tageant, seconded by Councilmember Dickinson, to adjourn the meeting at 8:38 p.m. On roll call vote the motion carried (7-0-0-0).

Brett Gailey, Mayor

Kathy Pugh, City Clerk



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda

Date: April 14, 2020

Subject: Title 10 Code Amendment Allowing Alcohol in Parks and Facilities

Contact Person/ Jill Meis, Parks Planning and
Department: Development Coordinator

Budget Impact: N/A

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Approve Ordinance 1083 amending LSMC 10.03.150 to allow alcohol in public facilities in certain circumstances and to allow for administrative approval of requests for alcohol in public facilities and parks.

SUMMARY/BACKGROUND:

In developing the facility use policy for the Mill, City Council expressed a desire to allow staff approval of alcohol with the rental of the facility rather than by Council approval as is currently required pursuant to LSMC 10.03.150. A code amendment is required to allow review and approval of alcohol in a city facility at a staff level.

At the April 7, 2020 workshop City Council was briefed on expanding the code amendment to allow alcohol in the park requests to be reviewed administratively as well as within city facilities. City Council requested the optional language be included in the final ordinance.

Ordinance 1083 provides for staff review and approval by the director or designee for alcohol sale and consumption in parks and facilities. The code amendment also updates the name of the former Liquor Control board to the Liquor and Cannabis Board.

APPLICABLE CITY POLICIES:

BUDGET IMPACT: n/a

ATTACHMENTS:

- Exhibit A: Ordinance 1083

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

ORDINANCE NO. 1083

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON
AMENDING LAKE STEVENS MUNICIPAL CODE (LSMC) SECTION 10.03.150.
ENTITLED “INTOXICATING LIQUOR AND DRUGS PROHIBITED”; ADDING
STAFF REVIEW AND APPROVAL OF ALCOHOL IN THE PARK IN CERTAIN
CIRCUMSTANCES; REMOVING CITY COUNCIL REQUIREMENT TO
REVIEW; AND ADDING SUBSECTION 10.03.150(b) ALLOWING ALCOHOL IN
CITY FACILITIES IN CERTAIN INSTANCES TO BE REVIEWED
ADMINISTRATIVELY; PROVIDING FOR SEVERABILITY, SUMMARY
PUBLICATION BY ORDINACE TITLE ONLY AND AN EFFECTIVE DATE.**

WHEREAS, the City of Lake Stevens owns, operates and manages a number of public parks and outdoor recreation facilities within the City; and

WHEREAS, the City has the authority to regulate conduct within public parks in the City, and has enacted such regulations in LSMC 10.03; and

WHEREAS, the City Council has identified the need for an administrative approval process for alcohol service during authorized City events for enhanced efficiency; and

WHEREAS, the City has constructed The Mill on Lake Stevens for the purpose of hosting private and public events; and

WHEREAS, the City Council has stated its support of regulations that allow renters of public facilities to provide alcohol within fully enclosed public buildings and outdoors during events in parks; and

WHEREAS, the City Administration will continue to review and condition the permitting of alcohol during events in parks with consideration for public safety; and

WHEREAS, administrative review will include a review of separation of alcohol distribution and consumption areas on a site plan; and

WHEREAS, the City will continue to require a permit by the Washington State Liquor and Cannabis Board; now, therefore,

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

Section 1. Section 10.03.150 of the Lake Stevens Municipal Code is amended to read as follows:

(a) No person shall bring into any park or consume by mouth, inhalation, or injection, or possess while in any park, any intoxicating liquor, narcotic, or dangerous drugs or consume by any method any material or substance (such as glue, for example) capable of producing a state of intoxication or euphoria; provided, however, that this section shall not be applied to any person consuming a drug obtained by such person by lawful prescription and taken pursuant to the medical direction of a licensed health care practitioner; further provided, the Director or Designee ~~the City Council~~ may permit the sale and consumption of

alcoholic beverages within a confined licensed area pursuant to an event permit issued by the City and a permit issued by the Washington State Liquor and Cannabis Board ~~Control Board~~ subject to reasonable conditions. Any application to the City Council for such a permit shall include a site plan identifying the specific areas to be licensed. In granting such a permit, the Director Council may apply restrictions reasonably calculated to comply with the purpose of the Public/Semi-Public Zone as set forth in the Lake Stevens Land Use Ordinance

Section 2. Lake Stevens Municipal Code Chapter 10.03 Park Rules and Regulations is amended to add a new subsection 10.03.150(b) as follows:

(b) Alcohol may be served or sold within a fully enclosed city building pursuant to an approved rental agreement or event permit that includes permission by the Director or designee and a permit issued by the Washington State Liquor and Cannabis Board.

Section 3. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 4. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force and effect five days after its publication in the City's official newspaper.

PASSED by the City Council of the City of Lake Stevens this _____ day of April 2020.

Brett Gailey, Mayor

ATTEST/AUTHENTICATION:

Kathy Pugh, City Clerk

APPROVED AS TO FORM:

Greg Rubstello, City Attorney

First and Final Reading: April 24, 2020
Published: _____
Effective Date: _____



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council
Agenda Date: April 14, 2020

Subject: Ordinance 1082 for Sales and Use Tax for Affordable Housing

Contact Person/Department: <u>Russ Wright, Community Development</u>	Budget Impact: \$0 to implement
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RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Adopt **Ordinance 1082** to authorize a sales and use tax for affordable and supportive housing in accordance with Substitute House Bill 1406, and other matters related thereto.

SUMMARY/BACKGROUND: During the 2019 Regular Session of the Washington State Legislature, Substitute House Bill 1406 was approved by the Legislature and signed into law by the Governor. SHB authorizes the governing bodies of a city to impose a local sales and use tax for the acquisition, construction or rehabilitation of affordable housing or facilities that provide supportive housing. SHB 1406 also provides for operations and maintenance costs of affordable housing for cities with populations of 100,000 or less.

Under SHB 1406 the tax will be credited against state sales tax already collected within Lake Stevens and does not result in higher sales and use taxes within the city limits. These funds represent an additional funding source to address housing needs within the city and are only available to persons whose income is at or below 60% of the city's median income.

Council adopted Resolution 2019-15 declaring its intent to adopt legislation to authorize a sales and use tax for affordable and supportive housing in accordance with Substitute House Bill 1406 on November 12, 2019. Council concurred that it wished to adopt an ordinance authorizing a sales tax credit, but not an additional qualifying local tax. A draft ordinance is attached.

The City is a member of the Snohomish County Affordable Housing Consortium, and it is likely that member cities will pool funding received under SHB to provide affordable housing within the service area of member cities.

Council reviewed and discussed a draft ordinance at its April 7, 2020 meeting. Following discussion there was general direction provided to move forward with this ordinance on the consent agenda. Council at that meeting was also generally supportive of pooling funding received under SHB 1406 to provide affordable housing within the service area of member cities. This would likely take place through Snohomish County Alliance for Affordable Housing.

APPLICABLE CITY POLICIES:

BUDGET IMPACT: None

ATTACHMENTS:

- Exhibit A: Ordinance 1082

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

ORDINANCE NO. 1082

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, AUTHORIZING THE MAXIMUM CAPACITY OF A LOCAL SALES AND USE TAX TO FUND INVESTMENTS IN AFFORDABLE AND SUPPORTIVE HOUSING, TO BE CODIFIED AS CHAPTER 3.30 OF THE LAKE STEVENS MUNICIPAL CODE; PROVIDING FOR SEVERABILITY; PUBLICATION BY ORDINANCE TITLE ONLY AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Chapter 338, Laws of 2019, authorizes county and city legislative authorities to implement a local sales tax to fund affordable or supportive housing; and

WHEREAS, the Lake Stevens City Council, in accordance with Washington State Legislature Chapter 338, Laws of 2019 adopted Resolution 2019-15, a resolution of intent to authorize the maximum capacity of a sales and use tax within six months of the effective date of Chapter 338, Laws of 2019 on November 12, 2019; and

WHEREAS, the City of Lake Stevens intends to impose the maximum local sales and use tax authorized under Chapter 338, Laws of 2019 within one year of the date on which said law takes effect; and

WHEREAS, the local sales and use tax will be credited against the state sales and use tax so that the total tax paid by the consumer will not increase; and

WHEREAS, a city may bond against the revenue generated by this tax; and

WHEREAS, the local sales and use tax revenue shall be spent on acquiring, rehabilitating, constructing affordable housing or supportive housing, or rental assistance and other related expenditures as authorized by Chapter 338, Laws of 2019; and

WHEREAS, a city may enter into an interlocal agreement with one or more other counties, cities, or housing authorities to provide affordable or supportive housing; and

WHEREAS, cities imposing the tax must submit annual reports on the collection and uses of the revenue to the Department of Commerce; and

WHEREAS, the Department of Revenue requires 30 days' notice of adoption of sales tax credits and the credit will then take effect on the first day of the month following the 30-day period; and

WHEREAS, the City has determined it is in the best interest of the City and its residents to begin implementation of the tax and then later determine the process for the distribution of the funds collected to meet the requirements of Chapter 338, Laws of 2019;

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

SECTION 1. A new chapter 3.30 of the Lake Stevens Municipal Code, entitled "Sales and Use Tax for Affordable Housing," is hereby adopted to read as follows:

Ord. No. 1082 – Affordable Housing Sales Tax Credit

Chapter 3.30 Sales and Use Tax for Affordable Housing

3.30.010 Definitions

3.30.020 Imposition of Sales and Use Tax for Affordable Housing

3.30.030 Purpose of Tax

3.30.040 Reporting

3.30.050 Expiration

3.30.010 Definitions.

“Participating city” is a city that imposes a sales and use tax in accordance with the terms of Chapter 338, Laws of 2019.

“Taxable event” means any retail sale, or any use, upon which a state tax is imposed pursuant to chapter 82.08 or 82.12 RCW, as they now exist or may hereafter be amended. However, the term does not include a retail sale taxable pursuant to RCW 82.08.150, as now or hereafter amended.

3.30.020 Imposition of Sales and Use Tax for Affordable Housing.

(a) **Imposition.** The City of Lake Stevens is a Participating city. Pursuant to Chapter 338, Laws 2019, there is authorized, fixed and imposed a sales and use tax on every Taxable event. The tax shall be imposed upon and collected from those persons from whom the state sales or use tax is collected pursuant to Chapters 82.08 and 82.12 RCW.

(b) **Rate.** The rate of the tax imposed by Chapter 3.30 LSMC shall be the maximum rate permitted cities under Chapter 338, Laws of 2019.

(c) **Deduction.** The tax imposed under this chapter must be deducted from the amount of tax otherwise required to be collected or paid to the Department of Revenue under Chapters 82.08 or 82.12 RCW.

3.30.030 Purpose of Tax.

(a) The City may use the moneys collected by the tax imposed under Section 3.30.020 or bonds issued only for the following purposes:

1. Acquiring, rehabilitating, or constructing affordable housing, which may include new units of affordable housing within an existing structure or facilities providing supportive housing services under RCW 71.24.385; and
2. Providing the operations and maintenance costs of new units of affordable or supportive housing; and
3. Providing rental assistance to tenants.

(b) The housing and services may only be provided to persons whose income is at or below 60 percent of the median income of the City.

3.30.040 Reporting.

The Finance Director or designee shall report on the collection and use of the revenue from the tax imposed by this chapter annually, to the Department of Commerce.

3.30.050 Expiration.

The tax imposed by this chapter expires 20 years after the date on which the tax is first imposed.

SECTION 2. The Finance Director is authorized to provide any necessary notice to the Department of Revenue to effectuate the tax enacted by this ordinance and to execute, for and on behalf of the City of Lake Stevens, any necessary agreement with the Department of Revenue for the collection and administration of the tax enacted by this ordinance.

SECTION 3. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

SECTION 4. Effective Date and Publication. The summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect five (5) days after the date of publication and shall apply to all final plat applications submitted after the effective date. Any final plat application submitted prior to the effective date shall follow the regulations that were in place at the time of submittal.

PASSED by the City Council of the City of Lake Stevens this 14th day of April 2020.

