

CITY COUNCIL MEETING AGENDA



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.

October 25, 2022 - 6:00 PM

HYBRID MEETING - TWO WAYS TO PARTICIPATE:

In Person: The Mill, Sawyers Room, 1808 Main Street, Lake Stevens OR

Join Zoom Meeting: <https://us02web.zoom.us/j/85220236422>

or call in at (253) 215-8782 Meeting ID 852 2023 6422

1. **Call to Order**
2. **Pledge of Allegiance** Mayor
3. **Roll Call**
4. **Approval of Agenda** Council President
5. **Guest Business**
 - A. City's Legislative Agenda Doug Levy
 - B. Snohomish Health District Update Katie Curtis
6. **Citizen Comments**
7. **Council Business** Council President
8. **Mayor's Business**
 - A. Proclamation for Pregnancy and Infant Loss Awareness Month - October, 2022
 - B. Proclamation for Hindu American Awareness and Appreciation Month - October, 2022
9. **City Department Report**
 - A. New Police Corporal Chris Schedler Jeffrey Beazizo
10. **Consent Agenda**
 - A. 2022 Vouchers Barb Stevens
 - B. City Council Meeting Minutes of October 4, 2022 Kelly Chelin
 - C. Appointment to Salary Commission Kelly Chelin
11. **Public Hearing**

- A. Short Term Rentals - LUA2022-0046

David Levitan,
Russ Wright

12. Action Items

- A. Resolution 2022-14 - Updated City Fee Schedule

David Levitan

13. Discussion Items

- A. 2023 Budget

Barb Stevens,
Brett Gailey

- B. Draft Agenda for November 1, 2022 (Will be handed out at the meeting)

14. Executive Session

- A. Discussion of Potential Litigation

15. Adjourn

THE PUBLIC IS INVITED TO ATTEND

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Human Resources, City of Lake Stevens ADA Coordinator, (425) 622-9400, at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, (800) 833-6384, and ask the operator to dial the City of Lake Stevens City Hall number.

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

City of Lake Stevens -- 2023 State Legislative Agenda
Key-Priority Issues at a Glance – Impacting Lake Stevens Directly

Transportation Infrastructure

- **Move Ahead Washington project construction and implementation dates – U.S. 2 Trestle, South Lake Stevens Road Multi-Use Trail, 16th Street NE/Centennial Trail:** Lake Stevens will be actively engaged in ensuring that pre-construction work on the U.S. 2 Trestle (\$210.54 million in funds) is given a high priority and that funds for Phase 2 of the South Lake Stevens Road Multi-Use Trail (\$3 million) and for the 16th Street Northeast/Centennial Trail Connector (\$2.5 million) are deployed as early as possible. The City also will team with Snohomish County, the City of Everett, and others to push for full construction funding for the Trestle as early as possible.

Capital Budget/Quality of Life

- **Renovation and construction at Cedarwood Clubhouse:** Lake Stevens will work with its new 39th District Legislative Delegation to seek \$1.2 million to both renovate and construct this facility, which will become a community and youth recreation center. The Cedarwood Clubhouse is within an apartment complex built in 1978 and includes a 5,000-square-foot gymnasium and separate restroom facility. It was closed years ago over security and vandalism concerns and has been dormant since. After the Cedarwood Homeowners Association and Mercy Housing transferred the facility to Lake Stevens in 2021 for public park purposes, the city began exploring ways to repair and reopen it as an indoor recreational facility for youth and for community events. Renovation and construction funds will be used to help address urgent roof repairs, ADA access, and new siding and windows along with an internal remodel to add classroom and flex spaces to rejuvenate this facility in a lower-income area.

Criminal Justice/Law Enforcement

- **Changes to *Blake* and vehicle pursuit laws – as part of overall public safety initiative put forth by Snohomish County Mayors:** Mayors throughout Snohomish County, led by the Mayors of Everett, Lake Stevens, and Marysville, will be seeking a package of 2023 legislative changes to address an alarming outbreak of crime in the last few years and to restore badly-needed accountability to the criminal justice system. Among the laws Mayors will seek to revise include the decriminalizing of many drug offenses under *Blake* legislation passed in 2021 (ESB 5476) and revisions to the statute governing law enforcement vehicle pursuits of offenders who commit significant crimes.
- **Civil remedies for those who are victims of malicious ‘doxing’:** In collaboration with the Anti-Defamation League (ADL), Lake Stevens seeks the passage of legislation in 2023 to provide local officials with a civil damages remedy if they are the victims of malicious ‘doxing’ of their personal information and whereabouts over the Internet. A bill to address this issue in part (SB 5881) was introduced in 2022, and the Senate Law & Justice Committee has held an interim hearing to spotlight this vital issue.
- **Funding for Basic Law Enforcement Academy Training Slots and for formation of regional academies:** Lake Stevens will strongly support additional Operating funds for BLEA classroom slots and will additionally support a proposal by Governor Inslee to add to academy training capabilities through the formation of regional academies in areas such as Snohomish County.

Support/Oppose and Track/Monitor Issues

Budget and Fiscal Matters

- **Protect Existing Revenues, including “State-Shared” Revenues:** Lake Stevens urges lawmakers, in fine-tuning a 2022 Supplemental Operating Budget, to ‘do no harm’ and refrain from state-shared revenue reductions or other cuts to local governments that result in a *transferring* of negative impacts from the state level to the local level.
- **Additional Funds for Cities to address new public safety laws and requirements:** In the 2021-23 Operating Budget, the Legislature allocated \$20 million to help cities across the state offset the costs of a series of new criminal justice-related bills and mandates. Given additional laws and requirements that continue to come forth, Lake Stevens will strongly support an Association of Washington Cities (AWC) initiative to secure a similar type of allocation in the 2023-25 Operating Budget.

Criminal Justice/Public Safety/Fire/Courts

- **988 Funding:** Lake Stevens will be prepared to support additional Operating and Capital Budget funding for the deployment of the new 988 crisis-response line that went “live” in July 2022. Prior-year legislation contemplated additional 988 hubs and facilities being put in place throughout the state.
- **Additional Blake funding for Municipal Courts:** Lake Stevens will support efforts to secure additional funding for Municipal Courts to process cases under the *Blake* legislation, particularly if initial offenses are classes as misdemeanors and/or gross misdemeanors.
- **Catalytic Converter Thefts:** Lake Stevens is prepared to support additional legislative initiatives recommended by a Task Force to help police address the rapidly growing rate of catalytic converter thefts.

Economic Development/Infrastructure/Housing – Including Affordable Housing/Homelessness

- **Culverts and Fish-Barrier Removals:** Lake Stevens strongly supports additional efforts to add to the level of state investments in helping local governments address needed culvert projects and fish-barrier removals.
- **COVID-19 relief for small businesses:** Lake Stevens supports continued relief funding for those small businesses that are still trying to get back on track after severe losses incurred during the pandemic.
- **Public Works Assistance Account:** Lake Stevens *supports* efforts to rebuild the PWAA and recapture funding streams previously diverted into the Education Legacy Account.
- **Affordable Housing/Homelessness:** Lake Stevens will *support* measures to bring funding and tools to local communities to add affordable housing, permanent shelter space, and other options for those in need. This includes *support* of additional funding through the Housing Trust Fund (HTF); the notion of a third quarter-percent Real Estate Excise Tax (“REET3”) for affordable housing; and authorizing “Housing Benefit Districts” as an added tool for bringing affordable housing to Transit-Oriented-Development (TOD) projects.

Environment

- ***Use of Zero-Emission Power Equipment for maintenance work performed by Public Works and Parks crews:*** Lake Stevens joins a coalition of other local governments and state agencies that urges the Legislature to take an incentive-based approach – not a mandatory approach – in bringing zero-emission equipment to the market.

Land Use/Growth Management Act (GMA)

- ***Achieving Density and “Missing Middle” Requirements:*** Lake Stevens supports the right of state lawmakers to ensure local communities are accepting their share of population growth. Lake Stevens is doing that and more. The City urges legislators to *respect local discretion* on *how* to best accommodate density, to refrain from mandates that do not make sense for all communities, and to recognize local ordinances already enacted to address missing middle housing goals. The City hopes a facilitated process convened by AWC will help with the development of middle-ground proposals on this important issue.
- ***Local authority over how to add Accessory Dwelling Units (ADUs):*** Lake Stevens supports adding ADUs into local communities and hopes to expand the number of ADUs in the local community. However, the City *opposes* legislation that would mandate specific development standards and regulations. Such decisions are best left to elected officials at the local level. Additionally, Lake Stevens’ experience is that the biggest impediment to the construction of more ADUs is the cost of impact and utility hookup fees, not regulations.
- ***Statutory changes to stimulate more condominium construction in cities:*** Even with recent actions by the Legislature to stimulate the condominium construction market, the preponderance of building is in cities such as Seattle and Bellevue. Lake Stevens will *support* legislation that would further incentivize condominium building and other types of fee-simple ownership.
- ***Small cell development:*** Lake Stevens joins other local governments in urging the Legislature to respect local authority and to avoid pre-emptions to local authority to best determine where small-cell infrastructure should be located in a given community.

Local Government in General

- ***Public Records Act Reform:*** Lake Stevens will support fixes in the law to decrease the severe burden being put on cities and to enhance cost recovery. The impact of the PRA will be exacerbated with the deployment of new body-camera programs that increase law enforcement accountability and transparency but involve significant records retention and storage costs.

Parks and Recreation/Arts and Culture

- ***Funding for local parks and recreation agencies to address M&O backlogs:*** Lake Stevens will strongly *support* a \$5 million Operating Budget request led by State Rep. Cindy Ryu (D-Shoreline/32nd Dist.) to assist local parks and recreation agencies in addressing significant M&O cost backlogs. The \$5 million allocation would mirror Operating funds provided in the 2022 budget for state natural resource agencies.
- ***Use of one-time Stadium & Exhibition Center Account funds for youth fields and youth activities:*** Washington State has now paid off all prior debt obligations on the Seahawks

Stadium (Lumen Field) following a ballot measure in the 1990s that asked voters to approve a funding-and-bonding initiative to build it. That ballot measure also set aside funding for youth field needs. Now that the bond obligations have been addressed, and a one-time, \$42 million allocation has been provided to the Recreation & Conservation Office (RCO), Lake Stevens strongly *supports* utilizing those monies for youth fields and recreational activities and granting funds to local communities and local parks-and-recreation programs.

- ***Capital Budget funding for local parks and outdoor recreation:*** Lake Stevens will strongly *support* a robust level of investment in Capital Budget programs that support parks and outdoor recreation infrastructure, including the Washington Wildlife & Recreation Program (WWRP), Youth Athletic Facilities (YAF), the Aquatic Lands Enhancement Act (ALEA), and the Land and Water Conservation Fund (LWCF).

Personnel, Pensions, Other Human Resources Issues

- ***Pension rates:*** Lake Stevens asks lawmakers to proceed with caution in increasing employer and employee pension rates as the state and local governments are still not in full recovery mode from the economic impacts brought on by COVID-19.

Transportation

- ***Funding for local roadway M&O needs and for granting agencies that assist in the financing of local projects:*** While Move Ahead Washington represented an incredible breakthrough in addressing some of the transportation infrastructure needs and projects at the state level, the package offered little in the way of direct funding for local M&O or for agencies such as the Transportation Improvement Board (TIB) that provide key grants for local projects. Lake Stevens urges lawmakers to seek out ways to address these needs as soon as possible.

**City of Lake Stevens
2023 Federal Affairs Agenda**

- **Top Priority – U.S. 2 Trestle:** Continue to seek funding opportunities for the U.S. 2 Trestle, particularly within transportation reauthorization and infrastructure legislation being considered by Congress and if Congress re-establishes any type of project earmarking process.
- **Top Priority – 20th and Main Street funding:** Lake Stevens will work closely with the office of Congresswoman Suzan DelBene, as well as offices of U.S. Senators Patty Murray and Maria Cantwell, to ensure final FFY 2023 Appropriations bills enacted by Congress include \$2.5 million in “Community Project Funding” secured by DelBene.
- **Priority – Capitalize on IIJA/BIL Grant Programs:** Lake Stevens will seek to maximize its ability to secure grant funding from the array of competitive programs authorized under the Infrastructure Investment & Jobs Act (IIJA, also known as the Bipartisan Infrastructure Law, or BIL).

Other Key Items

- **Grant Funding – FEMA, JAG Grants, Land and Water Conservation Funds (LWCF), Etc.:** Lake Stevens will work with its congressional delegation, community partners, and other local and regional agencies to consistently seek out and evaluate potential federal grant opportunities that could be value-added for the City. These include FEMA grants for flood stabilization; Justice Assistance Grants for law enforcement; LWCF grants for parks and trails; and more.
- **Protecting financial and bonding tools authorized at the federal level:** Lake Stevens will support legislative initiatives put forth by the Government Finance Officers Association (GFOA), including the protection of tax-exempt and bank-qualified Municipal Bonds.
- **Brownfield Grants through the Environmental Protection Agency:** Lake Stevens is exploring, along with Snohomish County, whether brownfield funding through the U.S. EPA could be one way to expedite the cleanup of an old landfill that lies due east of the Lake. Initial funding would need to first focus on a feasibility analysis to see what total cleanup costs would be and how feasible a joint effort would be.
- **Affordable Housing:** Lake Stevens supports initiatives by U.S. Senator Maria Cantwell (D-WA) and U.S. Rep. Suzan DelBene (D-WA/1st District) to add significant funding and eligibility for the Low-Income Housing Tax Credit (LIHTC) program.

Lake Stevens

October 2022

Katie Curtis
Prevention Services Director



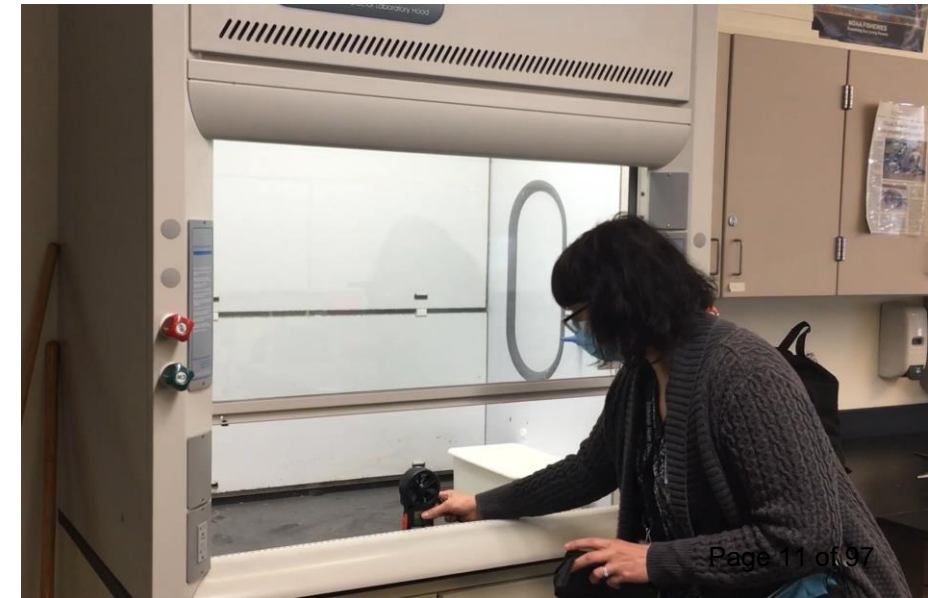
A QUICK LOOK AT LOCAL PUBLIC HEALTH





2022 to date in Lake Stevens

Restaurant permits	145
Routine food inspections	97
Year-round pool inspections	2
Seasonal pool inspections	8
School inspections	3
Septic complaints	18
Solid waste complaints	21



“I had a question about paying online for a drain field repair permit. I left my call back number and a rep returned my call within 30 minutes. The rep was very helpful, pleasant and answered all my questions. I appreciate the good service.”
(Customer comment form submitted June 2022)



Copies of vital records provided annually

Birth certificates	15,963
Death certificates	29,664

2021 totals

A bit of what we do



Community Health Assessment



Lead screening and prevention



Respond to diseases such as monkeypox, COVID and TB



Health screenings for families arriving from around the world



Injury prevention (overdoses, suicides, sleep-related infant deaths)



Child care outreach and classes

Snapshot of diseases reported

(Snohomish County, January-August 2022)

Hepatitis B or C (chronic)	337
Newly diagnosed HIV	22
Salmonella infection	58
E. coli	38
Syphilis	58
Tuberculosis	16



New health officer

Welcome Dr. James Lewis



Budget

>\$30 million (2022 adopted)
Includes millions in federal
COVID funds
2023 budget process underway

County integration

Preparing to
become a County
department in 2023

Contracts

~220 active contracts for
professional services,
equipment and goods,
marketing, interagency
collaboration, and more.

Communications

1.2 million+ web views this year
Campaigns include
ABC's for Healthy Kids,
#NoOverdoseSnoCo
#VaxUpSnoCo
Heat safety
Mental health
Safe sleep

Board of Health
Executive Committee
Administration Committee
Program Policy Committee

Public Health Advisory Council
Community Equity Advisory Board



2022 Board of Health

DISTRICT 1 - NORTH COUNTY

Arlington, Darrington, Granite Falls, Marysville, Stanwood



Nate Nehring
Snohomish County Council Member



Mark James
Marysville City Council Member



Heather Logan
Arlington City Council Member



Megan Dunn
Snohomish County Council Member



Ben Zarlingo
Everett City Council Member



Elisabeth Crawford
Mukilteo City Council Member



Strom Peterson
Snohomish County Council Member



Neil Tibbott
Edmonds City Council Member



Julieta Altamirano-Crosby, Chair
Lynnwood City Council Member

DISTRICT 4 - SOUTH CENTRAL COUNTY

Bothell, Brier, Mill Creek, Mountlake Terrace



Jared Mead
Snohomish County Council Member



Kyoko Matsumoto Wright
Mayor of Mountlake Terrace



Stephanie Vignal
Mill Creek City Council Member



Sam Low
Snohomish County Council Member



Anji Jorstad, Vice Chair
Lake Stevens City Council Member



Joseph Hund
Sultan City Council Member

DISTRICT 5 - EAST COUNTY

Gold Bar, Index, Lake Stevens, Monroe, Snohomish, Sultan

DISTRICT 3 - SOUTHWEST COUNTY

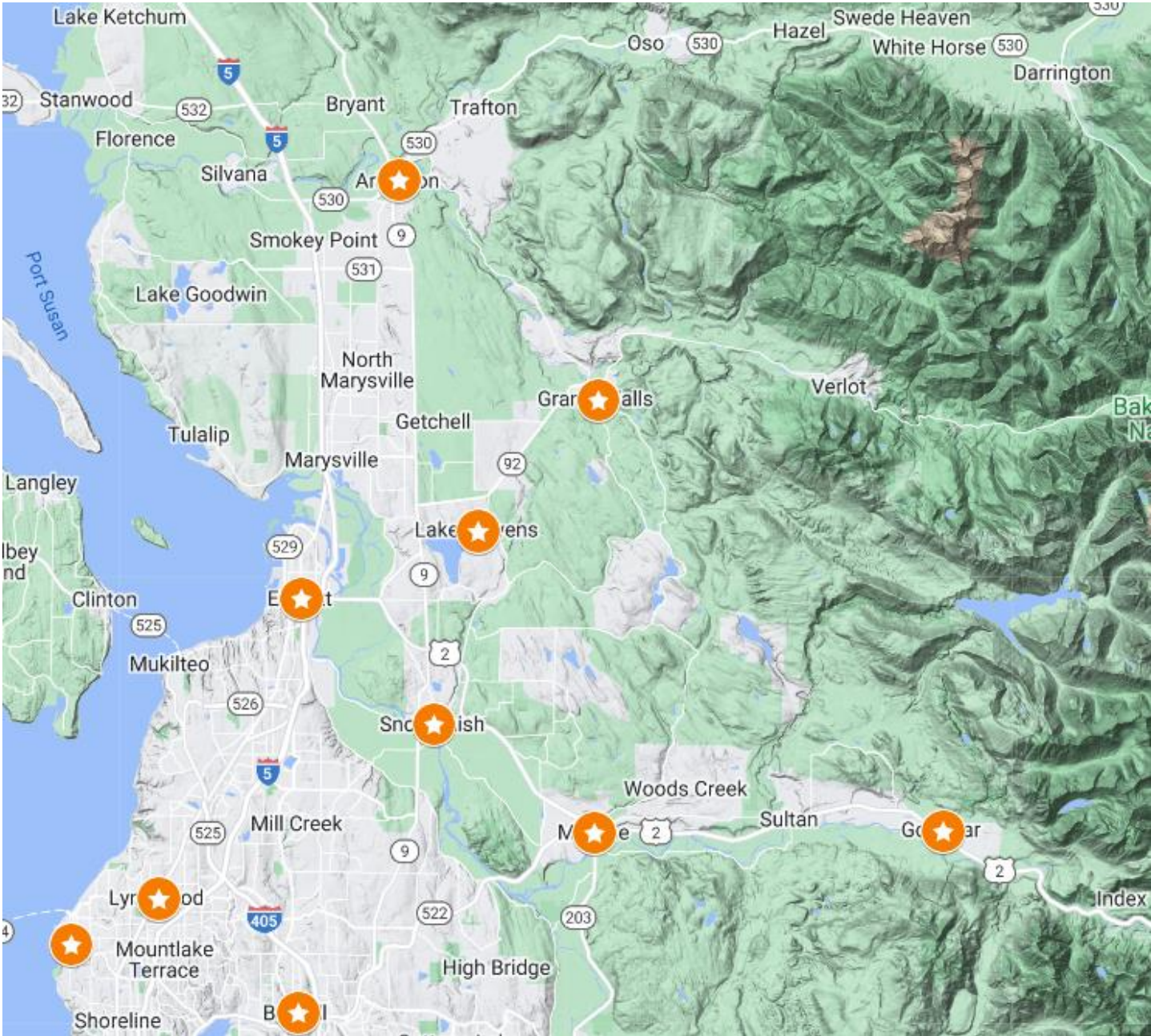
Edmonds, Lynnwood, Woodway

www.snohd.org/boardofhealth





Thanks for inviting SHD to 20+ community events this summer! Hope to see you at more this fall.



Thank you

Contact information:

Katie Curtis
Prevention Services Director
425.339.8711
kcurtis@snohd.org



PROCLAMATION

Pregnancy and Infant Loss Awareness month

WHEREAS, the month of October is recognized in parts of the United States and in many other jurisdictions around the world, as a day of remembrance and awareness of pregnancy and infant loss; and

WHEREAS, Lake Stevens wishes to acknowledge the profound grief experienced by families who suffer the death of a baby; and

WHEREAS, increased awareness of the causes and impacts surrounding pregnancy and infant loss may lead to greater understanding, support and resources in communities across the nation; and

WHEREAS, promoting awareness of the challenges faced by those parents and families is a positive means of establishing support and understanding.

NOW, THEREFORE, I, Brett Gailey, Mayor of the City of Lake Stevens, on behalf of the City Council, do hereby proclaim October 2022 as Pregnancy and Infant Loss Awareness Month, in honor of Elliott Ray Freed, in the City of Lake Stevens and encourage parents, caregivers and all residents to become educated in opportunities to prevent pregnancy and infant loss and support bereaved families when prevention is not possible.

Brett Gailey, Mayor and Lake Stevens City Council



PROCLAMATION

Hindu American Awareness and Appreciation Month

WHEREAS, Hindu American Awareness and Appreciation Month seeks to bring local awareness, recognition and acknowledgment of the significant contributions made by Hindu Americans across the United States; and

WHEREAS, Hindu Americans represent diverse ethnic backgrounds, including individuals of Indian, Pakistani, Bangladeshi, Malaysian, Indonesian, Afghani, Nepali, Bhutanese, Sri Lankan, Fijian, Caribbean, and European descent; and

WHEREAS, our nation has greatly benefited from Hindu Americans, especially through the Vedanta philosophy, Ayurvedic medicine, classical Indian art, dance, music, meditation, yoga, literature, and community service; and

WHEREAS, the year 2022 marks the 129th anniversary of when Hinduism was officially introduced to the United States at the 1893 World's Parliament of Religions in Chicago, while October holds significance as the birth month of Mahatma Gandhi and often when major Hindu holidays such as Navaratri and Diwali are celebrated; and

WHEREAS, Hindus are primarily an immigrant community and most Hindu immigrants come as students in search of better economic opportunities, or to unite with family members, while others have arrived after facing religious persecution in their countries of origin; and

WHEREAS, Hindu Americans share the entrepreneurial spirit of America and contribute to economic vitality, growth, and wellbeing; and

WHEREAS, despite their positive contributions, Hindu Americans face stereotypes and misconceptions about their heritage and have been the targets of bullying, discrimination, hate speech, and bias-motivated crimes.

NOW, THEREFORE, I, Brett Gailey, Mayor of the City of Lake Stevens, on behalf of the City Council, do hereby proclaim October as "Hindu American Awareness and Appreciation Month" in the City of Lake Stevens to increase understanding of the Hindu American community and celebrate the influence the extraordinary cultural, ethnic, linguistic, and religious diversity of our residents has on our City.

