



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 IN TO (253) 215-8782
MEETING ID: 883 1005 5955**

Tuesday, August 25, 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	None	
CITIZEN COMMENTS		
COUNCIL BUSINESS		Council President
MAYOR'S BUSINESS	Childhood Cancer Awareness Month Proclamation	
CITY DEPARTMENT REPORT	Update	
CONSENT AGENDA	<p>*A 2020 Vouchers *B City Council Regular Meeting Minutes of July 14, 2020 *C Bid Award and Contract with Trinity Contractors for North Cove Park Phase II *D Bid Award and Contract with HW Lochner for Construction Management re Costco *E Public Works Reorganization *F Appointment of Salary Commission Members *G Ordinance 1092 Amending LSMC re Council Meeting Location</p>	
		Barb Kelly
		Eric
		Eric
		Anya/Eric
		Kelly
		Kelly

Lake Stevens City Council Regular Meeting Agenda

August 25, 2020

PUBLIC HEARING:	*I	Machias Industrial Annexation	Russ
ACTION ITEMS:	*J	Ordinance 1093 re Full-Time Mayor	Gene
DISCUSSION ITEMS:	*K	Budget Amendment	Barb
	*L	Food Truck Ordinance	Jill

CITIZEN COMMENTS

EXECUTIVE SESSION:

ADJOURN

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

Special Needs

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact 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.



Proclamation

WHEREAS, pediatric cancer is the leading cause of death by disease in children; and

WHEREAS, 1-in-285 children in the United States will be diagnosed by their 20th birthday; and

WHEREAS, 80 percent of childhood cancer cases are diagnosed only after the disease has metastasized and spread to other parts of the body; and

WHEREAS, two-thirds of childhood cancer patients will have long-lasting chronic conditions as a result of the treatment they go through; and

WHEREAS, there has been a twenty-four percent increase in pediatric cancer cases over the last forty years, equal to forty-three children per day or 15,780 children a year diagnosed with cancer in the United States; and

WHEREAS, the National Cancer Institute recognized the unique research needs of childhood cancer and increased funding to conduct this research; and

WHEREAS, researchers and healthcare professionals work diligently to dedicate their expertise to treat and cure children with cancer; and

WHEREAS, too many children are affected by this deadly disease and more must be done to raise awareness and find a cure for all childhood cancers;

WHEREAS, I, Brett Gailey, Mayor of the City of Lake Stevens do hereby declare September 2020 to be

Childhood Cancer Awareness Month

In Lake Stevens, and I encourage all people in our city to join me in this special observance.

Brett Gailey, Mayor
Lake Stevens, Washington
United States of America



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**CITY DEPARTMENT REPORT
CITY COUNCIL REGULAR MEETING
AUGUST 25, 2020**

Community Development – Update

- 43 new building permit applications and 26 building permits issued to date this month
- 566 inspections to date this month
- 11 new land use applications and 1 issued land use application to date this month
- Farmer's Market extended for a week
- Ross is receiving final inspections before opening



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BLANKET VOUCHER APPROVAL
2020

Payroll Direct Deposits	07/25/2020, 07/31/2020, 08/10/2020	\$499,196.93
Payroll Checks	50847-80851, 50969, 51041-51044	\$12,679.02
Electronic Funds Transfers	ACH	\$850,861.18
Claims	50833-50846, 50852-50968, 50970-51040, 51045-51145	\$2,799,758.81
Void Checks		
Total Vouchers Approved:		\$4,162,495.94

This 25th day of August 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



August 25th, 2020

City Expenditures by Type on this voucher packet

Personnel Costs	\$	511,876	12.3%
Payroll Federal Taxes	\$	276,005	6.6%
Excise Tax	\$	3,035	0.1%
Quarterly L&I	\$	49,532	1.2%
Standard Insurance	\$	430	0.0%
Retirement Benefits - Employer	\$	186,931	4.5%
Paid Family Medical Leave	\$	8,487	0.2%
Medical Benefits - Employer	\$	302,288	7.3%
Other Employer paid Benefits	\$	9,016	0.2%
Employee paid benefits - By Payroll	\$	49,217	1.2%
Supplies	\$	72,403	1.7%
Professional Services **	\$	852,514	20.5%
Capital *	\$	1,840,762	44.2%
Total	\$	4,162,495.94	100%

Large Purchases

* 20th Street SE Phase II - \$1,249,453

* S. lake Stevens Rd Multi Use Project -\$160,145

** S. lake Stevens Rd Multi Use Project Pavement - \$275,859

** CARES Act Small Business Grants - \$122,530

** Snohomish Health District Contribution - \$34,150



Total for Period

\$3,650,619.99

Checks to be approved for period 07/09/2020 - 08/19/2020

Vendor: AAA of Everett
Check Number: 50853

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EV158799	7/28/2020	001 008 521 50 48 00	LE-Facility Repair & Maint	Fire Extinguisher Service - PD	\$636.78 \$636.78

Vendor: Ace Hardware
Check Number: 50854

Invoice No	Check Date	Account Number	Account Name	Description	Amount
66555	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Wet/Dry Vacuum	\$152.59
66577	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Liquid Nail Adhesive	\$17.40
66585	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Fasteners	\$10.16
66593	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	PVC Cap	\$3.44
66646	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Hose/Nozzle/Hand Soap/Hand Sanitizer	\$84.54
66700	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Drill Bit Set/Rainx/Socket Adapter/Impact Power Bit	\$86.66
66703	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Graffiti Remover/Wire Brushes	\$34.40
66767	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Large Arbor/Hole Dozer Holesaw	\$49.03
66778	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Cable Rings/Primer/Screws	\$62.97
66783	7/28/2020	001 012 594 75 64 00	CS- Pavilion - Capital	Brackets/Modular Plugs/Plug Crimps - The Mill	\$44.60
66820	7/28/2020	101 016 544 90 31 02	ST-Operating Cost	Adapters/Malleable Iron Coupling	\$13.03
66820	7/28/2020	101 016 544 90 31 02	ST-Operating Cost	CV - Face Masks	\$43.58
66846	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Gopher Spikes/Batteries	\$83.89
66866	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Gorilla Epoxy/Keys	\$40.25
66943	7/28/2020	001 012 594 75 64 00	CS- Pavilion - Capital	Audio Extension Cables - The Mill	\$20.90 \$747.44

Vendor: Ace Hardware
Check Number: 50990

Invoice No	Check Date	Account Number	Account Name	Description	Amount
66988	8/5/2020	001 010 576 80 31 00	PK-Operating Costs	Spray Gun/Tread Seal Tape	\$21.78
66996	8/5/2020	001 012 572 20 31 00	CS- Library-Office & Operating	Wall Plate/Extension Cord/Batteries - Library	\$57.74
67042	8/5/2020	001 010 576 80 31 00	PK-Operating Costs	Gloves	\$29.42
67063	8/5/2020	001 010 576 80 31 00	PK-Operating Costs	Wiper Blades/Hammer/Wood Chisel/Nut Driver	\$144.88
67143	8/5/2020	001 008 521 50 30 02	LE-Fleet Minor Equipment	Chain/Padlock Evidence Impound Lot	\$38.11 \$291.93

Vendor: Ace Hardware
Check Number: 51053

Invoice No	Check Date	Account Number	Account Name	Description	Amount
66909	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Microfibers/Tape Measures/Elec Tape/Couplers/Ext Cord	\$135.04
66909	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	Microfibers/Tape Measures/Elec Tape/Couplers/Ext Cord	\$135.03
66909	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Microfibers/Tape Measures/Elec Tape/Couplers/Ext Cord	\$135.03
66923	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Wire Ropes/Wire Clips	\$39.01
66944	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Plugs/PVC Box Square/Extension Cord	\$30.66
66971	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Exterior Paint	\$95.90
66987	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Broom/Dustpan	\$15.25

67025	8/19/2020	001 013 518 20 31 00	GG-Operating Costs	Industrial Curved Blade/Ground Locking Connector	\$35.96
67036	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Steel Pruners	\$52.30
67038	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Fasteners	\$97.82
67040	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Roller Cooler	\$54.49
67045	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Fasteners	\$57.85
67045	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	Fasteners	\$57.84
67045	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Fasteners	\$57.84
67069	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Tiedowns	\$32.69
67075	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Gopher/Mole Traps	\$58.84
67076	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Chalk Powder/Leather Gloves/Tape/Saw Blade	\$87.15
67106	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Stencil Card Stock/Utility Knife/Knife Blades/Nozzle	\$53.34
67119	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Posthole Digger	\$21.79
67119	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	Posthole Digger	\$21.80
67121	8/19/2020	001 013 518 20 31 00	GG-Operating Costs	Hat/Coat Wall Hooks - The Mill	\$15.24
67138	8/19/2020	001 013 518 20 31 00	GG-Operating Costs	GFCI Cover - Library	\$8.71
67141	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Engine Oil	\$65.37
67142	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Fasteners	\$5.23
67287	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	Painters Plastic Sheeting	\$29.42
67347	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Stakes	\$51.80
					\$1,451.40

Vendor: Active Excavator Rentals Inc

Check Number: 50991

Invoice No	Check Date	Account Number	Account Name	Description	Amount
10488	8/5/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Hyundai Roller Rental - Froniter Heights	\$5,504.50
10528	8/5/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Excavator Rental - Froniter Heights	\$7,704.50
					\$13,209.00

Vendor: AFLAC

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
161196	7/14/2020	001 000 284 00 00 00	Payroll Liability Other	Employee paid Insurance Prem	\$1,248.72
603145	8/12/2020	001 000 284 00 00 00	Payroll Liability Other	Employee paid Insurance Prem	\$1,248.72
					\$2,497.44

Vendor: Amazon Capital Services

Check Number: 50855

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1Q3G-64GM-3TGL	7/28/2020	001 008 521 20 31 00	LE-Office Supplies	CV - Face Masks	\$195.86
					\$195.86

Vendor: Amazon Capital Services

Check Number: 50856

Invoice No	Check Date	Account Number	Account Name	Description	Amount
11FC-D6TT-KM64	7/28/2020	410 016 531 10 31 01	SW-Office Supplies	Drone Camera Cover/Remote Controller Lanyard/Propellers	\$86.86
14J6-GV1K-7LV9	7/28/2020	001 005 518 10 31 01	HR-Operating Cost	Multipliers - Leadership Book	\$38.92
19QD-RD74-9CCN	7/28/2020	001 013 518 20 31 00	GG-Operating Costs	Wireless Smart App Control RGC Light Strip Kit	\$100.24
1G4J-RNR1-P3TC	7/28/2020	001 013 518 20 31 00	GG-Operating Costs	Kitchen Knife Set	\$17.58
1J6P- XYCT-CTL4	7/28/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	Safety Vest for Building Inspector	\$43.74
1K6W-7MTW-DD9P	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Credit - Construction Equip Ignition Keys Inv 1HTD-Q79J-1FPJ	(\$44.61)
1MPV-Y4LQ-9WTH	7/28/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	Staple Gun for Permit Signs	\$32.04
1V3V-WGV1-DCP7	7/28/2020	001 012 594 75 64 00	CS- Pavillion - Capital	Connectors Kit/Leviton Pack/Connector Nut Bulkhead Panel Mount	\$118.54
1WDP-HCLN-CX7D	7/28/2020	001 013 518 20 31 00	GG-Operating Costs	Credit - Conference Room Table Sealer Inv 1HTD-Q791J-QHCK	(\$106.80)

1X9M-YFGV-44J3	7/28/2020	001 007 558 50 31 00	PL-Office Supplies	Wireless Keyboard	\$54.01
					\$340.52

Vendor: Amazon Capital Services

Check Number: 50992

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1G3M-JYH6-RDCR	8/5/2020	001 008 521 20 31 00	LE-Office Supplies	Lightning Charger Cables	\$37.04
					\$37.04

Vendor: Amazon Capital Services

Check Number: 50993

Invoice No	Check Date	Account Number	Account Name	Description	Amount
16GD-911F-HHF7	8/5/2020	001 013 518 20 31 00	GG-Operating Costs	Arrow Fastener Staples	\$27.26
173R-NTCW-Y7P3	8/5/2020	001 013 518 20 31 00	GG-Operating Costs	Hand Soap	\$14.31
199L-PDJQ-Ngg6	8/5/2020	001 007 558 50 31 00	PL-Office Supplies	First Aid Kit	\$19.58
19ND-MHF9-J4GY	8/5/2020	001 007 558 50 31 00	PL-Office Supplies	CV - Disposable Gloves	\$20.25
19ND-MHF9-J4GY	8/5/2020	001 007 558 50 31 00	PL-Office Supplies	Flashlights/Painters Tape	\$41.23
1G3M-JYH6-C4XP	8/5/2020	101 016 544 90 31 02	ST-Operating Cost	Heavy Construction Equip Ignition Key	\$21.70
1G3M-JYH6-C4XP	8/5/2020	410 016 531 10 31 02	SW-Operating Costs	Heavy Construction Equip Ignition Key	\$21.70
1GG7-T34P-713T	8/5/2020	001 007 571 00 30 00	PL-Park & Recreation	CV - USB to HDMI Cable Adapter for Telecommuting	\$23.20
					\$189.23

Vendor: Amazon Capital Services

Check Number: 51054

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1CHV-PNFR-KTCF	8/19/2020	001 008 521 50 30 02	LE-Fleet Minor Equipment	Car Desk for SMART Team	\$365.04
					\$365.04

Vendor: Amazon Capital Services

Check Number: 51055

Invoice No	Check Date	Account Number	Account Name	Description	Amount
16PJ-QWF6-C4M6	8/19/2020	001 003 514 20 31 00	CC-Office Supply	Anti Fatigue Floor Mat	\$49.02
17CL-GW7T-6PFJ	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Heavy Construction Equipment Ignition Keys	\$7.24
17CL-GW7T-6PFJ	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	Heavy Construction Equipment Ignition Keys	\$7.23
17CL-GW7T-6PFJ	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Heavy Construction Equipment Ignition Keys	\$7.23
19D6-G3CL-G3MC	8/19/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	Staple Gun for Permit Signs	\$40.14
1NFV-N76T-DFMC	8/19/2020	001 005 518 10 31 00	HR-Office Supplies	Anti Fatigue Floor Mat	\$42.50
1RHC-GN9D-D7DR	8/19/2020	410 016 531 10 31 01	SW-Office Supplies	Legal/Letter File Box	\$41.41
1V47-NFJM-RPLC	8/19/2020	001 007 558 50 31 00	PL-Office Supplies	Wood Handle Scratch Awl Tool Pin Punching/Level	\$25.90
1YDR-VVHG-4CWR	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Black Plastic Hangers	\$27.24
1YDR-VVHG-4CWR	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	Black Plastic Hangers	\$27.24
1YDR-VVHG-4CWR	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Black Plastic Hangers	\$27.24
					\$302.39

Vendor: Anderson

Check Number: 50841

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071420 ANDERSON	7/15/2020	001 000 362 00 00 04	Lundeen Shelter Rental	Refund Lundeen Rental 07/18/2020 Due to COVID-19	\$120.00
					\$120.00

Vendor: Aquatechnex LLC

Check Number: 50857

Invoice No	Check Date	Account Number	Account Name	Description	Amount
11704	7/28/2020	410 016 531 10 41 02	SW-Milfoil Treatment	Sonar Herbicide Treatments	\$17,985.00
					\$17,985.00

Vendor: Aquatechnex LLC

Check Number: 51056

Invoice No	Check Date	Account Number	Account Name	Description	Amount
11806	8/19/2020	410 016 531 10 41 02	SW-Milfoil Treatment	Herbicide Treatment for Eurasian Milfoil	\$14,769.50 \$14,769.50

Vendor: Assoc of Washington Cities EFT

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071020	7/14/2020	001 000 283 00 00 00	Payroll Liability Medical	Medical Insurance Premium	\$148,888.23
071020	7/14/2020	001 013 518 30 20 00	GG-Benefits	Medical Insurance Premium	(\$0.02)
081020	8/12/2020	001 000 283 00 00 00	Payroll Liability Medical	Medical Insurance Premium	\$148,033.28
081020	8/12/2020	001 013 518 30 20 00	GG-Benefits	Medical Insurance Premium	(\$0.09)
					\$296,921.40

Vendor: Barrett

Check Number: 50858

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2183	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Debris Removal - Froniter Heights	\$41,460.00
2242	7/28/2020	411 016 594 31 60 00	Decant Facility Project	Debris Removal - Decant Facility	\$3,550.00
2244	7/28/2020	001 010 576 80 41 00	PK-Professional Services	Drop Spread Trails for Paving Park	\$2,220.00
2244	7/28/2020	101 016 542 30 41 02	ST-Professional Service	Drop Spread Trails for Paving Overlay	\$2,220.00
					\$49,450.00

Vendor: Barrett

Check Number: 50994

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2267	8/5/2020	410 016 531 10 41 01	SW-Professional Services	Storm Pond Cleaning 99th	\$21,640.00 \$21,640.00

Vendor: Bashour

Check Number: 50859

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071720 BASHOUR	7/28/2020	001 000 362 00 00 04	Lundeen Shelter Rental	Refund Lundeen Rental 07/25/2020 Due to COVID-19	\$120.00 \$120.00

Vendor: Bauer

Check Number: 51057

Invoice No	Check Date	Account Number	Account Name	Description	Amount
081320 BAUER	8/19/2020	001 000 362 00 00 04	Lundeen Shelter Rental	Refund Lundeen Rental 08/30/2020 Due to COVID-19	\$120.00 \$120.00

Vendor: Bio Clean Inc

Check Number: 50860

Invoice No	Check Date	Account Number	Account Name	Description	Amount
11272	7/28/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Decontamination of Bio Hazardous Material PT-19-83	\$354.26 \$354.26

Vendor: Bliven

Check Number: 50852

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20291	7/21/2020	001 010 576 80 41 01	PK -Professional Tree Srv	Tree Removal Services 113 87th Ave	\$1,090.00
20292	7/21/2020	001 010 576 80 41 01	PK -Professional Tree Srv	Limb up 15ft Behind White Line on Road	\$1,090.00
20295	7/21/2020	001 010 576 80 41 01	PK -Professional Tree Srv	Limb up Cedar Tree Behind White Line on Road	\$872.00
					\$3,052.00

Vendor: Bliven

Check Number: 51058

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20296	8/19/2020	001 010 576 80 41 01	PK -Professional Tree Srv	Tree Removal Services - Task Order 10	\$4,142.00 \$4,142.00

Vendor: Boys & Girls Clubs of Snohomish County

Check Number: 50970

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 BOYS&GIRLS	7/29/2020	002 013 558 70 40 00	CV - Small Business Grants	CARES Act Small Business Grant - Boys/Girls Club	\$7,000.00 \$7,000.00

Vendor: Brummett Inc

Check Number: 50861

Invoice No	Check Date	Account Number	Account Name	Description	Amount
16948	7/28/2020	001 008 521 20 31 04	LE-Donation Exp - Other	20 Year Service Award - C Brooks	\$120.78 \$120.78

Vendor: Budu Racing LLC

Check Number: 50995

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0820 BUDURACING	8/5/2020	001 000 322 90 00 01	Other Non-Bus. Event Permits	Refund Event Permit SPE2020-0005 Due to COVID-19	\$225.00 \$225.00

Vendor: Builders Exchange of Washington Inc

Check Number: 50862

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1066386	7/28/2020	304 016 595 60 60 05	Trestle/HOV Lane	BAT Lane Advertisment	\$219.25 \$219.25

Vendor: Builders Exchange of Washington Inc

Check Number: 51059

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1066644	8/19/2020	301 016 595 30 60 03	17005- 24th St & 91st Ext	Publication - 91st Rd Extension Project 17005	\$265.00
1066644	8/19/2020	302 010 594 76 61 01	PM - North Cove Capital	Publication - North Cove Phase II Project 19012	\$226.00
1066644	8/19/2020	411 016 594 31 60 00	Decant Facility Project	Publication - Hartford Decant Facility Project 18037	\$120.00

Vendor: Business Card

Check Number: 50842

Invoice No	Check Date	Account Number	Account Name	Description	Amount
BROOKS 0720	7/15/2020	001 008 521 20 41 01	LE-Professional Serv-Fixed	Transcription Services 2020-10714	\$138.60
BROOKS 0720	7/15/2020	111 008 521 20 31 01	Drug Seize - Canine Supplies	Canine Dog Food	\$54.49
DREHER 0720	7/15/2020	001 008 521 20 31 00	LE-Office Supplies	CV - Cleaning Supplies	\$55.39
DREHER 0720	7/15/2020	001 008 521 20 43 00	LE-Travel & Per Diem	Hotel - Patrol Rifle Recert - Wells	\$144.42
DREHER 0720	7/15/2020	001 008 521 30 31 00	LE-Community Outreach Supplies	Markers/Pins	\$17.59
DURPOS 0720	7/15/2020	101 016 542 30 41 00	ST-Pavement Preservation	Cleanout/Monument Box Cover	\$35.94
DURPOS 0720	7/15/2020	101 016 544 90 31 02	ST-Operating Cost	WA Standards Books Volumes 1 & 2	\$54.89
DURPOS 0720	7/15/2020	310 016 544 40 41 00	20th St SE - Professional Srv	PSCAA Permit 9105 21st St SE	\$65.00
DURPOS 0720	7/15/2020	410 016 531 10 31 02	SW-Operating Costs	WA Standards Books Volumes 1 & 2	\$54.89
ESHLEMAN 0720	7/15/2020	101 016 544 90 31 02	ST-Operating Cost	Pullrod with Hardware Bag	\$90.12
ESHLEMAN 0720	7/15/2020	410 016 531 10 31 02	SW-Operating Costs	Pullrod with Hardware Bag	\$90.11
GOOD 0720	7/15/2020	001 005 518 10 49 01	HR-Staff Development	Registration - PRA Deep Dive	\$35.00
MINER 0720	7/15/2020	001 008 521 20 41 00	LE-Professional Services	Transcription Services 2020-10714	\$178.50
MINER 0720	7/15/2020	001 008 521 20 43 01	LE-Business Meetings	Food during Kidnapping Case	\$43.83

STEVENS T 0720	7/15/2020	001 012 594 75 64 00	CS- Pavillion - Capital	UPS Pickup Ticket Network Rack Enclosure from CDW	\$5.80
WRIGHT 0720	7/15/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers LUA2020-0057	\$13.07
WRIGHT 0720	7/15/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers LUA2020-0101	\$135.53
WRIGHT 0720	7/15/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers Smith Townhomes PH	\$57.72
WRIGHT 0720	7/15/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers Soper Hill	\$12.35
WRIGHT 0720	7/15/2020	001 007 558 50 41 03	PL-Advertising	Postcard Mailers Decant PH	\$19.45
					\$1,302.69

Vendor: Business Card

Check Number: 51060

Invoice No	Check Date	Account Number	Account Name	Description	Amount
BEAZIZO 0720	8/19/2020	001 008 521 40 49 01	LE-Registration Fees	Refund - Registration IAPRO Conference - J Beazizo	(\$150.00)
BEAZIZO 0720	8/19/2020	001 008 521 40 49 01	LE-Registration Fees	Refund - Registration IAPRO Conference - R Miner	(\$150.00)
BEAZIZO 0820	8/19/2020	001 008 521 40 49 01	LE-Registration Fees	Registration - Crime Scene Investigation	\$645.00
BRAZEL 0420	8/19/2020	001 001 511 60 43 00	Legislative - Travel & Mtgs	Credit - Hotel Council Retreat Semiahmoo	(\$701.67)
BRAZEL 0420	8/19/2020	001 002 513 11 49 00	AD-Staff Development	Refund - Registration WOW Conference - Brazel	(\$350.00)
BRAZEL 0420	8/19/2020	001 012 575 50 31 00	CS- Pavillion - Ops	Fasteners/Hinges/Brackets - The Mill Railroad Cart	\$127.88
BRAZEL 0420	8/19/2020	001 012 575 50 31 00	CS- Pavillion - Ops	Fasteners/Hinges/Brackets - The Mill Railroad Cart	\$196.52
BRAZEL 0420	8/19/2020	001 012 575 50 31 00	CS- Pavillion - Ops	Fasteners/Hinges/Brackets - The Mill Railroad Cart	\$204.35
BRAZEL 0820	8/19/2020	001 013 518 20 31 00	GG-Operating Costs	CV - Hand Sanitizer for City Hall	\$39.23
BRAZEL 0820	8/19/2020	001 013 518 20 41 00	GG-Professional Service	CV - Zoom Standard Pro Aug 2020	\$32.68
BRAZEL 0820	8/19/2020	002 013 558 70 40 00	CV - Small Business Grants	CV - Safeway Cards for Veterans Comm COVID Grants	\$2,500.00
BROOKS 0820	8/19/2020	001 008 521 30 31 00	LE-Community Outreach Supplies	Picture Printing for Awards	\$9.76
BROOKS 0820	8/19/2020	111 008 521 20 31 01	Drug Seize - Canine Supplies	Canine Dog Food July 29	\$54.49
BROOKS 0820	8/19/2020	111 008 521 20 31 01	Drug Seize - Canine Supplies	Canine Dog Food July 8	\$54.49
DREHER 0820	8/19/2020	001 008 521 20 31 01	LE-Fixed Minor Equipment	Optics Geissele Suppressor Alignment Rod	\$81.75
DREHER 0820	8/19/2020	001 008 521 20 31 02	LE-Minor Equipment	Orange Traffic Cones	\$168.34
DREHER 0820	8/19/2020	001 008 521 20 31 02	LE-Minor Equipment	Orange Traffic Cones	\$330.55
DREHER 0820	8/19/2020	001 008 521 20 43 00	LE-Travel & Per Diem	Hotel - Adv Motorcycle Training - Aukerman	\$387.20
DREHER 0820	8/19/2020	001 008 521 30 31 00	LE-Community Outreach Supplies	Awards Certificate & Frame	\$57.66
DREHER 0820	8/19/2020	001 008 521 40 49 01	LE-Registration Fees	Registration - Crime Scene Investigations - C Brooks	\$129.00
DREHER 0820	8/19/2020	001 008 521 40 49 01	LE-Registration Fees	Registration - Crime Scene Investigations - Heinemann	\$129.00
DREHER 0820	8/19/2020	111 008 521 20 40 00	Drug Seize - Canine Prof Serv	K9track Single Handler Yearly Account Access Software	\$72.00
DYER 0820	8/19/2020	001 008 521 20 31 00	LE-Office Supplies	Electronic Book Purchase - Reimbursed by Dyer	\$1.08
ESHLEMAN 0620	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Packing Peanuts	\$81.53
ESHLEMAN 0720	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Packing Peanuts - Return/Credit	(\$81.53)
ESHLEMAN 0820	8/19/2020	001 007 594 59 63 00	PB-Capital Outlay	Registration Fee for 2020 Ford Escape PW71	\$64.00
ESHLEMAN 0820	8/19/2020	002 013 594 18 60 01	CV - Capital Purchases	CV - Folding Side Mirrors Pol Pro Fit UTV	\$78.80
ESHLEMAN 0820	8/19/2020	002 013 594 18 60 01	CV - Capital Purchases	CV - Folding Side Mirrors Pol Pro Fit UTV - Return/Credit	(\$76.50)
ESHLEMAN 0820	8/19/2020	002 013 594 18 60 01	CV - Capital Purchases	CV - Spot Sprayer for UTV	\$251.38
ESHLEMAN 0820	8/19/2020	002 013 594 18 60 01	CV - Capital Purchases	CV - Turn Signal Kit UTV	\$260.04
ESHLEMAN 0820	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Mini LED Work Light	\$54.63
ESHLEMAN 0820	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Storm Grate	\$135.28
GOOD 0820	8/19/2020	410 016 531 10 41 01	SW-Professional Services	Job Posting - Surface Water Management Coordinator	\$185.00
PUGH 0820	8/19/2020	001 013 518 20 41 00	GG-Professional Service	CV - Zoom Standard Pro July 2020	\$32.68
STEVENS T 0820	8/19/2020	001 008 521 20 41 01	LE-Professional Serv-Fixed	Duo Security MFA Annual Subscription	\$2,520.00
WRIGHT 0820	8/19/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers LUA2020-0102 Hartford Industrial	\$42.51
WRIGHT 0820	8/19/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers LUA2020-0105 Dexter Admin Var	\$9.76
WRIGHT 0820	8/19/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers NOA Woodlawn	\$3.18

WRIGHT 0820	8/19/2020	112 012 594 73 63 00	Art - Public Art Acquisition	Frames for Watercolors at The Mill	\$310.19
WRIGHT 0820	8/19/2020	302 010 576 90 31 00	Tree Replacement Expenditures	Trees/Plants for S Lake Stevens Path	\$77.07
					\$7,817.33

Vendor: Cadman Inc

Check Number: 50996

Invoice No	Check Date	Account Number	Account Name	Description	Amount
5699053	8/5/2020	410 016 531 10 31 02	SW-Operating Costs	Street Sweepings Disposal	\$2,243.53
					\$2,243.53

Vendor: Cadman Inc

Check Number: 51061

Invoice No	Check Date	Account Number	Account Name	Description	Amount
5700847	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Street Sweeping Disposal	\$1,672.85
5702353	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	Asphalt	\$227.23
					\$1,900.08

Vendor: Canon Financial Services Inc

Check Number: 50863

Invoice No	Check Date	Account Number	Account Name	Description	Amount
21665678	7/28/2020	001 013 518 20 48 00	GG-Repair & Maintenance	Copier Repair & Maintenance CH	\$285.26
21687584	7/28/2020	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Repair & Maintenance PW	\$17.08
21687584	7/28/2020	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Repair & Maintenance PW	\$17.08
					\$319.42

Vendor: Cascade Collision Center Inc

Check Number: 50864

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4677	7/28/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Vehicle Repairs PT-19-82	\$2,942.27
					\$2,942.27

Vendor: Cascade Collision Center Inc

Check Number: 51062

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4693	8/19/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Roof Repair/Replace Headliner/Wet Sand and Polish PT-82	\$4,163.25
					\$4,163.25

Vendor: CAV Glass and Window

Check Number: 51063

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1816	8/19/2020	001 013 518 20 48 00	GG-Repair & Maintenance	Window Repair/Replacement - Library/Museum	\$1,798.50
					\$1,798.50

Vendor: CDW Government Inc

Check Number: 50865

Invoice No	Check Date	Account Number	Account Name	Description	Amount
XZT1523	7/28/2020	520 008 594 21 63 00	Capital Equipment	Panasonic Toughbook	\$2,839.45
ZDZ2764	7/28/2020	520 008 594 21 63 00	Capital Equipment	Credit - Panasonic Toughbook	(\$2,839.45)
ZHG1853	7/28/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Support Docking Station Screen	\$62.95
ZHQ4079	7/28/2020	001 012 594 75 64 00	CS- Pavillion - Capital	PC Hard Drive - The Mill	\$197.25
ZHX9969	7/28/2020	001 012 594 75 64 00	CS- Pavillion - Capital	Battery Back Up - The Mill	\$54.51
ZJC2108	7/28/2020	001 012 594 75 64 00	CS- Pavillion - Capital	Network Surveillance Camera	\$1,983.80
ZKH4147	7/28/2020	306 000 594 21 60 00	Police Dept Project Account	Power Cord	\$33.68
					\$2,332.19

Vendor: CDW Government Inc

Check Number: 51064

Invoice No	Check Date	Account Number	Account Name	Description	Amount
SE2000944	8/19/2020	001 012 594 75 64 00	CS- Pavillion - Capital	Installation and Training of The Mill's Multimedia System	\$30,502.73
ZJK2559	8/19/2020	001 007 558 50 41 00	PL-Professional Servic	Adobe - Goldson-Smith	\$565.99
ZPP2072	8/19/2020	001 012 594 75 64 00	CS- Pavillion - Capital	Shure Gooseneck Cardioid Mic - The Mill	\$256.15
					\$31,324.87

Vendor: Cellebrite Inc

Check Number: 50997

Invoice No	Check Date	Account Number	Account Name	Description	Amount
Q-155633-1	8/5/2020	001 008 521 40 49 01	LE-Registration Fees	Registration - CCO Refresher/CCPA - Wachtveitl	\$2,284.00
					\$2,284.00

Vendor: Central Welding Supply Co Inc

Check Number: 50866

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EV281537	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Plasma Cutting Guide/Electrode/Miller Electric Consumable Kit	\$607.78
EV282010	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Propane Cylinder/Propane/Gloves	\$527.73
					\$1,135.51

Vendor: Central Welding Supply Co Inc

Check Number: 50998

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EV282457	8/5/2020	001 010 576 80 31 00	PK-Operating Costs	Helmet/Battery/Utility Clamp	\$184.74
EV282457	8/5/2020	101 016 544 90 31 02	ST-Operating Cost	Helmet/Battery/Utility Clamp	\$184.75
EV282457	8/5/2020	410 016 531 10 31 02	SW-Operating Costs	Helmet/Battery/Utility Clamp	\$184.75
					\$554.24

Vendor: Central Welding Supply Co Inc

Check Number: 51065

Invoice No	Check Date	Account Number	Account Name	Description	Amount
RN05200961	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Argon Gas	\$19.49
RN07200961	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Argon Gas/Propane	\$19.49
					\$38.98

Vendor: Chinook Lumber Inc

Check Number: 50867

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1653553	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Lumber/Wood Screws	\$1,727.54
					\$1,727.54

Vendor: CHS Engineers LLC

Check Number: 50868

Invoice No	Check Date	Account Number	Account Name	Description	Amount
371907-2006	7/28/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	LUA2019-0196 Pellerin Ridge Phase II & III	\$276.42
372004-2006	7/28/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	ILA Annexation Legal Descriptions	\$2,606.24
					\$2,882.66

Vendor: Cintas Loc 460

Check Number: 50999

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4057257824	8/5/2020	001 010 576 80 31 01	PK-Ops-Clothing	PW Uniforms	\$81.43
4057257824	8/5/2020	101 016 542 90 31 01	ST-Clothing	PW Uniforms	\$81.42
4057257824	8/5/2020	410 016 531 10 31 00	SW-Clothing	PW Uniforms	\$81.42
					\$244.27

Vendor: Cintas Loc 460

Check Number: 51066

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4058551534	8/19/2020	001 010 576 80 31 01	PK-Ops-Clothing	PW Uniforms	\$75.84
4058551534	8/19/2020	101 016 542 90 31 01	ST-Clothing	PW Uniforms	\$75.83
4058551534	8/19/2020	410 016 531 10 31 00	SW-Clothing	PW Uniforms	\$75.83
					\$227.50

Vendor: City of Everett

Check Number: 50869

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I20003400	7/28/2020	001 008 554 30 41 00	LE - Animal Control	Request for Exam May 2020	\$12.50
I20003426	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Fecal Coliform Analysis	\$396.00
					\$408.50

Vendor: City of Everett

Check Number: 50870

Invoice No	Check Date	Account Number	Account Name	Description	Amount
010352 0620	7/28/2020	101 016 543 50 47 00	ST-Utilities	Water Service 9105 21st St SE	\$101.98
010352 0720	7/28/2020	101 016 543 50 47 00	ST-Utilities	Water Service 9105 21st St SE	\$30.85
					\$132.83

Vendor: City of Everett

Check Number: 51000

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I20003857	8/5/2020	001 008 554 30 41 00	LE - Animal Control	Animal Control Services June 2020	\$1,025.00
					\$1,025.00

Vendor: City of Everett

Check Number: 51001

Invoice No	Check Date	Account Number	Account Name	Description	Amount
072320 EVERETT	8/5/2020	101 016 543 50 47 00	ST-Utilities	Prior Owner Final Water Bill - 9105 21st St SE	\$99.69
					\$99.69

Vendor: City of Marysville

Check Number: 50871

Invoice No	Check Date	Account Number	Account Name	Description	Amount
LKS20-11	7/28/2020	001 013 512 50 41 00	GG-Municipal Court Fees	Marysville Court Citations June 2020	\$13,039.34
POLIN 20-0052	7/28/2020	001 008 523 60 41 00	LE-Jail	Prisoner Medical SCORE April 2020	\$82.86
POLIN 20-0054	7/28/2020	001 008 523 60 41 00	LE-Jail	Prisoner Medical SCORE May 2020	\$59.50
					\$13,181.70

Vendor: City of Marysville

Check Number: 51002

Invoice No	Check Date	Account Number	Account Name	Description	Amount
POLIN 20-0056	8/5/2020	001 008 523 60 41 00	LE-Jail	Prisoner Housing Marysville June 2020	\$1,346.52
POLIN 20-0056	8/5/2020	001 008 523 60 41 00	LE-Jail	Prisoner Housing Marysville Video Court June 2020	\$348.00
					\$1,694.52

Vendor: ClearGov Inc

Check Number: 50872

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2020-10085	7/28/2020	001 004 514 23 41 00	FI-Professional Service	Budget Book/Capital Request Modules 6/30/20 - 6/29/21	\$4,185.60
					\$4,185.60

Vendor: Coast Gateway LLC

Check Number: 50873

Invoice No	Check Date	Account Number	Account Name	Description	Amount
578040	7/28/2020	001 008 521 20 43 00	LE-Travel & Per Diem	Hotel - Handgun Instructor/Burien - Hingtgen	\$339.84 \$339.84

Vendor: Code Publishing Co Inc

Check Number: 50874

Invoice No	Check Date	Account Number	Account Name	Description	Amount
67197	7/28/2020	001 003 514 20 41 00	CC-Professional Services	Muni Code Update Ordinances 1064/1070/1088-1091	\$1,984.68 \$1,984.68

Vendor: Coggburn

Check Number: 50971

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 COGGBURN	7/29/2020	002 013 558 70 40 00	CV - Small Business Grants	CARES Act Small Business Grant - Julie Coggburn	\$944.70 \$944.70

Vendor: Columbia Ford Inc

Check Number: 50875

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3-L1715 J322	7/28/2020	001 007 594 59 63 00	PB-Capital Outlay	2020 Ford Escape Quote 2020-1-711	\$27,362.33 \$27,362.33

Vendor: Comcast

Check Number: 50876

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0620 COMCAST	7/28/2020	001 008 521 20 42 00	LE-Communication	Internet Services - N Lakeshore Dr	\$146.19
0620 COMCAST	7/28/2020	001 010 576 80 42 00	PK-Communication	Internet Services - Parks/Rec Office	\$136.19
0620 COMCAST	7/28/2020	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Signal Control	\$155.01 \$437.39

Vendor: Comcast

Check Number: 51067

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 COMCAST	8/19/2020	001 008 521 20 42 00	LE-Communication	Internet Services - N Lakeshore Dr	\$146.19
0720 COMCAST	8/19/2020	001 010 576 80 42 00	PK-Communication	Internet Services - Parks/Rec Office	\$136.19
0720 COMCAST	8/19/2020	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Signal Control	\$155.01 \$437.39

Vendor: Comdata Inc

Check Number: 51003

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20336467	8/5/2020	001 008 521 20 32 00	LE-Fuel	PD Fuel	\$1,031.33 \$1,031.33

Vendor: Compulink Management Center Inc

Check Number: 51068

Invoice No	Check Date	Account Number	Account Name	Description	Amount
144583	8/19/2020	510 006 518 80 49 06	LR - Laserfiche	Laserfiche Annual Support 10/29/2020 thru 10/28/2021	\$17,220.36 \$17,220.36

Vendor: Crystal Springs

Check Number: 50877

Invoice No	Check Date	Account Number	Account Name	Description	Amount
16015194 071820	7/28/2020	001 008 521 50 30 00	LE-Facilities Supplies	Bottled Water - Police Department	\$102.05
5249844 07012020	7/28/2020	001 007 558 50 31 01	PL-Operating Costs	Bottled Water - City Hall/City Shop	\$6.40

5249844 07012020	7/28/2020	001 007 559 30 31 01	PB-Operating Cost	Bottled Water - City Hall/City Shop	\$6.40
5249844 07012020	7/28/2020	001 013 518 20 31 00	GG-Operating Costs	Bottled Water - City Hall/City Shop	\$31.31
5249844 07012020	7/28/2020	101 016 544 90 31 02	ST-Operating Cost	Bottled Water - City Hall/City Shop	\$34.63
5249844 07012020	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Bottled Water - City Hall/City Shop	\$34.63
					\$215.42

Vendor: Crystal Springs

Check Number: 51004

Invoice No	Check Date	Account Number	Account Name	Description	Amount
5249844 080120	8/5/2020	001 007 558 50 31 01	PL-Operating Costs	Bottled Water - City Hall/City Shop	\$23.35
5249844 080120	8/5/2020	001 007 559 30 31 01	PB-Operating Cost	Bottled Water - City Hall/City Shop	\$23.35
5249844 080120	8/5/2020	001 013 518 20 31 00	GG-Operating Costs	Bottled Water - City Hall/City Shop	\$69.36
5249844 080120	8/5/2020	101 016 544 90 31 02	ST-Operating Cost	Bottled Water - City Hall/City Shop	\$146.96
5249844 080120	8/5/2020	410 016 531 10 31 02	SW-Operating Costs	Bottled Water - City Hall/City Shop	\$146.96
					\$409.98

Vendor: Daigle Law Group LLC

Check Number: 50878

Invoice No	Check Date	Account Number	Account Name	Description	Amount
IA-908	7/28/2020	001 008 521 40 49 01	LE-Registration Fees	Registration - Internal Affairs - Miner/Barnes	\$1,190.00
					\$1,190.00

Vendor: Daily Journal of Commerce Inc

Check Number: 51005

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3360064	8/5/2020	301 016 595 30 60 03	17005- 24th St & 91st Ext	Advertisement for Bids 91st Ave SE Extension Project 17005	\$701.40
					\$701.40

Vendor: Daily Journal of Commerce Inc

Check Number: 51069

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3360231	8/19/2020	411 016 594 31 60 00	Decant Facility Project	Advert for Bids Hartford Decant Facility Project 18037	\$579.60
3360232	8/19/2020	302 010 594 76 61 01	PM - North Cove Capital	Advert for Bids North Cove Park Phase II Project 19012	\$386.40
					\$966.00

Vendor: Dataquest LLC

Check Number: 50879

Invoice No	Check Date	Account Number	Account Name	Description	Amount
12331	7/28/2020	001 007 558 50 41 00	PL-Professional Servic	Background Checks - New Employee	\$79.50
					\$79.50

Vendor: Dataquest LLC

Check Number: 51070

Invoice No	Check Date	Account Number	Account Name	Description	Amount
12555	8/19/2020	001 003 514 20 41 00	CC-Professional Services	Background Check - New Employee	\$79.50
12555	8/19/2020	001 010 576 80 41 00	PK-Professional Services	Background Check - New Employee	\$79.50
					\$159.00

Vendor: Davido Consulting Group Inc

Check Number: 51006

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0030547	8/5/2020	410 016 594 31 60 01	SW - Capital Expenditure	Outlet Strategic Planning Engineering Services	\$3,420.00
					\$3,420.00

Vendor: DEK Enterprises

Check Number: 50880

Invoice No	Check Date	Account Number	Account Name	Description	Amount
134709	7/28/2020	304 016 595 60 60 06	R2 - S. Lake Stevens Road	Memorial Plaque for S Lake Stevens Trail	\$273.25
134744	7/28/2020	001 012 594 75 64 00	CS- Pavillion - Capital	Wall Logos for The Mill - Estimate #623	\$2,925.96
134744	7/28/2020	001 012 594 75 64 00	CS- Pavillion - Capital	Wall Logos Installation Fee at The Mill - Estimate #623	\$1,639.50
					\$4,838.71

Vendor: Dept Graphics

Check Number: 50881

Invoice No	Check Date	Account Number	Account Name	Description	Amount
10640	7/28/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Graphics Installed on PT-19-82	\$620.37
					\$620.37

Vendor: Dept of Labor and Industries

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
Q2 2020	7/29/2020	001 000 281 00 00 00	Payroll Liability Taxes	Q2 2020 Workers Comp Insurance	\$49,531.76
Q2 2020	7/29/2020	001 010 576 80 24 00	PK-Workers Comp	Q2 2020 Workers Comp Insurance	\$0.78
Q2 2020	7/29/2020	001 013 518 30 24 00	GG-Workers Comp	Q2 2020 Workers Comp Insurance	\$0.38
					\$49,532.92

Vendor: Dept of Retirement (Deferred Comp)

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071020	7/14/2020	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,590.00
072520	7/29/2020	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,590.00
081020	8/12/2020	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,590.00
					\$7,770.00