Brett Gailey, Mayor

ATTEST/AUTHENTICATION:

Kathy Pugh, City Clerk

APPROVED AS TO FORM:

Greg Rubstello, City Attorney

First and Final Reading: _____
Published: _____
Effective Date: _____



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: April 14, 2020

Subject: 2020-2022 Teamsters Collective Bargaining Agreement

Contact

Person/Department: Anya Warrington/Human Resources **Budget Impact:** See Below

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Authorize the Mayor to sign the 2020 Collective Bargaining Agreement between the City of Lake Stevens and Teamsters Local Union No.763.

SUMMARY/BACKGROUND:

The Collective Bargaining Agreement (CBA) between the City of Lake Stevens and Teamsters Local Union No. 763 expired after December 31, 2019. The City has negotiated for a new agreement for several months and has successfully reached an agreed upon contract. Some of the significant changes include:

- 3% retroactive increase to January 1, 2020 for all current employees.
- Extension of probationary period for performance issues may occur.
- Uniforms will now be provided, and employees will no longer receive an allowance for clothing or laundry.
- Boots will be purchased by employees with a purchase order or reimbursement to employees and must be purchased through specified vendors.
- Clarified language in stand-by pay and how call back rotation will be assigned.
- Retention of employee discipline in personnel file has increased.
- In emergent situations, the Public Works Operations Manager may conduct bargaining member work in certain circumstances.
- The city will send at least one Crew Worker I to CDL training in 2020, and one in 2021. The employee will be reimbursed for tuition and is subject to a Memo of Understanding. Upon completion, the employee will advance to Crew Worker II.

APPLICABLE CITY POLICIES: N/A

BUDGET IMPACT:

- January 1, 2020 retroactive 3% salary increase will cost approximately \$50,000 for 2020.
- 2021 & 2022 salary increase will be 90% of CPI-W with a minimum of 1% and maximum of 3%.
- The change in uniform distribution program will have neutral impact on budget.

ATTACHMENTS:

- Exhibit A: Draft 2020 Agreement between the City of Lake Stevens and Teamster's Local Union No. 763.

A G R E E M E N T
by and between
CITY OF LAKE STEVENS, WASHINGTON
and
PUBLIC, PROFESSIONAL & OFFICE-CLERICAL EMPLOYEES AND DRIVERS
LOCAL UNION NO. 763
(Representing the Public Works Department Employees)

January 01, 20172020 through December 31, 20192022

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AGREEMENT
by and between
CITY OF LAKE STEVENS, WASHINGTON
and
PUBLIC, PROFESSIONAL & OFFICE-CLERICAL EMPLOYEES AND DRIVERS
LOCAL UNION NO. 763
(Representing the Public Works Employees)

January 01, 2017-2020 through December 31, 2019-2022

THIS AGREEMENT is by and between the CITY OF LAKE STEVENS, WASHINGTON, hereinafter referred to as the Employer, and PUBLIC, PROFESSIONAL & OFFICE-CLERICAL EMPLOYEES AND DRIVERS LOCAL UNION NO. 763, affiliated with the International Brotherhood of Teamsters, hereinafter referred to as the Union.

ARTICLE 11 RECOGNITION, UNION MEMBERSHIP AND PAYROLL DEDUCTION

1.1 Recognition – The Employer recognizes the Union as the exclusive bargaining representative for all employees in the bargaining unit, which shall include all regular full-time, regular part-time, and seasonal/temporary employees of the City of Lake Stevens Public Works Department who work in excess of one-sixth (1/6) of two thousand eighty (2,080) hours (or in excess of three hundred forty-six point six [346.6] hours), excluding the confidential, clerical and technical employees and all other employees of the Employer.

1.2 Union Membership – ~~It shall be a condition of employment that all employees covered by this Agreement are members in good standing on or after the effective date of this Agreement and shall maintain their membership in good standing in the Union as a condition of continued employment. All employees who are now members in the Union shall within thirty one (31) days from the effective date of this agreement pay Union dues as a condition of continued employment. All regular full time employees covered by this Agreement shall, within thirty one (31) days from the first date of employment pay Union dues as a condition of continued employment. All seasonal/temporary employees who work in excess of 1/6 of 2080 hours (or in excess of 346.6 hours) will, within thirty one (31) days from eligibility, pay Union dues as a condition of continued employment.~~

1.2 Seasonal/Temporary Employees - Probationary seasonal/temporary employees who work in excess of one-sixth (1/6) of two thousand eighty (2,080) hours (or in excess of three hundred forty-six point six [346.6] hours) will receive limited contractual benefits to include: Article 1 – Recognition, Union Membership and Payroll Deductions; Article 5 – Probation Period, Seniority, Layoff and Recall; Article 18 – Grievance Procedure (excluding termination); and Appendix A. Seasonal/temporary employees who pass probation in a single season will receive additional limited contractual benefits to include Article 17 – Warning Letter and all of Article 18 – Grievance Procedure. No other contract article or section will apply to this classification of employee.

1.2.1 ~~Pursuant to RCW 41.56.122, employees who do not wish to become a Union member based upon bona fide religious tenets or teachings of a church or religious body of which an employee is a member shall be recognized. Such employee shall pay an amount of money equivalent to regular Union dues and initiation fee to a non-religious charity or to another charitable organization mutually agreed upon by the employee affected and the bargaining representative to which such employee would otherwise pay the dues and initiation fee.~~

~~The employee shall furnish written proof each month that such payment has been made in a timely manner.~~

1.3 Payroll Deduction – The Employer shall make deductions for Union dues, initiation fees, and/or agency fees from the wages of all employees covered by this Agreement who executes a properly written authorization to the Employer demonstrating the employee has affirmatively consented to the deduction of such dues/fees. The Union shall provide the Employer the signed authorization prior to the commencement of the deductions. Such deductions shall be remitted to the Union on a monthly basis.

The Employer will stop deducting such dues/fees from employees who revoke consent, in writing, to the Union in accordance with the terms of the authorization; the Union will promptly provide the Employer a copy of the written revocation. The Union shall defend, indemnify and hold the Employer harmless against any and all liability resulting from the dues deduction system.

1.4 Union Information – The Employer shall notify the Union in writing of all new full-time, part-time and seasonal employees hired into the bargaining unit within seven (7) days from date of hire. Information provided on new hires shall include the employee's name; mailing address; telephone number; job title and hourly rate of pay. The Employer shall also inform the Union of any employee resignations/retirements/terminations from the bargaining unit within seven (7) days of the resignation/retirement/termination.

1.5 New Hire Orientation with Union - The Union will be provided thirty (30) minutes during the employee's regular working hours for purposes of presenting information about the bargaining unit and Union membership. This shall generally occur within the first two (2) weeks of an employee's date of hire (or, for seasonal/temporary employees, from the date of eligibility into the bargaining unit), but in no instance later than ninety (90) calendar days. Employees have the option to attend or not attend the orientation. The Employer shall not provide any forms that require employees to inform the Employer of their intent to join or not join the Union.

ARTICLE H2 UNION RIGHTS AND NON-DISCRIMINATION

2.1 No employee shall be discriminated against because of Union membership or service on a committee.

2.2 Pursuant to RCW 41.56.140(3), no employee shall be discriminated against who has filed an unfair labor practice charge.

ARTICLE H3 MANAGEMENT AND UNION RIGHTS

3.1 Management Rights – All management rights, powers, authority and functions, whether heretofore or hereafter exercised, and regardless of the frequency or infrequency of their exercise, shall remain vested exclusively in the Employer. It is expressly recognized that such rights, powers, and authority and functions include, but are by no means whatever limited to the full and exclusive control, management and operation of its business and its activities, business to be transacted, functions to be performed and methods pertaining thereto; the location of its offices, places of business and equipment to be utilized, and a layout thereof; the right to establish or change shift schedules of work, evaluations and standards of performance; the right to establish, change, combine or eliminate jobs, positions, job classification and descriptions; the right to establish compensation for new

or changed jobs or positions; the right to establish new or change existing procedures, methods, processes, facilities, machinery and equipment or make technological changes; the right to maintain order and efficiency; the right to contract or subcontract any work; the right to designate the work and functions to be performed by the Employer and the places where it is to be performed; the determination of the number, size and location of its offices and other places of business or any part hereof; the right to make and enforce safety and security rules and rules of conduct; the determination of the number of employees, including but by no means whatever limited to hiring, selecting and training of new employees, and suspending or discharging them for just cause, scheduling, assigning, laying off, recalling, promoting, retiring, demoting and transferring its employees.

3.1.1 The Employer and the Union agree that the above statement of management rights shall be for illustrative purposes only and is not to be construed or interpreted so as to exclude those prerogatives not mentioned which are inherent to management, including those prerogatives granted by law. It is the intention of the Employer and the Union that the rights, powers, authority and functions of management shall remain exclusively vested in the Employer except insofar as expressly and specifically surrendered or limited by the express provisions of this Agreement. The exercise of these rights shall not be subject to the grievance procedure of this Agreement.

3.2 Shop Stewards Time-Off – Shop Stewards (~~limited to one employee from the Public Works Department~~) who ~~is an~~ are employees within the bargaining unit shall be paid for time spent in investigatory interviews (when requested to attend by bargaining unit members), grievance meetings, Labor-Management Committee meetings and contract negotiations. The pay shall be at straight-time; no overtime shall be paid.

~~Upon request from the Union, Shop Stewards or bargaining-unit members selected for training, conferences or delegates to conventions or other meetings may be granted reasonable unpaid time-off for up to ten (10) working days per year without loss of seniority, subject to operational needs and the Employer's discretion. In such cases, the Union shall reimburse the Employer for the lost wages of the employee(s). while conducting business vital to the employees in the bargaining unit provided, however, such activities shall not interfere with the normal routine functions of their department and prior permission from the employee's Department Director is obtained.~~

3.3 Bulletin Boards – The Employer shall provide suitable space for a Union bulletin board on its premises. Postings by the Union on such board shall be confined to official business of the Union.

ARTICLE IV NO STRIKE PROVISION

4.1 The Employer and the Union recognize that the public interest requires the efficient and uninterrupted performance of all the Employer's services and to this end pledge their best efforts to avoid or eliminate any conduct contrary to this objective. During the term of this Agreement the Union shall not cause or condone any work stoppage, strike, slowdown or other interference with Employer functions by employees under this Agreement, and should same occur, the Union shall take all steps to end such interference. Employees who engage in any of the previously mentioned actions may be subject to disciplinary action up to and including discharge. The Employer shall not lockout any employee during the life of this agreement. Any claim by the Employer that the Union has violated this Article shall

not be subject to the grievance procedure of this Agreement and the Employer shall have the right to submit such claim to the courts.

ARTICLE V5

PROBATION PERIOD, SENIORITY, LAYOFF AND RECALL

5.1

Probation Period – Public Works Department employees shall be subject to a six (6) month probation period. During this period such employees shall be evaluated by the Employer and may be terminated with or without cause at the sole discretion of the Employer. Termination during the probation period shall not be subject to the grievance procedure. Extensions of the probationary period for performance issues may occur only with mutual written agreement from the Union. The probationary period of an employee who takes a leave of absence longer than two (2) weeks automatically shall be extended by the length of the leave of absence. The Employer shall notify the Union in writing of such extensions.

5.2

Seniority – A regular full-time employee's seniority shall be defined as that period from the employee's most recent first day of compensated work within the bargaining unit. A seasonal/temporary employee's seniority shall be defined as that period beginning with the 347th hour of compensated work within the bargaining unit. Seniority related to seasonal/temporary employees will be maintained on a list separate from regular full-time employees. Seniority for a seasonal/temporary employee will not carry over from year to year.

5.3

Layoff – In any instance in which a layoff becomes necessary, seasonal/temporary employees will be laid off before any regular full-time employee. Seniority along with business necessity and fitness shall be considered when there is a reduction in the Employer's work force. Layoff shall be by classification. Provided the Employer determines that there is no need to retain a less senior employee who possesses special skills or the more senior employee is not on disciplinary probation for less than satisfactory performance, the least senior employee in the classification will be laid off. An employee laid off out of seniority shall be provided by the Employer the reason(s) for such action in writing. A laid off employee shall have the option of bumping a less senior employee within classification or may bump into a lower classification if the employee has prior seniority in the lower classification, and the employee meets the qualifications for the classification. If a more senior employee does not have prior service in the lower classification the employee may bump into the lower classification if the Employer determines that the employee is qualified for the position. For the purposes of layoff, special skills are defined as knowledge, skills and abilities necessary to perform the work required of the job classification which are not readily attainable. While on layoff, an employee shall retain all accrued seniority but shall not accrue further seniority credit.