Brett Gailey, Mayor and Lake Stevens City Council

BLANKET VOUCHER APPROVAL
2022

Payroll Direct Deposits	10/10/2022	\$318,025.54
Payroll Checks	56728	\$2,005.11
Electronic Funds Transfers	ACH	\$394,653.91
Claims	56729-56833	\$1,469,216.74
Void Checks		
Total Vouchers Approved:		\$2,183,901.30

This 25th day of October 2022

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, Barb Stevens

Mayor, Brett Gailey

October 25, 2022



City expenditures by type for this voucher packet			
Personnel Costs	\$	320,031	15%
Payroll Federal Taxes	\$	116,055	5%
Retirement Benefits - Employer	\$	67,784	3%
Medical Benefits - Employer	\$	193,367	9%
Other Employer Paid Benefits	\$	7,189	0%
Employee Paid Benefits	\$	23,078	1%
Supplies	\$	34,866	2%
Professional Services	\$	193,301	9%
Refunds	\$	1,133	0%
Capital *	\$	431,245	20%
Debt Payments	\$	795,853	36%
Void Checks	\$	-	0%
Total	\$	2,183,901	100%

Large Purchases

- * SR9/Lake Stevens Rd Roundabout \$346,366
- * Costco Project Water Fees for ERU's & Meter Drop \$18,755
- * Davies Beach Boat Dock Pilings \$62,187

City of Lake Stevens Blanket Voucher Report
Checks to be approved for period 10/06/2022 - 10/19/2022

Total for Period
\$1,863,870.65

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
911 Supply Inc	INV-2-22530	001 008 521 20 31 02	LE-Minor Equipment	Uniform Gear - A Bryant	56738	\$91.65
911 Supply Inc	INV-2-22563	001 008 521 20 31 05	LE-Equipment - New Officers	Uniform Gear - K Putnam	56738	\$477.27
911 Supply Inc	INV-2-22791	001 008 521 20 31 05	LE-Equipment - New Officers	Uniform Gear - K Putnam	56738	\$195.28
					56738 Total	\$764.20
A Worksafe Service Inc	325506	001 008 521 20 41 00	LE-Professional Services	Pre-Employment Drug Screening	56739	\$55.00
					56739 Total	\$55.00
Ace Hardware	74926	001 010 576 80 31 00	PK-Operating Costs	Gate Latches	56740	\$10.91
Ace Hardware	74926	101 016 544 90 31 02	ST-Operating Cost	Gate Latches	56740	\$10.90
Ace Hardware	74926	410 016 531 10 31 02	SW - Operating Costs	Gate Latches	56740	\$10.90
Ace Hardware	74933	001 010 576 80 31 00	PK-Operating Costs	Toolset/Bit Set/Drill-Impact Kit	56740	\$168.73
Ace Hardware	74933	101 016 544 90 31 02	ST-Operating Cost	Toolset/Bit Set/Drill-Impact Kit	56740	\$168.74
Ace Hardware	74933	410 016 531 10 31 02	SW - Operating Costs	Toolset/Bit Set/Drill-Impact Kit	56740	\$168.73
Ace Hardware	74934	001 008 521 20 31 00	LE-Office Supplies	Batteries	56740	\$10.90
Ace Hardware	74939	101 016 544 90 31 02	ST-Operating Cost	Pencils/Batteries/Level/Bit Holder	56740	\$44.67
Ace Hardware	74948	001 010 576 80 31 00	PK-Operating Costs	Washers	56740	\$11.44
Ace Hardware	74970	001 010 576 80 31 00	PK-Operating Costs	Paint Rollers	56740	\$10.89
Ace Hardware	74970	101 016 544 90 31 02	ST-Operating Cost	Paint Rollers	56740	\$10.89
Ace Hardware	74970	410 016 531 10 31 02	SW - Operating Costs	Paint Rollers	56740	\$10.90
Ace Hardware	74980	001 008 521 20 31 01	LE-Fixed Minor Equipment	Pistol Parts/Repair	56740	\$22.44
Ace Hardware	75001	001 010 576 80 31 00	PK-Operating Costs	Paper Towels/Toilet Paper	56740	\$43.63
Ace Hardware	75001	101 016 544 90 31 02	ST-Operating Cost	Paper Towels/Toilet Paper	56740	\$43.64
Ace Hardware	75001	410 016 531 10 31 02	SW - Operating Costs	Paper Towels/Toilet Paper	56740	\$43.63
Ace Hardware	75002	001 008 521 50 30 00	LE-Facilities Supplies	Janitorial Supplies	56740	\$130.90
Ace Hardware	75010	001 010 576 80 31 00	PK-Operating Costs	Iron Coupling	56740	\$1.41
Ace Hardware	75010	101 016 544 90 31 02	ST-Operating Cost	Iron Coupling	56740	\$1.42
Ace Hardware	75010	410 016 531 10 31 02	SW - Operating Costs	Iron Coupling	56740	\$1.42
Ace Hardware	75033	101 016 544 90 31 02	ST-Operating Cost	WD40	56740	\$12.20
Ace Hardware	75039	001 010 576 80 31 00	PK-Operating Costs	Fasteners	56740	\$14.54
Ace Hardware	75039	101 016 544 90 31 02	ST-Operating Cost	Fasteners	56740	\$14.54
Ace Hardware	75039	410 016 531 10 31 02	SW - Operating Costs	Fasteners	56740	\$14.54
Ace Hardware	75044	410 016 531 10 31 02	SW - Operating Costs	Tape Measure/Screwdriver	56740	\$56.71
Ace Hardware	75047	001 008 521 50 30 00	LE-Facilities Supplies	Disposable Gloves/Pledge	56740	\$307.51
					56740 Total	\$1,347.13
AdPro Printing	56906	001 013 518 20 41 00	GG-Professional Service	2022 LS Annual Report Print Mail Card	56741	\$2,453.73
					56741 Total	\$2,453.73
AFLAC	856181	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Insurance Prem	0	\$896.36
					0 Total	\$896.36
Alexander Printing Co Inc	74009	101 016 544 90 31 02	ST-Operating Cost	Business Cards - K Klinkers/S Waltz	56742	\$67.95
Alexander Printing Co Inc	74009	410 016 531 10 31 02	SW - Operating Costs	Business Cards - K Klinkers/S Waltz	56742	\$67.96
Alexander Printing Co Inc	74133	410 016 531 10 31 02	SW - Operating Costs	Business Cards - O Anderson	56742	\$107.88
					56742 Total	\$243.79

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Amazon Capital Services	1GDY-VVFX-HTXJ	001 008 521 20 31 00	LE-Office Supplies	Wireless Keyboard/Power Supply	56743	\$76.42
Amazon Capital Services	1GN3-J34C-4DP4	001 008 521 20 31 01	LE-Fixed Minor Equipment	Vehilce Tire Jacks (4)	56743	\$2,112.04
Amazon Capital Services	1HFR-MRV9-MC6M	001 008 521 20 31 00	LE-Office Supplies	Logitech Webcam	56743	\$65.46
Amazon Capital Services	1J7D-KMN6-KWY1	001 008 521 20 31 00	LE-Office Supplies	Recprds & Info Mgmt Book	56743	\$92.72
Amazon Capital Services	1L6J-JQCG-T3FX	001 008 521 20 31 00	LE-Office Supplies	Towels	56743	\$21.80
Amazon Capital Services	1M7X-TLVX-CWNQ	001 008 521 20 31 00	LE-Office Supplies	SD Card Readers (3)	56743	\$53.94
Amazon Capital Services	1NNK-49YP-37XJ	001 008 521 20 31 00	LE-Office Supplies	Printer Ink	56743	\$914.02
Amazon Capital Services	1TP4-9H1D-HGVQ	001 008 521 20 31 01	LE-Fixed Minor Equipment	Storage Rack	56743	\$118.91
Amazon Capital Services	1VML-1KT4-R1YQ	001 008 521 20 31 00	LE-Office Supplies	Label Maker	56743	\$63.12
					56743 Total	\$3,518.43
Amazon Capital Services	11RW-X6H6-H9YN	001 010 576 80 31 00	PK-Operating Costs	Office Supplies for PW	56744	\$49.90
Amazon Capital Services	11RW-X6H6-H9YN	101 016 544 90 31 02	ST-Operating Cost	Office Supplies for PW	56744	\$49.89
Amazon Capital Services	11RW-X6H6-H9YN	410 016 531 10 31 02	SW - Operating Costs	Office Supplies for PW	56744	\$49.89
Amazon Capital Services	16P4-CXN4-HXWW	001 013 518 20 31 00	GG-Operating Costs	Copy Paper Credit	56744	(\$53.92)
Amazon Capital Services	19YJ-GTTX-7RGJ	410 016 531 10 31 02	SW - Operating Costs	Keyboard & Mouse Combo/Headphones	56744	\$64.92
Amazon Capital Services	1DYG-4WQY-MDN6	001 010 576 80 31 00	PK-Operating Costs	Office Supplies for PW	56744	\$43.03
Amazon Capital Services	1DYG-4WQY-MDN6	101 016 544 90 31 02	ST-Operating Cost	Office Supplies for PW	56744	\$43.04
Amazon Capital Services	1DYG-4WQY-MDN6	410 016 531 10 31 02	SW - Operating Costs	Office Supplies for PW	56744	\$43.04
Amazon Capital Services	1GFK-3DGT-TLP1	410 016 531 10 35 00	SW - Small Tools	Dewalt Cordless Impact Wrench w/Hog Ring	56744	\$436.39
Amazon Capital Services	1GFK-3DGT-TLP1	410 016 531 10 35 00	SW - Small Tools	Impact Socket Set/LED Work Light/Breaker Bar	56744	\$269.51
Amazon Capital Services	1HR3-JPJH-4QNX	001 010 576 80 31 00	PK-Operating Costs	Storage Cups	56744	\$3.09
Amazon Capital Services	1HR3-JPJH-4QNX	101 016 544 90 31 02	ST-Operating Cost	Storage Cups	56744	\$3.09
Amazon Capital Services	1HR3-JPJH-4QNX	410 016 531 10 31 02	SW - Operating Costs	Storage Cups	56744	\$3.09
Amazon Capital Services	1HR3-JPJH-F77X	410 016 531 10 35 00	SW - Small Tools	TerraWest Core 240 Avalanche Probes (3)	56744	\$117.81
Amazon Capital Services	1LGC-DQHW-JNKW	001 010 576 80 31 00	PK-Operating Costs	Storage Cabinet/Flashlight/Spotlight/Avalance Probe	56744	\$118.52
Amazon Capital Services	1LGC-DQHW-JNKW	101 016 544 90 31 02	ST-Operating Cost	Storage Cabinet/Flashlight/Spotlight/Avalance Probe	56744	\$118.53
Amazon Capital Services	1LGC-DQHW-JNKW	410 016 531 10 31 02	SW - Operating Costs	Storage Cabinet/Flashlight/Spotlight/Avalance Probe	56744	\$118.53
Amazon Capital Services	1NNR-MQ31-7NN4	001 007 558 50 31 02	PL-Permit Related Op. Costs	Keyboard/Mouse Combo/Headphones/Universal	56744	\$101.75
Amazon Capital Services	1T7N-TDYH-4FTV	410 016 531 10 31 02	SW - Operating Costs	Monitors/Surge Protectors/Monitor Stands	56744	\$910.91
Amazon Capital Services	1T7X-GJ6Q-N6N4	001 007 558 50 31 00	PL-Office Supplies	Staplers (2)/Tape Dispenser	56744	\$73.80
Amazon Capital Services	1VQF-TTJ9-1P41	001 010 576 80 31 00	PK-Operating Costs	Fuel Filter Water Separator Elements (2)	56744	\$17.44
Amazon Capital Services	1VQF-TTJ9-1P41	101 016 544 90 31 02	ST-Operating Cost	Fuel Filter Water Separator Elements (2)	56744	\$17.45
Amazon Capital Services	1VQF-TTJ9-1P41	410 016 531 10 31 02	SW - Operating Costs	Fuel Filter Water Separator Elements (2)	56744	\$17.45
Amazon Capital Services	1W4F-K7Y1-JYD1	101 016 544 90 31 02	ST-Operating Cost	Management Books	56744	\$73.65
Amazon Capital Services	1W4F-K7Y1-JYD1	410 016 531 10 31 02	SW - Operating Costs	Management Books	56744	\$73.65
					56744 Total	\$2,764.45
Assoc of Washington Cities EFT	35824	001 000 283 00 00 00	Payroll Liability Medical	Medical Insurance Premium	0	\$188,698.03
Assoc of Washington Cities EFT	35824	001 013 518 30 20 00	GG-Benefits	Medical Insurance Premium	0	(\$0.04)
Assoc of Washington Cities EFT	35824	001 008 521 20 20 00	LE-Benefits	Medical Insurance Premium A Anderson, Bickley	0	\$2,217.33
Assoc of Washington Cities EFT	35824	001 000 283 00 00 00	Payroll Liability Medical	Medical Insurance Premium O Anderson, Trevor Mann	0	\$1,366.76
					0 Total	\$192,282.08
Barron	092722 BARRON	001 007 559 30 49 01	PB-Staff Development	ICC Residential Inspector Exam Reimbursement	56745	\$241.00
					56745 Total	\$241.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Business Card	BARNES 1022	001 008 521 20 43 00	LE-Travel & Per Diem	CAC Conf Dallas TX Hotel Credit - Parnell	56746	(\$21.40)
Business Card	BARNES 1022	001 008 521 20 43 00	LE-Travel & Per Diem	Ferry Fees to Assist PST with Promotional Process	56746	\$41.80
Business Card	BARNES 1022	001 008 521 40 49 01	LE-Registration Fees	Homicide Investigators Assoc Fall Conf Registration - Marshall	56746	\$200.00
Business Card	BARNES 1022	001 008 521 40 49 01	LE-Registration Fees	Lockpicking for Law Enforcement Registration	56746	\$120.00
Business Card	BARNES 1022	001 008 521 20 43 00	LE-Travel & Per Diem	Marine LE Conf Hotel - Carter	56746	\$457.35
Business Card	BARNES 1022	001 008 521 20 43 00	LE-Travel & Per Diem	Marine LE Conf Hotel - Irwin	56746	\$457.35
Business Card	BARNES 1022	001 008 521 20 43 00	LE-Travel & Per Diem	Rifle Instructor Training Oak Harbour Hotel - Hingtgen	56746	\$106.56
Business Card	BARNES 1022	001 008 521 20 31 05	LE-Equipment - New Officers	Taser Holsters (4)	56746	\$239.80
Business Card	BEAZIZO 1022	001 008 521 20 31 01	LE-Fixed Minor Equipment	Gunpowder Kit/Sterile Water	56746	\$174.32
Business Card	BRAZEL 1022	001 002 513 11 43 00	AD-Travel & Meetings	Fuel PW 41	56746	\$57.43
Business Card	BRAZEL 1022	001 002 513 11 43 00	AD-Travel & Meetings	ICMA Conf Columbus OH Hotel - Brazel	56746	\$736.74
Business Card	BRAZEL 1022	001 002 513 11 43 00	AD-Travel & Meetings	ICMA Conf Columbus OH Uber/Taxi Fees - Brazel	56746	\$80.83
Business Card	BRAZEL 1022	001 002 513 11 43 00	AD-Travel & Meetings	Personal Travel to be Reimbursed by Gene	56746	\$27.66
Business Card	BRAZEL 1022	001 002 513 11 43 00	AD-Travel & Meetings	Smart Cities Conf Washington DC Airport Parking-Brazel	56746	\$169.00
Business Card	BRAZEL 1022	001 001 511 60 43 00	Legislative - Travel & Mtgs	Smart Cities Conf Washington DC Transportation - Council	56746	\$184.00
Business Card	BRAZEL 1022	001 002 513 11 43 00	AD-Travel & Meetings	Smart Cities Conf Washington DC Uber - Brazel	56746	\$126.48
Business Card	CHELIN 1022	001 001 511 60 31 00	Legislative - Operating Costs	Anker PowerConf Bluetooth Speakerphone for Council	56746	\$109.09
Business Card	CHELIN 1022	001 001 513 10 43 00	Executive - Travel & Mtgs	APWA Fall Conf Hotel - Gailey	56746	\$362.55
Business Card	CHELIN 1022	001 001 513 10 49 01	Executive - Prof. Development	APWA Fall Conf Registration - Gailey	56746	\$550.00
Business Card	CHELIN 1022	302 010 594 76 61 03	PM -20th SE Fields/Poweline TR	Recording Fees - Scott Hardin Trail Easement	56746	\$209.50
Business Card	CHELIN 1022	001 001 511 60 43 00	Legislative - Travel & Mtgs	WEFTEC Conf Registration - Frederick	56746	\$1,740.00
Business Card	CHELIN 1022	001 001 511 60 43 00	Legislative - Travel & Mtgs	WEFTEC Conf Registration - Tageant	56746	\$1,205.00
Business Card	CHELIN 1022	001 013 518 20 41 00	GG-Professional Service	Zoom - Standard Monthly/Webinar 09-2022	56746	\$261.73
Business Card	CLIFTON 1022	101 016 543 30 43 00	ST-Travel & Meetings	AWPA Fall Conf Flight - Evans/Jones	56746	\$307.21
Business Card	CLIFTON 1022	410 016 531 10 43 00	SW - Travel & Meetings	AWPA Fall Conf Flight - Evans/Jones	56746	\$307.21
Business Card	CLIFTON 1022	302 010 594 76 61 09	PM - Davies Beach	Black Acetal - Davies Dock Rubbing Around Pilings	56746	\$388.50
Business Card	CLIFTON 1022	101 016 542 30 49 01	ST-Staff Development	Green Belt Registration - Evans Refund	56746	(\$799.00)
Business Card	CLIFTON 1022	101 016 542 30 49 01	ST-Staff Development	Green Belt Training - Evans	56746	\$1,349.00
Business Card	CLIFTON 1022	410 016 531 10 49 01	SW - Staff Development	Green Belt Training - Waltz	56746	\$550.00
Business Card	DREHER 1022	001 008 521 40 49 01	LE-Registration Fees	Certified Physical Analyst/Operator Classes Parnell	56746	\$3,850.00
Business Card	DREHER 1022	001 008 521 20 31 00	LE-Office Supplies	Document Holders/Trickor/Caution Tape/Frames	56746	\$49.68
Business Card	DREHER 1022	001 008 521 20 31 00	LE-Office Supplies	Flag Case/Document Frame	56746	\$65.35
Business Card	DREHER 1022	001 008 521 30 31 00	LE-Community Outreach Supplies	Harvest Fest Supplies	56746	\$20.42
Business Card	DREHER 1022	001 008 521 40 49 01	LE-Registration Fees	Intro to Body Condition Scoring 101 Registration - Cooper	56746	\$40.00
Business Card	DREHER 1022	001 008 521 20 31 00	LE-Office Supplies	Keyboard/Mouse/Storage Container/Halloween Bucket	56746	\$91.83
Business Card	DREHER 1022	001 008 521 20 42 00	LE-Communication	Postage - First Class to UT	56746	\$7.30
Business Card	DREHER 1022	001 008 521 30 31 00	LE-Community Outreach Supplies	Special Order Cake/Cupcakes	56746	\$53.96
Business Card	DREHER 1022	001 008 521 20 41 01	LE-Professional Serv-Fixed	Spypoint Insiders Club Annual	56746	\$102.99
Business Card	DREHER 1022	001 008 521 20 41 01	LE-Professional Serv-Fixed	Spypoint Standard Plan (2)	56746	\$173.04
Business Card	DREHER 1022	001 008 521 20 31 00	LE-Office Supplies	Super Glue	56746	\$2.71
Business Card	GARCEAU 1022	001 010 576 80 31 00	PK-Operating Costs	Aluminum I-Beam Levels (4)	56746	\$82.03
Business Card	GARCEAU 1022	001 010 576 80 49 01	PK-Staff Development	Basics of Bargaining Webinar Registration - Garceau	56746	\$75.00
Business Card	GARCEAU 1022	001 010 576 80 31 00	PK-Operating Costs	Cordless Drills (2) Tie Downs/Shop Tools/Electrical Tape	56746	\$1,088.98
Business Card	GARCEAU 1022	001 010 576 80 31 00	PK-Operating Costs	Cordless Impact Wrench/Shop Tools	56746	\$1,386.94

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Business Card	GARCEAU 1022	001 010 576 80 31 00	PK-Operating Costs	Fiberglass Claw Hammers (4)	56746	\$61.45
Business Card	GARCEAU 1022	001 010 576 80 31 00	PK-Operating Costs	Hand Pruners (3)/PVC Cutters (2)	56746	\$97.71
Business Card	GARCEAU 1022	001 010 576 80 43 00	PK-Travel & Meetings	NRPA Conf Bus/Light Rail Fee - Garceau	56746	\$13.50
Business Card	GARCEAU 1022	001 010 576 80 43 00	PK-Travel & Meetings	NRPA Conf Flight Baggage Fee - Garceau	56746	\$60.00
Business Card	GARCEAU 1022	001 010 576 80 43 00	PK-Travel & Meetings	NRPA Conf Hotel - Garceau	56746	\$530.53
Business Card	GARCEAU 1022	001 010 576 80 43 00	PK-Travel & Meetings	NRPA Conf Rail Ride Pass - Garceau	56746	\$2.00
Business Card	GARCEAU 1022	001 010 576 80 31 00	PK-Operating Costs	Portable Storage Cases (4)	56746	\$76.10
Business Card	GARCEAU 1022	001 010 576 80 49 01	PK-Staff Development	Supervisors Role Webinar Registration - Garceau	56746	\$75.00
Business Card	GOOD 1022	001 005 518 10 43 00	HR-Travel & Meetings	WAPELRA Conf Hotel - Good	56746	\$255.70
Business Card	HALVERSON 1022	410 016 531 10 49 01	SW - Staff Development	CESCL Cert Training Registration - Waltz	56746	\$250.00
Business Card	HALVERSON 1022	410 016 531 10 49 01	SW - Staff Development	NWPWI Leadership Skills Registration - Farrant	56746	\$500.00
Business Card	HALVERSON 1022	101 016 542 30 49 01	ST-Staff Development	NWPWI Leadership Skills Registration - Mangold	56746	\$250.00
Business Card	HALVERSON 1022	410 016 531 10 49 01	SW - Staff Development	NWPWI Leadership Skills Registration - Mangold	56746	\$250.00
Business Card	HEIST 1022	001 013 518 20 41 00	GG-Professional Service	Green Belt Training - J Rowe	56746	\$550.00
Business Card	HEIST 1022	001 004 514 23 43 00	FI-Travel & Meetings	WFOA Conf Parking	56746	\$12.00
Business Card	KNOEPFLE 1022	101 016 542 30 49 01	ST-Staff Development	APWA Fall Conf Registration - Evans	56746	\$550.00
Business Card	KNOEPFLE 1022	410 016 531 10 49 01	SW - Staff Development	APWA Fall Conf Registration - Jones	56746	\$550.00
Business Card	KNOEPFLE 1022	101 016 544 90 31 02	ST-Operating Cost	Coffee Traveler Fall Clean Up Safety Debrief Meeting	56746	\$21.98
Business Card	KNOEPFLE 1022	410 016 531 10 31 02	SW - Operating Costs	Coffee Traveler Fall Clean Up Safety Debrief Meeting	56746	\$21.98
Business Card	KNOEPFLE 1022	410 016 531 10 31 02	SW - Operating Costs	Excavator Tree Root Digging Rock Drilling Shovel	56746	\$300.03
Business Card	KNOEPFLE 1022	101 016 544 90 31 02	ST-Operating Cost	ITE Trip Generation Manual	56746	\$722.50
Business Card	KNOEPFLE 1022	410 016 531 10 31 02	SW - Operating Costs	ITE Trip Generation Manual	56746	\$722.50
Business Card	KNOEPFLE 1022	001 010 576 80 31 00	PK-Operating Costs	JK1000 Injection Tool	56746	\$315.34
Business Card	KNOEPFLE 1022	410 016 531 10 49 01	SW - Staff Development	Microsoft Suite Training Registration - Waltz	56746	\$75.10
Business Card	KNOEPFLE 1022	001 010 576 80 31 00	PK-Operating Costs	Pasteries for Pre-Fall Clean-Up Safety Briefing	56746	\$32.84
Business Card	KNOEPFLE 1022	101 016 544 90 31 02	ST-Operating Cost	Pasteries for Pre-Fall Clean-Up Safety Briefing	56746	\$32.83
Business Card	KNOEPFLE 1022	410 016 531 10 31 02	SW - Operating Costs	Pasteries for Pre-Fall Clean-Up Safety Briefing	56746	\$32.83
Business Card	KNOEPFLE 1022	001 013 518 20 31 00	GG-Operating Costs	POD Rental for Museum Storage	56746	\$259.66
Business Card	KNOEPFLE 1022	101 016 544 90 31 02	ST-Operating Cost	reMarkable Electronic Notepad Refurbished	56746	\$201.15
Business Card	KNOEPFLE 1022	410 016 531 10 31 02	SW - Operating Costs	reMarkable Electronic Notepad Refurbished	56746	\$201.15
Business Card	LEBLANC 1022	001 008 521 20 31 08	LE - Business Meeting Supplies	Ice Tea/Candy/Chips/Snacks	56746	\$42.98
Business Card	LEBLANC 1022	001 008 521 20 31 08	LE - Business Meeting Supplies	Propane	56746	\$18.39
Business Card	LEBLANC 1022	001 008 521 20 31 08	LE - Business Meeting Supplies	Training Lunch	56746	\$49.55
Business Card	STEVENS T 1022	001 006 518 80 31 00	IT-Office Supplies	Cat6A Riser/Cables/Connectors	56746	\$605.43
Business Card	STEVENS T 1022	510 006 518 80 49 38	LR - DUO 2 Factor	DUO MFA Annual	56746	\$747.50
Business Card	THOMAS 1022	001 008 521 30 31 00	LE-Community Outreach Supplies	Donuts/Granola Bars for Citizens Academy	56746	\$27.55
Business Card	UBERT 1022	001 008 521 20 41 01	LE-Professional Serv-Fixed	FUBO TV Monthly Subscription for PD	56746	\$82.91
Business Card	UBERT 1022	001 013 518 20 41 00	GG-Professional Service	Green Belt Training - Fox	56746	\$550.00
Business Card	UBERT 1022	001 013 518 20 41 00	GG-Professional Service	Green Belt Training - Fox Refund	56746	(\$550.00)
Business Card	UBERT 1022	001 008 521 20 49 00	LE-Dues & Memberships	IACP Subscription LSPD	56746	\$525.00
Business Card	UBERT 1022	001 008 521 20 43 00	LE-Travel & Per Diem	LEIRA Leadership Training Flight - J Ubert	56746	\$88.60
Business Card	UBERT 1022	001 008 521 20 43 00	LE-Travel & Per Diem	LEIRA Leadership Training Hotel - J Ubert	56746	\$736.72
Business Card	WARRINGTON 1022	001 013 518 20 41 00	GG-Professional Service	Green Belt Training - A Rose	56746	\$550.00
Business Card	WARRINGTON 1022	001 005 518 10 43 00	HR-Travel & Meetings	WAPELRA Conf Hotel - Warrington	56746	\$255.70
Business Card	WEAVER 0922	001 001 511 60 31 00	Legislative - Operating Costs	Drip Coffee for Legislative Breakfast	56746	\$69.00
Business Card	WEAVER 0922	001 002 513 11 43 00	AD-Travel & Meetings	Smart Cities Conf Hotel - Brazel	56746	\$303.26
Business Card	WEAVER 0922	001 001 511 60 43 00	Legislative - Travel & Mtgs	Smart Cities Conf Hotel Refund - Daughtry	56746	(\$303.26)