Vendor: Dept of Retirement PERS LEOFF

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071020	7/14/2020	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	\$61,447.65
071020S	7/14/2020	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions-State	\$22.12
072520	7/29/2020	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	\$61,226.08
073120	8/5/2020	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	\$1,354.95
073120	8/5/2020	001 013 518 30 20 00	GG-Benefits	PERS LEOFF Contributions	(\$0.10)
081020	8/12/2020	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	\$62,880.62
					\$186,931.32

Vendor: Dept of Revenue EFT

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
JUNE2020	7/14/2020	001 013 518 90 49 06	GG-Excise Tax	Excise Taxes - June 2020	\$78.50
					\$78.50

Vendor: Dept of Revenue Leasehold EFT

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
Q2 2020	7/29/2020	001 013 518 90 49 06	GG-Excise Tax	Q2 2020 Leasehold Excise Tax	\$0.02
Q2 2020	7/29/2020	633 000 589 30 00 01	Leasehold Excise Tax Remit	Q2 2020 Leasehold Excise Tax	\$3,035.31
					\$3,035.33

Vendor: Dicks Towing Inc

Check Number: 50882

Invoice No	Check Date	Account Number	Account Name	Description	Amount
E185299	7/28/2020	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2020-13072	\$126.27
E196109	7/28/2020	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2020-13453	\$126.27
SNO1537	7/28/2020	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2020-11575	\$126.27
SNO2885	7/28/2020	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2020-11779	\$126.27
					\$505.08

Vendor: Dicks Towing Inc

Check Number: 51071

Invoice No	Check Date	Account Number	Account Name	Description	Amount
E196118	8/19/2020	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2020-15088	\$126.27
SNO1651	8/19/2020	001 008 521 20 41 00	LE-Professional Services	Towing Services PT-16-65	\$115.29
					\$241.56

Vendor: DTSGIS Data Transfer Solutions LLC

Check Number: 50883

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1451815	7/28/2020	510 006 518 80 49 33	LR - Vue Works	Annual VueWorks Maintenance and Hosting	\$6,400.00
					\$6,400.00

Vendor: Dunlap Industrial Hardware

Check Number: 50884

Invoice No	Check Date	Account Number	Account Name	Description	Amount
320461-1	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Adjustable Wrench/Chain	\$179.38
					\$179.38

Vendor: Dylan

Check Number: 50885

Invoice No	Check Date	Account Number	Account Name	Description	Amount
ADV071520	7/28/2020	001 007 571 00 30 00	PL-Park & Recreation	Radio Commerical Spots Farmers Market	\$240.00
					\$240.00

Vendor: Dylan

Check Number: 51072

Invoice No	Check Date	Account Number	Account Name	Description	Amount
INVMKTG862020	8/19/2020	001 007 571 00 30 00	PL-Park & Recreation	Advertising Photography for Farmers Market	\$90.00
					\$90.00

Vendor: E&E Lumber Inc

Check Number: 51007

Invoice No	Check Date	Account Number	Account Name	Description	Amount
162929	8/5/2020	001 010 576 80 31 00	PK-Operating Costs	Sheetrock/Plywood	\$550.39
162929	8/5/2020	101 016 544 90 31 02	ST-Operating Cost	Sheetrock/Plywood	\$550.38
162929	8/5/2020	410 016 531 10 31 02	SW-Operating Costs	Sheetrock/Plywood	\$550.38
					\$1,651.15

Vendor: EFTPS

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071020	7/14/2020	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	\$90,472.49
072520	7/29/2020	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	\$87,935.97
073120	8/5/2020	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	\$1,398.18
081020	8/12/2020	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	\$96,198.73
					\$276,005.37

Vendor: Electronic Business Machines

Check Number: 50886

Invoice No	Check Date	Account Number	Account Name	Description	Amount
AR169021	7/28/2020	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Repair & Maintenance PW	\$3.80
AR169021	7/28/2020	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Repair & Maintenance PW	\$3.79
AR170131	7/28/2020	001 007 558 50 48 00	PL-Repairs & Maint.	Copier Repair & Maintenance PL	\$94.46
AR170131	7/28/2020	001 007 559 30 48 00	PB-Repair & Maintenance	Copier Repair & Maintenance PB	\$94.47
AR170131	7/28/2020	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Repair & Maintenance PW	\$94.47
AR170131	7/28/2020	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Repair & Maintenance PW	\$94.46
AR170368	7/28/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Copier Repair & Maintenance PD	\$93.06
					\$478.51

Vendor: Electronic Business Machines

Check Number: 51073

Invoice No	Check Date	Account Number	Account Name	Description	Amount
AR171201	8/19/2020	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Repair & Maintenance PW	\$6.31
AR171201	8/19/2020	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Repair & Maintenance PW	\$6.31
					\$12.62

Vendor: Elim Lutheran Church

Check Number: 50887

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071520 ELIM	7/28/2020	001 000 362 00 00 04	Lundeen Shelter Rental	Refund Lundeen Rental 08/09/2020 Due to COVID-19	\$120.00
					\$120.00

Vendor: Elite Securities Inc

Check Number: 50888

Invoice No	Check Date	Account Number	Account Name	Description	Amount
37737	7/28/2020	001 013 518 20 48 00	GG-Repair & Maintenance	10 Peak Keys	\$92.91
37819	7/28/2020	001 013 518 20 48 00	GG-Repair & Maintenance	Rekeying Restroom at Lundeen/North Cove/Keys for Mill	\$2,172.37
37820	7/28/2020	001 013 518 20 48 00	GG-Repair & Maintenance	Keys for the Mill	\$3,379.00
					\$5,644.28

Vendor: Employment Security Department

Check Number: 51008

Invoice No	Check Date	Account Number	Account Name	Description	Amount
Q2 2020 PFML	8/5/2020	001 000 284 00 00 00	Payroll Liability Other	Q2 2020 Paid Family Medical Leave	\$8,486.77
					\$8,486.77

Vendor: Engineering Business Systems Inc

Check Number: 51074

Invoice No	Check Date	Account Number	Account Name	Description	Amount
124707	8/19/2020	001 007 558 50 31 02	PL-Permit Related Op. Costs	Ink for Development Signs	\$197.39
					\$197.39

Vendor: Environmental Science Associates

Check Number: 50889

Invoice No	Check Date	Account Number	Account Name	Description	Amount
156333	7/28/2020	301 016 595 30 60 03	17005- 24th St & 91st Ext	SR9 & 24th St Roundabout Professional Services	\$825.00
					\$825.00

Vendor: Environmental Science Associates

Check Number: 51075

Invoice No	Check Date	Account Number	Account Name	Description	Amount
156865	8/19/2020	301 016 595 30 60 03	17005- 24th St & 91st Ext	SR9 & 24th St Roundabout Professional Services	\$9,208.75
					\$9,208.75

Vendor: Everett Stamp Works

Check Number: 51076

Invoice No	Check Date	Account Number	Account Name	Description	Amount
29784	8/19/2020	001 003 514 20 31 00	CC-Office Supply	Nameplate - K Chelin	\$19.57 \$19.57

Vendor: Everett Steel Inc

Check Number: 51009

Invoice No	Check Date	Account Number	Account Name	Description	Amount
300252	8/5/2020	001 010 576 80 31 00	PK-Operating Costs	GF HInge	\$140.52 \$140.52

Vendor: Everett Steel Inc

Check Number: 51077

Invoice No	Check Date	Account Number	Account Name	Description	Amount
302737	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Woven Mesh	\$79.06
302948	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	Rect Tubes/Flat Bars/Flat Exp MTL	\$388.89
302948	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Rect Tubes/Flat Bars/Flat Exp MTL	\$388.88 \$856.83

Vendor: Evergreen Concrete Cutting Inc

Check Number: 50890

Invoice No	Check Date	Account Number	Account Name	Description	Amount
204847	7/28/2020	305 010 594 76 60 00	North Cove Park Cap-Local	Concrete Slab Cutting at The Mill	\$1,645.90 \$1,645.90

Vendor: Ewing Irrigation Products Inc

Check Number: 51078

Invoice No	Check Date	Account Number	Account Name	Description	Amount
12380317	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	PVC Adapters	\$83.45
12404013	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	PVC Adapters/Caps/Elbows	\$86.59
12404100	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	PVC Adapters - Return/Credit	(\$89.97) \$80.07

Vendor: Farmer

Check Number: 50891

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071520 FARMER	7/28/2020	001 007 559 30 31 02	PB-Clothing	Reimburse - Work Books	\$91.56 \$91.56

Vendor: Fastenal Company

Check Number: 51010

Invoice No	Check Date	Account Number	Account Name	Description	Amount
WAARN141307	8/5/2020	410 016 531 10 31 02	SW-Operating Costs	Lumen Light Kit/Radio with USB Port/MiniMag	\$626.25 \$626.25

Vendor: Fastenal Company

Check Number: 51079

Invoice No	Check Date	Account Number	Account Name	Description	Amount
WAARN141656	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Portable Band Saw Blade	\$206.16 \$206.16

Vendor: FBI - LEEDA

Check Number: 50892

Invoice No	Check Date	Account Number	Account Name	Description	Amount
200045145	7/28/2020	001 008 521 40 49 01	LE-Registration Fees	Registration - Distance Learning Adv Liability - Bryant	\$350.00 \$350.00

Vendor: FBI - LEEDA

Check Number: 51080

Invoice No	Check Date	Account Number	Account Name	Description	Amount
200045578	8/19/2020	001 008 521 40 49 01	LE-Registration Fees	Registration - Distance Learning First Amendment - Barnes	\$350.00
					\$350.00

Vendor: Feldman and Lee

Check Number: 51011

Invoice No	Check Date	Account Number	Account Name	Description	Amount
070120 FELDMAN	8/5/2020	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services July 2020	\$10,000.00
					\$10,000.00

Vendor: FS COM INC

Check Number: 50893

Invoice No	Check Date	Account Number	Account Name	Description	Amount
IN102007161119	7/28/2020	510 006 594 18 64 00	Capital - Purch Computer Equip	Network Transceivers Module Upgrades PO #1785	\$3,802.80
					\$3,802.80

Vendor: FS COM INC

Check Number: 51012

Invoice No	Check Date	Account Number	Account Name	Description	Amount
IN102007010206	8/5/2020	510 006 594 18 64 00	Capital - Purch Computer Equip	Network Switch/Transceivers Module Upgrades PO #1785	\$4,701.88
					\$4,701.88

Vendor: Gerow

Check Number: 50894

Invoice No	Check Date	Account Number	Account Name	Description	Amount
072220 GEROW	7/28/2020	001 000 322 90 00 01	Other Non-Bus. Event Permits	Refund Special Event Permit 2020-0011	\$75.00
					\$75.00

Vendor: Glens Welding & Machine Inc

Check Number: 51081

Invoice No	Check Date	Account Number	Account Name	Description	Amount
S13863	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Drive Shaft Assembly	\$314.45
S14012	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Bar Oil/Base Ultia Mix/Bars/Cable Chains	\$468.02
					\$782.47

Vendor: Grainger

Check Number: 50895

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9582724747	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Trash Bags	\$869.82
9592502240	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	LED Strobe Lights	\$357.73
					\$1,227.55

Vendor: Grainger

Check Number: 51082

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9614440163	8/19/2020	001 013 518 20 31 00	GG-Operating Costs	CV - Sanitizer Wipes	\$77.83
9620010752	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Picnic Tables	\$2,023.04
9620085382	8/19/2020	001 012 575 50 31 00	CS- Pavillion - Ops	Trash Bags - The Mill	\$724.86
					\$2,825.73

Vendor: Granite Construction Supply

Check Number: 50896

Invoice No	Check Date	Account Number	Account Name	Description	Amount
81378	7/28/2020	410 016 531 10 31 00	SW-Clothing	Safety Shirts/Orange Shirts/Hoodies	\$448.45
					\$448.45

Vendor: Granite Construction Supply

Check Number: 51083

Invoice No	Check Date	Account Number	Account Name	Description	Amount
81530	8/19/2020	101 016 542 64 31 00	ST-Traffic Control - Supply	Posts/Anchors/Safety Vest/Face Guard	\$1,811.92
81802	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	Hard Hats/Hi Visibility Tape for Hard Hats	\$164.42
81802	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Hard Hats/Hi Visibility Tape for Hard Hats	\$164.43
					\$2,140.77

Vendor: Grant Writing USA

Check Number: 50897

Invoice No	Check Date	Account Number	Account Name	Description	Amount
WEBIW0520201166	7/28/2020	001 008 521 40 49 01	LE-Registration Fees	Registration - Grant Writing Class	\$454.99
					\$454.99

Vendor: Greenshields Industrial Supply Inc

Check Number: 50898

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1-94257	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Havens Grip w/Latch/Casters/Holesaw Set	\$469.57
					\$469.57

Vendor: Griffen

Check Number: 50899

Invoice No	Check Date	Account Number	Account Name	Description	Amount
8Z0701924	7/28/2020	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	\$300.00
8Z0965126	7/28/2020	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	\$300.00
					\$600.00

Vendor: Gunarama Wholesale Inc

Check Number: 51084

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1034889	8/19/2020	001 008 521 20 31 05	LE-Equipment - New Officers	Firearms for New Officer - Warbis L	\$551.54
					\$551.54

Vendor: Halverson

Check Number: 51085

Invoice No	Check Date	Account Number	Account Name	Description	Amount
070820HALVERSON	8/19/2020	101 016 542 30 49 00	ST-Miscellaneous	Reimburse - Project Mgmt Institute Membership - Halverson	\$83.69
070820HALVERSON	8/19/2020	410 016 531 10 49 00	SW-Miscellaneous	Reimburse - Project Mgmt Institute Membership - Halverson	\$83.70
					\$167.39

Vendor: HB Jaeger Co LLC

Check Number: 50900

Invoice No	Check Date	Account Number	Account Name	Description	Amount
U2016030758	7/28/2020	101 016 544 90 31 02	ST-Operating Cost	24 Comc Manhole Grafe Ring 2in Tall	\$109.44
					\$109.44

Vendor: HDR Engineering Inc

Check Number: 50901

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1200281347	7/28/2020	304 016 595 60 60 05	Trestle/HOV Lane	Engineering Services - 20th Street BAT Lane Impr	\$16,204.94
					\$16,204.94

Vendor: Highmark Capital LLC

Check Number: 50843

Invoice No	Check Date	Account Number	Account Name	Description	Amount
070820 OEC	7/15/2020	002 010 594 76 61 01	Park Acquisition	50% Deposit for Mezzanine Carpet - The Mill	\$5,336.21
					\$5,336.21

Vendor: Hingtgen

Check Number: 50902

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071920 HINGTGEN	7/28/2020	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Meals Handgun Instructor Burien - Hingtgen	\$171.00
					\$171.00

Vendor: Home Depot

Check Number: 50903

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1016608	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Organizer/Plier Set/Screwdriver Set/Tape Measure/Sharpies	\$489.91
4015997	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Pole Sockets	\$240.03
4016039	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Closet Pole/Levels	\$59.74
4016039	7/28/2020	101 016 544 90 31 02	ST-Operating Cost	Closet Pole/Levels	\$59.75
4016039	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Closet Pole/Levels	\$59.75
4124219	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Return - Hemlock Wood Full Round Moulding	(\$145.78)
8011024	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Lumber/Tempered Hardboard	\$359.97
9010773	7/28/2020	101 016 544 90 31 02	ST-Operating Cost	Concrete Mix	\$158.38
					\$1,281.75

Vendor: Honey Bucket

Check Number: 50904

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0551615954	7/28/2020	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Catherine Creek Park	\$156.75
0551622792	7/28/2020	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Community Garden	\$123.50
0551630453	7/28/2020	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Swim Beach	\$330.89
					\$611.14

Vendor: Honey Bucket

Check Number: 51013

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0551648155	8/5/2020	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Davies Beach	\$142.50
					\$142.50

Vendor: Honey Bucket

Check Number: 51086

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0551658703	8/19/2020	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Catherine Creek Park	\$156.75
					\$156.75

Vendor: Horizon Distributors Inc

Check Number: 51087

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2M100616	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Turfgro	\$406.52
					\$406.52

Vendor: HRA VEBA Trust YA20192

Check Number: 50833

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071020	7/14/2020	001 000 283 00 00 00	Payroll Liability Medical	Employee VEBA Contributions	\$1,858.10
					\$1,858.10

Vendor: HRA VEBA Trust YA20192

Check Number: 51045

Invoice No	Check Date	Account Number	Account Name	Description	Amount
081020	8/12/2020	001 000 283 00 00 00	Payroll Liability Medical	Employee VEBA Contributions	\$1,858.10
					\$1,858.10

Vendor: HSA Bank
Check Number: 50834

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071020	7/14/2020	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contributions	\$456.24 \$456.24

Vendor: HSA Bank
Check Number: 50986

Invoice No	Check Date	Account Number	Account Name	Description	Amount
072520	7/29/2020	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contributions	\$456.24 \$456.24

Vendor: HSA Bank
Check Number: 51046

Invoice No	Check Date	Account Number	Account Name	Description	Amount
081020	8/12/2020	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contributions	\$456.24 \$456.24

Vendor: Hunter
Check Number: 50905

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2437	7/28/2020	001 007 558 50 41 04	Permit Related Professional Sr	Hearing Examiner Services	\$1,771.00
2437	7/28/2020	001 007 558 60 41 02	PL-Prof Serv-Hearing E	Hearing Examiner Services LUA2020-0085	\$2,000.00 \$3,771.00

Vendor: Hunter
Check Number: 51088

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2450	8/19/2020	001 007 558 50 41 04	Permit Related Professional Sr	Hearing Examiner Services	\$6,656.50 \$6,656.50

Vendor: Industrial Bolt & Supply Inc
Check Number: 50906

Invoice No	Check Date	Account Number	Account Name	Description	Amount
732717-1	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Brushes/Insta Brite/Large Rack/Spray Bottle/Brass Pipe	\$620.50 \$620.50

Vendor: Industrial Bolt & Supply Inc
Check Number: 51089

Invoice No	Check Date	Account Number	Account Name	Description	Amount
733602-1	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Fuses/Crimp & Seal Rings/Spade/Connectors	\$150.32
733602-1	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	Fuses/Crimp & Seal Rings/Spade/Connectors	\$150.33
733602-1	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Fuses/Crimp & Seal Rings/Spade/Connectors	\$150.33
734655-1	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Fine Roloc Surf Cond Disc	\$205.48 \$656.46

Vendor: International Institute of Municipal Clerks
Check Number: 50907

Invoice No	Check Date	Account Number	Account Name	Description	Amount
39218 0620	7/28/2020	001 003 514 20 49 00	CC-Miscellaneous	2020 IIMC Membership - Crim	\$135.00 \$135.00

Vendor: IPON3 LLC
Check Number: 50972

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 NACHOS	7/29/2020	002 013 558 70 40 00	CV - Small Business Grants	CARES Act Small Business Grant - Nachos Family Mex Restaurant	\$9,000.00 \$9,000.00

Vendor: Iron Mountain Quarry LLC

Check Number: 50908

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0303930	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Rock - Frontier Heights	\$6,559.88
0304221	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Rock	\$158.92
0304272	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Rock	\$454.40
0304335	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Rock	\$306.20
					\$7,479.40

Vendor: Iron Mountain Quarry LLC

Check Number: 51014

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0304464	8/5/2020	309 016 595 61 63 01	Sidewalk Construction	Rock for Sub Base Under Sidewalks	\$477.03
0304506	8/5/2020	309 016 595 61 63 01	Sidewalk Construction	Rock for Sub Base Under Sidewalks	\$635.03
0304556	8/5/2020	309 016 595 61 63 01	Sidewalk Construction	Rock for Sub Base Under Sidewalks	\$469.57
0304616	8/5/2020	309 016 595 61 63 01	Sidewalk Construction	Rock for Sub Base Under Sidewalks	\$654.39
					\$2,236.02

Vendor: Iron Mountain Quarry LLC

Check Number: 51090

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0304744	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Rock	\$313.53
0304782	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Rock	\$445.37
0305068	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Rock	\$415.16
0305118	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Rock	\$380.40
0305221	8/19/2020	310 016 544 40 41 00	20th St SE - Professional Srv	Rock - Welton Demo	\$141.72
0305270	8/19/2020	310 016 544 40 41 00	20th St SE - Professional Srv	Rock - Welton Demo	\$242.20
0305317	8/19/2020	310 016 544 40 41 00	20th St SE - Professional Srv	Rock - Welton Demo	\$235.00
0305364	8/19/2020	310 016 544 40 41 00	20th St SE - Professional Srv	Rock - Welton Demo	\$374.81
0305412	8/19/2020	310 016 544 40 41 00	20th St SE - Professional Srv	Rock - Welton Demo	\$254.07
					\$2,802.26

Vendor: Irving

Check Number: 51091

Invoice No	Check Date	Account Number	Account Name	Description	Amount
080520 IRVING	8/19/2020	001 000 362 00 00 03	Davies Beach - Launch/Parking	Refund Duplicate Charge Davies Beach Fee Machine Error	\$10.00
					\$10.00

Vendor: J Thayer Company Inc

Check Number: 50844

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1452233-0	7/15/2020	001 013 518 20 31 00	GG-Operating Costs	Trash Bags	\$125.96
1455387-0	7/15/2020	001 007 559 30 31 00	PB-Office Supplies	Chairmat/Files	\$107.01
1455387-0	7/15/2020	001 013 518 20 31 00	GG-Operating Costs	Envelopes/Paper/Packing Tape/Wastebasket	\$308.83
					\$541.80

Vendor: J Thayer Company Inc

Check Number: 50909

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1462527-0	7/28/2020	001 002 513 11 31 00	AD-Office Supply	Pen Refill	\$10.99
1462527-0	7/28/2020	001 007 558 50 31 00	PL-Office Supplies	Steno Books/Markers/Cubicle Board/Part Hanger	\$145.13
1462527-0	7/28/2020	001 007 559 30 31 00	PB-Office Supplies	Binder Clips/Pens	\$50.87
1462527-0	7/28/2020	001 013 518 20 31 00	GG-Operating Costs	Binder Clips	\$1.20
1463181-0	7/28/2020	001 008 521 20 31 00	LE-Office Supplies	Legal Paper/Binder Clips	\$69.45

1464015-0	7/28/2020	001 007 558 50 31 00	PL-Office Supplies	Slash Jacket	\$14.45
1464015-0	7/28/2020	001 013 518 20 31 00	GG-Operating Costs	Color Paper	\$25.39
1465281-0	7/28/2020	001 007 558 50 31 00	PL-Office Supplies	Sharpies	\$16.12
1465281-0	7/28/2020	001 013 518 20 31 00	GG-Operating Costs	Pens/Wall Panel Clips/Broom/Dustpan	\$119.60
1465537-0	7/28/2020	001 013 518 20 31 00	GG-Operating Costs	Broom/Dustpan	\$67.69
1466537-0	7/28/2020	001 007 559 30 31 00	PB-Office Supplies	Folders	\$32.83
1466537-0	7/28/2020	001 013 518 20 31 00	GG-Operating Costs	Tape	\$25.28
C1465281-0	7/28/2020	001 013 518 20 31 00	GG-Operating Costs	Credit - Broom/Dustpan	(\$67.69)
					\$511.31

Vendor: J Thayer Company Inc

Check Number: 51092

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1467576-0	8/19/2020	001 012 575 50 31 00	CS- Pavillion - Ops	Trash Bags/Wet Floor Signs/Closed for Cleaning Signs - The Mill	\$566.43
1469239-0	8/19/2020	001 003 514 20 31 00	CC-Office Supply	Desk Tray	\$3.53
1469239-0	8/19/2020	001 007 559 30 31 00	PB-Office Supplies	Folders	\$149.40
1469239-0	8/19/2020	001 013 518 20 31 00	GG-Operating Costs	Paper/Envelopes	\$68.30
1469684-0	8/19/2020	001 008 521 20 31 00	LE-Office Supplies	Duster/Pens/Mailer Pads/Index/Paper	\$216.45
1469971-0	8/19/2020	001 013 518 20 31 00	GG-Operating Costs	Toilet Paper	\$696.73
C1467576-0	8/19/2020	001 012 575 50 31 00	CS- Pavillion - Ops	Credit - Wet Floor Sign	(\$19.94)
					\$1,680.90

Vendor: Kaiser Permanente

Check Number: 50910

Invoice No	Check Date	Account Number	Account Name	Description	Amount
69491501	7/28/2020	001 008 521 20 41 00	LE-Professional Services	New Employee Physical Exam - Warbis L	\$468.00
69491501	7/28/2020	101 016 542 30 41 02	ST-Professional Service	Commercial Drivers Med Exam - Mann/Ervin	\$250.00
					\$718.00

Vendor: Krazan & Associates Inc

Check Number: 50911

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I616977-26402	7/28/2020	301 016 595 30 60 01	20th St SE Phase II Construct	Engineering Services - 20th St SE Phase II	\$3,775.00
					\$3,775.00

Vendor: Krazan & Associates Inc

Check Number: 51093

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I617035-26402	8/19/2020	306 000 594 21 60 00	Police Dept Project Account	Engineering Services - Police Department	\$710.00
I617128-26402	8/19/2020	301 016 595 30 60 01	20th St SE Phase II Construct	Engineering Services - 20th St SE Phase II	\$5,545.00
					\$6,255.00

Vendor: Lake Industries LLC

Check Number: 50912

Invoice No	Check Date	Account Number	Account Name	Description	Amount
284672	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Drain Rock - Frontier Heights	\$307.06
38407	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Fill Hauled In - Dry Material - Frontier Heights	\$240.00
38410	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Asphalt/Fill Hauled In - Dry Material - Frontier Heights	\$320.00
38413	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Fill Hauled In - Dry Material - Frontier Heights	\$288.00
38417	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Fill Hauled In - Dry Material - Frontier Heights	\$60.00
38437	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Fill Hauled In - Dry Material - Frontier Heights	\$180.00
38442	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Fill Hauled In - Dry Material - Frontier Heights	\$180.00
38449	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Fill Hauled In - Dry Materials - Frontier Heights	\$180.00
38455	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Fill Hauled In - Dry Materials - Frontier Heights	\$240.00

38466	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Fill Hauled In - Dry Materials - Frontier Heights		\$120.00
38472	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Fill Hauled In - Dry Materials - Frontier Heights		\$180.00
38481	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Fill Hauled In - Dry Materials - Frontier Heights		\$180.00
						\$2,475.06

Vendor: Lake Industries LLC

Check Number: 51015

Invoice No	Check Date	Account Number	Account Name	Description	Amount
284915	8/5/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Drain Rock - Frontier Heights	\$80.81
					\$80.81

Vendor: Lake Industries LLC

Check Number: 51094

Invoice No	Check Date	Account Number	Account Name	Description	Amount
38563	8/19/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Fill Hauled In - Dry Materials - Frontier Heights	\$60.00
38573	8/19/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Fill Hauled In - Dry Materials - Frontier Heights	\$60.00
					\$120.00

Vendor: Lake Stevens Chamber of Commerce

Check Number: 51016

Invoice No	Check Date	Account Number	Account Name	Description	Amount
080120 CHAMBER	8/5/2020	001 013 518 90 49 01	GG-Chamber of Commerce	Contributions for VIC Aug 2020	\$1,500.00
					\$1,500.00

Vendor: Lake Stevens Fire

Check Number: 51095

Invoice No	Check Date	Account Number	Account Name	Description	Amount
Q2 2020 FIRE	8/19/2020	633 000 589 30 00 02	Fire District Fee Remit	Q2 2020 Fire Fees	\$6,813.00
					\$6,813.00

Vendor: Lake Stevens Police Guild

Check Number: 50835

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071020	7/14/2020	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	\$1,121.00
					\$1,121.00

Vendor: Lake Stevens Police Guild

Check Number: 50987

Invoice No	Check Date	Account Number	Account Name	Description	Amount
072520	7/29/2020	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	\$1,155.00
					\$1,155.00

Vendor: Lake Stevens Police Guild

Check Number: 51047

Invoice No	Check Date	Account Number	Account Name	Description	Amount
081020	8/12/2020	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	\$1,155.00
					\$1,155.00

Vendor: Lake Stevens School District

Check Number: 50913

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0019200142	7/28/2020	001 008 521 20 32 00	LE-Fuel	Fuel PD	\$3,966.58
					\$3,966.58

Vendor: Lake Stevens Senior Center

Check Number: 50845

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071420 SENIOR	7/15/2020	002 013 558 70 40 00	CV - Small Business Grants	CV - CARES Act Funding per Agreement with Senior Center	\$15,000.00 \$15,000.00

Vendor: Lake Stevens Sewer District

Check Number: 50846

Invoice No	Check Date	Account Number	Account Name	Description	Amount
070120 LSSD	7/15/2020	001 008 521 50 47 00	LE-Facility Utilities	Sewer - N Lakeshore Dr Acct 6666-01	\$86.00
070120 LSSD	7/15/2020	001 008 521 50 47 00	LE-Facility Utilities	Sewer - New Police Station Acct 6296-03	\$172.00
070120 LSSD	7/15/2020	001 008 521 50 47 00	LE-Facility Utilities	Sewer - New Police Training Rm Acct 8710-03	\$86.00
070120 LSSD	7/15/2020	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Station Acct 9902-01	\$86.00
070120 LSSD	7/15/2020	001 010 576 80 47 00	PK-Utilities	Sewer - Boat Launch Restrooms Acct 12326-01	\$87.00
070120 LSSD	7/15/2020	001 010 576 80 47 00	PK-Utilities	Sewer - Davies Beach Acct 3628-01	\$86.00
070120 LSSD	7/15/2020	001 010 576 80 47 00	PK-Utilities	Sewer - Lundein Park Acct 2538-02	\$172.00
070120 LSSD	7/15/2020	001 012 572 20 47 00	CS- Library-Utilities	Sewer - Library Acct 6664-01	\$86.00
070120 LSSD	7/15/2020	001 013 518 20 47 00	GG-Utilities	Sewer - City Hall Acct 6671-01	\$86.00
070120 LSSD	7/15/2020	001 013 518 20 47 00	GG-Utilities	Sewer - Vacant Houses 20th St SE Acct 3134-03	\$86.00
070120 LSSD	7/15/2020	001 013 518 20 47 02	GG-Utilities for Rentals	Sewer - Butler Property Acct 6670-02	\$86.00
070120 LSSD	7/15/2020	001 013 518 20 47 02	GG-Utilities for Rentals	Sewer - Landre Property Acct 6659-02	\$86.00
070120 LSSD	7/15/2020	001 013 518 20 47 02	GG-Utilities for Rentals	Sewer - Leased Comm Building Acct 6390-03	\$186.91

\$1,391.91

Vendor: Lake Stevens Sewer District

Check Number: 51017

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20200728	8/5/2020	305 010 594 76 60 00	North Cove Park Cap-Local	Sewer Upcapping Permit 1808 Main St	\$125.00 \$125.00

Vendor: Lake Stevens Sewer District

Check Number: 51096

Invoice No	Check Date	Account Number	Account Name	Description	Amount
080120 LSSD	8/19/2020	001 008 521 50 47 00	LE-Facility Utilities	Sewer - N Lakeshore Dr Acct 6666-01	\$86.00
080120 LSSD	8/19/2020	001 008 521 50 47 00	LE-Facility Utilities	Sewer - New Police Station Acct 6296-03	\$172.00
080120 LSSD	8/19/2020	001 008 521 50 47 00	LE-Facility Utilities	Sewer - New Police Training Rm Acct 8710-03	\$86.00
080120 LSSD	8/19/2020	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Station Acct 9902-01	\$86.00
080120 LSSD	8/19/2020	001 010 576 80 47 00	PK-Utilities	Sewer - Boat Launch Restrooms Acct 12326-01	\$87.00
080120 LSSD	8/19/2020	001 010 576 80 47 00	PK-Utilities	Sewer - Davies Beach Acct 3628-01	\$86.00
080120 LSSD	8/19/2020	001 010 576 80 47 00	PK-Utilities	Sewer - Lundein Park Acct 2538-02	\$172.00
080120 LSSD	8/19/2020	001 012 572 20 47 00	CS- Library-Utilities	Sewer - Library Acct 6664-01	\$86.00
080120 LSSD	8/19/2020	001 012 575 50 47 00	CS- Pavilion - Utilities	Sewer - The Mill Acct 6810-01	\$258.00
080120 LSSD	8/19/2020	001 013 518 20 47 00	GG-Utilities	Sewer - City Hall Acct 6671-01	\$86.00
080120 LSSD	8/19/2020	001 013 518 20 47 00	GG-Utilities	Sewer - Vacant Houses 20th St SE Acct 3134-03	\$86.00
080120 LSSD	8/19/2020	001 013 518 20 47 02	GG-Utilities for Rentals	Sewer - Butler Property Acct 6670-02	\$86.00
080120 LSSD	8/19/2020	001 013 518 20 47 02	GG-Utilities for Rentals	Sewer - Landre Property Acct 6659-02	\$86.00
080120 LSSD	8/19/2020	001 013 518 20 47 02	GG-Utilities for Rentals	Sewer - Leased Comm Building Acct 6390-03	\$217.87

\$1,680.87

Vendor: Land Development Consultants Inc

Check Number: 50914

Invoice No	Check Date	Account Number	Account Name	Description	Amount
21093	7/28/2020	304 016 595 60 60 06	R2 - S. Lake Stevens Road	S Lake Stevens Rd Multi Use Path	\$500.85
21134	7/28/2020	302 010 594 76 61 01	PM - North Cove Capital	North Cove Park Plaza Design - Phase II	\$3,721.50
21185	7/28/2020	410 016 531 10 41 01	SW-Professional Services	Storm Water Facilites Retrofit	\$2,084.46
					\$6,306.81

Vendor: Land Development Consultants Inc

Check Number: 51097

Invoice No	Check Date	Account Number	Account Name	Description	Amount
21245	8/19/2020	302 010 594 76 61 01	PM - North Cove Capital	Curbless Festival Street Design	\$282.30
21251	8/19/2020	302 010 594 76 61 01	PM - North Cove Capital	North Cove Park Plaza Design - Phase II	\$13,029.21
21253	8/19/2020	302 010 594 76 61 01	PM - North Cove Capital	Curbless Festival Street Design	\$18,948.45
					\$32,259.96

Vendor: Language Line Services Inc

Check Number: 50915

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4848630	7/28/2020	001 008 521 20 41 01	LE-Professional Serv-Fixed	Over the Phone Interpretation Services PD	\$65.56
					\$65.56

Vendor: Lemay Mobile Shredding Inc

Check Number: 51018

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4667288	8/5/2020	001 013 518 20 41 00	GG-Professional Service	Shredding Services CH	\$12.33
					\$12.33

Vendor: Lemay Mobile Shredding Inc

Check Number: 51098

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4667287	8/19/2020	001 008 521 20 41 01	LE-Professional Serv-Fixed	Shredding Services PD	\$17.26
					\$17.26

Vendor: LN Curtis & Sons

Check Number: 51099

Invoice No	Check Date	Account Number	Account Name	Description	Amount
CM22402	8/19/2020	001 008 521 20 31 05	LE-Equipment - New Officers	Refund Shirts - Warbis L - Inv #394517	(\$206.22)
CM22403	8/19/2020	001 008 521 20 31 05	LE-Equipment - New Officers	Refund Holster for Glock - Warbis L - Inv #389528	(\$165.30)
INV402036	8/19/2020	001 008 521 20 31 05	LE-Equipment - New Officers	Namebadge - Warbis L	\$35.22
INV404572	8/19/2020	001 008 521 20 31 01	LE-Fixed Minor Equipment	NIK Test Kits	\$63.34
INV409228	8/19/2020	001 008 521 20 31 05	LE-Equipment - New Officers	Ballistic Panel/Camcealable Carrier/Trauma Plate - Warbis L	\$1,270.19
					\$997.23

Vendor: Lowes Companies

Check Number: 51100

Invoice No	Check Date	Account Number	Account Name	Description	Amount
965713	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Sandpaper/Grit Disc Sandpaper	\$16.66
					\$16.66

Vendor: Lundgren

Check Number: 50973

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 LUNDGREN	7/29/2020	002 013 558 70 40 00	CV - Small Business Grants	CARES Act Small Business Grant - Royal European Skin Care & Spa	\$6,000.00
					\$6,000.00

Vendor: Marsh

Check Number: 50974

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 LS MASSAGE	7/29/2020	002 013 558 70 40 00	CV - Small Business Grants	CARES Act Small Business Grant - LS Massage Therapy	\$1,889.40 \$1,889.40

Vendor: Meinhold

Check Number: 50975

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 MEINHOLD	7/29/2020	002 013 558 70 40 00	CV - Small Business Grants	CARES Act Small Business Grant - Megan Meinhold Barbershop	\$7,000.00 \$7,000.00

Vendor: Mesa

Check Number: 50976

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 DEDICATED	7/29/2020	002 013 558 70 40 00	CV - Small Business Grants	CARES Act Small Business Grant - Dedicated Assoc of WA Guamanian	\$3,000.00 \$3,000.00

Vendor: Method Barricade & Construction Supply LLC

Check Number: 50916

Invoice No	Check Date	Account Number	Account Name	Description	Amount
13002	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Signage - Permit Required/Boat Launch Permit/Swim at Own Risk	\$954.57 \$954.57

Vendor: Method Barricade & Construction Supply LLC

Check Number: 51101

Invoice No	Check Date	Account Number	Account Name	Description	Amount
13108	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Signs - Boat Trailer Parking	\$821.59
13118	8/19/2020	101 016 542 64 31 00	ST-Traffic Control - Supply	Street Sign - Mitchell Rd	\$49.14
13124	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Stencil - Boat Trailer Parking	\$190.75

Vendor: Michael

Check Number: 50917

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071020 MICHAEL	7/28/2020	111 008 521 20 31 00	Drug Seize - Operating Costs	Reimbuse - Canince Boarding 7/6/2020 - 7/10/2020	\$178.00 \$178.00

Vendor: Miles Sand & Gravel

Check Number: 51019

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1798352	8/5/2020	309 016 595 61 63 01	Sidewalk Construction	Concrete 8730 11th St NE	\$1,757.63
1800100	8/5/2020	309 016 595 61 63 01	Sidewalk Construction	Concrete 8730 11th St NE	\$2,837.28

\$4,594.91

Vendor: Miles Sand & Gravel

Check Number: 51102

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1800752	8/19/2020	101 016 595 61 63 01	ST-Sidewalk Capital Project	Concrete 8730 11st St NE	\$3,652.59 \$3,652.59

Vendor: Millerstoultyme

Check Number: 50918

Invoice No	Check Date	Account Number	Account Name	Description	Amount
06162022574	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Locking Power Adaptor Set/Blowguns/Pliers	\$185.39
06162022574	7/28/2020	101 016 544 90 31 02	ST-Operating Cost	Locking Power Adaptor Set/Blowguns/Pliers	\$185.39

06162022574	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Locking Power Adaptor Set/Blowguns/Pliers	\$185.39
06232022839	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Adanced Cool Sys Press Tester/Truck Slack Adj Set	\$136.88
06232022839	7/28/2020	101 016 544 90 31 02	ST-Operating Cost	Adanced Cool Sys Press Tester/Truck Slack Adj Set	\$136.89
06232022839	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Adanced Cool Sys Press Tester/Truck Slack Adj Set	\$136.89
06232022841	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	5 pc Non-Marring Prybar Set	\$16.27
06232022841	7/28/2020	101 016 544 90 31 02	ST-Operating Cost	5 pc Non-Marring Prybar Set	\$16.27
06232022841	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	5 pc Non-Marring Prybar Set	\$16.27
06302023131	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Plier Rack 10 Slots/Multispine Extractor Set	\$56.99
06302023131	7/28/2020	101 016 544 90 31 02	ST-Operating Cost	Plier Rack 10 Slots/Multispine Extractor Set	\$56.99
06302023131	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Plier Rack 10 Slots/Multispine Extractor Set	\$56.99
06302023132	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Heavy-Duty Spring Punch Set	\$49.77
06302023132	7/28/2020	101 016 544 90 31 02	ST-Operating Cost	Heavy-Duty Spring Punch Set	\$49.78
06302023132	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Heavy-Duty Spring Punch Set	\$49.78
07072023367	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Plier Rack 10 Slots/Deluxe Aur Vacuum System	\$48.08
07072023367	7/28/2020	101 016 544 90 31 02	ST-Operating Cost	Plier Rack 10 Slots/Deluxe Aur Vacuum System	\$48.09
07072023367	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Plier Rack 10 Slots/Deluxe Aur Vacuum System	\$48.09

\$1,480.20

Vendor: Millerstoultime

Check Number: 51020

Invoice No	Check Date	Account Number	Account Name	Description	Amount
07072023365	8/5/2020	001 010 576 80 31 00	PK-Operating Costs	Battery System Tester	\$172.59
07072023365	8/5/2020	101 016 544 90 31 02	ST-Operating Cost	Battery System Tester	\$172.58
07072023365	8/5/2020	410 016 531 10 31 02	SW-Operating Costs	Battery System Tester	\$172.58

\$517.75

Vendor: Milne

Check Number: 50977

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 MANSION	7/29/2020	002 013 558 70 40 00	CV - Small Business Grants	CARES Act Small Business Grant - Mansion Inn LS	\$9,447.00

\$9,447.00

Vendor: MJ Neal Associates Architects PLLC

Check Number: 50919

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0620 MJ NEAL PD	7/28/2020	306 000 594 21 60 00	Police Dept Project Account	Police Dept Architectural/Engineering Svcs	\$4,879.61
0620 MJ NEAL PW	7/28/2020	001 010 594 76 64 00	PK-Capital Outlay	PW Shop Redesign Engineering Services	\$876.00
0620 MJ NEAL PW	7/28/2020	101 016 594 42 64 00	ST-Capital Expenditures	PW Shop Redesign Engineering Services	\$1,752.00
0620 MJ NEAL PW	7/28/2020	410 016 594 31 60 01	SW - Capital Expenditure	PW Shop Redesign Engineering Services	\$1,752.00

\$9,259.61

Vendor: Moore

Check Number: 50920

Invoice No	Check Date	Account Number	Account Name	Description	Amount
04-201	7/28/2020	002 010 594 76 61 01	Park Acquisition	Trim Boards/Cart/Post/Table/Sawmill/Finish Machine - The Mill	\$7,739.27

\$7,739.27

Vendor: Moore

Check Number: 51021

Invoice No	Check Date	Account Number	Account Name	Description	Amount
50	8/5/2020	112 012 594 73 63 00	Art - Public Art Acquisition	Art Fire Structure - The Mill	\$10,987.20

\$10,987.20

Vendor: Motor Trucks International & Idealease Inc

Check Number: 51022

Invoice No	Check Date	Account Number	Account Name	Description	Amount
ME164153	8/5/2020	410 016 531 10 31 02	SW-Operating Costs	Valve Dash Control	\$265.81
					\$265.81

Vendor: Nationwide Retirement Solution

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071020	7/14/2020	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	\$4,420.00
072520	7/29/2020	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	\$4,420.00
081020	8/12/2020	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	\$4,420.00
					\$13,260.00

Vendor: Nelson Distributing Inc

Check Number: 51103

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0738585-IN	8/19/2020	001 010 576 80 32 00	PK-Fuel Costs	Fuel	\$2,313.56
0738585-IN	8/19/2020	101 016 542 30 32 00	ST-Fuel	Fuel	\$2,313.55
0738585-IN	8/19/2020	410 016 531 10 32 00	SW-Fuel	Fuel	\$2,313.55
					\$6,940.66

Vendor: Ness

Check Number: 51023

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071320 NESS	8/5/2020	001 008 521 20 41 01	LE-Professional Serv-Fixed	Hearing Examiner Services	\$300.00
					\$300.00

Vendor: New York Life

Check Number: 50836

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071020	7/14/2020	001 000 284 00 00 00	Payroll Liability Other	Whole Life Insurance Premiums	\$215.00
					\$215.00

Vendor: New York Life

Check Number: 51048

Invoice No	Check Date	Account Number	Account Name	Description	Amount
081020	8/12/2020	001 000 284 00 00 00	Payroll Liability Other	Whole Life Insurance Premiums	\$215.00
					\$215.00