5.4

Recall – In any instance in which a recall occurs, regular employees will be recalled before seasonal/temporary employees. Laid off employees shall be recalled by seniority within a classification, provided that the employee is qualified for the position vacancy. The last employee laid off within a classification shall be the first to be recalled, if qualified. A recall list shall be maintained for at least twelve (12) months after the layoff occurs.

5.5

Appeals – Appeals of the Employer's application of the layoff procedure shall be through the contractual grievance procedure (Article XVIII18). The basis for filing a grievance appealing the Employer's application of the layoff procedure shall be: (1) the Employer used its discretion arbitrarily without clearly basing its decision on business necessity (special skills), or (2) the Employer did not provide documentation as outlined in its

personnel procedures manual of the employee performance problem(s) which resulted in the disciplinary probation. The two examples provided above regarding the right to appeal layoff procedures, do not represent all appeal scenarios. Appeals may be brought forward for other issues related to the application of layoff procedures.

ARTICLE ~~4~~6 HOURS OF WORK

6.1 Hours of Work - The work day for all employees covered by this Agreement shall, at the discretion of the Employer, be either five (5) consecutive days of eight (8) consecutive working hours: nine (9) days of work totaling eighty (80) hours over a two (2) week period (week one=four [4] consecutive nine [9] hour work days and one [1] eight [8] hour day; week two=four [4] consecutive nine [9] hour work days) or four (4) consecutive days of ten (10) consecutive working hours. Hours of work for regular part-time employees shall be scheduled at the sole discretion of the Employer. The Employer shall avoid scheduling split shifts. The Employer reserves the right to change the schedule of an employee working an alternate work schedule to a schedule of five (5) consecutive days of eight (8) hours with thirty (30) days advance notice.

6.1.1 Work Week – The work week shall be midnight (12:00 a.m.) Sunday to 11:59 p.m. Saturday for employees working a schedule of five (5) eight (8) hour days or four (4) ten (10) hour days. The work week for employees on a 9/80 schedule will be a seven (7) calendar day period beginning and ending at the mid-point of their eight (8) hour work day.

6.2 Previous to a holiday week, with at least two (2) weeks~~thirty (30) days~~ advance notice, employees working a four (4) day ten (10) hour work week or a nine (9) day eighty (80) hour work schedule will be able to change their schedule to a five (5) day eight (8) hour work week for the holiday week ~~with written approval from~~at the sole discretion of the Public Works ~~Director~~Operation Manager.

6.3 ~~The Employer shall provide a shift schedule and when time off is approved and assure that alternate employees are scheduled to cover for authorized leaves.~~

6.43 Meal and Rest Periods – Regular full-time Public Works Employees shall receive an unpaid thirty (30) to sixty (60) minute meal period established by the Employer. All employees shall receive one (1) fifteen (15) minute paid rest period for each four (4) continuous hours worked in each day's work schedule. Public Works employees shall be subject to immediate call during meal or rest periods. p. ~~Provided, however, Public Works employees will be paid at their regular straight-time hourly rate of pay, or overtime hourly rate of pay if applicable, for that portion of a lunch period during which an employee responds to a service call.~~

6.54 Notification – Each employee shall be assigned to a regular starting time which shall not be changed without thirty (30) days advance~~d~~ notification unless by written agreement between the Union and the Employer. In the event an employee's regular starting time is changed without thirty (30) days advance notification, he shall be paid overtime at one and one-half (1-1/2) times the employee's regular straight-time hourly rate of pay for all hours worked outside of the employee's normal work schedule except for emergency conditions. Emergency conditions are defined as reasonably unforeseeable situations which require prompt action. Emergency conditions shall not formally include holidays, vacations, training sessions, school classes or functions. In the event that an employee requests a change in the regular starting time with less than thirty (30) days advance notification, and

the Employer accommodates such request, the employee will not be paid overtime for all hours worked outside of the employee's normal work schedule.

ARTICLE VII OVERTIME

7.1 Overtime – All work performed by an employee within a non-exempt job classification which has been authorized by the Employer in excess of forty (40) hours per week for Public Works employees shall be paid at one and one-half (1-1/2) times the employee's regular straight-time hourly rate of pay. An employee shall be paid at one and one half (1-1/2) times the employee's regular straight time hourly rate of pay for work performed prior to the start time and after the end time of the employee's regularly assigned shift.

7.2 Overtime shall be paid in increments of fifteen (15) minutes with the major portion of fifteen (15) minutes being paid as fifteen (15) minutes.

7.3 The Employer shall not reschedule regular shifts, particularly to avoid paying overtime, without thirty (30) days advanced notification unless by written agreement between the Union and the Employer except for emergency conditions. Emergency conditions are defined as reasonably unforeseeable situations which require prompt action. Emergency conditions shall not formally include holidays, vacations, training sessions, school classes or functions. In the event that employees request in writing a change in their regular schedule with less than thirty (30) days advance notification, the Employer may accommodate such request at its discretion.

7.3.1 Special Events – The city agrees to schedule and pay overtime for hours assigned and worked outside of the regular work day for Special Events. The Employer will not change regular schedules to avoid paying overtime for special events.

7.4 Compensatory time – Compensatory time off may, at the option of the employee, be requested in lieu of overtime pay. Such compensatory time off shall be scheduled with the approval of the Employer provided that there is not an undue disruption of the Employer's operation. Employees may normally accrue up to a maximum of forty-eight (48) hours of compensatory time off.

7.4.1 Any compensatory time earned in excess of forty-eight (48) hours shall be automatically paid to the employee at one and one-half (1-1/2) times the employee's regular straight-time hourly rate of pay on the second pay period of the month.

7.4.2 Subject to the approval of the City Administrator, employees may accumulate more than forty-eight (48) hours of compensatory time.

7.5 All time required by the Employer to be spent by employees attending lectures, meetings (including attendance at City Council meetings, if required by the Employer) and training, including required online training, shall be considered hours worked. Travel time shall be paid pursuant to Article 15.6.

ARTICLE VIII CALLBACK, COURT TIME AND STANDBY PAY

8.1 Call-back and Call-outs – An employee who is called back to work after having left the premises following completion of a normal shift, or called to work when otherwise not scheduled to work, shall receive call-back pay of a minimum of three (3) hours at their

regular straight-time hourly rate of pay, or overtime hourly rate of pay if applicable. If an employee is called back to work within the three (3) hour time call out period, no additional call out pay will be made.

8.2

On-CallStand-by Duty Schedule – The Employer, or if delegated, the Public Works Superintendent-Operations Manager shall prepare and post for public works employees ~~on~~ an annual on-callStand-by schedule specifying the ~~dates and~~ hours of weekly on-callStand-by status and employee names ~~on a quarterly calendar~~. ~~Effective January 1, 2015, the on-callStand-by~~ schedule shall be seniority based by date of hire. ~~Once the Stand-by roster is organized by seniority status, the duty shall rotate weekly among those employees on the list. As new employees are added to the list, they either go onto the list in seniority order or fill a vacant spot. The on-call schedule for subsequent quarters shall be posted not less than one (1) calendar month prior to the effective date of the new schedule.~~ The on-callStand-by schedule shall be made available to all City departments.

In the event of anticipated inclement weather or other unusual events that may require increased response from the City, the Employer may place more than one (1) employee on Stand-by at a time. Such additional Stand-by Duty can be scheduled for weekly or daily increments.

The on-callStand-by schedule shall be maintained at a minimum of ~~six~~seven (67) voluntary employees on the list. All employees on the Stand-by Duty list shall be either Crew Leaders and Crew Worker II employees (and as specified in Article 8.3), and all employees on the on-callStand-by schedule must have a Commercial Driver's License (CDL). In the event there are not ~~six~~seven (67) voluntary employees, all Crew Leaders and Crew Worker II bargaining unit employees having a CDL shall be listed on the on-callStand-by schedule. A city vehicle shall be made available to the employee the week they are on call.

The on-callStand-by employee shall carry the on-call communication device assigned by the Employer. In the event the on-callStand-by employee needs to call for assistance they shall follow the process outlined in Article 8.4~~contact the most senior Public Works Employee on the call list provided by the Employer. If the most senior employee is not available then the next senior employee on the list will be contacted and continuing to the end of the list.~~ If none of the employees on the list respond then the on-callStand-by Duty employee will contact the Public Works Superintendent-Operations Manager for instructions.

8.2.1

Public Works employees may trade assigned on-callStand-by shifts with other Public Works employees with prior approval of the Public Works Superintendent-Operations Manager. Such trades shall be for not less than a complete on-callStand-by shift. A complete on-callStand-by shift shall be each week day or each full weekend.

8.2.2

On-CallStand-by Duty Compensation – Week days Days – Public Works employees scheduled for on-callStand-by duty on week days shall be compensated a minimum of one (1) hour at one and one-half (1-1/2) times the employee's straight-time rate of pay for each full day served on ~~s~~Stand-by status. In the event an on-call employee on Stand-by Duty is required to respond and report to an emergency situation, the employee shall be compensated a minimum of three (3) hours at one and one-half (1-1/2) times the employee's straight-time rate of pay, or for the actual duration of the emergency, whichever is greater. Such time shall be calculated on a portal to portal basis (i.e. from home to emergency scene to home) in addition to the compensation specified above.

8.2.3 Stand-by Duty Compensation - Weekends and Holidays – Public Works employees scheduled for on-call Stand-by duty on weekends and/or holidays shall be compensated a minimum of two and one-half (2-1/2) hours at one and one-half (1-1/2) times the employee's straight-time rate of pay for each full day served on stand-by status.

8.3 The Equipment Mechanic may be included in the Stand-by rotation, with Employer approval.

8.4 Call-back Rotation – The schedule for call-backs when employees who are not on Stand-by are needed in the field shall be as follows:

- Upon ratification, the call-back rotation list shall be arranged in seniority order. New hires go to the bottom of the list.
- Once a call-back occurs the first person on the list shall be called by telephone. If the employee does not respond by answering the telephone, the employee stays in the same position on the list. The calls shall continue down the list until an employee accepts the call-back.
- If an employee answers the phone and declines the call-back, he shall be moved to the bottom of the rotation list.
- When an employee accepts a call-back and reports to work, the employee shall be moved to the bottom of the call-back rotation. This shall be tracked by removing the employee's call sheet and moving it to the back of the binder. The Stand-by employee (or the Public Works Operations Manager) shall write the time and date each employee is called, and what the response was, if any.
- The list/binder shall be readily available to employees who want to check to see where they are on the call-back rotation.

ARTICLE IX WAGES

9.1 Employees covered by this Agreement shall receive the rates of pay as set forth in Appendix "A" to this Agreement which by this reference shall be incorporated herein as set forth in full.

ARTICLE X HOLIDAYS

10.1 The following days are recognized as holidays:

New Year's Day	January 1 st
Martin Luther King, Jr's Birthday	3 rd Monday of January
President's Day	3 rd Monday of February
Memorial Day	Last Monday of May
Independence Day	July 4 th
Labor Day	1 st Monday of September
Veteran's Day	November 11 th
Thanksgiving Day	4 th Thursday of November
Day After Thanksgiving Day	4 th Friday of November
Christmas Day	December 25 th
Two (2) "Floating Holidays"	

10.2 Public Works Department employees shall receive one and one-half (1-1/2) times their regular straight-time hourly rate of pay in addition to their regular straight-time hourly rate of pay for all holiday hours actually worked.

10.3 New employees shall be eligible to observe their floating holiday based on six (6) completed months of continuous employment in their first calendar year of employment. Employees shall take their floating holiday upon mutual approval with their Department Head.

10.4 Part-time employees shall receive holidays on a pro-rated basis.

ARTICLE XI11 VACATIONS

11.1 Employees shall receive vacations with pay in accordance with the following schedule:

<u>MONTHS OF CONTINUOUS EMPLOYMENT</u>	<u>ANNUAL</u>	<u>MONTHLY</u>
01 through 12	80 hours	6.67 hours
13 through 36	88 hours	7.33 hours
37 through 60	104 hours	8.66 hours
61 through 120	128 hours	10.66 hours
121 through 180	152 hours	12.66 hours
181 through 240	184 hours	15.33 hours
241+	200 hours	16.66 hours

11.2 Vacation periods shall be selected in seniority order based on their date of hire. Vacation requests shall be made by January 15, ~~or within one week of contract ratification~~. After the January 15 date, any requests shall be subject to availability. All vacations shall be approved by the ~~Employer~~Public Works Operations Manager or designee.