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Business Card	WEAVER 0922	001 001 511 60 43 00	Legislative - Travel & Mtgs	Smart Cities Conf Hotel Refund - Ewing	56746	(\$303.26)
Business Card	WEAVER 0922	001 001 511 60 49 01	Legislative - Prof. Developmen	Smart Cities Conf Registration Refund - Daughtry	56746	(\$545.00)
Business Card	WEAVER 0922	001 001 511 60 49 01	Legislative - Prof. Developmen	Smart Cities Conf Registration Refund - Ewing	56746	(\$545.00)
Business Card	WEAVER 0922	001 001 511 60 31 00	Legislative - Operating Costs	Water for Legislative Breakfast	56746	\$13.07
Business Card	WEAVER 1022	001 013 518 20 31 00	GG-Operating Costs	Custom T-Shirt for Dept Head Retreat	56746	\$47.79
Business Card	WEAVER 1022	001 002 513 11 43 00	AD-Travel & Meetings	Smart Cities Conf Hotel - Brazel 09/25-09/26	56746	\$331.88
Business Card	WEAVER 1022	001 002 513 11 43 00	AD-Travel & Meetings	Smart Cities Conf Hotel - Brazel 09/26-09/30	56746	\$909.78
Business Card	WEAVER 1022	001 001 511 60 43 00	Legislative - Travel & Mtgs	Smart Cities Conf Hotel - Dickinson 09/25-09/26	56746	\$310.67
Business Card	WEAVER 1022	001 001 511 60 43 00	Legislative - Travel & Mtgs	Smart Cities Conf Hotel - Dickinson 09/26-09/30	56746	\$917.19
Business Card	WEAVER 1022	001 001 511 60 43 00	Legislative - Travel & Mtgs	Smart Cities Conf Hotel - Frederick 09/25-09/26	56746	\$303.26
Business Card	WEAVER 1022	001 001 511 60 43 00	Legislative - Travel & Mtgs	Smart Cities Conf Hotel - Frederick 09/26-09/30	56746	\$909.78
Business Card	WEAVER 1022	001 001 513 10 43 00	Executive - Travel & Mtgs	Smart Cities Conf Hotel - Gailey 09/25-09/26	56746	\$303.26
Business Card	WEAVER 1022	001 001 513 10 43 00	Executive - Travel & Mtgs	Smart Cities Conf Hotel - Gailey 09/26-09/30	56746	\$1,213.04
Business Card	WEAVER 1022	001 001 511 60 43 00	Legislative - Travel & Mtgs	Smart Cities Conf Hotel - Jorstad 09/25-09/26	56746	\$303.26
Business Card	WEAVER 1022	001 001 511 60 43 00	Legislative - Travel & Mtgs	Smart Cities Conf Hotel - Jorstad 09/26-09/30	56746	\$909.78
Business Card	WEAVER 1022	001 001 511 60 43 00	Legislative - Travel & Mtgs	Smart Cities Conf Hotel - Tageant 09/25-09/26	56746	\$303.26
Business Card	WEAVER 1022	001 001 511 60 43 00	Legislative - Travel & Mtgs	Smart Cities Conf Hotel - Tageant 09/26-09/30	56746	\$909.78
Business Card	WRIGHT 1022	001 007 559 30 31 01	PB-Operating Cost	2018 Maint/Housing Inspector Study Guide	56746	\$79.00
Business Card	WRIGHT 1022	001 007 558 50 49 01	PL-Staff Development	APA Annual Conf Registration - Faz	56746	\$405.00
Business Card	WRIGHT 1022	001 007 558 50 49 01	PL-Staff Development	APA Annual Conf Registration - Needham	56746	\$405.00
Business Card	WRIGHT 1022	001 007 558 50 49 00	PL-Miscellaneous	APA Membership - Faz	56746	\$127.00
Business Card	WRIGHT 1022	001 007 558 50 49 00	PL-Miscellaneous	APA Membership - Needham	56746	\$99.00
Business Card	WRIGHT 1022	001 013 518 20 41 00	GG-Professional Service	Green Belt Training - Schwindt	56746	\$550.00
Business Card	WRIGHT 1022	001 007 558 50 49 00	PL-Miscellaneous	ICMA Dues - Wright	56746	\$200.00
Business Card	WRIGHT 1022	001 007 559 30 49 01	PB-Staff Development	PermitTrax User Conf Registration - Manus	56746	\$294.60
Business Card	WRIGHT 1022	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers Grade Rd Storage	56746	\$32.11
Business Card	WRIGHT 1022	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers LUA2022-0109 NOA Lewandowski	56746	\$42.03
Business Card	WRIGHT 1022	001 007 559 30 49 00	PB-Miscellaneous	WACE Dues - Fauth	56746	\$55.00
Business Card	WRIGHT 1022	001 007 558 50 31 01	PL-Operating Costs	Water/Snacks for Industrial Center Plan Open House	56746	\$16.42
Business Card	WRIGHT 1022	001 007 559 30 43 00	PB-Travel & Mtgs	WSAPT Fall Conf Hotel - Held	56746	\$322.78
Business Card	WRIGHT 1022	001 007 559 30 43 00	PB-Travel & Mtgs	WSAPT Fall Conf Hotel - Schwindt	56746	\$389.56
					56746 Total	\$36,922.19
Cadman Materials Inc	5861536	410 016 531 10 41 03	SW - Street Cleaning	Street Sweeping Disposal	56747	\$2,078.63
					56747 Total	\$2,078.63
CDW Government Inc	DD07161	001 010 576 80 31 00	PK-Operating Costs	Acer Monitor Credit	56748	(\$62.65)
CDW Government Inc	DD07161	101 016 544 90 31 02	ST-Operating Cost	Acer Monitor Credit	56748	(\$62.66)
CDW Government Inc	DD07161	410 016 531 10 31 02	SW - Operating Costs	Acer Monitor Credit	56748	(\$62.66)
CDW Government Inc	DD86980	001 006 518 80 31 00	IT-Office Supplies	Snagit 2022 Annual Licenses	56748	\$218.96
					56748 Total	\$30.99
Central Welding Supply Co Inc	RN09221006	001 010 576 80 31 00	PK-Operating Costs	Argon Gas/Centrashield/Propane	56749	\$21.70
Central Welding Supply Co Inc	RN09221006	101 016 544 90 31 02	ST-Operating Cost	Argon Gas/Centrashield/Propane	56749	\$21.71
Central Welding Supply Co Inc	RN09221006	410 016 531 10 31 02	SW - Operating Costs	Argon Gas/Centrashield/Propane	56749	\$21.71
					56749 Total	\$65.12

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Cintas Loc 460	4132870253	001 010 576 80 41 00	PK-Professional Services	PW Uniform Service	56750	\$155.59
Cintas Loc 460	4132870253	101 016 542 30 41 02	ST-Professional Service	PW Uniform Service	56750	\$155.59
Cintas Loc 460	4132870253	410 016 531 10 41 01	SW - Professional Services	PW Uniform Service	56750	\$155.58
Cintas Loc 460	4133573533	001 010 576 80 41 00	PK-Professional Services	PW Uniform Service	56750	\$155.59
Cintas Loc 460	4133573533	101 016 542 30 41 02	ST-Professional Service	PW Uniform Service	56750	\$155.59
Cintas Loc 460	4133573533	410 016 531 10 41 01	SW - Professional Services	PW Uniform Service	56750	\$155.58
					56750 Total	\$933.52
City of Everett	I22005330	001 008 554 30 41 00	LE-Animal Control	Animal Control Services 08-2022	56751	\$2,350.00
City of Everett	I22005341	410 016 531 10 41 01	SW - Professional Services	Fecal Coliform Analysis	56751	\$99.00
					56751 Total	\$2,449.00
Coast Gateway LLC	654359	001 008 521 20 43 00	LE-Travel & Per Diem	Animal Control Academy Burien WA Hotel - Cooper	56752	\$510.65
Coast Gateway LLC	655376	001 008 521 20 43 00	LE-Travel & Per Diem	Animal Control Academy Burien WA Hotel - Cooper	56752	\$510.65
					56752 Total	\$1,021.30
Comcast	0922 COMCAST	001 010 576 80 42 00	PK-Communication	Internet Services - 20 S Davies Rd	56753	\$401.67
Comcast	0922 COMCAST	001 010 576 80 42 00	PK-Communication	Internet Services - Frontier Park	56753	\$401.67
Comcast	0922 COMCAST	001 010 576 80 42 00	PK-Communication	Internet Services - Parks/Rec Office	56753	\$138.21
Comcast	0922 COMCAST	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Signal Control	56753	\$321.67
					56753 Total	\$1,263.22
Compensation Connections LLC	2410	004 013 518 20 40 00	RR - Professional Services	2022 Market Study for Non-Rep Salary Survey	56754	\$5,760.00
					56754 Total	\$5,760.00
DataQuest LLC	19463	001 003 514 20 41 00	CC-Professional Services	Background Checks	56755	\$166.50
DataQuest LLC	19463	001 006 518 80 41 00	IT-Professional Services	Background Checks	56755	\$76.50
					56755 Total	\$243.00
Dept of Licensing	100822 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 10/02/22 thru 10/08/22	56756	\$270.00
Dept of Licensing	101522 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 10/09/22 thru 10/15/22	56756	\$18.00
					56756 Total	\$288.00
Dept of Retirement (Deferred Comp)	101022	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferre	0	\$4,711.80
					0 Total	\$4,711.80
Dept of Retirement PERS LEOFF	101022	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	0	\$67,476.30
Dept of Retirement PERS LEOFF	101022	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions-State Contributions	0	\$308.01
					0 Total	\$67,784.31
Dept of Transportation	RE-313-ATB20919026	307 000 595 30 60 00	Project Construction Account	SR9/Lake Stevens Rd Roundabout	56757	\$346,366.36
					56757 Total	\$346,366.36
Dept of Transportation	RE-313-ATB20919038	101 016 595 64 63 00	ST-Traffic Control-Capital	Foundation/Wall City Gateway	56758	\$105.90
					56758 Total	\$105.90
Dickinson	092522DICKINSON	001 001 511 60 43 00	Legislative - Travel & Mtgs	Smart Cities Conf Flight/Baggage Fees Reimbursement	56759	\$747.21
					56759 Total	\$747.21
EASL Inc	LS-1022	001 013 518 20 41 00	GG-Professional Service	Strategic Communication Services 09-2022	56760	\$5,500.00
					56760 Total	\$5,500.00
EFTPS	101022	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	0	\$116,055.29
					0 Total	\$116,055.29
Electronic Business Machines	AR231046	001 008 521 50 48 00	LE-Facility Repair & Maint	Copier Copy Cost PD - 2WU09725	56761	\$53.12
Electronic Business Machines	AR231235	001 010 576 80 48 00	PK-Repair & Maintenance	Copier Copy Cost PW - QNN08471	56761	\$14.69
Electronic Business Machines	AR231235	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Copy Cost PW - QNN08471	56761	\$14.70
Electronic Business Machines	AR231235	410 016 531 10 48 00	SW - Repairs & Maintenance	Copier Copy Cost PW - QNN08471	56761	\$14.69
					56761 Total	\$97.20

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Evergreen Safety Council	INV12008	001 010 576 80 31 00	PK-Operating Costs	WA Flagger Handbooks/Certification Cards (13)	56762	\$102.14
Evergreen Safety Council	INV12008	101 016 544 90 31 02	ST-Operating Cost	WA Flagger Handbooks/Certification Cards (13)	56762	\$102.13
Evergreen Safety Council	INV12008	410 016 531 10 31 02	SW - Operating Costs	WA Flagger Handbooks/Certification Cards (13)	56762	\$102.13
					56762 Total	\$306.40
Florida State Disbursement Unit	200000082DR34	001 000 284 00 00 00	Payroll Liability Other	200000082DR34 Child Support	56729	\$177.57
					56729 Total	\$177.57
Gailey	090522 GAILEY	001 001 513 10 43 00	Executive - Travel & Mtgs	APWA Flight/Uber Spokane WA Reimbursement	56763	\$255.95
					56763 Total	\$255.95
GCP WW Holdco	INV2010002235	001 010 576 80 31 01	PK-Ops-Clothing	Safety Hoodie - D Green	56764	\$34.61
					56764 Total	\$34.61
Glaser	100422 GLASER	001 007 559 30 49 01	PB-Staff Development	ICC Residential Inspector Exam Reimbursement	56765	\$241.00
Glaser	100622 GLASER	001 007 559 30 49 01	PB-Staff Development	ICC Residential Plans Examiner Exam Reimbursement	56765	\$241.00
					56765 Total	\$482.00
Glens Welding & Machine Inc	\$16896	410 016 531 10 31 02	SW - Operating Costs	Small Equipment Parts	56766	\$151.68
Glens Welding & Machine Inc	\$16898	410 016 531 10 31 02	SW - Operating Costs	Nuts	56766	\$15.23
					56766 Total	\$166.91
Good	091422 GOOD	001 005 518 10 43 00	HR-Travel & Meetings	WAPELRA Fall Conf Leavenworth WA Meals	56767	\$52.00
Good	100522 GOOD	001 005 518 10 43 00	HR-Travel & Meetings	NEOGOV Connect Conf Las Vegas NV Meals	56767	\$79.00
					56767 Total	\$131.00
Grainger	9461140437	001 010 576 80 31 00	PK-Operating Costs	Screwdriver	56768	\$19.95
					56768 Total	\$19.95
Granite Construction Supply	96805	101 016 542 64 31 00	ST-Traffic Control - Supply	White Flats w/Skid Optics	56769	\$782.05
Granite Construction Supply	96806	101 016 542 64 31 00	ST-Traffic Control - Supply	Object Marker	56769	\$206.06
Granite Construction Supply	96807	101 016 542 64 31 00	ST-Traffic Control - Supply	Speed Limit Signs/School Signs	56769	\$950.64
Granite Construction Supply	96835	101 016 542 64 31 00	ST-Traffic Control - Supply	Sign Posts/Anchors/Concrete Diamond Blade	56769	\$4,491.56
Granite Construction Supply	96869	101 016 542 64 31 00	ST-Traffic Control - Supply	Street Signs	56769	\$361.08
Granite Construction Supply	96875	001 010 576 80 31 00	PK-Operating Costs	Steel Jumbo Head Drive Rivet	56769	\$135.54
Granite Construction Supply	96875	101 016 544 90 31 02	ST-Operating Cost	Steel Jumbo Head Drive Rivet	56769	\$135.54
Granite Construction Supply	96875	410 016 531 10 31 02	SW - Operating Costs	Steel Jumbo Head Drive Rivet	56769	\$135.55
Granite Construction Supply	96907	001 010 576 80 31 00	PK-Operating Costs	Trailer Decal/PW Signs	56769	\$101.30
Granite Construction Supply	96907	101 016 544 90 31 02	ST-Operating Cost	Trailer Decal/PW Signs	56769	\$101.30
Granite Construction Supply	96907	410 016 531 10 31 02	SW - Operating Costs	Trailer Decal/PW Signs	56769	\$101.30
Granite Construction Supply	96908	101 016 542 64 31 00	ST-Traffic Control - Supply	Bay Signs/Spill Kit Inside Sign	56769	\$228.59
Granite Construction Supply	96974	101 016 542 64 31 00	ST-Traffic Control - Supply	Dead End/No Outlet Signs	56769	\$942.94
Granite Construction Supply	97033	101 016 542 64 31 00	ST-Traffic Control - Supply	Keep Right Symbol Signs	56769	\$659.40
Granite Construction Supply	97034	101 016 542 70 31 00	ST-Roadside - Supply	White Lines with Skid Optics Hot Tape	56769	\$989.10
					56769 Total	\$10,321.95
Greenshields Industrial Supply Inc	123466	410 016 531 10 31 02	SW - Operating Costs	Hoses PW33	56770	\$119.24
Greenshields Industrial Supply Inc	123891	410 016 531 10 31 02	SW - Operating Costs	Poly Sling Eye & Eye/Cables	56770	\$234.79
Greenshields Industrial Supply Inc	124198	101 016 544 90 31 02	ST-Operating Cost	Hydraulic Hose PW50	56770	\$294.53
					56770 Total	\$648.56
Honey Bucket	553050849	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Community Garden	56771	\$132.00
					56771 Total	\$132.00
HRA VEBA Trust YA20192	101022	001 000 283 00 00 00	Payroll Liability Medical	Employee VEBA Contributions	56730	\$2,862.37
					56730 Total	\$2,862.37
HSA Bank	101022	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contributions	56731	\$125.00
					56731 Total	\$125.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
HW Lochner Inc	17878-25	304 016 594 31 63 00	17005 - 24th St SE & 91st Ave	24th St SE/91st Ave SE Construction Admin	56772	\$1,366.44
					56772 Total	\$1,366.44
Industrial Bolt & Supply Inc	797353-1	410 016 531 10 31 02	SW - Operating Costs	Bushings/Connectors/Drills/Washers/Rust Preventor	56773	\$380.07
Industrial Bolt & Supply Inc	797639-1	410 016 531 10 31 02	SW - Operating Costs	Power Tap Nitro Carb	56773	\$253.91
					56773 Total	\$633.98
J Thayer Co Inc	1614242-0	001 010 576 80 31 00	PK-Operating Costs	Cabinet Supplies PW	56774	\$18.69
J Thayer Co Inc	1614242-0	101 016 544 90 31 02	ST-Operating Cost	Cabinet Supplies PW	56774	\$18.70
J Thayer Co Inc	1614242-0	410 016 531 10 31 02	SW - Operating Costs	Cabinet Supplies PW	56774	\$18.70
J Thayer Co Inc	1615214-0	001 010 576 80 31 00	PK-Operating Costs	Office Supplies for PW	56774	\$71.00
J Thayer Co Inc	1615214-0	101 016 544 90 31 02	ST-Operating Cost	Office Supplies for PW	56774	\$71.01
J Thayer Co Inc	1615214-0	410 016 531 10 31 02	SW - Operating Costs	Office Supplies for PW	56774	\$71.01
J Thayer Co Inc	1616207-0	001 010 576 80 31 00	PK-Operating Costs	Tissue/Stapler/Business Card Holder	56774	\$25.46
J Thayer Co Inc	1616207-0	101 016 544 90 31 02	ST-Operating Cost	Tissue/Stapler/Business Card Holder	56774	\$25.47
J Thayer Co Inc	1616207-0	410 016 531 10 31 02	SW - Operating Costs	Tissue/Stapler/Business Card Holder	56774	\$25.47
J Thayer Co Inc	1616576-0	001 010 576 80 31 00	PK-Operating Costs	Hanging Folders/Stapler/Masks	56774	\$37.40
J Thayer Co Inc	1616576-0	101 016 544 90 31 02	ST-Operating Cost	Hanging Folders/Stapler/Masks	56774	\$37.41
J Thayer Co Inc	1616576-0	410 016 531 10 31 02	SW - Operating Costs	Hanging Folders/Stapler/Masks	56774	\$37.41
J Thayer Co Inc	1617184-0	001 013 518 20 31 00	GG-Operating Costs	Paper Towels	56774	\$181.00
					56774 Total	\$638.73
Jorstad	092522 JORSTAD	001 001 511 60 43 00	Legislative - Travel & Mtgs	Smart Cities Conf Airport Parking Reimbursement	56775	\$116.33
Jorstad	092522 JORSTAD	001 001 511 60 43 00	Legislative - Travel & Mtgs	Smart Cities Conf Flight Baggage Fee Reimbursement	56775	\$60.00
Jorstad	092522 JORSTAD	001 001 511 60 43 00	Legislative - Travel & Mtgs	Smart Cities Conf Flight Reimbursement	56775	\$1,118.62
Jorstad	092522 JORSTAD	001 001 511 60 43 00	Legislative - Travel & Mtgs	Smart Cities Conf Taxi Reimbursement	56775	\$18.70
Jorstad	092522 JORSTAD	001 001 511 60 43 00	Legislative - Travel & Mtgs	Smart Cities Conf Uber Reimbursement	56775	\$159.54
					56775 Total	\$1,473.19
Kaiser Permanente	72343223	001 010 576 80 41 00	PK-Professional Services	Comm Drivers Med Exam - M Bredstrand	56776	\$12.50
Kaiser Permanente	72343223	001 013 518 20 41 00	GG-Professional Service	Comm Drivers Med Exam - M Bredstrand	56776	\$12.50
Kaiser Permanente	72343223	101 016 542 30 41 02	ST-Professional Service	Comm Drivers Med Exam - M Bredstrand	56776	\$50.00
Kaiser Permanente	72343223	410 016 531 10 41 01	SW - Professional Services	Comm Drivers Med Exam - M Bredstrand	56776	\$50.00
Kaiser Permanente	72343223	001 008 521 20 41 00	LE-Professional Services	Drug Screen/EKG Exam - J Tannen	56776	\$133.00
					56776 Total	\$258.00
Klinkers	101822 KLINKERS	001 010 576 80 43 00	PK-Travel & Meetings	NWPWI Leadership Skills Meals	56777	\$31.00
Klinkers	101822 KLINKERS	101 016 543 30 43 00	ST-Travel & Meetings	NWPWI Leadership Skills Meals	56777	\$31.00
Klinkers	101822 KLINKERS	410 016 531 10 43 00	SW - Travel & Meetings	NWPWI Leadership Skills Meals	56777	\$31.00
Klinkers	101822 KLINKERS	001 010 576 80 49 01	PK-Staff Development	NWPWI Leadership Skills Registration Reimbursement	56777	\$166.66
Klinkers	101822 KLINKERS	101 016 542 30 49 01	ST-Staff Development	NWPWI Leadership Skills Registration Reimbursement	56777	\$166.67
Klinkers	101822 KLINKERS	410 016 531 10 49 01	SW - Staff Development	NWPWI Leadership Skills Registration Reimbursement	56777	\$166.67
					56777 Total	\$593.00
Lake Stevens Police Guild	101022	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	56732	\$1,086.75
					56732 Total	\$1,086.75

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Lake Stevens Sewer District	12326.01 1022	001 010 576 80 47 00	PK-Utilities	Sewer - Boat Launch Restrooms Acct 12326-01	56778	\$100.00
Lake Stevens Sewer District	13135.01 1022	101 016 543 50 47 00	ST-Utilities	Sewer - Decant Facility Acct 13135-01	56778	\$49.50
Lake Stevens Sewer District	13135.01 1022	410 016 531 10 47 00	SW - Utilities	Sewer - Decant Facility Acct 13135-01	56778	\$49.50
Lake Stevens Sewer District	2538.02 1022	001 010 576 80 47 00	PK-Utilities	Sewer - Lundeen Park Acct 2538-02	56778	\$198.00
Lake Stevens Sewer District	3628.02 1022	001 010 576 80 47 00	PK-Utilities	Sewer - Davies Beach Acct 3628-02	56778	\$99.00
Lake Stevens Sewer District	6294.04 1022	001 008 521 50 47 00	LE-Facility Utilities	Sewer - PD Evidence Bldg Acct 6294-04	56778	\$99.00
Lake Stevens Sewer District	6296.03 1022	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Station Acct 6296-03	56778	\$198.00
Lake Stevens Sewer District	6390.03 1022	001 013 518 20 47 02	GG-Utilities for Rentals	Sewer - Leased Comm Building Acct 6390-03	56778	\$142.56
Lake Stevens Sewer District	6666.01 1022	001 012 575 30 47 00	CS- Museum - Utilities	Sewer - Museum Acct 6666-01	56778	\$99.00
Lake Stevens Sewer District	6671.01 1022	001 013 518 20 47 00	GG-Utilities	Sewer - City Hall Acct 6671-01	56778	\$99.00
Lake Stevens Sewer District	6810.01 1022	001 012 575 50 47 00	CS- The Mill- Utilities	Sewer - The Mill Acct 6810-01	56778	\$198.00
Lake Stevens Sewer District	7002.01 1022	001 010 576 80 47 00	PK-Utilities	Sewer - North Cove Park Restroom 7002-01	56778	\$99.00
Lake Stevens Sewer District	8710.03 1022	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Training Bldg Acct 8710-03	56778	\$99.00
Lake Stevens Sewer District	9902.01 1022	001 012 572 20 47 00	CS- Library-Utilities	Sewer - Library Grade Rd Acct 9902-01	56778	\$99.00
					56778 Total	\$1,628.56
Lake Stevens Sewer District	25236	304 016 594 31 63 00	17005 - 24th St SE & 91st Ave	Engineering Fees 91st Ave SE & 24th St SE	56779	\$413.23
					56779 Total	\$413.23
Land Development Consultants Inc	28998	101 016 544 20 41 00	ST-Prof Srv - Engineering	On-Call T Intersection Analysis Tast #02	56780	\$369.00
					56780 Total	\$369.00
Land Pro Group	100622 LAND PRO	003 000 345 81 00 00	Zoning-Subdivision Fees	LUA2022-0102 Refund	56781	\$1,100.00
Land Pro Group	100622 LAND PRO	510 000 341 81 00 00	Technology Fee	LUA2022-0102 Refund	56781	\$33.00
					56781 Total	\$1,133.00
Lemay Mobile Shredding Inc	4766247S185	001 008 521 20 41 01	LE-Professional Serv-Fixed	Shredding Services PD	56782	\$25.16
Lemay Mobile Shredding Inc	4766562S185	001 010 576 80 41 00	PK-Professional Services	Shredding Services PW	56782	\$5.68
Lemay Mobile Shredding Inc	4766562S185	101 016 542 30 41 02	ST-Professional Service	Shredding Services PW	56782	\$5.69
Lemay Mobile Shredding Inc	4766562S185	410 016 531 10 41 01	SW - Professional Services	Shredding Services PW	56782	\$5.69
					56782 Total	\$42.22
Marshall	103122 MARSHALL	001 008 521 20 43 00	LE-Travel & Per Diem	Homicide Invest Training Bellevue WA Meals	56783	\$110.00
					56783 Total	\$110.00
Michael	110322 MICHAEL	001 008 521 20 43 00	LE-Travel & Per Diem	Covert Lock Defeating for LE Meal	56784	\$17.00
					56784 Total	\$17.00
MissionSquare - 108991	6577048	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	56733	\$435.73
					56733 Total	\$435.73
MissionSquare - 307428	6671688	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	56734	\$1,815.99
					56734 Total	\$1,815.99
National Animal Care & Control Assoc	9212	001 008 521 20 49 00	LE-Dues & Memberships	NACA Membership - Cooper	56785	\$25.00
					56785 Total	\$25.00
Nationwide Retirement Solution	101022	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	0	\$4,738.30
					0 Total	\$4,738.30
Nelson Petroleum Inc	0811932-IN	001 002 513 11 43 00	AD-Travel & Meetings	Fuel	56786	\$3.83
Nelson Petroleum Inc	0811932-IN	001 007 559 30 32 00	PB-Fuel	Fuel	56786	\$13.46
Nelson Petroleum Inc	0811932-IN	001 008 521 20 32 00	LE-Fuel	Fuel	56786	\$788.07
Nelson Petroleum Inc	0811932-IN	001 010 576 80 32 00	PK-Fuel Costs	Fuel	56786	\$151.20
Nelson Petroleum Inc	0811932-IN	101 016 542 30 32 00	ST-Fuel	Fuel	56786	\$302.40
Nelson Petroleum Inc	0811932-IN	410 016 531 10 32 00	SW - Fuel	Fuel	56786	\$302.40
					56786 Total	\$1,561.36

