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.

January 24, 2023 - 6:00 PM

TWO WAYS TO PARTICIPATE:
In Person: The Mill, Sawyers Room, 1808 Main Street, Lake Stevens OR
Join Zoom Meeting: https://us02web.zoom.us/j/85657957284
or call in at (253) 215-8782 Meeting ID 856 5795 7284

1.	**Call to Order**		
2.	**Pledge of Allegiance**		Mayor
3.	**Roll Call**		
4.	**Approval of Agenda**		Council President
5.	**Guest Business**		
	A.	Introduce Shawn Bishop, Crew Worker	Kim Klinkers
6.	**Citizen Comments**		
7.	**Council Business**		Council President
8.	**Mayor's Business**		
9.	**City Department Report**		
	A.	ITD Staffing Update	Troy Stevens
10.	**Consent Agenda**		
	A.	2022 Vouchers	Barb Stevens
	B.	2023 Vouchers	
	C.	Council Meeting Minutes of January 10, 2023	Kelly Chelin
	D.	City Council Meeting Minutes of January 17, 2023	
	E.	Lake Stevens Senior Center Funding Agreement - 2023	Barb Stevens
	F.	Amendment No. 1 to the Human Services Funding Agreement with the Volunteers of America	Barb Stevens
	G.	Parks Board Work Program 2023	Sarah Garceau
	H.	Appoint Nancy Joao to the Library Board with a term expiring December 31, 2023	Kelly Chelin

I.	Resolution 2023-01 Accepting Donation From North Cascade Crew	Sarah Garceau
J.	Ordinance 1155 Amending 2023 Budget Ordinance 1150, Concerning the Salary Schedule for Exempt Employees	Barb Stevens

11. Action Items

A.	Interlocal Agreement for Snohomish Conservation District (2023)	Shannon Farrant

12. Discussion Items

A.	Council Retreat Agenda Review (Will be handed out at the meeting)	Gene Brazel
B.	2023 Work Plan for Capital Projects and Transportation Benefit District	Kim Klinkers

13. 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 DEPARTMENT REPORT

Agenda Date: 1/24/2023

Contact Person/Department: Troy Stevens, Information Technology

In the Summer of 2022, the IT Department requested to reclassify the vacant IT Support Specialist to an IT Support Analyst due to the need for higher-level functions. Over the last six months, recruiting a high-caliber candidate with the right skill set for the Analyst level has been difficult. For this reason, we will be casting a wide net by advertising for IT Support Analyst or IT Specialist with the hopes of filling the Support Analyst or, at the minimum, the IT Specialist position. If we do not find a Support Analyst, we will fill the vacancy with an IT Specialist on the NR26 salary scale. This would be a cost savings to the budget. After a training plan is complete, we will reclassify to IT Analyst.

BLANKET VOUCHER APPROVAL

2022

Payroll Direct Deposits	**1/10/2023**	**$308,511.81**
Payroll Checks	**57255**	**$2,196.80**
Electronic Funds Transfers	**ACH**	**$413,068.77**
Claims	**57328-57408, 57458-57461**	**$307,150.51**
Void Checks	**56433, 56543**	**($984.65)**
Total Vouchers Approved:		**$1,029,943.24**

This 24th day of January 2023

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

January 24, 2023

City expenditures by type for this voucher packet			
Personnel Costs	$	310,709	30%
Payroll Federal Taxes	$	111,853	11%
Retirement Benefits - Employer	$	69,136	7%
Medical Benefits - Employer	$	208,067	20%
Other Employer Paid Benefits	$	5,080	0%
Employee Paid Benefits	$	40,493	4%
Supplies	$	72,782	7%
Professional Services	$	192,017	19%
Refunds	$	425	0%
Capital *	$	20,366	2%
Void Checks	$	(985)	0%
Total	**$**	**1,029,943**	**100%**

Large Purchases

* 10-Channel Wireless Microphone System for The Mill $10,574

City of Lake Stevens Blanket Voucher Report
Checks to be approved for period 12/31/2022

Total for Period
$720,219.28

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
A Worksafe Service Inc	328818	101 016 542 30 41 02	ST-Professional Service	Pre-Employment Labs	57337	$137.50
A Worksafe Service Inc	328818	410 016 531 10 41 01	SW - Professional Services	Pre-Employment Labs	57337	$137.50
					57337 Total	**$275.00**
Ace Hardware	75670	410 016 531 10 31 02	SW - Operating Costs	Extension Cord/Electric Portable Heater	57338	$52.89
Ace Hardware	75703	410 016 531 10 31 02	SW - Operating Costs	Hose Sprayers/Brush	57338	$70.88
Ace Hardware	75705	410 016 531 10 31 02	SW - Operating Costs	Hedge Trimmer/Chainsaw/Battery Charger/Pry Bar	57338	$701.47
Ace Hardware	75711	001 010 576 80 31 00	PK-Operating Costs	Hammers/Pliers/Bit Sets/Torches/Apron Chaps	57338	$330.10
Ace Hardware	75711	101 016 544 90 31 02	ST-Operating Cost	Hammers/Pliers/Bit Sets/Torches/Apron Chaps	57338	$330.10
Ace Hardware	75711	410 016 531 10 31 02	SW - Operating Costs	Hammers/Pliers/Bit Sets/Torches/Apron Chaps	57338	$330.10
Ace Hardware	75714	001 008 521 50 30 00	LE-Facilities Supplies	Gloves/Kleenex	57338	$826.64
Ace Hardware	75723	101 016 544 90 31 02	ST-Operating Cost	Pole Pruner/Trimmers/Blowers/ Chainsaws/Battery Backpack	57338	$10,621.34
					57338 Total	**$13,263.52**
Ace Hardware	75548	001 008 521 50 48 00	LE-Facility Repair & Maint	Putty Knives/Sanding Spones/Step Stool	57458	$139.59
					57458 Total	**$139.59**
AFLAC	965979	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Insurance Prem	0	$896.36
					0 Total	**$896.36**
Amazon Capital Services	13C4-LHG9-VX9V	001 008 521 20 31 00	LE-Office Supplies	Wireless Mouse/4-Port USB/Flash Drives	57339	$57.80
Amazon Capital Services	1MMM-YHPY-LWYY	001 008 521 20 31 00	LE-Office Supplies	Wireless Mouse	57339	$65.43
					57339 Total	**$123.23**
Amazon Capital Services	13KV-R3YR-11G3	001 005 518 10 31 00	HR-Office Supplies	2022 Wall Calendar Credit	57340	($24.87)
Amazon Capital Services	14TQ-7CQK-HJJV	001 010 576 80 31 00	PK-Operating Costs	Rechargeable Hand Warmers	57340	$32.70
Amazon Capital Services	173T-LM7X-6CMD	001 007 558 50 31 00	PL-Office Supplies	Wall Calendar	57340	$12.01
Amazon Capital Services	173T-LM7X-6CMD	001 010 576 80 31 00	PK-Operating Costs	Zip Ties	57340	$3.71
Amazon Capital Services	173T-LM7X-6CMD	001 013 518 20 31 00	GG-Operating Costs	Zip Ties/Copy Paper/Dry Erase Markers	57340	$121.73
Amazon Capital Services	197Q-VWXG-HNKH	001 013 518 20 31 00	GG-Operating Costs	Push Pin Tacks	57340	$3.34
Amazon Capital Services	1CW9-LWC9-7JXG	001 013 518 20 31 00	GG-Operating Costs	Disinfecting Wipes/Batteries	57340	$56.86
Amazon Capital Services	1CW9-LWC9-7JXG	001 007 558 50 31 00	PL-Office Supplies	Wireless Keyboard/Mouse Combo	57340	$59.23
Amazon Capital Services	1MYH-1FCR-CQXG	001 013 518 20 31 00	GG-Operating Costs	Paper Towels/Note Pads	57340	$29.85
Amazon Capital Services	1MYH-1FCR-CQXG	001 007 558 50 31 00	PL-Office Supplies	Stapler	57340	$29.41
Amazon Capital Services	1TDM-RQC6-NFKC	001 005 518 10 31 00	HR-Office Supplies	2022 Wall Calendar/Drawer Separators	57340	$45.59
Amazon Capital Services	1TDM-RQC6-NFKC	001 013 518 20 31 00	GG-Operating Costs	Notepads/Tissues	57340	$35.74
Amazon Capital Services	1VV6-GYJL-J4VJ	001 010 576 80 31 00	PK-Operating Costs	Handheld Etching Tool Credit	57340	($27.24)
Amazon Capital Services	1WT3-FKC4-91CT	001 010 576 80 31 00	PK-Operating Costs	Rechargeable Hand Warmers	57340	$80.39
Amazon Capital Services	1WT3-FKC4-91CT	101 016 544 90 31 02	ST-Operating Cost	Rechargeable Hand Warmers	57340	$141.37
Amazon Capital Services	1WT3-FKC4-91CT	410 016 531 10 31 02	SW - Operating Costs	Rechargeable Hand Warmers	57340	$141.37
					57340 Total	**$741.19**
Aquatechnex LLC	15302	410 016 531 16 48 00	SW - Alum Treatment	Aquatic Weed Program	57341	$2,500.00
					57341 Total	**$2,500.00**
Assoc of Washington Cities EFT	39704	001 000 283 00 00 00	Payroll Liability Medical	Medical Insurance Premium	0	$204,764.44
					0 Total	**$204,764.44**
Beavers Northwest	INV-22138	410 016 531 10 41 01	SW - Professional Services	Beaver Monitor/Maint/Reporting Lundeen Park	57342	$3,415.44
					57342 Total	**$3,415.44**
Berk Consulting Inc	10725-12-22	001 007 558 50 41 04	Permit Related Professional Sr	LS Housing Action Plan 12-2022	57343	$4,856.25
					57343 Total	**$4,856.25**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Business Card	BARNES 0123	001 008 521 40 49 01	LE-Registration Fees	Explorer Academy Dues	57459	$625.00
Business Card	BARNES 0123	001 008 521 40 49 01	LE-Registration Fees	Scenarios and Tactics for FTO Registration	57459	$359.00
Business Card	BARNES 0123	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Tax on Drivers Bucket Seat for PD Vehicle	57459	$19.84
Business Card	BARNES 0123	001 008 521 20 41 01	LE-Professional Serv-Fixed	Transcription Services 2022-02	57459	$38.25
Business Card	BEAZIZO 0123	001 008 521 40 49 01	LE-Registration Fees	Animal Sex Crimes Registration - M Cooper	57459	$25.00
Business Card	BEAZIZO 0123	001 008 521 40 49 01	LE-Registration Fees	Certified Behavioral Consultant Course - Ubert	57459	$995.00
Business Card	BRAZEL 0123	001 002 513 11 49 01	AD-Miscellaneous	ICMA Renewal - Brazel	57459	$1,200.00
Business Card	BRAZEL 0123	001 002 513 11 49 01	AD-Miscellaneous	WWCPA Renewal - Brazel	57459	$20.00
Business Card	CHELIN 0123	001 001 511 60 31 00	Legislative - Operating Costs	Water for Council Meetings	57459	$5.44
Business Card	CHELIN 0123	001 013 518 20 41 00	GG-Professional Service	Zoom - Standard Monthly/Webinar 01-2023	57459	$261.73
Business Card	CHELIN 0123	001 013 518 20 41 00	GG-Professional Service	Zoom - Standard Monthly/Webinar 12-2022	57459	$261.73
Business Card	CLIFTON 0123	101 016 544 90 31 02	ST-Operating Cost	Sensor to Monitor Ground Temo for Deicing Truck	57459	$512.52
Business Card	CLIFTON 0123	410 016 531 10 31 02	SW - Operating Costs	Sensor to Monitor Ground Temo for Deicing Truck	57459	$512.52
Business Card	DREHER 0123	001 008 521 20 31 00	LE-Office Supplies	Apex Printer Ribbon	57459	$314.26
Business Card	DREHER 0123	001 008 521 20 43 00	LE-Travel & Per Diem	FBI-LEEDA Internal Affairs Investigations Class Hotel - Thomas	57459	$552.90
Business Card	DREHER 0123	001 008 521 20 31 04	LE-Donation Exp - Other	Holiday DVDs/Lights/Plates/Napkins/Peppermint	57459	$81.33
Business Card	DREHER 0123	001 008 521 20 31 04	LE-Donation Exp - Other	Holiday Wreaths/Easels	57459	$52.04
Business Card	DREHER 0123	001 008 521 20 31 04	LE-Donation Exp - Other	Tablecovers/Holiday Garland/Candy/Wipeoff	57459	$57.21
Business Card	DREHER 0123	001 008 521 20 31 00	LE-Office Supplies	USB Hub	57459	$24.59
Business Card	DREHER 0123	001 008 521 20 31 04	LE-Donation Exp - Other	Water/Cookies/Hot Cocoa/Holiday Treats	57459	$147.02
Business Card	GARCEAU 0123	001 007 571 00 30 00	PL-Park & Recreation	Chair Storage Racks (4)	57459	$215.98
Business Card	GARCEAU 0123	001 010 576 80 31 00	PK-Operating Costs	Display Case for North Cove Observation Deck	57459	$342.12
Business Card	GARCEAU 0123	001 010 576 80 31 00	PK-Operating Costs	Logitech Mouse	57459	$76.36
Business Card	GARCEAU 0123	001 010 576 80 49 01	PK-Staff Development	Pesticide Annual Fee - A Blanc	57459	$51.50
Business Card	GARCEAU 0123	001 010 576 80 49 01	PK-Staff Development	Pesticide Pre Test Class - G Eustace	57459	$75.00
Business Card	GARCEAU 0123	001 010 576 80 31 00	PK-Operating Costs	Smart Digital Level	57459	$87.27
Business Card	GARCEAU 0123	001 010 576 80 31 00	PK-Operating Costs	Tempering Valve for North Cove Boat Launch	57459	$109.41
Business Card	GARCEAU 0123	001 010 576 80 31 00	PK-Operating Costs	Tree Pruner/Spot Sprayer/Backback Sprayer	57459	$1,005.94
Business Card	GARCEAU 0123	001 010 576 80 31 00	PK-Operating Costs	Under Seat Storage System PW02	57459	$185.42
Business Card	GARCEAU 0123	001 010 576 80 31 00	PK-Operating Costs	Walk Behind Drop Spreader	57459	$684.25
Business Card	HALVERSON 0123	101 016 544 90 31 02	ST-Operating Cost	Books - PW Admin/Incident Mgmt Manual/Comm Manual	57459	$92.65
Business Card	HALVERSON 0123	410 016 531 10 31 02	SW - Operating Costs	Books - PW Admin/Incident Mgmt Manual/Comm Manual	57459	$92.65
Business Card	HALVERSON 0123	001 010 576 80 43 00	PK-Travel & Meetings	Meal for Union Negotiations	57459	$26.24
Business Card	HALVERSON 0123	101 016 542 30 49 00	ST-Miscellaneous	Meal for Union Negotiations	57459	$26.25
Business Card	HALVERSON 0123	410 016 531 10 49 00	SW - Miscellaneous	Meal for Union Negotiations	57459	$26.25
Business Card	HALVERSON 0123	101 016 542 30 49 01	ST-Staff Development	Project Team Mgmt/Mgmt Essentials Registration - Mangold	57459	$405.00
Business Card	HALVERSON 0123	410 016 531 10 49 01	SW - Staff Development	Project Team Mgmt/Mgmt Essentials Registration - Mangold	57459	$405.00
Business Card	HALVERSON 0123	101 016 544 90 31 02	ST-Operating Cost	Storage Organizer/Bookcase/Baskets/Webcam	57459	$105.44
Business Card	HALVERSON 0123	410 016 531 10 31 02	SW - Operating Costs	Storage Organizer/Bookcase/Baskets/Webcam	57459	$105.44
Business Card	HALVERSON 0123	410 016 531 10 49 01	SW - Staff Development	Stormwater Training Registration - O Anderson	57459	$120.00
Business Card	HALVERSON 0123	410 016 531 10 49 01	SW - Staff Development	Stormwater Training Registration - S Farrant	57459	$120.00
Business Card	HEIST 0123	001 004 514 23 49 01	FI-Staff Development	Bonds 101 for Beginners Registration - Heist	57459	$35.00
Business Card	HEIST 0123	001 010 576 80 41 00	PK-Professional Services	DOT Drug & Alcohol Query Plan	57459	$4.16
Business Card	HEIST 0123	101 016 542 30 41 02	ST-Professional Service	DOT Drug & Alcohol Query Plan	57459	$4.17
Business Card	HEIST 0123	410 016 531 10 41 01	SW - Professional Services	DOT Drug & Alcohol Query Plan	57459	$4.17
Business Card	HEIST 0123	001 004 514 23 49 01	FI-Staff Development	Grant Writing Class - Rowe Refund	57459	($149.00)
Business Card	HEIST 0123	001 013 518 20 41 00	GG-Professional Service	Lean Black Belt Class Registration - Heist	57459	$1,350.00
Business Card	KNOEPFLE 0123	001 013 518 20 31 00	GG-Operating Costs	PODS Rental for Museum Storage	57459	$259.66
Business Card	STEVENS T 0123	001 006 518 80 31 00	IT-Office Supplies	BitBucket Monthly Subscription	57459	$32.73
Business Card	STEVENS T 0123	001 006 518 80 31 00	IT-Office Supplies	Transceivers (10)	57459	$218.20