11.3 Employees shall not carry over from year to year accumulated vacation in excess of two hundred-forty (240) hours ~~without approval from the City Administrator~~. Any vacation time accumulated in excess of two hundred-forty (240) hours shall be forfeited on January 1 of each year, ~~unless carry-over has been approved~~. Employees who have approved vacation periods canceled by the Employer after September 1 in any year shall be allowed to carry-over such vacation hours for a period not to exceed six (6) months in the following year.

11.4 Full-time employees shall accrue vacation benefits based on completed months of employment. Vacation benefits shall be on a pro-rated basis for regular part-time employees. New employees shall accrue vacation benefits from the date of employment ~~and may request to use accrued leave; however, there shall be no cash-out of accrued vacation until successful completion of the probation period, for use following successful completion of six (6) months of service.~~

ARTICLE XII12 PERMITTED LEAVE

12.1 Sick Leave - Regular full-time employees shall accumulate sick leave pay at the rate of one (1) work day (up to eight ~~(8)~~ hours) per completed calendar month of continuous service. Regular part-time employees will accrue sick leave on a pro-rated basis, ~~but in no case shall not earn less than the amount of leave required under state and/or local laws.~~

Employees may accrue up to one thousand one hundred sixty-eight (1,168) hours of earned but unused sick leave from one (1) calendar year to the next. Accumulated sick leave pay shall be paid to the nearest quarter (0.25) hour, up to the rate of eight (8), nine (9) or ten (10) hours per day, depending on your—the employee's scheduled work week, at the employee's regular straight time appropriate hourly rate of pay for the missed scheduled shift (i.e., eight [8], nine [9] or ten [10] hours).

12.2 Sick leave may be utilized for the employee's own health condition or care of dependents or family members—children eighteen (18) years or younger living within the household in accordance with applicable state statutes. Earned leave of any kind may be used if the employee is needed to care for a child, spouse, parent, parent-in-law, legally registered domestic partner, or grandparent who has a serious health condition or emergency health situation.

12.3 Twenty-four (24) months prior to retirement, an employee may convert accrued but unused sick leave in excess of sixty days into vacation at the rate of one (1) day of vacation for each four (4) days of sick leave. The terms of retirement shall be in accordance with the provisions of the Public Employees Retirement System (PERS) for Public Works Department employees.

12.4 In the event of an accident that qualifies for payment under State Worker's Compensation Industrial Insurance, accrued sick leave may be used at the employee's option to pay the difference between the Worker's Compensation payment and the employee's regular pay until accrued sick leave has been exhausted or the employee returns to work, whichever occurs first.

12.5 Sick Leave shall not be charged against an employee on a regularly scheduled day off.

12.6 Usage—Notification and Verification – Sick leave notification must be made to the Employer or designee as soon as practicable. Each employee shall use sick leave solely for the purpose of bona fide illness or injury and utilization of sick leave for any other purpose shall be cause for disciplinary action. The Employer may require that the employee, after three (3) days of concurrent illness, furnish a physician's proof of illness. The Employer's requirements for verification may not result in an unreasonable burden or expense on the employee and may not exceed privacy or verification requirements otherwise established by law.

12.6.1 Employees requesting to use sick leave for extenuating circumstances qualified protected leaves such as Family Medical Leave Act (FMLA) absences or disability leave will provide the Public Works Director or Human Resources advanced written notice whenever possible. If the situation involves the use of Family Medical Leave, the City Employer will provide the appropriate forms to the employee and will require that the employee's health care provider complete them in order to verify Family Medical Leave eligibility. The health care provider should provide the reason for the leave, the start date and the estimated end date of the leave. If it is not possible for the employee to provide advance notice of the need for leave the employee must notify the Public Works Director or Human Resources as soon as practicable.

12.7 Bereavement Leave – In the event of a death in the employee's "immediate family", the employee may be granted leave of absence not to exceed three (3) working days with pay. Up to an additional two (2) days with pay shall be granted when out-of-state travel or the

distance is greater than one hundred eighty (180) miles (one way) is required. The term "immediate family" shall be defined as spouse and children of the employee and/or grandmother, grandfather, grandparent-in law, mother, father, step parents, brother, sister, father-in-law, mother-in-law, brother-in-law, sister-in-law, step children, daughter-in-law, son-in-law and grandchildren or any person residing with or legally dependent upon the employee. The maximum bereavement leave allowed shall be forty (40) hours. Any hours beyond the forty (40) hours the employee may use vacation leave or compensatory time.

12.7.1 An employee may be excused by the Employer to attend funeral services of a deceased City employee without loss of pay.

12.8 The Employer will comply with all applicable state and federal laws regarding the use of leave for illness or disability.

12.9 The City will comply with all State and Federal Laws and Regulations regarding the collection of sensitive medical information. The City reserves the right to collect medical information for FMLA, fit for duty and potential disability issues to the extent consistent with those laws and regulations.

12.10 Shared Leave - If an employee so desires, he/she shall be allowed to request to donate any un-used sick leave or vacation to another employee within the City, consistent with Employer policy. ~~The Human Resources Department/City Administrator will have the discretion to approve the transfer of a specified amount of accrued vacation leave and/or accrued sick leave. To be eligible to donate vacation leave, an employee must have accrued a total of more than eighty (80) hours of vacation leave. Only vacation leave hours in excess of eighty (80) but less than two hundred forty hours may be contributed by an employee. To be eligible to donate sick leave, an employee must have accrued a total of more than four hundred and eighty (480) of sick leave. Only sick leave hours in excess of four hundred and eighty (480) and less than one thousand one hundred and sixty eight (1,168) hours may be contributed by an employee. All donations of vacation and/or sick leave are voluntary. The employee will provide appropriate medical justification and documentation which supports the necessity for the shared leave.~~

ARTICLE XIII13 HEALTH AND WELFARE INSURANCE BENEFITS

13.1 Medical Insurance – The Employer shall pay one hundred percent (100%) of the premium necessary for the purpose of Association of Washington Cities Regence HealthFirst 250 Plan for employees and ninety percent (90%) for their dependents, provided however part-time employees working twenty (20) or more hours per week shall receive employee only coverage at the Employer's expense. Dependent coverage may be purchased as an option by the part-time employee.

The Employer will include an option of a High-Deductible Health Plan as provided by the Association of Washington Cities (AWC), and pay the same one hundred percent (100%) employee premium and ninety percent (90%) of the dependents' premium of the High-Deductible Health Plant. The Employer will partially fund a Health Savings Account (HSA) in an amount not to exceed 1) the cost of the base plan, which is the Regence HealthFirst 250 Plan; nor 2) the deductible of the High-Deductible Health Plan. Employees will have the option to add additional funds into their HSAs through payroll deduction, to the IRS maximum.

13.1.1 ~~Beginning January 1, 2018 the Employer will pay the same 100% employee premium and 90% of the dependents premium based on the Regence HealthFirst 250 plan. The City and the Union agree that if there is cost savings between the plans, the parties will bargain shares of the savings.~~

13.2 The Employer shall pay into the Washington Teamsters Welfare Trust for every employee covered by this Agreement, who has attained seniority and who was compensated for eighty (80) hours in the previous month, the following:

13.3 DENTAL: Effective January 1, ~~2017~~²⁰²⁰, based on December hours, the Employer shall pay one hundred percent (100%) of the premium necessary per month for benefits for employees and dependents of full-time employees under "Plan A."

~~The Employer shall pay ninety percent (90%) for dependent coverage and employees shall pay ten percent (10%) by payroll deduction based on the following rates:~~

<u>Dependent Premium</u>	<u>Employees Ten Percent (10%)</u>
2 or more dependents \$78.30	\$7.83
1 dependent \$39.20	\$3.92

13.4 VISION: Effective January 1, ~~2017~~²⁰²⁰, based on December hours, the Employer shall pay one hundred percent (100%) of the premium necessary per month for benefits for employees and dependents of full-time employees under "The EXT Plan."

13.5 Payments required under any of the foregoing provisions shall be made on or before the tenth (10th) day of the month. Upon Union request, copies of all transmittals, pertaining to benefits under this Section, shall be posted on the bulletin board.

13.6 The Trust Agreement shall be known as Supplement "A" and, by this reference, same is incorporated herein and deemed a part hereof as though fully set forth.

13.7 Long Term Disability – The Employer will maintain the existing long term disability coverage provisions.

13.8 Life Insurance – The Employer will ~~maintain provide~~ the existing life insurance coverage in the amount of two (2) times annual base salary, to a maximum of two hundred and fifty thousand dollars (\$250,000.00) provisions.

ARTICLE XIV UNIFORMS AND EQUIPMENT

14.1 The Employer shall provide each new employee the following listed items at hire.

- One (1) pair coveralls (winter)
- One (1) pair hip boots
- One (1) pair rubber boots
- One (1) set raingear
- One (1) Hard Hat
- One (1) Safety Vest
- Two (2) summer caps (Provided by City)
- Two (2) winter caps

One (1) Winter Insulated Safety Jacket
One (1) Summer Safety Jacket
Two (2) Sweat Shirts, High-Visibility

The Employer shall replace worn out clothing as needed with the approval of the Public Works Operations Manager ~~on a quartermaster system (applies to items listed in 14.1).~~

14.1.1 The Employer shall provide each new employee ~~not less than~~ the following ~~number of~~ uniform items:

~~Five~~Eleven (~~\$11~~) pairs of Work Pants (selected by employees)
~~Five~~Eleven (~~\$11~~) Shirts (mix of long- and short-sleeved, selected by employee) Hi-Visibility T shirts
Four (4) long-sleeved Hi-Visibility T shirts
~~Two (2) sweatshirts Hi-Visibility~~

~~Effective upon ratification, Existing employees shall no longer receive a uniform allowance of two hundred fifty dollars and no cents (\$250.00) annually for the purchase of work pants. However, employees who received such allowance in January 2020 do not have to repay the allowance to the Employer. to be used to purchase work pants (blue, black, or tan in color, no overalls). The allowance will be paid on a payroll check by January 15 each year to each eligible employee. The \$250 will be taxed and the clothing purchased with the allowance will belong to the Employee.~~

~~If the employee is hired on or after October 1, the Employee will receive the uniforms listed in Section 14.1.1 and will not receive a uniform allowance the following January.~~

~~The short-sleeved high visibility T shirts, the long-sleeved high visibility T shirts, and the high visibility sweatshirts as detailed in Section 14.1.1 will be provided through a quartermaster system to each employee. As the clothing items become non-serviceable, worn, or no longer have a professional appearance, they will be returned to the City in exchange for replacement clothing as stated in Section 14.1.1. The shirts will remain the property of the Employer.~~

~~Effective upon ratification, employees shall no longer receive In addition to the annual clothing allowance, a monthly cleaning stipend to launder the City's shirts/sweatshirts of twenty dollars (\$20.00). The City agrees that employees do not have to repay monthly laundry stipends received in 2020 prior to ratification. will be paid to each employee. This amount will be included on the employee's payroll check each month as a separate line item. The twenty dollar (\$20) cleaning stipend will begin at the ratification date of the new contract.~~

~~With the written approval of the Public Works Director or designee employees may request an alternate combination of the uniform items in order to best fit their needs related to the job assignment; provided however, such combination shall not result in greater cost to the Employer than the standard uniform issue.~~

14.2 The Employer shall pay provide up to three hundred and twenty-five dollars and zero cents (\$325.00) annually towards the purchase of work boots for each Public Works employee via reimbursement or purchase order authority with specific vendors. Employees who

~~already received two hundred and fifty dollars (\$250.00) for a boot allowance in 2020 will not receive additional reimbursement or purchase order authority in 2020, with a separate check on the first pay period in January for the purchase of work boots in the following amounts:~~

January 2017-2019	\$250.00
-------------------	----------

~~Employees hired during the year following the annual issuance of the boot allowance will receive a boot allowance on their first payroll check after date of hire. If the employee is hired on or after October 1, the Employee will receive the boot allowance on their first paycheck after date of hire but will not receive a boot allowance the following January.~~

~~The annual boot allowance will be taxed as income. The boots purchased with the boot allowance will belong to the employees.~~

Footwear – Employees shall be required to wear approved safety footwear. The definition of safety footwear shall be the same as referenced in 296-155-212 of the Washington Administrative Code (WAC). The footwear shall bear identifying marks or labels indicating compliance with the manufacturing provisions of American National Standard for Safety Toe Footwear, ANSI Z41.1-1991 or ASTM F2412-05 or ASTM F2413-05 or relevant updated code.