Vendor: New York Life EFT

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071020	7/14/2020	001 002 513 11 20 00	AD-Benefits	Life/Disability Ins Premiums	\$52.99
071020	7/14/2020	001 003 514 20 20 00	CC-Benefits	Life/Disability Ins Premiums	\$45.61
071020	7/14/2020	001 004 514 23 20 00	FI-Benefits	Life/Disability Ins Premiums	\$173.27
071020	7/14/2020	001 005 518 10 20 00	HR-Benefits	Life/Disability Ins Premiums	\$70.14
071020	7/14/2020	001 006 518 80 20 00	IT-Benefits	Life/Disability Ins Premiums	\$121.19
071020	7/14/2020	001 007 558 50 20 00	PL-Benefits	Life/Disability Ins Premiums	\$264.78
071020	7/14/2020	001 007 559 30 20 00	PB-Benefits	Life/Disability Ins Premiums	\$129.02
071020	7/14/2020	001 008 521 20 20 00	LE-Benefits	Life/Disability Ins Premiums	\$1,483.60
071020	7/14/2020	001 010 576 80 20 00	PK-Benefits	Life/Disability Ins Premiums	\$185.51
071020	7/14/2020	001 013 518 30 20 00	GG-Benefits	Life/Disability Ins Premiums	\$141.25
071020	7/14/2020	101 016 542 30 20 00	ST-Benefits	Life/Disability Ins Premiums	\$422.07
071020	7/14/2020	410 016 531 10 20 00	SW-Benefits	Life/Disability Ins Premiums	\$389.93

JULY2020	8/12/2020	001 002 513 11 20 00	AD-Benefits	Life/Disability Ins Premiums	\$52.99
JULY2020	8/12/2020	001 003 514 20 20 00	CC-Benefits	Life/Disability Ins Premiums	\$45.61
JULY2020	8/12/2020	001 004 514 23 20 00	FI-Benefits	Life/Disability Ins Premiums	\$187.95
JULY2020	8/12/2020	001 005 518 10 20 00	HR-Benefits	Life/Disability Ins Premiums	\$158.60
JULY2020	8/12/2020	001 006 518 80 20 00	IT-Benefits	Life/Disability Ins Premiums	\$121.19
JULY2020	8/12/2020	001 007 558 50 20 00	PL-Benefits	Life/Disability Ins Premiums	\$264.78
JULY2020	8/12/2020	001 007 559 30 20 00	PB-Benefits	Life/Disability Ins Premiums	\$296.57
JULY2020	8/12/2020	001 008 521 20 20 00	LE-Benefits	Life/Disability Ins Premiums	\$1,483.60
JULY2020	8/12/2020	001 010 576 80 20 00	PK-Benefits	Life/Disability Ins Premiums	\$399.83
JULY2020	8/12/2020	001 013 518 30 20 00	GG-Benefits	Life/Disability Ins Premiums	\$172.62
JULY2020	8/12/2020	101 016 542 30 20 00	ST-Benefits	Life/Disability Ins Premiums	\$462.65
JULY2020	8/12/2020	410 016 531 10 20 00	SW-Benefits	Life/Disability Ins Premiums	\$431.05
					\$7,556.80

Vendor: Nguyen

Check Number: 50978

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 N LAKENAIL	7/29/2020	002 013 558 70 40 00	CV - Small Business Grants	CARES Act Small Business Grant - North Lake Nails and Spa	\$10,000.00
					\$10,000.00

Vendor: NJ Criminal Interdiction LLC

Check Number: 50921

Invoice No	Check Date	Account Number	Account Name	Description	Amount
21409-2811-1f04	7/28/2020	001 008 521 40 49 01	LE-Registration Fees	Registration - Survival Tactics for Officers - Bryant/Bassett	\$350.00
					\$350.00

Vendor: NMC Franchising LLC

Check Number: 50922

Invoice No	Check Date	Account Number	Account Name	Description	Amount
162452	7/28/2020	001 013 518 20 47 02	GG-Utilities for Rentals	Janitorial Services - 1819 S Lake Stevens Rd	\$225.00
162877	7/28/2020	001 007 558 50 41 00	PL-Professional Servic	Janitorial Services - City Hall	\$55.50
162877	7/28/2020	001 007 559 30 41 00	PB-Professional Srv	Janitorial Services - City Hall	\$55.50
162877	7/28/2020	001 008 521 50 48 00	LE-Facility Repair & Maint	Janitorial Services - City Hall	\$495.00
162877	7/28/2020	001 010 576 80 41 00	PK-Professional Services	Janitorial Services - City Hall	\$55.50
162877	7/28/2020	001 013 518 20 41 00	GG-Professional Service	Janitorial Services - City Hall	\$55.50
162877	7/28/2020	001 013 518 20 41 00	GG-Professional Service	Janitorial Services - VIC	\$155.00
162877	7/28/2020	101 016 542 30 41 02	ST-Professional Service	Janitorial Services - City Hall	\$55.50
162877	7/28/2020	410 016 531 10 41 01	SW-Professional Services	Janitorial Services - City Hall	\$55.50
					\$1,208.00

Vendor: NMC Franchising LLC

Check Number: 51104

Invoice No	Check Date	Account Number	Account Name	Description	Amount
163365	8/19/2020	001 007 558 50 41 00	PL-Professional Servic	Janitorial Services - City Hall	\$55.50
163365	8/19/2020	001 007 559 30 41 00	PB-Professional Srv	Janitorial Services - City Hall	\$55.50
163365	8/19/2020	001 008 521 50 48 00	LE-Facility Repair & Maint	Janitorial Services - City Hall	\$495.00
163365	8/19/2020	001 010 576 80 41 00	PK-Professional Services	Janitorial Services - City Hall	\$55.50
163365	8/19/2020	001 013 518 20 41 00	GG-Professional Service	Janitorial Services - City Hall	\$55.50
163365	8/19/2020	001 013 518 20 41 00	GG-Professional Service	Janitorial Services - VIC	\$155.00
163365	8/19/2020	101 016 542 30 41 02	ST-Professional Service	Janitorial Services - City Hall	\$55.50
163365	8/19/2020	410 016 531 10 41 01	SW-Professional Services	Janitorial Services - City Hall	\$55.50

163384	8/19/2020	001 013 518 20 47 02	GG-Utilities for Rentals	Janitorial Services - 1819 S Lake Stevens Rd	\$225.00
163491	8/19/2020	001 012 575 50 41 00	CS- Pavillion - Janitorial	Janitorial Services - The Mill	\$228.75
					\$1,436.75

Vendor: North Cascades Crew

Check Number: 50979

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 N CASCADES	7/29/2020	002 013 558 70 40 00	CV - Small Business Grants	CARES Act Small Business Grant - North Cascades Crew	\$4,800.00
					\$4,800.00

Vendor: Northwest Parking Equipment Company Inc

Check Number: 50923

Invoice No	Check Date	Account Number	Account Name	Description	Amount
004	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Receipt Paper for Parking Meter at Davies Beach	\$293.54
					\$293.54

Vendor: Northwest Professional Resid & Comm Construction

Check Number: 50924

Invoice No	Check Date	Account Number	Account Name	Description	Amount
5078	7/28/2020	001 010 576 80 48 00	PK-Repair & Maintenance	Install 70' Fence	\$2,136.40
					\$2,136.40

Vendor: Northwest Turf Solutions

Check Number: 51105

Invoice No	Check Date	Account Number	Account Name	Description	Amount
128	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Pallets of Turf	\$1,030.05
					\$1,030.05

Vendor: O Reilly Auto Parts

Check Number: 50925

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2960-194536	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Motoroil/Oil Filter/Battery Charger	\$50.18
2960-194536	7/28/2020	101 016 544 90 31 02	ST-Operating Cost	Motoroil/Oil Filter/Battery Charger	\$50.19
2960-194536	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Motoroil/Oil Filter/Battery Charger	\$50.19
					\$150.56

Vendor: O Reilly Auto Parts

Check Number: 51024

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2960-201752	8/5/2020	410 016 531 10 31 02	SW-Operating Costs	Meguiars Wax/Wiper Blades	\$51.68
					\$51.68

Vendor: O Reilly Auto Parts

Check Number: 51106

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2960-203572	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Rocket Switch	\$20.69
2960-204508	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Fuse Holder/Mini Fuse Holder/Battery	\$133.23
2960-204928	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	PCV Grommet PW11	\$4.15
2960-206614	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Battery Chargers	\$29.07
2960-206614	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	Battery Chargers	\$29.06
2960-206614	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Battery Chargers	\$29.06
2960-206618	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Power Steering Rack & Pinion/Core Charge PW22	\$267.48
2960-208081	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Credit Core Charge Inv #2960-206618	(\$81.75)
					\$430.99

Vendor: Office of The State Treasurer

Check Number: 51025

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 STATE	8/5/2020	633 000 589 30 00 03	State Building Permit Remit	State Court Fees July 2020	\$829.50
0720 STATE	8/5/2020	633 000 589 30 00 04	State Court Remittance	State Court Fees July 2020	\$21,507.98

\$22,337.48

Vendor: Ogden Murphy Wallace PLLC

Check Number: 51026

Invoice No	Check Date	Account Number	Account Name	Description	Amount
840705	8/5/2020	001 011 515 41 41 00	Ext Consultation - City Atty	CV - Legal Services June 2020	\$165.00
840705	8/5/2020	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services 20th St SE June 2020	\$6,820.00
840705	8/5/2020	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services Code Enforcement June 2020	\$462.00
840705	8/5/2020	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services Costco June 2020	\$20,597.50
840705	8/5/2020	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services June 2020	\$17,224.50
840705	8/5/2020	001 011 515 41 41 01	Ext Consult - PRA	Legal Services Public Records June 2020	\$1,160.50
840705	8/5/2020	401 070 535 10 41 00	SE-Professional Service	Legal Services Sewer June 2020	\$577.50

\$47,007.00

Vendor: Olympic Paving Inc

Check Number: 50926

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1903-1	7/28/2020	304 000 382 20 00 00	Retainage	Retainage Asphalt Paving - Frontier Heights	(\$2,891.25)
1903-1	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Asphalt Paving - Frontier Heights	\$63,029.25

\$60,138.00

Vendor: Outcomes by Levy LLC

Check Number: 51107

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2020-07-LS	8/19/2020	001 013 511 70 40 00	Lobbying Services	CV - Legislative/Regulatory Consulting July 2020	\$2,251.20
2020-07-LS	8/19/2020	001 013 511 70 40 00	Lobbying Services	Legislative/Regulatory Consulting July 2020	\$2,548.80

\$4,800.00

Vendor: Perteet Inc

Check Number: 50927

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20120176.001-60	7/28/2020	301 016 544 40 41 00	Street Op - P&D - 20th St SE	20th Street SE Phase II Segment 1 Design	\$6,931.37

\$6,931.37

Vendor: Perteet Inc

Check Number: 51108

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20120176.001-61	8/19/2020	301 016 544 40 41 00	Street Op - P&D - 20th St SE	20th Street SE Phase II Segment 1 Design	\$1,162.47
20180104.004-1	8/19/2020	101 016 542 30 41 02	ST-Professional Service	2020 TIB UAP Grant Assistance	\$4,878.75

\$6,041.22

Vendor: Precision Turf Equipment LLC

Check Number: 50928

Invoice No	Check Date	Account Number	Account Name	Description	Amount
12088-44888	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Deck Belt/Tap Head	\$270.48

\$270.48

Vendor: Precision Turf Equipment LLC

Check Number: 51109

Invoice No	Check Date	Account Number	Account Name	Description	Amount
12088-45172	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Redmax Blower	\$632.19
					\$632.19

Vendor: Public Safety Testing Inc

Check Number: 50929

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2020-0396	7/28/2020	001 008 521 20 41 00	LE-Professional Services	Q2 2020 Recruiting Assistance - Police Officer	\$463.00
					\$463.00

Vendor: Puget Sound Energy

Check Number: 50930

Invoice No	Check Date	Account Number	Account Name	Description	Amount
22339471 0720	7/28/2020	001 012 575 50 47 00	CS- Pavillion - Utilities	Natural Gas - The Mill	\$188.80
24316495 0720	7/28/2020	001 010 576 80 47 00	PK-Utilities	Natural Gas - City Shop	\$36.10
24316495 0720	7/28/2020	101 016 543 50 47 00	ST-Utilities	Natural Gas - City Shop	\$36.10
24316495 0720	7/28/2020	410 016 531 10 47 00	SW-Utilities	Natural Gas - City Shop	\$36.11
3723810 0720	7/28/2020	001 008 521 50 47 00	LE-Facility Utilities	Natural Gas - N Lakeshore Dr	\$57.14
					\$354.25

Vendor: Puget Sound Energy

Check Number: 51110

Invoice No	Check Date	Account Number	Account Name	Description	Amount
22339471 0820	8/19/2020	001 012 575 50 47 00	CS- Pavillion - Utilities	Natural Gas - The Mill	\$68.46
24316495 0820	8/19/2020	001 010 576 80 47 00	PK-Utilities	Natural Gas - City Shop	\$12.84
24316495 0820	8/19/2020	101 016 543 50 47 00	ST-Utilities	Natural Gas - City Shop	\$12.84
24316495 0820	8/19/2020	410 016 531 10 47 00	SW-Utilities	Natural Gas - City Shop	\$12.85
3723810 0820	8/19/2020	001 008 521 50 47 00	LE-Facility Utilities	Natural Gas - N Lakeshore Dr	\$57.06
					\$164.05

Vendor: Purchase Power

Check Number: 50931

Invoice No	Check Date	Account Number	Account Name	Description	Amount
01831977 0720	7/28/2020	001 007 558 50 42 00	PL-Communication	Postage	\$109.03
01831977 0720	7/28/2020	001 013 518 20 42 00	GG-Communication	Postage	\$190.97
					\$300.00

Vendor: Rain Tree & Sea LLC

Check Number: 51111

Invoice No	Check Date	Account Number	Account Name	Description	Amount
081120 RAIN	8/19/2020	112 012 594 73 63 00	Art - Public Art Acquisition	Public Artwork for The Mill	\$4,078.62
					\$4,078.62

Vendor: Rexel USA Inc

Check Number: 50932

Invoice No	Check Date	Account Number	Account Name	Description	Amount
ON21415	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Cover/Outlet Box/Astronomic Timer/Closure Plug	\$107.28
ON60501	7/28/2020	001 013 518 20 31 00	GG-Operating Costs	Cover/Outlet Box/Astronomic Timer/Closure Plug	\$557.50
ON71337	7/28/2020	001 013 518 20 31 00	GG-Operating Costs	Halos/Lighting/Copper Conductors/Square Box/Exposed Work Cover	\$621.52
					\$1,286.30

Vendor: Rexel USA Inc

Check Number: 51027

Invoice No	Check Date	Account Number	Account Name	Description	Amount
ON80116	8/5/2020	001 013 518 20 31 00	GG-Operating Costs	Angle Plug/Portable Cords - Eagle Ridge Power for Food Bank	\$115.70 \$115.70

Vendor: Rexel USA Inc

Check Number: 51112

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0Q34193	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Stranded Aluminum/Heaters/Thermostat/Coils	\$394.13
0Q34193	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	Stranded Aluminum/Heaters/Thermostat/Coils	\$394.12
0Q34193	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Stranded Aluminum/Heaters/Thermostat/Coils	\$394.12

Vendor: Right On Heating & Sheet Metal Inc

Check Number: 50933

Invoice No	Check Date	Account Number	Account Name	Description	Amount
26215	7/28/2020	001 013 518 20 48 00	GG-Repair & Maintenance	HVAC Service - City Buildings	\$500.46 \$500.46

Vendor: Rollins

Check Number: 50934

Invoice No	Check Date	Account Number	Account Name	Description	Amount
072020 ROLLINS	7/28/2020	001 000 362 00 00 04	Lundeen Shelter Rental	Refund Lundeen Rental 08/15/2020 Due To COVID-19	\$120.00 \$120.00

Vendor: Safety-Kleen Systems Inc

Check Number: 51028

Invoice No	Check Date	Account Number	Account Name	Description	Amount
83478476	8/5/2020	001 010 576 80 31 00	PK-Operating Costs	Washer - Solvent	\$82.12
83478476	8/5/2020	101 016 544 90 31 02	ST-Operating Cost	Washer - Solvent	\$82.11
83478476	8/5/2020	410 016 531 10 31 02	SW-Operating Costs	Washer - Solvent	\$82.11

Vendor: Schedler

Check Number: 50935

Invoice No	Check Date	Account Number	Account Name	Description	Amount
080220 SCHEDLER	7/28/2020	001 008 521 20 43 00	LE-Travel & Per Diem	PerDeim - Meals EVOIC Shelton - Schedler	\$60.00 \$60.00

Vendor: Schuchard

Check Number: 50980

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 HAIR BYPAM	7/29/2020	002 013 558 70 40 00	CV - Small Business Grants	CARES Act Small Business Grant - Hair by Pam	\$4,500.00 \$4,500.00

Vendor: Setina Manufacturing Co Inc

Check Number: 50936

Invoice No	Check Date	Account Number	Account Name	Description	Amount
208488	7/28/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Vehicle Door Panels PT91 / PT82 / PT83	\$764.33 \$764.33

Vendor: Sherwin-Williams Co

Check Number: 51113

Invoice No	Check Date	Account Number	Account Name	Description	Amount
6597-4	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	White Paint	\$292.77 \$292.77

Vendor: Singleton
Check Number: 50981

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 HERBBARBER	7/29/2020	002 013 558 70 40 00	CV - Small Business Grants	CARES Act Small Business Grant - Herbs Barber Shop	\$3,500.00 \$3,500.00

Vendor: Skews

Check Number: 50937

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071420 SKEWS	7/28/2020	001 000 362 00 00 04	Lundein Shelter Rental	Refund Lundein Rental 07/26/2020 Due to COVID-19	\$60.00 \$60.00

Vendor: Smarsh Inc

Check Number: 51114

Invoice No	Check Date	Account Number	Account Name	Description	Amount
INV00602508	8/19/2020	510 006 518 80 49 05	LR - Smarsh	Archiving Platform	\$672.00 \$672.00

Vendor: Snohomish Co-Op Inc

Check Number: 51115

Invoice No	Check Date	Account Number	Account Name	Description	Amount
296284	8/19/2020	001 010 576 80 31 01	PK-Ops-Clothing	Cotton Tees/Sweatshirts	\$1,038.53
296284	8/19/2020	101 016 542 90 31 01	ST-Clothing	Cotton Tees/Sweatshirts	\$1,038.53
296284	8/19/2020	410 016 531 10 31 00	SW-Clothing	Cotton Tees/Sweatshirts	\$1,038.53
296537	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Ethanol Fuel	\$65.77
296537	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	Ethanol Fuel	\$65.77
296537	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Ethanol Fuel	\$65.77
J81354	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	Propane	\$14.47
					\$3,327.37

Vendor: Snohomish County 911

Check Number: 51029

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2729	8/5/2020	001 008 528 00 41 00	LE - SNO911	Dispatch Services	\$31,935.50 \$31,935.50

Vendor: Snohomish County Health District

Check Number: 50938

Invoice No	Check Date	Account Number	Account Name	Description	Amount
SHD-01	7/28/2020	001 013 518 90 49 09	GG-Snohomish Health District	Per Capita Contribution Jan-Dec 2020	\$34,150.00 \$34,150.00

Vendor: Snohomish County PUD

Check Number: 50939

Invoice No	Check Date	Account Number	Account Name	Description	Amount
108688917	7/28/2020	001 010 576 80 47 00	PK-Utilities	200206019 North Cove Park Electric	\$42.31
108688917	7/28/2020	001 010 576 80 47 00	PK-Utilities	200206019 Parks Electric	\$28.48
108688917	7/28/2020	001 010 576 80 47 00	PK-Utilities	200206019 Parks Water	\$112.11
108688917	7/28/2020	001 012 572 20 47 00	CS- Library-Utilities	200206019 Library Electric	\$511.27
108688917	7/28/2020	001 012 575 50 47 00	CS- Pavillion - Utilities	200206019 The Mill Electric	(\$2,289.82)
108688917	7/28/2020	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Admin Electric	\$369.24
108688917	7/28/2020	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Electric	\$355.92
108688917	7/28/2020	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Water	\$2,966.63
108688917	7/28/2020	001 013 518 20 47 00	GG-Utilities	200206019 Library Water	\$390.20
108688917	7/28/2020	101 016 542 63 47 00	ST-Lighting - Utilities	200206019 Street Lights	\$175.08

125225235	7/28/2020	001 010 576 80 47 00	PK-Utilities	201487055 2424 Soper Hill Rd Mobile Electric	\$25.58
125225235	7/28/2020	001 010 576 80 47 00	PK-Utilities	201487055 2424 Soper Hill Rd Mobile Water	\$52.98
128505851	7/28/2020	101 016 542 63 47 00	ST-Lighting - Utilities	200363505 Traffic Signal	\$77.55
131813995	7/28/2020	101 016 542 63 47 00	ST-Lighting - Utilities	201595113 Street Lights	\$147.40
131822299	7/28/2020	101 016 542 63 47 00	ST-Lighting - Utilities	200178218 Street Lights 8533 15th St NE	\$77.62
131822299	7/28/2020	101 016 542 63 47 00	ST-Lighting - Utilities	200178218 Traffic Signal 8718 17th St NE	\$150.64
135119076	7/28/2020	101 016 542 63 47 00	ST-Lighting - Utilities	201860178 Traffic Signal 9101 Market Pl	\$119.58
138326014	7/28/2020	001 010 576 80 47 00	PK-Utilities	202340527 Decant Yard	\$39.20
138326014	7/28/2020	101 016 543 50 47 00	ST-Utilities	202340527 Decant Yard	\$39.20
138326014	7/28/2020	410 016 531 10 47 00	SW-Utilities	202340527 Decant Yard	\$39.20
141637225	7/28/2020	101 016 542 63 47 00	ST-Lighting - Utilities	201973682 Street Lights	\$47.38
151560760	7/28/2020	101 016 542 63 47 00	ST-Lighting - Utilities	202624367 Street Lights	\$10,625.89
151560761	7/28/2020	101 016 542 63 47 00	ST-Lighting - Utilities	202648101 Street Lights Soper Hill Annex	\$1,470.95
151560762	7/28/2020	101 016 542 63 47 00	ST-Lighting - Utilities	202670725 Street Lights	\$1,251.30
154804641	7/28/2020	001 008 521 50 47 00	LE-Facility Utilities	200558690 Police N Lakeshore Dr Electric	\$99.57
154804641	7/28/2020	001 008 521 50 47 00	LE-Facility Utilities	200558690 Police N Lakeshore Dr Water	\$24.62
158010922	7/28/2020	101 016 542 63 47 00	ST-Lighting - Utilities	202648705 Street Lights	\$43.00
					\$16,993.08

Vendor: Snohomish County PUD

Check Number: 50940

Invoice No	Check Date	Account Number	Account Name	Description	Amount
105384535	7/28/2020	101 016 542 63 47 00	ST-Lighting - Utilities	205320781 SR92 Roundabout at 99th	\$40.34
108681708	7/28/2020	101 016 542 63 47 00	ST-Lighting - Utilities	204719074 Catherine Creek Bridge Lights	\$22.90
108686656	7/28/2020	101 016 542 63 47 00	ST-Lighting - Utilities	205338056 SR92 Roundabout at 113th	\$45.29
135116076	7/28/2020	101 016 542 63 47 00	ST-Lighting - Utilities	203731153 Traffic Signals	\$142.60
135123324	7/28/2020	001 008 521 50 47 00	LE-Facility Utilities	204719082 New PD Station Water/Electric	\$639.28
138331700	7/28/2020	001 013 518 20 47 02	GG-Utilities for Rentals	222450314 - 1819 S Lake Stevens Rd Commercial	\$539.52
141642621	7/28/2020	001 010 576 80 47 00	PK-Utilities	222205049 Nourse Park Electric	\$19.60
151560000	7/28/2020	101 016 542 63 47 00	ST-Lighting - Utilities	202988481 Street Lights	\$129.49
154814102	7/28/2020	001 010 576 80 47 00	PK-Utilities	222191298 North Cove Park Water	\$66.23
158014825	7/28/2020	001 010 576 80 47 00	PK-Utilities	222509911 Wyatt Park Electric/Water	\$70.30
161189808	7/28/2020	001 008 521 50 47 00	LE-Facility Utilities	203033030 Police Dept Electric	\$572.56
161189808	7/28/2020	001 008 521 50 47 00	LE-Facility Utilities	203033030 Police Dept Water	\$80.38
164402733	7/28/2020	001 010 576 80 47 00	PK-Utilities	222191314 20th St Ballfield Water	\$53.18
167632625	7/28/2020	001 010 576 80 47 00	PK-Utilities	203599006 City Shop Electric/Water	\$142.79
167632625	7/28/2020	101 016 543 50 47 00	ST-Utilities	203599006 City Shop Electric/Water	\$142.79
167632625	7/28/2020	410 016 531 10 47 00	SW-Utilities	203599006 City Shop Electric/Water	\$142.84
					\$2,850.09

Vendor: Snohomish County PUD

Check Number: 51030

Invoice No	Check Date	Account Number	Account Name	Description	Amount
111985033	8/5/2020	001 010 576 80 47 00	PK-Utilities	221908015 City Shop Mechanic	\$57.57
111985033	8/5/2020	101 016 543 50 47 00	ST-Utilities	221908015 City Shop Mechanic	\$57.56
111985033	8/5/2020	410 016 531 10 47 00	SW-Utilities	221908015 City Shop Mechanic	\$57.55
131824948	8/5/2020	001 010 576 80 47 00	PK-Utilities	200493443 Catherine Creek Park Electric	\$18.89
161192817	8/5/2020	101 016 542 63 47 00	ST-Lighting - Utilities	203728159 Traffic Signal	\$47.39
161194826	8/5/2020	001 010 576 80 47 00	PK-Utilities	221860174 Frontier Circle Park Electric	\$13.34
167635228	8/5/2020	001 010 576 80 47 00	PK-Utilities	222509887 Davies Beach Electric/Water	\$233.62
					\$485.92

Vendor: Snohomish County PUD

Check Number: 51116

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100443667	8/19/2020	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Electric	\$142.11
100443667	8/19/2020	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Water	\$1,692.08
100443667	8/19/2020	001 012 557 30 40 01	CS- VIC Utilities	203582010 Visitor Information Center Electric	\$54.37
100443667	8/19/2020	101 016 542 63 47 00	ST-Lighting - Utilities	203582010 Street Lights	\$41.89
100446193	8/19/2020	001 010 576 80 47 00	PK-Utilities	200206019 North Cove Park Electric	\$19.03
100446193	8/19/2020	001 010 576 80 47 00	PK-Utilities	200206019 Parks Electric	\$31.10
100446193	8/19/2020	001 010 576 80 47 00	PK-Utilities	200206019 Parks Water	\$71.24
100446193	8/19/2020	001 012 572 20 47 00	CS- Library-Utilities	200206019 Library Electric	\$152.41
100446193	8/19/2020	001 012 575 50 47 00	CS- Pavillion - Utilities	200206019 The Mill Electric	\$344.05
100446193	8/19/2020	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Admin Electric	\$109.57
100446193	8/19/2020	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Electric	\$232.90
100446193	8/19/2020	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Water	\$3,721.59
100446193	8/19/2020	001 013 518 20 47 00	GG-Utilities	200206019 Library Water	\$64.96
100446193	8/19/2020	101 016 542 63 47 00	ST-Lighting - Utilities	200206019 Street Lights	\$72.85
105391541	8/19/2020	001 012 575 51 47 00	CS- Grimm House Utilities	222484701 Grimm House Electric	\$745.53
111995201	8/19/2020	101 016 542 63 47 00	ST-Lighting - Utilities	201860178 Traffic Signal 9101 Market Pl	\$112.37
115296348	8/19/2020	101 016 542 63 47 00	ST-Lighting - Utilities	204719074 Catherine Creek Bridge Lights	\$22.90
115298160	8/19/2020	001 012 575 51 47 00	CS- Grimm House Utilities	222484701 Grimm House Electric	\$52.95
118605481	8/19/2020	001 008 521 50 47 00	LE-Facility Utilities	200558690 Police N Lakeshore Dr Electric	\$91.18
118605481	8/19/2020	001 008 521 50 47 00	LE-Facility Utilities	200558690 Police N Lakeshore Dr Water	\$24.51
125237286	8/19/2020	101 016 542 63 47 00	ST-Lighting - Utilities	202013249 Traffic Signal 1933 79th Ave SE	\$88.32
125237286	8/19/2020	101 016 542 64 47 00	ST-Traffic Control -Utility	202013249 Traffic Signal 7441 20th St SE	\$58.95
128524157	8/19/2020	101 016 542 63 47 00	ST-Lighting - Utilities	205338056 SR92 Roundabout at 113th	\$40.49
138344540	8/19/2020	101 016 542 63 47 00	ST-Lighting - Utilities	201973682 Street Lights	\$47.38
138350295	8/19/2020	101 016 542 63 47 00	ST-Lighting - Utilities	200363505 Traffic Signal	\$63.21
141656197	8/19/2020	101 016 542 63 47 00	ST-Lighting - Utilities	202624367 Street Lights	\$10,712.10
141656198	8/19/2020	101 016 542 63 47 00	ST-Lighting - Utilities	202648101 Street Lights Soper Hill Annex	\$1,470.95
141656199	8/19/2020	101 016 542 63 47 00	ST-Lighting - Utilities	202670725 Street Lights	\$1,251.30
141657259	8/19/2020	001 010 576 80 47 00	PK-Utilities	201487055 2424 Soper Hill Rd Mobile Electric	\$42.84
141657259	8/19/2020	001 010 576 80 47 00	PK-Utilities	201487055 2424 Soper Hill Rd Mobile Water	\$62.60
144991262	8/19/2020	101 016 542 63 47 00	ST-Lighting - Utilities	201595113 Street Lights	\$147.40
144993172	8/19/2020	001 010 576 80 47 00	PK-Utilities	222625881 8801 Frontier Cir W Water	\$127.74
144996389	8/19/2020	001 013 518 20 47 02	GG-Utilities for Rentals	222450314 - 1819 S Lake Stevens Rd Commercial	\$720.58
148275240	8/19/2020	001 010 576 80 47 00	PK-Utilities	202340527 Decant Yard	\$6.06
148275240	8/19/2020	101 016 543 50 47 00	ST-Utilities	202340527 Decant Yard	\$6.06
148275240	8/19/2020	410 016 531 10 47 00	SW-Utilities	202340527 Decant Yard	\$6.05
148278831	8/19/2020	101 016 542 63 47 00	ST-Lighting - Utilities	202988481 Street Lights	\$153.65
151583115	8/19/2020	001 010 576 80 47 00	PK-Utilities	221860174 Frontier Circle Park Electric	\$16.03
154822319	8/19/2020	101 016 542 63 47 00	ST-Lighting - Utilities	203731153 Traffic Signals	\$140.92
158028315	8/19/2020	001 008 521 50 47 00	LE-Facility Utilities	203033030 Police Dept Electric	\$531.88
158028315	8/19/2020	001 008 521 50 47 00	LE-Facility Utilities	203033030 Police Dept Water	\$84.57
167644840	8/19/2020	001 010 576 80 47 00	PK-Utilities	222205049 Nourse Park Electric	\$17.74
					\$23,596.41

Vendor: Snohomish County PUD

Check Number: 51117

Invoice No	Check Date	Account Number	Account Name	Description	Amount
081320 PUD	8/19/2020	411 016 594 31 60 00	Decant Facility Project	Install 2" Water Service Hartford Industrial	\$36,982.05 \$36,982.05

Vendor: Snohomish County PW

Check Number: 51031

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I000532964	8/5/2020	410 016 531 20 41 00	SW-SnoCo Lake Monitoring	ILA Billing - Surface Water Mgmt April-June 2020	\$3,438.84 \$3,438.84

Vendor: Snohomish County PW

Check Number: 51118

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I000532789	8/19/2020	101 016 542 64 48 00	ST-Traffic Control - R&M	Signal/Sign Repair & Maint June 2020	\$434.78 \$434.78

Vendor: Snohomish County Sheriffs Office

Check Number: 50941

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2020-6395	7/28/2020	001 008 523 60 41 00	LE-Jail	Jail Services June 2020	\$10,052.64 \$10,052.64

Vendor: Snohomish County Sheriffs Office

Check Number: 51032

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2020-6415	8/5/2020	001 008 523 60 41 00	LE-Jail	Jail Services Med June 2020	\$15.62 \$15.62

Vendor: Snohomish County Treasurer

Check Number: 51033

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 SNOCO	8/5/2020	633 000 589 30 00 06	Crime Victims Compensation	Crime Victims Compensation July 2020	\$344.65 \$344.65

Vendor: Sonsray Machinery LLC

Check Number: 50942

Invoice No	Check Date	Account Number	Account Name	Description	Amount
P13596-09	7/28/2020	101 016 542 66 31 00	ST-Snow & Ice - Sply	Ploow Bolt/Knife/Knife Bolts/Nuts	\$274.91 \$274.91

Vendor: Sound Equipment Rental & Sales

Check Number: 50943

Invoice No	Check Date	Account Number	Account Name	Description	Amount
18252A	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Dozer Komatsu D-37 Wide Rental - Froniter Heights	\$5,232.00 \$5,232.00

Vendor: Sound Publishing Inc

Check Number: 50944

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EDH901148	7/28/2020	303 016 594 31 60 01	SW - Decant Facility	RFB Decant Facility BIDs Project 18037	\$278.50
EDH902003	7/28/2020	001 007 558 50 41 03	PL-Advertising	Planning Commission Cancel Meeting	\$17.86
EDH902133	7/28/2020	001 007 558 50 41 04	Permit Related Professional Sr	LUA2020-0093 Soper Hill Preliminary Short Plat	\$99.31
EDH902200	7/28/2020	411 016 594 31 60 00	Decant Facility Project	Decant Facility NPDES	\$111.74

EDH902567	7/28/2020	001 013 518 30 41 01	GG-Advertising	CC Special Meeting	\$44.80
EDH902671	7/28/2020	001 013 518 30 41 01	GG-Advertising	Veterans Commission Meeting	\$19.60
EDH902778	7/28/2020	001 007 558 50 41 04	Permit Related Professional Sr	LUA2020-0097 Woodland Hills Estates	\$70.00
EDH903413	7/28/2020	001 007 558 50 41 04	Permit Related Professional Sr	LUA3030-0105 Dexter Admin Variance	\$68.60
					\$710.41

Vendor: Sound Publishing Inc

Check Number: 51119

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EDH903288	8/19/2020	301 016 595 30 60 03	17005- 24th St & 91st Ext	Advertisement for Bid 91st Ave SE Extension Project 17005	\$254.80
EDH903964	8/19/2020	411 016 594 31 60 00	Decant Facility Project	Advertisement for Bid Hartford Decant Facility Project 18037	\$207.20
EDH904003	8/19/2020	302 010 594 76 61 01	PM - North Cove Capital	Advertisement for Bid North Cove Phase II Project 19012	\$142.80
EDH904004	8/19/2020	001 007 558 50 41 03	PL-Advertising	LUA2020-0069 Public Hearing	\$92.40
EDH904242	8/19/2020	001 013 518 30 41 01	GG-Advertising	CC Special Meeting 08/11/2020	\$53.20
EDH904403	8/19/2020	001 007 558 50 41 03	PL-Advertising	LUA2020-0069 Mobile Food Vending Code Amendment	\$89.60
EDH904486	8/19/2020	001 007 558 50 41 04	Permit Related Professional Sr	LUA2020-0102 Hartford Marijuana Processing	\$71.40
EDH904711	8/19/2020	001 013 518 30 41 01	GG-Advertising	Veterans Commission Meeting Cancelled 08/03/2020	\$16.80
					\$928.20

Vendor: Sound Security Inc

Check Number: 50945

Invoice No	Check Date	Account Number	Account Name	Description	Amount
977872	7/28/2020	001 013 518 20 31 00	GG-Operating Costs	Prox Cards	\$89.92
					\$89.92

Vendor: Sound Security Inc

Check Number: 51120

Invoice No	Check Date	Account Number	Account Name	Description	Amount
979489	8/19/2020	001 012 575 50 47 00	CS- Pavillion - Utilities	Fire & Security Monitoring The Mill	\$322.50
979489	8/19/2020	001 013 518 20 41 00	GG-Professional Service	Fire & Security Monitoring CH	\$563.54
					\$886.04

Vendor: Speedway Chevrolet

Check Number: 51121

Invoice No	Check Date	Account Number	Account Name	Description	Amount
215264	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	AC Repair PW61	\$1,327.19
					\$1,327.19

Vendor: Springbrook Nursery & Trucking Inc

Check Number: 50946

Invoice No	Check Date	Account Number	Account Name	Description	Amount
296056	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Wood Debris Dump Fees	\$432.00
					\$432.00

Vendor: SRV Construction Escrow Acct 101682426

Check Number: 51122

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1263-02	8/19/2020	301 016 595 30 60 01	20th St SE Phase II Construct	Retainage 20th Street SE Phase II - Segment 1 Project 18008	\$62,472.66
					\$62,472.66

Vendor: SRV Construction Inc

Check Number: 51123

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1263-02	8/19/2020	301 016 595 30 60 01	20th St SE Phase II Construct	20th Street SE Phase II - Segment 1 Project 18008	\$1,186,979.98
					\$1,186,979.98

Vendor: State Auditors Office

Check Number: 50947

Invoice No	Check Date	Account Number	Account Name	Description	Amount
L137467	7/28/2020	001 004 514 23 41 00	FI-Professional Service	2018-2019 Accountability/Financial Audit	\$6,786.00 \$6,786.00

Vendor: State Auditors Office

Check Number: 51124

Invoice No	Check Date	Account Number	Account Name	Description	Amount
L137936	8/19/2020	001 004 514 23 41 00	FI-Professional Service	2018-2019 Accountability/Financial Audit	\$3,788.85 \$3,788.85

Vendor: Stericycle Inc

Check Number: 50948

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3005154506	7/28/2020	001 008 521 20 41 01	LE-Professional Serv-Fixed	Hazardous Waste Disposal	\$32.38 \$32.38

Vendor: Steves Barber Shop Inc

Check Number: 50982

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 STEVES	7/29/2020	002 013 558 70 40 00	CV - Small Business Grants	CARES Act Small Business Grant - Steve's Barber Shop	\$8,502.30 \$8,502.30

Vendor: Strider Construction Co Account 62763077500

Check Number: 50949

Invoice No	Check Date	Account Number	Account Name	Description	Amount
PROGRESS 7	7/28/2020	301 016 595 61 64 02	18004 - S. Lake Stevens Rd	Retainage - S Lake Stevens Rd Multi Use Path Project 18004	\$5,361.03 \$5,361.03

Vendor: Strider Construction Co Account 62763077500

Check Number: 50950

Invoice No	Check Date	Account Number	Account Name	Description	Amount
PROGRESS 8	7/28/2020	304 016 595 60 60 06	R2 - S. Lake Stevens Road	Retainage - S Lake Stevens Rd Multi Use Path Pro	\$16,707.20 \$16,707.20

Vendor: Strider Construction Co Inc

Check Number: 50951

Invoice No	Check Date	Account Number	Account Name	Description	Amount
PROGRESS 7	7/28/2020	301 016 595 61 64 02	18004 - S. Lake Stevens Rd	S Lake Stevens Rd Mult Use Path Project 18004	\$23,891.06
PROGRESS 7	7/28/2020	304 016 595 60 60 06	R2 - S. Lake Stevens Road	S Lake Stevens Rd Mult Use Path Project 18004	\$77,968.56

Vendor: Strider Construction Co Inc

Check Number: 50952

Invoice No	Check Date	Account Number	Account Name	Description	Amount
PROGRESS 8	7/28/2020	101 016 542 30 41 00	ST-Pavement Preservation	S Lake Stevens Rd Mult Use Path Project 18004	\$275,858.84
PROGRESS 8	7/28/2020	304 016 595 60 60 06	R2 - S. Lake Stevens Road	S Lake Stevens Rd Mult Use Path Project 18004	\$41,578.14

\$317,436.98

Vendor: Tacoma Screw Products Inc

Check Number: 50953

Invoice No	Check Date	Account Number	Account Name	Description	Amount
18280213	7/28/2020	001 010 576 80 31 00	PK-Operating Costs	Power Bits/All Purpose Cleaner	\$10.98
18281310	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Power Bits/Snap Links/Cap Screws/Flat Washers	\$70.62

\$81.60

Vendor: Tacoma Screw Products Inc

Check Number: 51034

Invoice No	Check Date	Account Number	Account Name	Description	Amount
18282042	8/5/2020	001 010 576 80 31 00	PK-Operating Costs	Screw Bolt/Anchors/Washers/Screws/Gloves/Earplugs	\$157.34
18282042	8/5/2020	101 016 544 90 31 02	ST-Operating Cost	Screw Bolt/Anchors/Washers/Screws/Gloves/Earplugs	\$157.35
18282042	8/5/2020	410 016 531 10 31 02	SW-Operating Costs	Screw Bolt/Anchors/Washers/Screws/Gloves/Earplugs	\$157.35
18282043	8/5/2020	001 010 576 80 31 00	PK-Operating Costs	Pine Sol Cleaner/Disinfectant	\$23.71
					\$495.75

Vendor: Tacoma Screw Products Inc

Check Number: 51125

Invoice No	Check Date	Account Number	Account Name	Description	Amount
18282760	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Gloves/Nut Setter/Snap Links	\$122.07
18282760	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	Gloves/Nut Setter/Snap Links	\$122.06
18282760	8/19/2020	410 016 531 10 31 02	SW-Operating Costs	Gloves/Nut Setter/Snap Links	\$122.06
					\$366.19

Vendor: Tandem Services Corp Inc

Check Number: 50954

Invoice No	Check Date	Account Number	Account Name	Description	Amount
14481	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Portable Restroom Rental - Frontier Heights	\$125.00
					\$125.00

Vendor: Tandem Services Corp Inc

Check Number: 51126

Invoice No	Check Date	Account Number	Account Name	Description	Amount
14733	8/19/2020	001 010 576 80 45 00	PK-Equipment Rental	Portable Restroom Rental The Timbers Community Park	\$200.00
					\$200.00

Vendor: Team Fitness LLC

Check Number: 50983

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 TEAM	7/29/2020	002 013 558 70 40 00	CV - Small Business Grants	CARES Act Small Business Grant - Team Fitness	\$10,000.00
					\$10,000.00

Vendor: Teamsters Local No 763

Check Number: 50837

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071020	7/14/2020	001 000 284 00 00 00	Payroll Liability Other	Union Dues	\$1,179.00
					\$1,179.00

Vendor: Teamsters Local No 763

Check Number: 51049

Invoice No	Check Date	Account Number	Account Name	Description	Amount
081020	8/12/2020	001 000 284 00 00 00	Payroll Liability Other	Union Dues	\$1,155.00
					\$1,155.00

Vendor: Teamsters Welfare Trust Dental EFT

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071020	7/14/2020	001 000 283 00 00 00	Payroll Liability Medical	Teamsters Dental Premium	\$2,889.60
081020	8/12/2020	001 000 283 00 00 00	Payroll Liability Medical	Teamsters Dental Premium	\$2,476.80
081020	8/12/2020	001 010 576 80 20 00	PK-Benefits	Teamsters Dental Premium	\$151.36
081020	8/12/2020	001 013 518 30 20 00	GG-Benefits	Teamsters Dental Premium	\$13.76
081020	8/12/2020	101 016 542 30 20 00	ST-Benefits	Teamsters Dental Premium	\$55.04

081020	8/12/2020	401 070 535 10 20 00	SE-Benefits	Teamsters Dental Premium	\$55.04
					\$5,641.60

Vendor: Technological Services Inc

Check Number: 50955

Invoice No	Check Date	Account Number	Account Name	Description	Amount
16910	7/28/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Oil/Filters/Tire Rotation PT-20-87	\$81.25
16996	7/28/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Oil/Tire Rotation/Misc Transmission PT-19-83	\$245.62
17068	7/28/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Fluids/Tire Rotation K9-18-85	\$119.57
					\$446.44

Vendor: Technological Services Inc

Check Number: 51035

Invoice No	Check Date	Account Number	Account Name	Description	Amount
17086	8/5/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Cooling System Repair PT-16-65	\$505.46
					\$505.46

Vendor: Technological Services Inc

Check Number: 51127

Invoice No	Check Date	Account Number	Account Name	Description	Amount
16934	8/19/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Cooling System Repair PT-15-62	\$982.44
17116	8/19/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Replace Axle/Engine Repair PT-15-62	\$1,686.04
17166	8/19/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Brake Repair PT-18-78	\$1,327.72
17246	8/19/2020	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Oil/Fluids/Filters/Brake Inspect PT-19-81	\$155.48
					\$4,151.68

Vendor: The Results Group Ltd

Check Number: 51128

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1135	8/19/2020	001 008 521 40 49 01	LE-Registration Fees	Registration - Leadership Training-Jewell/C Brooks/Kilroy/Adams	\$455.00
					\$455.00