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Business Card	THOMAS 0123	001 008 521 20 31 08	LE - Business Meeting Supplies	Meal Emergency Mgmt/Snow Event	57459	$52.75
Business Card	UBERT 0123	001 008 521 20 49 00	LE-Dues & Memberships	ARMA Membership - A Fox	57459	$175.00
Business Card	UBERT 0123	001 008 521 20 31 00	LE-Office Supplies	Business Cards for PD	57459	$34.00
Business Card	UBERT 0123	001 008 521 20 31 04	LE-Donation Exp - Other	Catering for PD Event	57459	$1,833.89
Business Card	UBERT 0123	001 008 521 20 41 01	LE-Professional Serv-Fixed	FUBO TV Monthly Subscription for PD	57459	$82.91
Business Card	UBERT 0123	001 008 521 20 49 00	LE-Dues & Memberships	IACI Membership	57459	$190.00
Business Card	UBERT 0123	001 008 521 20 41 01	LE-Professional Serv-Fixed	Rewards Credit	57459	($9.00)
Business Card	WARRINGTON 0123	001 005 517 60 31 00	HR-Safety Program	First Aid Kits	57459	$421.20
Business Card	WARRINGTON 0123	001 005 517 60 31 00	HR-Safety Program	Hand Sanitizer for Emergency Kits	57459	$74.31
Business Card	WARRINGTON 0123	001 005 517 60 31 00	HR-Safety Program	Hand Warmers for Emergency Kits	57459	$24.84
Business Card	WARRINGTON 0123	001 013 518 20 41 00	GG-Professional Service	Lean Black Belt Class Registration - Manus	57459	$1,350.00
Business Card	WARRINGTON 0123	001 005 517 60 31 00	HR-Safety Program	Ponchos/Bags/Whistles/Pens/Memo Pads/Vests for Emergency Kits	57459	$451.72
Business Card	WARRINGTON 0123	001 005 517 60 31 00	HR-Safety Program	Purple Air Quality Monitors (2)	57459	$652.42
Business Card	WARRINGTON 0123	001 005 518 10 41 01	HR - Advertising/Marketing	Saturn Flying Discs	57459	$298.49
Business Card	WARRINGTON 0123	001 005 518 10 49 02	HR-Employee Recognition	Totes for HR Decor Storage	57459	$41.41
Business Card	WARRINGTON 0123	001 005 518 10 49 02	HR-Employee Recognition	Treats for Holiday Awards Celebration	57459	$67.37
Business Card	WARRINGTON 0123	001 005 518 10 49 02	HR-Employee Recognition	Treats/Decorations for Holiday Awards Celebration	57459	$108.85
Business Card	WEAVER 0123	001 002 513 11 49 01	AD-Miscellaneous	Awards - Frederick/Levy/Mandella	57459	$278.21
Business Card	WEAVER 0123	001 002 513 11 49 00	AD-Staff Development	City Action Days Registration - Brazel	57459	$200.00
Business Card	WEAVER 0123	001 001 511 60 49 01	Legislative - Prof. Developmen	City Action Days Registration - Councilmember	57459	$200.00
Business Card	WEAVER 0123	001 001 511 60 49 01	Legislative - Prof. Developmen	City Action Days Registration - Councilmembers	57459	$800.00
Business Card	WEAVER 0123	001 001 513 10 49 01	Executive - Prof. Development	City Action Days Registration - Gailey	57459	$200.00
Business Card	WEAVER 0123	001 001 511 60 49 02	Legislative - C.C.Retreat	City Council Retreat Hotel Deposit 1	57459	$2,150.00
Business Card	WEAVER 0123	001 003 514 20 49 00	CC-Miscellaneous	WAPRO Membership Dues - Chelin	57459	$25.00
Business Card	WEAVER 0123	001 003 514 20 49 00	CC-Miscellaneous	WAPRO Membership Dues - Weaver	57459	$25.00
Business Card	WRIGHT 0123	001 007 558 50 41 04	Permit Related Professional Sr	Postcard Mailers LUA2022-0110 NOPH	57459	$23.64
Business Card	YOUNG 0123	111 008 521 20 31 01	Drug Seize - Canine Supplies	Dog Food	57459	$60.37
Business Card	YOUNG 0123	001 008 521 20 31 01	LE-Fixed Minor Equipment	Flares PO #1895	57459	$1,121.60
					57459 Total	**$23,116.62**
Canon Financial Services Inc	29648014	001 008 521 20 31 02	LE-Minor Equipment	Copier Lease PD	57344	$275.97
					57344 Total	**$275.97**
CDW Government Inc	FR59076	001 008 521 50 30 02	LE-Fleet Minor Equipment	Panasonic AC Adaptor	57345	$76.98
CDW Government Inc	FV94407	520 008 594 21 63 00	Vehicles - Capital Equip	Toughbook Docking Stations (3) for PD Vehicles	57345	$2,430.56
CDW Government Inc	SE2204195	510 006 594 18 64 00	Capital - Purch Computer Equip	SharePoint Deployment Services	57345	$262.50
					57345 Total	**$2,770.04**
Central Welding Supply Co Inc	RN12221016	101 016 544 90 31 02	ST-Operating Cost	Argon Gas/Centrasheild/Propane	57346	$35.53
Central Welding Supply Co Inc	RN12221016	410 016 531 10 31 02	SW - Operating Costs	Argon Gas/Centrasheild/Propane	57346	$35.52
					57346 Total	**$71.05**
Cintas Loc 460	4141237764	001 010 576 80 41 00	PK-Professional Services	PW Uniform Service	57347	$140.86
Cintas Loc 460	4141237764	101 016 542 30 41 02	ST-Professional Service	PW Uniform Service	57347	$140.86
Cintas Loc 460	4141237764	410 016 531 10 41 01	SW - Professional Services	PW Uniform Service	57347	$140.86
Cintas Loc 460	4141906974	001 010 576 80 41 00	PK-Professional Services	PW Uniform Service	57347	$140.86
Cintas Loc 460	4141906974	101 016 542 30 41 02	ST-Professional Service	PW Uniform Service	57347	$140.86
Cintas Loc 460	4141906974	410 016 531 10 41 01	SW - Professional Services	PW Uniform Service	57347	$140.86
					57347 Total	**$845.16**
City of Everett	I23007270	001 008 554 30 41 00	LE-Animal Control	Animal Control Services 11-2022	57460	$1,175.00
City of Everett	I23007298	001 008 554 30 41 00	LE-Animal Control	Animal Control Services 12-2022	57460	$705.00
					57460 Total	**$1,880.00**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
City of Marysville	22-0025	001 008 523 60 41 00	LE-Jail	Prisoner Housing Marysville 11-2022	57348	$1,910.74
City of Marysville	22-0025	001 008 523 60 41 00	LE-Jail	Prisoner Medical Marysville 11-2022	57348	$1,025.00
City of Marysville	LKS22-12	001 013 512 52 40 00	GG-Municipal Court Fees 2022	Marysville Court Citations 12-2022	57348	$8,006.08
					57348 Total	**$10,941.82**
Coast Gateway LLC	667675	001 008 521 20 43 00	LE-Travel & Per Diem	Hotel - J Holland	57349	$510.65
Coast Gateway LLC	648572 (2)	001 008 521 20 43 00	LE-Travel & Per Diem	Reissue CK #56433 BLEEA Academy Burien WA Hotel - O Scholz	57349	$510.65
					57349 Total	**$1,021.30**
Crystal Springs	5249844 010123	001 007 558 50 31 01	PL-Operating Costs	Bottled Water - City Hall	57350	$35.17
Crystal Springs	5249844 010123	001 007 559 30 31 01	PB-Operating Cost	Bottled Water - City Hall	57350	$35.17
Crystal Springs	5249844 010123	001 013 518 20 31 00	GG-Operating Costs	Bottled Water - City Hall	57350	$87.31
					57350 Total	**$157.65**
DataQuest LLC	20181	410 016 531 10 41 01	SW - Professional Services	Background Checks	57351	$81.50
					57351 Total	**$81.50**
Dept of Retirement (Deferred Comp)	11023	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferre	0	$5,148.37
					0 Total	**$5,148.37**
Dept of Retirement PERS LEOFF	11023	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	0	$69,066.06
Dept of Retirement PERS LEOFF	11023	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions-State Contributions	0	$69.75
					0 Total	**$69,135.81**
Dept of Revenue EFT	Dec-22	001 013 518 90 49 06	GG-Excise Tax	Excise Taxes - December 2022	0	$130.14
Dept of Revenue EFT	Dec-22	410 016 531 10 44 00	SW-Excise Taxes	Excise Taxes - December 2022	0	$5,579.35
					0 Total	**$5,709.49**
Dept of Revenue EFT	2018-2022	001 013 518 90 49 06	GG-Excise Tax	Final pmt on correction of 2018-2022 DOR Excise Tax Returns	0	$1,610.19
					0 Total	**$1,610.19**
Dimensional Communications	44982	001 012 594 75 64 00	CS- The Mill - Capital	10-Channel Wireless Microphone System for The Mill	57352	$10,573.97
					57352 Total	**$10,573.97**
Diverse Earthworks Inc	2263	001 010 576 80 31 00	PK-Operating Costs	North Cove Playground Surface Maintenance	57353	$2,019.94
					57353 Total	**$2,019.94**
EFTPS	11023	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	0	$111,853.44
					0 Total	**$111,853.44**
Electronic Business Machines	AR237777	001 013 518 20 48 00	GG-Repair & Maintenance	Copier Copy Cost CH Admin XTZ1787	57354	$868.22
Electronic Business Machines	AR238469	001 010 576 80 48 00	PK-Repair & Maintenance	Copier Copy Cost PW - QNN08471	57354	$20.50
Electronic Business Machines	AR238469	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Copy Cost PW - QNN08471	57354	$20.49
Electronic Business Machines	AR238469	410 016 531 10 48 00	SW - Repairs & Maintenance	Copier Copy Cost PW - QNN08471	57354	$20.50
					57354 Total	**$929.71**
Electronic Business Machines	AR239305	001 008 521 50 48 00	LE-Facility Repair & Maint	Copier Copy Cost PD - 2WU09725	57461	$48.47
					57461 Total	**$48.47**
Fastenal Company	WAARN162741	101 016 544 90 31 02	ST-Operating Cost	Construction Harnesses/Lanyards	57355	$1,747.77
Fastenal Company	WAARN162741	410 016 531 10 31 02	SW - Operating Costs	Construction Harnesses/Lanyards	57355	$1,747.77
Fastenal Company	WAARN162787	001 010 576 80 31 00	PK-Operating Costs	Galv Hex Lag/Spring Hooks	57355	$10.79
Fastenal Company	WAARN162787	101 016 544 90 31 02	ST-Operating Cost	Galv Hex Lag/Spring Hooks	57355	$10.78
Fastenal Company	WAARN162787	410 016 531 10 31 02	SW - Operating Costs	Galv Hex Lag/Spring Hooks	57355	$10.78
					57355 Total	**$3,527.89**
Feldman & Lee PS	12-2022 FELDMAN	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services 12-2022	57356	$10,600.00
					57356 Total	**$10,600.00**
Florida State Disbursement Unit	11023	001 000 284 00 00 00	Payroll Liability Other	200000082DR34 Child Support	57328	$177.57
					57328 Total	**$177.57**
Glens Welding & Machine Inc	S17107	410 016 531 10 31 02	SW - Operating Costs	Helmet System/Chaps/Tri Blades/Chainsaw	57357	$2,172.61
					57357 Total	**$2,172.61**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Grainger	9558486891	101 016 544 90 31 02	ST-Operating Cost	Powersharp Starter Kit/Chain Sharpener/Replacement Stones	57358	$235.94
Grainger	9558903093	101 016 544 90 31 02	ST-Operating Cost	Hex Shank Shape Chisel	57358	$46.84
Grainger	9559067096	101 016 544 90 31 02	ST-Operating Cost	Conventional Generator	57358	$1,554.33
					57358 Total	**$1,837.11**
Granite Construction Supply	97790	101 016 542 64 31 00	ST-Traffic Control - Supply	Street Signs	57359	$361.57
Granite Construction Supply	97791	101 016 542 64 31 00	ST-Traffic Control - Supply	Signs/Corner Bolts	57359	$511.04
Granite Construction Supply	97840	101 016 542 64 31 00	ST-Traffic Control - Supply	Street Signs	57359	$97.26
Granite Construction Supply	97869	101 016 542 64 31 00	ST-Traffic Control - Supply	Resheeting Signs	57359	$835.24
Granite Construction Supply	97870	101 016 542 64 31 00	ST-Traffic Control - Supply	Road Closed Signs	57359	$1,055.04
Granite Construction Supply	97872	101 016 544 90 31 02	ST-Operating Cost	Pry Bars/Wire Hooks/Slyde King/Motion Lights/ Headlamps	57359	$1,513.03
Granite Construction Supply	97877	101 016 542 64 31 00	ST-Traffic Control - Supply	Road Closed Signs	57359	$1,582.56
					57359 Total	**$5,955.74**
Great Western Recreation LLC	2211136	001 010 576 80 31 00	PK-Operating Costs	Swing Wear Mats (2)	57360	$654.60
					57360 Total	**$654.60**
Greenshields Industrial Supply Inc	126481	101 016 542 66 31 00	ST-Snow & Ice - Sply	Suction Hoses/Camlock Gaskets	57361	$604.41
					57361 Total	**$604.41**
Griffen Law Office Inc	1A0644237	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	57362	$300.00
Griffen Law Office Inc	2A0279880	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	57362	$300.00
Griffen Law Office Inc	2A0415839	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	57362	$300.00
Griffen Law Office Inc	9Z0214308	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	57362	$300.00
Griffen Law Office Inc	9Z0613415	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	57362	$300.00
Griffen Law Office Inc	XZ0415148	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	57362	$300.00