14.3 All uniforms and equipment issued by the Employer to each employee shall remain the property of the Employer.

ARTICLE ~~XX~~15 MISCELLANEOUS

15.1 The Employer shall furnish each employee of the bargaining unit a copy of the current Employer's personnel policies and procedures.

15.2 The Employer maintains an ~~Personnel Manual~~Employee Handbook which contains information, policies and procedures important to the employees covered by this Agreement. ~~The Personnel Manual is amended from time to time.~~ Employees covered by this Agreement shall comply with all provisions of the Lake Stevens ~~Personnel Manual~~Employee Handbook except those where members of the bargaining unit are specifically exempted. Where there is a conflict between the ~~Personnel Manual~~Employee Handbook and this Agreement, this Agreement shall govern. Any amendments to the Employee Handbook shall be shared in advance with the Union. Any changes in work rules or working conditions that impact mandatory subjects of bargaining/working conditions applicable to employees in this bargaining unit shall be negotiated between the Employer and the Union. The Union retains all rights to file Unfair Labor Practice charges against violations of the Public Employees Collective Bargaining Act.

15.3 For purposes of employee benefits a regular part-time employee is defined as an employee working a regular schedule of twenty (20) hours per week or more, but less than forty (40) hours per week.

15.4 ~~Employees shall continue to have the opportunity to participate in the State of Washington's Deferred Compensation Plan, or any alternative plan approved by the Employer; provided the Employer does not experience any additional costs or time in administering the plan.~~ MOVED TO ARTICLE 16

15.54 Temporary Light Duty Assignment – The Employer may establish a temporary light duty assignment that is outside the normal duties of the employee while that employee has a temporary condition that precludes them from fulfilling their normal duties. The availability, duration and duties of this assignment shall be at the discretion of the Employer. The Employer may use a combination of salary and Worker's Compensation benefits to pay the employee.

15.65 Employees who operate commercial vehicles are subject to the City of Lake Stevens Drug and Alcohol Testing Procedures Manual and in accordance with State and Federal Laws.

15.76 Travel time during regular working hours shall be compensated at the employees' regular rate of pay. Travel time outside regular working hours on City business in a City vehicle shall be compensated at the appropriate rate of pay for both passengers and drivers. If a City vehicle is not available, the Employer shall compensate the driver who uses his or her personal vehicle for City business at the appropriate rate of pay, and for mileage at the IRS rate. An employee who regularly works in a fixed location in one city is given a special one day assignment in another city and returns the same day. The time spent in traveling to and returning from the other city is work time, except that the employer may deduct/not count that time the employee would normally spend commuting to the regular work site. Travel out-of-town and overnight shall be compensated according to City policy.

15.87 Joint Labor Management Committee – The Employer and the Union may establish a Labor/Management Committee (JLMC) which shall be comprised of an equal number of participants from both the Employer and the Union. The function of the Committee shall be to meet on the call of either party to discuss issues of mutual interest or concern for the purpose of alleviating potential grievances and/or establishing a harmonious working relationship between the employees, the Employer, and the Union. The parties will mutually agree on the date, time and location of the meeting(s) and may exchange agendas before the meeting.

15.8 It is understood that under emergency conditions the Public Works Operations Manager may perform bargaining unit work, as long as all bargaining-unit members are working or have been offered the opportunity to work (unless on leave or on vacation). Examples of emergencies include snow and ice events, windstorms or similar events. This provision shall not be used to supplant bargaining-unit members with non-bargaining-unit employees.

ARTICLE XV16 PENSION AND RETIREMENT

16.1 Western Conference of Teamsters Pension Trust - On October 12, 2015, The Union held an election to determine whether the Public Works and Parks employees wanted to participate in the Western Conference of Teamsters Pension Trust. The Union certifies herein that such an election occurred and that bargaining unit members by majority vote determined that they wished to participate. Effective January 1, 20162020, all bargaining unit members as recognized in the Collective Bargaining Agreement shall participate in the Western Conference of Teamsters Pension Trust Fund (the "Trust Fund"). Contributions shall be made for all bargaining unit members as recognized in the Collective Bargaining Agreement, based on the previous month's compensable hours, starting with compensable hours earned in JanuaryDecember, 20162019, and paid in the FebruaryJanuary, 20162020 pay warrants. Said contributions shall be made by all

bargaining unit members through a pre-tax payroll diversion from their monthly earnings for all compensable hours to the Trust Fund's "basic plan" in the manner set forth below. The "basic plan" for purposes of this Agreement means the Trust plan that does not include a Program for Early Retirement (PEER).

Notwithstanding any provision to the contrary that may be contained elsewhere within this Agreement, the Employer shall pay the Teamsters Pension contribution set forth within Section 16.1.2 on behalf of all employees performing bargaining unit work; and for purposes of this Section the bargaining unit shall be defined as follows:

All employees hired and/or performing work within the classifications of Appendix "A" shall be included within the scope of the bargaining unit. Pension contributions shall be remitted on casual employees performing bargaining unit work. The scope of the bargaining unit shall exclude all employees of the Employer performing work historically known as "seasonal field or summer work".

Specifically excluded from the unit shall be employees working on a seasonal basis that perform "seasonal field or summer work" upon the Employer owned property regardless of the method compensated of the location of the work performed.

The scope of this Agreement shall not be expanded by the continuation of the practice of bargaining unit employees performing "field or summer work" so assigned. Provided however the terms of this Agreement shall apply whenever bargaining unit employees perform non-bargaining unit "field or summer work".

No person or third party beneficiary shall interpret this Agreement such that "field or summer work" shall be considered bargaining unit work regardless of the similarity of work, tools, supervision, or other characteristic. The Union specifically and unequivocally disclaims any work performed by seasonal field or summer work and confirms that such work is not bargaining unit work for the purpose of this section.

16.1.1 The total amount due to the Trust Fund for each monthly payroll period shall be remitted to the Administrator for the Trust Fund in a lump sum by the City on or before the 20th of each month for all compensated hours during the preceding month. The Employer shall abide by rules as may be established by the Trustees of said Trust Fund to facilitate the determination of the reporting and recording of the contribution amounts paid for all bargaining unit employees.

16.1.2 The Employer shall pay one dollar and ten cents (\$1.0010) per hour into the Western Conference of Teamsters Pension Trust on account of each member of the bargaining unit for which each hour for which compensation was paid. The one dollar and ten cents (\$1.0010) per hour contribution will be through a payroll diversion on a pre-tax basis.

16.1.3 For probationary employees and temporary employees hired or utilized for the first time on or after January 1, 20162020, the Employer shall pay by wage diversion an hourly contribution rate of ten cents (\$.10) during the probationary period as defined in Article 5.1 or the initial period of utilization, but in no case for a period longer than 90 calendar days from an employee's first date of hire (into the bargaining unit) or utilization in the performance of bargaining unit work. Contributions shall be made on the same basis set forth in Article 16.1.2 of this agreement. After the expiration of the probationary period as defined in Article 5.1 or an equivalent period if an individual is utilized as a temporary

employee, but in no event longer than 90 calendar days from an employee's first date of hire (into the bargaining unit) or first day of utilization as a temporary employee, the contribution shall be increased the full contractual rate stated in Article 16.1.2.

16.1.4 The pre-tax hourly diversions provided for in Section 16.1.2 may be increased by a majority vote of the affected classification. In the event this occurs the Employer and the Union will execute a Letter of Agreement modifying Section 16.1.2.

16.2 Deferred Compensation - Employees shall continue to have the opportunity to participate in the State of Washington's Deferred Compensation Plan, or any alternative plan approved by the Employer; provided the Employer does not experience any additional costs or time in administering the plan.

ARTICLE XVII17 WARNING LETTER

17.1 The Employer shall not discharge nor suspend any employee without just cause. Disciplinary action shall be based on the seriousness of the situation and the relevant circumstances up to and including immediate termination. Discipline less than termination shall include, but is not limited to; a written warning notice (reprimand or documented verbal warning) or suspension without pay. Verbal counseling and performance appraisals shall not be considered disciplinary action.

17.1.1 A written warning notice shall set forth the complaint against the employee and shall be presented to the employee with a copy forwarded to the Union.

17.1.2 Within fifteen (15) scheduled working days after the Employer's discovery of an occurrence that may be grounds for discipline, the Employer shall notify the employee in writing, with a copy to the Union, of its intent to investigate the matter. Thereafter, disciplinary action (i.e. reprimands, suspension, demotion or discharge), to be considered valid, must be issued within thirty (30) calendar days after an investigation of the facts is completed. A single thirty (30) day extension of the thirty (30) day deadline will occur following written notice from either the Employer or the Union (certified return receipt).

17.1.3 Disciplinary action of less severity than a final written warning (e.g. documented verbal and written warnings) shall remain active in the employee's file for a period of one two (42) years from the date of being issued. Final written warnings and suspensions shall remain active for three (3) years from the date of being issued. All disciplinary actions and given appropriate weight in subsequent personnel actions, which are appealable through the grievance procedure. The weight given of the incident(s) and whether there are any recurring incidents of a similar nature, including the length of time since the last incident occurred. Employees may request to have inactive disciplinary warnings and suspensions removed from their personnel files. Employees have the right to review their personnel files and to submit written responses to any information contained therein.

ARTICLE XVIII18 GRIEVANCE PROCEDURE

18.1 A "Grievance" shall be defined as an issue raised relating to the interpretation, application or alleged violation of any terms provisions or conditions of this Agreement. If any such grievance arises it shall be submitted to the grievance procedure outlined herein. All grievance time frames shall be held in abeyance when the parties have mutually agreed in writing.

18.2 Step 1 – The Union and/or employee shall promptly attempt to resolve the grievance informally with the Public Works SuperintendentOperations Manager. If the matter cannot be informally resolved, the employee and/or Union may present a grievance in writing to the Public Works Operations Manager within fifteen (15) working days of the alleged violation, stating the Article(s) allegedly violated, the facts of the matter and the remedy sought. The Public Works Operations Manager shall have fifteen (15) working days to respond in writing following receipt of the written grievance.

18.3 Step 2 – If the grievance is not resolved at Step 1, the Union and/or the employee may present the grievance in writing, stating the Article(s) allegedly violated, the facts of the matter and the remedy sought within fifteen (15) working days of the conclusion of Step 1 to the employee's Department Head. This time frame shall be extended in the event the employee or Department Head is on scheduled leave. The employee's Department Head shall attempt to resolve the grievance within fifteen (15) working days after it is formally submitted.

18.4 Step 3 – If the grievance is not resolved at Step 2, the Union and/or the employee may present the grievance, in writing, stating the Article(s) allegedly violated, the facts of the matter and the remedy sought within fifteen (15) working days of the conclusion of Step 2 to the Mayor or his/her designee. The Mayor shall attempt to resolve the grievance within fifteen (15) working days after it has been formally submitted.

18.5 Step 4 - In the event of the failure of the Union and the Employer to reach a satisfactory adjustment to the grievance as set forth in Sections 18.2, 18.3 and 18.4, either party may refer the matter within ~~ten fifteen (4015)~~ working days to a third (3rd) neutral party, who shall serve as an impartial arbitrator. In the event the Union and Employer cannot mutually agree upon the third neutral party, they shall request from the Federal Mediation and Conciliation Service (FMCS) a list of nine (9) arbitrators (The Metropolitan List) from which the parties shall alternately strike names until only one (1) remains, who shall be the arbitrator. The right to strike first shall be determined by the flip of a coin. The arbitrator shall have no authority in any manner to amend, alter, modify or change any provisions of this agreement. The arbitrator shall submit his/her decision in writing within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties agree to an extension thereof.

18.6 Nothing herein shall prevent an employee from seeking assistance from the Union or the Union from furnishing such assistance at any stage of the grievance procedure.

18.7 The decision of the arbitrator shall be final and binding upon the parties to the grievance provided the decision does not add to, subtract from, or alter, change, or modify the terms of this Agreement. In the event that the arbitrator's decision violates this provision, it shall be appealable to Snohomish County Superior Court.