Vendor: The Riley Group Inc

Check Number: 51036

Invoice No	Check Date	Account Number	Account Name	Description	Amount
19720	8/5/2020	401 070 535 10 41 00	SE-Professional Service	Sampling/Analysis Plan Sunnyside Park	\$2,603.04
					\$2,603.04

Vendor: The Riley Group Inc

Check Number: 51129

Invoice No	Check Date	Account Number	Account Name	Description	Amount
19745	8/19/2020	001 013 518 20 41 00	GG-Professional Service	Asbestos Sampling/Testing 12308 17th Pl NE	\$3,520.70
					\$3,520.70

Vendor: Thermo King Northwest Inc

Check Number: 51130

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2558415	8/19/2020	002 013 594 18 60 01	CV - Capital Purchases	CV - Winch Mount/Mirror/Heater Cab for Bobcat UTV	\$2,546.15
					\$2,546.15

Vendor: Thomco Aggregate LLC

Check Number: 50956

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2389	7/28/2020	101 016 544 90 31 02	ST-Operating Cost	Asphalt	\$307.14
					\$307.14

Vendor: Thomco Aggregate LLC

Check Number: 51131

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2469	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	Asphalt	\$892.97 \$892.97

Vendor: Thyssenkrupp Elevator Corporation

Check Number: 51132

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3005413185	8/19/2020	001 008 521 50 47 00	LE-Facility Utilities	Monthly Elevator Service 1819 S Lake Stevens Rd	\$817.50
3005413185	8/19/2020	001 013 518 20 47 02	GG-Utilities for Rentals	Monthly Elevator Service 1819 S Lake Stevens Rd	\$817.50 \$1,635.00

Vendor: Tom Astrof Construction Inc

Check Number: 50957

Invoice No	Check Date	Account Number	Account Name	Description	Amount
190713-722	7/28/2020	304 010 594 76 60 02	Frontier Heights Pk Redevelop	Bar Steel/Wire Roll/Bolt Cutter/Iron Worker Side Cutter Plier	\$725.76
190714-73	7/28/2020	309 016 595 61 63 01	Sidewalk Construction	Metal Curb Stakes/Screed/Round Trowel	\$1,008.84 \$1,734.60

Vendor: Tom Astrof Construction Inc

Check Number: 51133

Invoice No	Check Date	Account Number	Account Name	Description	Amount
190813-650	8/19/2020	309 016 595 61 63 01	Sidewalk Construction	Brackets/Wood Darbie/Hand Float/Bull Float	\$403.69 \$403.69

Vendor: Top Marketing Agency LLC

Check Number: 50984

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 TOP MARKET	7/29/2020	002 013 558 70 40 00	CV - Small Business Grants	CARES Act Small Business Grant - Top Marketing Agency	\$9,447.00 \$9,447.00

Vendor: TransUnion Risk and Alternative Data Solutions Inc

Check Number: 51134

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4016011-202007-1	8/19/2020	001 008 521 20 41 01	LE-Professional Serv-Fixed	TILO - Information Gathering Services	\$54.50 \$54.50

Vendor: TranTech Engineering LLC

Check Number: 50958

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2020004-04	7/28/2020	411 016 594 31 60 05	Catherine Creek/36th St Bridge	Catherine Creek Bridge Monitoring/Replacement Design	\$26,230.90 \$26,230.90

Vendor: TranTech Engineering LLC

Check Number: 51135

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2020004-05	8/19/2020	411 016 594 31 60 05	Catherine Creek/36th St Bridge	Catherine Creek Bridge Monitoring/Replacement	\$14,920.95 \$14,920.95

Vendor: ULINE

Check Number: 50959

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121817956	7/28/2020	410 016 531 10 31 02	SW-Operating Costs	Wire Shelf/Casters/Panel Rack with Bins	\$727.38 \$727.38

Vendor: ULINE

Check Number: 51136

Invoice No	Check Date	Account Number	Account Name	Description	Amount
122541285	8/19/2020	101 016 544 90 31 02	ST-Operating Cost	Mobile Shelving/No Parking Sign	\$988.98 \$988.98

Vendor: UPS

Check Number: 50960

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0000074Y42270	7/28/2020	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$14.90
0000074Y42280	7/28/2020	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$86.52 \$101.42

Vendor: UPS

Check Number: 51037

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0000074Y42300	8/5/2020	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$15.95 \$15.95

Vendor: UPS

Check Number: 51137

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0000074Y42310	8/19/2020	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$20.16
0000074Y42320	8/19/2020	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$14.94 \$35.10

Vendor: Vantagepoint Transfer Agents - 108991

Check Number: 50838

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071020	7/14/2020	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	\$368.95 \$368.95

Vendor: Vantagepoint Transfer Agents - 108991

Check Number: 50988

Invoice No	Check Date	Account Number	Account Name	Description	Amount
072520	7/29/2020	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	\$407.26 \$407.26

Vendor: Vantagepoint Transfer Agents - 108991

Check Number: 51050

Invoice No	Check Date	Account Number	Account Name	Description	Amount
081020	8/12/2020	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	\$407.26 \$407.26

Vendor: Vantagepoint Transfer Agents - 307428

Check Number: 50839

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071020	7/14/2020	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	\$2,030.77 \$2,030.77

Vendor: Vantagepoint Transfer Agents - 307428

Check Number: 50989

Invoice No	Check Date	Account Number	Account Name	Description	Amount
072520	7/29/2020	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	\$2,027.46 \$2,027.46

Vendor: Vantagepoint Transfer Agents - 307428

Check Number: 51051

Invoice No	Check Date	Account Number	Account Name	Description	Amount
081020	8/12/2020	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	\$2,527.47 \$2,527.47

Vendor: Vaporland Inc

Check Number: 50985

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 VAPORLAND	7/29/2020	002 013 558 70 40 00	CV - Small Business Grants	CARES Act Small Business Grant - Vaporland	\$10,000.00 \$10,000.00

Vendor: Verizon Northwest

Check Number: 50961

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9857779610	7/28/2020	001 001 511 60 42 00	Legislative - Communication	Wireless Phone Service Council	\$335.23
9857779610	7/28/2020	001 001 513 10 42 00	Executive - Communication	Wireless Phone Service Executive	\$47.89
9857779610	7/28/2020	001 002 513 11 42 00	AD-Communications	Wireless Phone Service Admin	\$85.45
9857779610	7/28/2020	001 005 518 10 42 00	HR-Communications	Wireless Phone Service HR	\$93.33
9857779610	7/28/2020	001 006 518 80 42 00	IT-Communications	Wireless Phone Service IT	\$272.07
9857779610	7/28/2020	001 007 558 50 42 00	PL-Communication	Wireless Phone Service Planning	\$171.46
9857779610	7/28/2020	001 007 559 30 42 00	PB-Communication	Wireless Phone Service Building	\$309.15
9857779610	7/28/2020	001 010 576 80 42 00	PK-Communication	Wireless Phone Service PW	\$480.04
9857779610	7/28/2020	101 016 543 30 42 00	ST-Communications	Wireless Phone Service PW	\$480.05
9857779610	7/28/2020	410 016 531 10 42 00	SW-Communications	Wireless Phone Service PW	\$480.05

\$2,754.72

Vendor: Verizon Northwest

Check Number: 51138

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9859318005	8/19/2020	001 008 521 20 42 00	LE-Communication	Wireless Phone Service PD	\$2,758.79
9859838399	8/19/2020	001 001 511 60 42 00	Legislative - Communication	Wireless Phone Service Council	\$335.23
9859838399	8/19/2020	001 001 513 10 42 00	Executive - Communication	Wireless Phone Service Executive	\$47.89
9859838399	8/19/2020	001 002 513 11 42 00	AD-Communications	Wireless Phone Service Admin	\$85.45
9859838399	8/19/2020	001 003 514 20 42 00	CC-Communications	Wireless Phone Service Clerk	\$100.74
9859838399	8/19/2020	001 005 518 10 42 00	HR-Communications	Wireless Phone Service HR	\$93.33
9859838399	8/19/2020	001 006 518 80 42 00	IT-Communications	Wireless Phone Service IT	\$236.67
9859838399	8/19/2020	001 007 558 50 42 00	PL-Communication	Wireless Phone Service Planning	\$138.77
9859838399	8/19/2020	001 007 559 30 42 00	PB-Communication	Wireless Phone Service Building	\$359.15
9859838399	8/19/2020	001 010 576 80 42 00	PK-Communication	Wireless Phone Service PW	\$513.38
9859838399	8/19/2020	101 016 543 30 42 00	ST-Communications	Wireless Phone Service PW	\$513.38
9859838399	8/19/2020	410 016 531 10 42 00	SW-Communications	Wireless Phone Service PW	\$513.38

\$5,696.16

Vendor: Wachtveitl

Check Number: 51139

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 WACHTVEITL	8/19/2020	001 008 521 20 43 01	LE-Business Meetings	Reimburse - Parking Fees SMART Meeting	\$7.00 \$7.00

Vendor: Washington State Dept of Ecology

Check Number: 50962

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2020-WAR309113	7/28/2020	301 016 595 30 60 03	17005- 24th St & 91st Ext	91st Ave SE Road Extension Permit	\$83.12
					\$83.12

Vendor: Washington State Dept of Ecology

Check Number: 51140

Invoice No	Check Date	Account Number	Account Name	Description	Amount
21-WAR308529-3	8/19/2020	410 016 531 10 41 08	SW-DOE Annual Permit	20th St SE Permit	\$1,712.00
21-WAR309113-3	8/19/2020	410 016 531 10 41 08	SW-DOE Annual Permit	91st Ave SE Road Extension Permit	\$780.00
21-WAR309346-1	8/19/2020	410 016 531 10 41 08	SW-DOE Annual Permit	20th Street SE BAT Lane Widening Permit	\$707.34
					\$3,199.34

Vendor: Washington State Dept of Enterprise Svcs

Check Number: 50963

Invoice No	Check Date	Account Number	Account Name	Description	Amount
73199713	7/28/2020	001 008 521 20 31 00	LE-Office Supplies	Business Cards - Warbis L	\$40.88
					\$40.88

Vendor: Washington State Dept of Enterprise Svcs

Check Number: 51141

Invoice No	Check Date	Account Number	Account Name	Description	Amount
731100184	8/19/2020	001 008 521 20 31 00	LE-Office Supplies	Business Cards - Marshall	\$40.88
					\$40.88

Vendor: Washington State Support Registry

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071020	7/14/2020	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	\$543.50
072520	7/29/2020	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	\$543.50
081020	8/12/2020	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	\$543.50
					\$1,630.50

Vendor: Wave Broadband

Check Number: 51142

Invoice No	Check Date	Account Number	Account Name	Description	Amount
103946401-0008304	8/19/2020	001 002 513 11 42 00	AD-Communications	Telephone Service	\$26.64
103946401-0008304	8/19/2020	001 003 514 20 42 00	CC-Communications	Telephone Service	\$53.29
103946401-0008304	8/19/2020	001 004 514 23 42 00	FI-Communications	Telephone Service	\$53.29
103946401-0008304	8/19/2020	001 005 518 10 42 00	HR-Communications	Telephone Service	\$26.65
103946401-0008304	8/19/2020	001 006 518 80 42 00	IT-Communications	Telephone Service	\$79.94
103946401-0008304	8/19/2020	001 007 558 50 42 00	PL-Communication	Telephone Service	\$173.28
103946401-0008304	8/19/2020	001 007 559 30 42 00	PB-Communication	Telephone Service	\$26.64
103946401-0008304	8/19/2020	001 008 521 20 42 00	LE-Communication	Telephone Service	\$906.28
103946401-0008304	8/19/2020	001 012 575 30 42 00	CS- Museum - Communications	Telephone Service Museum	\$26.64
103946401-0008304	8/19/2020	001 012 575 50 42 00	CS- Pavillion - Communication	Telephone Service	\$26.64
103946401-0008304	8/19/2020	001 013 518 20 42 00	GG-Communication	Telephone Service	\$106.58
103946401-0008304	8/19/2020	101 016 543 30 42 00	ST-Communications	Telephone Service Shop	\$153.35
103946401-0008304	8/19/2020	410 016 531 10 42 00	SW-Communications	Telephone Service Shop	\$153.34
103946401-0008304	8/19/2020	510 006 518 80 49 04	LR - WaveBroadband Fiber Lease	Fiber Leases	\$3,152.10
					\$4,964.66

Vendor: Wave Broadband

Check Number: 51143

Invoice No	Check Date	Account Number	Account Name	Description	Amount
102926601-0008294	8/19/2020	510 006 518 80 49 04	LR - WaveBroadband Fiber Lease	Fiber Lease - The Mill	\$276.15
102926601-0008304	8/19/2020	510 006 518 80 49 04	LR - WaveBroadband Fiber Lease	Fiber Lease - The Mill	\$637.26
					\$913.41

Vendor: Weed Graafstra & Associates Inc

Check Number: 51038

Invoice No	Check Date	Account Number	Account Name	Description	Amount
080320 WGA	8/5/2020	001 011 515 45 41 00	Ext Litigation - City Atty	Legal Services - 79th	\$269.50
					\$269.50

Vendor: Western Conference of Teamsters Pension Trust

Check Number: 50840

Invoice No	Check Date	Account Number	Account Name	Description	Amount
071020	7/14/2020	001 000 282 00 00 00	Payroll Liability Retirement	Employee Contributions - Teamster Pension	\$3,287.33
					\$3,287.33

Vendor: Western Conference of Teamsters Pension Trust

Check Number: 51052

Invoice No	Check Date	Account Number	Account Name	Description	Amount
081020	8/12/2020	001 000 282 00 00 00	Payroll Liability Retirement	Employee Contributions - Teamster Pension	\$3,336.19
					\$3,336.19

Vendor: Wetland Resources Inc

Check Number: 50964

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20093-0720	7/28/2020	302 010 594 76 61 03	PM -20th SE Fields/Poweline TR	20th Street Wetland Reports	\$2,930.00
					\$2,930.00

Vendor: Willards Pest Control Co

Check Number: 51039

Invoice No	Check Date	Account Number	Account Name	Description	Amount
274782	8/5/2020	001 013 518 20 41 00	GG-Professional Service	Pest Control Services - Senior Center	\$212.55
					\$212.55

Vendor: WM Corporate Services Inc

Check Number: 50965

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0053572-2588-6	7/28/2020	310 016 544 40 41 00	20th St SE - Professional Srv	Dumpster Service - 9105 21st SE	\$75.00
					\$75.00

Vendor: WM Corporate Services Inc

Check Number: 51040

Invoice No	Check Date	Account Number	Account Name	Description	Amount
23-08848-23007	8/5/2020	001 008 521 50 47 00	LE-Facility Utilities	Dumpster Service - Police Conference Center	\$184.87
23-08848-23007	8/5/2020	001 013 518 20 47 02	GG-Utilities for Rentals	Dumpster Service - 1825 S Lake Stevens Rd Comm	\$499.85
					\$684.72

Vendor: Wynne and Sons Inc

Check Number: 50966

Invoice No	Check Date	Account Number	Account Name	Description	Amount
65490	7/28/2020	410 016 531 10 31 01	SW-Office Supplies	Business Cards - A Halverson	\$72.19
65495	7/28/2020	001 007 558 50 31 00	PL-Office Supplies	Name Plate - D Goldson Smith	\$27.53
					\$99.72

Vendor: Wynne and Sons Inc

Check Number: 51144

Invoice No	Check Date	Account Number	Account Name	Description	Amount
65754	8/19/2020	001 007 558 50 31 00	PL-Office Supplies	Business Cards - D Goldson Smith	\$72.19
65802	8/19/2020	001 003 514 20 31 00	CC-Office Supply	Business Cards - Chelin	\$54.70
65802	8/19/2020	001 005 518 10 31 00	HR-Office Supplies	Business Cards - Good	\$54.70
65802	8/19/2020	001 010 576 80 31 00	PK-Operating Costs	Business Cards - Eshleman	\$18.23
65802	8/19/2020	101 016 544 90 31 01	ST-Office Supplies	Business Cards - Eshleman	\$18.23
65802	8/19/2020	410 016 531 10 31 01	SW-Office Supplies	Business Cards - Eshleman/P Stevens	\$72.92
					\$290.97

Vendor: Zachor and Thomas Inc PS

Check Number: 50967

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20-LKS0007	7/28/2020	001 011 515 41 41 02	Ext Consult - Prosecutor Fees	Prosecution Services July 2020	\$12,900.00
					\$12,900.00

Vendor: Ziply Fiber

Check Number: 50968

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0720 ZIPLY	7/28/2020	001 012 575 30 42 00	CS- Museum - Communications	Telephone Services Museum	\$213.56
0720 ZIPLY	7/28/2020	001 013 518 20 42 00	GG-Communication	Fax Services City Hall	(\$10.18)
0720 ZIPLY	7/28/2020	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Control Modem	\$60.71
0720 ZIPLY	7/28/2020	101 016 543 30 42 00	ST-Communications	Fax Services City Hall	(\$10.17)
0720 ZIPLY	7/28/2020	410 016 531 10 42 00	SW-Communications	Fax Services City Hall	(\$10.17)
					\$243.75

Vendor: Ziply Fiber

Check Number: 51145

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0820 ZIPLY	8/19/2020	001 012 575 30 42 00	CS- Museum - Communications	Telephone Services Museum	\$218.34
0820 ZIPLY	8/19/2020	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Control Modem	\$65.50
					\$283.84

CITY OF LAKE STEVENS
CITY COUNCIL REGULAR MEETING MINUTES
Tuesday, July 14, 2020
By Remote Participation via Zoom

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

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

ELECTED OFFICIALS ABSENT: None

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director Barb Stevens, Community Development Director Russ Wright, Public Works Director Eric Durpos, Police Chief John Dyer, Human Resources Director Anya Warrington, City Clerk Kathy Pugh, Deputy City Clerk Adri Crim, Senior Planner David Levitan, City Engineer Grace Kane, City Attorney Greg Rubstello, IT Manager Troy Stevens

OTHERS:

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

Roll Call: All present.

Approval of Agenda: Mayor Gailey requested Consent Agenda Item I, Decant Facility Bid Award and Contract Approval be moved to Action Items.

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Ewing, to approve the agenda with the noted change of moving the Decant Facility Bid Award and Contract Approval to Action Items. On roll call vote the motion carried (7-0-0-0).

Citizen Comments:

Mark Somers, 2411 118th Drive NE, Lake Stevens, commented on the Herald article regarding campaign sign steeling on Lundein Parkway. He said this is illegal and that only the signs of candidates of color were removed; this is racist and should not be tolerated.

Elizabeth Coelho, Lake Stevens resident, thanked Mark Somers for his comments and said many residents are interested in an equity and inclusion commission; she hopes this is revisited. Regarding recent discussion of the mayor's position, she supports fulltime pay for fulltime work.

Council Business:

- Councilmember Frederick: Updated on COVID saying there is definitely a higher percentage of positive cases, and this is not due to increased testing. He encouraged everyone to use masks and practice social distancing.

- Councilmember Jorstad: Snohomish Health District meeting today, discussed increased positive COVID test results and the need for everyone to wear masks and practice social distancing.
- Councilmember Ewing: Farmer's Market; expressed condolences to Bothell Police Department.
- Councilmember Dickinson: Senior Center, visited Frontier Heights and Eagle Ridge parks, Equity & Race Relations training; meeting with Representative Lovick.

Mayor's Business: Condolences to the Bothell Police Department; acknowledged City Clerk Kathy Pugh who is retiring, provided an update on the SR 9/SR 204 intersection improvements and schedule for Phases II and III with the main intersection improvement scheduled for 2022; Internet/Broadband speed update and survey; SmartSheets software for project management and organization, and also provides transparency.

City Department Report:

- City Administrator Gene Brazel: Thanked outgoing Clerk Pugh for her time with the city.
- Community Development Director Russ Wright: Summer events update-music events are cancelled and staff is looking at an option for one movie event; funeral scheduled at Lundein Park on July 22; provided an update on permitting, code enforcement and land use applications; updated on the Small Business Grants round two saying fifteen additional applications were received and are being evaluated; updated on the Waterfront Residential Task Force, saying 23 people were interested and 14 applications were received – staff recommended 11 applicants to Mayor Gailey for appointment to the task force.
- Human Resources Director Anya Warrington: there is an upcoming training on Equity & Inclusion with two slots available. Councilmember Dickinson will attend, and Director Warrington asked any other councilmembers to contact her if interested.
- Finance Director Barb Stevens: Provided a second quarter financial update and said focus has been on COVID and how sales tax is affected. The city is not heavily reliant on sales tax and has only experienced a slight decrease in sales tax. She briefly updated on expenses and COVID reimbursements through FEMA and added regarding the vactor truck purchase the interest rate will be .5% under the local loan program.

Consent Agenda:

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

- A. 2020 Vouchers [Payroll Direct Deposits of \$484,375.72, Payroll Check No. 50709-50712, 50719-50721 in the amount of \$12,306.01, Electronic Funds Transfers (ACH) of \$188,946.47, Claims Check Nos. 50708, 50713-50718, 50722-50832 totaling \$1,558,907.00, Total Vouchers Approved: \$2,244,535.20;
- B. City Council Regular Meeting Minutes of June 23, 2020;
- C. City Council Special Meeting Minutes of July 7, 2020;
- D. Amendment No. 1 to ILA with Marysville re Movies in the Park;
- E. Adoption of Trails Master Plan

- F. Resolution 2020-17 re SE Annexation by Interlocal Agreement;
- G. SE 20th Street BAT Lane Bid Award and Contract Approval;
- H. Construction Management Contract with HDR re BAT Lane
- I. [Removed to Action Items]

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

Public Hearing: None.

Action Items:

Decant Facility Bid Award and Contract Approval: Public Works Director Eric Durpos presented the staff report and reviewed the competitive bid process. He explained that under the bid laws the bid must be awarded to the lowest responsive bidder. Director Durpos said that none of the bids are responsive based on recently enacted legislation effective June 11th requiring a list for structural steel subcontractor; the bid request went out June 12th. Legal counsel and staff recommend Council reject all bids and authorize staff to conduct a new call for bids. Director Durpos then responded to Councilmembers' questions.

MOTION: Moved by Councilmember Ewing, seconded by Councilmember Daughtry, to, consistent with staff recommendation, reject all bids received and the award of the contract for construction of the Hartford Decant Facility, Project No. 18037 and to authorize Staff to proceed with a new call for bids for the award of a contract for the construction of the project.

Referring to the email Council received, Councilmember Jorstad asked if the sender had met all bid requirements as claimed, and Director Durpos said that is not the case.

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

Resolution 2020-18 Amending Personnel Policy re Paid Family Medical Leave Act: Human Resources Director Anya Warrington presented the staff report and explained the Paid Family Medical Leave Act (PFMLA) is a statewide insurance program, effective January 1, 2020, providing a partial wage replacement while employees are on leave for covered family and medical reasons. She explained since participation by the city and its employees is required, it is necessary to update the Employee Handbook to include the PFMLA. She said there is some discretion among employers to allow a supplemental benefit such as vacation or sick leave. The policy as drafted does not allow a supplemental benefit, but this can be changed later when the program is fully running. She then responded to Councilmembers' questions.

MOTION: Moved by Councilmember Ewing, seconded by Councilmember Dickinson, to approve Resolution 2020-18 updating the City's Employee Handbook with regard to the Paid Family Medical Leave Act. On roll call vote the motion carried (7-0-0-0).

Appoint Subcommittee to Study Mayor's Position: City Administrator Brazel reviewed that Council previously discussed appointing a subcommittee to study and make recommendations on making the Mayor's position a fulltime position or if it should remain a part time position. Following Council's direction, staff has reached out to other cities to see what they do and for the Mayor's job description. Marysville has provided some information; also staff has started a document identifying accomplishments under Mayors Spencer and Gailey and will circulate it to Council. Administrator Brazel said the Rules of Procedure have been reviewed and typically a

subcommittee is formed through Council action and is limited to three people so there is not a quorum. He explained the subcommittee will review and discuss the information and discuss if this is a good time to make the Mayor position full time or if they would like the Salary Commission to look at the existing salary. Once the subcommittee has finished its work it would make a recommendation to Council for a vote. The Salary Commission would then evaluate the position and could make salary adjustments for the Mayor's position as a fulltime mayor or as a part-time mayor.

Councilmember Ewing thanked Administrator Brazel and Director Warrington for bringing this information forward and noted that Mayor Spencer essentially acted as a de facto full time mayor.

MOTION: Moved by Councilmember Ewing, seconded by Councilmember Petershagen, to form a subcommittee to study the mayor's position, consistent with Administrator Brazel's explanation.

Councilmember Ewing appreciated staff's efforts in bringing this information forward and said he would like to be on the subcommittee.

Councilmember Tageant recalled the last time this was discussed four councilmembers indicated interest in being on the subcommittee including himself and Councilmembers Ewing, Petershagen and Daughtry.

Discussion ensued and Councilmember Jorstad said she would like to be a member of the subcommittee. Councilmember Daughtry withdraw his name, and Councilmember Frederick said he is interested, but there appears to be too many councilmembers.

Councilmember Tageant suggested that since there are three councilmembers up for re-election next year, maybe it would be better to have councilmembers with longer remaining terms on the subcommittee. He would like to be on the subcommittee but will step back.

MOTION TO AMEND: Moved by Councilmember Ewing, seconded by Councilmember Petershagen, to amend the main motion to appoint Councilmembers Ewing, Jorstad and Petershagen to the subcommittee. On vote the motion carried (7-0-0-0).

VOTE ON MAIN MOTION: On roll call vote, the main motion carried as amended (7-0-0-0).

Naming of 18th (“Festival”) Street: Administrator Brazel reminded ideas for naming of 18th Street were shared with Council at the previous meeting and Staff recommends designating 18th Street as “Mill Spur.” The name has historical significance and also ties the street back to The Mill facility.

Responding to Councilmember Petershagen's question, Administrator Brazel said the name would only apply to 18th Street from Main Street west to the lake.

Councilmember Daughtry asked if the street would be open all of the time, except during events, and Administrator Brazel responded that is correct.

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Tageant, to designate 18th Street from Main Street west as “Mill Spur.” On vote the motion carried (7-0-0-0).

Discussion Items:

Public Works Organization-Reorganization: Human Resources Director Anya Warrington explained this is a continuation of reorganizing the Public Works Department that was discussed during the 2020 Council retreat. Phase I was previously completed with the hiring of a Public Works Operations Manager. Phase II, which includes adding two new Public Works Field Supervisors to support the Public Works Operations Manager, was inadvertently not brought back for Council approval. Director Durpos reminded at the time, the goal was to hire crew workers and have boots on the ground.

Directors Warrington and Durpos reviewed the organization chart and strategic plan for Public Works and explained the proposed changes will provide better support and efficiencies and is reflective of Council's request for strategic planning at the 2020 Council Retreat. If Council supports moving forward with this reorganization, positions will be developed, and staff will reach out to the union for input. Director Durpos added this is in line with the phased approach proposed in 2018 and also discussed at the 2020 Council retreat and helps to build the parks department from the bottom up. He added the phased approach is a significant cost savings while still moving forward.

Responding to Councilmember Daughtry's question, Director Durpos said this approach is really good as it will provide two parks crew workers, and staff will be asking for more. Director Durpos noted hiring has been delayed due to COVID and there are several vacancies; also, the Department of Corrections workers are not being used this year, and he noted both Davies Beach and North Cove Park require regular maintenance and upkeep as do the other parks.

Councilmember Daughtry supports going back to the 2018 plan and the phased approach. Director Durpos responded staff is trying to bring back something comprehensive and detailed to ensure long-term financial impacts are understood.

Councilmember Tageant supports going back to the 2018 plan but is concerned about the financial impact in the coming year.

Councilmember Frederick asked what the benefit is of reclassifying the capital projects coordinator to capital projects manager. He commented if the reclassification is not made it significantly lowers the budget impact.

Director Durpos responded the person currently in the position completed training for certified project manager with the unwritten understanding that his position would be reclassified. He will be taking the certification test soon, and this supports employee growth and development.

Responding to Councilmember Daughtry's question, Director Durpos said he believes the plan is to advertise the public works supervisor, stormwater and crew lead positions both internally and externally. It still needs to be determined if any of these positions are union or not and this will affect who applies internally.

Councilmember Jorstad said it is hard to put context to this discussion without having a full understanding of the needs of all city departments, and she is concerned about expanding one department without having information on all departments and their needs. She would like this level of information for all departments over the next six months.

Lake Stevens City Council Regular Meeting Minutes

Director Durpos appreciated Councilmember Jorstad's comments and responded this is a phased approach and any changes to staffing levels in 2021 and 2022 will be brought forward through the budget process.

Director Warrington reminded that staff started working on a city-wide strategic plan following this year's retreat, but the process has been interrupted by COVID. Staff will continue to work on this plan and bring it back to Council so that informed decisions can be made.

Mayor Gailey commented he has gained a different perspective now that he is at City Hall on a regular basis. He likes a lean staffing business model, but the city's staffing levels are almost too lean and there are manpower issues. Mayor Gailey says this strategic plan provides a good road map and agreed all departments need to be reviewed to have the big picture.

Administrator Brazel agreed with Mayor Gailey's comments and added this plan for Public Works corrects the span of control and another focus is to mentor staff with the goal of improving efficiencies.

Council generally supported this organizational change, and staff will bring this back for action at a later Council meeting.

Executive Session: At 8:22 p.m. Mayor Gailey announced an executive session to last 10 minutes to discuss potential litigation with possible action to follow.

At 8:32 p.m. City Clerk Pugh announced the executive session was extended 2 minutes.

At 8:34 p.m. City Clerk Pugh announced the executive session was extended 2 minutes.

At 8:36 p.m. the regular meeting of the City Council reconvened; Councilmember Dickinson did not rejoin the meeting.

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Tageant, to approve a change order to the contract with SRV Construction of the South Lake Stevens Road multi-use pathway in the amount of \$483,000.00. On roll call vote the motion carried (6-0-0-1).

Citizen Comments:

Mark Somers, 2411 – 118th Drive NE, Lake Stevens, appreciates having a citizen comment opportunity at the end of the agenda.

Melissa Knaak, 12110 – 26th Street NE, Lake Stevens, thanked the Council and Mayor for working with the Library.

Adjourn:

Moved by Councilmember Daughtry, seconded by Frederick, to adjourn the meeting at 8:42 p.m. On vote the motion carried (7-0-0-0).

Brett Gailey, Mayor

Kelly Chelin, City Clerk



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda

Date: August 25, 2020

Subject: 19012 – North Cove Phase II Construction Contract Award

Contact Person/Department:	<u>Eric Durpos, Public Works Director and Aaron Halverson, Capital Projects Coordinator</u>	Budget Impact:	<u>\$570,596 Incl. contingency</u>
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RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Motion to authorize the Mayor to execute a Public Works Contract with Trinity Contractors, Inc. of Marysville, WA in the amount of \$1,190,252.75.

SUMMARY/BACKGROUND: Bids for this project were opened at 10:00 AM on August 12th, 2020. The City received nine bids with a low bid from Trinity Contractors, Inc. of Marysville, WA of \$1,190,252.75

The work to be performed under this contract consists of construction of a parking lot, playground, restroom/picnic structures, landscaping, underground utilities, paved walkways exterior lighting, and drainage in the North Cove Park area west of City Hall. The project area is approximately 53,000 square feet.

In addition to the construction contract, the City requests a 10% management reserve for \$119,025.28 and funding for City Staff to perform construction management and project oversight for \$83,317.70 for a total construction cost of 1,392,595.72.

The call for bids was advertised on July 22nd and July 29th, 2020 in the Daily Journal of Commerce and the Everett Daily Herald. The City has reviewed bids, verified references for the low bidder and completed debarment checks. The Administration recommends award of this contract.

Construction is anticipated to begin in September 2020. The contract allows 100 working days to complete the required work. The Administration anticipates that the facility will be ready for use in January 2021.

APPLICABLE CITY POLICIES:

BUDGET IMPACT: A budget amendment will be necessary to transfer \$570,596 from the Park Mitigation Fund to this project. The remainder of the funding comes from a Washington State Department of Commerce Grant.

ATTACHMENTS:

- Attachment A: Public Works Contract
- Attachment B: Bid Summary

Attachment A

PUBLIC WORKS CONTRACT

This Contract is made and entered into in duplicate this ____ day of July, 2020 by and between the City of Lake Stevens, a non-charter code city of the State of Washington, hereinafter referred to as "the City", and Trinity Contractors, Inc., a Washington Corporation ("Contractor").

WITNESSETH:

Whereas, the City desires to have certain public work performed as hereinafter set forth, requiring specialized skills and other supportive capabilities; and

Whereas, the Contractor represents that it is qualified and possesses sufficient skills and the necessary capabilities to perform the services set forth in this Contract.

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

1. Scope of Work.

The Contractor shall do all work and furnish all tools, materials, and equipment in order to accomplish the following project:

19012 – North Cove Park Phase II

in accordance with and as described in

- A. this Contract, and
- B. the Project Manual, which include the attached plans, Specifications, Special Provisions, submittal requirements, attachments, addenda (if any), Bid Form, Performance and Payment Bond, and
- C. the Standard Specifications for Road, Bridge, and Municipal Construction prepared by the Washington State Department of Transportation, as may be specifically modified in the attached Specifications and/or Special Provisions, hereinafter referred to as "the standard specifications",
- D. City of Lake Stevens Engineering Standards (referenced but not attached)
- E. Other _____
- F. Addenda (If any)

and shall perform any alterations in or additions to the work provided under this Contract and every part thereof.

The Contractor shall provide and bear the expense of all equipment, work, and labor of any sort whatsoever that may be required for the transfer of materials and for constructing and completing the work provided for in this Contract, except as may otherwise be provided in the Project Manual.

2. Time for Performance and Liquidated Damages / Termination of Contract.

- A. Time is of the essence in the performance of this Contract and in adhering to the time frames specified herein. The Contractor shall commence work within ten (10) calendar days after notice to proceed from the City, and said work shall be physically completed within **100** working days after said notice to proceed, unless a different time frame is expressly provided in writing by the City.
- B. If said work is not completed within the time for physical completion, the Contractor may be required at the City's sole discretion to pay to the City liquidated damages as set forth in the Project Manual, for each and every day said work remains uncompleted after the expiration of the specified time.
- C. Termination of Contract.
 - 1. Except as otherwise provided under this Contract, either party may terminate this Contract upon ten (10) working days' written notice to the other party in the event that said other party is in default and fails to cure such default within that ten-day period, or such longer period as provided by the non-defaulting party. The notice of termination shall state the reasons therefore and the effective date of the termination.
 - 2. The City may also terminate this Contract in accordance with the provisions of Section 1-08.10 of the Standard Specifications.

3. Compensation and Method of Payment.

- A. The City shall pay the Contractor for work performed under this Contract as detailed in the bid, as incorporated in the Project Manual.
- B. Payments for work provided hereunder shall be made following the performance of such work, unless otherwise permitted by law and approved in writing by the City. No payment shall be made for any work rendered by the Contractor except as identified and set forth in this Contract.
- C. Progress payments shall be based on the timely submittal by the Contractor of the City's standard payment request form.
- D. Payments for any alterations in or additions to the work provided under this Contract shall be in accordance with the Request For Information (RFI) and/or Construction Change Order (CCO) process as set forth in the Project Manual.

Following approval of the RFI and/or CCO, the Contractor shall submit the standard payment request form(s).

E. The Contractor shall submit payment requests with a completed Application for Payment form, an example of which is included in the Attachments to this Contract. This form includes a lien waiver certification and shall be notarized before submission. Applications for payment not signed or notarized shall be considered incomplete and ineligible for payment consideration. The City shall initiate authorization for payment after receipt of a satisfactorily completed payment request form and shall make payment to the Contractor within approximately thirty (30) days thereafter.

4. Independent Contractor Relationship.

The relationship created by this Contract is that of independent contracting entities. No agent, employee, servant, or representative of the Contractor shall be deemed to be an employee, agent, servant, or representative of the City, and the employees of the Contractor are not entitled to any of the benefits the City provides for its employees. The Contractor shall be solely and entirely responsible for its acts and the acts of its agents, employees, servants, subcontractors, or representatives during the performance of this Contract. The Contractor shall assume full responsibility for payment of all wages and salaries and all federal, state, and local taxes or contributions imposed or required, including, but not limited to, unemployment insurance, workers compensation insurance, social security, and income tax withholding.

5. Prevailing Wage Requirements.

The Contractor shall comply with applicable prevailing wage requirements of the Washington State Department of Labor & Industries, as set forth in Chapter 39.12 RCW and Chapter 296-127 WAC. The Contractor shall document compliance with said requirements and shall file with the City appropriate affidavits, certificates, and/or statements of compliance with the State prevailing wage requirements. The Washington State Prevailing Wage Rates for Public Works Contracts, Snohomish County, incorporated in this Contract have been established by the Department of Labor & Industries and are included as an Attachment to this Contract. The Contractor shall also ensure that any subcontractors or agents of the Contractor shall comply with the prevailing wage and documentation requirements as set forth herein.

6. Indemnification and Hold Harmless.

A. The Contractor shall defend, indemnify, and hold harmless the City, its officers, officials, employees, and volunteers against and from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or in connection with the performance of this Contract, except for injuries and damages caused by the sole negligence of the City.

B. The Contractor's duty to indemnify the City shall not apply to liability for damages arising out of bodily injury to persons or damage to property caused by or resulting

from the sole negligence of the City or its elected officials, agents, officers and/or employees.

- C. The Contractor's duty to indemnify the City for liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the concurrent negligence of (a) the City and/or its elected officials, agents, officers and/or employees, and (b) the Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors, shall apply only to the extent of negligence of Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors
- D. Should a court of competent jurisdiction determine that this Contract is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Contractor and the City, its officers, officials, employees, and volunteers, the Contractor's liability hereunder shall be only to the extent of the Contractor's negligence.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

- E. Nothing contained in this section or Contract shall be construed to create a liability or a right of indemnification by any third party.
- F. The provisions of this section shall survive the expiration or termination of this Contract.

7. Insurance.

A. **Insurance Term.**

The Contractor shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise, as required in this Section, without interruption from or in connection with the performance commencement of the Contractor's work through the term of the work hereunder by the Contractor, their agents, representatives, employees or subcontractors contract and for thirty (30) days after the Physical Completion date, unless otherwise indicated herein.

B. **No Limitation**

Contractor's maintenance of insurance, its scope of coverage and limits as required herein shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance.

Contractors required insurance shall be of the types and coverage as stated below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on at least as broad as Insurance Services Office (ISO) form CA Automobile 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

2. Commercial General Liability insurance shall be written on at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop gap liability, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide the per project general aggregate limit using ISO form CG 25 03 05 09 or an equivalent endorsement. There shall be no exclusion for liability arising from explosion, collapse or underground property damage. The City shall be named as an additional insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing at least as broad of coverage.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington

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

5. Required. Contractors Pollution Liability insurance covering losses caused by pollution conditions that arise from the operations of the Contractor. Contractors Pollution Liability insurance shall be written in an amount of at least \$1,000,000 per loss, with an annual aggregate of at least \$1,000,000. Contractors Pollution Liability shall cover bodily injury, property damage, cleanup costs and

defense including costs and expenses incurred in the investigation, defense, or settlement of claims.

If the Contractors Pollution Liability insurance is written on a claims-made basis, the Contractor warrants that any retroactive date applicable to coverage under the policy precedes the effective date of this contract; and that continuous coverage will be maintained or an extended discovery period will be exercised for a period of three (3) years beginning from the time that work under the contract is completed.

The City shall be named by endorsement as an additional insured on the Contractors Pollution Liability insurance policy.

If the scope of services as defined in this contract includes the disposal of any hazardous materials from the job site, the Contractor must furnish to the City evidence of Pollution Liability insurance maintained by the disposal site operator for losses arising from the insured facility accepting waste under this contract. Coverage certified to the City under this paragraph must be maintained in minimum amounts of \$1,000,000 per loss, with an annual aggregate of at least \$1,000,000.

Pollution Liability coverage at least as broad as that provided under ISO Pollution Liability-Broadened Coverage for Covered Autos Endorsement CA 99 48 shall be provided, and the Motor Carrier Act Endorsement (MCS 90) shall be attached.

D. Minimum Amounts of Insurance.

The Contractor shall maintain the following insurance limits:

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

E. City Full Availability of Contractor Limits.

If the Contractor maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Contractor, irrespective of whether such limits maintained by the Contractor are greater than those required by this contract or whether

any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Contractor.

F. Other Insurance Provisions.

The Contractor's Automobile Liability, Commercial General Liability and Builders Risk insurance policies are to contain or be endorsed to contain that they shall be primary insurance as respect the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Contractor's insurance and shall not contribute with it.

G. Acceptability of Insurers.

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

H. Verification of Coverage.

The Contractor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the Automobile Liability and Commercial General Liability insurance of the Contractor before commencement of the work. Throughout the term of this Contract, upon request by the City, the Contractor shall furnish certified copies of all required insurance policies, including endorsements, required in this contract and evidence of all subcontractors' coverage.

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

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

I. Contractor's Insurance for Other Losses.

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

J. Subcontractors.

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

The Contractor shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Contractor-provided insurance as set forth herein. The Contractor shall ensure that the City is an additional insured on each and

every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as ISO Additional Insured endorsement ISO CG 20 10 10 01 for ongoing operations and CG 20 37 10 01 for completed operations.

K. Waiver of Subrogation.

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

L. Notice of Cancellation of Insurance.

The Contractor shall provide the City and all Additional Insureds for this work with written notice of any policy cancellation within two business days of their receipt of such notice.

M. Failure to Maintain Insurance

Failure on the part of the Contractor to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Contractor to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Contractor from the City.

8. Compliance with Laws.

- A. The Contractor shall comply with all applicable federal, state, and local laws, including regulations for licensing, certification, and operation of facilities and programs, and accreditation and licensing of individuals, and any other standards or criteria as set forth in the Project Manual.
- B. The Contractor shall pay any applicable business and permit fees and taxes which may be required for the performance of the work.
- C. The Contractor shall comply with all legal and permitting requirements as set forth in the Project Manual.

9. Non-discrimination.

During the performance of this Contract, the Contractor shall comply with all applicable equal opportunity laws and/or regulations and shall not discriminate on the basis of race, age, color, sex, sexual orientation, religion, national origin, creed, veteran status, marital status, political affiliation, or the presence of any sensory, mental or physical handicap. This provision shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, selection for training, and the provision of work and services under this Contract. The Contractor

further agrees to maintain notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Contractor understands that violation of this provision shall be cause for immediate termination of this Contract and the Contractor may be barred from performing any services or work for the City in the future unless the Contractor demonstrates to the satisfaction of the City that discriminatory practices have been eliminated and that recurrence of such discriminatory practices is unlikely.

- A. The parties will maintain open hiring and employment practices and will welcome applications for employment in all positions from qualified individuals who are members of the above-stated minorities.
- B. The parties will comply strictly with all requirements of applicable federal, state or local laws or regulations issued pursuant thereto, relating to the establishment of nondiscriminatory requirements in hiring and employment practices and assuring the service of all patrons and customers without discrimination with respect to the above-stated minority status.

10. Assignment and Subcontractors.

- A. The Contractor shall not assign this Contract or any interest herein, nor any money due to or to become due hereunder, without first obtaining the written consent of the City.
- B. The Contractor shall not subcontract any part of the services to be performed hereunder without first obtaining the consent of the City and complying with the provisions of this section.
- C. In the event the Contractor does assign this contract or employ any subcontractor, the Contractor agrees to bind in writing every assignee and subcontractor to the applicable terms and conditions of the contract documents.
- D. The Contractor shall, before commencing any work, notify the Owner in writing of the names of any proposed subcontractors. The Contractor shall not employ any subcontractor or other person or organization (including those who are to furnish the principal items or materials or equipment), whether initially or as a substitute, against whom the Owner may have reasonable objection. Each subcontractor or other person or organization shall be identified in writing to the Owner by the Contractor prior to the date this Contract is signed by the Contractor. Acceptance of any subcontractor or assignee by the Owner shall not constitute a waiver of any right of the Owner to reject defective work or work not in conformance with the contract documents. If the Owner, at any time, has reasonable objection to a subcontractor or assignee, the Contractor shall submit an acceptable substitute.
- E. The Contractor shall be fully responsible for all acts and omissions of its assignees, subcontractors and of persons and organization directly or indirectly employed by it and of persons and organizations for whose acts any of them may be liable to the

same extent that it is responsible for the acts and omissions of person directly employed by it.