					57362 Total	**$1,800.00**
Honey Bucket	553226036	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Swim Beach	57363	$330.89
Honey Bucket	553226037	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Lundeen Park	57363	$274.45
Honey Bucket	553237184	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Frontier Cir W	57363	$224.00
Honey Bucket	553248342	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - 8629 20th St SE	57363	$170.50
					57363 Total	**$999.84**
HRA VEBA Trust YA20192	11023	001 000 283 00 00 00	Payroll Liability Medical	Employee VEBA Contributions	57329	$3,418.48
					57329 Total	**$3,418.48**
HSA Bank	11023	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contriubutions	57330	$15,200.00
					57330 Total	**$15,200.00**
HW Lochner Inc	17878-27 FINAL	304 016 594 31 63 00	17005 - 24th St SE & 91st Ave	24th St SE/91st Ave SE Construction Admin	57364	$1,343.93
					57364 Total	**$1,343.93**
ICONIX Waterworks US Inc	U2216060698	001 010 576 80 31 00	PK-Operating Costs	Shipping Fees for Parts	57365	$54.51
					57365 Total	**$54.51**
Ink It Your Way LLC	9294	410 016 531 10 31 02	SW - Operating Costs	Shirts/Pullovers/Knit Caps	57366	$2,261.06
					57366 Total	**$2,261.06**
Jamie S Kim PS Inc	2A0705496	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	57367	$300.00
					57367 Total	**$300.00**
Lake Stevens Police Guild	11023	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	57331	$1,109.25
					57331 Total	**$1,109.25**
Lake Stevens Sewer District	25269	304 016 594 31 63 00	17005 - 24th St SE & 91st Ave	Engineering Fees 91st Ave SE & 24th St SE	57368	$5,754.90
					57368 Total	**$5,754.90**
Lane	010423 LANE	001 000 382 10 00 01	The Mill - Deposit	LS22-Lane Hartford Hall Rental 01/04/23 Deposit Refund	57369	$250.00
					57369 Total	**$250.00**
Lemay Mobile Shredding Inc	4776453S185	001 013 518 20 41 00	GG-Professional Service	Shredding Services CH	57370	$12.58
Lemay Mobile Shredding Inc	4777797S185	001 008 521 20 41 01	LE-Professional Serv-Fixed	Shredding Services PD	57370	$25.16
					57370 Total	**$37.74**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Lowes Companies	920675	001 010 576 80 31 00	PK-Operating Costs	Wiretwist Conn/Tork Button/Tape Measure/Dirll Bit	57371	$30.43
Lowes Companies	920675	101 016 544 90 31 02	ST-Operating Cost	Wiretwist Conn/Tork Button/Tape Measure/Dirll Bit	57371	$30.42
Lowes Companies	920675	410 016 531 10 31 02	SW - Operating Costs	Wiretwist Conn/Tork Button/Tape Measure/Dirll Bit	57371	$30.42
					57371 Total	**$91.27**
Method Barricade & Construction Supply LLC	15507	101 016 542 70 31 01	ST-Beautification Street Signs	Purple Heart Signs	57372	$186.17
					57372 Total	**$186.17**
MissionSquare - 108991	6007546	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	57332	$435.73
					57332 Total	**$435.73**
MissionSquare - 307428	6723175	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	57333	$1,815.99
					57333 Total	**$1,815.99**
Nationwide Retirement Solution	11023	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	0	$5,655.99
					0 Total	**$5,655.99**
New York Life	Dec-22	001 000 284 00 00 00	Payroll Liability Other	Whole Life Insurance Premiums	57334	$199.00
					57334 Total	**$199.00**
New York Life EFT	Dec-22	001 001 511 60 20 00	Legislative - Benefits	Life/Disability Ins Premiums	0	$9.06
New York Life EFT	Dec-22	001 002 513 11 20 00	AD-Benefits	Life/Disability Ins Premiums	0	$66.52
New York Life EFT	Dec-22	001 003 514 20 20 00	CC-Benefits	Life/Disability Ins Premiums	0	$42.32
New York Life EFT	Dec-22	001 004 514 23 20 00	FI-Benefits	Life/Disability Ins Premiums	0	$224.57
New York Life EFT	Dec-22	001 005 518 10 20 00	HR-Benefits	Life/Disability Ins Premiums	0	$214.18
New York Life EFT	Dec-22	001 006 518 80 20 00	IT-Benefits	Life/Disability Ins Premiums	0	$53.51
New York Life EFT	Dec-22	001 007 558 50 20 00	PL-Benefits	Life/Disability Ins Premiums	0	$466.89
New York Life EFT	Dec-22	001 007 559 30 20 00	PB-Benefits	Life/Disability Ins Premiums	0	$214.37
New York Life EFT	Dec-22	001 008 521 20 20 00	LE-Benefits	Life/Disability Ins Premiums	0	$1,361.01
New York Life EFT	Dec-22	001 010 576 80 20 00	PK-Benefits	Life/Disability Ins Premiums	0	$332.11
New York Life EFT	Dec-22	001 013 518 30 20 00	GG-Benefits	Life/Disability Ins Premiums	0	$130.09
New York Life EFT	Dec-22	101 016 542 30 20 00	ST-Benefits	Life/Disability Ins Premiums	0	$502.59
New York Life EFT	Dec-22	410 016 531 10 20 00	SW-Benefits	Life/Disability Ins Premiums	0	$828.20
					0 Total	**$4,445.42**
Ogden Murphy Wallace PLLC	870764	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services 12-2022	57373	$13,791.50
Ogden Murphy Wallace PLLC	870764	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services 12-2022 Adv PUD #1 of SnoCo	57373	$4,977.50
Ogden Murphy Wallace PLLC	870764	001 011 515 41 41 01	Ext Consult - PRA	Legal Services 12-2022 PRR	57373	$1,659.00
Ogden Murphy Wallace PLLC	870764	001 011 515 41 41 04	Ext Attorney - Sewer	Legal Services 12-2022 Sewer	57373	$4,840.00
Ogden Murphy Wallace PLLC	870764	001 011 515 45 41 02	Ext Litigation - Sewer	Legal Services 12-2022 Sewer	57373	$11,971.50
					57373 Total	**$37,239.50**
Outcomes by Levy LLC	2022-12-LS	001 013 511 70 40 00	Lobbying Services	Legislative/Regulatory Consulting 12-2022	57374	$5,148.31
					57374 Total	**$5,148.31**
Pacific Stone Company Inc	169298	001 010 576 80 31 00	PK-Operating Costs	Pavers for Walkway to Cornhole at Frontier Heights	57375	$1,612.12
					57375 Total	**$1,612.12**
PB Parent Holdco LP	PSI941101	001 010 576 80 41 00	PK-Professional Services	Annual Fire Extinguisher Service PW	57376	$178.76
PB Parent Holdco LP	PSI941101	101 016 542 30 41 02	ST-Professional Service	Annual Fire Extinguisher Service PW	57376	$178.76
PB Parent Holdco LP	PSI941101	410 016 531 10 41 01	SW - Professional Services	Annual Fire Extinguisher Service PW	57376	$178.76
PB Parent Holdco LP	PSI941101	001 010 576 80 31 00	PK-Operating Costs	First Aid Supplies PW	57376	$198.66
PB Parent Holdco LP	PSI941101	101 016 544 90 31 02	ST-Operating Cost	First Aid Supplies PW	57376	$198.65
PB Parent Holdco LP	PSI941101	410 016 531 10 31 02	SW - Operating Costs	First Aid Supplies PW	57376	$198.65
PB Parent Holdco LP	PSI941109	001 013 518 20 31 00	GG-Operating Costs	First Aid Supplies CH	57376	$191.79
PB Parent Holdco LP	PSI941114	001 008 521 20 31 01	LE-Fixed Minor Equipment	First Aid Supplies PD	57376	$131.07
					57376 Total	**$1,455.10**
Picton	111922 PICTON	001 000 382 10 00 01	The Mill - Deposit	LS22-Picton Sawyers Room Rental 11/19/22 Deposit Refund	57377	$100.00
					57377 Total	**$100.00**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Purchase Power	12-2022 POSTAGE	001 007 558 50 42 00	PL-Communication	Postage	57378	$114.69
Purchase Power	12-2022 POSTAGE	001 013 518 20 42 00	GG-Communication	Postage	57378	$84.27
Purchase Power	12-2022 POSTAGE	101 016 543 30 42 00	ST-Communications	Postage	57378	$0.52
Purchase Power	12-2022 POSTAGE	410 016 531 10 42 00	SW - Communications	Postage	57378	$0.52
					57378 Total	**$200.00**
Redefined Corp	382212	001 006 518 80 41 00	IT-Professional Services	Contract IT Services 10-2022	57379	$5,880.00
Redefined Corp	382213	001 006 518 80 41 00	IT-Professional Services	Contract IT Services 11-2022	57379	$8,120.00
					57379 Total	**$14,000.00**
Rexel USA Inc	3I46299	001 012 575 50 31 00	CS- The Mill- Ops	LED Drivers Credit	57380	($228.86)
Rexel USA Inc	3O39595	410 016 531 10 31 02	SW - Operating Costs	Lighting/PVC Conduit/Stranded Copper	57380	$10,184.92
Rexel USA Inc	3O39665	101 016 544 90 31 02	ST-Operating Cost	Battery/Diag Cutter/Crimp Tool/Screwdriver/Hammer	57380	$498.32
Rexel USA Inc	3O39665	410 016 531 10 31 02	SW - Operating Costs	Battery/Diag Cutter/Crimp Tool/Screwdriver/Hammer	57380	$498.31
					57380 Total	**$10,952.69**
Right On Heating and Sheet Metal Inc	29352	001 012 572 20 47 00	CS- Library-Utilities	Service Call - Library	57381	$349.12
					57381 Total	**$349.12**
RP Electronics Inc	7200	001 013 518 20 47 02	GG-Utilities for Rentals	Fire Alarm Monitoring 1819 S Lake Stevens Rd	57382	$212.55
					57382 Total	**$212.55**
SavATree LLC	12313431	001 010 576 80 41 01	PK-Professional Tree Srv	Emergency Tree Removal Services 2504 112th Dr NE	57383	$3,900.00
SavATree LLC	12340657	001 010 576 80 41 01	PK-Professional Tree Srv	Tree Removal Services 12434 10th St NE	57383	$3,000.00
					57383 Total	**$6,900.00**
Security Solutions Northwest Inc	332174	510 006 518 80 31 00	Purchase Computer Equipment	Camera System	57384	$4,582.20
					57384 Total	**$4,582.20**
Shelton	010523 SHELTON	001 000 362 00 00 05	The Mill - Rental	LS22-Shelton Outdoor Plaza Rental Cancellation Refund	57385	$75.00
					57385 Total	**$75.00**
Sherwin-Williams Co	9939-5	101 016 544 90 31 02	ST-Operating Cost	Paint Supplies	57386	$55.61
Sherwin-Williams Co	9939-5	410 016 531 10 31 02	SW - Operating Costs	Paint Supplies	57386	$55.60
Sherwin-Williams Co	9946-0	101 016 544 90 31 02	ST-Operating Cost	Paint	57386	$132.74
Sherwin-Williams Co	9946-0	410 016 531 10 31 02	SW - Operating Costs	Paint	57386	$132.75
					57386 Total	**$376.70**
Smarsh Inc	INV-58478	510 006 518 80 49 05	LR - Smarsh	Verizon MG Cloud MT	57387	$580.32
Smarsh Inc	INV-65952	510 006 518 80 49 05	LR - Smarsh	Verizon MG Cloud MT	57387	$574.08
Smarsh Inc	INV-73126	510 006 518 80 49 05	LR - Smarsh	Verizon MG Cloud MT	57387	$574.08
					57387 Total	**$1,728.48**
Snohomish County Public Works	I000605222	101 016 542 30 48 00	ST-Repair & Maintenance	Signal/Sign Repair & Maint 11-2022	57388	$3,113.16
Snohomish County Public Works	I000605222	410 016 531 10 48 00	SW - Repairs & Maintenance	Signal/Sign Repair & Maint 11-2022	57388	$3,113.17
					57388 Total	**$6,226.33**
Snohomish County Public Works Solid Waste	I000605901	101 016 542 30 45 01	ST-Dumpster Service	Disposal of Illegal Dumping Materials	57389	$43.00
					57389 Total	**$43.00**
Snohomish County PUD	105951807	101 016 542 63 47 00	ST-Lighting - Utilities	201595113 Street Lights	57390	$147.40
Snohomish County PUD	115831869	001 010 576 80 47 00	PK-Utilities	222942633 North Cove BBQ Shelter Electric	57390	$403.02
Snohomish County PUD	122434690	101 016 542 63 47 00	ST-Lighting - Utilities	201973682 Street Lights	57390	$129.32
Snohomish County PUD	122437947	001 010 576 80 47 00	PK-Utilities	223477167 Mill Spur Electric	57390	$121.13
Snohomish County PUD	129026672	001 010 576 80 47 00	PK-Utilities	202340527 Decant Yard	57390	$8.04
Snohomish County PUD	129026672	101 016 543 50 47 00	ST-Utilities	202340527 Decant Yard	57390	$8.04
Snohomish County PUD	129026672	410 016 531 10 47 00	SW - Utilities	202340527 Decant Yard	57390	$8.05
Snohomish County PUD	129027836	001 010 576 80 47 00	PK-Utilities	222947715 Hartford Industrial Electric/Water	57390	$116.77
Snohomish County PUD	129027836	101 016 543 50 47 00	ST-Utilities	222947715 Hartford Industrial Electric/Water	57390	$116.77
Snohomish County PUD	129027836	410 016 531 10 47 00	SW - Utilities	222947715 Hartford Industrial Electric/Water	57390	$116.77
Snohomish County PUD	129033415	101 016 542 63 47 00	ST-Lighting - Utilities	201860178 Traffic Signal 9101 Market Pl	57390	$73.98
Snohomish County PUD	132333377	101 016 542 63 47 00	ST-Lighting - Utilities	202013249 Traffic Signal 1933 79th Ave SE	57390	$136.39
Snohomish County PUD	132333377	101 016 542 64 47 00	ST-Traffic Control -Utility	202013249 Traffic Signal 7441 20th St SE	57390	$78.46