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
New York Life	Sep-22	001 000 284 00 00 00	Payroll Liability Other	Whole Life Insurance Premiums	56735	\$199.00
					56735 Total	\$199.00
New York Life EFT	Sep-22	001 001 511 60 20 00	Legislative - Benefits	Life/Disability Ins Premiums	0	\$9.06
New York Life EFT	Sep-22	001 002 513 11 20 00	AD-Benefits	Life/Disability Ins Premiums	0	\$66.52
New York Life EFT	Sep-22	001 003 514 20 20 00	CC-Benefits	Life/Disability Ins Premiums	0	\$42.32
New York Life EFT	Sep-22	001 004 514 23 20 00	FI-Benefits	Life/Disability Ins Premiums	0	\$224.57
New York Life EFT	Sep-22	001 005 518 10 20 00	HR-Benefits	Life/Disability Ins Premiums	0	\$214.18
New York Life EFT	Sep-22	001 006 518 80 20 00	IT-Benefits	Life/Disability Ins Premiums	0	\$53.51
New York Life EFT	Sep-22	001 007 558 50 20 00	PL-Benefits	Life/Disability Ins Premiums	0	\$417.72
New York Life EFT	Sep-22	001 007 559 30 20 00	PB-Benefits	Life/Disability Ins Premiums	0	\$214.37
New York Life EFT	Sep-22	001 008 521 20 20 00	LE-Benefits	Life/Disability Ins Premiums	0	\$1,322.40
New York Life EFT	Sep-22	001 010 576 80 20 00	PK-Benefits	Life/Disability Ins Premiums	0	\$203.22
New York Life EFT	Sep-22	001 013 518 30 20 00	GG-Benefits	Life/Disability Ins Premiums	0	\$123.59
New York Life EFT	Sep-22	101 016 542 30 20 00	ST-Benefits	Life/Disability Ins Premiums	0	\$459.76
New York Life EFT	Sep-22	410 016 531 10 20 00	SW-Benefits	Life/Disability Ins Premiums	0	\$710.09
					0 Total	\$4,061.31
NWFF Environmental	12193	001 010 576 80 41 00	PK-Professional Services	PW Safety Training	56787	\$3,333.34
NWFF Environmental	12193	101 016 542 30 41 02	ST-Professional Service	PW Safety Training	56787	\$3,333.33
NWFF Environmental	12193	410 016 531 10 41 01	SW - Professional Services	PW Safety Training	56787	\$3,333.33
					56787 Total	\$10,000.00
Office of the State Treasurer	09-2022 STATE	633 000 589 30 00 03	State Building Permit Remit	Building Code Fees 09-2022	56788	\$311.00
Office of the State Treasurer	09-2022 STATE	633 000 586 00 00 01	State Court Remit	State Court Fees 09-2022	56788	\$11,718.34
					56788 Total	\$12,029.34
Pape Machinery Inc	13971189	410 016 531 10 31 02	SW - Operating Costs	Filters PW65	56789	\$154.59
Pape Machinery Inc	13971209	410 016 531 10 31 02	SW - Operating Costs	Filter PW65	56789	\$65.65
					56789 Total	\$220.24
Public Safety Testing Inc	2022-828	001 008 521 20 41 00	LE-Professional Services	Q3 2022 Recruiting Assistance - Police Officer	56790	\$490.00
					56790 Total	\$490.00
Putnam	102622 PUTNAM	001 008 521 20 43 00	LE-Travel & Per Diem	WAPRO Conf Tacoma WA Meals	56791	\$69.00
					56791 Total	\$69.00
Redefined Corp	382208	001 006 518 80 41 00	IT-Professional Services	Contract IT Services 06-2022	56792	\$6,160.00
Redefined Corp	382210	001 006 518 80 41 00	IT-Professional Services	Contract IT Services 08-2022	56792	\$6,440.00
Redefined Corp	382211	001 006 518 80 41 00	IT-Professional Services	Contract IT Services 09-2022	56792	\$6,160.00
					56792 Total	\$18,760.00
Rexel USA Inc	3H60462	101 016 544 90 31 02	ST-Operating Cost	Outdoor Dimmable LED Driver/Alum Die Casts	56793	\$282.98
					56793 Total	\$282.98
Right On Heating and Sheet Metal Inc	29555	001 012 572 20 31 00	CS- Library-Office & Operating	Merv 13 Filters (24) for Library	56794	\$539.26
					56794 Total	\$539.26
RP Electronics Inc	7109	001 013 518 20 47 02	GG-Utilities for Rentals	Q4 2022 Alarm Monitoring 1819 S Lake Stevens Rd	56795	\$212.55
					56795 Total	\$212.55
Rubicon Communications LLC	D2325	510 006 518 80 49 13	LR - Firewall Security Subscri	Netgate Firewall Security	56796	\$3,018.56
					56796 Total	\$3,018.56
Safety-Kleen Systems Inc	89791761	001 010 576 80 31 00	PK-Operating Costs	Parts Washer Solvent	56797	\$91.36
Safety-Kleen Systems Inc	89791761	101 016 544 90 31 02	ST-Operating Cost	Parts Washer Solvent	56797	\$91.36
Safety-Kleen Systems Inc	89791761	410 016 531 10 31 02	SW - Operating Costs	Parts Washer Solvent	56797	\$91.36
					56797 Total	\$274.08

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Schwindt	101222 SCHWINDT	001 007 559 30 49 01	PB-Staff Development	IRC Inspector Exam Fee Reimbursement	56798	\$241.00
					56798 Total	\$241.00
Sherwin-Williams Co	8010-2	001 010 576 80 31 00	PK-Operating Costs	Paint Trays & Liners	56799	\$10.03
Sherwin-Williams Co	8010-2	101 016 544 90 31 02	ST-Operating Cost	Paint Trays & Liners	56799	\$10.03
Sherwin-Williams Co	8010-2	410 016 531 10 31 02	SW - Operating Costs	Paint Trays & Liners	56799	\$10.03
					56799 Total	\$30.09
Smarsh Inc	INV-53051	510 006 518 80 49 05	LR - Smarsh	Verizon MG Cloud MT	56800	\$592.80
					56800 Total	\$592.80
Snohomish County 911	5098	001 008 528 00 41 00	LE-SNO911	Dispatch Services	56801	\$31,601.23
					56801 Total	\$31,601.23
Snohomish County Public Works	I000597685	101 016 542 30 48 00	ST-Repair & Maintenance	Signal/Sign Repair & Maint 08-2022	56802	\$2,051.76
Snohomish County Public Works	I000597690	101 016 542 30 41 02	ST-Professional Service	RR7647 Aid Agreement	56802	\$1,672.85
					56802 Total	\$3,724.61
Snohomish County Public Works Solid Waste	82474	302 010 594 76 61 09	PM - Davies Beach	Mixed Wood from Davies Dock Disposal	56803	\$1,453.00
					56803 Total	\$1,453.00
Snohomish County PUD	100680778	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Electric	56804	\$118.43
Snohomish County PUD	100680778	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Water	56804	\$1,350.24
Snohomish County PUD	100680778	101 016 542 63 47 00	ST-Lighting - Utilities	203582010 Street Lights	56804	\$31.58
Snohomish County PUD	100680778	001 012 557 30 40 01	CS- VIC Utilities	203582010 Visitor Information Center Electric	56804	\$64.03
Snohomish County PUD	105884535	101 016 542 63 47 00	ST-Lighting - Utilities	202013249 Traffic Signal 1933 79th Ave SE	56804	\$101.35
Snohomish County PUD	105884535	101 016 542 64 47 00	ST-Traffic Control -Utility	202013249 Traffic Signal 7441 20th St SE	56804	\$66.40
Snohomish County PUD	105894589	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Admin Electric	56804	\$100.83
Snohomish County PUD	105894589	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Electric	56804	\$174.62
Snohomish County PUD	105894589	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Water	56804	\$1,781.61
Snohomish County PUD	105894589	001 010 576 80 47 00	PK-Utilities	200206019 North Cove Park Electric	56804	\$21.52
Snohomish County PUD	105894589	001 010 576 80 47 00	PK-Utilities	200206019 Parks Electric	56804	\$37.10
Snohomish County PUD	105894589	001 010 576 80 47 00	PK-Utilities	200206019 Parks Water	56804	\$61.75
Snohomish County PUD	105894589	101 016 542 63 47 00	ST-Lighting - Utilities	200206019 Street Lights	56804	\$31.87
Snohomish County PUD	105894589	001 012 575 50 47 00	CS- The Mill- Utilities	200206019 The Mill Electric	56804	\$413.96
Snohomish County PUD	105894589	001 012 575 50 47 00	CS- The Mill- Utilities	200206019 The Mill Water	56804	\$55.31
Snohomish County PUD	109176210	001 010 576 80 47 00	PK-Utilities	202340527 Decant Yard	56804	\$7.17
Snohomish County PUD	109176210	101 016 543 50 47 00	ST-Utilities	202340527 Decant Yard	56804	\$7.17
Snohomish County PUD	109176210	410 016 531 10 47 00	SW - Utilities	202340527 Decant Yard	56804	\$7.18
Snohomish County PUD	109180385	101 016 542 63 47 00	ST-Lighting - Utilities	203731153 Traffic Signals	56804	\$160.42
Snohomish County PUD	115772337	101 016 542 63 47 00	ST-Lighting - Utilities	202624367 Street Lights	56804	\$11,450.99
Snohomish County PUD	115772338	101 016 542 63 47 00	ST-Lighting - Utilities	202648101 Street Lights Soper Hill Annex	56804	\$1,534.46
Snohomish County PUD	119074248	001 010 576 80 47 00	PK-Utilities	222942633 North Cove BBQ Shelter Electric	56804	\$157.72
Snohomish County PUD	122379995	001 012 575 30 47 00	CS- Museum - Utilities	200558690 Museum Electric/Water	56804	\$77.85
Snohomish County PUD	125705340	001 010 576 80 47 00	PK-Utilities	223477167 Mill Spur Electric	56804	\$45.40
Snohomish County PUD	132284249	001 012 575 51 47 00	CS- Grimm House Utilities	223357641 Grimm House Electric	56804	\$16.85
Snohomish County PUD	135586105	101 016 542 63 47 00	ST-Lighting - Utilities	201973682 Street Lights	56804	\$129.32
Snohomish County PUD	138787399	101 016 542 63 47 00	ST-Lighting - Utilities	202988481 Street Lights	56804	\$99.06
Snohomish County PUD	138789592	101 016 542 63 47 00	ST-Lighting - Utilities	202670725 Street Lights	56804	\$1,281.34
Snohomish County PUD	138792278	001 013 518 20 47 00	GG-Utilities	222931883 Row Club Electric 12308 17th PI NE	56804	\$32.73
Snohomish County PUD	138792278	001 013 518 20 47 00	GG-Utilities	222931883 Row Club Water 12308 17th PI NE	56804	\$27.60
Snohomish County PUD	142108283	001 010 576 80 47 00	PK-Utilities	222947715 Hartford Industrial Electric/Water	56804	\$93.88

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Snohomish County PUD	142108283	101 016 543 50 47 00	ST-Utilities	222947715 Hartford Industrial Electric/Water	56804	\$93.88
Snohomish County PUD	142108283	410 016 531 10 47 00	SW - Utilities	222947715 Hartford Industrial Electric/Water	56804	\$93.88
Snohomish County PUD	142113370	101 016 542 63 47 00	ST-Lighting - Utilities	201595113 Street Lights	56804	\$147.40
Snohomish County PUD	142116425	001 010 576 80 47 00	PK-Utilities	221860174 Frontier Park Electric	56804	\$23.00
Snohomish County PUD	148731412	001 010 576 80 47 00	PK-Utilities	222191314 20th St Ballfield Water	56804	\$55.31
Snohomish County PUD	148737947	001 010 576 80 47 00	PK-Utilities	201487055 2424 Soper Hill Mobile Water/Electric	56804	\$184.12
Snohomish County PUD	161628423	101 016 542 63 47 00	ST-Lighting - Utilities	203728159 Traffic Signal	56804	\$51.30
Snohomish County PUD	161633361	101 016 542 63 47 00	ST-Lighting - Utilities	204719074 Catherine Creek Bridge Lights	56804	\$28.94
Snohomish County PUD	164833315	001 010 576 80 47 00	PK-Utilities	222191298 North Cove Park Water	56804	\$61.75
					56804 Total	\$20,279.32
Snohomish County PUD	101722 PUD	307 000 595 30 60 00	Project Construction Account	Costco Project Water Fees for ERU's & Meter Drop	56805	\$18,755.00
					56805 Total	\$18,755.00
Snohomish County Treasurer	0922 TREASURER	633 000 586 00 00 02	Crime Victims Comp - SnoCo	Crime Victims Compensation 09-2022	56806	\$186.62
					56806 Total	\$186.62
Snohomish Regional Fire & Rescue	Q3 2022 FIRE	633 000 589 30 00 02	Fire District Fee Remit	Q3 2022 Fire Fees	56807	\$9,900.00
					56807 Total	\$9,900.00
Sound Publishing Inc	EDH962133	001 007 558 50 41 03	PL-Advertising	LUA2022-0046 Short Term Rentals Code Amend	56808	\$141.28
Sound Publishing Inc	EDH963499	001 007 558 50 41 03	PL-Advertising	PH NOPH/SEPA Exemption Storage Facilities	56808	\$141.28
Sound Publishing Inc	EDH963787	001 007 558 50 41 04	Permit Related Professional Sr	LUA2022-0134 Ryan Larsen Land Pro Group	56808	\$86.12
Sound Publishing Inc	EDH963962	001 007 558 50 41 04	Permit Related Professional Sr	LUA2021-0211 Hisey Rezone	56808	\$86.12
					56808 Total	\$454.80
Sound Security Inc	1066619	001 013 518 20 41 00	GG-Professional Service	Fire & Security Monitoring CH	56809	\$571.21
Sound Security Inc	1066619	001 012 575 50 47 00	CS- The Mill- Utilities	Fire & Security Monitoring The Mill	56809	\$385.00
Sound Security Inc	1066619	001 010 576 80 41 00	PK-Professional Services	Fire Monitoring/Confidence Testing PW Shop	56809	\$196.48
Sound Security Inc	1066619	101 016 542 30 41 02	ST-Professional Service	Fire Monitoring/Confidence Testing PW Shop	56809	\$196.49
Sound Security Inc	1066619	410 016 531 10 41 01	SW - Professional Services	Fire Monitoring/Confidence Testing PW Shop	56809	\$196.48
Sound Security Inc	1066620	001 008 521 20 41 01	LE-Professional Serv-Fixed	Access/Instrusion/Fire/Elevator Monitoring PD	56809	\$1,125.00
Sound Security Inc	1066621	001 008 521 20 41 01	LE-Professional Serv-Fixed	Fire Monitoring 10518 18th St SE	56809	\$65.00
					56809 Total	\$2,735.66
Starkenburger	102622 STARKENBURG	001 008 521 20 43 00	LE-Travel & Per Diem	WAPRO Conf Tacoma WA Meals	56810	\$69.00
					56810 Total	\$69.00
Sunbelt Rentals Inc	130555866-0001	410 016 531 10 45 01	SW - Rentals-Leases	Gas Cutoff Saw Rental	56811	\$163.17
					56811 Total	\$163.17
Tacoma Screw Products Inc	180050504-00	001 010 576 80 31 00	PK-Operating Costs	Power Bits	56812	\$66.05
					56812 Total	\$66.05
Teamsters Local No 763	Sep-22	001 000 284 00 00 00	Payroll Liability Other	Union Dues	56736	\$1,731.00
					56736 Total	\$1,731.00
Teamsters Welfare Trust Dental EFT	101022	001 000 282 00 00 00	Payroll Liability Retirement	Teamsters Dental Premium	0	\$3,302.40
Teamsters Welfare Trust Dental EFT	101022	101 016 542 30 20 00	ST-Benefits	Teamsters Dental Premium - Waltz	0	\$55.04
Teamsters Welfare Trust Dental EFT	101022	410 016 531 10 20 00	SW-Benefits	Teamsters Dental Premium - Waltz and Granroth	0	\$220.16
					0 Total	\$3,577.60
Thomco Aggregate LLC	22904	101 016 544 90 31 02	ST-Operating Cost	Concrete/Asphalt	56813	\$70.44
					56813 Total	\$70.44
Thompson Guildler & Associates Inc	1364	001 011 515 41 41 02	Ext Consult - Prosecutor Svs	Legal Services 09-2022	56814	\$45.00
					56814 Total	\$45.00
Town Square Publications LLC	228134	001 007 558 50 41 03	PL-Advertising	Ad Space for The Mill in LS Chamber Events Guide	56815	\$655.00
					56815 Total	\$655.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
TransUnion Risk & Alternative Data Solutions Inc	4016011-202209-1	001 008 521 20 41 01	LE-Professional Serv-Fixed	TILO - Information Gathering Services	56816	\$163.66
					56816 Total	\$163.66
ULINE	154236021	101 016 544 90 31 02	ST-Operating Cost	Mobile File Cabinets/Dry Erase Boards/Duster/Hole Punch	56817	\$831.34
ULINE	154236021	410 016 531 10 31 02	SW - Operating Costs	Mobile File Cabinets/Dry Erase Boards/Duster/Hole Punch	56817	\$831.34
ULINE	154236021	001 010 576 80 31 00	PK-Operating Costs	Trash Bags	56817	\$261.84
ULINE	154467881	001 010 576 80 31 00	PK-Operating Costs	Hard Hats/Glass Cleaner/Air Freshener/Durarmor Ice	56817	\$171.30
ULINE	154467881	101 016 544 90 31 02	ST-Operating Cost	Hard Hats/Glass Cleaner/Air Freshener/Durarmor Ice	56817	\$171.29
ULINE	154467881	410 016 531 10 31 02	SW - Operating Costs	Hard Hats/Glass Cleaner/Air Freshener/Durarmor Ice	56817	\$171.29
ULINE	154613361	001 010 576 80 31 00	PK-Operating Costs	Office Supplies for PW	56817	\$124.43
ULINE	154613361	101 016 544 90 31 02	ST-Operating Cost	Office Supplies for PW	56817	\$124.44
ULINE	154613361	410 016 531 10 31 02	SW - Operating Costs	Office Supplies for PW	56817	\$124.44
					56817 Total	\$2,811.71
UPS	0000074Y42392	001 008 521 20 42 00	LE-Communication	Evidence Shipping	56818	(\$0.08)
UPS	0000074Y42402	001 008 521 20 42 00	LE-Communication	Evidence Shipping	56818	\$12.49
					56818 Total	\$12.41
US Bank St Paul	2096060	210 000 592 18 83 00	2008 Bond Interest Payment	LAKSGOREF08A Interest	56819	\$25,852.50
US Bank St Paul	2096060	210 070 592 35 83 00	2008 Bond Interest Payment	LAKSGOREF08A Interest Sewer	56819	\$2,600.00
US Bank St Paul	2096060	210 000 591 75 71 00	2008 Bond Princp Pymt - GG	LAKSGOREF08A Principal	56819	\$160,000.00
US Bank St Paul	2096060	210 070 591 35 71 00	2008 Bond Principal - Sewer	LAKSGOREF08A Principal Sewer	56819	\$130,000.00
					56819 Total	\$318,452.50
US Bank St Paul	2098565	215 000 592 95 80 00	2021A LTGO Interest Pmt	LAKSLTGO21A Interest	56820	\$132,400.00
US Bank St Paul	2098565	215 000 591 95 70 00	2021A LTGO Principal Pmt	LAKSLTGO21A Principal	56820	\$345,000.00
					56820 Total	\$477,400.00
Veritone Inc	166031	001 008 521 20 41 01	LE-Professional Serv-Fixed	Redact Application Addtl Hours 01/01/22 - 12/31/22	56821	\$2,600.00
					56821 Total	\$2,600.00
Verizon Northwest	9916517435	001 008 521 20 42 00	LE-Communication	Wireless Phone Services	56822	\$2,952.48
Verizon Northwest	9917131819	001 001 511 60 42 00	Legislative - Communication	Wireless Phone Service	56822	\$294.35
Verizon Northwest	9917131819	001 001 513 10 42 00	Executive - Communication	Wireless Phone Service	56822	\$42.05
Verizon Northwest	9917131819	001 002 513 11 42 00	AD-Communications	Wireless Phone Service	56822	\$47.05
Verizon Northwest	9917131819	001 003 514 20 42 00	CC-Communications	Wireless Phone Service	56822	\$89.10
Verizon Northwest	9917131819	001 004 514 23 42 00	FI-Communications	Wireless Phone Service	56822	\$94.10
Verizon Northwest	9917131819	001 005 518 10 42 00	HR-Communications	Wireless Phone Service	56822	\$173.20
Verizon Northwest	9917131819	001 006 518 80 42 00	IT-Communications	Wireless Phone Service	56822	\$129.73
Verizon Northwest	9917131819	001 007 558 50 42 00	PL-Communication	Wireless Phone Service	56822	\$507.56
Verizon Northwest	9917131819	001 007 559 30 42 00	PB-Communication	Wireless Phone Service	56822	\$209.13
Verizon Northwest	9917131819	001 010 576 80 42 00	PK-Communication	Wireless Phone Service	56822	\$743.21
Verizon Northwest	9917131819	101 016 543 30 42 00	ST-Communications	Wireless Phone Service	56822	\$743.21
Verizon Northwest	9917131819	410 016 531 10 42 00	SW - Communications	Wireless Phone Service	56822	\$743.21
					56822 Total	\$6,768.38
Viking Marine Constuction LLC	INV-0168	004 010 594 76 60 00	PR - Davies Pier Restoration	Davies Beach Boat Dock Pilings	56823	\$50,000.00
Viking Marine Constuction LLC	INV-0168	302 010 594 76 61 09	PM - Davies Beach	Davies Beach Boat Dock Pilings	56823	\$15,460.00
Viking Marine Constuction LLC	INV-0168	004 000 382 20 00 00	Project Retainage	Davies Beach Boat Dock Pilings - 5% Retainage	56823	(\$2,500.00)
Viking Marine Constuction LLC	INV-0168	302 000 382 20 00 00	PW Retainage	Davies Beach Boat Dock Pilings - 5% Retainage	56823	(\$773.00)
					56823 Total	\$62,187.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Washington Assoc of Sheriffs and Police Chiefs	DUE52022-00657	001 008 521 20 49 00	LE-Dues & Memberships	WASPC Associate Dues - D Thomas	56824	\$75.00
					56824 Total	\$75.00
Washington State Criminal Justice	201136900	001 008 521 40 49 01	LE-Registration Fees	Animal Control Academy Registration - Cooper	56825	\$450.00
Washington State Criminal Justice	201136900	001 008 521 40 49 01	LE-Registration Fees	Pre Supervisor Registration - Schedler	56825	\$300.00
					56825 Total	\$750.00
Washington State Dept of Ecology	23-WAG994197-1	410 016 531 10 41 08	SW - DOE Annual Permit	Aquatic Pest Control FY 2023	56826	\$682.00
					56826 Total	\$682.00
Washington State Patrol	I23001650	633 000 589 30 00 10	Gun Permit - WSP Remittance	Weapons Permit Background Checks	56827	\$259.50
					56827 Total	\$259.50
Washington State Support Registry	101022	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	0	\$546.86
					0 Total	\$546.86
Wave Broadband	103946401-0009745	510 006 518 80 49 04	LR - WaveBroadband Fiber Lease	Fiber Leases	56828	\$633.27
Wave Broadband	103946401-0009745	001 002 513 11 42 00	AD-Communications	Telephone Service	56828	\$70.41
Wave Broadband	103946401-0009745	001 003 514 20 42 00	CC-Communications	Telephone Service	56828	\$140.84
Wave Broadband	103946401-0009745	001 004 514 23 42 00	FI-Communications	Telephone Service	56828	\$140.83
Wave Broadband	103946401-0009745	001 005 518 10 42 00	HR-Communications	Telephone Service	56828	\$70.42
Wave Broadband	103946401-0009745	001 006 518 80 42 00	IT-Communications	Telephone Service	56828	\$211.26
Wave Broadband	103946401-0009745	001 007 558 50 42 00	PL-Communication	Telephone Service	56828	\$457.96
Wave Broadband	103946401-0009745	001 007 559 30 42 00	PB-Communication	Telephone Service	56828	\$70.42
Wave Broadband	103946401-0009745	001 008 521 20 42 00	LE-Communication	Telephone Service	56828	\$2,395.19
Wave Broadband	103946401-0009745	001 012 575 30 42 00	CS- Museum - Communications	Telephone Service	56828	\$70.42
Wave Broadband	103946401-0009745	001 012 575 50 42 00	CS- The Mill- Communication	Telephone Service	56828	\$70.42
Wave Broadband	103946401-0009745	001 013 518 20 42 00	GG-Communication	Telephone Service	56828	\$281.67
Wave Broadband	103946401-0009745	101 016 543 30 42 00	ST-Communications	Telephone Service	56828	\$405.27
Wave Broadband	103946401-0009745	410 016 531 10 42 00	SW - Communications	Telephone Service	56828	\$405.27
					56828 Total	\$5,423.65
West Coast Code Consultants Inc	2022-LKS-SEP	001 007 558 50 41 00	PL-Professional Servic	Building Inspection Services 09-2022	56829	\$2,631.50
					56829 Total	\$2,631.50
West Coast Pet Memorial Services	WA70314-I-0046	001 010 576 80 41 00	PK-Professional Services	Animal Cremation Services 09-2022	56830	\$75.00
West Coast Pet Memorial Services	WA70314-I-0046	101 016 542 30 41 02	ST-Professional Service	Animal Cremation Services 09-2022	56830	\$75.00
					56830 Total	\$150.00
Western Conference of Teamsters Pension Trust	101022	001 000 282 00 00 00	Payroll Liability Retirement	Employee Contributions - Teamster Pension	56737	\$4,385.62
					56737 Total	\$4,385.62
Willards Pest Control Co	394629	001 008 521 50 48 00	LE-Facility Repair & Maint	Monthly Rodent Service - PD	56831	\$77.98
Willards Pest Control Co	394631	001 008 521 50 48 00	LE-Facility Repair & Maint	All Nuisance Ants - PD	56831	\$143.36
					56831 Total	\$221.34
WR Lake Stevens LLC	09-2022 WR	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Car Washes for PD Vehicles 09-2022	56832	\$580.00
					56832 Total	\$580.00
Zipty Fiber	10-2022 ZIPLY	001 012 575 30 47 00	CS- Museum - Utilities	Telephone Services Museum	56833	\$223.70
Zipty Fiber	10-2022 ZIPLY	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Control Modem	56833	\$65.15
					56833 Total	\$288.85

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

October 4, 2022, at 6:00 p.m.