- F. The divisions and sections of the specifications and the identifications of any drawings shall not control the Contractor in dividing the work among subcontractors or delineating the work to be performed by any specific trade.
- G. Nothing contained in the contract documents shall create or be construed to create any relationship, contractual or otherwise, between the Owner and any subcontractor or assignee. Nothing in the contract documents shall create any obligation on the part of the Owner to pay or to assure payment of any monies due any subcontractor or assignee.
- H. The Contractor hereby assigns to the City any and all claims for overcharges resulting from antitrust violations as to goods and materials purchased in connection with this Contract, except as to overcharges resulting from antitrust violations commencing after the date of the bid or other event establishing the price of this Contract. In addition, the Contractor warrants and represents that each of its suppliers and subcontractors shall assign any and all such claims for overcharges to the City in accordance with the terms of this provision. The Contractor further agrees to give the City immediate notice of the existence of any such claim.
- I. In addition to all other obligations of the contractor, if the contractor does employ any approved subcontractor, the contractor shall supply to every approved subcontractor a copy of the form, provided in the project manual, to establish written proof that each subcontract and lower-tier subcontract is a written document and contains, as a part, the current prevailing wage rates. The contractor, each approved subcontractor and each approved lower-tier subcontractor shall complete and deliver the form directly to the City.

11. Contract Administration and Notices.

This Contract shall be administered for the City by the Capital Projects Coordinator, Aaron Halverson, and shall be administered for the Contractor by the Contractor's Contract Representative, Eben Twaddle. Unless stated otherwise herein, all notices and demands shall be in writing and sent or hand-delivered to the parties at their addresses as follows:

To City:

City of Lake Stevens
Attn: City Clerk
1812 Main Street (Physical Address)
Post Office Box 257 (Mailing Address)
Lake Stevens, WA 98258
Telephone: 425.622-9400

To Contractor

Trinity Contractors, Inc.
Attn: Vernon Chapman III, President
P.O. Box 1348
Marysville, WA 98270
Telephone: (425) 512-2977

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

12. **Interpretation and Venue.** This Contract shall be interpreted and construed in accordance with the laws of the State of Washington. The venue of any litigation between the parties regarding this Contract shall be Snohomish County, Washington.

13. **Severability**

A. If a court of competent jurisdiction holds any part, term or provision of this Contract to be illegal or invalid, in whole or in part, the validity of the remaining provisions shall not be affected, and the parties' rights and obligations shall be construed and enforced as if the Contract did not contain the particular provision held to be invalid.

B. If any provision of this Contract is in direct conflict with any statutory provision of the State of Washington, that provision which may conflict shall be deemed inoperative and null and void insofar as it may conflict and shall be deemed modified to conform to such statutory provision.

14. **Non-Waiver.**

A waiver by either party hereto of a breach of the other party hereto of any covenant or condition of this Contract shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay or failure of either party to insist upon strict performance of any Contract, covenant or condition of this Contract, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such Contract, covenant, condition or right.

15. **Survival.**

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

16. **Authority.**

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

17. **Counterparts and Signatures.**

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement. Digital, electronic, and PDF signatures will constitute an original in lieu of the "wet" signature.

18. **Debarment and Uniform Guidance.** If this contract involves the use, in whole or in part, of federal award(s), the Contractor must certify that it, and its subcontractors, have not been and are not

currently on the Federal or the Washington State Debarment List and if the Contractor or its subcontractors become listed on the Federal or State Debarment List, the City will be notified immediately. Additionally, if this contract involves the use, in whole or in part, of federal award(s), provisions (A)-(K) in Appendix II to Part 200 of the Uniform Guidance (2 CFR Ch. 11 (1-1-14 edition) are hereby incorporated, as applicable, as if fully set forth herein. See attached Exhibit ___, if applicable.

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

CITY OF LAKE STEVENS

TRINITY CONTRACTORS, INC.

By: _____
Mayor

By: _____
Printed Name & Title

Attest:

Kelly Chelin, City Clerk

Approved as to Form:

Greg Rubstello, City Attorney

City of Lake Stevens			
Bid Tabulation		Tel: 425-512-1098	
Project Name:	North Cove Park Phase 2	Project No.:	19012
Date:	8/14/2020	Calc. By:	AH

Attachment B

SCHEDULE A - NORTH COVE PARK PHASE 2 (STATE SALES TAX - RULE 170 APPLIES)																								
Item #	Spec. Section	(Engineer's Estimate)			Trinity		Faber Const.		Redtail		Oceanside Const.		Strider		PNW Civil, Inc.		Coast		A-1 Construction		Ohno - Touchdown JV			
		Item	Units	Quantity	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount		
PREPARATION																								
A1	SP 1-04.4 (1)	Minor Change	EST	1	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00		
A2	SP 1-05-9	Construction Surveying	LS	1	\$ 10,200.00	\$ 10,200.00	\$ 20,000.00	\$ 20,000.00	\$ 18,331.00	\$ 18,331.00	\$ 15,000.00	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00	\$ 11,000.00	\$ 11,000.00	\$ 20,000.00	\$ 20,000.00	\$ 10,800.00	\$ 10,800.00	\$ 19,800.00	\$ 19,800.00	\$ 18,000.00	\$ 18,000.00
A3	SP 1-05.18	Record Drawings	LS	1	\$ 1,700.00	\$ 1,700.00	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00	\$ 5,000.00	\$ 5,000.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 2,540.00	\$ 2,540.00	\$ 1,700.00	\$ 1,700.00	\$ 2,000.00	\$ 2,000.00
A4	STD 1-07.15	SPCC Plan	LS	1	\$ 510.00	\$ 510.00	\$ 250.00	\$ 250.00	\$ 981.00	\$ 981.00	\$ 5,000.00	\$ 5,000.00	\$ 250.00	\$ 250.00	\$ 500.00	\$ 500.00	\$ 200.00	\$ 200.00	\$ 2,400.00	\$ 2,400.00	\$ 3,800.00	\$ 3,800.00	\$ 2,000.00	\$ 2,000.00
A5	SP 1-08.3	Type B progress Schedule	LS	1	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 2,249.00	\$ 2,249.00	\$ 5,000.00	\$ 5,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,020.00	\$ 1,020.00	\$ 8,800.00	\$ 8,800.00	\$ 1,000.00	\$ 1,000.00
A6	STD 1-09.7	Mobilization	LS	1	\$ 70,000.00	\$ 70,000.00	\$ 128,000.00	\$ 128,000.00	\$ 161,293.00	\$ 161,293.00	\$ 100,000.00	\$ 100,000.00	\$ 133,000.00	\$ 133,000.00	\$ 170,000.00	\$ 170,000.00	\$ 110,000.00	\$ 110,000.00	\$ 36,000.00	\$ 36,000.00	\$ 87,600.00	\$ 87,600.00	\$ 142,000.00	\$ 142,000.00
A7	SP 8-12	Temporary Chain Link Fence	LF	200	\$ 6.50	\$ 1,300.00	\$ 15.00	\$ 3,000.00	\$ 6.00	\$ 1,200.00	\$ 40.00	\$ 8,000.00	\$ 9.00	\$ 1,800.00	\$ 4.50	\$ 900.00	\$ 10.00	\$ 2,000.00	\$ 8.70	\$ 1,740.00	\$ 3.00	\$ 600.00	\$ 10.00	\$ 2,000.00
A8	SP 2-02	Removal of Structures and Obstructions	LS	1	\$ 1,700.00	\$ 5,000.00	\$ 5,000.00	\$ 5,001.00	\$ 20,000.00	\$ 20,000.00	\$ 10.00	\$ 10.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 4,680.00	\$ 4,680.00	\$ 18,760.00	\$ 18,760.00	\$ 1,000.00	\$ 1,000.00
A9	SP 2-02.3	Saw cutting	LF	25	\$ 2.50	\$ 62.50	\$ 1.00	\$ 25.00	\$ 23.00	\$ 575.00	\$ 45.00	\$ 1,125.00	\$ 8.00	\$ 200.00	\$ 10.00	\$ 250.00	\$ 4.00	\$ 100.00	\$ 36.00	\$ 900.00	\$ 4.00	\$ 100.00	\$ 20.00	\$ 500.00
A10	SP 2-08	Regrade Existing Gravel	SY	1950	\$ 4.00	\$ 7,800.00	\$ 0.50	\$ 975.00	\$ 2.00	\$ 3,900.00	\$ 12.00	\$ 23,400.00	\$ 3.50	\$ 6,825.00	\$ 2.50	\$ 4,875.00	\$ 4.50	\$ 8,775.00	\$ 1.59	\$ 3,100.50	\$ 1.00	\$ 1,950.00	\$ 10.00	\$ 19,500.00
A11	SP 2-02.3	Removing Cement Conc. Curb & Gutter	LF	7	\$ 4.00	\$ 28.00	\$ 10.00	\$ 70.00	\$ 32.00	\$ 224.00	\$ 20.00	\$ 140.00	\$ 2.00	\$ 14.00	\$ 7.00	\$ 49.00	\$ 25.00	\$ 175.00	\$ 74.23	\$ 519.61	\$ 15.00	\$ 105.00	\$ 90.00	\$ 630.00
A12	SP 2-02.3	Removing Cement Conc. Sidewalk	SY	110	\$ 14.00	\$ 1,540.00	\$ 10.00	\$ 1,100.00	\$ 10.00	\$ 2,200.00	\$ 12.00	\$ 1,320.00	\$ 7.00	\$ 770.00	\$ 20.00	\$ 2,200.00	\$ 40.19	\$ 4,420.90	\$ 12.00	\$ 1,320.00	\$ 33.00	\$ 3,630.00		
A13	SP 2-02.3	Removing Asphalt Conc. Pavement	SY	15	\$ 8.50	\$ 127.50	\$ 10.00	\$ 150.00	\$ 31.00	\$ 465.00	\$ 20.00	\$ 300.00	\$ 25.00	\$ 375.00	\$ 3.00	\$ 45.00	\$ 31.00	\$ 465.00	\$ 64.00	\$ 960.00	\$ 12.00	\$ 180.00	\$ 48.00	\$ 720.00
A14	STD 2-11	Trimming and Cleanup	LS	1	\$ 1,270.00	\$ 1,270.00	\$ 2,500.00	\$ 2,500.00	\$ 4,368.00	\$ 4,368.00	\$ 10,000.00	\$ 10,000.00	\$ 5,500.00	\$ 5,500.00	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00	\$ 7,497.60	\$ 7,497.60	\$ 5,500.00	\$ 5,500.00	\$ 2,000.00	\$ 2,000.00
A15	SP 2-05	Site Grading	LS	1	\$ 14,870.00	\$ 14,870.00	\$ 1,500.00	\$ 1,500.00	\$ 31,277.00	\$ 31,277.00	\$ 35,000.00	\$ 35,000.00	\$ 34,000.00	\$ 34,000.00	\$ 30,000.00	\$ 30,000.00	\$ 79,000.00	\$ 79,000.00	\$ 21,024.00	\$ 21,024.00	\$ 39,780.00	\$ 39,780.00	\$ 84,000.00	\$ 84,000.00
DRAINAGE																								
A16	STD 2-09.3 (2)	Structure Excavation Cl. B Incl. Haul	CY	140	\$ 27.00	\$ 3,780.00	\$ 30.00	\$ 4,200.00	\$ 31.00	\$ 4,340.00	\$ 45.00	\$ 6,300.00	\$ 28.00	\$ 3,920.00	\$ 10.00	\$ 1,400.00	\$ 33.00	\$ 4,620.00	\$ 131.95	\$ 18,473.00	\$ 55.00	\$ 7,700.00	\$ 50.00	\$ 7,000.00
A17	STD 2-09.3 (3) D	Shoring or Extra Excavation Cl. B	SF	1400	\$ 2.50	\$ 3,500.00	\$ 1.00	\$ 1,400.00	\$ 1.00	\$ 1,400.00	\$ 10.00	\$ 14,000.00	\$ 0.10	\$ 140.00	\$ 0.10	\$ 140.00	\$ 0.20	\$ 280.00	\$ 6.94	\$ 9,716.00	\$ 6.00	\$ 8,400.00	\$ 1.30	\$ 1,820.00
A18	STD 7-04	Schedule A Storm Sewer Pipe 6 in. Diam	LF	212	\$ 29.00	\$ 6,148.00	\$ 15.00	\$ 3,180.00	\$ 29.00	\$ 6,148.00	\$ 40.00	\$ 8,480.00	\$ 30.00	\$ 6,360.00	\$ 14.00	\$ 2,968.00	\$ 13.00	\$ 2,756.00	\$ 84.23	\$ 17,856.76	\$ 60.00	\$ 12,720.00	\$ 40.00	

City of Lake Stevens			
Bid Tabulation		Tel: 425-512-1098	
Project Name:	North Cove Park Phase 2	Project No.:	19012
Date:	8/14/2020	Calc. By:	AH

A50	Plans & SP 8-32	Playground Artificial Turf, Pad & Drainage	LS	1	\$ 85,000.00	\$ 85,000.00	\$ 48,000.00	\$ 48,000.00	\$ 137,558.00	\$ 137,558.00	\$ 100,000.00	\$ 100,000.00	\$ 115,000.00	\$ 115,000.00	\$ 65,000.00	\$ 65,000.00	\$ 88,000.00	\$ 88,000.00	\$ 151,185.30	\$ 151,185.30	\$ 110,870.00	\$ 110,870.00	\$ 114,000.00	\$ 114,000.00
A51	Plans & SP 8-33	Playground Equipment	LS	1	\$ 156,200.00	\$ 156,200.00	\$ 100,000.00	\$ 100,000.00	\$ 91,481.00	\$ 91,481.00	\$ 135,000.00	\$ 135,000.00	\$ 186,000.00	\$ 186,000.00	\$ 92,000.00	\$ 92,000.00	\$ 163,000.00	\$ 163,000.00	\$ 148,493.10	\$ 148,493.10	\$ 151,900.00	\$ 151,900.00	\$ 177,000.00	\$ 177,000.00
A52	SP 8-12	Coated Chain Link Fence - 4' Tall	LF	120	\$ 29.00	\$ 3,480.00	\$ 42.00	\$ 5,040.00	\$ 33.00	\$ 3,960.00	\$ 35.00	\$ 4,200.00	\$ 55.00	\$ 6,600.00	\$ 30.00	\$ 3,600.00	\$ 51.00	\$ 6,120.00	\$ 48.11	\$ 5,773.20	\$ 60.00	\$ 7,200.00	\$ 33.00	\$ 3,960.00
A53	SP 6-22	Garbage Enclosure Wall	LS	2	\$ 2,975.00	\$ 5,950.00	\$ 5,000.00	\$ 10,000.00	\$ 4,540.00	\$ 9,080.00	\$ 5,000.00	\$ 10,000.00	\$ 6,100.00	\$ 12,200.00	\$ 7,500.00	\$ 15,000.00	\$ 4,400.00	\$ 8,800.00	\$ 4,704.00	\$ 9,408.00	\$ 3,200.00	\$ 6,400.00	\$ 4,000.00	\$ 8,000.00
A54	SP 6-22	Garbage Enclosure Concrete Pad	SY	40	\$ 76.50	\$ 3,060.00	\$ 120.00	\$ 4,800.00	\$ 286.00	\$ 11,440.00	\$ 250.00	\$ 10,000.00	\$ 180.00	\$ 7,200.00	\$ 300.00	\$ 12,000.00	\$ 156.00	\$ 6,240.00	\$ 142.54	\$ 5,701.60	\$ 75.00	\$ 3,000.00	\$ 250.00	\$ 10,000.00
A55	SP 8-12	Coated Chain Link Fence Double Gate - 6' Tall	LS	2	\$ 1,360.00	\$ 2,720.00	\$ 2,441.00	\$ 4,882.00	\$ 2,910.00	\$ 5,820.00	\$ 2,500.00	\$ 5,000.00	\$ 1,500.00	\$ 3,000.00	\$ 2,850.00	\$ 5,700.00	\$ 1,400.00	\$ 2,800.00	\$ 2,988.00	\$ 5,976.00	\$ 1,900.00	\$ 3,800.00	\$ 1,500.00	\$ 3,000.00
A56	SP 8-19	Handrail	LF	200	\$ 75.00	\$ 15,000.00	\$ 253.00	\$ 50,600.00	\$ 214.00	\$ 42,800.00	\$ 230.00	\$ 46,000.00	\$ 230.00	\$ 42,000.00	\$ 220.00	\$ 44,000.00	\$ 212.40	\$ 42,480.00	\$ 244.00	\$ 48,800.00	\$ 196.00	\$ 39,200.00		
A57	SP 8-31	Final Cleaning	LS	1	\$ 1,700.00	\$ 1,700.00	\$ 1,500.00	\$ 1,500.00	\$ 4,898.00	\$ 4,898.00	\$ 10,000.00	\$ 10,000.00	\$ 4,400.00	\$ 4,400.00	\$ 5,000.00	\$ 5,000.00	\$ 2,000.00	\$ 2,000.00	\$ 4,260.00	\$ 4,260.00	\$ 7,980.00	\$ 7,980.00	\$ 5,000.00	\$ 5,000.00
A58	SP 8-30	Bollard Type 1 (Removable)	EA	2	\$ 550.00	\$ 1,100.00	\$ 750.00	\$ 1,500.00	\$ 1,353.00	\$ 2,706.00	\$ 1,200.00	\$ 2,400.00	\$ 550.00	\$ 1,100.00	\$ 1,300.00	\$ 2,600.00	\$ 800.00	\$ 1,600.00	\$ 720.00	\$ 1,440.00	\$ 1,200.00	\$ 2,400.00	\$ 1,300.00	\$ 2,600.00
A59	SP 8-02	PSPE Plantings	LS	1	\$ 29,750.00	\$ 29,750.00	\$ 49,000.00	\$ 49,000.00	\$ 128,008.00	\$ 128,008.00	\$ 95,000.00	\$ 95,000.00	\$ 58,000.00	\$ 58,000.00	\$ 50,000.00	\$ 50,000.00	\$ 58,000.00	\$ 58,000.00	\$ 41,245.20	\$ 41,245.20	\$ 62,100.00	\$ 62,100.00	\$ 60,000.00	\$ 60,000.00
A60	SP 7-16	1" Diam. Water Line	LF	400	\$ 10.00	\$ 4,000.00	\$ 4.00	\$ 1,600.00	\$ 17.00	\$ 6,800.00	\$ 15.00	\$ 6,000.00	\$ 17.00	\$ 6,800.00	\$ 8.00	\$ 3,200.00	\$ 17.00	\$ 6,800.00	\$ 72.42	\$ 28,968.00	\$ 66.00	\$ 26,400.00	\$ 25.00	\$ 10,000.00
A61	SP 8-24	Granite Rock Slope Protection	SF	340	\$ 21.00	\$ 7,140.00	\$ 35.00	\$ 11,900.00	\$ 55.00	\$ 18,700.00	\$ 25.00	\$ 8,500.00	\$ 48.00	\$ 16,320.00	\$ 20.00	\$ 6,800.00	\$ 36.00	\$ 12,240.00	\$ 116.63	\$ 39,654.20	\$ 66.00	\$ 22,440.00	\$ 30.00	\$ 10,200.00
A62	SP 8-30	Granite Boulder (Owner Provided)	EA	10	\$ 255.00	\$ 2,550.00	\$ 500.00	\$ 500.00	\$ 386.00	\$ 3,860.00	\$ 150.00	\$ 1,500.00	\$ 1,400.00	\$ 14,000.00	\$ 100.00	\$ 1,000.00	\$ 120.00	\$ 1,200.00	\$ 206.40	\$ 2,064.00	\$ 395.00	\$ 3,950.00	\$ 115.00	\$ 1,150.00
A63	SP 8-03	Irrigation System Complete	LS	1	\$ 34,000.00	\$ 34,000.00	\$ 40,000.00	\$ 40,000.00	\$ 23,278.00	\$ 23,278.00	\$ 78,000.00	\$ 83,000.00	\$ 40,000.00	\$ 40,000.00	\$ 68,000.00	\$ 68,000.00	\$ 34,293.00	\$ 34,293.00	\$ 45,500.00	\$ 45,500.00	\$ 45,500.00	\$ 45,500.00	\$ 65,000.00	\$ 65,000.00
A64	SP 8-03	Irrigation 4" Diameter Sleeve	LF	180	\$ 17.00	\$ 3,060.00	\$ 5.00	\$ 900.00	\$ 29.00	\$ 5,220.00	\$ 9.00	\$ 1,620.00	\$ 4.00	\$ 720.00	\$ 12.00	\$ 2,160.00	\$ 15.00	\$ 2,700.00	\$ 64.40	\$ 11,592.00	\$ 26.00	\$ 4,680.00	\$ 15.00	\$ 2,700.00
A65	SP 8-34	Foot Wash	LS	1	\$ 1,275.00	\$ 1,275.00	\$ 3,000.00	\$ 3,000.00	\$ 3,722.00	\$ 3,722.00	\$ 2,500.00	\$ 2,500.00	\$ 2,300.00	\$ 2,300.00	\$ 7,227.00	\$ 7,227.00	\$ 4,000.00	\$ 4,000.00	\$ 3,180.00	\$ 3,180.00	\$ 1,980.00	\$ 1,980.00	\$ 4,000.00	\$ 4,000.00
A66	SP 8-35	Wheel Concrete Foundation	LS	1	\$ 850.00	\$ 850.00	\$ 3,000.00	\$ 3,000.00	\$ 2,881.00	\$ 2,881.00	\$ 2,700.00	\$ 2,700.00	\$ 2,100.00	\$ 2,100.00	\$ 2,800.00	\$ 2,800.00	\$ 1,600.00	\$ 1,600.00	\$ 6,531.00	\$ 6,531.00	\$ 3,589.00	\$ 3,589.00	\$ 3,000.00	\$ 3,000.00
A67	8-20	Conduit Pipe 1" Diam	LF	710	\$ 17.00	\$ 12,070.00	\$ 3.00	\$ 2,130.00	\$ 5.00	\$ 3,550.00	\$ 10.00	\$ 7,100.00	\$ 3.00	\$ 2,130.00	\$ 4.00	\$ 2,840.00	\$ 16.00	\$ 11,360.00	\$ 12.86	\$ 9,130.60	\$ 14.00	\$ 9,940.00	\$ 15.00	\$ 10,650.00
A68	8-20	Conduit Pipe 2" Diam	LF	130	\$ 25.00	\$ 3,250.00	\$ 6.00	\$ 780.00	\$ 7.00	\$ 910.00	\$ 15.00	\$ 1,950.00	\$ 6.00	\$ 780.00	\$ 14.50	\$ 1,885.00	\$ 19.00	\$ 2,470.00	\$ 20.35	\$ 2,645.50	\$ 15.00	\$ 1,950.00	\$ 18.00	\$ 2,340.00
A69	8-20	Conduit Pipe 4" Diam	LF	100	\$ 42.00	\$ 4,200.00	\$ 14.00	\$ 1,400.00	\$ 14.00	\$ 1,400.00	\$ 20.00	\$ 2,000.00	\$ 15.00	\$ 1,500.00	\$ 12.00	\$ 1,200.00	\$ 27.00	\$ 2,700.00	\$ 29.40	\$ 2,940.00	\$ 22.00	\$ 2,200.00	\$ 30.00	\$ 3,000.00
A70	SP 8-20	Conductor - #8 THWN Wire (4black, 1white, 1green)	LF	760	\$ 2.50	\$ 1,900.00	\$ 7.00	\$ 5,320.00	\$ 6.00	\$ 4,560.00	\$ 7.00	\$ 5,320.00	\$ 6.00	\$ 4,560.00	\$ 5.00	\$ 3,800.00	\$ 5.50	\$ 4,180.00	\$ 4.94	\$ 3,754.40	\$ 5.00	\$ 3,80		



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: August 25, 2020

Subject: Project # 17005: 91st Ave SE Extension and Water Transmission Line Relocation

Contact	Eric Durpos (Public Works Director)	Budget	\$600,000
Person/Department:	Grace Kane (City Engineer)	Impact:	including management reserve

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Authorize the Mayor to sign supplemental agreement with HW Lochner for Construction Management of the 91st Ave SE Extension and Water Transmission Line Relocation project in the amount of \$530,786.00 with a management reserve of 13% (\$69,214) for a total allowable expense of \$600,000.00.

SUMMARY/BACKGROUND:

The project is to extend 91st Ave SE from 20th St SE to 21st St SE. Work includes installing temporary erosion control measures; removing an existing pump station building and related appurtenance; clearing and grubbing, and mass grading for the construction of new roadway extension; installing structural earth walls; new utilities construction; and modification of existing ones; modification to existing signals and illuminations. This project is a multi-year project and is anticipated to be complete by June 2021.

Council approved at its regular meeting on August 11th, 2020 to award Construction Contract to Reece Construction at a bid price of \$3,442,221.50.

Due to the technical complexity and having multiple Stakeholders (City of Everett, Snohomish County PUD Water, and Snohomish County Power) on the project and to provide shadowing opportunities to our in-house inspector, it makes rational and fiscal sense to supplement HDR's existing contract to include this Construction Management work.

The Construction Management Services will include but not limited to site visits, construction observations, recordkeeping for change orders, daily reports, verify quantities and payment requests from contractor, inspection and verify material testing results.

APPLICABLE CITY POLICIES: Consistent with the 20th St. Subarea Plan, City's Comprehensive Plan, as well as the adopted 6-year Transportation Improvement Plan.

BUDGET IMPACT: \$600,000.00

ATTACHMENTS:

- Exhibit A-1 Supplement Contract with Scope and Fee



SUPPLEMENTAL AGREEMENT NO. 5, SCOPE OF SERVICES

SCOPE OVERVIEW

This project provides for the construction of an extension to 91st Ave SE, between 20th Street SE and an interim terminus located approximately 400 feet south of 20th Street SE, within the City of Lake Stevens. This extension of 91st Ave. SE crosses the City of Everett Waterline Transmission Line Corridor. The Project includes relocation of a portion of each of three existing 48" diameter water transition lines owned by the City of Everett. The work to relocate these transmission lines is to be closely coordinated with the City of Lake Stevens and the City of Everett. In addition, the Project will also include provisions for roadway extension of SE 91st Avenue, signal modifications, street lighting, retaining walls, new utility distribution and services lines, new stormwater collection and conveyance systems, signing, pavement markings, sidewalks, and provisions to relocate the Snohomish County Pump Station, and other features deemed necessary by the City. The Engineer of Record for this project is HW Lochner, Inc.

This scope of services includes three major elements:

1. Revisions to final plans, special provisions, and contract documents as directed by the City of Lake Stevens in order to accommodate Snohomish County PUD Pump Station and supply and discharge line; and additional project coordination with Snohomish County PUD Power and Water, City of Everett, and Lake Stevens Sewer District.
2. Engineering Construction support to respond to contractor RFIs services to provide engineering services where needed for development of change orders, preparation of exhibits, cost estimating, and other engineering related services as may be necessary in support construction.
3. Construction Contract Administration Services to support of the construction contract as well as construction contract administration, construction observation, materials testing, materials tracking, and construction documentation services; documenting the work completed through field observations, reports, measurements, and testing of work performed. The CONSULTANT will also provide supporting documentation for work completed, and summaries of work progress assisting the City to complete progress payments to the General Contractor for work completed. The CONSULTANT will generally assist the City and its staff to deliver its construction contract and to provide contract administration in a manner that is transparent to the City, its staff, funding partners, and the residents of Lake Stevens.

TASK 1: Revisions to Final PS&E, Additional Utility Design and Coordination

The City of Lake Stevens (CITY) has requested Lochner (CONSULTANT) to expand its currently contracted services by providing the coordination and project management for Subsurface Engineering Utilities (SUE) and overhead power (Snohomish County PUD No. 1 Water District, Snohomish County PUD Power District, Lake Stevens Sewer District, and Puget Sound Energy Natural Gas); design and preparation of plans, specifications and engineer's opinion of probable cost for extension of utility distribution lines for domestic water, sanitary sewer, and natural gas, as well as coordination with utility providers for natural gas, and power. Efforts required for each design and documentation work element are defined below.

The original scope of services for the Supplement 3 and 4 focused on improvements within the 91st Avenue S.E. corridor and relocation of the water transmission line for the City of Everett. During design, input from Snohomish County PUD's water group prompted additional design services to its pump station parcel located in the intersection's southwest quadrant. Realizing the existing pump



station could be removed allowed Snohomish County PUD to reconfigure the remaining parcel to have off street access from 91st Avenue SE. The initial design by the consultant team and planning of various local agencies was to abandon the existing pump station and station-support piping, and leave the Pump Station nearly 20 feet below 91st Street SE and support the roadway with retain walls that hemmed in the Pump Station. Many peripheral effects were created to previously-prepared (90%) designs and contract documentation by this decision. The changes to the scope of service for Supplement 3 and 4 are summarized below:

- 1.1 Additional retaining wall and site designs were required to create an elevated pad for future pump station construction. This effort included repositioning and redesigning structural earth walls, revising already-created plans, further consultation with the PUD power group, and re-quantifying and re-estimating structural bid items and costs.
- 1.2 Additional water system design, agency consultation, and PS&E development was required by Lochner and Murray Smith to respond to a 12-inch, then 16-inch reconnection of the existing supply line for the future pump station. This added additional plans sheets, bid items, and cost estimating.
- 1.3 Revisions to the FINAL contract provisions package were required to incorporate new pump station-related work including additions to the bid schedule and creation of additional special provisions.
- 1.4 Additional subconsultant (Murray Smith) design coordination and management was required to incorporate added water system and transmission line design into the 90% design level PS&E package and to provide a cohesive design and PS&E package.
- 1.5 Additional agency coordination, design, review cycles, and approvals were required as a second water system (independent of the 91st Avenue water system) had to be conducted with the PUD and the City of Everett to position this additional work for approval and inclusion in the final PS&E.
- 1.6 Additional bid phase support will be required to address any requests for information we receive from contractors to this additional design element.

Deliverables:

- New site development plan for Snohomish County PUD Pump Station
- Revised utility plans for supply and discharge lines for Snohomish County PUD Pump Station
- Plans for new structural wall systems, and locations
- Additional special provisions for Snohomish County PUD Pump Station
- Revised bid schedule and contract provisions
- Revised Ad ready plans, specifications and contract package

TASK 2: Engineering Construction Support Services

The CONSULTANT will provide Construction Support, providing engineering services as needed to assist the construction administration team evaluate Contractor Requests for Information, provide engineering



services where needed for development of change orders, preparation of exhibits, cost estimating, and other engineering related services as may be necessary in support of the Construction Contract and the effort to provide Construction Contract Administrative Services. Engineering services necessary to provide for Engineering Construction Support is based on an assumed level of effort that may be needed in support of the project and the contractor's requests for information and assistance. If additional hours are necessary, a supplement will be completed providing for additional Engineering Construction Support Services.

2.1 Civil Support Services

The CONSULTANT will provide Engineering Construction Support Services in for the Civil portions of the work as may be required throughout the project.

2.2 Structural Support Services

The CONSULTANT will provide Engineering Construction Support Services for the Structural portions of the work as may be required throughout the project.

2.3 Traffic Support Services

The CONSULTANT will provide Engineering Construction Support Services for the Traffic portions of the work as may be required throughout the project.

2.4 Geotechnical Support Services

The CONSULTANT will provide Engineering Construction Support Services for the Geotechnical portions of the work as may be required throughout the project.

2.5 Water Transmission Line Support and Construction Oversight Services

The CONSULTANT will provide Engineering Construction Support Services for the work to relocate the City of Everett's primary water transmission lines as may be required throughout the project.

TASK 3: CONSTRUCTION CONTRACT ADMINISTRATION SERVICES

The CONSULTANT will assist the City of Lake Stevens administer the City's General Contractor's construction contract for construction of **91st Ave. SE Extension and Transmission Waterline Relocation**.

The CONSULTANT will provide Construction Contract Administration Services in support of the construction contract as well as construction contract administration, construction observation, materials testing, materials tracking, and construction documentation services; documenting the work completed through field observations, reports, measurements, and testing of work performed. The CONSULTANT will also provide supporting documentation for work completed, and summaries of work progress assisting the City to complete progress payments to the General Contractor for work completed. The CONSULTANT will generally assist the City and its staff to deliver its construction contract and to provide contract administration in a manner that is transparent to the City, its staff, funding partners, and the residents of Lake Stevens.

The CONSULTANT will closely coordinate work related to the City of Everett's Transmission Waterline in accordance with the attached City of Lake Stevens Interlocal Agreement with the City of Everett, dated December 10, 2019, Including, the requirements governing coordination, oversight, construction, and completion of Transmission Line Work identified in Section D and Section E of the Interlocal Agreement.



The CONSULTANT's costs for work performed towards completion of the City of Everett's Transmission Waterline will be summarized as part of the overall work for delivery of the City of Lake Stevens roadway project. Construction Contract Administration and Construction Management services will be distributed proportionally between these two activities in relation to the amount bid by the construction contractor for work to be performed in Group 3 as compared to work to be performed in Groups 1 and 2. Billings provided by the CONSULTANT each month will show this summary. If the actual construction contract cost for work performed by the contractor under these groups changes appreciably, at the City's direction, the closing or end of project summary can be adjusted to reflect actual distribution of construction costs.

The CONSULTANT's efforts to identify the general contractor's compliance with requirements noted in the Construction Contract will not be construed to satisfy or be a replacement for other permitting requirements or inspections that may be required by the Uniform Building Code, National Electrical Code, or other code enforcement conducted by the City.

3.1: Project Controls, Project Management during Construction

This task provides for the day-to-day management necessary to administer the CONSULTANT's contract, the work of its staff, as well as the work of SUBCONSULTANTS, materials testing firms, and special inspections that may be required throughout the Project.

3.1.1 CONSULTANT Contract Administration

This effort generally includes the work necessary to provide project oversight and coordination for the CONSULTANT's efforts to maintain the agreement's budget and schedule during the construction project. The CONSULTANT's Project Manager will coordinate with the City and project staff performing the construction contract administration effort. The CONSULTANT's Project Manager will develop, track, maintain, or otherwise provide the following:

- Agreement Scopes of Work
- Agreement Budget and Budget Monitoring
- Agreement Schedule
- Project Oversight
- Quality Control of the CONSUTANT's work effort
- Monthly Progress Reports for Professional Services Provided
- Monthly Invoicing
- Supplemental Scopes and Budgets as Necessary

3.1.2 Project Management Plan

The CONSULTANT will coordinate with the City's project manager to identify a Project Management Plan guiding the project team delivering Construction Contract Administration. The plan will identify the activities and roles to be performed by the City, CONSULTANT, and Sub-CONSULTANTS as necessary. The extent of the project management plan will be defined in coordination with the City to match the needs and complexity of the project. In developing the project management plan, the CONSULTANT will:



- Identify a Project Leadership Team to guide project scope, schedule, and budget for the City's Construction Contract as well as manage the CONSULTANT's efforts to provide Construction Contract Administration.
- Develop a communication plan for the Construction Contract Administration team.
- Confirm the City's strategy for public outreach, assist the City to develop core project messages as appropriate, and set team protocols for responses to the public's requests for information, public outreach, public involvement, and media contacts. Unless otherwise noted, requests for information, public outreach, public involvement, and media contacts are to be deferred to City staff for response.
- In coordination with City Staff, develop a Risk Management Plan and establish protocols for its implementation.
- Develop a Change Management Plan to coordinate change originating from the General Contractor's Construction Contract. In addition, a Change Management Plan will also be installed to identify and manage change for the Construction Administration Team.
- Chartering the Construction Contract Administration team to deliver the project around the tools and protocols developed for the team's use.

3.1.3 Coordination with City of Lake Stevens and City of Everett

The CONSULTANT will coordinate with the City of Lake Stevens and the City of Everett as necessary to provide for the relocation of the City of Everett's primary water transmission lines. The work to be completed for the City of Everett's Transmission Waterline and required coordination will be guided in accordance with City of Lake Stevens Interlocal Agreement with the City of Everett, dated December 10, 2019.

3.1.4 Project Completion Project Closeout

Upon completion of the City's construction general contractor's work and upon completion of the CONSULTANT's assistance to the City for Construction Contract Administration, the CONSULTANT will provide one (1) set of Construction Contract Final Records for the project along with electronic copies of photos taken during the course of the construction contract.

These project files will contain to the following:

- Correspondence
- Transmittals
- Requests for information submitted by the General Contractor, including the outcome of those requests
- Requests for Approval of Materials and corresponding ROM actions.
- Submittals and shop drawings
- State prevailing wage actions
- Construction observation reports



- Progress payments made and supporting documentation
- Meeting minutes
- Electronic copies of photos taken

3.2: Construction Contract Administration

This task provides for support of the City's efforts to manage the Construction Contract in accordance with the Contract Plans; Contract Specifications; Standard Specifications for Road, Bridge, and Municipal Construction; applicable Standard Plans; and the WSDOT Local Agency Guidelines. The CONSULTANT's field observation staff will monitor, log, review, and maintain Contract Documentation in an orderly manner throughout the project. The CONSULTANT will provide regular progress reports to the City.

Specific activities are identified below.

3.2.1 Preconstruction Services

The CONSULTANT will:

- Coordinate and facilitate a preconstruction conference for the project, including preparing an agenda, facilitating the pre-construction conference, and preparing meeting notes documenting the conference.
- Obtain and file project record photographs of the site prior to the start of work.
- Set up project files, systems, and internal protocols for administration of the construction contract and its documentation.

3.2.2 Contract Administration and Contract Documentation Services

The CONSULTANT will:

- Coordinate with the City, construction general contractor, permitting agencies, granting partners, property owners, and utilities within or affected by the project, as appropriate for the project and in close coordination with the City.
- Review the construction general contractor's schedules as outlined in Section 1-08.3 and for specific compliance with Contract Plans and Special Provisions. Identify apparent risk to the City. Prepare draft letter(s) for the City's signature requesting corrections or approving for use the contractors schedule submittals. During the course of the project, monitor the construction general contractor's conformance to the adopted schedule requesting revised or updated schedules when necessary.
- Lead regular (weekly) "Owner's" meetings with the City, and the City's construction general contractor. Provide City pre-briefings as may be necessary. Prepare meeting agenda and meeting notes for each meeting and distribute copies to attendees. Provide a means to track and monitor progress of outstanding issues on a weekly basis.
- Track, review, or coordinate reviews by other parties as necessary for work plans, repair procedures that may be proposed, shop drawings, samples, test reports, and other data submitted by the construction general contractor for general conformance to the Contract



Documents.

- Review of shop drawings, materials samples, and other submittals for general conformance with the requirements noted in the construction documents. Such review will not construed to relieve the construction general contractor from its responsibility for performance in accordance with the contract documents, nor is such review a guarantee that the work covered by the shop drawings, samples and submittals is free of errors, inconsistencies or omissions.
- The CONSULTANT will prepare a Record of Materials indicating anticipated material approvals, material compliance documentation, and materials testing requirements for the project. The CONSULTANT will maintain records for material compliance documentation received and advise the City and construction general contractor of known deficiencies.
- The CONSULTANT will evaluate questions submitted by the City's construction contractor, make recommendations for the City's approval, and generally assist in the resolution of questions, concerns, or conflict that might be expressed.
- The CONSULTANT will manage Requests for Information (RFI's) that may be submitted by the construction general contractor. Process, track, evaluate, or coordinate review and/or analysis by others as appropriate and will coordinate responses to RFI's as necessary.
- Implementing the Risk Management Plan as developed under task 1.2, the CONSULTANT will monitor emerging change throughout the Project and implement change management strategies. Where change cannot be avoided or mitigated and change to the project has been accepted, the CONSULTANT will evaluate entitlement for accepted change, assist in the negotiation of change costs, and prepare justification of resulting costs; as well as prepare the analysis necessary for scope change, including secondary impacts that may be apparent, draft change orders, draft cover letters, and recommendations for the City's review, and approval. The CONSULTANT will coordinate, as appropriate, the execution of change orders by the construction general contractor and the City. The CONSULTANT will coordinate documentation as appropriate with the City's granting partners for change order approvals.
- Prepare monthly progress estimates for review with the City and the construction general contractor, coordinate signatures necessary for processing of progress estimates, track payments made to date, provide periodic estimates of costs to complete the project, and make recommendations as appropriate.
- Evaluate construction general contractor's Schedule of Values for cost breakdowns of lump sum items. Review the proposed allocation of costs and verify that such allocations are in accordance with the requirements of the Contract Documents.
- Where work is identified as not meeting the minimum performance or requirements as noted in the contract plans and specifications, the CONSULTANT will notify the construction general contractor verbally, by memo, or in writing by a providing a draft letter of noncompliance for the City's review and approval.
- The CONSULTANT will monitor compliance with Federal and/or State prevailing wages requirements as applicable and as noted in the Contract provisions. The CONSULTANT will monitor Certified Payrolls when required by collecting, tracking, and checking for weekly certified payroll compliance as well as track and monitor Washington State requirements for Statements of Intent to Pay Prevailing Wages and Affidavits of Wages Paid. In addition, the



CONSULTANT will conduct on-site wage interviews, EEO compliance reviews, etc. in accordance with funding agency guidelines.

- Assist the City to investigate malfunctions, failures, or instances of noncompliance during the Project.
- The CONSULTANT will provide information, summaries, status reports, and/or exhibits to the City in support of the City's efforts to respond to requests for information or provide public outreach. Where requested, the CONSULTANT will provide information for City's inclusion into a project website and/or newsletter. The City will prepare and conduct communications with media, prepare public notices, and lead work completed by the CONSULTANT in its efforts to support the City's public outreach.
- When the construction contract requires redline or as-built plans prepared by the construction general contractor, the CONSULTANT will periodically review the general contractor's redline set of conformed contract plans to see if they are being completed in a timely and regular basis. The CONSULTANT team will review for plan changes, location of discovered anomalies, and other items of note as they may be encountered by the construction general contractor during the Project.
- The CONSULTANT will establish and maintain document filing and tracking systems, following City guidelines and meeting funding agency requirements, as well as collect, organize, and prepare documentation on the Project.
- The CONSULTANT will compile and convey project records kept during the course of the project, transferring them to the City for archiving as part of project closure and the City's Final Acceptance of the construction general contractor's construction contract for the Project. Records will consist of hard copy originals and electronic records kept during the course of the Project.
- The CONSULTANT will maintain and prepare Final Records for records managed during the course of the project, providing them to the City upon completion.
- The CONSULTANT will review disputes and claims relating to the execution and progress of the construction contract, making recommendations for course of action as appropriate.

3.2.3 Construction Contract Completion / Contract Closure Support Services

The CONSULTANT will coordinate with the City's Project Manager and the construction general contractor to complete documentation required by the construction contract documents such that the Project and the construction general contractor's efforts can be declared "Substantially Complete." The CONSULTANT will also assist the City to declare milestones for Physical Completion, Completion, and Acceptance.

More specifically:

- The CONSULTANT will assist the City to declare the milestone for "**Substantial Completion**" once unrestricted use of the facility is achieved and completion of safety items has been determined.



- The CONSULTANT will coordinate with the City and the Contractor to complete remaining work of the Contract, facilitate an Owner's walk thorough of the competed project, and identify punch-list items that need attention.
- The CONSULTANT will assist the City declare the milestone for "**Physical Completion**" upon completion of contract work.
- The CONSULTANT will prepare a draft letter for the City's review identifying missing final documentation necessary to close the construction contract.
- The CONSULTANT will prepare the Final Estimate for the project and coordinate with the construction general contractor to secure a signed and notarized Final Contract Voucher Certification.
- The CONSULTANT will obtain information from the Contractor necessary to verify and prepare record drawings as appropriate for submittal to the City.
- The CONSULTANT will assist the City to declare the milestone for "**Completion**" and where applicable, to also assist the City to inform its funding partners.
- The CONSULTANT will assist City where requested, preparing final project summaries and billings for its funding partners.
- The CONSULTANT will assist the City to prepare draft submittal of the Notice of Completion of for Public Works Project for State L&I, DOR, and Employment Security.
- The CONSULTANT will prepare a draft advertisement for completion of public works projects for publishing in the City's paper of public record.
- The CONSULTANT will assist the City to prepare draft letters for "**Acceptance**" declaring to declare the milestone for construction contract closure.

TASK 4: Construction Contract Observation Services

The CONSULTANT will provide full time on-site field observation services of the work completed by the construction general contractor, providing project documentation in accordance with the guidance presented in the WSDOT Construction Manual and as further described by the WSDOT Local Agency Guidelines.

4.1 Construction Observation Services

Where the term "inspect" may be utilized during the course of the work, the service provided is synonymous with construction "observation". Where the term "inspector" may be used, the service provided is synonymous with "Field Representative". Where the term "inspection" may be used the term means performing on-site observations of the progress and quality of the work performed by the City's construction general contractor determining, in general, if the work is being performed in conformance with the applicable Contract Documents. The CONSULTANT's personnel will act in accordance with Sections 1-05.1 and 1-05.2 of the WSDOT Standard Specifications for Road, Bridge, and Municipal Construction.