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Snohomish County PUD	132337135	001 010 576 80 47 00	PK-Utilities	201487055 2424 Soper Hill Mobile Water/Electric	57390	$93.41
Snohomish County PUD	132340939	001 012 575 51 47 00	CS- Grimm House Utilities	223357641 Grimm House Electric	57390	$268.20
Snohomish County PUD	138845062	001 013 518 20 47 00	GG-Utilities	222931883 Row Club Electric 12308 17th Pl NE	57390	$95.63
Snohomish County PUD	138845062	001 013 518 20 47 00	GG-Utilities	222931883 Row Club Water 12308 17th Pl NE	57390	$26.70
Snohomish County PUD	142165899	001 012 575 30 47 00	CS- Museum - Utilities	200558690 Museum Electric/Water	57390	$145.71
Snohomish County PUD	158514285	101 016 542 63 47 00	ST-Lighting - Utilities	202988481 Street Lights	57390	$115.74
Snohomish County PUD	158515001	101 016 542 63 47 00	ST-Lighting - Utilities	203731153 Traffic Signals	57390	$194.38
Snohomish County PUD	158515719	101 016 542 63 47 00	ST-Lighting - Utilities	202624367 Street Lights	57390	$11,450.99
Snohomish County PUD	158515720	101 016 542 63 47 00	ST-Lighting - Utilities	202648101 Street Lights Soper Hill Annex	57390	$1,534.46
Snohomish County PUD	158515721	101 016 542 63 47 00	ST-Lighting - Utilities	202670725 Street Lights	57390	$1,281.34
Snohomish County PUD	158515894	101 016 542 63 47 00	ST-Lighting - Utilities	204719074 Catherine Creek Bridge Lights	57390	$28.94
Snohomish County PUD	161672640	001 010 576 80 47 00	PK-Utilities	222191314 20th St Ballfield Water	57390	$55.31
Snohomish County PUD	161680751	001 010 576 80 47 00	PK-Utilities	221860174 Frontier Park Electric	57390	$22.52
Snohomish County PUD	168054197	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Electric	57390	$542.98
Snohomish County PUD	168054197	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Water	57390	$351.44
Snohomish County PUD	168054197	101 016 542 63 47 00	ST-Lighting - Utilities	203582010 Street Lights	57390	$33.29
Snohomish County PUD	168054197	001 012 557 30 40 01	CS- VIC Utilities	203582010 Visitor Information Center Electric	57390	$266.38
					57390 Total	**$17,971.56**
Snohomish Regional Fire & Rescue	Q4 2022 FIRE	633 000 589 30 00 02	Fire District Fee Remit	Q4 2022 Fire Fees	57391	$13,230.25
					57391 Total	**$13,230.25**
State Auditors Office	L152123	001 004 514 23 41 00	FI-Professional Service	2021 Financial Audit	57392	$7,430.40
					57392 Total	**$7,430.40**
Stericycle Inc	3006269279	001 008 521 20 41 01	LE-Professional Serv-Fixed	Hazardous Water Disposal PD	57393	$10.36
					57393 Total	**$10.36**
Sunbelt Rentals Inc	132978907-0002	001 010 576 80 45 00	PK-Equipment Rental	Manlift Rental	57394	$57.28
Sunbelt Rentals Inc	132978907-0002	101 016 542 30 45 00	ST-Rentals-Leases	Manlift Rental	57394	$57.28
					57394 Total	**$114.56**
Tageant	092522 TAGEANT	001 001 511 60 43 00	Legislative - Travel & Mtgs	Reissue Ck #54543 - Smart Cities Conf Washington DC Meals	57395	$474.00
					57395 Total	**$474.00**
Teamsters Local No 763	Dec-22	001 000 284 00 00 00	Payroll Liability Other	Union Dues	57335	$1,662.00
					57335 Total	**$1,662.00**
Teamsters Welfare Trust Dental EFT	Dec-22	001 000 282 00 00 00	Payroll Liability Retirement	Teamsters Dental Premium	0	$3,302.40
					0 Total	**$3,302.40**
Technological Services Inc	24525	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Vehicle Service K9-18-85	57396	$922.39
					57396 Total	**$922.39**
The Watershed Co	2023-0073	001 007 558 50 41 00	PL-Professional Servic	Environmental Consulting 12-2022	57397	$3,545.00
					57397 Total	**$3,545.00**
TransUnion Risk & Alternative Data Solutions Inc	4016011-202212-1	001 008 521 20 41 01	LE-Professional Serv-Fixed	TILO - Information Gathering Services	57398	$81.83
					57398 Total	**$81.83**
Trevor Justin Government Relations LLC	2	001 013 511 70 40 00	Lobbying Services	Lobbying Services 12-2022	57399	$4,500.00
					57399 Total	**$4,500.00**
ULINE	157274501	101 016 544 90 31 02	ST-Operating Cost	Gloves/Coveralls/Dust Respirators/Durarmor	57400	$414.62
ULINE	157274501	410 016 531 10 31 02	SW - Operating Costs	Gloves/Coveralls/Dust Respirators/Durarmor	57400	$414.62
ULINE	157274502	101 016 544 90 31 02	ST-Operating Cost	Coveralls	57400	$53.15
ULINE	157274502	410 016 531 10 31 02	SW - Operating Costs	Coveralls	57400	$53.14
ULINE	157508838	410 016 531 10 31 02	SW - Operating Costs	Drum Spill Kits (5)/Oil Sorbent	57400	$4,702.84
ULINE	157517416	001 013 518 20 31 00	GG-Operating Costs	Trash Pickers/Garbage Bags	57400	$835.43
ULINE	157594529	001 008 521 50 30 00	LE-Facilities Supplies	Microfibers/Mop Handle	57400	$165.47
ULINE	157965333	101 016 542 66 31 00	ST-Snow & Ice - Sply	Ice Melt	57400	$1,202.49
					57400 Total	**$7,841.76**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
UPS	0000074Y42532	001 008 521 20 42 00	LE-Communication	Evidence Shipping	57401	$20.90
					57401 Total	**$20.90**
Verizon Northwest	9923656982	001 008 521 20 42 00	LE-Communication	Wireless Phone Service	57402	$2,953.95
Verizon Northwest	9924273674	001 001 511 60 42 00	Legislative - Communication	Wireless Phone Service	57402	$294.75
Verizon Northwest	9924273674	001 001 513 10 42 00	Executive - Communication	Wireless Phone Service	57402	$42.11
Verizon Northwest	9924273674	001 002 513 11 42 00	AD-Communications	Wireless Phone Service	57402	$47.11
Verizon Northwest	9924273674	001 003 514 20 42 00	CC-Communications	Wireless Phone Service	57402	$89.22
Verizon Northwest	9924273674	001 004 514 23 42 00	FI-Communications	Wireless Phone Service	57402	$94.22
Verizon Northwest	9924273674	001 005 518 10 42 00	HR-Communications	Wireless Phone Service	57402	$178.44
Verizon Northwest	9924273674	001 006 518 80 42 00	IT-Communications	Wireless Phone Service	57402	$216.35
Verizon Northwest	9924273674	001 007 558 50 42 00	PL-Communication	Wireless Phone Service	57402	$508.22
Verizon Northwest	9924273674	001 007 559 30 42 00	PB-Communication	Wireless Phone Service	57402	$209.25
Verizon Northwest	9924273674	001 010 576 80 42 00	PK-Communication	Wireless Phone Service	57402	$733.59
Verizon Northwest	9924273674	101 016 543 30 42 00	ST-Communications	Wireless Phone Service	57402	$733.60
Verizon Northwest	9924273674	410 016 531 10 42 00	SW - Communications	Wireless Phone Service	57402	$733.60
					57402 Total	**$6,834.41**
Washington State Criminal Justice	201137536	001 008 521 40 49 01	LE-Registration Fees	IAT Lead Instructor Recert - J Holland	57403	$500.00
					57403 Total	**$500.00**
Washington State Dept of Enterprise Svcs	731119997	001 008 521 20 31 00	LE-Office Supplies	Business Cards for PD	57404	$241.77
					57404 Total	**$241.77**
Washington State Patrol	I23003273	633 000 589 30 00 10	Gun Permit - WSP Remittance	Weapons Permit Background Checks	57405	$11.00
					57405 Total	**$11.00**
Washington State Support Registry	11023	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	0	$546.86
					0 Total	**$546.86**
West Coast Code Consultants Inc	2022-LKS-DEC	001 007 558 50 41 04	Permit Related Professional Sr	Building Inspection Services 12-2022	57406	$2,146.50
					57406 Total	**$2,146.50**
Western Conference of Teamsters Pension Trust	11023	001 000 282 00 00 00	Payroll Liability Retirement	Employee Contributions - Teamster Pension	57336	$4,861.84
					57336 Total	**$4,861.84**
Wilbur-Ellis Company LLC	15475647	001 010 576 80 31 00	PK-Operating Costs	Dolopril/Tenkoz Brossbow/Alligare Glyphosate	57407	$1,583.80
Wilbur-Ellis Company LLC	15481417	101 016 542 66 31 00	ST-Snow & Ice - Sply	Purple Heat Ice Melter Credit	57407	($588.05)
Wilbur-Ellis Company LLC	15482943	101 016 542 66 31 00	ST-Snow & Ice - Sply	Purple Heat Ice Melter/Fire N Ice Melter	57407	$1,137.91
					57407 Total	**$2,133.66**
WR Lake Stevens LLC	12-2022 WR	001 008 521 20 41 01	LE-Professional Serv-Fixed	Car Washes for PD Vehicles 12-2022	57408	$580.00
					57408 Total	**$580.00**