By Remote Participation via Zoom and In Person at The Mill, 1808 Main Street, Lake Stevens.

CALL TO ORDER: 6:00 p.m. by Mayor Gailey

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

ELECTED OFFICIALS ABSENT: Councilmember Marcus Tageant

Call to Order

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

Pledge of Allegiance

Mayor Gailey led the Pledge of Allegiance.

Roll Call

All Councilmembers were present except Councilmember Tageant.

Approval of the Agenda

MOTION. Councilmember Frederick made a motion, seconded by Councilmember Jorstad, to approve the agenda as submitted. The motion passed 6-0-0-1.

City Department Update

Police Department Promotions:

Sgt Jerad Wachtveitl to Investigations Sergeant

Detective Kristen Parnell to Investigations Corporal

Officer Adam Bryant to Police Sergeant

Lake Stevens Industrial Center Infrastructure and Market Analysis Update

Introduce Kim Klinkers, City Engineer

Frontier Heights Phase II Update

Discussion Items

Short-Term Rentals Code Amendment (LUA2022-0046) Work Session

Planning Manager Levitan explained that this discussion is a briefing on LUA2022-0046, a city-initiated land use code amendment related to LSMC 14.44.064 (Tourist Homes) and associated chapters.

Council reviewed the next steps in the process, including any desired changes to the code amendment language in draft Ordinance 1139 and whether to schedule an

additional work session before holding the continuation of the September 13 public hearing.

Council and staff engaged in a discussion. The consensus of the Council was to give an opportunity for public comment again. This will come back to the Council at the October 25, 2022, meeting (or in November) for a continued public hearing.

Parks and Recreation Priorities

Council and staff engaged in a discussion. Director Garceau is working on a 5-year Park Department plan that will come back to the Council.

2023 Budget - Staffing/Wages

Director Stevens and Director Warrington reviewed the strategic plan, salary survey, cost of living and comparable forecasts with the Council. Mayor Gailey will bring back his budget recommendations to the October 18, 2022, meeting.

Smart Cities Conference Recap

Council discussed the highlights of the conference.

Review of Draft Agenda for October 11, 2022

Executive Session

The meeting recessed to executive session at 8:54 p.m. to discuss collective bargaining for approximately 10 minutes. No action to follow.

Reconvene to Regular Session

The meeting reconvened to regular session at 9:04 p.m.

Adjournment

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Frederick, to adjourn the meeting. The motion passed 6-0-0-1.

The meeting adjourned at 9:05 p.m.

Brett Gailey, Mayor

Kelly M. Chelin, City Clerk

CITY COUNCIL STAFF REPORT



Agenda Date: 10/25/2022

Subject: Appointment to Salary Commission

Contact Person/Department: Kelly Chelin, Administration

Budget Impact: n/a

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Appoint Jon Huber to the Salary Commission with a term expiring December 31, 2023

SUMMARY/BACKGROUND:

There is currently one mid-term vacancy on the Salary Commission with a term expiring December 31, 2023. The City advertised vacancies and one application was submitted from Jon Huber. Mr. Huber was interviewed on Friday, October 14, 2022 by Councilmember Ewing and Councilmember Daughtry. Both the Interview Panel and the Mayor are recommending his appointment to the Salary Commission.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

None

CITY COUNCIL STAFF REPORT



Agenda Date: 10/25/2022

Subject: Short Term Rentals - LUA2022-0046

Contact Person/Department: David Levitan, Russ Wright, Community Development

Budget Impact: Staff has proposed an initial application fee of \$200 (two hours of staff time) for a short-term rental permit and a renewal fee of \$100 (one hour of staff time) as part of the changes to the city's fee schedule proposed in Resolution 2022-14, which will be considered by the City Council on October 25.

Legal Review: Yes

RECOMMENDATION(S)/ACTION REQUESTED:

1. **Hold a public hearing and take public testimony** on LUA2022-0046, a city-initiated land use code amendment that would repeal and replace LSMC 14.44.064 (Tourist Homes) with new regulations for Short-Term Rentals and make changes to other associated LSMC chapters.
2. **Approve Ordinance No. 1139 (Attachment 1)** amending LSMC Chapters 14.08 (Definitions), 14.16A (Administration and Procedures), 14.40 (Permissible Uses), 14.44 (Supplementary Use Regulations) and 14.72 (Parking), which has been revised to incorporate Council feedback provided at their September 13 and October 4 meetings.

SUMMARY/BACKGROUND:

The city adopted supplementary use regulations for tourist homes (now more commonly known as short-term rentals) in 1998 ([LSMC 14.44.064](#)). These regulations have remained unchanged even as the popularity of short-term rentals (STRs) has increased exponentially, including several in Lake Stevens that appear to be operating without a business license or Administrative Conditional Use Permit (ACUP), as currently required by city code. In response, the city's 2022 Long Range Work Program

included a code amendment project that aimed to repeal and replace the code with a set of clear and objective standards and regulations, a streamlined application process, and an appropriate balance between property rights and neighborhood concerns.

The Planning Commission held three work sessions on the proposed code amendment. At their [March 16, 2022 meeting](#), commissioners reviewed [early public comments](#), a [best practices guide to regulating STRs](#), and [draft code language](#) that incorporated both public comments and commissioner comments provided at earlier work sessions. Commissioners were generally supportive of the amendment and directed staff to make minor changes before bringing it back for the required public hearing.

The Planning Commission public hearing was held on [April 20, 2022](#), video of which is [available here](#). Five members of the public provided oral testimony and one member submitted written comment, with the majority expressing support for an owner occupancy requirement and the prohibition of unhosted rentals (the rental of an entire residence without the property owner or representative occupying the property). Chair Welch introduced two proposed amendments to staff's recommendation, including replacing the proposed prohibition on unhosted rentals with a requirement for a "local property representative" for unhosted rentals. Neither proposed amendment was approved for consideration as part of the Planning Commission's recommendation. At the conclusion of the public hearing, the Planning Commissions voted 5-1 to recommend Council approval of the amendment as shown in Attachment 2.

On [May 3, 2022](#), the City Council held a work session in advance of a planned May 10 public hearing to consider the Planning Commission's recommendation; video is [available here](#). Several councilmembers expressed concerns with components of the proposed code language, including the prohibition on unhosted rentals, the limit on party size, and the inspection requirements. Others were concerned that there had not been adequate outreach to operators of existing STRs. In response, on May 13 staff sent a letter to 22 property owners that they were able to identify from AirBNB and VRBO listings, soliciting feedback on the regulations recommended by the Planning Commission. Staff received three emails from current STR operators in response to that letter.

Staff provided [all public comments received through June 1, 2022](#) to the City Council as part of the [June 7, 2022](#) work session packet. Staff also prepared a [spreadsheet](#) identifying concerns raised by the Council during their May 3 work session, as well as potential options for revised code language that sought to address those concerns. Councilmembers reviewed these materials at their June 7 work session and ultimately felt that there were still several issues that needed to be resolved with the code and agreed with Mayor Gailey's recommendation to form a three-member subcommittee to refine the code language before bringing it back to the full City Council. Councilmembers Ewing, Frederick and Jorstad were subsequently appointed to that

On [September 13, 2022](#), the City Council held a public hearing to consider adoption of [Ordinance 1139](#), Sections 2-6 of which included updated STR code language developed by the subcommittee between June 2022 and August 2022. The packet included [public comments received between June 6 and June 28, 2022](#), while public comments submitted between the September 9 publication of the packet and the September 13 public hearing were entered into the public record during the meeting by the City Clerk.

The public hearing ([video available here](#)) included a brief staff presentation followed by oral testimony from nine members of the public. Councilmembers deliberated on the code amendment and approved a motion to continue the public hearing to a future date after holding an additional work session on October 4, 2022 to review requested project information and data. Councilmembers specifically requested information on Lake Stevens Police Department (LSPD) calls and incident reports related to short-term rentals to assess the general scale of law enforcement issues with STRs. Additionally, councilmembers wanted to better understand the subcommittee process and record, including materials reviewed and prepared by subcommittee members.

During their [October 4, 2022](#) work session, councilmembers were briefed on LSPD data for existing STRs. Based on the available data, there was not a correlation indicating properties currently listed on Airbnb and VRBO had significantly higher calls for police service than other properties. Councilmembers were also provided documentation on the subcommittee's various iterations of code language and outreach to staff that contributed to the proposed code amendments included in the September 13 version of Ordinance 1139, as well as [one additional public comment](#) received on September 19.

At the conclusion of the October 4 work session, councilmembers directed staff to incorporate their comments into an update Ordinance 1139 and to re-notice the public hearing for the earliest available date (which ended up being October 25, 2022) to allow for additional oral testimony at that meeting. As of October 19, staff has not received any additional written public comments other than a request for a copy of the updated ordinance once it was available. Any comments received between the publication of the meeting packet and the October 25 meeting date will be forwarded to City Council and/or entered into the public record at the October 25 meeting.

Changes to the ordinance made since the October 4 meeting are shown as clean text in updated Ordinance 1139 (Attachment 1) and as track changes in Attachment 3 (changes are limited to Sections 2 and 5). They include revisions that respond to councilmember comments on September 13 and October 4 as well as additional

changes proposed by the city attorney to provide more clarity, including several new definitions. Highlights include:

- Language to address concerns about the creation of multiple LLCs that could potentially circumvent the city's proposed limit of two STRs per individual/couple/group;
- Refinements to the "good neighbor guidelines" to more clearly reference the requirements of RCW 64.37.040 and the supplemental regulations adopted by the city, which have been combined into one subsection and will be documented on a form prepared and distributed by the city as part of the short-term rental permitting process;
- New definitions (developed by the city attorney) in Section 2 (LSMC 14.08.010) for "Principal", "Short-term rental operator or operator", and "Short-term rental guest or guest" as well as a revised definition for "Short-term rental".
- References to the applicability of the city's nuisance code (Chapter 9.60 LSMC) and noise ordinance (Chapter 9.56 LSMC)
- Additional cross-references to applicable LSMC sections, including Review Procedures (Chapter 14.16A), Parking (Table 14.72-I), and Code Enforcement (Chapter 17.20).

FINDINGS AND CONCLUSIONS

Per [LSMC 14.16C.075](#)(f), the City Council shall make the following findings when approving land use code amendments:

1. The amendment is consistent with the Lake Stevens Comprehensive Plan

- Land Use Element Goal 2.1: Provide sufficient land area to meet the projected needs for housing, employment and public facilities within the City of Lake Stevens
- Land Use Element Goal 2.2: Achieve a well-balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses
- Housing Element Policy 3.2.2: Support land uses and development regulations designed to increase housing opportunities for current and future residents, seniors, disabled, or other special-needs populations in proximity to shopping, health care, services, recreation facilities and public transportation.

Conclusions – Adoption of the city-initiated amendment is consistent with the goals and policies of the city's Comprehensive Plan. The proposed amendment aims to allow property owners to rent out their homes by utilizing a predictable and objective review

process that also considers potential impacts on nearby properties.

2. The amendment is in compliance with the Growth Management Act (RCW 36.70A.106)

- Code amendments are subject to review by the Washington State Department of Commerce.
- The city provided the required notice to the Department of Commerce on March 18, 2022. Commerce acknowledged the proposed amendment under Submittal ID 2022-S-3775.
- If approved by the City Council, staff will file the final ordinance with the Department of Commerce within 10 days of its adoption.

Conclusions – The proposed code amendment has met all Growth Management Act requirements.

3. The amendment serves to enhance the public health, safety and welfare.

Conclusions – The recommended amendment will simplify and streamline the review process for short-term rentals included in LSMC 14.44.064. Proposed code language addresses a variety of topics including parking requirements, good neighbor guidelines, and code enforcement. Short-term rentals will also be subject to health and safety standards identified in RCW 64.37.030.

Public Notice and Comments

- Land use code amendments are reviewed through the city's Type VI legislative review process identified in [LSMC 14.16B.605-660](#), which requires the Planning Commission to hold a public hearing and make a recommendation to City Council.
- The city published a Notice of Public Hearing for the Planning Commission public hearing in the Everett Herald on April 9 and April 15, 2022, and a Notice of Public Hearing for the City Council public hearing on April 25 and May 3, 2022, for the City Council public hearing. Following the Council subcommittee process, an updated Notice of Public Hearing for the City Council public hearing was published on September 2 and September 9, 2022, and the public hearing was re-noticed on October 14 and October 21, 2022. The notices were also posted at City Hall and on the [city's website](#).
- As noted above, one member of the public provided written testimony in advance of the April 20 Planning Commission public hearing and five members of the public provided oral testimony during the public hearing ([see video here](#)). Staff subsequently shared all public comments received on the

topic through June 7 either as part of the June 7 Council work session packet or via email, and the Council accepted oral comments at their June 7 meeting. Staff has provided hyperlinks to all public comments received through September 19, and public comments received since that date were forwarded to the City Council in advance of the October 4 work session. No additional

- As of October 19, no additional public comments have been received since the October 4 work session or in response to the October 14 notice of public hearing. Any comments received prior to the October 25 public hearing will be forwarded to City Council and/or entered into the public record at the meeting.

Conclusions – The city has met all public notice requirements per Chapter 14.16B LSMC.

State Environmental Policy Act (SEPA) (Chapter 97-11 WAC and Title 16 LSMC)

- The city determined that the proposal is categorically exempt from SEPA under WAC 197-11-800(19)(b) and issued a notice of SEPA exemption concurrently with the Planning Commission notice of public hearing on April 9, 2022.

Conclusions – The proposed code amendment has met all local and state SEPA requirements.

APPLICABLE CITY POLICIES:

LSMC 14.44.064 and associated LSMC sections.

ATTACHMENTS:

1. Attachment 1 - Ordinance 1139
2. Attachment 2 - PC Recommended Code Language
3. Attachment 3 - Ordinance 1139 Track Changes since October 4

CITY OF LAKE STEVENS
Lake Stevens, Washington
ORDINANCE NO. 1139

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON REVISING LSMC CHAPTERS 14.08 (BASIC DEFINITIONS AND INTERPRETATIONS), 14.16A (ADMINISTRATION AND PROCEDURES), 14.40 (PERMISSIBLE USES), 14.44 (SUPPLEMENTARY USE REGULATIONS) AND 14.72 (PARKING); ADOPTING FINDINGS AND CONCLUSIONS; AND PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

WHEREAS, the city adopted regulations for tourist homes, now more commonly known as short-term-rentals, in LSMC 14.44.064 via Ordinance 590; and

WHEREAS, the short-term rental market has significantly changed since the existing regulations were adopted in 1998, and the city has identified a need to update and modernize the code; and

WHEREAS, the Planning Commission held three work sessions to discuss the proposed amendments; and

WHEREAS, the City submitted the proposed amendment to the Washington State Department of Commerce for the required review (Submittal ID 2022-S-3907), with expedited review granted on April 25, 2022; and

WHEREAS, the city determined that the proposal is categorically exempt from the State Environmental Policy Act (SEPA) per WAC 19-11-800(19)(b); and

WHEREAS, the Lake Stevens Planning Commission held a duly noticed public hearing on April 20, 2022, during which five members of the public provided public comment; and

WHEREAS, at the conclusion of the April 20 public hearing, Planning Commission made a recommendation to amend LSMC Chapters 14.08, 14.40, 14.44 and 14.72; and

WHEREAS, the Lake Stevens City Council reviewed the Planning Commission's recommendation relating to the proposed amendment during work sessions on May 3, 2022 and June 7, 2022; and

WHEREAS, at the conclusion of their June 7, 2022 work session, the Lake Stevens City Council opted to form a subcommittee of three members to consider refinements to the code language recommended by the Planning Commission; and

WHEREAS, the subcommittee worked together to develop revised code language; and

WHEREAS, the Lake Stevens City Council held a duly noticed public hearing on the code language developed by the subcommittee and considered all public testimony on September 13, 2022; and

WHEREAS, the City Council approved a motion to continue the September 13 public hearing to a future date to allow for an additional workshop to gather additional information and discuss potential refinements to the code language; and

WHEREAS, the City Council held a workshop on October 4, 2022, during which they provided direction to staff on desired revisions to the proposed code language; and

WHEREAS, those updates are reflected in Sections 2 through 6 of this ordinance; and

WHEREAS, land use code amendments are Type VI legislative decisions which require a recommendation from the Planning Commission to City Council, based on written findings and conclusions, supported by evidence from an open-record hearing; and

WHEREAS, the Planning Commission made findings and conclusions to approve the code amendment as part of their recommendation, the language of which has since been revised by the Council subcommittee but which the City Council has determined still meets the findings and criteria outlined in LSMC 14.16C.075(f).

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

Section 1. The City Council hereby makes the following findings:

- A. This ordinance amending the City’s municipal code was sent to the Washington State Department of Commerce (2022-S-3907), as required by the Growth Management Act; no comments were received.
- B. The requirements of Chapter 14.16C.075 LSMC for land use code amendments have been met.
- C. As required by LSMC 14.16C.075(f), the adoption and amendment of codes are consistent with the Comprehensive Plan, comply with the Growth Management Act and advance the public health, safety and welfare.

Section 2. Chapter 14.08 LSMC, entitled “Basic Definitions and Interpretations,” is hereby amended by the addition of new definitions as follows (additions shown by underline, deletions shown by ~~strike through~~, and all other sections remain unchanged):

14.08.010 Definitions of Basic Terms.

Principal. A principal or governing member of any business entity, including but not limited to: LLC member/manager, president, vice president, secretary, treasurer, CEO, director, stockholder, partner, general partner, or limited partner.

Responsible party (definition related to short-term rentals only). The owner, property management company, or another person who is designated by the owner, in writing, to act on their behalf as the main contact for guests and who is responsible for addressing any complaints.

Short-term rental. A lodging use, other than a hotel or motel, in which all or part of a dwelling unit is rented to a person or group for a fee for fewer than thirty (30) consecutive nights, subject to the standards identified in LSMC 14.44.064. A dwelling unit, or portion thereof that is used by the same person or group for 30 or more consecutive nights is not a short-term rental.

Short-term rental operator or operator. Any person who is the owner or a dwelling unit established under this title, or portion thereof, who offers or provides that dwelling unit, or portion thereof, for short-term rental use or a person who is the tenant of a dwelling unit, or portion thereof, who offers or provides a short-term rental as set forth in LSMC 14.44.064.

Short-term rental guest or guest. Any individual renting, occupying or present on the premises of a short-term rental at the invitation or permission of a short-term renter.

~~*Tourist Home.* A single-family structure in which rooms are rented by the day or week.~~

Section 3. Chapter 14.16A, “Administration and Procedures,” is hereby amended as follows (additions shown by underline, deletions shown by ~~striketrough~~, and all other sections remain unchanged):

Table 14.16A-I: Classification of Permits and Decisions

Type of Review	Land Use Actions and Permits	Recommendation By	Public Hearing Prior to Decision	Permit-Issuing Authority	Administrative Appeal Body and Hearing
TYPE I Administrative without Public Notice	• Shoreline Exemptions • <u>Short-Term Rentals</u> • Signs	None	None	Department director or designee	Hearing Examiner, except shoreline permits to State Shoreline Hearings Board, and Open Record

Section 4. Chapter 14.40, “Permissible Uses,” is hereby amended as follows (additions shown by underline, deletions shown by ~~strike through~~, and all other sections remain unchanged):

Table 14.40-I: Table of Residential Uses by Zones

A blank box indicates a use is not allowed in a specific zone. Note: Reference numbers within matrix indicate special conditions apply. P – Permitted Use; A – Administrative Conditional Use; C – Conditional Use (See Section 14.40.070 for explanation of combinations)															
NAICS Code	Use	R4	WR	R6	R8-12	MFR	LB	MU ¹	PBD ²	BD	CBD	CD	LI	GI	P/SP
MISCELLANEOUS AND ACCESSORY USES															
<u>N/A</u>	<u>Short-Term Rentals⁸</u>	P	P	P	P	P		P							
<u>N/A</u>	<u>Tourist homes</u>	A	A	A	A	A		A							

⁸ Subject to requirements of LSMC 14.44.064.

Section 5. Chapter 14.44, “Supplementary Use Regulations,” is hereby amended as follows, with the entirety of Section 14.44.064 (“Tourist Homes”) repealed and replaced by a new section entitled “Short-Term Rentals,” which is shown below as clean text:

LSMC 14.44.064 – Short-Term Rentals

- (a) Purpose and Process – the purpose of establishing specific standards for short-term rentals is to minimize potential adverse impacts to residential areas, preserve housing stock, and allow property owners to efficiently use their properties.
 - (1) Short-term rentals are a Type I permit per Table 14.16-A-I and Chapter 14.16B LSMC – Part I. Short-term rentals will require a city business license (“license”) per Chapter 4.04 LSMC along with a supplemental short-term rental permit (“permit”) under this chapter.
 - (2) The Planning and Community Development Director or designee will evaluate the application for the short-term rental permit for compliance with the requirements of the provisions regulating short-term rentals in this Chapter and all other applicable sections of the Lake Stevens Municipal Code, and in particular the regulations related to nuisance activity in Chapter 9.60 and Noise Regulation in Chapter 9.56.
 - (3) Permits and licenses shall be issued for a period of one year, with the effective date running from the date of issuance.
 - i. The permit and license must be renewed annually with the department of Planning and Community Development, provided all the approval criteria continue to be met;
 - ii. It is the owner’s / operator’s responsibility to ensure that the short-term rental remains in substantial compliance with all applicable codes and relevant laws.
 - iii. It shall be unlawful for any person to offer or to rent a short-term rental without a valid short-term rental permit
- (b) Restrictions
 - (1) No more than two short-term rentals may be operated by any operator within the city. It is the intent of these regulations to limit the ownership and operation of short-term rentals to no more than two per individual, family living together, domestic partnership, those living as a family unit and/or acting as a principal in any business entity that has ownership of a residential unit. Assigning ownership and/or application for a short-term rental use by a principal(s) of a business entity to separate business entities or to separate individuals that are living together as a family, in a domestic partnership, or living as a family unit as a means of exceeding this limitation is not permitted.
 - (2) Short-term rental permits are not transferable to another operator or location.
 - (3) Short-term rentals must not include weddings, banquets, parties, charitable fundraising, or other gatherings for direct or indirect compensation. The intent of short-term rentals is to provide transient accommodations.
- (c) Licensing and Registration
 - (1) Permit application shall include a Type I land use application, fees, and written description of the proposed short-term rental identifying the following:
 - i. The name and address of the owner and person or company who will operate the short-term rental (operator);

- ii. The address of the structure where the short-term rental will occur;
 - iii. The area to be rented, including number of bedrooms, to overnight guests.
 - iv. Short-term rental permit fees shall be established by resolution of the City Council.
- (2) The owner / operator must provide valid contact information for a responsible party that will respond to potential issues pertaining to the short-term rental for inclusion on the city's short-term rental register every day the property is rented. Any changes to the name, or telephone number(s) of the responsible party must be submitted to the department of Planning and Community Development within 14 days of the change(s).
- (3) The owner / operator shall post a set of "good neighbor guidelines" in a conspicuous place in the short-term rental, on a form developed and approved by the city as part of the short-term rental permitting process that details the consumer safety requirements included in RCW 64.37.030 as well as the following information:
 - i. Contact information for nonemergency police services;
 - ii. The location of the rental's designated parking space(s);
 - iii. The location of emergency shut-offs; and
 - iv. The noise control prohibitions set out in Chapter 9.56 LSMC (Noise Control), including but not limited to the prohibition of Public Nuisances and Disturbance Noises in 9.56.040 LSMC and in particular subsections 5 (Devices creating and amplifying sound) and 6 (Quiet Time between 10 pm and 7 am).
- (d) Applicability and General Requirements – the following requirements shall apply to all short-term rentals.
 - (1) Short-term rentals are allowed only in the zoning districts identified in Table 14.40-I.
 - (2) Short-term rentals may be hosted or un-hosted residences where all or part of the structure is rented for transient lodging.
 - (3) No short-term rental can be used or occupied by more than eight total individuals at any time. No more than two guests, excluding children five years old and under, per bedroom are permitted per guest stay.
 - (4) Per LSMC Table 14.72-I, a minimum of one off-street parking space shall be provided per 1-2 rented bedrooms; two off-street parking spaces per 3-4 rented bedrooms; and three off-street parking spaces per 5 or more rented bedrooms.
 - i. Parking of boat trailers and recreation vehicles is only allowed when adequate off-street parking is provided, and the additional parking does not conflict with required parking.
 - (5) Applicable sales/use and other related state imposed lodging taxes must be timely paid to the State of Washington. Timely payments are the responsibility of the property owner.
 - (6) The short-term rental must comply with Chapter 64.37 RCW.
- (e) Complaints and Enforcement
 - (1) Complaints and enforcement are subject to the processes identified in Chapter 17.20 LSMC including any fines and penalties imposed for substantiated violations.