The CONSULTANT's visits to the project site and observations made as part of services provided under this Agreement will not be construed to make the CONSULTANT responsible for, nor relieve



the City's construction general contractor of their obligation to conduct comprehensive monitoring of the work they perform, compliance with the construction contract documents, nor relieve the construction general contractor of their responsibility for construction means, methods, techniques, sequences, and procedures necessary for coordinating and completing the work of the Project and for safety precautions incidental thereto.

Some of these field observation services include the following activities as well as other services necessary for completion of the project or, from time to time, as may be directed by the City. The CONSULTANT will:

- Observe the construction general contractor's construction activities on a daily basis; provide day-to-day coordination with the construction general contractor, City, affected utilities, and stakeholders who may be impacted by the project; monitor the construction general contractor's implementation of the Project for adherence to the requirements as noted in the Contract Plans, Contract Specifications, Standard Specifications for Road Bridge and Municipal Construction, and applicable Standard Plans; complete other activities as may be necessary or as may be requested from time to time.
- Prepare Inspector Daily Reports (IDRs) recording the construction general contractor's operations as observed; identify quantities of work placed or completed that day; identify the construction general contractor's equipment and crews; provide record of conversations held during the day; as well as preserve a record of other information or direction received that may be pertinent.
- Take periodic digital photographs during the course of construction relating them to work completed.
- Observe material, workmanship, and construction areas for compliance with the Contract Documents and advise the construction general contractor and the City, as appropriate, of non-conforming work observed during daily site visits.
- Complete pay notes daily for work completed, document and establish concurrence with the construction general contractor for Force Account work performed, prepare other field records and documents necessary to facilitate administration of the project, maintain compliance with funding agency requirements.
- Collect and manage tickets for materials received and utilized for construction of the project as well as scaleman's daily reports, as required.
- Complete required on site materials acceptance actions, materials sampling, and perform materials testing as appropriate. Staff will facilitate specialized inspection services identified in the contract Documents, coordinate WABO certified laboratory support necessary to confirm materials used and their placement within the Project, document and evaluate testing results, review materials and fabricated items delivered to the project and check for compliance with the approved RAM's and approved shop drawings, and inform the construction general contractor of results.
- As required by the construction contract documents, conduct employee wage and EEO interviews of the Prime Contractor and Subcontractor(s) employees performing work on the contract.



- Monitor the Contractor's traffic control procedures for conformance to approved traffic control plans, providing recommendations to the City and the construction general contractor where appropriate.
- Note problems on site as they develop and make recommendations as appropriate.
- Evaluate changes requested or proposed by the construction general contractor, making recommendations as appropriate.
- Attend weekly project site meetings with the contractor, City staff, and Utilities, as appropriate and/or as requested by the City.
- Coordinate with permitting agencies as appropriate, monitor the Project for compliance with approved permits and permit conditions as noted in the Contract Documents.
- Within the guidelines established by the City, field observation staff will facilitate communications with adjacent property owners, respond generally to questions from property owners and the general public, and will refer detailed or in depth requests for information or contacts by media to the City.

4.2 Materials and Special Testing Services

The CONSULTANT will complete and/or coordinate the completion of material testing, special inspections, and documentation of materials utilized, as defined in the WSDOT Construction Manual and the WSDOT LAG Manual as appropriate.

The CONSULTANT will:

- Coordinate materials testing and special inspections performed on-site by Special Testing Sub-Consultants and/or at certified laboratories for the testing of concrete, aggregates, HMA, electrical equipment, fabrication inspection, and other testing requirements as may be identified in the Construction Contract Documents.
- Facilitate materials testing and sampling as prescribed in the WSDOT Construction Manual and at the frequencies identified.
- Sample and test Hot Mix Asphalt (HMA) in accordance with Section 5-04 of the WSDOT Standard Specifications including prescribed acceptance requirements, composite pay factors, asphalt bitumen content, gradation, sand equivalent, rice density, and compaction as defined in the contract specifications.
- Prepare written reports for site visits, fabrication inspection, and materials testing, as well as special inspections completed by sub-consultants and materials testing performed by certified laboratories.
- Update and maintain the project ROM as documentation and testing requirements are satisfied.
- An assumed budget has been established for these services to be provided by HW Lochner and GeoTest as Sub-Consultant. If these assumed budgets are exceeded, a Supplement Agreement will be completed before exceeding the "Maximum Amount Payable".



Assumptions

The following assumptions will be used to guide delivery of the Construction Contract Administration effort:

- The City will provide for a preconstruction conference at City facilities. This meeting may be done as an “on-line” meeting at the discretion of the City and based on participant COVID-19 protocols.
- The CONSULTANT will assist the City, as appropriate, for relocation of utility facilities within the project limits. The City will provide coordination with and enforcement of utility franchise agreements and/or contracts and schedules for relocation of utility services prior to or during the Project.
- Construction survey services and As-Built information will be provided through the City’s Construction Contract by the City’s construction general contractor. If construction survey services are required of the CONSULTANT, a Supplemental Agreement will be developed in consultation with City staff.
- Construction contract administration and observation services have been estimated based on one (1) Construction Contract with a maximum duration that is through the calendar date identified in the City’s construction contract for Physical Completion, June 30, 2021. This will be followed by construction contract closure activities and subsequent closure of the CONSULTANT’s agreement on December 31, 2021.
- Staffing levels are anticipated in accordance with the attached “Exhibit B”. CONSULTANT services are budgeted from approximately August 25, 2020 through December 31, 2021 at an assumed level of effort to follow the construction contractor’s work through the City’s Acceptance of the construction contract. This construction contract has a calendar date for contractor’s Physical Completion of the contract work on June 30, 2021. Closure of the construction contract will then follow. For budgeting purposes, it is assumed that the construction contractor will utilize approximately 150 working days over this roughly 310 calendar day period to achieve Physical Completion. This will be followed by approximately 20 working days over the remaining period to achieve Acceptance of the construction contract and closure of the project. If these utilizations or assumptions are exceeded a Supplemental Agreement will be completed prior to the “Maximum Amount Payable” being exceeded.
- The work established in “Exhibit B” has been budgeted for as straight time work for the CONSULTANTs staff. Overtime has not been provided for. A change in assumptions for the construction general contractor’s delivery of the work requiring staff overtime will be addressed by Supplemental Agreement.
- The CONSULTANT will provide for Special Inspections and Discipline Specific Subconsultant services necessary to support the City’s construction contract through this Agreement. For budgeting purposes, an estimated amount has been established for each. A change in assumptions for the construction general contractor’s needs for these services will be addressed by Supplemental Agreement.
- The budget allocations shown on “Exhibit B” are itemized to aid in the tracking and management of the CONSULTANT’s effort. In consultation with the City, available budget may be shifted between tasks or people, or between labor and expenses provided the total contracted “Maximum Amount Payable” is not exceeded, unless by Supplemental



Agreement.

- The CONSULTANT will work up to the limitations or “Maximum Amount Payable” as described by the authorized budget. If additional budget is needed to address the following circumstances, the City and the CONSULTANT will provide for additional effort or additional work through a Supplemental Agreement. Among other things, these circumstances may include:
 - Additional effort needed to accommodate the contractor’s schedule or method of delivery of the Project, additional management effort, additional observation, extra crews, and/or additional shifts.
 - Additional work needed to accommodate new work not scoped or new work tasks not originally anticipated.
 - Adjustment of CONSULTANT’s Indirect Cost Rate (ICR) pursuant to the terms as outlined in the LAG Agreement.
- Salary escalation, if any, will be as identified on “Exhibit B”.
- Effort beyond a reasonable industry standard for each task will be considered additional services to be addressed by Supplemental Agreement.
- For services as outlined above, labor allowances are an estimation of potential costs. The actual level of effort for these services cannot be accurately predicted as it depends on actions and constraints that are beyond the CONSULTANT’s control. Some of these actions include the construction contractor’s execution of the work, quality of the construction contractors submittals, number of submittals and reviews that are required, number of RFI’s submitted, change orders necessary for completion of the construction contract, conduct and approach taken by the construction contractor, as well as adverse weather and/or unforeseen conditions on the site. Where established budgets are exceeded, the CONSULTANT will coordinate with the City to shift available budget between tasks or people, or between labor and expenses, provided the total contracted “Maximum Amount Payable” is not exceeded, unless by Supplemental Agreement

Acronyms

CCO	City Contract Change Order
EEO	Equal Employment Opportunity
HMA	Hot Mix Asphalt
ICR	Indirect Cost Rate
IDRs	Inspector Daily Reports
LAG	Local Agency Guidelines
NTP	Notice to Proceed
RAM	Request for Approval of Materials
RFI	Request for Information
ROM	Record of Material
WABO	Washington Association of Building Officials



WSDOT Washington State Department of Transportation



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda

Date: December 10, 2019

Subject: Everett Waterline ILA

Contact	Russ Wright	Budget Impact:
Person/Department:	<u>Community Development Director</u>	

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the Mayor or designee to execute the ILA and negotiate any final changes with the City of Everett.

SUMMARY/BACKGROUND:

Lake Stevens and Everett have been negotiating the terms of an agreement to extend 91st Ave SE between 20th Street SE and 24th Street SE. The road project includes crossing the Everett Waterline Corridor. The ILA sets the terms for cost sharing and design as it relates to the replacement of the waterline in this area. The extension of 91st Ave SE was identified in the city's capital facilities plan as necessary to implement the 20th Street SE Corridor Plan. This extension will provide a vital and safe link between north and south Lake Stevens and protect the function of the waterline into the future. Staff last discussed the agreement with City Council on December 3, 2019.

APPLICABLE CITY POLICIES: Capital Facilities Plan

BUDGET IMPACT: Expenditure of traffic impact fees and other local funds

ATTACHMENTS:

ILA with exhibits

**INTERLOCAL AGREEMENT
BETWEEN
THE CITY OF EVERETT AND THE CITY OF LAKE STEVENS REGARDING
TRANSMISSION LINE REPLACEMENT AT 91ST AVE SE**

This Interlocal Agreement (this “*Agreement*”) is dated for reference purposes _____, 2019, and is between CITY OF EVERETT (“*Everett*”) and CITY OF LAKE STEVENS (“*Lake Stevens*”) (individually a “*Party*” and collectively the “*Parties*”), pursuant to Chapter 39.34 RCW and other applicable law.

RECITALS

A. Everett’s regional water system provides water to about 75% of Snohomish County, which is approximately 640,000 people, including Lake Stevens. Everett’s water transmission lines number two, three, and four run in a corridor through a portion of Lake Stevens. Each of the four pipelines is about four feet across and can each carry about 50 million gallons per day.

B. Lake Stevens intends to construct a road project improving 91st Ave. SE by extending this local collector roadway south to intersect with 24th Street SE. This project crosses the transmission line corridor. This project is generally described in the attached Exhibit A (the “*91st Ave Project*”). The estimated cost of the 91st Ave Project is \$_____.

C. The Parties have agreed that Lake Stevens’ contractors will construct certain work related to the transmission lines. This work is schematically shown in the attached Exhibit B. As set forth in Section 1 of this Agreement, this transmission line work will be paid 43% by Lake Stevens, and 57% by Everett. The estimated total cost of this transmission line work is \$_____ shown in the attached Exhibit C.

D. The Parties agree it is in the public’s best interest to extend the road and replace the transmission lines contemporaneously to save money and resources and to ensure the regional water supply is protected.

E. In addition, Everett will issue to Lake Stevens a Transmission Line Right of Way Use permit giving Everett’s permission for Lake Stevens’ 91st Ave Project across the transmission line corridor described in easements of record with Snohomish County. The permit sets forth certain terms and conditions relating to construction near the transmission lines and other matters related to the 91st Ave Project (the “*91st Ave Use Permit*”). The 91st Ave Use Permit is set forth in Exhibit D attached hereto. The 91st Ave Use Permit is conditioned on the full execution of this Agreement.

F. Subject to this Agreement and the 91st Ave Use Permit, Lake Stevens will be the lead agency responsible for design, permitting and construction for the 91st Ave Project and the Transmission Line Work.

NOW, THEREFORE, pursuant to RCW 39.34 and other applicable law, the above recitals are incorporated herein as if fully set forth below, and in consideration of the terms, covenants, conditions, and performances contained herein, and the attached Exhibit A, Exhibit B, Exhibit C, and Exhibit D, that are incorporated herein by this reference,

IT IS MUTUALLY AGREED AS FOLLOWS:

SECTION 1 91ST AVE PROJECT AND TRANSMISSION LINE WORK

A. Project.

1. Plans and Specifications.

(a) Design of the Transmission Line Work. As part of its design contract(s) for the 91st Ave Project, Lake Stevens will select a designer with input from Everett and direct its designer to prepare plans and specifications for the transmission line work in the 91st Ave Project. Lake Stevens will direct the transmission line designer to consult and coordinate with Everett.

(b) Specifications for Transmission Line Work. In addition to other transmission line specifications prepared by the designer, the bid package will contain the following specifications, as provided by Everett, relating to the transmission line work:

- (i) Specifications designating Everett as lead in the coordination, oversight and inspection of transmission line work during construction.
- (ii) Specifications designating Everett to oversee all connection of finished transmission line segments to existing transmission lines. Because this connection process requires shutdown of entire transmission lines, this connection must occur at specific times and must be completed in a matter of hours. The specifications will include Everett oversight of when the connection work can occur, the duration of the connection work, the inspection of the connections, and oversight of the contractor. Because connection work must occur within a tight time-window measured in hours, the specifications will include liquidated damages provisions if the connection time-window is missed by the contractor.

2. Design Review. Everett and Lake Stevens will provide review and comment on the plans and specifications for the transmission line work in the 91st Ave Project on the following schedule:

Design Milestone	Milestone Deadline
60% plans and specifications for transmission line work are available for comment	8 weeks after ILA
Comments due on 60% plans and specifications for transmission line work	2 weeks after 60% submittal (Task A)
90% plans and specifications for transmission line work are available for comment	5 weeks after 60% submittal (Task B)
Comments on 90% plans and specifications for transmission line work	3 weeks after 90% Submittal (Task C)
Everett provides to Lake Stevens approval of final transmission line plans and specifications for inclusion in Lake Stevens' 91st Ave Project bid package	10 weeks after 90% Submittal (Task C) _____

All portions of the table above may be adjusted by written agreement between the Directors of Public Works of Everett and Lake Stevens or their designees. For this Agreement, the final plans and specifications for transmission line work approved by Everett are the "***Final Transmission Line Project Plans and Specifications.***" For this Agreement, the term "***Transmission Line Work***" refers to all construction, materials, labor and other activities and items necessary to complete all work and improvements in accordance with the Final Transmission Line Project Plans and Specifications.

3. **Everett Approval of Final Plans.** Lake Stevens will provide the final project plans and specifications for the 91st Ave Project and the Transmission Line Work to Everett at least 30 days before the 91st Ave Project and Transmission Line Work are advertised for bid. Lake Stevens will not start construction unless Everett's Public Works Director or his designee has approved in writing such project plans and specifications. This approval will not be withheld so long as such plans and specifications include the Final Transmission Line Project Plans and Specifications and are in accordance with this Agreement and the 91st Ave Use Permit.

B. **Permitting.**

1. Lake Stevens will be the lead agency responsible for review and approval of permitting including but not limited to SEPA review, land disturbance and civil construction drawings in coordination with affected agencies and interested parties

2. Lake Stevens will apply for and obtain any necessary permits to allow for construction of the 91st Ave Project and the Transmission Line Work. Everett will fully cooperate with Lake Stevens in obtaining such permits.

C. **Procurement.**

1. **Construction Contract Award (Single Contract).** If Lake Stevens determines that the 91st Ave Project and Transmission Line Work will be awarded in a single contract, then Lake

Stevens will call for bids and execute a construction contract in accordance with the Lake Stevens' usual procurement processes and in accordance with the following:

(a) The 91st Ave Project bid package and contract will include the Final Transmission Line Project Plans and Specifications for the Transmission Line Work. The Transmission Line Work will be a separate bid schedule in the 91st Ave Project bid package. The bid package will inform bidders that the bid award will be determined based upon bidders' total bid amounts for the entire 91st Ave Project, including the Transmission Line Work.

(b) Everett may require inclusion of the supplemental responsibility criteria regarding contractor experience in transmission line or similar work for the Transmission Line Work. If so, Everett will provide the criteria for inclusion in the 91st Ave Project bid package. The criteria will allow a bidder to meet the criteria either through the experience of the bidder itself or by the experience of the bidder's designated transmission line subcontractor.

(c) The construction contract will contain a provision requiring Everett be added as an additional insured on the contractor's required liability insurance policies.

(d) The construction contract will contain a clause acceptable to Everett that assigns all contractor's and manufacturer's warranties related to the Transmission Line Work to Everett.

2. Construction Contract Award (Two Contracts). If Lake Stevens determines that the 91st Ave Project and Transmission Line Work will be awarded as two separate contracts, then Lake Stevens will call for bids and execute construction contracts in accordance with the Lake Stevens' usual procurement processes and in accordance with Sections 1.C.1(b)-(d) above.

3. No Obligation to Award. Lake Stevens may reject all bids or otherwise determine to not proceed with a construction contract for the 91st Ave Project at Lake Stevens' sole discretion. However, if Lake Stevens awards the 91st Ave Project, it must also award the Transmission Line Work in accordance with this Agreement.

D. Construction.

1. Lake Stevens shall complete the 91st Ave Project and all Transmission Line Work, in accordance with the Final Transmission Line Project Plans and Specifications and in accordance with the 91st Ave Use Permit. Lake Stevens will designate Everett as lead in the coordination, oversight and inspection of Transmission Line Work. Lake Stevens will substantially complete the Transmission Line Work no later than the date of substantial completion of the 91st Ave Project.

2. Everett will be invited to attend all construction meetings that involve the Transmission Line Work. Everett will manage all connections to the transmission lines and the operational coordination, including when the work can occur, the duration of the work, the inspection of the connections, and oversight of the contractor.

3. Lake Stevens shall not execute change orders for the Transmission Line Work without Everett's prior written approval, which Everett will not unreasonably withhold, delay or condition.

4. Lake Stevens may execute portions of the 91st Ave Project and Transmission Line Work in phases.

E. Completion of Transmission Line Work.

1. Everett may use the Transmission Line Work prior to final inspection and final acceptance as necessary for water operations, expected immediately after connections are made and approved for use.

2. Upon completion of the Transmission Line Work, Lake Stevens will notify Everett that the Transmission Line Work is ready for final inspection. Everett shall promptly perform a final inspection and provide punch-list items, if any, to Lake Stevens.

3. Upon the completion of such punch-list items and the release of any contractor or similar liens or claims against the Transmission Line Work and the approval by Everett of such completion and release, which approval will not be unreasonably withheld, then: (i) Lake Stevens will accept the Transmission Line Work from the contractor, (ii) the Transmission Line Work is the property of Everett, and (c) Everett has responsibility for the maintenance and operation of the Transmission Line Work.

4. Everett and Lake Stevens will cooperate to execute any documents (such as bills of sale) necessary to document Everett's ownership of the Transmission Line Work. Lake Stevens will transfer to Everett within 30 days after the completion of the Transmission Line Work (i) record drawings (as-built) of the Transmission Line Work and (ii) any contractor or manufacturer's warranties for the Transmission Line Work.

5. After acceptance by Lake Stevens of the Transmission Line Work in accordance with this Agreement, Everett has the exclusive right to determine whether to assert claims against the Transmission Line Work contractor or subcontractors or others with respect to the Transmission Line Work (such as, for example, enforcement of contractor warranties). Everett will bear all its own costs related to such claims. Lake Stevens will cooperate with Everett regarding such claims.

F. Cost Share.

1. Lake Stevens will be responsible for 100% of cost of 91st Ave Project.

2. Everett will reimburse Lake Stevens 57% of all design and construction costs paid by Lake Stevens for Transmission Line Work. This includes 57% of all costs arising from or relating to any claims asserted by construction contractors relating to the Transmission Line Work. In the event of such a claim, the Parties will meet and confer, and Lake Stevens will not settle such a claim without the prior approval of Everett, which will not be unreasonably withheld, delayed or conditioned. Each Party will bear the costs of their own staff.

3. The 57% cost share is based on calculations shown for reference in Exhibit C. However, the 57% share is fixed and not subject to adjustment, regardless of errors than may exist in Exhibit C.

G. Payment.

1. Lake Stevens will invoice Everett for Everett's 57% share of the Transmission Line Work. The Parties anticipate that Lake Stevens will invoice Everett as Lake Stevens makes payments to Transmission Line Work designers and contractors. An invoice will document in reasonable detail the amounts expended by Lake Stevens for Transmission Line Work.

2. Everett agrees to pay each invoice for its 57% of the Transmission Line Work within sixty (60) calendar days from the day it receives an invoice from Lake Stevens. Upon completion and acceptance of the Transmission Line Work and resolution of contractor claims (if any), the Parties will true-up the payments, so that Everett has paid its 57% share of all design and construction costs paid by Lake Stevens for the Transmission Line Work.

H. Right of Entry.

Everett grants Lake Stevens and its authorized agents, contractors, subcontractors, and employees, a right of entry upon the Water Corridor for purposes of the 91st Ave Project and the Transmission Line Work.

SECTION 2: GENERAL PROVISIONS

A. Maintenance and Operation

1 Upon completion of the Project work outlined herein, the waterline shall remain in ownership of Everett.

2 All future maintenance and operation and recovery of materials and work under warranty of the water line project shall be conducted at the sole cost and expense of Everett and without cost or expense to Lake Stevens, subject to other agreements related to said facilities.

B. Administration. Each Party to this Agreement shall designate an individual (an "Administrator"), who may be designated by title or position, to oversee and administer such party's participation in this Agreement for the purposes of compliance with RCW 39.34.030. The parties' initial Administrators shall be the following individuals:

City of Lake Stevens	City of Everett
Eric Durpos Public Works Director City of Lake Stevens 1812 Main Street Lake Stevens, WA 98258 (425) 622-9441 edurpos@lakestevenswa.gov	Ryan Sass Public Works Director City of Everett 3200 Cedar St. Everett, WA 98201

Either party may change its Administrator at any time by delivering written notice of such party's new Administrator to the other party.

C. Governing Law. The laws of the State of Washington, without giving effect to principles of conflict of laws, govern all matters arising out of or relating to this Agreement.

D. Term of Agreement. Unless otherwise provided herein, the term of this Agreement shall commence as of the date this Agreement is fully executed.

E. Duration/Expiration. This Agreement expires upon completion of the true-ups set forth in Section 1.G above.

F. Amendment. No amendment to this Agreement will be effective unless in writing and signed by the Mayor of Everett and by an authorized representative of Lake Stevens.

G. Termination:

1. This Agreement may be terminated if both Parties agree, in writing, to terminate the Agreement. This termination must be signed by the Mayor of Everett and by an authorized representative of Lake Stevens.

2. This Agreement shall be terminated upon (ii) completion and final inspection and acceptance of the Transmission Line Work by the Parties as set forth in Section 1.E above, and (c) completion of the true-ups set forth in Section 1.G above.

3. The termination of this Agreement shall not prejudice any rights or obligations accrued to the Parties prior to termination.

H. Indemnification and Waiver. Each of the Parties shall protect, defend, indemnify, and hold harmless the other Party and its employees and authorized agents, while acting within the scope of their employment as such, from any and all costs, claims, judgements, and/or awards of damages (both to persons and/or property), arising out of, or in any way resulting from, that Party's

negligence or breach of obligations performed or to be performed pursuant to the provisions of this Agreement. No Party shall be required to indemnify, defend, or hold harmless the other Party if the claim, suit, or action for injuries, death, or damages (both to persons and/or property) is caused by the negligence of the other Party; provided that, if such claims, suits, or actions result from the concurrent negligence of (a) the Parties and their employees, contractors, consultants, or authorized agents, or involves those actions covered by RCW 4.24.115, the indemnity provisions provided herein shall be valid and enforceable only to the extent of the negligence of the other Party, its employees, contractors, consultants, and authorized agents. For this purpose, each of the Parties, by mutual negotiation, hereby waives, with respect to the other Party only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provisions of Title 51 RCW.

I. Disputes: In the event that a dispute arises under this Agreement, it shall be resolved as follows: the Parties agree to negotiate to resolve any issues. Should such negotiations fail to produce a satisfactory resolution the Parties shall proceed to mediation, using a mutually agreeable mediator. Each Party shall be responsible for its own costs and fees and agree to share equally in the cost of the mediator.

J. Venue. In the event that either Party deems it necessary to institute legal action or proceedings to enforce any right or obligation under this Agreement, the Parties agree that any such action or proceedings shall be brought exclusively before the Snohomish County Superior Court. Further, the Parties agree that each shall be solely responsible for payment of its own attorney's fees, witness fees, and costs.

K. Attorney's Fees and Costs. The prevailing party in any action brought to enforce any obligations under this Agreement shall be entitled to recover from the non-prevailing party or parties an amount equal to the reasonable attorney's fees and costs incurred by the prevailing party, including without limitation any costs incurred on appeal or in any bankruptcy proceeding.

L. Severability. If any provision of this Agreement is unenforceable to any extent, the remainder of this Agreement, or the application of that provision to any persons or circumstances other than those as to which it is held unenforceable, will not be affected by that unenforceability and will be enforceable to the fullest extent permitted by law.

M. Notice. For a notice under this Agreement to be valid, it must be in writing and the sending party must use one of the following methods of delivery: (i) personal delivery to the address stated below; (ii) first class postage prepaid U.S. Mail to the address stated in Section 2.A above; or (iii) nationally recognized courier to the address stated below, with all fees prepaid.

N. Compliance with the Washington State Public Records Act. The parties acknowledge they are subject to the Public Records Act, chapter 42.56 RCW. Both parties shall cooperate with each other so that each may comply with all of its obligations under the Public Records Act.

O. Recording of this Agreement. This Agreement shall be recorded or otherwise made available to the public in accordance with RCW 39.34.040.

P. Complete Agreement. Except for the 91st Ave Use Permit, this Agreement constitutes the entire agreement of the parties relating to the subject matter of this Agreement. This Agreement supersedes and replaces all other written or oral agreements thereto.

Q. Waiver. No waiver of satisfaction of any condition or nonperformance of an obligation under this Agreement will be effective unless it is in writing and signed by the party granting the waiver, and no such waiver will constitute a waiver of satisfaction of any other condition or nonperformance of any other obligation.

R. No Third-Party Beneficiaries. The provisions of this Agreement are for the sole benefit of the parties to this Agreement. No other persons have any rights or remedies under this Agreement.

S. No Separate Entity Necessary. The parties agree that no separate legal or administrative entities are necessary to carry out this Agreement.

T. City of Everett Rights in the Water Corridor. This Agreement is solely for the 91st Ave Project. Everett reserves all its rights relating to its transmission line corridor, including without limitation those rights pursuant to easements granted to Everett and rights pursuant to the State Environmental Policy Act and any other applicable law.

[SIGNATURES ON FOLLOWING PAGE]

Dated as of the reference date set forth above:

CITY OF EVERETT

By: _____
Cassie Franklin, Mayor

Date: _____

APPROVED AS TO FORM:

City Attorney
Date: _____

ATTEST:

City Clerk
Date: _____

CITY OF LAKE STEVENS

By: _____
John Spencer, Mayor

Date: _____

APPROVED AS TO FORM:

City Attorney
Date: _____

ATTEST:

City Clerk
Date: _____

EXHIBIT A

91ST AVE PROJECT

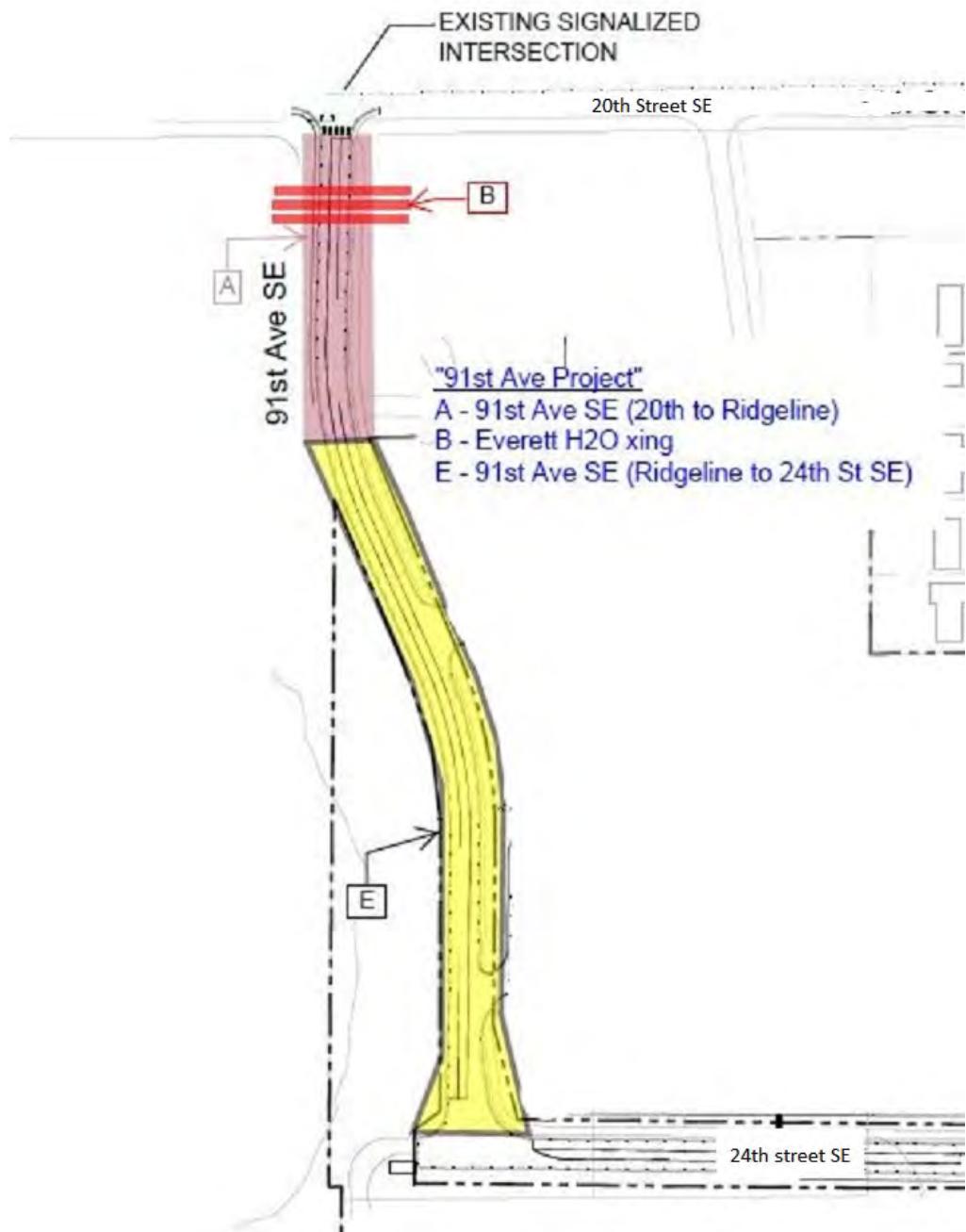
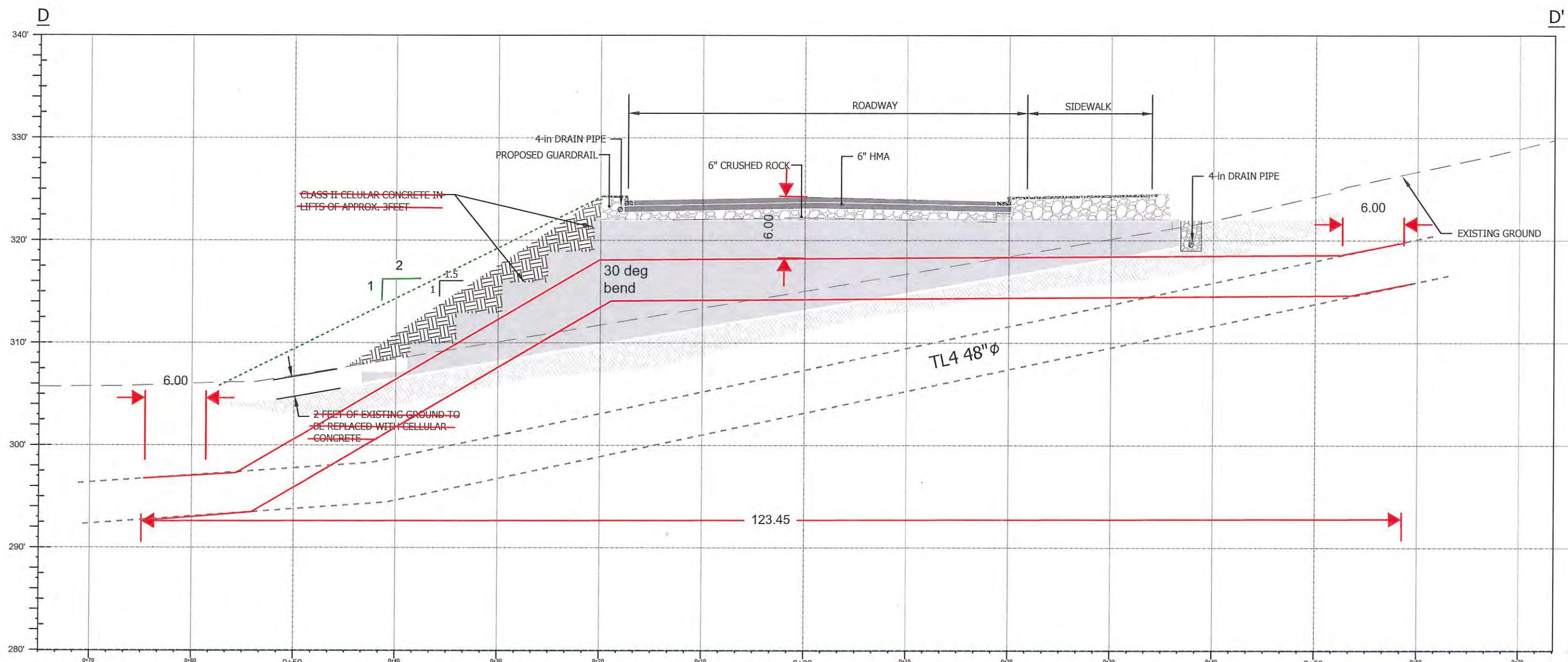


EXHIBIT B



* NOTE: LAKE STEVENS UTILITIES CROSSINGS WILL BE LOCATED BELOW TRANSMISSION LINE. MINIMUM SEPARATION SHALL BE 18".

GENERAL NOTES:

1. PROPOSED CONCEPTUAL CROSS-SECTION (ACTUAL GEOMETRY MAY VARY BASED ON CONTRACTOR MEANS AND METHODS).
2. LOCATIONS AND DEPTHS OF PIPELINES ARE INFERRED FROM POTHOLES INFORMATION.
3. 4-INCH DIAMETER, SCHEDULE 40, PERFORATED, PLASTIC DRAIN. THE SUB-DRAIN PIPE DISCHARGE SHOULD BE TIGHT LINED TO A SUITABLE OUTLET TO THE SOUTH.

SCALE 10V:10H



HWAGEOSCIENCES INC.

24TH STREET SE AND 91ST AVENUE SE
EXTENSION PROJECT
91ST AVENUE CROSSING
LAKE STEVENS, WASHINGTON

SECTION D-D'
CONCEPTUAL CELLULAR
CONCRETE FILL DETAIL

FIGURE NO.	4C
DRAWN BY: BFM	
CHECK BY: DS	
PROJECT NO.	2017-039-21
DATE	04.02.2018
TASK	100-1400

EXHIBIT C

Cost Sharing - Replacement and Relocation of Everett Transmission Lines
Due to Extension of 91st Ave SE by Lake Stevens

	TL2	TL3	TL4	Total
<i>Background Data:</i>				
Capital Cost Estimate (2020 dollars)	\$ 302,000	\$ 302,000	\$ 302,000	\$ 906,000
Pipe Material	Concrete	Steel	Concrete	
Date of Original Construction	1993	1936	1960	
Age in 2020 (Yrs)	27	84	60	
<i>Tentative agreement: share cost based on remaining life of transmission lines (TLs).</i>				
Everett Analysis of Cost Share:				
Assumed Total Useful Life (Yrs)	100	100	100	
Remaining Useful Life (Yrs)	73	16	40	
Everett Cost Share:				
Present Value of Construction	\$ 302,000	\$ 302,000	\$ 302,000	\$ 906,000
Remaining Useful Life	73	16	40	
Present Value - Everett Cost Share	\$ 81,540	\$ 253,680	\$ 181,200	\$ 516,420
Everett % of Total	27%	84%	60%	57%
Present Value - Lake Stevens Cost Share	\$ 220,460	\$ 48,320	\$ 120,800	\$ 389,580
Lake Stevens % of Total	73%	16%	40%	43%
Reconciliation	\$ 302,000	\$ 302,000	\$ 302,000	\$ 906,000

EXHIBIT D
Application for
WATER TRANSMISSION LINE
RIGHT-OF-WAY USE PERMIT

Date _____

Owner	Mailing Address	City	Zip	Phone
-------	-----------------	------	-----	-------

Applicant	Mailing Address	City	Zip	Phone
-----------	-----------------	------	-----	-------

Description of Work _____

Project address or approximate location _____

ATTACH:

- 1 copy of plans for proposed work
- Show property lines
- Outline and dimension all existing and proposed structures and roadways/drives in the Right-of-Ways
- Show existing utilities in the Right-of-Way
- Show any proposed grade changes in the Right-of-Way

DO NOT WRITE BELOW THIS LINE

PERMIT CONDITIONS: _____

ACKNOWLEDGMENT OF CONDITIONS

The undersigned owner/applicant hereby agrees to hold and save harmless the City of Everett from any and all claims for damages, costs, expenses, or causes of action that may arise because of installation and maintenance of the improvement or other right-of-way use hereto applied for and further agrees to remove same upon notice from the City and to replace public property damaged thereby.

Approved for Construction	Date
Final Inspection	Date

Signature of Property Owner

WORK AUTHORIZED BY THIS PERMIT MUST BE STARTED WITHIN 180 DAYS OF DATE PERMIT IS ISSUED AND THEREAFTER IS TO BE DILIGENTLY PURSUED TO COMPLETION. THIS PERMIT MAY BE CANCELED BY THE CITY UPON ANY STOPPAGE OF WORK ON THIS PROJECT OVER 90 DAYS DURATION.



PUBLIC WORKS DEPARTMENT
3200 Cedar Street
Everett WA 98201
Phone: (425) 257-8827

ATTACHMENT B-1
HW LOCHNER, INC.
NEGOTIATED HOURLY RATES - PRIME AGREEMENT
CONSULTANT BUDGET ESTIMATE
CONTRACT SUPPLEMENT - 5

Owner: City of Lake Stevens
91st Avenue SE Extension and Water Transmission Line Relocation

Prime Consultant: HW Lochner, Inc.
SubConsultants: Murry-Smith, Inc., HWA, and GeoTest

Prime Consultant Negotiated Hourly Rates Costs:

Prime Consultant (HW Lochner): \$	444,392.62
Total Labor Cost: \$	444,392.62

Subconsultant Agreements:

Murry-Smith, Inc. (Special Inspections Water Transmission Line): \$	44,504.30
HWA: \$	12,750.00
GeoTest (Materials Testing and Special Inspections): \$	25,500.00
Total Subconsultant Costs: \$	82,754.30

Non-Salary Direct Expenses:

Prime Consultant (Non-Salary Direct Expenses) : \$	3,639.50
\$	-
Total Direct Reimbursables: \$	3,639.50
Subtotal Project Cost: \$	530,786.42
TOTAL PROJECT COST (ROUNDED): \$	530,786

HW LOCHNER, INC.
CONSULTANT FEE DETERMINATION - SUMMARY OF PROJECT COSTS
CONTRACT SUPPLEMENT No. 5

91st Ave. SE Extension and Transmission Waterline Relocation

Direct Labor - Negotiated Hourly Rates	Direct Labor Rate	Total Hours	Total Labor Cost	Summarized Costs
Project Principal	\$ 204.18	61	\$ 12,454.98	
Project Manager	\$ 201.70	452	\$ 91,168.40	
Project Inspector	\$ 146.10	1,068	\$ 156,034.80	
Construction Documentation	\$ 134.24	418	\$ 56,112.32	
Senior Civil Engineer	\$ 206.78	165	\$ 34,015.31	
Civil Engineer	\$ 135.31	205	\$ 27,738.55	
Senior Structural	\$ 225.37	3	\$ 676.11	
Senior Structural	\$ 180.62	28	\$ 5,057.36	
Structural Designer	\$ 123.61	16	\$ 1,977.76	
Structural Drafter	\$ 103.90	24	\$ 2,493.60	
Structural Designer	\$ 127.35	261	\$ 33,238.35	
Jr. Civil Engineer	\$ 119.69	36	\$ 4,308.84	
Senior Traffic Engineer	\$ 179.07	32	\$ 5,730.24	
Admin. Assistant	\$ 72.75	184	\$ 13,386.00	
Total Negotiated Hourly Rates:		2952.50	\$ 444,392.62	
	\$ 2,193.67			
	\$ 2,193.67		Total Labor Cost Subtotal: \$ 444,392.62	

Subconsultant Agreements

Murry-Smith, Inc.	Estimated Cost of Services	\$ 44,504.30	\$ 44,504.30
HWA	Estimated Cost of Services	\$ 12,750.00	\$ 12,750.00
GeoTest (Materials Testing and Special Ir	Estimated Cost of Services	\$ 25,500.00	\$ 25,500.00
		Direct Reimbursables Subtotal: \$ 82,754.30	

Non - Salary Direct Costs

Travel (Mileage):	4,500	Miles	\$ 0.575	\$ 2,587.50
Travel (Lodging:)	-	Night	\$ 100.00	\$ -
Travel (Meals:)	-	Daily	\$ 61.00	\$ -
Permit Fees:	-	Each	\$ 100.00	\$ -
Reproduction - 8.5" x 11"	-	Pages	\$ 0.07	\$ -
Reproduction - 11" x 17"	-	Pages	\$ 0.16	\$ -
Reproduction - 22" x 34"	-	Sheets	\$ 1.32	\$ -
Graphics and Reproductions	1	Est.	\$ 1,052.00	\$ 1,052.00

Direct Reimbursables Subtotal: \$ 3,639.50

Maximum Amount Payable	\$ 530,786.42
Contract Total - Rounded	\$ 530,786

EXHIBIT B-2

City of Lake Stevens
91st Ave. SE Extension and Transmission Waterline Relocation
Supplement No. 5 - Construction Contract Administration

Labor Detail for: Consultant Team

as: 150 Days (However this is spread through approximately 350 Calendar days to meet the Calendar Date for Physical Completion)

WDC : \$3,700,000.00

91st Ave. SE Extension and Transmission Waterline Relocation		CONSTRUCTION CONTRACT ADMINISTRATION - SUMMARY OF PROJECT COSTS													August 20, 2020		
City Project Number: TBD Ad Date = July 2020 Estimated Start of Construction = August 2020 Estimated Working Days = 150		Project Principal	Project Manager	Project Inspector	Construction Documentation	Senior Civil Engineer	Civil Engineer	Senior Structural	Senior Structural	Structural Designer	Structural Drafter	Structural Designer	Jr. Civil Engineer	Senior Traffic Engineer	Admin. Assistant	Total Hours	
Construction Contract Administration Services		\$204.18	\$201.70	\$146.10	\$134.24	\$206.78	\$135.31	\$225.37	\$180.62	\$123.61	\$103.90	\$127.35	\$119.69	\$179.07	\$72.75		
1	Rewvisions to Final PS&E, Additional Utility Design and Coordination		Performed by HW Lochner														
1.1	Additional Retaining Wall and Site Design					0	0	3	4	16	24	87				134	
1.2	Additional Water System Design					14.5	35									49.5	
1.3	Revisions to Final Contract Package					50	56						36			142	
1.4	Additional Subconsultant Support					2	0									2	
1.5	Additional Agency Coordination					36	0									36	
1.6	Additional Bid Phase Support					4	6									10	
1.7	Site Design for SNOCO PUD					14	48					80				142	
1.8	Sanitary Sewer Plans and Approval					12	20									32	
Element 1 Subtotal		0	0	0	0	132.5	165	3	4	16	24	167	36	0	0	547.5	
Element 1 Total		0	0	0	0	132.5	165	3	4	16	24	167	36	0	0	547.5	
2.1	Civil Support Services					4										8	52
2.2	Structural Support Services					4						24				8	36
2.3	Traffic Support Services					4									32	8	44
2.4	Geotechnical Support Services					4										4	
2.4.1	Geotechnical Testing and Special Testing Services Performed Solely by GEOTEST See Attached Sub-Consultant Summary					4										4	
2.5	Water Transmission Line Support and Construction Oversight Services					4		32								36	
2.5.1	Water Transmission Line Support and Construction Oversight Services Performed Solely by MURRAY SMITH. See Attached Subconsultant Summary					4										4	
Element 2 Subtotal		0	28	0	0	32	40	0	24	0	0	0	0	32	24	180	
Element 2 Total		0	28	0	0	32	40	0	24	0	0	0	0	32	24	180	
3	Construction Contract Administration		Performed by HW Lochner														
3.1	Project Controls, Project Management during Construction																
3.1.1	Consultant Contract Administration (17 Months Aug 2020 thru December 2021)		17	16											32	65	
3.1.2	Project Management Plan		1	6											4	11	
3.1.3	Coordination with the City of Lake Stevens and City of Everett (2x Each Month 17 months)		8	32											16	56	
3.1.4	Project Completion and Project Closeout		1	16											8	25	
Element 3.1 Subtotal		27	70	0	0	0	0	0	0	0	0	0	0	0	60	157	
3.2	Construction Contract Administration Services																
3.2.1	Preconstruction Services		2	8	4	4									4	22	
3.2.2	Construction Contract Administration and Contract Documentation Services (150 working days over 17 mo)		10	150	40	400							36		80	716	
3.2.3	Construction Contract Completion and Contract Closure Support Services (3 month period)		2	12	24	14									8	60	
Element 3.2 Subtotal		14	170	68	418	0	0	0	0	0	0	36	0	0	92	798	
Element 3 Total		41	240	68	418	0	0	0	0	0	0	36	0	0	152	955	
4	Construction Contract Observation Services		Performed by HW Lochner														
4.1	Construction Contract Observation Services (150 WD at 8 hrs per day)		20	150	1000										4	1232	
4.2	Materials and Special Testing Services (2 hrs per mo to coordinate and process)					34									4	38	
Element 4 Subtotal		20	184	1000	0	0	0	0	0	0	0	58	0	0	8	1270	
Element 4 Total		20	184	1000	0	0	0	0	0	0	0	58	0	0	8	1270	
5.0	Assumptions																
Element 5 Total		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL EMPLOYEE ASSIGNED HOURS :		61.00	452.00	1068.00	418.00	164.50	205.00	3.00	28.00	16.00	24.00	261.00	36.00	32.00	184.00	2952.50	
EMPLOYEE BILLING RATE :		\$204.18	\$201.70	\$146.10	\$134.24	\$206.78	\$135.31	\$225.37	\$180.62	\$123.61	\$103.90	\$127.35	\$119.69	\$179.07	\$72.75		
TOTAL EMPLOYEE ASSIGNED COST :		\$12,454.98	\$91,168.40	\$156,034.80	\$56,112.32	\$34,015.31	\$27,738.55	\$676.11	\$5,057.36	\$1,977.76	\$2,493.60	\$33,238.35	\$4,308.84	\$5,730.24	\$13,386.00	\$444,392.62	
EMPLOYEE PARTICIPATION TO PROJECT HOURS :		2%	15%	36%	14%	6%	7%	0.1%	1%	0.5%	0.8%	9%	1%	1%	6%		
EMPLOYEE PARTICIPATION TO PROJECT COSTS :		2.80%	20.52%	35.11%	12.63%	7.65%	6.24%	0.15%	1.1%	0.45%	0.56%	7.48%	0.97%	1.3%	3.0%		
HOURS PER WORKING DAY OVER 150 WORKING DAYS :		0.4	3.0	7.1	2.8	1.1	1.4	0.0	0.2	0.1	0.2	1.7	0.2	0.2	1.2	2.5	
		Avg Hours per Day	Avg Hours per Day	Avg Hours per Day	Avg Hours per Day	Avg Hours per Day	Avg Hours per Day	Avg Hours per Day	Avg Hours per Day	Avg Hours per Day	Avg Hours per Day	Avg Hours per Day	Avg Hours per Day	Avg Hours per Day	Avg Hours per Day	= Full Time Employees	



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda
Date: August 25, 2020

Subject: Public Works Organizational Structure

Contact		Budget	Estimated
Person/Department:	<u>Eric Durpos/Public Works</u>	Impact:	<u>\$11,386</u>

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Approve to establish a Parks Crew Leader and PW Field Supervisor, and reclassify the Capital Projects Coordinator to Capital Projects Manager at salary range NRE53, by eliminating (2) Crew Worker I and (1) Crew Worker II positions.