BLANKET VOUCHER APPROVAL

2023

Payroll Direct Deposits		
Payroll Checks		
Electronic Funds Transfers	**ACH**	
Claims	**57409-57457**	**$1,052,995.96**
Void Checks		
Total Vouchers Approved:		**$1,052,995.96**

This 24th day of January 2023

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

January 24, 2023

City expenditures by type for this voucher packet			
Other Employer Paid Benefits	$	1,190	0%
Supplies	$	27,420	3%
Professional Services	$	1,024,186	97%
Refunds	$	200	0%
Total	**$**	**1,052,996**	**100%**

Large Purchases

City of Lake Stevens Blanket Voucher Report
Checks to be approved for period 01/01/2023 - 01/19/2023

Total for Period
$1,052,995.96

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Ace Hardware	75748	001 012 575 50 31 00	CS- The Mill- Ops	Batteries	57409	$16.35
Ace Hardware	75779	001 010 576 80 31 00	PK-Operating Costs	Super Glue	57409	$5.01
Ace Hardware	75781	101 016 544 90 31 02	ST-Operating Cost	Oil Evap Cooler	57409	$8.72
Ace Hardware	75803	101 016 544 90 31 02	ST-Operating Cost	Microfiber Cloths/Pledge	57409	$15.81
Ace Hardware	75803	410 016 531 10 31 02	SW - Operating Costs	Microfiber Cloths/Pledge	57409	$15.80
Ace Hardware	75817	001 010 576 80 31 00	PK-Operating Costs	Key Pundra	57409	$10.87
					57409 Total	**$72.56**
Amazon Capital Services	13LN-K9RM-39KK	001 008 521 20 31 02	LE-Minor Equipment	Books/Wheels for Rubbermaid Bucket	57410	$71.92
Amazon Capital Services	1NQ4-C7MR-1Q1K	001 008 521 20 31 01	LE-Fixed Minor Equipment	WD40/Key Tags/Ear Phone Microphone Replacement Kits	57410	$906.26
Amazon Capital Services	1XWL-LQLH-NG6J	001 008 521 20 31 00	LE-Office Supplies	Cards/Memory Kars/Power Strips/Padfolio Organizer	57410	$109.97
					57410 Total	**$1,088.15**
Amazon Capital Services	1HLD-J4WG-M799	001 003 514 20 31 00	CC-Office Supply	Wall Calendars/Foot Rest for Desk	57411	$65.17
Amazon Capital Services	1JRD-W3M9-MFJ1	101 016 544 90 31 02	ST-Operating Cost	Pickleball Set/Dry Erase Markers	57411	$226.47
Amazon Capital Services	1LX6-XCPX-1XCN	001 007 558 50 31 00	PL-Office Supplies	Wall Calendar	57411	$33.77
Amazon Capital Services	1NHJ-KKXT-FGV6	001 010 576 80 31 00	PK-Operating Costs	Rope Winder/Storage Bags	57411	$94.78
					57411 Total	**$420.19**
ArchiveSocial	25969	510 006 518 80 49 09	LR - Social Media Archive	Social Media Archiving Subscription	57412	$6,287.40
					57412 Total	**$6,287.40**
ASCAP	2023 ASCAP	001 013 518 20 49 00	GG-Miscellaneous	2023 Annual ASCAP License Fee	57413	$420.00
					57413 Total	**$420.00**
Assoc of Washington Cities	103673	001 013 518 90 49 04	GG-AWC	2023 AWC Membership	57414	$32,503.00
Assoc of Washington Cities	112522	001 010 576 80 41 00	PK-Professional Services	AWC Drug and Alcohol Consortium Membership	57414	$273.75
Assoc of Washington Cities	112522	001 013 518 20 41 00	GG-Professional Service	AWC Drug and Alcohol Consortium Membership	57414	$273.75
Assoc of Washington Cities	112522	101 016 542 30 41 02	ST-Professional Service	AWC Drug and Alcohol Consortium Membership	57414	$273.75
Assoc of Washington Cities	112522	410 016 531 10 41 01	SW - Professional Services	AWC Drug and Alcohol Consortium Membership	57414	$273.75
					57414 Total	**$33,598.00**
Barnes	010623 BARNES	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Vehicle Maint Reimbursement	57415	$29.65
					57415 Total	**$29.65**
Cascade Collision Center Inc	5000	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Transfer Lift Gate/Replace License Lamp Bulbs PT-19-82	57416	$360.30
					57416 Total	**$360.30**
CDW Government Inc	FZ35109	510 006 518 80 49 18	LR - Microsoft Enterprise Agmt	Microsoft EA Unified & P/U	57417	$1,213.95
					57417 Total	**$1,213.95**
Chapman	010823 CHAPMAN	001 000 382 10 00 01	The Mill - Deposit	LS22-Chapman_01-08-23 The Mill - Deposit	57418	$100.00
					57418 Total	**$100.00**
Dept Graphics	11979	001 008 521 50 30 01	LE-Facilities Minor Equipment	Vinyl Text Installed on Wall of PD Interview Room	57419	$467.08
					57419 Total	**$467.08**
Dept of Licensing	011423 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 01/08/23 thru 01/14/23	57420	$93.00
					57420 Total	**$93.00**
Electronic Business Machines	AR239009	001 008 521 50 48 00	LE-Facility Repair & Maint	Copier Copy Cost PD - 2XW05905	57421	$42.67
					57421 Total	**$42.67**
Gailey	010523 GAILEY1	001 001 513 10 43 00	Executive - Travel & Mtgs	CES Conf Lyft Reimbursement	57422	$123.69
Gailey	010523 GAILEY2	001 001 513 10 43 00	Executive - Travel & Mtgs	CES Conf Hotel Reimbursement	57422	$1,304.79
Gailey	010523 GAILEY3	001 001 513 10 43 00	Executive - Travel & Mtgs	CES Conf Flight Reimbursement	57422	$148.60
Gailey	010523 GAILEY4	001 001 513 10 43 00	Executive - Travel & Mtgs	CES Conf Meal PerDiem	57422	$345.00
					57422 Total	**$1,922.08**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
GCP WW Holdco LLC	INV2010004563	410 016 531 10 31 00	SW - Clothing	Jackets/Bib Pant - Bishop	57423	$464.84
GCP WW Holdco LLC	INV2010004564	410 016 531 10 26 00	SW - Clothing - Boot Allowance	Boots - Bishop	57423	$247.26
GCP WW Holdco LLC	INV2010004729	101 016 542 30 26 00	ST-Clothing - Boot Allowance	Boots - R Ubert	57423	$325.00
GCP WW Holdco LLC	INV2010004730	101 016 542 30 26 00	ST-Clothing - Boot Allowance	Boots - M Anderson	57423	$318.70
GCP WW Holdco LLC	INV2010004731	101 016 542 30 26 00	ST-Clothing - Boot Allowance	Boots - T Bailey	57423	$298.91
					57423 Total	**$1,654.71**
Government Finance Officers Association	2331003	001 004 514 23 49 00	FI-Miscellaneous	2023 Membership Renewal	57424	$250.00
					57424 Total	**$250.00**
International Assoc for Property & Evidence	M23-C678247	001 008 521 20 49 00	LE-Dues & Memberships	IAPE Membership	57425	$65.00
					57425 Total	**$65.00**
Lake Stevens Senior Center	011223 SENIOR	001 012 565 10 49 00	CS- Human Services	2023 Senior Center Funding Agreement	57426	$30,000.00
					57426 Total	**$30,000.00**
Lake Stevens Sewer District	12326 0123	001 010 576 80 47 00	PK-Utilities	Sewer - Boat Launch Restrooms Acct 12326-01	57427	$100.00
Lake Stevens Sewer District	13135 0123	101 016 543 50 47 00	ST-Utilities	Sewer - Decant Facility Acct 13135-01	57427	$49.50
Lake Stevens Sewer District	13135 0123	410 016 531 10 47 00	SW - Utilities	Sewer - Decant Facility Acct 13135-01	57427	$49.50
Lake Stevens Sewer District	2538 0123	001 010 576 80 47 00	PK-Utilities	Sewer - Lundeen Park Acct 2538-02	57427	$198.00
Lake Stevens Sewer District	3628 0123	001 010 576 80 47 00	PK-Utilities	Sewer - Davies Beach Acct 3628-02	57427	$99.00
Lake Stevens Sewer District	6294 0123	001 008 521 50 47 00	LE-Facility Utilities	Sewer - PD Evidence Bldg Acct 6294-04	57427	$99.00
Lake Stevens Sewer District	6296 0123	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Station Acct 6296-03	57427	$198.00
Lake Stevens Sewer District	6390 0123	001 013 518 20 47 02	GG-Utilities for Rentals	Sewer - Leased Comm Building Acct 6390-03	57427	$170.28
Lake Stevens Sewer District	6666 0123	001 012 575 30 47 00	CS- Museum - Utilities	Sewer - Museum Acct 6666-01	57427	$99.00
Lake Stevens Sewer District	6671 0123	001 013 518 20 47 00	GG-Utilities	Sewer - City Hall Acct 6671-01	57427	$99.00
Lake Stevens Sewer District	6810 0123	001 012 575 50 47 00	CS- The Mill- Utilities	Sewer - The Mill Acct 6810-01	57427	$198.00
Lake Stevens Sewer District	7002 0123	001 010 576 80 47 00	PK-Utilities	Sewer - North Cove Park Restroom 7002-01	57427	$99.00
Lake Stevens Sewer District	8710 0123	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Training Bldg Acct 8710-03	57427	$99.00
Lake Stevens Sewer District	9902 0123	001 012 572 20 47 00	CS- Library-Utilities	Sewer - Library Grade Rd Acct 9902-01	57427	$99.00
					57427 Total	**$1,656.28**
Lakeside Industries Inc	220282	101 016 544 90 31 02	ST-Operating Cost	Pallet of Pot Hole Mix	57428	$1,089.62
					57428 Total	**$1,089.62**
Law Enforcement Information and Records Assoc	2149	001 008 521 20 49 00	LE-Dues & Memberships	LEIRA Membership - D Smith	57429	$50.00
Law Enforcement Information and Records Assoc	2196	001 008 521 20 49 00	LE-Dues & Memberships	LEIRA Membership - M LeBlanc	57429	$50.00
Law Enforcement Information and Records Assoc	2208	001 008 521 20 49 00	LE-Dues & Memberships	LEIRA Membership - K Starkenburg	57429	$50.00
Law Enforcement Information and Records Assoc	2243	001 008 521 20 49 00	LE-Dues & Memberships	LEIRA Membership - A Fox	57429	$50.00
					57429 Total	**$200.00**
Les Schwab Tire Center	32300739623	101 016 542 30 48 00	ST-Repair & Maintenance	Boom Truck Service Tire Replacement PW83	57430	$1,543.95
Les Schwab Tire Center	32300739623	410 016 531 10 48 00	SW - Repairs & Maintenance	Boom Truck Service Tire Replacement PW83	57430	$1,543.95
					57430 Total	**$3,087.90**