18.8 The expense of the arbitrator shall be borne by the non-prevailing party of the grievance. The cost of any hearing room and the cost of a shorthand reporter shall be borne equally by the Employer and the Union. Each party hereto shall pay the expenses of their own representatives. In the event the arbitrator is unable to determine who the prevailing party is, the aforementioned expenses shall be borne equally by the Employer and the Union.

ARTICLE ~~XIX~~19 SAVINGS CLAUSE

19.1 It is the intention of the parties hereto to comply with all applicable law and they believe that each and every part to this Agreement is lawful. All provisions of this Agreement shall be complied with unless any of such provision shall be declared invalid or inoperative by a Court of final jurisdiction.

19.2 Should any provision of this Agreement and/or any attachments hereto be held invalid by operation of Law or by any tribunal of competent jurisdiction or if compliance with or enforcement of any provision should be restrained by such tribunal, the remainder of this Agreement and/or any attachments hereto shall not be affected thereby and the parties shall enter into immediate collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement of such provisions and/or any attachment hereto.

19.3 The parties acknowledge that during the negotiation resulting in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any and all subject or matter not removed by law from the area of bargaining and that the understandings and agreements arrived by the parties after exercise of that right and opportunity are set forth in this Agreement. The Union and the Employer each voluntarily and unqualifiedly waive the right and each agrees the other shall not be obligated to bargain collectively with respect to any subject or matter negotiated into the Agreement or dropped during the course of negotiations. All rights and duties of both parties are specifically expressed in this Agreement and such expression is all inclusive. This Agreement constitutes the entire agreement between the parties and concludes collective bargaining for its terms subject only to a desire by both parties to mutually agree to amend or supplement at any time period.

ARTICLE ~~XX~~20 DURATION

20.1 This Agreement shall be effective January 01, 2017-2020 and shall remain in full force and effect through December 31, 2019-2022 unless otherwise provided for herein and shall remain in effect during the course of negotiations on a new Agreement.

20.2 Within nine (9) months prior to the termination date of this Agreement, the Union and/or the Employer shall have the right to open this Agreement for the purpose of renegotiating changes in the Agreement.

PUBLIC, PROFESSIONAL & OFFICE-
CLERICAL EMPLOYEES AND DRIVERS
LOCAL UNION NO. 763, affiliated with the
International Brotherhood of Teamsters

CITY OF LAKE STEVENS, WASHINGTON

By _____
Scott A. Sullivan, Secretary-Treasurer

By _____
John SpenceBrett Gailey, Mayor

Date _____ Date _____

APPENDIX "A"
to the
AGREEMENT
by and between
CITY OF LAKE STEVENS, WASHINGTON
and
PUBLIC, PROFESSIONAL & OFFICE-CLERICAL EMPLOYEES AND DRIVERS
LOCAL UNION NO. 763
(Representing the Public Works Department Employees)

January 01, 2017-2020 through December 31, 2019-2022

THIS APPENDIX is supplemental to the AGREEMENT by and between the CITY OF LAKE STEVENS, WASHINGTON, hereinafter referred to as the Employer, and PUBLIC, PROFESSIONAL & OFFICE-CLERICAL EMPLOYEES AND DRIVERS LOCAL UNION NO. 763, affiliated with the International Brotherhood of Teamsters, hereinafter referred to as the Union.

A.1 Effective January 01, 2017-2020, the classifications of work and monthly rates of pay for employees covered by this Agreement shall be as follows which reflects a ~~two~~three percent (23%) adjustment to the January 1, 2016-2019 salaries:

Classification	Step A	Step B	Step C	Step D	Step E	Step F	Step G
Public Works							
<u>Crew Leader</u>	<u>\$5,136</u>	<u>\$5,322</u>	<u>\$5,513</u>	<u>\$5,712</u>	<u>\$5,918</u>	<u>\$6,131</u>	<u>\$6,343</u>
<u>Crew Worker II</u>	<u>\$4,394</u>	<u>\$4,548</u>	<u>\$4,709</u>	<u>\$4,875</u>	<u>\$5,044</u>	<u>\$5,220</u>	<u>\$5,406</u>
<u>Crew Worker I</u>	<u>\$3,557</u>	<u>\$3,695</u>	<u>\$3,841</u>	<u>\$3,990</u>	<u>\$4,146</u>	<u>\$4,307</u>	<u>\$4,467</u>
<u>Equipment Mechanic</u>	<u>\$4,621</u>	<u>\$4,802</u>	<u>\$4,985</u>	<u>\$5,166</u>	<u>\$5,348</u>	<u>\$5,530</u>	<u>\$5,712</u>
<u>Public Works Inspector</u>	<u>\$6,379</u>	<u>\$6,594</u>	<u>\$6,816</u>	<u>\$7,045</u>	<u>\$7,283</u>	<u>\$7,530</u>	<u>\$7,784</u>
<u>Seasonal/Temporary Worker</u>	<u>\$13.33/hr</u>	<u>\$13.61/hr</u>	<u>\$13.86/hr</u>	<u>\$14.14/hr</u>	<u>\$14.39/hr</u>	<u>\$14.67/hr</u>	<u>\$14.93/hr</u>

<u>Crew Leader</u>	<u>\$5,503.29</u>	<u>\$5,703.11</u>	<u>\$5,908.08</u>	<u>\$6,121.29</u>	<u>\$6,341.71</u>	<u>\$6,570.37</u>	<u>\$6,798.00</u>
<u>Crew Worker II</u>	<u>\$4,709.16</u>	<u>\$4,873.96</u>	<u>\$5,047.00</u>	<u>\$5,224.16</u>	<u>\$5,405.44</u>	<u>\$5,593.93</u>	<u>\$5,792.72</u>
<u>Crew Worker I</u>	<u>\$3,811.00</u>	<u>\$3,960.35</u>	<u>\$4,116.91</u>	<u>\$4,275.53</u>	<u>\$4,443.42</u>	<u>\$4,615.43</u>	<u>\$4,786.41</u>
<u>Equipment Mechanic</u>	<u>\$4,951.21</u>	<u>\$5,145.88</u>	<u>\$5,341.58</u>	<u>\$5,536.25</u>	<u>\$5,730.92</u>	<u>\$5,926.62</u>	<u>\$6,121.29</u>
<u>Public Works Inspector</u>	<u>\$5,437.37</u>	<u>\$5,640.28</u>	<u>\$5,851.43</u>	<u>\$6,071.85</u>	<u>\$6,299.48</u>	<u>\$6,535.35</u>	<u>\$6,780.49</u>
<u>Seasonal/Temporary Worker</u>	<u>\$15.76</u>	<u>\$16.08</u>	<u>\$16.40</u>	<u>\$16.73</u>	<u>\$17.06</u>	<u>\$17.40</u>	<u>\$17.75</u>

A.1.1 Effective January 01, 2018-2021, the classifications of work and monthly rates of pay for employees covered by this Agreement in Article A.1 shall be increased over the rates in effect January 01, 2020 by ninety percent (90%) of the semi-annual percentage increase set forth in the Seattle-Tacoma-Bellevue Area Consumer Price Index "Urban Wage Earners and Clerical Workers" (CPI-W), for the period from June 2019 to June 2020, as is published by the Bureau of Labor Statistics, United States Department of Labor. Such increase from the CPI-W shall be a minimum of one percent (1%) and a maximum of three percent (3%). as follows which reflects a ~~two~~a percent (2%) adjustment to the January 1, 2017 salaries:

Classification	Step A	Step B	Step C	Step D	Step E	Step F	Step G
<u>Public Works</u>							
<u>Crew Leader</u>	<u>\$5,238</u>	<u>\$5,429</u>	<u>\$5,623</u>	<u>\$5,826</u>	<u>\$6,036</u>	<u>\$6,254</u>	<u>\$6,470</u>
<u>Crew Worker II</u>	<u>\$4,482</u>	<u>\$4,639</u>	<u>\$4,804</u>	<u>\$4,972</u>	<u>\$5,145</u>	<u>\$5,325</u>	<u>\$5,514</u>
<u>Crew Worker I</u>	<u>\$3,628</u>	<u>\$3,769</u>	<u>\$3,918</u>	<u>\$4,070</u>	<u>\$4,229</u>	<u>\$4,394</u>	<u>\$4,556</u>
<u>Equipment Mechanic</u>	<u>\$4,713</u>	<u>\$4,898</u>	<u>\$5,084</u>	<u>\$5,270</u>	<u>\$5,455</u>	<u>\$5,641</u>	<u>\$5,826</u>
<u>Public Works Inspector</u>	<u>\$6,507</u>	<u>\$6,726</u>	<u>\$6,952</u>	<u>\$7,186</u>	<u>\$7,429</u>	<u>\$7,680</u>	<u>\$7,939</u>
<u>Seasonal/Temporary Worker</u>	<u>\$13.60/hr</u>	<u>\$13.88/hr</u>	<u>\$14.14/hr</u>	<u>\$14.42/hr</u>	<u>\$14.68/hr</u>	<u>\$14.96/hr</u>	<u>\$15.23/hr</u>

A.1.2

Effective January 01, 2022, the classifications of work and monthly rates of pay for employees covered by this Agreement in Article A.1 shall be increased over the rates in effect January 01, 2021 by ninety percent (90%) of the semi-annual percentage increase set forth in the Seattle-Tacoma-Bellevue Area Consumer Price Index “Urban Wage Earners and Clerical Workers” (CPI-W), for the period from June 2020 to June 2021, as is published by the Bureau of Labor Statistics, United States Department of Labor. Such increase from the CPI-W shall be a minimum of one percent (1%) and a maximum of three percent (3%). Effective January 01, 2019, the classifications of work and monthly rates of pay for employees covered by this Agreement shall be as follows which reflects a two percent (2%) adjustment to the January 1, 2018 salaries:

Classification	Step A	Step B	Step C	Step D	Step E	Step F	Step G
<u>Public Works</u>							
<u>Crew Leader</u>	<u>\$5,343</u>	<u>\$5,537</u>	<u>\$5,736</u>	<u>\$5,943</u>	<u>\$6,157</u>	<u>\$6,379</u>	<u>\$6,600</u>
<u>Crew Worker II</u>	<u>\$4,572</u>	<u>\$4,732</u>	<u>\$4,900</u>	<u>\$5,072</u>	<u>\$5,248</u>	<u>\$5,431</u>	<u>\$5,624</u>
<u>Crew Worker I</u>	<u>\$3,700</u>	<u>\$3,845</u>	<u>\$3,997</u>	<u>\$4,151</u>	<u>\$4,314</u>	<u>\$4,481</u>	<u>\$4,647</u>
<u>Equipment Mechanic</u>	<u>\$4,807</u>	<u>\$4,996</u>	<u>\$5,186</u>	<u>\$5,375</u>	<u>\$5,564</u>	<u>\$5,754</u>	<u>\$5,943</u>
<u>Public Works Inspector</u>	<u>\$6,636</u>	<u>\$6,861</u>	<u>\$7,091</u>	<u>\$7,330</u>	<u>\$7,577</u>	<u>\$7,834</u>	<u>\$8,098</u>
<u>Seasonal/Temporary Worker</u>	<u>\$13.87/hr</u>	<u>\$14.16/hr</u>	<u>\$14.42/hr</u>	<u>\$14.71/hr</u>	<u>\$14.97/hr</u>	<u>\$15.26/hr</u>	<u>\$15.54/hr</u>

A.1.3

The Employer and the Union agree to collaborate on a study of compensation for the positions covered by this Agreement. The parties will start by negotiating in a good-faith attempt to agree on comparable positions and cities to be used in the study and the methodology of the study. This work will be completed by January 01, 2021. The data gathered for the purposes of this compensation study will be reviewed and be considered during negotiations for a successor Agreement. agree that in 2017, if the City chooses to engage in a market study salary survey for possible market adjustments to the already agreed to 2018 and 2019 salary increases, there shall be no reductions in any wage or scale, or freeze or red circle as the result of the survey. If the result of the survey shall require future market adjustments for 2018 and 2019 the market adjustments shall not be more than one (1%) per year.

A.1.4

The rates of pay set forth within Section A.1, A.1.1 and A.1.2 are for full-time employees. A part-time employee shall receive a pro-rata wage based on the number of hours worked in relationship to a full-time employee.