- (2) Multiple violations of the short-term rental code will result in progressive enforcement as identified in LSMC 17.20.030.
- (3) Violations of consumer safety are subject to the provisions in RCW 64.37.030.
- (4) A new short-term rental permit will not be issued to the owner / operator of a revoked short-term rental permit and business license until two years from the time of revocation have passed.

Section 6. Chapter 14.72, entitled “Parking,” is hereby amended as follows (additions shown by underline, deletions shown by ~~striketrough~~, and all other sections remain unchanged):

TABLE 14.72-I: TABLE OF PARKING REQUIREMENTS

Rooming and boarding houses	1 space for each bedroom.
<u>Short-Term Rentals</u>	<u>1 space for 1-2 bedrooms to be rented; 2 spaces for 3-4 bedrooms to be rented; 3 spaces for 5 or more bedrooms to be rented in addition to the required spaces for the primary residential use if a hosted short-term rental.</u>
Tourist homes, Hotels and motels.	1 space for each room to be rented plus additional space (in accordance with other sections of this table) for restaurant or other facilities.

Section 7. 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 8. 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 five days after the date of publication.

PASSED by the City Council of the City of Lake Stevens this 25th day of October 2022.

Brett Gailey, Mayor

ATTEST/AUTHENTICATION:

Kelly Chelin, City Clerk

APPROVED AS TO FORM:

Greg Rubstello, City Attorney

First and Final Reading: October 25, 2022

Published:

Effective Date:

LSMC 14.44.064 – Short-Term Rentals

- (a) Purpose – the purpose and intent of requiring specific standards for short term rentals (rentals of 30 days or less) is to ensure that their location and operation is consistent with the existing residential character of the surrounding area in terms of appearance, traffic levels and other development standards.
- (b) Applicability and General Requirements – the following requirements shall apply to all short-term rentals.
 - (1) Short-term rentals are allowed in the zoning districts identified in Table 14.40-I.
 - (2) Short-term rentals are limited to owner-occupied residences and subject to any additional covenants and restrictions on individual properties.
 - (3) The owner, authorized agent or property manager shall live on the premises for the entire duration of any short-term rental agreement.
 - (4) No short-term rental can be rented to more than two separate parties, per facility, or exceed eight total individuals at any time.
 - (5) The total number of guests covered by a short-term rental agreement shall not exceed two per rented bedroom and six total individuals.
 - (6) A city business license shall be submitted to the city with the short-term rental application, which shall be evaluated for compliance with the provisions of this section and approved by the Planning Director or designee.
 - (7) As part of the review process for the initial application, the building official or designee in coordination with the fire marshal shall perform a safety inspection of the property. It shall be the owner's responsibility to ensure that the short-term rental is and remains in substantial compliance with all applicable codes regarding fire, building, health, safety and other relevant laws and regulations. The premises may be subject to safety and compliance inspections as part of the annual business license renewal.
 - (8) Prior to submitting a short-term rental application, the property owner shall provide written notification to the owners of properties located within a 300-foot radius of the boundaries of the subject property of their intent to operate a short-term rental, and include a copy of the notification and distribution list with their application.
 - (9) Any non-residential activities beyond the short-term rental of rooms shall require approval of a Home Occupation permit and be subject to [LSMC Section 14.44.015](#).
 - (10) A short-term rental owner must maintain primary liability insurance consistent with RCW 64.37.050.
 - (11) Applicable lodging taxes must be paid to the State of Washington, and those payments are the responsibility of the property owner.
- (c) Development Standards
 - (1) A minimum of one off-street parking space that meets all requirements and standards of LSMC Chapter 14.72 shall be provided per rented bedroom in addition to the minimum parking requirement for the residence (see Table 14.72-I). Parking of boat trailers may be allowed so long as an adequate off-street parking area, beyond the minimum

requirements detailed above for personal vehicles, is provided and the additional parking does not conflict with provisions of Chapter 14.48 LSMC.

- (2) Approved accessory dwelling units (both attached and detached) may be utilized as short-term rentals subject to all other requirements of this section, including the maximum number or rental agreements for the property.
- (3) Signage shall be limited to four square feet in area, consistent with LSMC 14.68.020.
- (4) The property shall give no outward appearance or exhibit characteristics of a business that would be incompatible with the ability of the neighboring residents to enjoy peaceful occupancy of their properties.
- (5) Meal service shall be limited to overnight guests. Separate kitchens shall not be allowed in individual guest rooms unless part of an approved accessory dwelling unit (ADU).

(d) Complaints and Enforcement

- (1) Complaints and enforcement are subject to the process identified in LSMC Chapter 17.20, with the city's Code Enforcement Officer serving as the main contact for responding to complaints and investigating potential violations.
- (2) Penalties levied may include warnings, fees, or the revocation of the applicable business license.

14.08.010 Definitions of Basic Terms.

Boarding House. A residential use consisting of at least one dwelling unit together with more than two rooms that are rented or are designed or intended to be rented but which rooms, individually or collectively, do not constitute separate dwelling units. A rooming house or boarding house is distinguished from a ~~tourist home~~short-term rental in that the former is designed to be occupied by longer term residents (at least month-to-month tenants) as opposed to overnight or weekly guests.

~~*Tourist Home*~~*Short-Term Rental.* A hosted residential single-family structure where the owner, authorized agent or property manager lives on the premises, in which individual rooms are rented by the day or week for a period up to thirty (30) days, subject to the standards identified in LSMC 14.44.064. May include but not limited to facilities commonly known as bed and breakfasts, tourist/vacation rentals, Airbnb, VRBO, etc.

Table 14.40-I: Table of Residential Uses by Zones

A blank box indicates a use is not allowed in a specific zone. Note: Reference numbers within matrix indicate special conditions apply.																
P – Permitted Use; A – Administrative Conditional Use; C – Conditional Use (See Section 14.40.070 for explanation of combinations)																
NAICS Code	Use	R4	WR	R6	R8-12	MFR	LB	MU ¹	PBD ²	BD	CBD	CD	LI	GI	P/SP	
MISCELLANEOUS AND ACCESSORY USES																
N/A	Tourist homes Short-Term Rentals ⁸	PA	PA	PA	PA	PA		PA								

TABLE 14.72-I: TABLE OF PARKING REQUIREMENTS

<u>Short-Term Rentals</u>	<u>1 space for each room to be rented in addition to the required spaces for the primary use. LSMC 14.44.064.</u>
Tourist homes, H hotels and motels.	1 space for each room to be rented plus additional space (in accordance with other sections of this table) for restaurant or other facilities.

⁸ Subject to requirements of LSMC 14.44.064.

Section 2. Chapter 14.08 LSMC, entitled “Basic Definitions and Interpretations,” is hereby amended by the addition of new definitions as follows (additions shown by underline, deletions shown by ~~striketrough~~, and all other sections remain unchanged):

14.08.010 Definitions of Basic Terms.

Principal. A principal or governing member of any business entity, including but not limited to: LLC member/manager, president, vice president, secretary, treasurer, CEO, director, stockholder, partner, general partner, or limited partner.

Responsible party (definition related to short-term rentals only). The owner, property management company, or another person who is designated by the owner, in writing, to act on their behalf as the main contact for guests and who is responsible for addressing any complaints.

Short-term rental. A lodging use, other than a hotel or motel, ~~residential structure~~, in which all or part of the structure a dwelling unit is rented to a person or group for ~~transient lodging~~ a fee for ~~not more~~ fewer than thirty (30) ~~days consecutive nights to individual guests~~, subject to the standards identified in LSMC 14.44.064, ~~where all or part of the structure is rented on a nightly or weekly basis for transient lodging; long term rentals are distinguished as being rented for more than 30 days as permanent or semi-permanent residence. Short term rentals do not include bed and breakfasts, inns, hotels and motels. A dwelling unit, or portion thereof that is used by the same person or group for 30 or more consecutive nights is not a short-term rental.~~

Short-term rental operator or operator. Any person who is the owner or a dwelling unit established under this title, or portion thereof, who offers or provides that dwelling unit, or portion thereof, for short-term rental use or a person who is the tenant of a dwelling unit, or portion thereof, who offers or provides a short-term rental as set forth in LSMC 14.44.064.

Short-term rental guest or guest. Any individual renting, occupying or present on the premises of a short-term rental at the invitation or permission of a short-term renter.

~~*Tourist Home.* A single family structure in which rooms are rented by the day or week.~~

Section 5. Chapter 14.44, “Supplementary Use Regulations,” is hereby amended as follows, with the entirety of Section 14.44.064 (“Tourist Homes”) repealed and replaced by a new section entitled “Short-Term Rentals,” which is shown below as clean text:

LSMC 14.44.064 – Short-Term Rentals

- (a) Purpose and Process – the purpose of establishing specific standards for short-term rentals is to minimize potential adverse impacts to residential areas, preserve housing stock, and allow property owners to efficiently use their properties.
- (1) Short-term rentals are a Type I permit per Table 14.16-A-I and Chapter 14.16B LSMC – Part I. Short-term rentals will require a city business license (“license”) per Chapter 4.04 LSMC along with a supplemental short-term rental permit (“permit”) under this chapter.
- (2) The Planning and Community Development Director or designee will evaluate the application for the short-term rental permit for compliance with the requirements of LSMC 14.44.064 the provisions regulating short-term rentals in this Chapter and all other applicable sections of the Lake Stevens Municipal Code, and in particular the regulations related to nuisance activity in Chapter 9.60 and Noise Regulation in Chapter 9.56.
- (3) Permits and licenses shall be issued for a period of one year, with the effective date running from the date of issuance.
- i. The permit and license must be renewed annually with the department of Planning and Community Development, provided all the approval criteria continue to be met;
- ii. It is the owner’s / operator’s responsibility to ensure that the short-term rental remains in substantial compliance with all applicable codes and relevant laws.
- ii.iii. It shall be unlawful for any person to offer or to rent a short-term rental without a valid short-term rental permit
- (b) Restrictions
- (1) No more than two short-term rentals may be operated by any operator individual, married couple, business interest or corporate entity within the city. It is the intent of these regulations to limit the ownership and operation of short-term rentals to no more than two per individual, family living together, domestic partnership, those living as a family unit and/or acting as a principal in any business entity that has ownership of a residential unit. Assigning ownership and/or application for a short-term rental use by a principal(s) of a business entity to separate business entities or to separate individuals that are living together as a family, in a domestic partnership, or living as a family unit as a means of exceeding this limitation is -not permitted.
- (2) Short-term rental permits are not transferable to another operator or location.
- (2)(3) Short-term rentals must not include weddings, banquets, parties, charitable fundraising, or other gatherings for direct or indirect compensation. The intent of short-term rentals is to provide transient accommodations.
- (c) Licensing and Registration
- (1) Permit application shall include a Type I land use application, fees, and written description of the proposed short-term rental identifying the following:

- i. The name and address of the owner and person or company who will operate the short-term rental (operator);
 - ii. The address of the structure where the short-term rental will occur;
 - iii. The area to be rented, including number of bedrooms, to overnight guests.
 - iv. Short-term rental permit fees shall be established by resolution of the City Council.
- (2) The owner / operator must provide valid contact information for a responsible party that will respond to potential issues pertaining to the short-term rental for inclusion on the city's short-term rental register every day the property is rented. Any changes to the name, or telephone number(s) of the responsible party must be submitted to the department of Planning and Community Development within 14 days of the change(s).
- ~~(3) The owner / operator shall attest that the short-term rental provides consumer safety as identified in RCW 64.37.030 health and safety standards for guests.~~
- ~~(4)(3)~~ (3) The owner / operator ~~must~~ shall post a set of "good neighbor guidelines" in a conspicuous place in the short-term rental, on a form developed and approved by the city as part of the short-term rental permitting process which shall ~~that details the consumer safety requirements included in RCW 64.37.030~~ include at least the as well as the following information:
 - ~~i. Contact information for the operator or responsible party;~~
 - ~~ii.i. Emergency contact information for police, fire, emergency medical services, and~~ ii.i. Emergency contact information for police, fire, emergency medical services, and ~~Contact information for nonemergency police services;~~
 - ~~iii. Quiet hours are between 10 pm and 7 am;~~
 - ~~iv.ii.~~ ii. The location of the rental's designated parking space(s);
 - ~~iii.~~ iii. The location of emergency shut-offs; and
 - ~~v.iv. Applicability~~ iv. The noise control prohibitions set out in of Chapter 9.56 LSMC (Noise Control), including but not limited to the prohibition of Public Nuisances and Disturbance Noises in 9.56.040 LSMC and in particular subsections 5 (Devices creating and amplifying sound) and 6 (Quiet Time between 10 pm and 7 am).
- (d) Applicability and General Requirements – the following requirements shall apply to all short-term rentals.
 - (1) Short-term rentals are allowed only in the zoning districts identified in Table 14.40-I.
 - (2) Short-term rentals may be hosted or un-hosted residences where all or part of the structure is rented for transient lodging.
 - (3) No short-term rental can be ~~rented for residential occupancy used or occupied~~ by more than eight total individuals at any time. No more than two guests, excluding children five years old and under, per bedroom are permitted per guest stay.
 - (4) Per LSMC Table 14.72-I, a A minimum of one off-street parking space shall be provided per 1-2 rented bedrooms; two off-street parking spaces per 3-4 rented bedrooms; and three off-street parking spaces per 5 or more rented bedrooms.
 - i. Parking of boat trailers and recreation vehicles is only allowed when adequate off-street parking is provided, and the additional parking does not conflict with required parking.

(5) Applicable sales/use and other related state imposed lodging taxes must be timely paid to the State of Washington. Timely payments are the responsibility of the property owner.

(6) The short-term rental must comply with Chapter 64.37 RCW.

(e) Complaints and Enforcement

(1) Complaints and enforcement are subject to the processes identified in Chapter 17.20 LSMC including any fines and penalties imposed for substantiated violations.

(2) Multiple violations of the short-term rental code will result in progressive enforcement as identified in LSMC 17.20.[030](#).

(3) Violations of consumer safety are subject to the provisions in RCW 64.37.030.

(4) A new short-term rental permit will not be issued to the owner / operator of a revoked short-term rental permit and business license until two years from the time of revocation have passed.

CITY COUNCIL STAFF REPORT



Agenda Date: 10/25/2022

Subject: Resolution 2022-14 - Updated City Fee Schedule

Contact Person/Department: David Levitan, Community Development

Budget Impact: Approval of the resolution would establish a new fee for short-term rental permit applications as well as an updated hourly fee of \$100/hr for staff review time.

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Approve Resolution 2022-14, establishing an updated city fee schedule.

SUMMARY/BACKGROUND:

While drafting the short-term rental code amendment proposed under Ordinance 1139, city staff evaluated an appropriate fee structure for short-term rental permits based on fees charged by other cities. Based on similar permits, the city determined to use an hourly fee as the base permit fee, with a two-hour fee charged for the initial application and a one-hour fee charged for renewals. While considering an hourly fee, the Finance Department recommended that the city increase its standard hourly fees across the board from \$75 per hour to \$100 per hour, which would be the first increase in at least ten years and would more accurately reflect current staff salaries with benefits. Adjustments to the city's hourly fee as well as to fees tied to the current hourly rate are reflected in Resolution 2022-14 (Attachment 1), with proposed fees shown in underline and current fees shown as ~~strikethrough~~.

APPLICABLE CITY POLICIES:

Fees Resolution.

ATTACHMENTS:

1. Attachment 1 - Resolution 2022-14

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

RESOLUTION NO. 2022-14

**A RESOLUTION OF THE CITY OF LAKE STEVENS, WASHINGTON,
REPEALING RESOLUTION NO. 2021-12 AND ADOPTING AMOUNTS FOR
THE RATES, FEES, AND DEPOSITS FOR VARIOUS SERVICES PROVIDED
AND ACTIONS PERFORMED BY THE CITY AND FINES LEVIED AGAINST
CODE VIOLATORS, TO INCLUDE NEW LAND USE FEES FOR SERVICES
ACTIONS OR PERMITS**

WHEREAS, the City Council, through ordinance, has adopted regulations requiring certain actions and services; and,

WHEREAS, these various ordinances set forth that fees shall be set by resolution; and

WHEREAS, the cost of providing these various services consistent with applicable codes, regulations, and policies periodically increase or decrease, or certain services or practices are discontinued and fees are no longer needed; and,

WHEREAS, it is the intent of the City of Lake Stevens to charge appropriate fees and charges that are consistent with the services provided and to cover the public cost of providing these various services so that the public is not subsidizing individual benefits derived therefrom; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE STEVENS TO RE-ENACT RESOLUTION 2022-14 AS FOLLOWS: Resolution No. 2021-12 is hereby repealed and the following rates, fees, and deposits for various services provided and actions performed by the city and fines levied against code violators are hereby adopted:

Section 1. Fees and Deposits-General.

- A. **Fees.** Fees are intended to cover the normal, recurring administrative costs associated with said action, such as secretarial staff time, advertising, mailings, file distribution, etc. and project review. Certain fees may be refundable based on a case by case analysis from the applicable department director and approval of the Finance Director. The applicant is responsible for costs incurred for any portion of project/permit reviewed by a consultant hired by the City for such review.
- B. **Payment Due.** Fees and deposits are due at the time the action is requested (e.g., at time of application) or occurs (e.g., prior to a specific action). An applicant may pay all fees and deposits of a multi-phased project in advance; however, doing so does not vest applicable fees due. Fees due are those in effect at the time the specific action or phase of an action is requested or occurs.
- C. **Late Payment Penalties.** If payment is not received within 30 days of the due date specified on the invoice, the amount due shall accrue interest at the rate of 1.5 percent per month, with a maximum monthly interest accrual of \$20.00, from the date the fee became due and the date payment is actually made.
- D. **Waivers.** Upon petition by the applicant, the Mayor or designee may waive any of the fees or portions thereof, for any non-profit organization that provide services for the necessary support of the poor or infirm, or upon the submittal of a signed and notarized declaration of financial hardship, in the form attached to this resolution.

- E. Concurrent Applications. Concurrent applications requiring land use fees established by this resolution shall be subject to each fee cumulatively as if reviewed separately. There shall be no reduction in fees where more than one type of fee is charged for a project.

Section 2. Land Use Fees. Fees for various services, actions, and permits regarding land use, as per LSMC Title 14 and 16, shall be as listed in Table A. Land Use fees are in addition to Building Permit fees. Attorney fees may be recovered for specific projects. (Note: "X.XX" number refers to Use Category from Title 14 Table of Permissible Uses.)

Table A: Schedule of Land Use Fees

Action/Permit/Determination	Fee (\$)
ADMINISTRATIVE APPROVALS/DETERMINATIONS – TYPE I REVIEW	
Adult Family Home	325
Boundary Line Adjustments	1,000
Changes of Use	Included in Business License Fee
Code Interpretations	200 150
Eligible Facility Modification	200 150 for first two hours + 100 75 per hour for each hour of additional staff time
Lot Status Determination	200 150 for first two hours + 100 75 per hour for each hour of additional staff time
Floodplain Development Permit when no Shoreline Exemption is required_(may also require SEPA and critical area review fees)	200 150
Home Occupations	Reviewed as part of business license
Lot Line Consolidation	500
Pasture/Waste Management Plan (LSMC 5.18.040)	
Plan Review Fee	100 75
Subsequent Plan Modification Review	100 75 /hour
Reasonable Use Exceptions	200+critical areas review
<u>Short-Term Rental Permits</u>	
Initial Application	\$ 200
Renewals	100
Site Plan Review (for standalone review only)	200 150 for first two hours + 100 75 per hour for each hour of additional staff time
Temporary Use	
Temporary Residence (1.700)	125
Temporary Mobile/Modular Public Structures (15.500) in any zone	100
Temporary Structures (23.000)	200
Temporary Encampment (LSMC 14.44.038)	1,250
ADMINISTRATIVE REVIEW (If hearing is requested additional cost for hearing examiner at actual cost)	
Administrative Conditional Use Permit	1,000
Administrative Deviation	200 150 for first two hours + 100 75 for each additional hour of staff time
Administrative Review of Model Home	200 150 for first two hours + 100 75 per hour for each additional hour of staff time
Administrative Modifications	450
Administrative Variance	1,000
Administrative Review of Small Wireless Facilities	200 150 deposit for first two hours + 100 75 per hour for each hour of additional staff time

Action/Permit/Determination	Fee (\$)
ANNEXATIONS	
Submission of 10% Petition	0
Submission of 60% Petition	0
If it goes to BRB hearing	0
ATTORNEY FEES	Applicant pays actual cost charged City plus 35 Administrative fee
APPEALS PER TITLE 14	
To City Council	350
To Hearing Examiner	350+Hearing Examiner cost
To Shoreline Hearings Board	<u>100</u> 75/hr
BINDING SITE PLANS	6,000
Revision	1,000
CODE ENFORCEMENT – NOTICE OF VIOLATION (Per Ch. 17.20 LSMC)	
Filing Fee to Request Contested Hearing	350
Filing Fee to Request Mitigation Hearing	350
Hearing Examiner Hearing (except for initial open record hearing per LSMC 17.20.080(d))	Hearing Examiner cost
COMPREHENSIVE PLAN AMENDMENTS (including area-wide-rezones)	
Minor Amendment (annual cycle)	2,400
Major Amendment (5-year cycle)	3,500
CONCESSIONS	
Background Check	15
Concession Agreement Review/Administration	<u>200-150</u>
Damage and Litter Deposit (refundable at end of contract)	100
Lease Rate	5% of revenue
CONDITIONAL USE PERMITS	3,500+ Hearing Examiner cost
CONSTRUCTION PLAN APPROVAL	
Residential developments 1-9 units	1,500 + 100 per lot for first two reviews + each additional review will be charged either: a) <u>100</u> 75 per hour staff time; or b) Consultant fees (see below) As determined by the appropriate Department Director
Residential developments 10 or more units	1,500 + 150 per lot for first two reviews + each additional review will be charged either: a) <u>100</u> 75 per hour staff time; or b) Consultant fees (see below) As determined by the appropriate Department Director

Action/Permit/Determination	Fee (\$)
Commercial and/or non-residential developments	2,000 for first two reviews + each additional review will be charged either: a) 100 75 per hour staff time; or b) Consultant fees (see below) As determined by the appropriate Department Director
CONSULTANT FEES (when applicable)	Applicant pays actual cost charged City plus 35 Administrative fee
CRITICAL AREA REVIEW	Applicant pays actual cost charged City plus 35 Administrative fee
DESIGN REVIEW	
Design Review – Administrative Decision	450
DEVELOPMENT AGREEMENT	1,400
EDDS DEVIATION REQUEST	200 150 for first two hours + 100 75 per hour for each additional hour of staff time
ESSENTIAL PUBLIC FACILITIES (in addition to conditional use permit fees)	
Essential Public Facility	Public participation costs (e.g., mailings, noticing, room rental) +consultant fees +attorney fees
Secure Community Transition Facility	Public participation costs (e.g., mailings, noticing, room rental) +consultant fees +attorney fees
EVENT PERMITS	
Event Level 1	100 75
Event Level 2	225
Event Level 3	300
Event Level 4	1,050
Event Level 4 Deposit	80% of City estimated cost for City services
Event Expedited Review Fee	100
Boat Launch Closure	100/day
Recycle Containers	10/unit deposit 35/unit replacement fee for unreturned or damaged units
IMPACT FEES	
Park Mitigation	
Single-family residences (e.g., single-family residence, duplex and manufactured home)	4,154.92/dwelling unit
Multifamily residences with three or more units	3,004.75/dwelling unit
Multifamily residences and Accessory Dwelling Units with 0-1 bedrooms	1,912.53/dwelling unit
School Mitigation	
Lake Stevens School District – fees as shown below or as adopted in most current Capital Facilities Plan	
Detached Single Family Residence	9,788/dwelling
Duplex/Townhouse	7,672/dwelling
Multifamily Residential with 2 or more bedrooms	7,672/unit
Snohomish School District – fees as shown below or as adopted in most current Capital Facilities Plan	

Action/Permit/Determination	Fee (\$)
Detached Single Family Residence	6,039/dwelling
Duplex/Townhouse	260/dwelling
Multifamily Residential with 2 or more bedrooms	260/unit
Traffic Mitigation	
Traffic Impact Zone 1	2,771/PM peak hour trip
Traffic Impact Zones 2 & 3	3,500/PM peak hour trip
Impact Fee Adjustment/Deferral Application	200 150
LAND DISTURBANCE	
Minor Land Disturbance Permits	500 375
Major Land Disturbance Permits	1,000
Major Land Disturbance Permit with Class IV Forest Practice	1,250
LAND USE CODE AMENDMENTS	3,000
MISCELLANEOUS ACTIONS/ITEMS	
Manufacturing Tax Exemption Application	500
Permit Extension	200 150
Public Notice Signs Rental Fee	50
Security Administration Fee, per each security	100
Sign Non-Return Charge – If not returned within 7 days of permit approval	10/sign
Tree Replacement Fee In-Lieu (per LSMC 14.76.120(e))	35/tree
Lake Safety Marker – one-time fee for contribution to the Lake Safety Program for buoy purchase.	350
MISCELLANEOUS TASKS	
Miscellaneous Engineering Review (e.g., storm drainage plans for Single-Family Residential & Duplexes, drainage studies, etc.)	100 75/hr
Miscellaneous Research or other staff time	100 75/hr
MOBILE FOOD VENDING UNITS	
Initial License Application	75
License Renewals	40
PARK PERMITS	
Park Permit without Picnic Shelter	35
Park Permit is included if Picnic Shelter is rented	0
PLANNED NEIGHBORHOOD DEVELOPMENTS	3,500+Hearing Examiner cost
PRE-APPLICATION CONFERENCE FEE (\$400 credited toward application fee over \$1,000 upon submittal of said application if received within 12 months from date of pre-application conference.)	
Without Consultant Review	400
With Requested Consultant Review (e.g., critical areas consultant, etc.)	400+Consultant fees
RECONSIDERATION OF DECISION by:	
Planning Director	200
City Council	200
Hearing Examiner	100+Hearing Examiner cost
RECORDING FEES	At cost (paid directly to Snohomish County)
REZONES - ZONING MAP AMENDMENTS	
Rezone Minor	500+Hearing Examiner cost
Rezone Major	1,000+Hearing Examiner cost
RIGHT-OF-WAY	
Right-of-Way Permit	
Individual Residential (outside roadway improvements)	50
All Others	200

Action/Permit/Determination	Fee (\$)
Right-of-Way Vacation	1,000
Road Cuts (required only for pavement cuts where roadway overlay is not required by City)	2 per square foot
SEPA REVIEW (does not include critical areas review, which is a separate fee)	
Planned Action Project Certification Review including SEPA Checklist	750
Review of SEPA Checklist	750
Review of requested studies	<u>100.75</u> -study per hour 2 hour minimum
Review of requested traffic studies	<u>100.75</u> per hour 2 hour minimum
Review of requested drainage studies	<u>100.75</u> -per hour 2 hour minimum
Environmental Impact Statement (EIS)	<u>100.75</u> -per hour 10 hour minimum
Addendum	300
SEPA Appeals (to Hearing Examiner)	<u>200.150</u> +Hearing Examiner cost
SHORELINE PERMITS (may also require SEPA and critical area review fees)	
Mooring Buoy Application	<u>200.150</u>
Shoreline Conditional Use	1,500+Hearing Examiner cost
Shoreline Exemption	200
Shoreline Exemption with Floodplain Development Permit	300
Shoreline Substantial Development	+Hearing Examiner if requested by public
Related to Single Family Residence	500
Related to Multifamily Residence or Commercial Property	1,500
Related to Subdivision	2,000
Other	2,500
Shoreline Variance	1,500+Hearing Examiner
SIGN PERMITS	
Sign Permit	<u>200.150</u> +50/sign
Sign Insert replacements (fee applies to replacement cabinet signs with no structural or size modifications)	25
Master Sign Program Permit	600.450
SUBDIVISIONS (1-9 lots – Short Plat; more than 9 lots – Plat)	
Preliminary Short Plat	4,320
Final Short Plat	765
Final Plat / Short Plat Pre-check and Survey Review	<u>100.75</u> /hour, 2 hour minimum plus \$1,000 survey deposit
Short Plat Alteration	1,225
Short Plat Vacation	1,225
Preliminary Plat	10,030
Final Plat	1,565 + 100 per lot or unit + Survey Consultant Review cost
Plat Alteration	1,600
Plat Vacation	1,600
Street Signs (per Manual on Uniform Traffic Control Devices)	Purchased & installed by applicant per code & consistent with MUTCD
VARIANCE (Hearing Examiner review)	1,100+Hearing Examiner cost
ZONING CERTIFICATION LETTER	<u>200.150</u>

Section 3. Building Permit Fees. (Land Use fees, if required, are in addition to Building Permit fees.)