Lexipol LLC	INVLEX13958	001 008 521 20 41 01	LE-Professional Serv-Fixed	Annual Law Enforcement Policy Manual	57431	$8,305.84
					57431 Total	**$8,305.84**
Lynden Incorporated	4131114A	101 016 542 66 31 00	ST-Snow & Ice - Sply	Deicer Salt	57432	$6,436.43
					57432 Total	**$6,436.43**
Millerstoultime	1112359237	101 016 544 90 31 02	ST-Operating Cost	Scan Tool to Download Vehicle Codes for Repairs	57433	$6,993.31
Millerstoultime	1112359237	410 016 531 10 31 02	SW - Operating Costs	Scan Tool to Download Vehicle Codes for Repairs	57433	$6,993.31
					57433 Total	**$13,986.62**
Office of the State Treasurer	12-2022 STATE	633 000 586 00 00 01	State Court Remit	State Court Fees 12-2022	57434	$6,001.31
					57434 Total	**$6,001.31**
Ouellette	010823OUELLETTE	001 000 382 10 00 01	The Mill - Deposit	LS22-Ouellet2_1-8-23 The Mill - Deposit	57435	$100.00
					57435 Total	**$100.00**
Retail Strategies LLC	522-20	004 013 518 20 40 00	RR - Professional Services	Professional Consulting Services	57436	$11,250.00
					57436 Total	**$11,250.00**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Rexel USA Inc	3O75178	101 016 544 90 31 02	ST-Operating Cost	Conduit/Terminal Adapters/Drill Bits	57437	$330.87
Rexel USA Inc	3O75178	410 016 531 10 31 02	SW - Operating Costs	Conduit/Terminal Adapters/Drill Bits	57437	$330.87
					57437 Total	**$661.74**
Scholz	010423 SCHOLZ	001 008 521 20 43 00	LE-Travel & Per Diem	ARIDE Training Bellingham Meals	57438	$34.00
					57438 Total	**$34.00**
Six Robblees Inc	14P15328	410 016 531 10 31 02	SW - Operating Costs	V-Bar Cross Chain/Lap Links/Chain Hooks/O-Rings	57439	$846.12
					57439 Total	**$846.12**
SmartSign	MAT-237067	001 004 514 23 31 00	FI-Office Supplies	Asset Tags #'s 3000-3699	57440	$617.83
SmartSign	TIG-23-0868	001 006 518 80 49 00	IT-Miscellaneous	2023 Annual Subscription	57440	$400.00
					57440 Total	**$1,017.83**
Snohomish County Cities	256	001 001 511 60 49 01	Legislative - Prof. Developmen	2023 SnoCo Cities & Towns Annual Dues	57441	$200.00
					57441 Total	**$200.00**
Snohomish County Treasurer	1222 TREASURER	633 000 586 00 00 02	Crime Victims Comp - SnoCo	Crime Victims Compensation 12-2022	57442	$106.02
					57442 Total	**$106.02**
Sound Publishing Inc	EDH969151	001 013 518 30 41 01	GG-Advertising	CC Special Meeting	57443	$44.84
					57443 Total	**$44.84**
Sound Security Inc	1076915	001 013 518 20 41 00	GG-Professional Service	Fire & Security Monitoring CH	57444	$571.20
Sound Security Inc	1076915	001 012 575 50 47 00	CS- The Mill- Utilities	Fire & Security Monitoring The Mill	57444	$385.00
Sound Security Inc	1076915	001 010 576 80 41 00	PK-Professional Services	Fire Monitoring/Confidence Testing PW Shop	57444	$289.82
Sound Security Inc	1076915	101 016 542 30 41 02	ST-Professional Service	Fire Monitoring/Confidence Testing PW Shop	57444	$289.82
Sound Security Inc	1076915	410 016 531 10 41 01	SW - Professional Services	Fire Monitoring/Confidence Testing PW Shop	57444	$289.82
Sound Security Inc	1076916	001 008 521 20 41 01	LE-Professional Serv-Fixed	Access/Instrusion/Fire/Elevator Monitoring PD	57444	$1,140.00
Sound Security Inc	1076917	001 008 521 20 41 01	LE-Professional Serv-Fixed	Fire Monitoring 10518 18th St SE	57444	$65.00
					57444 Total	**$3,030.66**
Springbrook Holding Company LLC	INV-010727	510 006 518 80 49 29	LR - Springbrook	2023 Springbrook Subscription	57445	$21,044.86
					57445 Total	**$21,044.86**
Springbrook National User Group	3742	001 004 514 23 49 00	FI-Miscellaneous	SNUG Membership Renewal	57446	$100.00
					57446 Total	**$100.00**
Stevens	010423 STEVENST	001 006 518 80 43 00	IT-Travel & Meetings	CES Conf Mileage/Shuttle/Monrail Reimbursement - T Stevens	57447	$122.42
					57447 Total	**$122.42**
Symbol Arts	451038	001 008 521 20 31 01	LE-Fixed Minor Equipment	Badges for Hats	57448	$1,148.83
Symbol Arts	451044	001 008 521 20 31 01	LE-Fixed Minor Equipment	Badges	57448	$120.01
					57448 Total	**$1,268.84**
Tandem Services Corp Inc	1182050	001 010 576 80 48 00	PK-Repair & Maintenance	Routine Inspection - PW Shop	57449	$136.68
Tandem Services Corp Inc	1182050	101 016 542 30 48 00	ST-Repair & Maintenance	Routine Inspection - PW Shop	57449	$136.67
Tandem Services Corp Inc	1182050	410 016 531 10 48 00	SW - Repairs & Maintenance	Routine Inspection - PW Shop	57449	$136.67
Tandem Services Corp Inc	1182051	001 012 569 00 48 00	CS- Senior Services R&M	Routine Inspection - Senior Center	57449	$330.02
					57449 Total	**$740.04**
TargetSolutions Learning LLC	INV65409	001 008 521 20 41 01	LE-Professional Serv-Fixed	Annual Scheduling Platform Fees for PD	57450	$8,773.11
					57450 Total	**$8,773.11**
Technological Services Inc	24855	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Vehicle Service S-15-59	57451	$3,564.44
Technological Services Inc	25271	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Vehicle Service PT-21-97	57451	$685.44
Technological Services Inc	25307	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Vehicle Service PT-21-95	57451	$355.97
Technological Services Inc	25318	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Vehicle Service PT-21-94	57451	$191.28
Technological Services Inc	25333	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Vehicle Service CS-17-71	57451	$116.38
					57451 Total	**$4,913.51**
Veritone Inc	259015	001 008 521 20 41 01	LE-Professional Serv-Fixed	2023 Redact Application Fee	57452	$5,000.00
					57452 Total	**$5,000.00**
WABO	10623	001 007 558 50 49 00	PL-Miscellaneous	WABO 2023 Membership Renewal	57453	$95.00
					57453 Total	**$95.00**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
WAPRO	5775	001 004 514 23 49 00	FI-Miscellaneous	WAPRO Membership - Crim	57454	$25.00
					57454 Total	**$25.00**
Washington Cities Insurance Authority	15705	001 004 514 23 46 00	FI-Insurance	2023 Liability Program Assesments	57455	$95.67
Washington Cities Insurance Authority	15705	001 008 521 20 46 00	LE-Insurance	2023 Liability Program Assesments	57455	$346,266.12
Washington Cities Insurance Authority	15705	001 010 576 80 46 00	PK-Insurance	2023 Liability Program Assesments	57455	$72,355.69
Washington Cities Insurance Authority	15705	001 013 518 20 46 00	GG-Insurance	2023 Liability Program Assesments	57455	$182,401.09
Washington Cities Insurance Authority	15705	101 016 543 30 46 00	ST-Insurance	2023 Liability Program Assesments	57455	$123,379.86
Washington Cities Insurance Authority	15705	410 016 531 10 46 00	SW-Insurance	2023 Liability Program Assesments	57455	$144,563.57
					57455 Total	**$869,062.00**
Wave Broadband	103946401-0009913	510 006 518 80 49 04	LR - WaveBroadband Fiber Lease	Fiber Leases	57456	$633.27
Wave Broadband	103946401-0009913	001 002 513 11 42 00	AD-Communications	Telephone Service	57456	$70.37
Wave Broadband	103946401-0009913	001 003 514 20 42 00	CC-Communications	Telephone Service	57456	$140.74
Wave Broadband	103946401-0009913	001 004 514 23 42 00	FI-Communications	Telephone Service	57456	$140.74
Wave Broadband	103946401-0009913	001 005 518 10 42 00	HR-Communications	Telephone Service	57456	$70.37
Wave Broadband	103946401-0009913	001 006 518 80 42 00	IT-Communications	Telephone Service	57456	$211.10
Wave Broadband	103946401-0009913	001 007 558 50 42 00	PL-Communication	Telephone Service	57456	$457.64
Wave Broadband	103946401-0009913	001 007 559 30 42 00	PB-Communication	Telephone Service	57456	$70.37
Wave Broadband	103946401-0009913	001 008 521 20 42 00	LE-Communication	Telephone Service	57456	$2,393.51
Wave Broadband	103946401-0009913	001 012 575 30 42 00	CS- Museum - Communications	Telephone Service	57456	$70.37
Wave Broadband	103946401-0009913	001 012 575 50 42 00	CS- The Mill- Communication	Telephone Service	57456	$70.37
Wave Broadband	103946401-0009913	001 013 518 20 42 00	GG-Communication	Telephone Service	57456	$281.48
Wave Broadband	103946401-0009913	101 016 543 30 42 00	ST-Communications	Telephone Service	57456	$404.98
Wave Broadband	103946401-0009913	410 016 531 10 42 00	SW - Communications	Telephone Service	57456	$404.99
					57456 Total	**$5,420.30**
Ziply Fiber	01-2022 ZIPLY	001 012 575 30 47 00	CS- Museum - Utilities	Telephone Services Museum	57457	$225.30
Ziply Fiber	01-2022 ZIPLY	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Control Modem	57457	$65.63
					57457 Total	**$290.93**

CITY OF LAKE STEVENS
CITY COUNCIL REGULAR MEETING MINUTES
January 10, 2023, at 6:00 p.m.
Hybrid Meeting - By Remote Participation via Zoom & in Person at The Mill Building

CALL TO ORDER:	6:00 p.m. by Council President Anji Jorstad
ELECTED OFFICIALS PRESENT:	Councilmembers Kim Daughtry, Ryan Donoghue, Mary Dickinson, Marcus Tageant, Steve Ewing, Gary Petershagen and Anji Jorstad.

Call to Order
Council President Jorstad called the meeting to order at 6:00 p.m.