A.1.5

STEP(S) A through G are all twelve (12) months in duration. An employee shall advance from one STEP to the next STEP upon completion of the required months of service.

A.1.6 ~~The new classification of Public Works Inspector shall be incorporated within Appendix "A" and covered under all terms and conditions of this agreement. The current incumbent to this position will not be required to pass the probation period (Article 5.1). When the current incumbent in the position vacates the position, the salary range will be reevaluated and placed in the appropriate salary range.~~

A.2 The Employer may assign a new employee at any monthly pay range set forth within Section A.1, A.1.1 and A.1.2 at the sole discretion of the Employer.

A.3 Public Works Department employees shall receive longevity pay in accordance with the following schedule:

PERIOD OF SERVICE TOTAL LONGEVITY PAY (NOT CUMULATIVE)

After 5 years 1% above the pay they would otherwise receive in A.1, A.1.1 and A.1.2

After 10 years 2.5% above the pay they would otherwise receive in A.1, A.1.1 and A.1.2

After 15 years 4% above the pay they would otherwise receive in A.1, A.1.1 and A.1.2

After 20 years 4.75% above the pay they would otherwise receive in A.1, A.1.1 and A.1.2

A.4 Out of Classification Pay – When an employee is assigned by the Employer to a position that is at a pay level above their normal job classification, they shall receive the hourly wage minimum equivalent of five percent (5%) more than their current pay. Employees must have worked a minimum of one (1) shift out of classification to receive this pay.

A.5 The Employer agrees to pay for one (1) medical examination per year for employees who are required to undergo such examinations in order to maintain their CDLs.

A.6 The Employer agrees to provide CDL training to at least one (1) Crew Worker I in 2020, and to one (1) Crew Worker I in 2021. The course fees and time spent in class shall be paid by the City (repayment of class expenses is subject to the agreement in the Memorandum of Understanding on this subject, attached to this Agreement). The selection of Crew Worker Is for the training shall be a process of application and interview. Seniority shall be used as a tie-breaker, in cases where the Employer considers applicants equally qualified. If the Crew Worker I obtains a CDL after the first course/test, the employee shall be promoted to Crew Worker II. If the employee fails to complete the course or fails to obtain the CDL after the first test, the employee can take the test again at his or her own expense one (1) more time within six (6) months and be promoted if the employee obtains the CDL. The Employer is under no obligation to provide this training beyond 2021, and is under no obligation to backfill Crew Worker I positions made vacant by promotions under this Article.

PUBLIC, PROFESSIONAL & OFFICE-
CLERICAL EMPLOYEES AND DRIVERS

CITY OF LAKE STEVENS, WASHINGTON

LOCAL UNION NO. 763, affiliated with the
International Brotherhood of Teamsters

By _____ By _____
Scott A. Sullivan, Secretary-Treasurer John SpenceBrett Gailey, Mayor
Date _____ Date _____

APPENDIX "B" MEMORANDUM OF UNDERSTANDING

to the AGREEMENT
by and between
CITY OF LAKE STEVENS, WASHINGTON
and
PUBLIC, PROFESSIONAL & OFFICE-CLERICAL EMPLOYEES AND DRIVERS LOCAL UNION
NO. 763
(Representing the Public Works Department Employees)

January 01, 2017-2020 through December 31, 2019-2022

THIS **APPENDIX MEMORANDUM OF UNDERSTANDING** is supplemental to the AGREEMENT by and between the CITY OF LAKE STEVENS, WASHINGTON, hereinafter referred to as the Employer, and PUBLIC, PROFESSIONAL & OFFICE-CLERICAL EMPLOYEES AND DRIVERS LOCAL UNION NO. 763, affiliated with the International Brotherhood of Teamsters, hereinafter referred to as the Union.

Pursuant to Appendix A, Article A.6 of the Agreement by and between the Employer and the Union, employees who participate in Commercial Driver's License (CDL) training at Employer expense shall be required to sign and abide by the terms of the agreement below:

Commercial Driver's License Expense Agreement

You are scheduled to attend Commercial Driver's License (CDL) training. In accordance with the Memorandum of Understanding, you must complete this Expense Agreement and submit it to the Public Works Operations Manager. If you have any questions regarding this agreement, please contact Human Resources.

The City agrees to advance expenses for you to attend CDL training:

Course: _____

Dates of Attendance: _____

Total Expense Amount: \$ _____ (includes registration, tuition, fees, required books and other materials to a maximum of \$ _____).

In consideration of payment of these expenses, you agree to the following:

- If you voluntarily terminate employment with the City of Lake Stevens prior to completing the course, you will refund the entire amount of the course expenses provided to you.
- If you voluntarily terminate employment with the City of Lake Stevens after completion of the course and prior to completing six (6) consecutive months of active employment, you will refund the entire amount of the course expenses provided to you.
- If you voluntarily terminate employment with the City of Lake Stevens after completion of the course and after completing six (6) months of active employment, but prior to completing twenty-four (24) consecutive months of active employment, you will refund a pro-rated share of the total expenses provided to you. The pro-rated amount will be based on the total amount of expenses provided, divided by the percentage of time left in months from twenty-four (24) months that you

did not continue employment with the City of Lake Stevens.

For example: if \$6,000 was paid for the training and the employee voluntarily left employment at:

- 6 months—\$6,000.00 repayment
- 15 months—\$3,000.00 repayment
- 24 months—\$0 repayment.

This CDL Expense Agreement creates no contract of employment between you and the City of Lake Stevens. You may terminate your employment with the City of Lake Stevens at any time, with or without cause.

Employee Name: _____

Employee Signature: _____

Date: _____

Public Works Operations Manager Name: _____

Public Works Operations Manager Signature: _____

Date: _____

B.1 Both the Employer and Union acknowledge that it would be beneficial for both parties to design and build a creative and open atmosphere for bargaining labor management contracts and resolving conflicts in the workplace. Therefore, the Employer and the Union have agreed to initiate a collective bargaining process designed to problem solve and work collaboratively to address issues. This process will provide both parties a set of tools that foster effective communication and constructive issue resolution.

B.1.1 Goals of a collaborative process: Collaborative bargaining is designed to build a creative and open atmosphere for bargaining labor management contracts. To move to a process that relies on trust and creativity to achieve the mutual goals of the parties involved. It aims to build a positive working relationship that endures well beyond the bargaining process. Some of the goals of a collaborative process include:

- Building a culture of respect, trust and dignity for all employees.
- Opening communications so that ideas are shared and accepted, acted upon where effective and individuals are always thanked for their contribution.
- Creating an organization where the opportunity to learn and grow in knowledge and skill is made available and offered equitably to all employees.
- Creating an organization where career growth is as important to the organization as it is to the individual.
- Creating an organization where team work is encouraged and rewarded for achieving common goals.
- Respecting and valuing individual differences and diversity.

B.1.2 Scope of collaborative bargaining: The scope of collaborative bargaining is primarily between the bargaining unit and management. In the case of Lake Stevens, the scope must include ground work with management and elected officials so that the collaborative process, expectations and behaviors are in alignment. Union and management typically agree, upfront as to the breadth of involvement across the organization. Scope also includes all traditionally bargained elements of labor-management contracts. Collaborative bargaining focuses on mutual goals and bargaining to select the best way to achieve the mutually agreed goals. Experience indicates that there are far more mutual goals than goals that are not mutually shared. Where there are goals not mutually shared, the collaborative process aims to narrow the gap between goals and to work collaboratively to select the best way to achieve acceptable compromise on those goals. Collaborative bargaining does not replace the need to bargain. It creates a positive, constructive and trustworthy foundation for bargaining to reach agreement.

B.1.3 Process: The collaborative bargaining process is designed by the participants following tried and true principles of communication and collaboration. These usually include, particularly for the first time engagement, the following steps:

- Learn about collaborative bargaining. What is it? How does it work? Who has done it before? Why is it used and why is it successful?
- Engage in trust building and understanding communication styles and methods. Trust building occurs within and between teams working together as well as the larger organization.
- Set goals and identify mutual goals as well as those that are not necessarily mutually agreed upon.
- Define options to achieving the goals.
- Work together to agree on best option to achieve goals and the terms of a contract.

B.2 In preparation for labor negotiations in the summer of 2016, the Employer and the Union agree to begin training and implementation of the collaborative bargaining process in April/May of 2016.

PUBLIC, PROFESSIONAL & OFFICE-CLERICAL EMPLOYEES AND DRIVERS
LOCAL UNION NO. 763, affiliated with the
International Brotherhood of Teamsters

By _____
Scott A. Sullivan, Secretary-Treasurer

Date: _____

CITY OF LAKE STEVENS, WASHINGTON

John SpenceBrett Gailey, Mayor

Date: _____

MEMORANDUM OF UNDERSTANDING
to the
AGREEMENT
by and between
CITY OF LAKE STEVENS, WASHINGTON
and
PUBLIC, PROFESSIONAL & OFFICE CLERICAL EMPLOYEES AND DRIVERS
LOCAL UNION NO. 763
(Representing the Public Works Department Employees)

~~January 01, 2017 through December 31, 2019~~

~~IT IS UNDERSTOOD AND AGREED by the parties, City of Lake Stevens, Washington (hereafter “the Employer”), and Teamsters Local Union No. 763 (hereafter “the Union”), to enter into this agreement as follows:~~

~~WHEREAS; the Employer and the Union negotiated a collective bargaining agreement for the period of January 01, 2017 through December 31, 2019;~~

~~The Employer and the Union agreed to the following:~~

~~Gain Sharing Program: The City and the Union will meet and confer to develop a gain sharing program for the Public Works Department Employees. It is anticipated that this program will be implemented in year 2017.~~

~~CDL Training: The City will explore CDL training opportunities for employees within the Public Works Department.~~

~~PUBLIC, PROFESSIONAL & OFFICE
CLERICAL EMPLOYEES AND DRIVERS
LOCAL UNION NO. 763, affiliated with the
International Brotherhood of Teamsters~~