SUMMARY/BACKGROUND:

On July 14, 2020, a discussion was held with City Council regarding the organizational structure of the Public Works Department and are now requesting Council take action on some immediate changes.

1. Establishment of a Crew Leader position, specifically for Parks. This position will assist the PW Operations Manager in daily delegation of duties. The salary range for Crew Leader per the CBA is \$5,503.29 - \$6798.00 monthly.
2. Reclassify the Capital Projects Coordinator to Capital Projects Manager. This position will remain reporting to the PW Director and will assume supervision over the Capital Projects Inspector/Engineering Technician and requires a Project Management Professional (PMP) certificate. Considering comparable city salary data and our current salary structure, the recommended salary range is NRE 53 at \$6798.31 - \$8601.89 monthly. This reclassification will be effective upon the current incumbent passing the PMP exam in October 2020.
3. Per our July discussion, we are also proposing to establish a PW Field Supervisor position. We are currently drafting a position description and working with the Teamsters to establish a salary. When this process is completed, staff will bring the agreed upon salary range back to Council for action.

These three positions are funded by eliminating (1) Crew Worker II and (2) Crew Worker I positions, which are vacant. These positions will be used to offset the new positions. The combined proposed changes for immediate action would approximately cost \$11,386 for a full year. Additionally, the PW department will be deferring the hire of the GIS Analyst position that was budgeted for 2020, until summer 2021 which has a cost savings of \$175,488 for 2020-2021.

APPLICABLE CITY POLICIES: Employee Handbook policy 4.08 *Position Reclassifications*

BUDGET IMPACT: Estimated \$11,386

ATTACHMENTS:

- Exhibit A – Draft Capital Projects Manager Job Description
- Exhibit B – Capital Projects Manager Salary Analysis and Budget Impact

Exhibit A

CITY OF LAKE STEVENS POSITION DESCRIPTION

POSITION TITLE: Capital Projects ~~Coordinator~~Manager

DEPARTMENT: Public Works

REPORTS TO: Public Works Director/Designee

SALARY RANGE: ~~NR27~~NRE53

CLASSIFICATION: Non-Union~~Represented~~Non-Exempt

EFFECTIVE DATE: January 1, 2018, ~~TBD~~

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POSITION PURPOSE:

This position performs competent, proactive, and specialized work to facilitate, document, monitor and report on the progress of Public Works, Parks and Community Development construction contracts and professional service agreements. Incumbents in this classification perform primarily non-technical, non-engineering work related to pre-construction design and planning, bidding, budgeting, scheduling and other skilled administration duties of capital improvement projects. Under limited supervision, this position manages assigned capital improvement projects and contracts for the Public Works Department. The incumbent plans, develops, prepares and implements design drawings, specifications and cost estimates for assigned projects. Duties include managing advertisement, bid and award of capital projects; contracts administration and field inspection on city projects and tracks project budgets.

Incumbent is a member of a multi-disciplinary project team and acts as a liaison between consultants, contractors and the appropriate city department(s). Work is performed consistent with applicable city, state and federal construction standards and specifications, contracting procedures, funding requirements and associated laws and codes. Work involves keen attention to detail and critical ~~time lines~~timelines, is specialized or complex by nature, requires high degree of organization, and ability to work discreetly with confidential material.

SUPERVISION EXERCISED:

- Exercises supervision over assigned staff.

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ESSENTIAL DUTIES AND RESPONSIBILITIES - Essential duties and responsibilities may include, but are not limited to, the following:

- ~~Monitor the progress and assist in the execution~~Manages assigned capital projects of public works capital projects including, planning, design, scheduling, coordinating, tracking and administration; administers~~s~~ project documentation from inception to completion including design, review, public input and meetings, bidding, contract management and project completion.

- Oversees and participates in the public bidding process by recommending project scope, participating in the generation of grading criteria, preparing request for proposals/qualifications, reviewing bid documents, tabulating bid results; coordinates and facilitates pre-construction meetings; provides recommendations for selection of consultant.
- Conducts applicable background checks, ensures that all insurance and other contract requirements are met, arranges bid awards, issues notifications of bid awards, and issues letters of "Notice to Proceed."
- Set up and Drafts and updates project schedules. Monitors and coordinates activities of contractors, consultants, committees, community organizations and users to keep project on planned schedule.
- Coordinates the services of professional consultants and contractors; monitors consultant services to ensure compliance with contractual obligation, professional engineering standards, mandated rules and regulations, and approved budgets.
- Participates in preliminary field surveys and on-going field inspection of capital improvement projects.
- Monitors and tracks contract time, budgets and costs for construction contractors and consultants; establishes anticipated cash flow for larger projects; alerts appropriate project team member(s) when significant problems with the approved schedule and/or budgets may be developing.
- Prepares, processes, tracks, and monitors contractor pay estimates and consultant invoices to ensure timely payments. Compiles required payment documentation, including weight and quantity tickets, material approvals, prevailing wage compliance, and deliverables. Verifies accuracy of prices and computations in contractor invoices. Requests, executes and monitors all reimbursements and payments on funded projects.
- Prepares time and material tracking documents to monitor contractor charges in relation to contractual obligations such as agreed upon prices and amounts for labor, materials and profits.
- Reviews contract and consultant requests for "equitable adjustments", schedules extensions, additional work, and other contract modifications, and when directed, prepares change order and agreement supplement documents.
- Monitors and tracks local, state and federal grants and loans for capital improvement projects for compliance purposes; works with granting agencies to prepare project agreements and submit timely reimbursement requests on a monthly or quarterly basis. Ensures proper documentation of compliance with funding requirements, including environmental, prevailing wage, material testing and approval, and award procedures, right of way acquisition, and eligible project costs.
- Establishes and maintains the legally mandated official records for project files; maintains project information that is complete and orderly through the project, and upon completion of the contract, transfers to permanent files for archiving. Oversees the preparation of documents for recording at the Snohomish County Assessor's Office.
- Oversees, coordinates and reviews contract close-out including preparation of notices to appropriate state agencies, compliance of Department of Labor and Industries forms, and appropriate council notification.

- Prepares a variety of business, technical and standard correspondence including staff reports, contracts, funding applications, agreements, memoranda, meeting agendas, and related documents.
- Maintains Engineering Design and Construction Guidelines including updating, reproduction and billing.
- Maintains database of construction projects.
- Coordinates project development and implementation activities with City staff, local and regional government public agencies, e.g., WSDOT, and private business organizations with a mutual or cooperative interest in assigned projects; prepares correspondence and/or presentation materials to present the City's objectives.
- Provides information to the public regarding capital improvement programs and projects; responds to questions and resolve complaints; attends community meetings and makes presentations related to capital and special projects, as needed; prepares project notification correspondence to residents, businesses, and organizations impacted by projects.
- Reviews engineering and architectural design and construction plans, drawings, specifications, contract documents, cost estimates and related documents prepared by consulting engineers, architects and contractors for compliance with professional and City standards and practices; coordinates reviews with other departments and agencies.
- Participates in the development and administration of the capital projects budget and in the forecast of funds needed for equipment, materials and supplies; assists in pursuing grants and other funds necessary to support capital improvement projects.
- Assists in establishing and maintaining records management practices for all construction projects.
- Demonstrates continuous effort to improve operations, decrease turnaround times, streamline work processes, and works cooperatively and jointly to provide quality seamless customer service.
- Interviews, trains, and hires employees; plans, assists, directs, and evaluates work in progress and upon completion; appraises performance; recommends promotion and disciplinary actions; addresses complaints; resolves problems; approves/schedules sick leave and vacation time; and recommends terminations as appropriate; reviews and resolves labor grievances and issues.
- Performs other duties as assigned.

OTHER DUTIES AND RESPONSIBILITIES:

~~The duties, essential functions and qualifications contained in this job description reflect general details as necessary to describe the principal functions, the level of knowledge, and scope of the responsibility typically required of the job. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences, to equalize peak work periods, or to otherwise balance the workload.~~

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

Please see the attached questionnaire for position specific physical requirements and typical working conditions. The physical demands and work environment characteristics described in the attached form are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disability to perform the essential functions.

QUALIFICATIONS:

Education, Training and Experience Guidelines:

Education: Associates Degree or two years of college level course work from an accredited educational system in administration, civil engineering, construction management or related program is required; and

Experience: Three (3) years progressively responsible contract or documentation management including at least one (1) year experience in engineering, architectural or construction management field.

Or: Any combination of education and experience, which provides the applicant with the desired skills, knowledge and ability required to perform the job, may be substituted for these qualifications.

LICENSES, CERTIFICATIONS AND OTHER:

- Valid Washington State driver's license, or ability to obtain within 30 days of hire and a driving record which meets the city's requirements.
- Certification in-as a Project Management Professional (PMP), or ability to obtain within 129 months of hire.
- Construction or Public Works experience, preferred.
- Bachelor's Degree from an accredited educational system in business administration, public administration, project management, civil engineering, construction management or related field, preferred.
- Supervisory experience preferred.
- Completion of position-relevant background check.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

- Municipal government policies, procedure and structure.
- Principles and practices of effective project management.
- Applicable local, state, and federal laws, codes, regulations and ordinances.
- Principles, practices and review of construction projects.
- Municipal construction and development review process and procedures.

- Project management techniques, practices, procedures and methods.
- Principles and practices of public administration.
- Contract and scope of work preparation and negotiations.
- Civil engineering principles, practices and procedures.
- Design and construction principles and methods.
- Construction observation techniques and field construction including field inspection methods, procedures and materials.
- Modern management and supervisory theories, principles, and practices.

Ability to:

- Establish and maintain trust, confidence, and effective working relationships with staff, builders, architects, developers, elected and appointed officials, and members of the public.
- Monitor the progress of assigned projects and ensure completion according to established schedules.
- Dispense clear and accurate information to a variety of people of different technical levels of understanding.
- Understand, interpret, apply, and clearly explain applicable regulations, guidelines, and standards.
- Read and interpret maps, plans, construction drawings, property descriptions, charts, and graphs.
- Make decisions within the scope of authority and request assistance from other staff when necessary.
- Understand and utilize engineering and/or architectural scales.
- Work confidentially with discretion.
- Utilize computer software to produce documents, plans and reports.
- Compose, proofread, and edit correspondence, reports, contracts, policies, applications, legal documents, etc.
- Correctly utilize English grammar, spelling, punctuation, and vocabulary.
- Utilize interpersonal skills with tact, patience, courtesy and diplomacy.
- Understand and appropriately apply situational awareness of changing surroundings in a construction and/or traffic area.
- Understand and follow verbal and written instructions.
- Read and understand directions to locate job sites and work locations.
- Perform work in a fast-paced work environment under pressure of deadlines with many interruptions.
- Work effectively on several projects concurrently.
- Add, subtract, multiply, divide; compute fractions, ratios, percentages, proportions; draw, and interpret graphs and charts; and apply these concepts to practical situations.

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- Plan, organize and supervise the work of subordinate employees, including training, assigning and evaluating their work, and providing job performance feedback.

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Skilled in:

- Effectively coordinating project activities and status with all parties involved.
- Effectively communicating verbally, in writing, with graphic presentations, and other media.
- Working cooperatively and gaining the cooperation of others.
- Research and analytical methods and techniques.
- Effective organization techniques, methods and practices.
- Establishing and maintaining records in accordance with city, state, federal or other regulatory requirements.

This position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

EMPLOYEE NAME (Printed)

EMPLOYEE SIGNATURE _____ / _____ / _____ DATE

Position Title: Construction Documentation CoordinatorCapital Projects Manager
Date: 9/1/20178/26/2020

● PHYSICAL REQUIREMENTS

How much on-the-job time is spent on the following physical activities? Check the appropriate boxes below:

Activity	Amount of time (see descriptions at bottom of page)				
	Never	Seldom	Occasional	Frequent	Constant
Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Walk	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Use hands to finger, handle, or feel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Reach with hands and arms	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Climb or balance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stoop, kneel, crouch, or crawl	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Talk or hear	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Taste or smell	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

● Does this job require that weight be lifted or force be exerted? Check the appropriate boxes below:

Activity	Amount of time (see descriptions at bottom of page)				
	Never	Seldom	Occasional	Frequent	Constant
Lift, push, pull or carry					
Up to 10 pounds	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Up to 25 pounds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Up to 50 pounds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Up to 100 pounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
More than 100 pounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

● Does this job have any special vision requirements? Check all that apply:

- Close vision (clear vision at 20 inches or less)
- Distance vision (clear vision at 20 feet or more)
- Color vision (ability to identify and distinguish colors)
- Peripheral vision (ability to observe up and down or to the left and right while eyes are fixed on a given point)
- Depth perception (three-dimensional vision, ability to judge distances and spatial relationships)
- Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus)
- No special vision requirements

● Note the specific job duties that require the physical demands selected above:

N: Never (not at all)	S: Seldom (0-10%)	O: Occasional (11-33% of the time)
	F: Frequent (34%-66% of the time)	C: Constant (67%-100% of the time)

DRAFT

N: Never (not at all)	S: Seldom (0-10%)	O: Occasional (11-33% of the time)
	F: Frequent (34%-66% of the time)	C: Constant (67%-100% of the time)

WORK ENVIRONMENT

How much exposure to the following environmental conditions does this job require? Show the amount of time by checking the appropriate boxes below:

Environmental Conditions	Amount of time (see descriptions at bottom of page)				
	Never	Seldom	Occasional	Frequent	Constant
Wet or humid conditions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work near moving mechanical parts	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work in high, precarious places	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fumes or airborne particles	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Toxic or caustic chemicals	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outdoor weather conditions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extreme cold (non-weather)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extreme heat (non-weather)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Risk of electrical shock	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work with explosives	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Risk of radiation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vibration	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

⦿ How much noise is typical for the work environment of this job? Check the appropriate level below:

- Very quiet conditions (examples: forest trail, isolation booth for hearing test)
- Quiet conditions (examples: library, private office)
- Moderate noise (examples: business office with computers and printers, light traffic)
- Loud noise (examples: metal can manufacturing department, large earth-moving equipment)
- Very loud noise (examples: jack hammer work, front row at rock concert)

⦿ Note the specific job duties that are affected by the environmental conditions:

QUESTIONNAIRE PREPARED BY:

Name: _____ Date: _____
Title: Director of Public Works

N: Never (not at all)	S: Seldom (0-10%)	O: Occasional (11-33% of the time)
	F: Frequent (34%-66% of the time)	C: Constant (67%-100% of the time)

Exhibit B

Position Title:

Salary Data Effective: 2019

Degree of Match:	1. Substantially less duties and responsibilities (NOT USED)
	2. Less duties and responsibilities
	3. Good match
	4. Greater duties and responsibilities
	5. Substantially greater duties and responsibilities (NOT USED)

JURISDICTION	POSITION TITLE	MATCH	Minimum	Maximum /Flat Rate	COMMENTS
Mukilteo (21,320)	Capital Projects Engineer	3	\$ 7,062	\$ 8,584	*temporary position
Bothell (45,260)	Capital Projects Engineer	4	\$ 6,419	\$ 8,161	
Burien (51,850)	Civil Engineer II- Project Management	5	\$ 7,301	\$ 8,874	
Below are not typical comparable cities but were considered due to lack of comparables					
Edmonds (41,820)	Capital Projects Manager	3	\$ 6,407	\$ 8,586	*2020 salary is \$6,583-\$8,822
North Bend (6,825)	Public Works Project Manager	3	\$ 6,800	\$ 9,500	
Ferndale (13,640)	Public Works Project Manager	3		\$ 7,678	
AVERAGE of Market			\$ 6,798	\$ 8,564	

Lake Stevens	2019 Salary - Capital Projects Coordinator	\$ 5,678	\$ 7,185	Assumes 30% benefit amount:	% Difference from Average
	Current 2020 Salary - Capital Projects Coordinator	\$ 5,765	\$ 7,294	\$ 7,381 \$ 9,340	-19.7%
	Proposed Salary Range 2020 = NRE53	\$ 6,798	\$ 8,602	\$ 7,494 \$ 9,483	N/A 0.0%

Other Positions Reviewed						
Marysville	Sr. Project Manager			\$ 9,028	\$ 11,325	*2020 salary
Bothell	Sr. Capital Projects Engineer			\$ 7,444	\$ 9,465	

Current Incumbent	Current Salary	Current Salary & Benefits	Proposed Salary at NRE53	New Benefits	\$ Difference per mo	% Difference	\$ Difference Per Year	\$ Cost for remainder of 2020
	\$ 7,294	\$ 9,483	\$ 7,953	\$ 10,339	\$ 856	8.3%	\$ 10,274	\$ 1,712



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda

Date: August 25, 2020

Subject: Salary Commission Appointments

Contact	Brett Gailey, Mayor	Budget
Person/Department:	<u>Kelly Chelin, City Clerk</u>	Impact:

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Accept the Mayor's nomination and interview panel's recommendation to make appointments to the Salary Commission as follows: Brian McManus for mid-term vacancy expiring December 31, 2022, Dixie Behn for a mid-term vacancy expiring December 31, 2021, and Carolyn Bennett for mid-term vacancy expiring December 31, 2020.

SUMMARY/BACKGROUND:

In 2014 the City created a Salary Commission by adopting Ordinance 914, which is codified in LSMC 2.51. The Salary Commission was created for the purpose of reviewing and adjusting elected officials' salaries. Since the Salary Commission was initially formed, LSMC 2.51.050 was amended to provide that the Salary Commission shall meet once a year between January and November, beginning in 2017. LSMC 2.51.020(a) provides for five commissioners, with three members constituting a quorum.

There are currently three vacancies on the Salary Commission. The City advertised the vacancies and received several applications and on August 18, 2020, five candidates were interviewed for the vacancies. The interview panel consisted of Councilmember Daughtry, Councilmember Ewing, Salary Commissioner Fernalld, and HR Director Warrington.

Based on the interview panel's recommendations, the Mayor makes the following nominations for appointment to the Veterans Commission:

- Position 2: Brian McManus for mid-term vacancy expiring December 31, 2022
- Position 3: Carolyn Bennett for mid-term vacancy expiring December 31, 2020
- Position 5: Dixie Behn for mid-term vacancy expiring December 31, 2021

Appointee to position 3 expiring at the end of 2020 will have an option to request reappointment for a full four-year term which would end December 31, 2024.

BUDGET IMPACT: N/A

ATTACHMENTS: N/A



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda

Date: August 25, 2020

Subject: Amendment to LSMC 2.08 re Location of Council Meetings

Contact

Person/Department: Kelly Chelin, City Clerk **Budget Impact:** N/A

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

SUMMARY/BACKGROUND: The time and place of City Council regular and workshop meetings is codified in LSMC 2.08.020 and .030. With the opening of The Mill and the new meeting room it holds it is necessary to amend LSMC 2.08.020 and .030 to reflect this new location for Council meetings.

APPLICABLE CITY POLICIES: N/A

BUDGET IMPACT: N/A

ATTACHMENTS: **Ordinance 1092**

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

ORDINANCE NO. 1092

AN ORDINANCE OF THE CITY OF LAKE STEVENS, AMENDING PORTIONS OF ORDINANCE NOS. 949, 932, 730, 678, 557 AND 478 AND LAKE STEVENS MUNICIPAL CODE SECTIONS 2.08.020 – REGULAR MEETINGS AND 2.08.030 WORKSHOP MEETINGS BY CHANGING THE LOCATION OF CITY COUNCIL'S REGULAR AND WORKSHOP MEETINGS; PROVIDING FOR SEVERABILITY, SUMMARY PUBLICATION BY ORDINANCE TITLE AND AN EFFECTIVE DATE.

WHEREAS, Lake Stevens Municipal Code (LSMC) Section 2.08.020 provides for the time and place of City Council regular meetings; and

WHEREAS, LSMC Section 2.08.030 provides for the time and place of City Council workshop meetings; and

WHEREAS, the City of Lake Stevens has constructed a new facility commonly known as “The Mill” which construction includes a room designed for public meetings, including City Council meetings,

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

Section. 1. Portions of Ordinance Nos. 932, 730, 678, 557 and 478 and Lake Stevens Municipal Code Section 2.08.020, entitled Regular Meetings - Time and Place, and Section 2.08.030 are hereby amended to read as follows:

2.08.020 Regular Meetings - Time and Place. The City Council of the City of Lake Stevens shall hold its regular City Council meetings on the second and fourth Tuesday of any month, commencing at 7:00 P.M., with the exception that in the month of July of each year the Council will hold one meeting on the second Tuesday, commencing at 7:00 P.M., and in the month of August of each year the Council will hold one meeting on the fourth Tuesday, commencing at 7:00 P.M. In the event the second and fourth Tuesday of any month shall fall on a legal holiday, the meeting shall then be held on the next day thereafter at 7:00 P.M., unless otherwise provided for by resolution, ordinance, or the laws of the State of Washington. The regular meetings of the City Council shall be held at the Lake Stevens School District Administration Building, 12309 22nd Street NE The Mill, 1808 Main Street, located within the corporate limits of the City of Lake Stevens, unless otherwise publicly announced.

2.08.030 Workshop Meetings – Time and Place. The City Council of the City of Lake Stevens may also hold workshop meeting on the first and third Tuesday, or any other day of any month, commencing at 7:00 p.m., unless otherwise publicly announced. Workshop meetings shall be held for the purpose of information study, review and general discussion. No official action is taken at any workshop meeting, unless the requirements of Chapter 42.30 RCW have been met, including the requirement of public notice for special meetings. Workshop meetings of the City Council shall be held at the Lake Stevens School District Administration Building, 12309 22nd Street N.E., The Mill, 1808 Main Street, located within the corporate limits of the City of Lake Stevens, unless otherwise publicly announced.

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 25th day of August 2020.

Brett Gailey, Mayor

ATTEST/AUTHENTICATION:

Kelly Chelin, City Clerk

APPROVED AS TO FORM:

Greg Rubstello, City Attorney

First and Final Reading: August 25, 2020

Published: _____

Effective Date: _____



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: August 25, 2020

Subject: Hold a public hearing to Annex 67 acres known as the Machias Industrial Annexation

Contact	Russ Wright, Community Development Director	Budget	None
Person/Department:		Impact:	

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

1. Hold a public hearing for Machias Industrial Annexation and verify land use and zoning designations; and
2. Approve amendments to Resolution 2020-19 exhibits for the Machias Industrial Annexation.

DISCUSSION:

On August 16, 2017, the city of Lake Stevens received an annexation petition signed by the property owner representing more than 10 percent of the assessed value in the Machias Industrial Annexation area. The property is approximately 67 acres and 18 parcels totaling over \$7.25 million in value. The annexation would include the right-of-way along Machias Road. The petitioner owns 57 percent of the land by assessed value. Located adjacent to Lake Stevens city limits, the Machias Industrial Annexation area is currently zoned Heavy Industrial. The city adopted land use and zoning designations for its Urban Growth Area with the adoption of Ordinances 1073 and 1074 for its Urban Growth Area. These ordinances designated the subject properties GI (General Industrial) in the City's Comprehensive Plan and Official Zoning Map.

Public meetings were held on April 20, 2017 and September 8, 2017 with subsequent meetings with individual property owners since. The City Council passed Resolution 2017-015 accepting the petition and allowing circulation of the 60 percent petition. The Council approved an updated 10 percent request on August 27, 2019.

At its August 11, 2020 special meeting, City Council approved Resolution 2020-19 authorizing a Notice of Intent to Annex to be submitted to the County and Boundary Review Board (BRB). After the City Council passed Resolution 2020-19, the Snohomish County Assessor's office identified scrivener's errors in the petition and legal description and requested additional certification documentation for the petitioners. Revised exhibits for Resolution 2020-19 are included (Attachment A).

The public hearing was advertised pursuant to RCW 35A.14.130. To date, no public comments have been received. After the BRB has reviewed the annexation, and the County validates the petition, the City Council will have the final decision to annex the property by ordinance. DRAFT Ordinance 1094 is provided as Attachment B.

ATTACHMENTS

Attachment 1 – Revised Resolution 2019-09

Attachment 2 – Ordinance 1094

Attachment 1

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

RESOLUTION NO. 2020-19 (REVISED)

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE STEVENS
ACCEPTING A 60% ANNEXATION PETITION TO THE CITY PURSUANT TO
RCW 35A.14.120; PROVIDING NOTICE OF INTENT TO ANNEX TO THE
SNOHOMISH COUNTY BOUNDARY REVIEW BOARD, ASSIGNING
PROPOSED ZONING AND COMPREHENSIVE PLAN DESIGNATIONS UPON
ANNEXATION CONSISTENT WITH ORDINANCES 1073 AND 1074; AND
REQUIRING ASSUMPTION OF A PROPORTIONATE SHARE OF CITY
INDEBTEDNESS.**

WHEREAS, The Lake Stevens City Council (Council) adopted Ordinance No. 937 establishing the 2015 – 2035 Comprehensive Plan that sets planning goals, policies and implementation strategies for the Lake Stevens Urban Growth Area (UGA) pursuant to Chapter 36.70A RCW; and

WHEREAS, the City of Lake Stevens (City) and Snohomish County entered an updated Interlocal Agreement related to Annexation and Urban Development in the Lake Stevens UGA recorded under Auditors File No. 200511100706 on November 10, 2005; and

WHEREAS, the City Council has reviewed the City's annexation strategy to determine its consistency with current practices, policies and procedures and passed Resolution 2016-21; and

WHEREAS, pursuant to RCW 35A.14.120 the City Council adopted resolution 2017-015 accepting a 10% petition, authorizing the circulation of a 60% petition for annexation and designating comprehensive plan and zoning for the proposed "Machias Industrial Annexation" pursuant to RCW 35A.14.120; and

WHEREAS, the City Council reaffirmed its support of Resolution 2017-105 and accepted an updated 10% annexation on August 27, 2019, authorizing the circulation of a 60% petition for annexation and designating comprehensive plan and zoning for the proposed "Machias Industrial Annexation" pursuant to RCW 35A.14.120; and

WHEREAS, pursuant to RCW 35A.14.120, the applicant has now obtained the signatures of property owners representing more than 60% of the current total assessed value of all parcels within the proposed annexation area Exhibit A legally described in Exhibit B; and

WHEREAS, the city adopted land use and zoning designations for its Urban Growth Area with the adoption of Ordinances 1073 and 1074 for its Urban Growth Area. These ordinances designated the subject properties in the City's Comprehensive Plan as GI (General Industrial) and the on the City's Official Zoning Map as GI (General Industrial); and

WHEREAS, the annexation area being contiguous with the existing city limits, lies within unincorporated Snohomish County, and may generally be described as an area of approximately 60 acres and associated right-of-way as depicted in the map attached as Exhibit C. Said unincorporated annexation area is within the City's Urban Growth Area and includes the abutting right-of-way; and

WHEREAS, the city will hold a public hearing on August 25, 2020 pursuant to RCW 35A.14.130 and all persons who wish to provide testimony will be heard.

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

SECTION 1. Subject to Sections 2-4 below, the Lake Stevens City Council hereby submits a "Notice of Intent to Annex" pursuant to RCW 35A.14.120 for the area legally described in attached Exhibit A and depicted in Exhibit B.

SECTION 2. The area legally described in attached Exhibits B and C shall be required to assume its proportionate share of the general indebtedness of the City of Lake Stevens at the time of the effective date of such annexation.

SECTION 3. The area described in attached Exhibits B and C, if annexed, shall be designated in the City's Comprehensive Plan as GI (General Industrial) and the on the City's Official Zoning Map as GI (General Industrial) consistent with Ordinances 1073 and 1074.

SECTION 4. A certified copy of this resolution, together with a copy of the 60% annexation petition shall be filed with the Snohomish County Boundary Review Board in accordance with its procedures.

PASSED by the City Council of the City of Lake Stevens this 25th day of August 2020.

Brett Gailey, Mayor

ATTEST:

Kelly Chelin City Clerk

APPROVED AS TO FORM:

Greg Rubstello, City Attorney

Exhibit A

No	Assessor #	Owners Name	Owners Signature(s)	Date	Site Address
5	2906900201200	Dave & Connie Frazee			2517 N. Machias Rd. Lake Stevens, WA 98258
6	29060900201000 29060900201100	Paul & Gale Houvener			2501 Machias Rd. Lake Stevens, WA 98258
7	2906900200600	Janie/Kent/Kyler/Jarett McColley			2600 Machias Rd. N Lake Stevens, WA 98258
8	29060900205700	Kent & Janie McColley			2527 N. Machias Rd. Lake Stevens, WA 98258
9	2906900201700	MCR North Yard LLC <i>by Tony McColley</i>	<i>MCR North Yard LLC by Tony McColley</i>	<i>6/4/2020</i>	2107 N. Machias Rd. Lake Stevens, WA 98258
10	2906900207800	Judith E. Melseth			2605 N. Machias Rd. Lake Stevens, WA 98258
11	2906900206000	Northwest Pipeline Corp.			UNKNOWN
12	2906900200800	Sunset Cove LLC			2629 N. Machias Rd. Lake Stevens, WA 98258-7705



Petition to Annex to the City of Lake Stevens – MACHIAS ROAD INDUSTRIAL AREA ANNEXATION

We, the undersigned, who constitute at least sixty percent of the assessed valuation of the annexation area (Shown on map labeled Exhibit 1 and described in legal description in Exhibit 2), respectfully petition the Lake Stevens Mayor and City Council for annexation of the said area into the City of Lake Stevens. We understand that the City Council accepted on August 27, 2019 the updated notice of intent to annex and in their motion, noted that the property shall be designated with City of Lake Stevens' comprehensive plan land use and zoning classifications. The City will consider a comprehensive plan designation of **General Industrial** and a zoning designation of **General Industrial**. There is no separately taxed bondedness for the annexation area to assume.

No	Assessor #	Owners Name	Owners Signature(s)	Date	Site Address
1	29060900201300	William I. Blackburn			2411 N. Machias Rd. Lake Stevens, WA 98258-9208
2	29060900201600	Alan E. Brennick			2015 Machias Rd. Lake Stevens, WA 98258
3	29060900304100	Judith Cowper			1901 N. Machias Rd. Lake Stevens, WA 98258-9259
4	39060900300700	Eldredge Investments LLC			1925 N. Machias Rd. Lake Stevens, WA 98258

13	29060900201400 29060900206500 29060900206500	Sternola Trust	2317 N Machias Rd. Lake Stevens, WA 98258
----	--	----------------	--

WARNING: Every person who signs this petition with any other than his or her true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he or she is not a legal voter, or signs a petition when he or she is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.



Petition to Annex to the City of Lake Stevens – MACHIAS ROAD INDUSTRIAL AREA ANNEXATION

We, the undersigned, who constitute at least sixty percent of the assessed valuation of the annexation area (Shown on map labeled Exhibit 1 and described in legal description in Exhibit 2), respectfully petition the Lake Stevens Mayor and City Council for annexation of the said area into the City of Lake Stevens. We understand that the City Council accepted on August 27, 2019 the updated notice of intent to annex and in their motion, noted that the property shall be designated with designation of **General Industrial** land use and zoning classifications. The City will consider a comprehensive plan bondedness for the annexation area to assume.

No	Assessor #	Owners Name	Owners Signature(s)	Date	Site Address
1	29060900201300	William I. Blackburn		2411 N. Machias Rd. Lake Stevens, WA 98258-920	
2	29060900201600	Alan E. Brennick		2015 Machias Rd. Lake Stevens, WA 98258	
3	29060900304100	Judith Cowper		1901 N. Machias Rd. Lake Stevens, WA 98258-92	
4	39060900300700	Eldredge Investments LLC		1925 N. Machias Rd. Lake Stevens, WA 98258	

No	Assessor #	Owners Name	Owners signature(s)	Date	Site Address
5	2906900201200	Dave & Connie Frazeer			2517 N. Machias Rd. Lake Stevens, WA 98258
6	29060900201000 29060900201100	Paul & Gale Houveher			2501 Machias Rd. Lake Stevens, WA 98258
7	2906900200600	Janie/Kent/Kyle/Jarett McColley			2600 Machias Rd. N Lake Stevens, WA 98258
8	29060900205700	Kent & Janie McColley			2527 N. Machias Rd. Lake Stevens, WA 98258
9	2906900201700	MCR North Yard LLC			2107 N. Machias Rd. Lake Stevens, WA 98258
10	2906900207800	Judith E. Melseth			2605 N. Machias Rd. Lake Stevens, WA 98258
11	2906900206000	Northwest Pipeline Corp.			UNKNOWN
12	2906900200800	Sunset Cove LLC			2629 N. Machias Rd. Lake Stevens, WA 98258-7705

13	29060900201400 29060900201500 29060900206500	Joseph A Sternola Trust <i>Christine Sternola Trustee</i>	8-19-2020 2317 N Machias Rd. Lake Stevens, WA 98258
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WARNING: Every person who signs this petition with any other than his or her true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he or she is not a [legal] voter, or signs a petition when he or she is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

Exhibit B

**CITY OF LAKE STEVENS ANNEXATION LEGAL DESCRIPTION
MACHIAS AREA**

Those portions of the Southwest quarter of Section 04, the Southeast quarter of Section 5, the Northwest quarter and the Southwest quarter of Section 09, in Township 29 North, Range 6 East, W.M., in Snohomish County, Washington, described as follows:

Beginning at the Northwest corner of the Southwest quarter of said Section 4;

Thence Easterly, 10 feet plus or minus, to the easterly right of way of N Machias Road;

Thence southerly along said east right of way, 2,750 feet plus or minus, to the northerly right of way of 28th Street NE;

Thence Southeasterly, 52 feet plus or minus, to the Southerly right of way of 28th Street NE and it's intersection with the easterly right of way of N Machias Road;

Thence Southerly along the east right of way, 314 feet plus or minus, to the South line of the North 350 feet of the Northwest quarter of said Section 9;

Thence easterly along the south line of the North 350 feet of said Northwest quarter, 534 feet plus or minus, to the west line of the East 482 feet of the Northwest quarter of the Northwest quarter of said Section 9;

Thence southerly along the east line of the East 482 feet of the said Northwest quarter, 482 feet plus or minus, to the south line of the North 837.6 feet of the Northwest quarter of the Northwest quarter of said Section 9;

Thence easterly along the south line of the North 837.6 feet of the said Northwest quarter, 218 feet plus or minus, to the west line of the East 264 feet of the Northwest quarter of the Northwest quarter of said Section 9;

Thence southerly along the east line of the East 264 feet of the said Northwest quarter, 537 feet plus or minus, to the south line of the Northwest quarter of the Northwest quarter;

Thence easterly along the south line of the said Northwest quarter, 264 feet plus or minus to the east line of the Northwest quarter of the Northwest quarter;

Thence continuing east along the south line of the Northeast quarter of the Northwest quarter of said Section 9, 414 feet plus or minus, to the intersection with the westerly easement of the Bonneville Power Transmission Line;

Thence southerly along the said easement of the Bonneville Power Transmission Line, 1388 feet plus or minus, to the south line of the Northwest quarter of said Section 9;

Thence westerly along the said south line of the Northwest quarter, 235 feet plus or minus, to the east line of the Northwest quarter of the Southwest quarter of said Section 9;

Thence southerly along said east line of the Southwest quarter, 794 feet plus or minus, to the northerly right of way of N Machias Road;

Thence southeasterly along said northerly right of way, 143 feet plus or minus, to its intersection with the north line of the South 450 feet of the Northeast quarter of the Southwest quarter of said Section 9

Thence westerly along the north line of the South 450 feet of the said Northwest quarter, 55 feet plus or minus, to the westerly right of way of N Machias Road;

Thence northwesterly, northerly along the westerly right of way of N Machias Road; 3950 feet plus or minus, to the north line of said Section 9;

Thence westerly along the north line of said Section 9, 251 feet plus or minus, to the Northwest corner of Section 9;

Thence easterly along the northerly right of way of 28th Street NE, 220 feet plus or minus, to its intersection with the westerly right of way of N Machias Road;

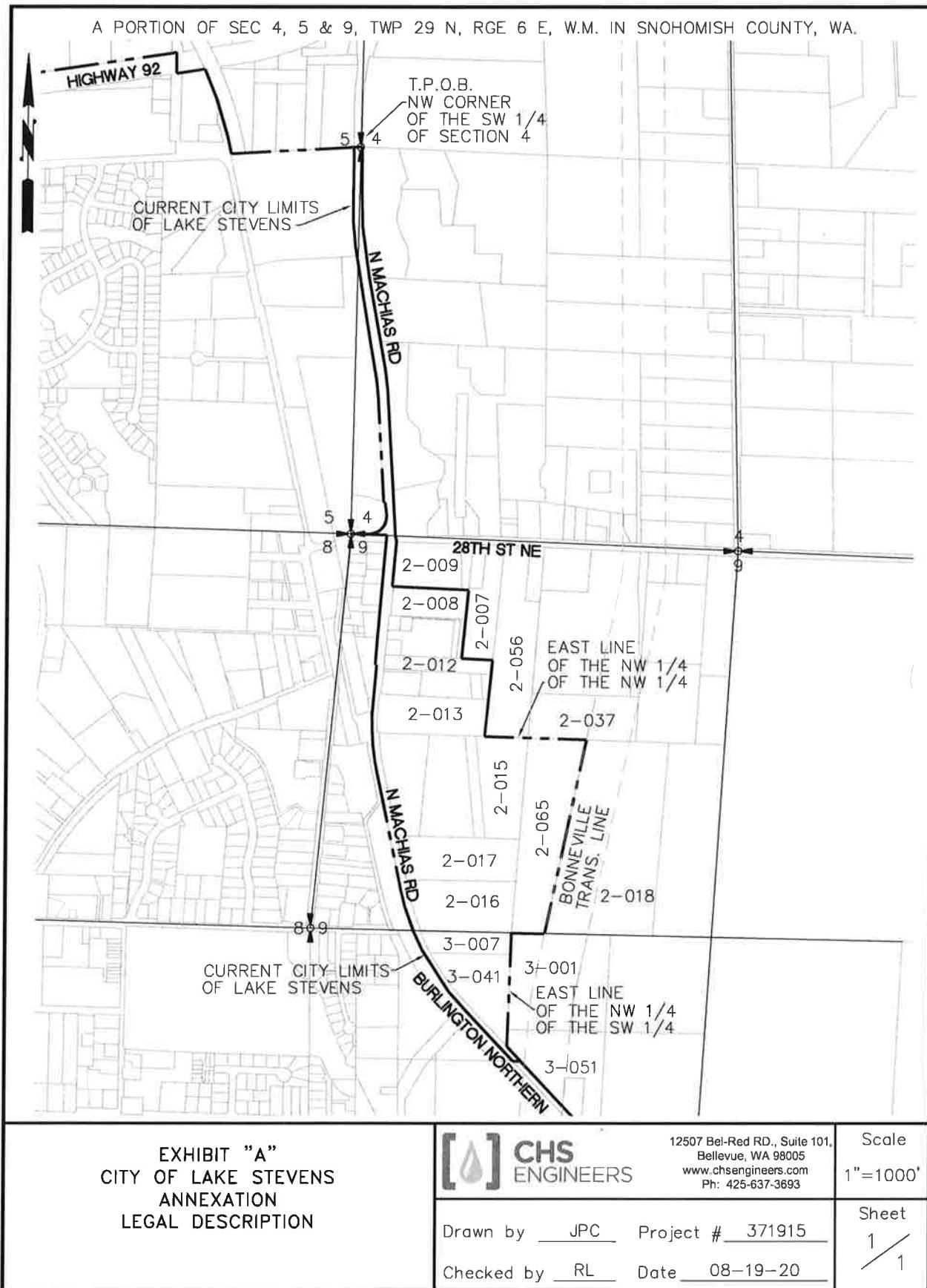
Thence northerly along the westerly right of way of said N Machias Road, 2675 feet plus or minus, to the north line of the Southeast quarter of said Section 5;

Thence easterly, 50 feet plus or minus, to the Northwest corner of the Southwest quarter of said Section 4 and the True Point of Beginning.