- A. Washington State Building Codes Adopted. The City of Lake Stevens does hereby incorporate by this reference as though fully set forth the fees from the current editions of:
1. The International Building Code (IBC)
 2. The International Residential Code (IRC)
 3. The International Mechanical Code including the International Fuel Code, National Fire Protection Association 58 (Liquefied Petroleum Gas Code) and National Fire Protection Association 54 (National Fuel Gas Code)
 4. The Uniform Plumbing Code
 5. Washington State Barrier Free Regulations (Title 51 WAC)
 6. Current edition of the Washington State Energy Code
 7. The International Fire Code
 8. Current edition of the Washington State Ventilation & Indoor Air Quality Code
- B. Valuation for Calculating Building Permit Fees shall be determined according to the International Code Council "Building Valuation Data" which is herein incorporated by reference as though fully set forth. The "Building Valuation Data," including modifiers, is found in Building Safety Journal, and is published quarterly by the International Code Council. Subsequent semi-annual revisions of the "Building Valuation Data" shall be automatically incorporated by this reference to be effective immediately following each new publication. Building permit fees shall be based on the formulas contained in Table 1A.

Table 1A: Building Permit Fees

Total Valuation	Fee
\$1.00 to \$499.99	\$23.50
\$500.00 to \$1,999.99	\$23.50 for the first \$499.99 plus \$3.05 for each additional \$100, or fraction thereof, up to and including \$1,999.99.
\$2,000.00 to \$24,999.99	\$69.25 for the first \$1,999.99 plus \$14 for each additional \$1,000, or fraction thereof, up to and including \$24,999.99.
\$25,000.00 to \$49,999.99	\$391.25 for the first \$24,999.99 plus \$10.10 for each additional \$1,000, or fraction thereof, up to and including \$49,999.99.
\$50,000 to \$99,999.99	\$643.75 for the first \$49,999.99 plus \$7.00 for each additional \$1,000, or fraction thereof, up to and including \$99,999.99.
\$100,000 to \$499,999.99	\$993.75 for the first \$99,999.99 plus \$6.50 for each additional \$1,000, or fraction thereof, up to and including \$499,999.99.
\$500,000 to \$999,999.99	\$3,233.75 for the first \$499,999.99 plus \$4.75 for each additional \$1,000, or fraction thereof, up to and including \$999,999.99.
\$1,000,000 and up	\$5,608.75 for the first \$999,999.99 plus \$3.65 for each additional \$1,000, or fraction thereof.

C. Plan Review Fees:

Residential:

- New construction & additions: 65% of permit fee using Table 1A
- Repairs & Alterations: ~~\$100.75~~ per hour (min. 1 hour)
- Basic House Plan Review – see Table B2

Commercial:

- New construction & additions: 85% of permit fee using Table 1A
- Tenant Improvements (TI) & Alterations: 85% of permit fee using Table 1A **OR** \$100.75.00 per hour (min. 1 hour) as determined by the building official
- Plumbing & mechanical: 25% of permit fee or City's hourly rate of \$100.75.00 per hour (min. 1 hour)

D. Fire Department Commercial Plan Review.

New or Tenant Improvement Building Permits – Applies to all Occupancies except Group U

Construction Valuation From: To:	Fee
Group R-3 or IRC Dwellings (regardless of valuation)	\$30
\$0 \$1,000	\$30
\$1,001 \$5,000	\$115
\$5,001 \$10,000	\$175
\$10,001 \$20,000	\$200
\$20,001 \$45,000	\$260
\$45,001 \$100,000	\$315
\$100,001 \$250,000	\$430
\$250,001 \$500,000	\$545
\$500,001 \$1,000,000	\$690
\$1,000,001 \$1,500,000	\$775
\$1,500,001 \$2,000,000	\$835
>\$2 million	\$865 plus \$55 per \$500,000 (prorated over \$2 million)

E. Other Inspections and Fees:

See Section II Tables D and E for Sprinkler and Alarm fees.

Inspections outside of normal business hours: ~~\$100.75~~/ hour, 2 hour minimum.

Reinspection fees assessed at ~~\$100.75~~ per hour (1 hour minimum).

Penalty for commencing work prior to permit issuance: Double permit fee.

Inspections for which no fee is specifically indicated: ~~\$100.75~~ /hour (1/2 hour minimum).

Additional plan review required by changes, additions or revisions to plans: ~~\$100.75~~/hour.

For use of outside consultants for plan checking and inspections, or both: Actual Costs

F. Miscellaneous Building Permit Fees. Tables B2 and B3 specifies those fees charged for permits to be issued pursuant to the Washington State Building Code and which are not included in the provisions of Subsections A and B:

Table B2: Schedule of Miscellaneous Building Permit Fees

Permit	Fee (\$)		
	Permit	Plan Check	Total
Accessory Structures	Valued as Utility (BVD) See Table 1A for fees	65% of permit fee	Permit fee + plan check fee
BASIC HOUSE PLAN REVIEW			
Initial Plan	See table 1A		
Set-up fee			200
Basic Plan		20% of permit fee per Table 1A	Per Table 1A
State Building Code fee (each residential permit)	\$6.50		\$6.50
Each additional residential unit	\$2.00		\$2.00
Each Commercial permit (per RCW 19.27.085)	\$25.00		\$25.00
Deck	Valued at: \$15/sq.ft. – uncovered \$17/sq.ft. – covered See Table 1A for fees	65% of permit fee	Permit fee + plan check fee
Demolition	\$100 75		\$100 75
Dock	Valued at: \$30/sq.ft. See Table 1A for fees	65% of permit fee	Permit fee + plan check fee
Fence/Retaining Wall	\$100 75	\$100 75/hr (1 hr min)	\$100 75 + plan check fee
Manufactured Home Placement ((& Skirting))	\$225		\$225
Certificate of Occupancy	\$100		\$100
Reroof:			
Residential	\$40.00		\$40.00
Residential with sheathing	\$90.00		\$90.00
Commercial	Refer to Table1A	Same as Commercial TI	Permit fee + plan check fee
Adult Family Home	\$200 150		\$200 150
Re-inspection	\$100 75		\$100 75

Current BVD = Building Valuation Data, International Code Council

Table B3: Mechanical and Plumbing Fees

Mechanical Fees		Plumbing Fees	
Mechanical Permit	35.00	Plumbing Permit	35.00
AC unit < 100,000k	20.00	Back Flow Preventer	10.00
AC unit 100,000k – 499,999 k	30.00	Bathtub	10.00
AC unit 500,000k and up	40.00	Commercial Dishwasher	15.00
Air Handlers <10,000 CFM	13.00	Drinking Fountain	10.00
Air Handlers 10,000 CFM and up	23.00	Floor Sink or Drain	10.00
Boilers	15.00	Grease Interceptor	50.00
Commercial Incinerator	30.00	Grease Traps	10.00

Mechanical Fees		Plumbing Fees	
Condensers	20.00	Hose Bibs	10.00
Domestic Incinerator	20.00	Ice Makers	10.00
Duct Work	15.00	Kitchen Sink	10.00
Evaporative Cooler	15.00	Laundry Tray	10.00
Forced Air System <100,000 BTU	18.00	Lavatory	10.00
Forced Air System 100,000 or more BTU	24.00	Lawn Sprinkler System	10.00
Gas Clothes Dryer	15.00	Medical Gas 1- 5	50.00
Gas Piping 1 – 4 Outlets	11.00	Medical Gas, for each one over five	10.00
Additional Outlets	1.00	Mop Sink	10.00
Heat Exchanger	15.00	Other	10.00
Heat Pump	15.00	Pedicure Chair	10.00
Manf. Fireplace/ Log Lite	18.00	Reclaimed Water System	40.00
Misc. Appliance	15.00	Residential Dishwasher	10.00
Range Hood – Residential	15.00	Roof Drains	10.00
Range Hood – Commercial	150.00	Shower	10.00
Refrigeration Unit <100K	20.00	Specialty Fixtures	10.00
Refrigeration Unit 100K – 499K	30.00	Supplemental Permit	15.00
Refrigeration Unit 500K and up	40.00	Testing of Reclaimed Water System	30.00
Relocation Repair	15.00	Urinal	10.00
Stove Appliance	15.00	Vacuum Breakers 1- 5	10.00
Supplemental Permit	15.00	Vacuum Breakers, for each one over five	2.00
Vent Systems	15.00	Washing Machine	10.00
Vent w/o Appliance	10.00	Waste Interceptor	10.00
Ventilation Fans	10.00	Water Closet	10.00
Wall/Unit Heaters	20.00	Water Heater	15.00
Water Heater	15.00	Water Service	10.00
Wood Stoves	18.00		

Section 5. Animal Code Fees. Fees for other various services, actions, and permits related to Animal Control, as per LSMC Title 5, shall be as listed in Table D.

Table D: Animal Code Fees

Permit/Action	Fee (\$)
Dog/Cat License: – Each dog or cat licensed within 60 days of residency or within 60 days of acquiring pet, lifetime – Each dog or cat neutered or non-neutered, lifetime – Senior Citizen (defined as being 62 years of age or older) owners, lifetime – Service and guide dogs, lifetime – Duplicate license for lost or destroyed dog/cat tag – Duplicate license - Senior Citizen owners and Service/Guide Dogs – Other Code Violations: ■ First Offense, For first offense the fee for such violation will be set equivalent to the Basic Rule Violation as set forth in the Justice Information System (JIA) Law Table as published by the Administrative Office of the Courts. ■ Second Offense, For the second offense, the fee for such violation shall be set equivalent to double the Basic Rule Violation as set forth in the Justice Information System (JIA) Law Table as published by the Administrative Office of the Courts.	Free 20 Free Free 4 Free
Impound Fees for Cost Recovery: – Dogs and cats (at police kennel) – Animals – Dogs, Cats and other animals (at/or transported to animal shelter) As set forth by the Everett Animal Shelter animal impound fee schedule, plus an additional \$5.00 administrative fee for reviewing and processing billing statements. – Additionally, any costs incurred which exceed the base fee and which are associated with the collection, impoundment, maintenance, treatment, and destruction of the animal(s), any fees owing, and any costs of damage cause by the animal(s) shall be the liability of the owner. The City is not responsible for such costs incurred.	25 30 Varies
Pasture/Waste Management Plan (Sec 5.18.040): See Table A Land Use Fees	

Section 6. Miscellaneous Police Fees. Fees for various Police services, actions, and permits shall be as listed in Table E.



Table E: Schedule of Miscellaneous Police Fees & Fines

Permit/Action/Service	Fee (\$)
Fingerprinting:	
1. For Concealed Pistol Licenses	State fee
2. People who work or reside in the City (per 2 cards)	10
3. People who do not work or reside in the City (per 2 cards)	20
Lamination Services – Concealed Pistol Licenses	3.50
Fine:	
1. Failure to pay fee (50% reduction if paid within 24 hours)	40
DUI cost recovery:	
1. Administrative fee	200
2. Jail booking fee (or as revised by Snohomish County or City of Marysville)	82
3. Daily lodging fee (or as revised by Snohomish County or City of Marysville)	61
False Alarm Fees:	
1. Second response to premises within six months after the first response	25
2. Third response to premises within six months after a second response	50
3. Fourth response to premises in six months after the third response and for all succeeding responses within six months of last response	100
Impound Fees for Cost Recovery:	
Signs if owner wants returned, per sign	25
Impound fee for wheeled recreational devices	60
Administrative storage fee for impounded vehicles	15
Fine for parking:	
1. Fine for parking as described in Lake Stevens Municipal Code Section 7.12.090, Prohibited Parking	50
2. Fine if paid within 24 hours	25
Off-duty Officer:	Refer to current billable rate schedule
Security for Non-profits	
Security for others (includes a 15% administrative fee)	
Special Event Services Deposit:	\$100 per hour of event with one hour minimum
(For special planned events that require additional police services)	
Letters for search of local criminal justice data bases	10
Administrative dismissal of infraction for operating motor vehicle without insurance – administrative fee	25

Section 7. Miscellaneous Fees. Fees for various other services, actions, and permits shall be as listed in Table F.

Table F: Schedule of Miscellaneous Fees and Fines

Permit/Action	Fee or Fine (\$)
Public Works : Hourly Rate for Service for Non-profits Hourly Rate for Service for others (includes a 15% administrative fee)	Refer to current billable rate schedule
Business Licenses: - Non-refundable Adult Entertainment (Cabaret) application Fee 100 - Adult Entertainment (Cabaret) Establishment (annual) 500 - Adult Entertainment (Cabaret) Establishment Manager/Entertainer (annual) 50/person - Business License Registration – Application 40 - Business License Registration – Annual Renewal 25 - Temporary business license 40 - Renewal 5 - Canvassers, Solicitors and Peddlers (includes City application fee, does not include Washington State Patrol application fee. License expires one year from date of application.) 75 for the 1st three employees, and \$10 for each additional employee - Live music and/or dance entertainment (annual) 50 - Games (annual) 50 - Pawnbroker and Second Dealers (annual) 500	
- Washington State Department of Licensing's Master License Service - Business license handling fee (fees shall be automatically amended by the State)	Currently New Application \$19 Renewal \$11
Duplication of Public Records: (postage/delivery costs extra) - In-house Copying of City documents for the public. - In-house Copying of City documents to pdf when original document is not in electronic format. - Electronic files or attachments uploaded to e-mail, cloud-based data storage service or other means of electronic delivery. - Transmission of public records in an electronic format or for the use of agency equipment to send the records electronically. The City shall take reasonable steps to provide the record in the most efficient manner available to the agency in its normal operations. - Digital storage media or device provided by the City, the actual cost of any container or envelope used to mail the copies to the requestor and the actual postage or delivery charge - In-House duplication of City documents to CD, such as • Comprehensive Plan, Lake Stevens Municipal Code Title 14, • Urban Design Standards, Engineering Design and Development Standards, etc.	For all records duplication and/or transmission, first \$5 cumulative waived 15¢/page/side 10¢/page/side \$1 extra for copy to CD 5¢ per each four electronic files or attachments plus 10¢ per gigabyte Actual Cost Actual Cost

Permit/Action	Fee or Fine (\$)
- Documents or CDs printed by outside vendor - Maps - Duplication of maps less than 11"x17" - Maps - Duplication of maps greater than 11"x17" and - Special requests for plotted maps, aerials, plans, etc. (each) - Audio recordings of meetings: • Duplicated by Staff • Duplicated by outside vendor - Color photos (cost to reproduce) - Certified copy of a public record	Actual cost to reproduce (minimum deposit required); requestor may arrange to pay outside vendor directly) \$0.15/page \$1 per square foot for in-house printing or actual cost if sent out to reproduce \$1/tape/disc Actual cost to reproduce 40¢ \$5 for 1st Page and \$1 each after the 1st Page
Dishonored Check Fine (in payment of City services)	\$35
Passports (fees shall be automatically amended by U.S. Dept. of State)	Consistent with effective federal changes
Age 16 and Over	Passport Fee \$130 <u>\$110</u> Execution Fee \$35
Under Age 16	Passport Fee \$100 <u>\$80</u> Execution Fee \$35
Passport Photos	\$16.00/set including sales tax
Technology Fee	A technology fee of three (3) percent will be assessed on each building and land use permit issued.

Section 8. Community Facility Rental Fees. Fees for renting the City's Community Center and other facilities shall be as listed in Table G.

Table G: Schedule of Rental Fees

Classification	Rental Amount (\$)
Facilities	
Athletic Fields	Youth Sports: \$20 every 2hrs
	Adult Sports: \$30 every 2 hrs
Eagle Ridge Community Garden bed rental	\$40 annually
The Mill	See Table G1

Table G1: Standard Mill Rental Fees

	Max Occupancy	Saturday	Friday or Sunday	Mon-Thurs	Damage Deposit (refundable)	Reservation Deposit (non-refundable)
Entire Mill	461	\$1800	\$1300		\$250 without alcohol \$500 with alcohol	\$200
Hartford Hall	213	\$1300	\$900	\$75/hr \$600 all day	\$250 without alcohol \$500 with alcohol	\$200
The Stack	50	\$67/hr	\$47/hr	\$47/hr	\$100	\$50
Sawyers Room	200	\$77/hr	\$77/hr		\$100	\$50

NON-PROFIT Rental Fees (Peak Season April 1 through September 30, 30% discount)

	Max Occupancy	Saturday	Friday or Sunday	Mon-Thurs	Damage Deposit (refundable)	Reservation Deposit (non-refundable)
Entire Mill	461	\$1260	\$910		\$250 without alcohol \$500 with alcohol	\$200
Hartford Hall	213	\$910	\$630	\$38/hr \$300 all day	\$250 without alcohol \$500 with alcohol	\$200

The Stack	50	\$47/hr	\$24/hr	\$24/hr	\$100	\$50
Sawyers Room	200		\$54/hr		\$100	\$50

NON-PROFIT Rental Fees (Off-Peak Season, 50% discount)

	Max Occupancy	Saturday	Friday or Sunday	Mon-Thurs	Damage Deposit (refundable)	Reservation Deposit (non-refundable)
Entire Mill	461	\$900	\$650		\$250 without alcohol \$500 with alcohol	\$200
Hartford Hall	213	\$650	\$450	\$38/hr \$300 all day	\$250 without alcohol \$500 with alcohol	\$200
The Stack	50	\$33.50/hr	\$23.50/hr	\$23.50/hr	\$100	\$50
Sawyers Room	200		\$38.50/hr		\$100	\$50

1. If the City requires general liability insurance coverage, the event shall be required to provide proof of insurance in compliance with the Facility Use Permit rules ten days prior to the event. If proof of insurance is not provided, the event will be cancelled.
2. "Local" user is a group whose coordinator or assigned member is a citizen of the City of Lake Stevens.
3. **Non-Profit Community Interest Groups devoted to community interest whose activities generally take place within the geographical confines of the City of Lake Stevens. This classification would include, but not be limited to: Girl Scouts, Lake Stevens Historical Society and Lake Stevens Rowing Club. Non-profit group is defined as being registered with the Secretary of State as a non-profit.
4. A minimum security deposit of \$25 MAY be required of users when, in the judgment of the facilities scheduler, the type of facility use may necessitate such a deposit.
5. In case of a cancellation, a written ten-day advance notice must be received to qualify for a refund.
6. No animals other than service animals will be permitted inside facilities without consent of the City Clerk or designee.
7. Use of public facilities for the purpose of generating personal gain is prohibited without written agreement with the City of Lake Stevens.

Section 9. Park Fees. Fees for boat launch parking and the rental of Park Shelters shall be as listed in Table H (below).

Table H: Schedule of Park Fees

	Number of shelters	Rate
Park Shelter/Facility		Rental fee including deposit*
Lundeen Park	Half Shelter	\$75
	Full Shelter (both sides)	\$150
North Cove Park Shelter		\$75
North Cove Park Observation Deck		\$75
Mill Outdoor Plaza Rental		\$75
All Shelters/ Facilities		\$40 half day rentals available during peak season April 1 through September 30
Boat Launch Parking		\$10 daily/\$2 for two-hour parking (Davies Only)
Annual Parking Pass		\$75

Table

* All shelter reservations include a \$7.00 non-refundable fee for cancellations unless cancelled by the City of Lake Stevens. All reservations are for a maximum of 50 people or occupancy if less.

Section 10. Stormwater Utility and Lake Management Charges. Fees for the Stormwater Management Utility, as per LSMC Title 11, shall be as listed in Table IA (below).

Table IA: Stormwater Management Utility

Type	Impervious Area per Equivalent Service Unit	Annual Rate per
Residential and Multifamily Residential with Five or Fewer Units ¹	NA	\$220 Year 2019 \$235 Year 2020 \$242 Year 2021 \$250 Year 2022 \$257 Year 2023 \$265 Year 2024

All Other Customers, Including Commercial and Multifamily Residential with Six or More Units	3,000 square feet	\$220 Year 2019 \$235 Year 2020 \$242 Year 2021 \$250 Year 2022 \$257 Year 2023 \$265 Year 2024
Undeveloped ²	NA	No Charge
State Highways		Set in accordance with RCW 90.03.525
Low Income Senior or Disabled Exemption		Set in accordance with Snohomish County guidelines

1. Multifamily residential units with five or fewer units will be charged the ESU rate multiplied by the number of units.
2. Undeveloped lots are not altered from the natural state by construction and may include lakefront and split lots.
3. Annual increases are based on the completion of the 2018 Stormwater Management rate study and approval of the "Level of Service 3 - High Priority Capital" recommendation,

Fees for the Lake Management, as per Title 11 LSMC, shall be listed in Table IB (below).

Table IB: Lake Management Benefit Assessment

Class		Impervious Surface %	Monthly Rate	Annual Rate
Lakefront Lot		NA	\$16.00 per parcel	\$192.00 per parcel
Split Lot		NA	\$11.33 per parcel	\$136.00per parcel

1. The lakefront lot assessment applies to each land parcel within 200-feet of the lake shore. The split lot assessment applies to each land parcel with a portion of the lot abutting the lake shore and an upland portion beyond the limits of the shoreline master program. Each parcel abutting the lake will be charged a lakefront/split lot surcharge in addition to the appropriate Stormwater Management Utility rate.
2. Lakefront lots developed with only a dock or other over the water structure will receive a lakefront assessment.
3. Lakefront /split lot parcels with multiple single family structures will be charged the applicable assessment in addition to the single family Stormwater Management Utility rate multiplied by the number of units.
4. Commercial lakefront/split lot parcels will be charged a lakefront/split lot assessment in addition to the appropriate rate category by their percentage of impervious surface.
5. Parcels with a common interest in a community beach will be charged a proportionate share of the lakefront assessment in addition to their single family (or other) Stormwater Management Utility rate.

Section 11. Fire Safety Inspections, Permits and Fire District Related Service Fees

Fees for fire safety inspections, permits and Fire District related services shall be as listed in Tables A through L below. Fees listed in Tables C through K are comprehensive for plan review, permit issuance, and two (2) site inspections per inspection item.