Pledge of Allegiance
Council President Jorstad led the Pledge of Allegiance.

Roll Call
All Councilmembers were present.

Approval of Agenda
MOTION. Councilmember Tageant made a motion, seconded by Councilmember Daughtry, to approve the agenda. The motion passed 7-0-0-0.

Guest Business
IT Director Troy Stevens introduced Nick Poolos, the new Information Services Systems Engineer.

Citizen Comments
Magda Hopt, Lake Stevens. Ms. Hopt spoke on short term rentals.

Council Business
Councilmember Tageant reported that he attended Representative Sam Low's swearing in ceremony in Olympia.

Councilmember Jorstad reported that in cooperation with the Parks Department, planning was underway for a Pride Festival in June of 2023.

Councilmember Dickinson reported that she attended the Senior Center Board Meeting. She also attended the Short-Term Rental (STR) Subcommittee meeting and the Friends of the Library meeting.

Councilmember Daughtry attended the STR Subcommittee meeting, the Youth Advisory Council and the Veteran's Commission meeting.

Councilmember Petershagen reported that he attended the museum board meeting and stated it would be great to invite them to an upcoming meeting. He also stated he attended the Consumer Electronics Symposium along with others in Las Vegas.

Consent Agenda
MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Tageant, to approve the consent agenda. The motion passed 7-0-0-0.

The consent agenda items were as follows:

- 2022 Vouchers
- City Council Meeting Minutes of December 13, 2022
- City Council Meeting Minutes of January 3, 2023
- Long-Range Planning and Community Development Work Program
- Revised Fee Resolution 2022-14

Action Items
Enterprise Agreements - Agreement to Sell Customer Vehicles & Consignment Auction Agreement

Director Halvorson explained that Enterprise Fleet Services has a program that enables municipalities to surplus or sell vehicles at a lower cost, and likely a higher return, than the current vehicle surplus program utilized by the city.

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Dickinson, to authorize the Mayor to sign an agreement to sell city vehicles at a consignment auction. The motion passed 7-0-0-0.

Discussion Items
Joint Meeting with Park Board
A joint meeting was held between the City Council and the Park Board to discuss their 2023 work plan. The work plan will come back to Council for approval.

City of Marysville Ordinance 3247 Use of Controlled Substances in Public Places
A discussion was led by Council President Jorstad regarding the City of Marysville Ordinance #3247 regarding Use of Controlled Substances in Public Places. Chief Beazizo presented relevant information. Discussion occurred; no action took place.

Adjournment
MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Petershagen, to adjourn the meeting. The motion passed 7-0-0-0.

The meeting adjourned at 6:53 p.m.

Brett Gailey, Mayor

Caitlin Weaver, Deputy City Clerk

CITY OF LAKE STEVENS
CITY COUNCIL WORKSHOP MEETING MINUTES
January 17, 2023, 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 Brett Gailey, Councilmembers Kim Daughtry, Gary Petershagen, Mary Dickinson, Anji Jorstad, Ryan Donoghue, Marcus Tageant and Steve Ewing

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

Discussion Items
Audit Exit Conference
Miranda Shales and Erika Davies from the State Auditor's Office conducted the City's Audit Exit Conference with the Council.

City Council Do's and Don'ts
Ann Bennett from Washington Cities Insurance Authority conducted a training with the Council.

Council Liaison Feedback
Council and Director Wright discussed ways to improve communication between City Council and Boards and Commissions.

Review Draft Council Agenda for January 24, 2023

Adjournment
The meeting adjourned at 7:11 p.m.

______________________________ ______________________________
Brett Gailey, Mayor Kelly M. Chelin, City Clerk

CITY COUNCIL STAFF REPORT

Agenda Date: 1/24/2023

Subject: Lake Stevens Senior Center Funding Agreement - 2023

Contact Person/Department: Barb Stevens, Finance

Budget Impact: No budget impact. $30,000 included in the 2023 adopted budget.

Legal Review: Yes

RECOMMENDATION(S)/ACTION REQUESTED:
Authorize the Mayor to sign the 2023 Funding Agreement with the Lake Stevens Senior Center for $30,000.

SUMMARY/BACKGROUND:
The City Council has budgeted a $30,000 contribution to the Lake Stevens Senior Center for 2023, to provide financial resources for certain programs and services.

The programs and services include social services, health and nutrition programs, education classes, training and workshops that support older adults in their overall wellbeing, dignity and independence, and encourage involvement in the life and affairs of the community.

This agreement shall become effective upon signing and shall remain in effect until December 31, 2023.

APPLICABLE CITY POLICIES:
City Council shall approve annual funding agreements.

ATTACHMENTS:
1. LS Senior Center_Funding Agreement 1-24-2023

AGREEMENT FOR FUNDING BETWEEN
CITY OF LAKE STEVENS
AND
LAKE STEVENS SENIOR CENTER

THIS AGREEMENT is made and entered into this 24th day of January, 2023, by and between the CITY OF LAKE STEVENS, a Washington State municipal corporation ("City") and the LAKE STEVENS SENIOR CENTER, a Washington non-profit corporation ("Senior Center"), for the purpose of City providing financial resources to Senior Center for certain programs or services.

WHEREAS Senior Center provides valuable programs and services to older adults aged 55 and older of Lake Stevens and surrounding communities; and

WHEREAS the programs and services include social services, health and nutrition programs, education classes, trainings and workshops that support older adults in their overall wellbeing, dignity and independence, and encourage involvement in the life and affairs of the community; and

WHEREAS, Snohomish County provides varying levels of financial support for senior centers based on unduplicated participants served within and outside the incorporated area of the senior center; and

WHEREAS, Senior Center receives $15,000 per year from Snohomish County which is the lowest funding based on the category of local non-profit senior center; and

WHEREAS, Senior Center strives to attain the level of Regional Senior Center for the highest funding from Snohomish County and;

WHEREAS, City desires to provide financial support to Senior Center to assist Senior Center to achieve greater self-sufficiency, including but not limited to receipt of greater funding from Snohomish County; and

WHEREAS, Senior Center will use funding provided by City to provide professional services, including accounting services, for administration of Senior Center; maintain current programs and services for a growing number of older adults; and expand its outreach to older adults to increase and sustain unduplicated participation to the required threshold for a Regional Senior Center level,

NOW, THEREFORE, it is mutually agreed as follows:

1. **PURPOSE.** The purpose of this agreement is to set forth the mutual obligations and rights of City and Senior Center with respect to financial resources provided by City as described in Paragraph 3.

2. **DURATION.** This agreement shall become effective on the date noted above and shall remain in effect until December 31, 2023. The initial term of this agreement may be extended by mutual written agreement of the parties for a period of one calendar year, following review and approval by Lake Stevens City Council. Either party shall have the right to terminate this agreement at any time upon providing thirty (30) days written notice, or shorter notice by mutual consent.

3. **RESPONSIBILITIES OF PARTIES.**

A. Responsibilities of City.

City agrees to provide to Senior Center financial support as set out in Paragraph 4.

B. Responsibilities of Senior Center.

- Senior Center shall continue its current delivery of programs and services in 2023.
- Senior Center shall contract with a professional accounting firm to provide necessary accounting services for administration of its business.
- Senior Center shall continue its outreach efforts to surrounding areas to increase unduplicated participation in its programs and services.
- Senior Center shall work with Snohomish County to achieve the necessary requirements for the highest funding level from the county; requirement(s) may include employment of an Executive Director.
- Senior Center shall provide informational updates to City Council no less than two (2) times during the year, i.e. April and October.

4. **COMPENSATION.**

A. Within thirty (30) days of full execution of this agreement, City will provide to Senior Center a single payment of thirty thousand dollars ($30,000), respective of the amount allocated in its 2023 budget.

B. The contribution by City set out in this Agreement, and any subsequent contributions as authorized by City Council are voluntary, and the amount of contribution, if any, shall be determined by the Lake Stevens City Council.

5. **MAINTENANCE OF RECORDS.** Senior Center shall maintain all books, documents, receipts, invoices, and records, including payroll records, necessary to sufficiently and properly reflect the expenditures associated with this agreement. The accounting records shall provide for a separate recording and reporting of all receipts and expenditures. Financial records pertaining to matters associated with this agreement are subject to inspection and audit by representatives of City or State Auditor upon request.

6. **PUBLIC DISCLOSURE LAWS.** The Senior Center acknowledges, agrees and understands that City is a public agency subject to certain disclosure laws, including, but not limited to Washington's Public Records Act, chapter 42.56 RCW. Senior Center understands that records related to this Agreement and the Senior Center's performance of services under this Agreement may be subject to disclosure pursuant to the Public Records Act or other similar law.

7. **INSURANCE REQUIREMENTS.**

A. Insurance Term. Senior Center shall procure and maintain for the duration of the agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with products and materials supplied to City.

B. No Limitation. Senior Center's maintenance of insurance as required by the agreement shall not be construed to limit the liability of Senior Center to the coverage provided by such insurance, or otherwise limit City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance. Senior Center shall obtain insurance of the type and coverage described below:

i. **Commercial General Liability** insurance shall be at least as broad as Insurance Services Office (ISO) occurrence form CG 00 01 and shall cover products liability. City shall be named as an additional insured under Senior Center's Commercial General Liability insurance policy using ISO Additional Insured-Vendors Endorsement CG 20 15 04 13 or a substitute endorsement providing at least as broad coverage.

ii. **Automobile Liability** insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.

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

D. Minimum Amounts of Insurance. Senior Center shall maintain the following insurance limits:

i. **Commercial General Liability** insurance shall be written with limits no less than $1,000,000 each occurrence and $2,000,000 general aggregate.

ii. **Automobile Liability** insurance with a minimum combined single limit for bodily injury and property damage of $1,000,000 per accident.

E. Other Insurance Provision. Senior Center's Commercial General Liability insurance policy or policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any insurance, self-insurance, or self-insured pool coverage maintained by City shall be excess of Senior Center's insurance and shall not contribute with it.

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

G. Verification of Coverage. Senior Center shall furnish City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of Senior Center before financial support will be provided by the City.

H. Notice of Cancellation. Senior Center shall provide City with written notice of any policy cancellation, within two business days of their receipt of such notice.

I. Subcontractors' Insurance. Senior Center shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Senior Center-provided insurance as set forth herein, except the Senior Center shall have sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. Senior Center shall ensure that City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement as least as broad as ISO CG 20 10 10 01 for ongoing operations and CG 20 37 10 01 for completed operations.

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

K. City Full Availability of Senior Center Limits. If Senior Center maintains higher insurance limits than the minimums shown above, City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by Senior Center, irrespective of whether such limits maintained by Senior Center are greater than those required by this contract or whether any certificate of insurance furnished to City evidences limits of liability lower than those maintained by Senior Center.

8. **INDEMNIFICATION/HOLD HARMLESS.** Senior Center shall defend, indemnify, and hold harmless City, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of Senior Center's use of Premises, or from the conduct of Senior Center's business, or from any activity, work or thing done, permitted, or suffered by Senior Center in or about the Premises, except only such injury or damage as shall have been occasioned by the sole negligence of City.

Should a court of competent jurisdiction determine that this agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of Senior Center and City, its officers, officials, employees, and volunteers, the Senior Center's liability hereunder shall be only to the extent of Senior Center's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes Senior Center's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this agreement.

9. **NOTICES.** Any written notice required or permitted to be given herein shall be made by mail or in person to the party which is the intended recipient of the notice, at the following addresses or to such other respective addresses as either party hereto may from time to time designate:

To City:	To Senior Center:
City of Lake Stevens Attn: City Clerk 1812 Main Street PO Box 257 Lake Stevens, WA 98258	Lake Stevens Senior Center Attn: Board President 2302 Soper Hill Road PO Box 205 Lake Stevens, WA 98258

10. **MISCELLANEOUS.** No obligation in this agreement shall limit City or Senior Center in fulfilling its responsibilities as otherwise defined by law.

11. **ENTIRE AGREEMENT.** This agreement contains the entire agreement between the parties for purposes of financial support as noted herein and no other agreements, oral or otherwise, regarding the subject matter of this agreement shall be deemed to exist or bind the parties hereto. Either party to the agreement may request changes in the agreement. Proposed changes which are mutually agreed upon shall be incorporated by written amendments to this agreement.

12. **SEVERABILITY.** It is hereby agreed that no waiver of any condition or covenant in this agreement, or any breach thereof, shall be taken to constitute a waiver of any subsequent breach.

IN WITNESS WHEREOF, this parties have executed this agreement as of the date first above written.

CITY OF LAKE STEVENS	LAKE STEVENS SENIOR CENTER
__________________________	__________________________
By: Brett Gailey, Mayor	By: Amelia Mimura, Board President

CITY COUNCIL STAFF REPORT

Agenda Date: 1/24/2023

Subject: Amendment No. 1 to the Human Services Funding Agreement with the Volunteers of America

Contact Person/Department: Barb Stevens, Finance

Budget Impact: Remaining funds will be reappropriated to the 2023 budget via amendment.