~~CITY OF LAKE STEVENS, WASHINGTON~~

By _____
~~Scott A. Sullivan, Secretary Treasurer~~

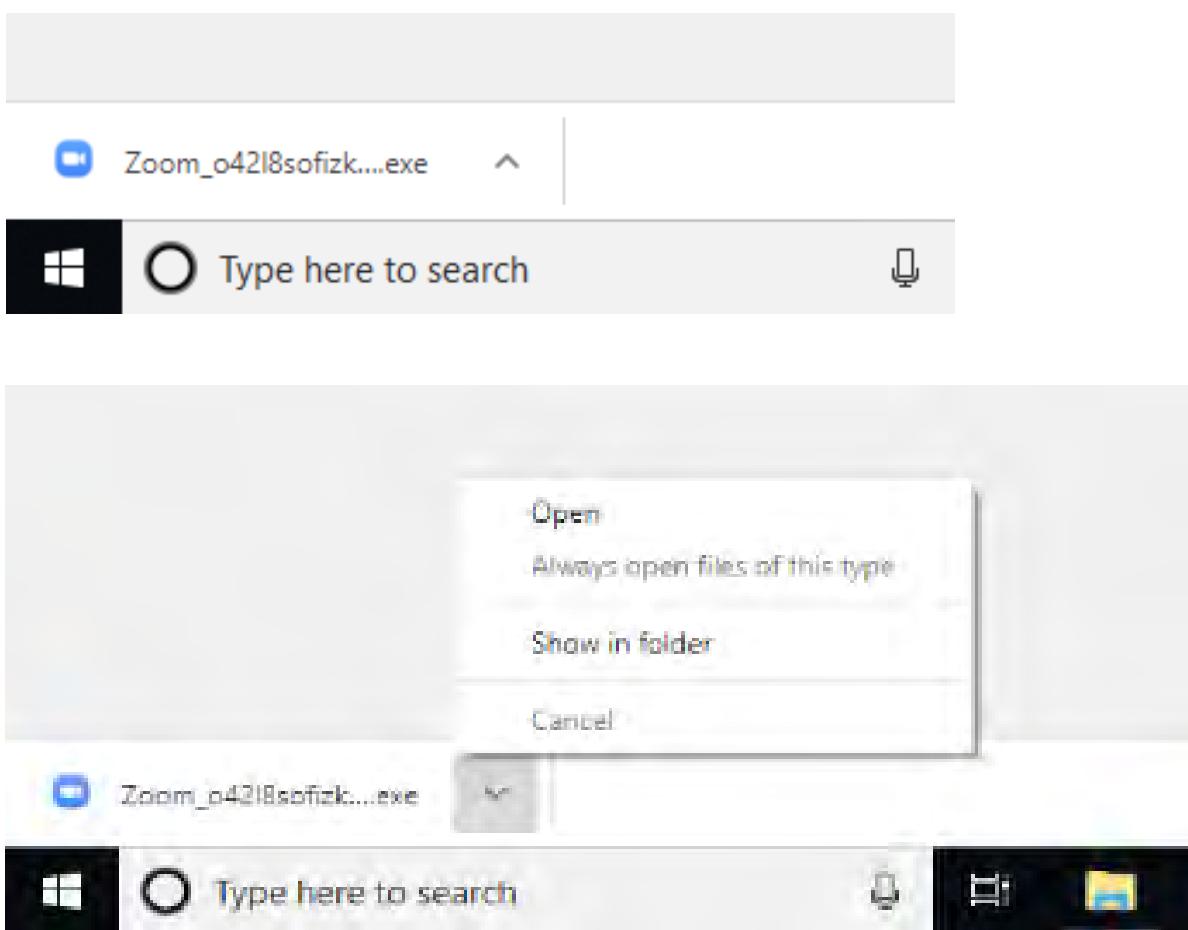
By _____
~~John Spencer, Mayor~~

Date: _____

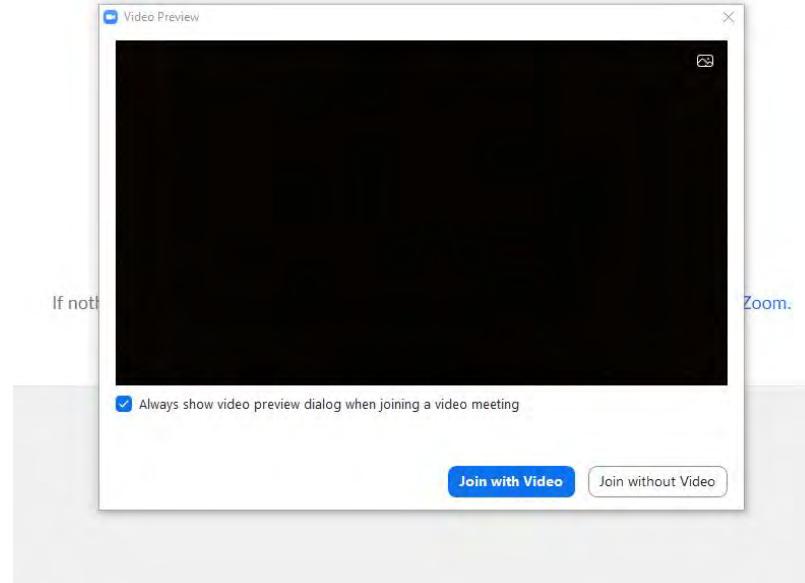
Date: _____

How to Join a City Council Meeting Using Zoom

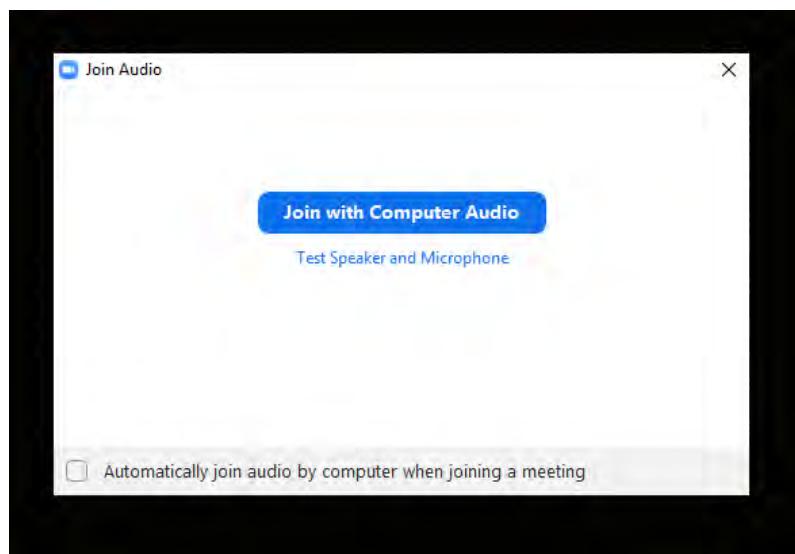
1. Click link shown on website.
2. You will be prompted to either download or launch Zoom. If this is your first time using Zoom, you will need to download a small .exe application file. When using Google Chrome, the .exe will appear here. Click the upward arrow to the right of the download. After the box opens, select “Open” to run the file



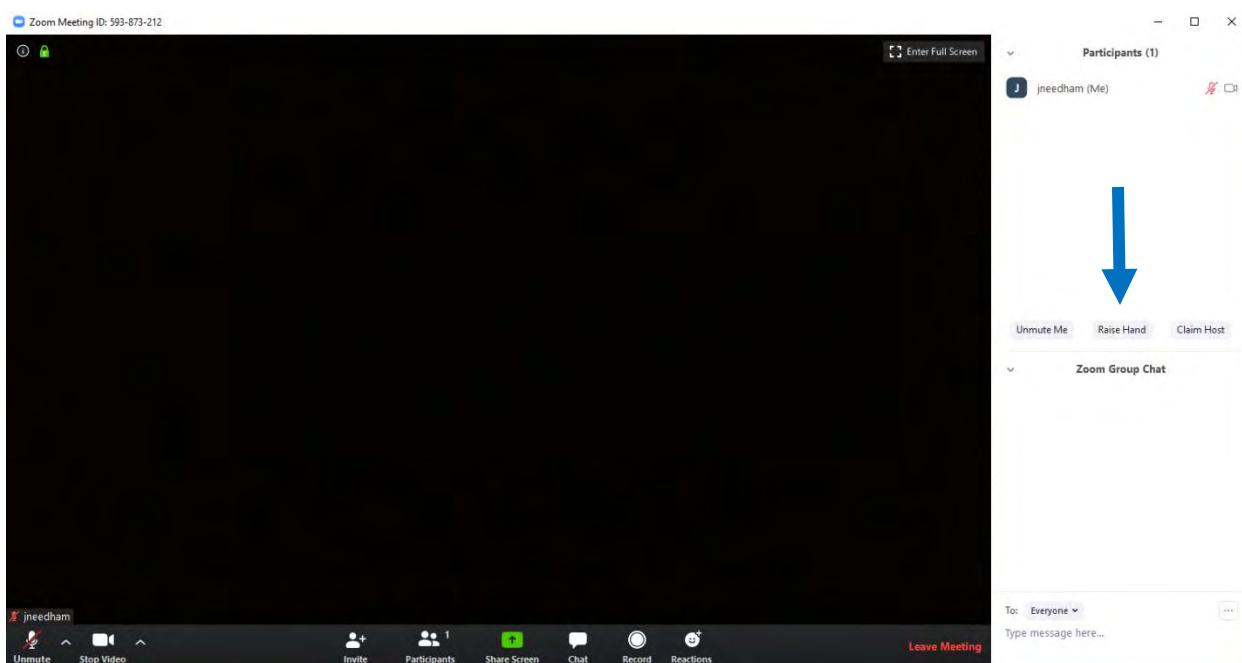
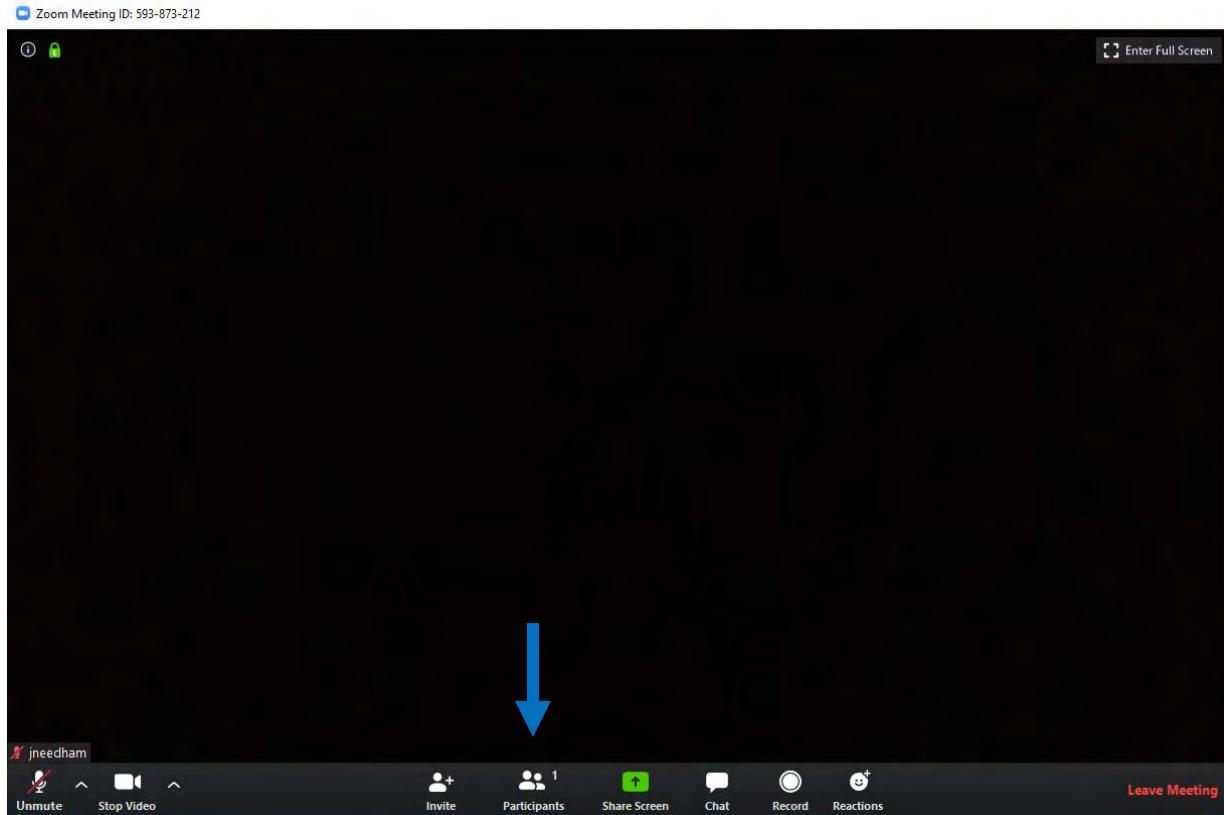
3. You may participate using video or audio only. If you have a webcam and would like others to see you, select “Join with Video.” If not, you may select “Join without Video.”



4. Members of the public may be given the opportunity to speak during the meeting. You will need a computer with a microphone or headphones in order to verbally participate. Please select “Test Speaker and Microphone” to ensure your microphone and audio is working correctly. Please follow all prompts. Then click “Join with Computer Audio” when prompted.



5. You should now be in the meeting. Members of the public will be muted by the host unless granted the opportunity to speak. To virtually “raise your hand,” click “Participants” along the bottom of the Zoom window. Next, select “Raise Hand” in the grey box. We ask that you mute your mics when you are done speaking to reduce feedback and background noise.



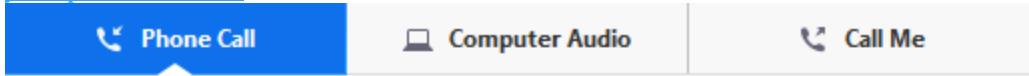
Joining meeting audio by phone

1. After joining a Zoom meeting, you will be prompted to join the audio automatically. If this prompt does not appear or you close out of it, click **Join Audio** in the meeting controls.



2. Click **Phone Call**.

Note: If you are subscribed to the call out add-on, you can [join the meeting by having Zoom dial your phone number](#).



Dial: +1 669 900 6833
+1 646 876 9923

Or 877 853 5247 (Toll Free)
888 788 0099 (Toll Free)

Meeting ID: 727 288 954

Participant ID: **44**

Done

3. Follow the instructions for dialing in:

- Select the country you're calling from in the flag drop-down menu.
- Call one of the numbers provided.
- Enter your meeting ID followed by #.
- Enter your participant ID followed by #.