Table A - Fire Safety Inspection Fees	
Inspected Square-footage (SF)	Fee
1-1,000	\$25
1,001-2,500	\$50
2,501-10,000	\$75
10,001-50,000	\$150
50,001-150,000	\$300
150,001-400,000	\$425
Over 400,000	\$550
R-2 Apartment Buildings	Fee
1 and 2 story	\$25
3 story and greater	\$50
Interior halls	SF Fee
Other Fees	Fee
Re-inspection Fee (for uncorrected violations are time of re-inspection)	\$50

Table B - Operational Fire Permits			
An Operational Fire Permit constitutes permission to store, or handle hazardous materials, or to operate processes that may produce conditions hazardous to life or property.			
An Operational Fire Permit is required prior to engagement in the activities, operations, practices, or functions described in IFC 105.6 AND, if an ongoing operation, is required to be renewed at least annually.			
Request for waivers of fees for non-profit events, in accordance with Title 9.28.135, shall be made in writing to the Fire Marshal no less than 7 days before the event.			
IFC Reference	Permit	Required for:	Fee
105.6.1	Aerosol Products	Level 2 or Level 3 aerosol products in excess of 500 pounds.	\$75
105.6.2	Amusement Buildings	Operation of a special amusement building.	\$75
105.6.3	Aviation Facilities	Using a Group H or Group S occupancy for aircraft servicing or repair and aircraft fuel-servicing vehicles.	\$75
105.6.4	Carbon Dioxide Systems	Carbon dioxide systems having more than 100 pounds of carbon dioxide.	\$75

105.6.5	Carnivals and Fairs	Conducting a carnival or fair.	\$75
105.6.6	Cellulose Nitrate Film	Storage, handling or using cellulose nitrate film in a Group A occupancy.	\$75
105.6.7	Combustible Dust-Producing Operations	Operation of a grain elevator, flour starch mill, feed mill, or a plant pulverizing aluminum, coal, cocoa, magnesium, spices or sugar, or other operations producing combustible dusts as defined in Chapter 2.	\$75
105.6.8	Combustible Fibers	Storage and handling of combustible fibers in quantities greater than 100 cubic feet.	\$75
105.6.9	Compressed Gases	Storage, use or handling of compressed gases in excess of the amounts listed in Table 105.6.9.	\$75
105.6.10	Covered and Open Mall Buildings	(1) The placement of retail fixtures and displays, concession equipment, displays of highly combustible goods and similar items in the mall. (2) The display of liquid- or gas-fired equipment in the mall. (3) The use of open-flame or flame-producing equipment in the mall.	\$75
105.6.11	Cryogenic Fluids	Production, storage, transportation on site, use, handling or dispensing cryogenic fluids in excess of the amounts listed in Table 105.6.11.	\$75
105.6.12	Cutting and Welding	Cutting or welding operations.	\$75
105.6.13	Dry Cleaning	Dry cleaning or to change to a more hazardous cleaning solvent used in existing dry cleaning equipment.	\$75
105.6.14	Exhibits and Trade Shows	Operation of exhibits and trade shows	\$75
105.6.15	Explosives	See Table D	Table D
105.6.16	Fire Hydrants and Valves	Contact water purveyor having jurisdiction.	No Fee

105.6.17	Flammable and Combustible Liquids	See IFC 105.6.17 for permit requirements.	\$75
105.6.18	Floor Finishing	Floor finishing or surfacing operations exceeding 350 square feet using Class I or Class II liquids.	\$75
105.6.19	Fruit and Crop Ripening	Operation of a fruit- or crop-ripening facility or conduct a fruit-ripening process using ethylene gas.	\$75
105.6.20	Fumigation and Insecticidal Fogging	Operation of a business of fumigation or insecticidal fogging, and to maintain a room, vault or chamber in which a toxic or flammable fumigant is used.	\$75
105.6.21	Hazardous Materials	Storage, transportation on site, dispensing, use or handling of hazardous materials in excess of the amounts listed in Table 105.6.21.	\$75
105.6.22	HPM Facilities	Storage, handling or use hazardous production materials.	\$75
105.6.23	High-Piled Storage	Use of a building or portion thereof as a high-piled storage area exceeding 500 square feet.	\$75
105.6.24	Hot Work Operations	Hot work including, but not limited to: (1) Public exhibitions and demonstrations where hot work is conducted. (2) Use of portable hot work equipment inside a structure. (3) Fixed-site hot work equipment, such as welding booths. (4) Hot work conducted within a wildfire risk area. (5) Application of roof coverings with the use of an open-flame device. (6) Where approved, the fire code official shall issue a permit to carry out a hot work program.	\$75
105.6.25	Industrial Ovens	Operation of industrial ovens regulated by Chapter 30.	\$75

105.6.26	Lumber Yards and Woodworking Plants	Storage or processing of lumber exceeding 100,000 board feet.	\$75
105.6.27	Liquid or Gas-Fueled Vehicles or Equipment in Assembly Buildings	Display, operation or demonstration of liquid- or gas-fueled vehicles or equipment in assembly buildings.	\$75
105.6.28	LP Gas	(1) Storage and use of LP-gas. (2) Operation of cargo tankers that transport LP-gas.	\$75
105.6.29	Magnesium	Melting, casting, heat treatment or grind more than 10 pounds of magnesium.	\$75
105.6.30	Miscellaneous Combustible Storage	Storage in any building or upon any premises in excess of 2,500 cubic feet gross volume of combustible empty packing cases, boxes, barrels or similar containers, rubber tires, rubber, cork or similar combustible material.	\$75
105.6.31	Motor Fuel-Dispensing Facilities	Operation of automotive, marine and fleet motor fuel-dispensing facilities.	\$75
105.6.32	Open Burning	Kindling or maintaining of an open fire or a fire on any public street, alley, road, or other public or private ground.	\$75
105.6.33	Open Flames and Torches	Removing paint with a torch; or to use a torch or open-flame device in a wildfire risk area.	\$75
105.6.34	Open Flames and Candles	Use of open flames or candles in connection with assembly areas, dining areas of restaurants or drinking establishments.	\$75
105.6.35	Organic Coatings	Any organic-coating manufacturing operation producing more than 1 gallon of an organic coating in one day.	\$75
105.6.36	Places of Assembly	Operation a place of assembly.	\$75

105.6.37	Private Fire Hydrants	The removal from service, use or operation of private fire hydrants.	\$75
105.6.38	Pyrotechnic Special Effects Material	Use and handling of pyrotechnic special effects material.	\$75
105.6.39	Pyroxylin Plastics	Storage or handling of more than 25 pounds of cellulose nitrate (pyroxylin) plastics, and for the assembly or manufacture of articles involving pyroxylin plastics.	\$75
105.6.40	Refrigeration Equipment	Operation of a mechanical refrigeration unit or system regulated by Chapter 6.	\$75
105.6.41	Repair Garages and Motor Fuel-Dispensing Facilities	Operation of repair garages.	\$75
105.6.42	Rooftop Heliports	Operation of a rooftop heliport.	\$75
105.6.43	Spraying or Dipping	Conducting a spraying or dipping operation utilizing flammable or combustible liquids, or the application of combustible powders regulated by Chapter 24.	\$75
105.6.44	Storage of Scrap Tires and Tire Byproducts	Establishing, conducting or maintaining storage of scrap tires and tire byproducts that exceeds 2,500 cubic feet of total volume of scrap tires, and for indoor storage of tires and tire byproducts.	\$75
105.6.45	Temporary Membrane Structures and Tents	Operation of an air-supported temporary membrane structure, a temporary stage canopy or a tent having an area in excess of 400 square feet.	Table C
105.6.46	Tire-Rebuilding Plants	Operation and maintenance of a tire-rebuilding plant.	\$75
105.6.47	Waste Handling	Operation of wrecking yards, junk yards and waste material-handling facilities.	\$75
105.6.48	Wood Products	Storage of chips, hogged material, lumber or plywood in excess of 200 cubic feet.	\$75

105.6.49	Marijuana Extraction Systems	Use of a marijuana / cannabis extraction system regulated under WAC 314-55-104.	\$75
WAC 173-425-060	Residential Open Burning (Only for unincorporated Snohomish County within Lake Stevens Fire District boundary)	Outdoor burning of leaves, clippings, prunings and other yard and gardening refuse originating on lands immediately adjacent and in close proximity to a human dwelling and burned on such lands by the property owner or his or her designee.	\$25

Table C - Special Assembly Permits	
IFC 105.7.18 Required to erect an air-supported temporary membrane structure, a temporary stage canopy or a tent having an area in excess of 400 square feet. Fees listed below include issuance of operational permit 105.6.45.	
Temporary Membrane Structures, Canopies and Tents	
Duration of Use	Fee
Less than 3 Days	No Fee
4-180 Days	\$60
Temporary Assembly Membrane Structures, Canopies and Tents	
Occupant Load	Fee
50-99 persons	\$60
Over 100 persons	\$115

Table D - Explosives	
IFC 105.6.15 Required for manufacturing, storage, handling, sale or use of any quantity of explosives, explosive materials, fireworks or pyrotechnic special effects within the scope of Chapter 56.	
Retail and Wholesale Fireworks	
Type	Fee
CFRS Facility - Wood Stand	\$100
CFRS Facility - Tent or Canopy	\$100
Fireworks sales in other than a CFRS Facility	\$100
Public Fireworks Display	
Type	Fee
Public Display (Licensed pyrotechnic operators in accordance with RCW 70.77 only)	\$250
Temporary Storage	\$175
Blasting	
Type	Fee
Blasting (Licensed blasters in accordance with WAC 296-52 only)	\$250
Temporary Storage	\$175

Table E - NFPA 72 Fire Alarm and Detection Systems and Related Equipment
IFC 105.7.6 Required for installation of or modification to fire alarm and detection systems and related equipment.
Devices include individual parts of a fire alarm system including, but not limited to initiating devices, notification appliances, NAC panels, modules, relays, remote annunciation panels, and other such devices. Each part of the system is one device.
Note: All Central Station Monitoring shall be UL or FM listed.
Tenant Improvement or Modification to Existing System

Number of Devices	Fee
1-2	\$85
3-5	\$145
6-10	\$200
11-20	\$260
21-40	\$345
41-100	\$430
101-200	\$545
Over 200	\$660
New System	
Number of Devices	Fee
1-100	\$430
101-200	\$545
Over 200	\$660
FACP and/or Transmitter	
In addition to the above device fees shown, the following fees also apply:	
Condition	Fee
Replacement	\$145
New	\$230

Table F - Automatic Fire Extinguishing Systems and Components	
IFC 105.7.1 required for installation of or modification to an automatic fire-extinguishing system.	
NFPA 13 and 13R Fire Sprinkler Systems &	
Devices are individual parts of an automatic fire extinguishing system including, but not limited to sprinkler heads, risers, valves, gongs and other such devices. Each part of the system is one device.	
Tenant Improvement or Modification to Existing System	
Number of Heads and Devices	Fee
1-2	\$85
3-5	\$145
6-10	\$200
11-20	\$260
21-40	\$345
41-100	\$430
101-200	\$545
201-300	\$660
Over 300	\$720

New System	
Number of Heads and Devices	Fee
1-100	\$430
101-200	\$545
201-300	\$660
Over 300	\$720
NFPA 13D Residential Fire Sprinkler Systems	
Number of Heads and Devices	Fee
1-10	\$200
11-25	\$260
Over 25	\$315
*Non-required NFPA 13D systems shall not be charged a fee for plan review, permits or inspections.	
UL 300 Commercial Cooking Hood Suppression Systems & NFPA 2001 Clean Agent Systems	
Type	Fee
Pre-Engineered	\$145
Custom Engineered	\$315
NFPA 14 Standpipe Systems	
IFC 105.7.17 Required for the installation, modification or removal from service of a standpipe system.	
Class	Fee
I, II or III	\$175
NFPA 20 Fire Pumps and Related Equipment	
IFC 105.7.7 Required for installation of or modification to fire pumps and related fuel tanks, jockey pumps, controllers and generators.	
Quantity	Fee
1	\$345
2 or more	\$575

Underground Supply Piping for Automatic Sprinkler Systems	
IFC 105.7.20 Required for the installation of the portion of the underground water supply piping, public or private, supplying a water-based fire protection system. The permit shall apply to all underground piping and appurtenances downstream of the first control valve on the lateral piping or service line from the distribution main to one foot above finished floor of the facility with the fire protection system.	
Quantity of Supply Lines to Building	Fee
1	\$115
2 or more	\$230

Private Fire Hydrants	
IFC 105.7.13 Required for the installation or modification of private fire hydrants.	
Quantity	Fee
1	\$115
2 or more	\$230

Table G - Hazardous Materials	
IFC 105.7.10 Required to install, repair damage to, abandon, remove, place temporarily out of service, or close or substantially modify a storage facility or other area regulated by Chapter 50 where the hazardous materials in use or storage exceed the amounts listed in Table 105.6.21.	
Quantity	Fee
1-2 Hazardous Materials	\$115
3-5 Hazardous Materials	\$230
Over 5 Hazardous Materials	\$460

Table H - Gases, Liquids and Cryogenics	
Compressed Gases	
IFC 105.7.3 Where the compressed gases in use or storage exceed the amounts listed in Table 105.6.9, a construction permit is required to install, repair damage to, abandon, remove, place temporarily out of service, or close or substantially modify a compressed gas system.	
Type	Fee
Compressed Gas System	\$230
LP- Gas	
IFC 105.7.12 Required for installation of or modification to an LP-gas system.	
Tanks	Fee
500 Gallons or Less	\$115
501-1,000 Gallons	\$230
Over 1,000	\$460
Residential LP-Gas System	\$85
Flammable and Combustible Liquids	
IFC 105.7.8 Required to (1) to install, repair or modify a pipeline for the transportation of flammable or combustible liquids. (2) To install, construct or alter tank vehicles, equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed or used. (3) To install, alter, remove, abandon or otherwise dispose of a flammable or combustible liquid tank.	

Type	Fee
(1) Pipeline	\$230
(2) Vehicles, Equipment, Facilities, etc.	\$230
(3) Tanks	Fee
500 Gallons or Less	\$115
501-1,000 Gallons	\$230
Over 1,000 Gallons	\$460
Residential Fuel Tank Install or Abandonment	\$60
Cryogenic Fluids	
IFC 105.7.4 Required for installation of or alteration to outdoor stationary cryogenic fluid storage systems where the system capacity exceeds the amounts listed in Table 105.6.11.	
Quantity	Fee
500 Gallons or Less	\$115
501-1,000 Gallons	\$230
Over 1,000 Gallons	\$460

Table I - Spraying/Dipping, Industrial Ovens and Marijuana Extraction Systems	
Spraying or Dipping	
IFC 105.7.16 Required to install or modify a spray room, dip tank or booth.	
Type	Fee
Pre-Engineered Booth or Tank	\$175
Site-Built or Used Room, Booth or Tank	\$290
Industrial Ovens	
IFC 105.7.11 Required for installation of industrial ovens covered by Chapter 30.	
Class	Fee
Class A, B, C or D	\$290
Marijuana Extraction System	
IFC 105.7.19 Required to install a marijuana/cannabis extraction system regulated under WAC 314-55-104.	
Valuation	Fee
\$25,000 or Less	\$115
\$25,001-\$50,000	\$230
\$50,001-\$100,000	\$460
Over \$100,000	\$575

Table J - Power, Radio and Smoke Control Systems	
Battery System	
IFC 105.7.2 Required to install stationary storage battery systems having a liquid capacity of more than 50 gallons.	
Quantity	Fee
50-100 Gallons	\$115
Over 100 Gallons	\$230
Solar Photovoltaic Power System	
IFC 105.7.15 required to install or modify solar photovoltaic power systems.	
Type	Fee
Residential PV System	\$115
Commercial PV System	\$230
Emergency Responder Radio Coverage System	
IFC 105.7.5 required for installation of or modification to emergency responder radio coverage systems and related equipment.	
Type	Fee
Single Bi-Directional Antenna System	\$230
Distributed Antenna System	\$460
Smoke Control System	
IFC 105.7.14 required for installation of or alteration to smoke control or smoke exhaust systems.	
Type	Fee
Smoke Control Systems (Passive and Mechanical)	\$460

Table K - Gates and Barricades Across Fire Apparatus Roads	
IFC 105.7.9 Required for the installation of or modification to a gate or barricade across a fire apparatus access road.	
Quantity	Fee
1	\$115
2 or More	\$230

Table L - Miscellaneous Fees	
Description	Fee
After Hours Inspections (Regular Hours: Monday-Friday 8:00am - 4:00pm excluding Holidays)	\$100 85 per Hour; 1 Hour Minimum
Additional Plan Review Fee (required by (1) changes, (2) additions, or (3) revisions to approved plans)	\$100 85 per Hour; 1 Hour Minimum
City of Lake Stevens Administrative Fee (added to all fees collected by the City of Lake Stevens)	15% of Permit Fee

Construction Permit Extension (additional 180 days)	\$ 200 150
Construction Re-Inspection Fee (for uncorrected violations after 2nd site inspection)	\$ 100 75
Expired Construction Permit Re-Issuance (for expired permits not exceeding 1 year abandonment)	50% of Permit Fee
Firefighter Fire Watch or Standby	\$ 100 75 per Hour per Firefighter; 2 Hour Minimum
Fire Flow Determination	Contact Water Purveyor Having Jurisdiction
Outside Consultant Review	Actual Cost Plus 50% of Permit Fee
Work Without a Permit	Permit Fee x 3

Table M - Fire Investigation Fees	
Cause Determined As	Fee
Accidental, Natural or Undetermined	No Fee
Incendiary (intentionally set or criminal fire, arson)	Actual cost shall be billed to the convicted party for investigation, report preparation, courtroom preparation and testimony as received from Snohomish County in accordance with the current ILA.

PASSED by the City Council of the City of Lake Stevens on the 25th day of October, 2022.

Brett Gailey, Mayor

ATTEST:

Kelly Chelin, City Clerk

CITY COUNCIL STAFF REPORT



Agenda Date: 10/25/2022

Subject: 2023 Budget

Contact Person/Department: Barb Stevens, Brett Gailey, Finance

Budget Impact: 2023 Budget

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Review the Capital Project Budget, Discuss Additional Council Budget Suggestions, and Prepare for the November 8th Public Hearing.

SUMMARY/BACKGROUND:

The proposed 2023 Capital Project budget is based on the 6-Year Capital Improvement Plan (CIP) and includes street, park, stormwater, walkway, and facility projects. These projects are mostly funded through capital project funds and grants, but may include some operating expenditures (general and street funds). The CIP is created based on a scoring matrix previously presented to the Council that prioritizes projects based on safety and other factors. Once that scoring is complete and the projects are prioritized, consideration is taken for available resources and potential funding sources. Some projects may be on the CIP list, but not be included in the budget due to limited resources. Those will remain on the list while new sources of funding are solicited.

As a reminder, if the Lake Stevens voters approve the Transportation Benefit District funding, an updated capital project budget will be presented to Council in 2023 as an amendment to the budget to include the previously reviewed list of projects.

A draft line item budget was provided to the Council via email on Wednesday that included a list of capital projects for the upcoming year. That capital list attached has been updated to include projects currently underway that will be rolled forward from the 2022 budget and includes the forecasted project costs for 2024.

A revised summary of positions and items requested is also attached. Please note the addition of the council directed "Grant Writer" position and the removal of the request to make a part-time Office Assistant full-time.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. 2023 Capital Project Budget 10.25.22
2. 2023 Budget Request Summary 10.25.22

Capital Project Requests

Item Description	Total Project Amount	2023	Forecasted 2024
Main Street	\$7,249,920	\$931,600	\$6,318,320
99th/20th U-turn Channelization	\$30,000	\$30,000	
91st Ave NE Commercial Revitalization	\$6,846,800	\$50,000	
<i>91st Ave SE/24th Street SE/S. Lake Stevens Road</i>	\$16,896,052	RF	
South Lake Stevens Multi-Use Path Phase II & III	\$3,050,000	\$3,050,000	
16th Street NE Multi-Use Path	\$1,713,024	\$286,520	\$1,426,504
Mill Spur Downtown Parking Lot	\$160,400	\$160,400	
79th Ave SE/8th St. SE Intersection	\$906,240	\$906,240	
School Zone Improvements	Annual	\$50,000	\$50,000
Traffic Calming	Annual	\$75,000	\$75,000
<i>12th St. SE/87th Ave SE Road Realignment</i>	RF	\$50,000	
<i>79th Ave SE Access Road</i>	RF	\$54,069	
Frontier Heights Park Phase II	\$1,905,000	\$385,000	\$1,520,000
Sunset Park Dock & Shoreline	\$250,000	\$250,000	
Sunset Park Improvements	\$762,000	\$762,000	
North Cove Guest Moorage	\$134,000	\$134,000	
North Cove Row Dock	\$60,000	\$60,000	
Davies Beach Pier Restoration	\$200,000	\$200,000	
Eagle Ridge Park Phase II	\$984,250	\$974,450	\$0
Cedarwood Recreation Center	\$1,651,000	\$30,000	\$1,521,000
Hartford Depot (concession building)	\$228,600	\$228,600	
20th Street Ballfields and Dog Park (Powerline Trail)	\$1,401,500	\$1,265,000	
Centennial Woods - Pump Track and Climbing	\$1,340,000	\$20,000	\$150,000
Bonneville Ballfields	\$952,500	\$75,000	
<i>North Cove Floating Dock Bulkhead Replacement</i>	RF	\$15,000	
<i>Festival Street Restroom</i>	RF	\$134,689	
<i>Festival Street</i>	RF	\$1,025,001	
<i>Cavelero (Sign)</i>	RF	\$56,000	
Additional PW Shop Building Feasibility/Preliminary Design	\$30,000	\$30,000	
Security Cameras	\$150,000	\$100,000	\$10,000
131st Ave NE Sewer Extension	\$265,176	\$265,176	
Machias Sewer Connection	\$438,912	\$0	\$34,560
Museum	\$2,400,000	\$0	\$2,400,000
Eagle Ridge Storage Building	\$127,000	\$10,000	\$117,000
Lundeen Park Recreation Building Remodel	\$127,000	\$10,000	\$117,000
1819 South Lake Stevens Road - Commercial Building	\$50,800	\$4,000	\$46,800
36th Street Culvert Replacement - Fish Passable	\$762,000	\$60,000	\$702,000
Weir Replacement	\$952,500	\$85,000	\$867,000
Catherine Creek/Hartford Crossing Replacement	\$3,175,000	\$0	\$250,000
Bridge 06 Replacement - 36th Street NE	\$3,175,000	\$0	\$250,000
	\$58,374,674	\$11,822,745	\$15,855,184

-- Projects listed in red are not currently included in the 2023 budget as grant funding has not yet been secured. Once secured, the project will come back to Council as a budget amendment.

--Italicized projects are budgeted in 2022 and will move forward into 2023.

Staffing & Wages		\$2,335,301	\$1,631,020	\$704,282
Request	Dept	Requested	Mayor YES	Mayor Y/N
Interns (4) (Estimated \$88,000 from Salary Savings)	GG	\$88,000	\$0	Yes
Non-Represented Staff COLA 8.6%	Multiple	\$518,684	\$518,684	Yes
Compensation Study - 60th Percentile Years in Position	Multiple	\$467,965	\$467,965	Yes
IT Application Analyst	IT	\$115,000	\$115,000	Yes
IT Help Desk	IT	\$100,463		No
Senior Planner (PT to FT)	PCD	\$71,523	\$71,523	Yes
Planning Administrative Assistant	PCD	\$94,767		No
Principal (Lead) Planner (4th Quarter)	PCD	\$5,186	\$5,186	Yes
Police Records Specialist	LE	\$102,621		No
Park Ranger	Park	\$122,081	\$122,081	Yes
Seasonal Park Worker	Park	\$22,000	\$22,000	Yes
Public Works Analyst	PW	\$139,117	\$139,117	Yes
Reclassification of AA to Senior Administrative Assistant	PW	\$19,857		No
Public Works Shop Quartermaster	PW	\$71,464	\$71,464	Yes
Police Officer (Council Directive)	LE	\$149,287		No
Police Officer (Council Directive)	LE	\$149,287		No
Grant Writer (Council Directive) "Pandemic Recovery Funds"	PCD	\$98,000	\$98,000	Yes

Item Requests		\$3,112,845	\$1,314,870	\$1,797,976
Request	Dept	Requested	Mayor YES	Mayor Y/N
Financial Software Transition (Placeholder)	PR	\$100,000	\$100,000	Yes
Sewer Assumption (Placeholder)	PR	\$300,000	\$300,000	Yes
Community Emergency Response Team Equipment	HR	\$6,320	\$6,320	Yes
Datacenter Hardware Update	IT	\$100,000		No
Secondary Firewall (High-Availability)	IT	\$3,500	\$3,500	Yes
ESRI Drone Mapping	IT	\$5,000	\$5,000	Yes
Consultant - Streetscape - 91st Ave SE	PCD	\$50,000	\$50,000	Yes
Bridge Mental Health	LE	\$50,000	\$50,000	Yes
Firstwatch Wellness Program	LE	\$15,000		No
Police Take Home Car Program	LE	\$785,261		No
Vehicle Required for 2 Police Officers - Council Directive	LE	\$81,851		No
Quartermaster Supplies	PW	\$100,000	\$100,000	Yes
Enterprise Fleet Program	PW	\$95,000	\$95,000	Yes
Parks Equipment (Placeholder)	Parks	\$75,000	\$75,000	Yes
Ventilation for Public Works Shop	PW	\$68,200	\$68,200	Yes
De-icer tank	PW	\$40,522	\$40,522	Yes
Tank and sprayer for de-icer	PW	\$16,147	\$16,147	Yes
Fuel station cover	PW	\$7,590	\$7,590	Yes
Cover for decant	PW	\$137,500	\$137,500	Yes
Thermoplastic applicator (TBD)	PW	\$37,956	\$37,956	Yes
Cover for material bins	PW	\$206,800	\$206,800	Yes
Catch basic camera	PW	\$15,336	\$15,336	Yes
Project scan tool	PW	\$14,773		No
Air Compressor	PW	\$3,190		No
Concrete polisher	PW	\$9,020		No
Roll off truck implement	PW	\$60,500		No
Asphalt saw	PW	\$3,520		No
Bobcat	PW	\$61,588		No
Sanders (4)	PW	\$133,485		No
Scissor lift	PW	\$17,545		No
Equipment cover	PW	\$183,700		No
Asphalt roller	PW	\$20,543		No
Mini excavator	PW	\$143,000		No
Boom lift	PW	\$165,000		No