This legal description/exhibit was initiated by CHS Engineers, LLC and this deliverable was completed by David Evans and Associates, Inc. The licensed professional whose stamp is affixed hereto has continuously acted as the professional in responsible charge and prepared or directed all phases of the work and legal description/exhibit.

Exhibit C



Attachment 2

City of Lake Stevens Lake Stevens, WA

ORDINANCE NO. 1094

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON ANNEXING APPROXIMATELY SIXTY (67) ACRES KNOWN AS THE "MACHIAS INDUSTRIAL ANNEXATION," INTO THE CITY PURSUANT TO RCW 35A.14.120; ASSIGNING ZONING AND COMPREHENSIVE PLAN DESIGNATIONS UPON ANNEXATION IN CONFORMANCE WITH ORDINANCES 1073 AND 1074; REQUIRING ASSUMPTION OF A PROPORTIONATE SHARE OF CITY INDEBTEDNESS AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE AND PROVIDING FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

WHEREAS, The Lake Stevens City Council (Council) adopted Ordinance No. 937 establishing the 2015 – 2035 Comprehensive Plan that sets planning goals, policies and implementation strategies for the Lake Stevens Urban Growth Area (UGA) pursuant to Chapter 36.70A RCW; and

WHEREAS, the City of Lake Stevens (City) and Snohomish County entered an updated Interlocal Agreement related to Annexation and Urban Development in the Lake Stevens UGA recorded under Auditors File No. 200511100706 on November 10, 2005; and

WHEREAS, the City Council has reviewed the City's annexation strategy to determine whether it is consistent with current practices, policies and procedures and thus, the City Council adopted Resolution 2016-21; and

WHEREAS, pursuant to RCW 35A.14.120 the City Council adopted resolution 2017-015 accepting a 10% petition, authorizing the circulation of a 60% petition for annexation and designating comprehensive plan and zoning for the proposed "Machias Industrial" annexation area; and

WHEREAS, the City Council reaffirmed its support of Resolution 2017-105 and accepted an updated 10% annexation on August 27, 2019, authorizing the circulation of a 60% petition for annexation and designating comprehensive plan and zoning for the proposed "Machias Industrial Annexation" pursuant to RCW 35A.14.120; and

WHEREAS, pursuant to RCW 35A.14.120, the petitioner obtained the signatures of property owners representing more than 60% of the current total assessed value of all parcels within the proposed annexation area legally described in attached Exhibit B; and

WHEREAS, pursuant to RCW 35A.01.040 the Snohomish County Assessor's Office certified the 60% petition as sufficient **on August XX, 2020**; and

WHEREAS, the city adopted land use and zoning designations for its Urban Growth Area with the adoption of Ordinances 1073 and 1074 for its Urban Growth Area. These Ordinances designated the subject properties in the City's Comprehensive Plan as GI (General Industrial) and the on the City's Official Zoning Map as GI (General Industrial); and

WHEREAS, the annexation area being contiguous with the existing city limits, lies within unincorporated Snohomish County, and may generally be described as an area of approximately 60 acres and associated right-of-way as depicted in the map attached as Exhibit C. Said unincorporated annexation area is within the City's Urban Growth Area and includes the abutting right-of-way; and

WHEREAS on August 11, 2020 the City Council considered the Machias Industrial Annexation, and accepted the 60% Petitions and issued a Notice of Intent to Annex the area by passing Resolution 2020-19 and;

WHEREAS, on August 25, 2020 a properly noticed public hearing was held pursuant to RCW 35A.14.130 and all persons who wished to provide testimony were heard and City Council approved its intent to annex the proposed area and;

WHEREAS, on **August XX, 2020** the City submitted a Notice of Intent to the Snohomish Boundary Review Board and the Board reviewed said Notice and associated materials and deemed said Notice of Intent complete issuing an effective filing date of **September XX, 2020**.

WHEREAS, the 45-day review period for the Snohomish County Boundary Review Board expired on **October XX, 2020** without a request for Board review; and

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

SECTION 1. Annexation. The property described in attached Exhibit B and depicted in attached Exhibit C is hereby annexed into the City of Lake Stevens on the effective date of this ordinance.

SECTION 2. The area legally described in attached Exhibits B and C shall be required to assume it's proportionate share of the general indebtedness of the City of Lake Stevens at the time of the effective date of such annexation.

SECTION 3. The area shown and described in attached Exhibits B and C, shall be designated in the City's Comprehensive Plan as GI (General Industrial) and on the City's Official Zoning Map as GI (General Industrial) consistent with Ordinances 1073 and 1074.

SECTION 4. Severability. If any section, clause, phrase, or term of this ordinance is held for any reason to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance, and the remaining portions shall be in full force and effect.

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

SECTION 6. Upon passage of this ordinance a certified copy shall be transmitted to the Clerk of the Snohomish County Council as required by RCW 35A.14.440.

PASSED by the City Council of the City of Lake Stevens this 27th day of October 2020.

Brett Gailey, Mayor

ATTEST:

Kelly Chelin, City Clerk

APPROVED AS TO FORM:

Greg Rubstello, City Attorney

First Reading: August 25, 2020

Second Reading: October 27, 2020

Effective Date:

DRAFT



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda

Date: August 25, 2020

Subject: Action to establish full-time Mayor

Contact	Gene Brazel/City Administrator	Budget	
Person/Department:	<u>Anya Warrington/Human Resources</u>	Impact:	<u>Unknown</u>

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Approve Ordinance 1093 Amending Chapter 2.12 of the Lake Stevens Municipal Code by Adding New Section 2.12.015 Establishing the Mayor's Position as Full Time.

SUMMARY/BACKGROUND:

During the City Council meeting on July 14, 2020, a subcommittee was created to discuss the need for a full-time Mayor. Councilmembers Anji Jorstad, Gary Petershagen and Steve Ewing, along with City Administrator, Gene Brazel, and HR Director, Anya Warrington, participated in this subcommittee. The subcommittee met on multiple occasions and compiled information to assist in the discussion and decision by Council. To review those documents, please see the city website here:

<https://www.lakestevenswa.gov/ArchiveCenter/ViewFile/Item/4190>

The subcommittee discussed their recommendation to make the Mayor position full-time at the City Council meeting August 11, 2020. Staff reviewed the presentation materials and facilitated questions from Council. Council requested public comment prior to taking action, which was posted on the City's website and comments were viewable to Council prior to this meeting.

APPLICABLE CITY POLICIES: N/A

BUDGET IMPACT:

Budget impact is dependent upon the Salary Commissions determination of salary and benefits. An average full-time Mayor's salary using comparable cities shows that the City would hit the 10% reserve line in early 2026 as opposed to mid-2026.

ATTACHMENTS:

- Exhibit A: Ordinance No. 1093

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

ORDINANCE NO. 1093

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON
AMENDING LAKE STEVENS MUNICIPAL CODE (LSCM) CHAPTER 2.12 BY
ADDING NEW SECTION 2.12.015 ESTABLISHING THE MAYOR'S POSITION
AS A FULL TIME POSITION AND PROVIDING FOR A SALARY IN
CONSIDERATION OF FULL TIME DUTIES; PROVIDING FOR
SEVERABILITY, SUMMARY PUBLICATION BY ORDINACE TITLE ONLY
AND AN EFFECTIVE DATE.**

WHEREAS, the City of Lake Stevens is a non-charter optional municipal code city operating under the Mayor – council plan of government in Chapter 35A.12 RCW; and

WHEREAS, the City has grown in area and population served increasing the demands on the City Administration and Mayor for the effective performance of the duties of the Mayor in the best interest of the City and citizens served; and

WHEREAS, the City Council has determined that it is in the public interest that the position of Mayor be a full-time position; now, therefore,

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

Section 1. Lake Stevens Municipal Code Chapter 2.12 “MAYOR” be amended to read as follows
(additions shown in underline):

Chapter 12
MAYOR

Sections:

2.12.010	Duties
<u>2.12.015</u>	<u>Full-Time Position</u>
2.12.020	Compensation

2.12.010 Duties.

The Mayor shall have all the executive powers, duties, and responsibilities extended to him/her as set forth in RCW Title 25A as the same now exists, or as amended.

2.12.015 Full-Time Position.

Upon the effective date of the establishment of a full-time mayor's salary, the position of mayor shall thereafter be a full-time position in which the mayor shall perform their duties on a regular full-time basis. The mayor shall not accept or hold employment which will prevent the mayor from being available at the city offices during the hours that the city offices are open to the public or which would prevent the mayor from regularly attending council meetings and such additional evening meetings as may from time-to-time be required.

2.12.020 Compensation.

The Mayor's salary shall be established by the Salary Commission pursuant to Chapter 2.51 RCW in consideration of the mayor's full-time duties and responsibilities in the position.

Section 2. 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 3. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in 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 25th day of August 2020.

Brett Gailey, Mayor

ATTEST/AUTHENTICATION:

Kelly Chelin, City Clerk

APPROVED AS TO FORM:

First and Final Reading: August 25, 2020

Published: _____

Effective Date: _____

Greg Rubstello, City Attorney



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: August 25, 2020

Subject: 2020 Budget Amendment #2

Contact Person/Department: Barb Stevens/ Finance

Budget Impact: Yes

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

REVIEW: Ordinance No. 1095 Amending Budget Ordinance No. 1079 and including changes to the Organizational Chart.

SUMMARY/BACKGROUND:

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

In addition to the beginning balances, amendments are being proposed in revenue and expenditure line items throughout the funds. Proposed amendments are based changes in estimates, or other obligations related to grants, previously approved projects or new requests.

Summary of Ordinance 1095 - Amendment #2 to the 2020 Budget – CITYWIDE

Budget Action	Budgeted Beginning Balance	Budgeted Resources	Budgeted Expenditures	Budgeted Ending Balance
2020 Original Budget - 1071	\$31,121,718	\$43,474,883	\$50,477,474	\$24,119,127
Budget Amendment #1 - 1079	\$3,925,844	\$4,431,747	\$8,674,370	(\$316,779)
Budget Amendment #2 - 1095	\$0	\$889,927	\$1,801,781	(\$911,854)
Totals	\$35,047,562	\$48,796,557	\$60,953,625	\$22,890,494

Summary of Ordinance 1095 – Amendment #2 to 2020 Budget by FUND

Fund #	Fund Name	Change in Beginning Balance	Change in Resources	Change in Expenditures	Change in Ending Balance
001	General	\$1,030	\$1,103,900	\$700,323	\$404,607
101	Street	\$0	\$0	\$78,298	(\$78,298)
112	Municipal Arts Fund	\$0	\$27,000	\$0	\$27,000
301	Cap. Proj.-Dev. Contrib.	\$27,374	(\$926,158)	(\$414,975)	(\$483,809)
302	Park Mitigation	\$124,034	\$980,000	\$1,633,130	(\$529,096)
304	Cap. Improvements	(\$124,034)	\$100,000	(\$24,034)	\$0
305	Downtown Redevelopment	\$0	(\$1,000,000)	(\$1,000,000)	\$0
306	Facility Capital Project	\$0	\$173,000	\$471,796	(\$298,796)
401	Sewer	\$0	\$0	\$55,022	(\$55,022)
410	Storm and Surface Water	\$0	\$7,426	\$9,778	(\$2,352)
411	Storm Water Capital	\$0	\$501,001	\$412,617	\$88,384
520	Equipment Fund-Police	\$1,548	\$13,980	\$0	\$15,528
621	Refundable Deposits	(\$29,952)	(\$100,000)	(\$129,952)	\$0
Total		\$0	\$889,927	\$1,801,781	(\$911,854)

Staffing

An amendment to the Organizational Chart was made to reflect a restructuring of the Public Works Department Crew. A restructuring was first discussed by Council at the January Retreat and again on July 14th. During the Council retreat, 2 park seasonal positions were eliminated for the addition of 2 full-time Crew Worker 1 positions.

The recent proposal included adding a PW Supervisor and 1 additional Crew Leader and eliminating 2 Crew I and 1 Crew II positions that are currently vacant. Additionally, the Capital Project Coordinator position will be reclassified as Capital Project Manager. This change is nearly cost neutral for 2020 and any additional cost will be absorbed within the current budget. This reorganization is on the agenda for action on August 25th, as such it has been included in this amendment.

Other position changes discussed and approved prior to this amendment include, reclassification of the HR Specialist/Executive Assistant to Senior HR Specialist and reclassification of the vacant Planner position to Senior Planner. This position has since been filled. The changes in cost for these reclassifications are being absorbed within the department budgets.

A few positions are being intentionally held vacant whether due to COVID related revenue concerns or awaiting additional City funding. A Proact Officer position was held vacant during the reorganization of the Police Department and funding was allocated to another position. Principal Planner, Permit Coordinator Lead, GIS Analyst, and 2 Seasonal positions are also being held vacant.

APPLICABLE CITY POLICIES:

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

BUDGET IMPACT:

The budget ordinance will amend the beginning and ending balances, revenues and expenditures in the funds set forth in the ordinance.

ATTACHMENTS:

- Attachment A: Ordinance No. 1095
- Attachment B: Budget Amendment Detail
- Attachment C: Amended Organizational Chart

**CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON
ORDINANCE NO. 1095**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, AMENDING
THE 2020 BUDGET AS SET FORTH IN ORDINANCE NO. 1071 AND AS AMENDED
IN ORDINANCE NO. 1079 CONCERNING FUND BALANCES, REVENUES AND
EXPENDITURES FOR VARIOUS FUND BALANCES FOR THE YEAR 2020.**

WHEREAS, the City of Lake Stevens adopted the 2020 budget pursuant to Ordinance No. 1071 and amended the budget in Ordinance 1079; and

WHEREAS, the City of Lake Stevens will receipt revenues and incur expenditures in categories and amounts other than anticipated in the adopted 2020 budget; and

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

SECTION 1. The 2020 budget, as adopted in Ordinance No. 1071 and as amended in Ordinance 1079, is hereby amended as follows:

Fund	Description	Current Budget	Amended Budget	Amount of Inc/(Dec)	ExpRev
001 - General	Beginning Fund Balance	\$10,549,616	\$10,550,646	\$1,030	BegBal.
001 - General	Revenues	\$18,105,399	\$19,209,299	\$1,103,900	Rev.
001 - General	Expenditures	\$18,406,929	\$19,107,252	\$700,323	Exp.
001 - General	Ending Fund Balance	\$10,248,086	\$10,652,693	\$404,607	EndBal.
101 - Street	Expenditures	\$2,826,061	\$2,904,359	\$78,298	Exp.
101 - Street	Ending Fund Balance	\$2,109,171	\$2,030,873	(\$78,298)	EndBal.
112 - Municipal Arts	Revenues	\$10,500	\$37,500	\$27,000	Rev.
112 - Municipal Arts	Ending Fund Balance	\$0	\$27,000	\$27,000	EndBal.
301 - Cap. Proj - Dev. Contrib.	Beginning Fund Balance	\$3,324,124	\$3,351,498	\$27,374	BegBal.
301 - Cap. Proj - Dev. Contrib.	Revenues	\$7,303,622	\$6,377,464	(\$926,158)	Rev.
301 - Cap. Proj - Dev. Contrib.	Expenditures	\$9,949,474	\$9,534,499	(\$414,975)	Exp.
301 - Cap. Proj - Dev. Contrib.	Ending Fund Balance	\$678,272	\$194,463	(\$483,809)	EndBal.
302 - Park Mitigation	Beginning Fund Balance	\$456,638	\$580,672	\$124,034	BegBal.
302 - Park Mitigation	Revenues	\$1,545,424	\$2,525,424	\$980,000	Rev.
302 - Park Mitigation	Expenditures	\$596,946	\$2,230,076	\$1,633,130	Exp.
302 - Park Mitigation	Ending Fund Balance	\$1,405,116	\$876,020	(\$529,096)	EndBal.
304 - Cap. Imp. - REET II	Beginning Fund Balance	\$4,660,907	\$4,536,873	(\$124,034)	BegBal.
304 - Cap. Imp. - REET II	Revenues	\$3,075,378	\$3,175,378	\$100,000	Rev.
304 - Cap. Imp. - REET II	Expenditures	\$5,240,179	\$5,216,145	(\$24,034)	Exp.
305 - Downtown Development	Revenues	\$5,272,014	\$4,272,014	(\$1,000,000)	Rev.
305 - Downtown Development	Expenditures	\$5,272,895	\$4,272,895	(\$1,000,000)	Exp.
306 - Facility Capital Project	Revenues	\$0	\$173,000	\$173,000	Rev.
306 - Facility Capital Project	Expenditures	\$4,000,000	\$4,471,796	\$471,796	Exp.
306 - Facility Capital Project	Ending Fund Balance	\$298,796	\$0	(\$298,796)	EndBal.
401 - Sewer	Expenditures	\$1,095,521	\$1,150,543	\$55,022	Exp.
401 - Sewer	Ending Fund Balance	\$191,858	\$136,836	(\$55,022)	EndBal.
410 - Storm & Surface Water	Revenues	\$3,262,304	\$3,269,730	\$7,426	Rev.

410 - Storm & Surface Water	Expenditures	\$4,683,806	\$4,693,584	\$9,778	Exp.
410 - Storm & Surface Water	Ending Fund Balance	\$239,850	\$237,498	(\$2,352)	EndBal.
411 - Storm Water Capital	Revenues	\$2,131,486	\$2,632,487	\$501,001	Rev.
411 - Storm Water Capital	Expenditures	\$2,222,342	\$2,634,959	\$412,617	Exp.
411 - Storm Water Capital	Ending Fund Balance	\$32,666	\$121,050	\$88,384	EndBal.
412 - Storm Water Debt	Revenues	\$125,404	\$135,182	\$9,778	Rev.
412 - Storm Water Debt	Expenditures	\$125,404	\$135,182	\$9,778	Exp.
520 - Equip Fund - Police	Beginning Fund Balance	\$272,090	\$273,638	\$1,548	BegBal.
520 - Equip Fund - Police	Revenues	\$218,398	\$232,378	\$13,980	Rev.
520 - Equip Fund - Police	Ending Fund Balance	\$280,488	\$296,016	\$15,528	EndBal.
621 - Refundable Deposits	Beginning Fund Balance	\$29,952	\$0	(\$29,952)	BegBal.
621 - Refundable Deposits	Revenues	\$100,000	\$0	(\$100,000)	Rev.
621 - Refundable Deposits	Expenditures	\$129,952	\$0	(\$129,952)	Exp.

SECTION 2. Except as set forth above, all other provisions of Ordinance 1071 and as amended in Ordinance 1079 shall remain in full force, unchanged.

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

PASSED by the City Council of the City of Lake Stevens this 8th day of September, 2020.

Brett Gailey, Mayor

ATTEST/AUTHENTICATION:

Kelly Chelin, City Clerk

APPROVED AS TO FORM:

Greg Rubstello, City Attorney

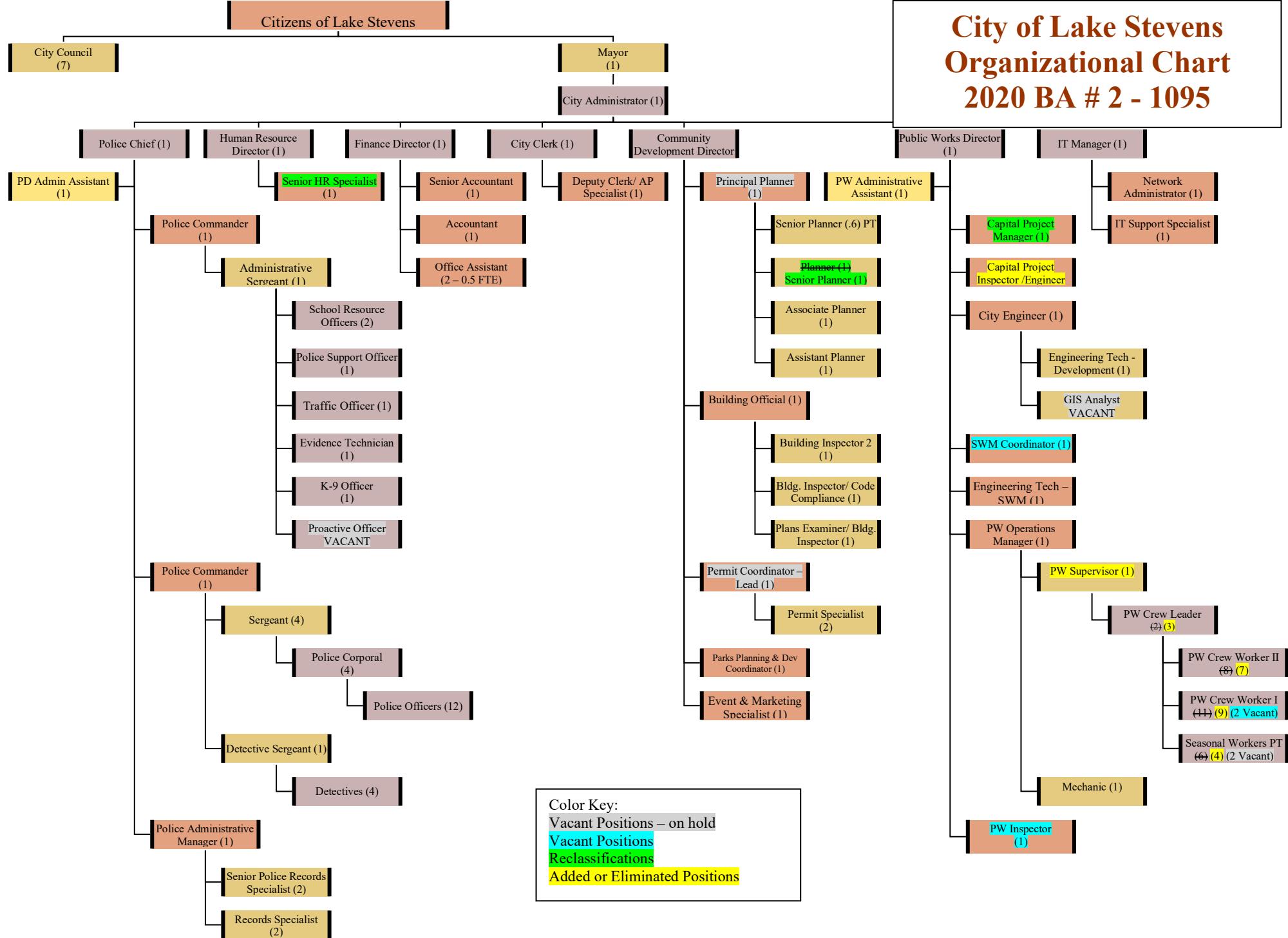
Presented: August 25, 2020
Final Reading: September 8, 2020

Published:
Effective:

Project	Fund	Fund #	Revenue/Expenditure Account	Type	Budgeted	Total Amended	New Budget	Notes
Operations	Park	001	Davies Beach - Launch/Parking	Rev	\$200	\$70,000	\$70,200	Boat Launch Parking Fees
Operations	LE Equip	520	LE Taser Replacement	Rev	\$7,000	\$13,980	\$20,980	Add from LEFPS & LEFME (Exp is Bud Adj)
Operations	GF	001	Admin - Salary	Exp	\$144,648	\$9,152	\$153,800	Administrator Salary
Operations	GF	001	GG - Professional Services	Exp	\$0	\$8,415	\$8,415	Combined Court Study (Council 2/11/20)
Operations	GF	001	GG - Snohomish Health Dist	Exp	\$0	\$34,150	\$34,150	Per Capita Contrib to Health District (Invoiced)
Operations	Sewer	401	SE - Professional Services	Exp	\$45,000	\$55,000	\$100,000	Moss Adams & Legal Fees
COVID	GF	001	TREAS Fed Ind 21.019	Rev	\$0	\$992,400	\$992,400	CARES Grant Revenues
COVID	GF	001	FEMA - COVID Gran	Rev	\$0	\$15,000	\$15,000	FEMA - Grant Revenues
COVID	Gen Reserve	002	CV - Small Business Grants	Exp	\$0	\$415,000	\$415,000	Small Business Grants - Covid
COVID	Gen Reserve	002	CV - Capital Purchases	Exp	\$0	\$200,000	\$200,000	Covid Related Capital Costs
SWM Fees	Storm	410	Storm Drainage Charges	Rev	\$3,151,300	\$7,426	\$3,158,726	SWM Rate/Allocation
SWM Fees	GF	001	PK-Storm Drainage	Exp	\$12,155	\$1,500	\$13,655	SWM Rate/Allocation
SWM Fees	GF	001	GG-Storm Drainage	Exp	\$16,978	\$5,606	\$22,584	SWM Rate/Allocation
SWM Fees	Street	101	ST-Storm Drainage	Exp	\$8,884	\$298	\$9,182	SWM Rate/Allocation
SWM Fees	Sewer	401	SE - Storm Drainage	Exp	\$14,821	\$22	\$14,843	SWM Rate/Allocation
Veterans	GF	001	Private Grant	Rev	\$5,000	\$2,500	\$7,500	COVID Grant -Bob Woodruff Foundation
Veterans	GF	001	CS - Veteran Services	Exp	\$3,498	\$2,500	\$5,998	COVID Grant -Bob Woodruff Foundation
Retainage	Trust	621	Retainage Held	Rev	\$50,000	(\$50,000)	\$0	Retainage Held - BARS Code Changes
Retainage	Trust	621	Retainage Held	Rev	\$50,000	(\$50,000)	\$0	Retainage Held - BARS Code Changes
Retainage	Trust	621	Retainage Held	Exp	\$1,000	(\$1,000)	\$0	Retainage Held - BARS Code Changes
Retainage	Trust	621	Retainage Release	Exp	\$50,000	(\$50,000)	\$0	Retainage Release - BARS Code Changes
Retainage	Trust	621	Retainage Release	Exp	\$78,952	(\$78,952)	\$0	Retainage Release - BARS Code Changes
Retainage	TM	301	Retainage Held	Rev	\$0	\$370,000	\$370,000	Retainage Held - PW - BARS Code Changes
Retainage	TM	301	Retainage Release	Exp	\$0	\$370,000	\$370,000	Retainage Release - PW - BAES Code Changes
Retainage	R2	304	Retainage Held	Rev	\$0	\$100,000	\$100,000	Retainage Held - PW - BARS Code Changes
Retainage	R2	304	Retainage Release	Exp	\$0	\$100,000	\$100,000	Retainage Release - PD - BARS Code Changes
Retainage	PD	306	Retainage Held	Rev	\$0	\$143,000	\$143,000	Retainage Held - PD - BARS Code Changes
Retainage	PD	306	Retainage Release	Exp	\$0	\$143,000	\$143,000	Retainage Release - PD - BARS Code Changes
Cavelero	PM	302	Cavelero Park	Exp	\$0	\$124,034	\$124,034	RF Budget Allocation Exp from 2019
Cavelero	R2	304	79th Ave Access Road	Exp	\$444,350	(\$124,034)	\$320,316	RF Budget Allocation Exp from 2019
S.Lake Stevens Rd	ST	101	ST-Pavement Preservation	Exp	\$400,000	\$78,000	\$478,000	South Lake Stevens Road - Project Final Cost
S.Lake Stevens Rd	TIZ3	301	18004 - S. Lake Stevens Rd	Exp	\$1,513,475	\$149,910	\$1,663,385	South Lake Stevens Road - Project Final Cost
20th St SE	Traffic	301	TIB - 20th St SE Grant	Rev	\$5,103,000	(\$926,158)	\$4,176,842	Reduced Bid/Reduced Grant
20th St SE	Traffic	301	20th St SE Phase II Construct	Exp	\$7,439,085	(\$1,304,885)	\$6,134,200	Reduced Bid/Reduced Cost
North Cove II	DT	305	Grant Revenue	Rev	\$3,236,108	(\$1,000,000)	\$2,236,108	Move NC Phase II Funding to PM Fund
North Cove II	DT	305	North Cove Local	Exp	\$1,656,004	(\$1,000,000)	\$656,004	Move NC Phase II Funding to PM Fund
North Cove II	PM	302	State Commerce Grant	Rev	\$0	\$980,000	\$980,000	Move NC Phase II Funding - Decr for State %
North Cove II	PM	302	North Cove Capital	Exp	\$91,000	\$1,461,596	\$1,552,596	Move NC Phase II Funding - Increase for Bid
Downtown	PM	302	PM - War Memorial	Exp	\$0	\$47,500	\$47,500	War Memorial (Council 2/25/20)

Project	Fund	Fund #	Revenue/Expenditure Account	Type	Budgeted	Total Amended	New Budget	Notes
Vactor	SWM	410	Debt Transfer	Exp	\$125,404	\$9,778	\$135,182	Transfer Cash to Pay Debt
Vactor	SWM	412	Transfer In	Rev	\$124,505	\$9,778	\$134,283	Transfer Cash to Pay Debt
Vactor	SWM	412	LOCAL 2020B Interest	Exp	\$0	\$9,778	\$9,778	Vactor Truck Interest Payment
Vactor	SWM	411	Vactor - Lease Interest	Exp	\$9,779	(\$9,779)	\$0	Budgeted in wrong Fund
Vactor	SWM	411	LOCAL 2020B Proceeds	Rev	\$0	\$440,022	\$440,022	Vactor Truck Debt Proceeds
Vactor	SWM	411	LOCAL 2020B Premium	Rev	\$0	\$60,978	\$60,978	Vactor Truck Debt Premium
Vactor	SWM	411	LOCAL 2020B Issuance Costs	Exp	\$0	\$1,001	\$1,001	Vactor Truck Debt Issuance Costs
Vactor	SWM	411	SWC - Capital Purchase	Exp	\$115,221	\$421,395	\$536,616	Vactor Truck Purch (Council 3/10/20)
Police Dept	GF	001	Private Grant - Police	Rev	\$10,000	\$24,000	\$34,000	WCIA Grant - Fencing for New PD
Police Dept	GF	001	Police Capital - Facilities	Exp	\$0	\$24,000	\$24,000	Fencing for New PD
Police Dept	PD	306	Interest Earned	Rev	\$0	\$30,000	\$30,000	Interest Earned
Police Dept	Art	112	Transfer In	Rev	\$10,000	\$27,000	\$37,000	PD Construction Contribution to Art
Police Dept	PD	306	Police Dept Capital	Exp	\$3,800,000	\$280,212	\$4,080,212	RF - Server Room Capital Equipment
Police Dept	PD	306	Transfer/Payment	Exp	\$0	\$48,584	\$48,584	1% Art Fund - Not budgeted

City of Lake Stevens Organizational Chart 2020 BA # 2 - 1095





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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda

Date:

August 25, 2020

Subject: Mobile Vending Unit Ordinance (LUA2020-0069)

Contact		Budget
Person/Department:	<u>Jill Needham, Assistant Planner</u>	Impact: <u>None</u>

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: No Action Requested

SUMMARY:

Revisions to the interim code amendment to develop the permanent mobile vending unit code ordinance.

BACKGROUND/HISTORY:

City Council held a public hearing on the interim ordinance on June 23, 2020. Since then, staff has made revisions to the interim code based on comments from Council, Planning Commission, the Fire Department, the Food Truck Association, and public comments received. A public hearing on the proposed changes was held at Planning Commission on August 5. Attached is the Planning Commission Letter of Recommendation (**Exhibit 1**).

The revised code attached (**Exhibit 2**) shows changes from the interim code – underlines are new information and strikethroughs are deletions. The following list summarizes changes:

- Added definition for Mobile Food Preparation Vehicle in 14.08, as defined by the IFC.
- Added 14.44.085(b) (1), requiring Fire approval for all Mobile Food Preparation Vehicles operating within the City, even those associated with events.
- To remove redundancies and streamline the application process, staff has removed 14.44.085 (c) (5) and (7), requiring a wastewater/grease disposal plan and proof of L&I approval. 14.44.085 (d) (6) (ii) has also been removed, which requires vendors to have a trash can on site. The Snohomish Health District has many identical regulations and permit submittal requirements.
- An insurance requirement has been added, as shown in 14.44.085 (c) (9). Certificate of public liability insurance must be included with application submittal in the amount of \$500,000 minimum for injuries and \$25,000 for damages.
- Added 14.44.085 (d) (5), requiring Fire Dept. approval. Fire may require an inspection and/or separate permit in the future.
- Only vendors operating on 20th ST SE or 20th ST NE right of ways may not operate between the hours of 4 p.m. and 6 p.m., as shown in 14.44.085 (d) (7). This restriction does not apply to vendors on other right-of-ways.

- Renamed ‘Concession Agreement’ in 14.44.085 (e) to ‘Public Property Use Agreement’ to better reflect the intent.
- The minimum distance a vendor may operate from an existing brick-and-mortar restaurant without the owner’s permission has been reduced from 250 to 150 feet, as shown in 14.44.085 (e) (2). Language outlining the measurement method has been added.
- Added (iii) to LSMC 14.44.085 (e) (4) to restrict mobile vending units from selling on state and federal highways.

The proposed fees for addition to the Fees Resolution are as follows:

- Initial application fee of \$75
- Annual renewal fee of \$50

NEXT STEPS:

Move to Public Hearing on September 22, 2020

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

BUDGET IMPACT: There is not a budget impact.

EXHIBITS (attached):

1. Planning Commission Recommendation Letter
2. Amendments to Chapter 14.08, 14.40, and 14.44

Exhibit 1



Planning & Community Development
1812 Main Street
P.O. Box 257
Lake Stevens, WA 98258

August 18, 2020

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

Subject: Planning Commission Recommendation – Flood Hazard Regulations

Dear Council Members:

The Lake Stevens Planning Commission was briefed on proposed code amendment to allow mobile vending units such as food trucks outside of special events. The Planning Commission forwarded a recommendation to City Council to approve the code amendment following the public hearing, review of testimony and deliberation.

Commissioners Present: Chair Davis and Commissioners Cronin, Durer, Hoult, Huxford, Oslund and Welch.

Commissioners Absent: None

PLANNING COMMISSION PUBLIC HEARING

The Lake Stevens Planning Commission held a public hearing on August 5, 2020, to consider a proposed code amendment to allow mobile vending units in Lake Stevens. The proposed changes incorporate feedback from the Council, Planning Commission, the Washington Food Truck Association, the Fire Department, and public commentary.

FINDINGS AND CONCLUSIONS:

The Planning Commission hereby adopts staff's findings and conclusions as outlined in this letter and concludes that the proposed amendments comply with the following:

FINDINGS AND CONCLUSIONS:

1. *Compliance with selected Land Use Goals of the Comprehensive Plan*

- Economic Development Goal 6.8, Policy 6.8.2 – Support business startups, small businesses and locally owned businesses to help them continue to prosper.
- Economic Development Goal 6.8, Policy 6.8.1 – Promote economic activity and employment growth that creates widely shared prosperity and sustains a diversity of family-wage jobs for the City's residents.

- Land Use Goal 2.3, Policy 2.3.2 – Preserve and promote the character of existing neighborhoods through thoughtful development regulations and standards.
- Land Use Goal 2.3, Policy 2.34 – Maintain development regulations to promote compatibility between uses; retain desired neighborhood character; ensure adequate light, air and open space; protect and improve environmental quality; and manage potential impacts on public facilities and services.
- Parks, Recreation, and Open Space Goal 5.8, Policy 5.81 – Promote the use of local parks through the media, Aquafest, other festivals by providing information as to their availability such as publishing maps showing park locations and their available facilities.

Conclusions – The proposed code amendments are consistent with several Land Use, Economic Development and Parks, Recreation, and Open Space goals.

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

- Staff prepared an environmental checklist for the proposed code revisions, dated July 28, 2020.
- The SEPA official issued a Determination of Non-significance on July 28, 2020.

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

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

- The City requested expedited review from the Department of Commerce on July 21, 2020 and received an acknowledgment letter on July 21, 2020.
- Staff will file the final ordinance with the Department of Commerce within 10 days of City Council action.

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

4. *Public Notice and Comments*

- The City published a Notice of SEPA determination in the Everett Herald on July 28, 2020.
- The City published a Notice of Public Hearing in the Everett Herald on July 22, 2020 and July 29, 2020.
- The City also published the Notice of Public Hearing on its Facebook page and its main website. The Lake Stevens Chamber of Commerce was also sent a copy of the proposed amendments.
- 14 public comments were received. Comments submitted were generally supportive of mobile vending units in Lake Stevens.

Conclusions – The City has met public notice requirements per Chapter 14.16B LSMC.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission unanimously recommended approval of the updated proposed mobile vending unit regulations for City Council action.

Exhibit 2

DRAFT Food Truck Code

14.08 Definitions

Mobile Food Preparation Vehicle. Vehicles that contain cooking equipment that produce smoke or grease-laden vapors or utilize LP-gas systems or CNG systems for the purpose of preparing and serving food to the public. Vehicles intended for private recreation shall not be considered mobile food preparation vehicles.

Mobile Food Vendor. A seller of prepackaged or prepared food from a food preparation van, truck, cart or other vehicle of conveyance, whether upon private property, the public right-of-way, or other public property.

Mobile Sales and Delivery. A business where employees or contractors provide mobile sales of goods and services of that includes ice cream trucks, mobile delivery, peddlers, and similar uses. Mobile sales and delivery do not include mobile food vendors or mobile food vendors or mobile food vending units as defined separately.

Mobile Vending Unit. A mobile food preparation van, truck, trailer, cart, or other vehicle of conveyance used for the sale of food prepackaged or prepared food.

14.44.080 Mobile Sales and Delivery.

Mobile sales (excluding mobile food vendors) and delivery (Class 2.300 uses) is permitted in all zones. Review will occur annually in conjunction with a business license renewal.

TABLE 14.40-I: TABLE OF PERMISSIBLE USES BY ZONES¹⁶

	USE DESCRIPTIONS	R4	WR	R6	R8-12	MFR	LB	MU	PBD	LI	GI	P/SP
2.300	Mobile Sales and Delivery (Vending Carts, (Ice Cream Trucks, Mobile Delivery, Peddlers, and Similar Uses) (See Section 14.44.080) ²	P	P	P	P	P	P	P	P	P	P	P
2.310	Mobile Food Vending Units (Food trucks or similar vehicles, Vending Carts)						P	P	P	P	P	P

14.44.085 Mobile Food Vendors

- Purpose. The purpose of this section is to support local entrepreneurs, stimulate economic vitality, and provide regulations that protect public health and safety associated with the operation of mobile food vendors.
- License Required. To operate a mobile food vendor unit a city business license and mobile food vending license are required. All licenses for mobile food vendors shall be valid for one calendar year.

- (1) No licenses shall be required for mobile food vendors exempt from a business license under LSMC 4.04.040 or associated with a city authorized event, except that 14.44.085 (d) (5) still applies.
- (2) All mobile food vendor licenses shall be prominently displayed upon all carts, vehicles or locations from which a mobile food vendor sells products.
- (c) Application. The submittal requirements for mobile food vending business license review shall include the following:
 - (1) Mobile Food Vendor Addendum Application
 - (2) A scaled site plan depicting the following:
 - (i) Vehicle ingress and egress;
 - (ii) Location of the mobile vending unit, signs, and accessory equipment such as tables and canopies, if any; and
 - (iii) Site conditions including property parcel lines, parking, and buildings.
 - (3) Photograph of the vending unit, proposed signs, and any accessory equipment.
 - (4) ~~Proof of approval by the~~ Copy of Snohomish Health District Permit.
 - (5) ~~A written plan demonstrating appropriate disposal of wastewater and/or used cooking oil generated by the mobile vending unit. Grease shall be properly disposed of pursuant to the adopted Washington State health regulations.~~
 - (6) Evidence of current Washington vehicle registration.
 - (7) ~~Proof of approval by the Washington State Department of Labor & Industries.~~
 - (8) Written permission from the property owner for each proposed location the mobile food vendor proposed to conduct sales of food. This includes written permission from the property owner for employees of the vending unit to use the property owner's restroom.
 - (9) Certificate of public liability insurance in an amount not less than \$500,000 for injuries, including those resulting in death, resulting from any one occurrence, and on account of any one accident; property damage insurance of not less than \$25,000 for damages on account of any one accident or occurrence.
- (d) General Regulations.
 - (1) No portion of the vending unit may be used as sleeping quarters.
 - (2) All attachments to the vending unit, including but not limited to signs, lights, overhangs, and awnings shall be maintained in such a manner as to not create a hazard to pedestrians, customers or vehicles.
 - (3) Mobile Food Vendors shall not obstruct sidewalks, streets, access points, fire lanes, or parking lot circulation by either the location of the vending unit, its accessories, or by causing customers to congregate.

- (4) The mobile vendor shall comply with the standards set forth by the Washington State Department of Labor & Industries for electrical service to the mobile unit. Electrical lines shall not be located overhead or on the ground service in any location in which the public has access.
- (5) If a mobile food vendor will be utilizing an external propane tank (not mounted on the mobile food preparation van), wood/charcoal, external power connections and/or tent structures, the mobile food vendor will be subject to additional review by the Fire Marshal All mobile food preparation vehicles shall possess an operational fire approval prior to operating in the City, and shall comply with all Fire District Standards.
- (6) Trash and other waste.
 - (i) The mobile food vendor shall leave the site clean and vacant each day, including picking up all trash and litter generated by the mobile food vendor's customers within 100-feet of the vending unit.
 - (ii) The mobile food vendor shall provide trash receptacles large enough to accommodate customer use.
 - (ii) Trash receptacles not intended for customer use shall be screened from public view and securely covered.
 - (iv) The mobile food vendor shall install and maintain an adequate grease trap in the vending unit.
 - (v) Grease shall be properly disposed of per adopted Washington State health regulations.
 - (vi) Wastewater generated by the vending unit shall be disposed of in a proper manner and documented.
- (7) The hours of operation for mobile vending are limited to 7:00 a.m. to 11:00 p.m. Vendors operating along 20th ST NE and 20th ST SE within the public right of way shall not conduct sales between 4:00 p.m. to 6:00 p.m.

(e) Permitted Locations.

- (1) Mobile food vending units shall be prohibited in any residential zones and abutting rights-of-way.
- (2) Mobile food vending units shall not be located within 250 150 feet of any restaurant without written permission from the restaurant owner. Distance shall be measured using the shortest possible straight line from the closest edge of the mobile vending unit to the closest edge of the restaurant building on the same side of the street.
- (3) Mobile food vending units are allowed on private properties, in commercial and industrial areas pursuant to Table 14.40-I, and subject to written approval from the owner and the following requirements and restrictions:
 - (i) One portable pop-up tent that does not exceed 120 square feet or up to three tables with beach type umbrellas may be permitted as an accessory to the mobile vending unit. No cooking shall take place under the tent. Umbrellas and canopies must be removed at the end of the day.
 - (ii) Mobile food vendor must obtain restroom use permission for employees from the property owner. Portable restrooms are not permitted on site.

- (iii) Mobile food vending unit may not diminish required off-street parking for another use.
- (iv) Vending unit shall conform to the standard front setback for the zoning district.
- (v) All temporary signage associated with the mobile vending unit shall be limited to 10 square feet.

(4) Mobile food vending units are allowed on public properties, including parks and street rights-of-way subject to a Public Property Use Agreement ~~concession agreement~~, in addition to the license requirements in this section, subject to the following requirements:

- (i) Customers shall not be served on the street side of the vending unit if parked in the public right of way;
- (ii) No vending unit, sign, canopy or accessory may be located in the sight distance triangle or project into the roadway as to cause a safety hazard; and
- (iii) ~~Right of way use permit shall be required for mobile food vendors to operate in right of way.~~
- (iii) No vending unit may vend on any state or federal highway.

(f) Special Events.

(1) Mobile food vendors may operate part on private and public properties as part of an approved event permit, subject to the following:

- (i) Management of vendors, such as vendor selection, booth location and products offered shall be the responsibility of the event sponsor. Through the event permit process, the City may regulate the location of vendors to protect the health, safety and general welfare of the public and ensure that the event does not adversely affect the ability of the City to perform its duties and functions.
- (ii) The event sponsor shall be responsible to ensure that the vendors who prepare food or beverages on or off site, and who intend to sell or serve food or beverage items to the public, have the required insurance policy as required by the City's current insurance provider. Said insurance shall list the City of Lake Stevens as additional insured and will include the endorsement of said policy.
- (iii) The event sponsor shall be responsible to ensure that all food vendors have the necessary permits per the current Snohomish County Health District requirements or other applicable State or County regulatory agency.

(g) Revocation of permit. A mobile food vendor, permitted pursuant to this section, may have its license revoked, suspended, or denied subject to LSCM 4.04.15 if the City finds:

- (a) The vendor has violated or failed to meet the terms of this section and all other applicable sections of the municipal code or conditions of approval; or
- (b) The mobile food unit operation is detrimental to the surrounding businesses or to the public due to either appearance or conditions of the stand.