Legal Review: Yes

RECOMMENDATION(S)/ACTION REQUESTED:
Authorize the Mayor to sign amendment #1 to the funding agreement with the Volunteers of America, to extend the term to December 31, 2023.

SUMMARY/BACKGROUND:
On September 13, 2022, Council approved a reimbursable grant agreement for human services between the City of Lake Stevens and the Volunteers of America in the amount of $50,000. The agreement specified that all goods and services eligible for funding were to be administered no later than December 1, 2022.

The VOA has yet to spend all of the funds made available under the terms of the agreement, yet they anticipate full expenditure by February. It is in the public interest and consistent with the intent of the agreement, that we recommend authorizing a one-year extension of the agreement to December 31, 2023.

Remaining funding will be reappropriated (rolled forward) to 2023 through a future budget amendment.

APPLICABLE CITY POLICIES:
City Council shall approve all funding agreements

ATTACHMENTS:

1. Volunteers of America - Amend 1

AMENDMENT #1 TO
GRANT AGREEMENT FOR HUMAN SERVICES FUNDING BETWEEN
CITY OF LAKE STEVENS AND VOLUNTEERS OF AMERICA WESTERN WASHINGTON

THIS AGREEMENT is made and entered into by and between the City of Lake Stevens, a Washington State Municipal Corporation ("City") and the Volunteers of America Western Washington, a Washington non-profit corporation ("VOA"), for the purpose of extending the duration of that certain agreement executed September 2022 by and between the City and the VOA providing grant funding to the VOA for certain programs and services for Lake Stevens residents ("Agreement").

Whereas, the VOA has yet to expend all the funds made available to the VOA under the terms of the Agreement; and

Whereas, paragraph 1. of the Agreement titled "SERVICES BY RECIPIENT" specifies all goods and services eligible for funding under the Agreement be administered no later than December 1, 2022; and

Whereas, both the City and the VOA believe a one-year extension of the Agreement is in the public interest and consistent with the intent of the Agreement,

NOW THEREFORE, the parties agree as follows:

1. Paragraph 7 of the Agreement is amended by extending the date by which the funding under the Agreement must be provided to residents within the city limits of the City of Lake Stevens from December 31, 2022, to December 31, 2023.

2. In all other respects the Agreement remains the same.

CITY OF LAKE STEVENS

____
By: Brett Gailey, Mayor

VOLUNTEERS OF AMERICA
WESTERN WASHINGTON

____
By: Brian Smith, Chief Operating Officer

CITY COUNCIL STAFF REPORT

Agenda Date: 1/24/2023

Subject: Parks Board Work Program 2023

Contact Person/Department: Sarah Garceau, Parks Department

Budget Impact:

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:
Approve the Parks and Recreation Planning Board 2023 Work Program

SUMMARY/BACKGROUND:
The Parks and Recreation Planning Board worked with staff from the Parks and Recreation Department to create the Work Program for 2023.The plan includes the categories of Community Outreach, Parks/Project Design, Recreation/Events and Capital Projects Under Construction.

APPLICABLE CITY POLICIES:

ATTACHMENTS:
1. 2023 Work Program Parks Board

PROJECT	DESCRIPTION	SCHEDULE	PROJECT MANAGER
COMMUNITY OUTREACH			
1. **Coordination with other groups**	Coordination with the City Council, School District, Snohomish County and affected community groups on parks & recreation activities.	On-going	Jill / Sarah
2. **Park and Trail Naming**	1. Name “westside trail”. 2. Recommend names for 20th Street Ballfield	1st Quarter	Jill / Park Board
3. **Adopt-A-Community**	Facilitate volunteer assistance with community projects in parks and events with service clubs, scouting groups and other volunteers. • This includes developing a list of projects, schedules and appreciation/recognition for volunteers. • Increase outreach to community businesses to partner on volunteer opportunities.	On-going	Jill / Park Board
4. **Arts & Parks Foundation**	The Park Board elects 2 members from the board to serve on the Arts & Parks Foundation board and provide updates	January 2023 / On-going	Park Board
5. **Volunteering at Events**	The Park Board will have volunteer opportunities at events and festivals	On-going	Park Board

PARK / PROJECT DESIGN			
1. **Eagle Ridge**	Review design and provide feedback. Park amenities to include a parking area, landscaping, interpretive areas, playground and amphitheater. Future/separate phases will include planning the lower portions for mountain bike and hiking trails.	3rd Quarter	Jill / Sarah Parks Board
2. **Centennial Park**	Review 10% design and provide feedback. Park amenities to include a parking area, pump track, climbing wall and picnic areas. Early action is wetland reconnaissance and property acquisition 1st Quarter.	2nd Quarter	Jill / Sarah Parks Board
3. **Cedarwood Community Center**	Solicit community input for long term use of the Cedarwood Community Center leading to architectural design.	1st Quarter	Jill / Sarah Parks Board
RECREATION / EVENTS			
1. **Annual Events**	Develop and work on the coordination of special community events including but not limited to festivals, sporting events and other events.	Quarterly	Jessica / Dawn Park Board
2. **Issue Annual Recreation Request for Proposal (RFP)**	Review and provide feedback for recreation programming to be included in RFP, including process revision for ongoing applications.	1st Quarter	Jessica / Parks Board

Capital Projects Under Construction			
1. **20th Street Ball Fields**	20th Street Ballfields and Phase 1 Powerline Trail to be constructed. Staff will provide regular updates.	2nd Quarter	Jill
2. **Frontier Heights**	Multi-purpose synthetic field, sensory garden, pickleball courts, parking lot and landscaping to be completed. Staff will provide regular updates.	3rd Quarter	Jill
3. **Sunset Park**	Construct retaining wall, dock repairs and site improvements. Staff will provide regular updates.	3rd Quarter	Jill
4. **Cedarwood Community Center**	Feasibility	2nd to 3rd Quarter	Jill

PROCESS			
1. **Code Review** (carryover)	Review and/or make recommendations on proposed municipal code amendments including park impact fees, review of Title 10 Parks and Recreation, recommendations on open spaces, commercial park uses, etc.	1st to 2nd Quarter	Jill / Sarah
2. **Art in the Parks**	Develop evaluation and siting criteria for installation of public art in parks and other public spaces.	On-going	Jill / Sarah Parks Board

2023 Schedule will be every month unless additional meetings are required and requested with advance notice.

- 1st Quarter January through March
- 2nd Quarter April through June
- 3rd Quarter July through September
- 4th Quarter October through December

CITY COUNCIL STAFF REPORT

Agenda Date: 1/24/2023

Subject: Appoint Nancy Joao to the Library Board with a term expiring December 31, 2023

Contact Person/Department: Kelly Chelin, Administration

Budget Impact:

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

SUMMARY/BACKGROUND:

There are currently two vacancies on the Library Board. Staff issued a press release for interested applicants. One application was received from Nancy Joao. An interview was held on January 11, 2023 with Council President Daughtry and Councilmember Ewing, along with the Library Board Chair. The interview committee has recommended, and the Mayor has nominated, the appointment of Nancy Joao to the Library Board for a mid-term vacancy ending December 31, 2023.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

None

CITY COUNCIL STAFF REPORT

Agenda Date: 1/24/2023

Subject: Resolution 2023-01 Accepting Donation From North Cascade Crew

Contact Person/Department: Sarah Garceau, Administration

Budget Impact: The Parks Department has budgeted $21,000 to add an additional low profile dock for non-motorized watercraft at Davies Beach. This donation will allow the dock to be approximately 695 sq ft, instead of 450 sq ft and increase the dock's usability.

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:
Adopt Resolution 2023-01 to accept up to a $15,000 cash donation.

SUMMARY/BACKGROUND:
The Parks Department has been working with North Cascades Crew to add a low profile dock that can be used by non-motorized watercraft, including rowing shells, at Davies Beach.

The current dock has eleven inches (11") of freeboard (the height of the dock above the waterline), whereas the low profile dock will have eight inches (8") of freeboard. The lower dock will allow for rowing shells and all non-motorized watercraft to safely access the lake.

The North Cascades Crew has generously offered to donate up to fifteen ($15,000) to contribute to the purchase of a larger dock than the Parks Department had budgeted for. The new dock will be ten feet wide by sixty-nine and a half feet long (10' x 69.5') and will be installed parallel to the south dock. The dock installation could occur anytime in the next two to six weeks; the project timeline is dependent on the permitting process and shipping time for the dock.

APPLICABLE CITY POLICIES:

Lake Stevens Ordinance 948.

Municipial Code 3.60.040 (b) All monetary and nonmonetary donations with a current value of up to $5,000 may be approved and accepted for the City by the City Administrator. All donations with a value greater than $5,000 must be accepted by resolution of the City Council. The City Administrator shall estimate the value of any non-monetary donation not supported by an appraisal, for the purpose of compliance with this section.

ATTACHMENTS:

1. 2023-01 Accepting Donation - North Cascade Crew

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

RESOLUTION NO. 2023-01

A RESOLUTION OF THE CITY OF LAKE STEVENS, WASHINGTON ACCEPTING A CASH DONATION FROM NORTH CASCADE CREW

WHEREAS, RCW 35.21.100 and RCW 35A.11.010 allow cities to accept donated money or property by Ordinance; and

WHEREAS, Lake Stevens Ordinance 948 allows acceptance of donations of value greater than $5,000 by City Council Resolution; and

WHEREAS, North Cascade Crew has made a generous donation of up to fifteen thousand dollars ($15,000.00) to contribute to the purchase of a low profile floating dock intended for non-motorized watercraft at Davies Beach; and

WHEREAS, the City is willing to fulfill the conditions expressed above in exchange for the donation.

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

Section 1. <u>Acceptance of Donation</u>. The Lake Stevens City Council accepts the generous donation of up to fifteen thousand dollars ($15,000.00), provided by North Cascade Crew and agrees to the specific use of contributing to the purchase of a low profile floating dock for Davies Beach.

PASSED by the City Council of the City of Lake Stevens and APPROVED by the Mayor this -_____ day of ________________2023.

____
Brett Gailey, Mayor

ATTEST:

____
Kelly Chelin, City Clerk

CITY COUNCIL STAFF REPORT

Agenda Date: 1/24/2023

Subject: Ordinance 1155 Amending 2023 Budget Ordinance 1150, Concerning the Salary Schedule for Exempt Employees

Contact Person/Department: Barb Stevens, Finance

Budget Impact: N/A - Updates the exempt employee salary range table as part of the 2023 Budget.

Legal Review: Yes

RECOMMENDATION(S)/ACTION REQUESTED:
APPROVE: Ordinance 1155, amending the 2023 budget Ordinance No. 1150, correcting the Exempt employee salary range table.

SUMMARY/BACKGROUND:
The City Council approved Ordinance no. 1150 adopting the 2023 budget on November 22, 2022. Included as part of the adopted budget, the Council approved the salary range table as an attachment to the ordinance.

On December 6, 2022, the Council approved Ordinance No. 1154 correcting errors in the Non-exempt employee salary ranges, discovered through post-budget implementation processes. No changes were made to the exempt employee salary ranges at that time.

The approved salary range table for exempt employees begins at Grade 49, as all positions classified as exempt were at or above this range.

Newly created positions are evaluated using the Department of Labor's duties test to determine if they meet the criteria for exempt classification under the Fair Labor Standards Act. Based on the job duties and comparable salaries for new positions created in the 2023 budget, at least one position will be classified as exempt, yet the wage will be lower than grade 49. As such, an expansion of the ranges is needed.

Standard increments between steps and grades were previously set. Each grade is separated by 2.5% and each step by 4%. The expanded ranges follow this practice.

This ordinance amends the 2023 Budget Ordinance No. 1150, to correct the salary range table only and does not have a monetary effect on the budgeted fund balances. This will not change any other aspects of the 2023 adopted budget, and will allow for accurate posting of new job descriptions.

APPLICABLE CITY POLICIES:
RCW 35A.33.105 Adjustment of wages, permissable budget notwithstanding.

ATTACHMENTS:
1. Ord 1155 - Amending 1150

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON
ORDINANCE NO. 1155

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, CONCERNING THE SALARY SCHEDULE FOR EXEMPT EMPLOYEES; AMENDING THE 2023 BUDGET ORDINANCE NO. **1150**; PROVIDING FOR SUMMARY PUBLICATION BY ORDINANCE TITLE, AND FOR AN EFFECTIVE DATE.

WHEREAS, the City of Lake Stevens adopted the 2023 budget pursuant to Ordinance No. 1150; and

WHEREAS, the exempt salary range table approved as part of the 2023 budget ordinance No. 1150, started at Grade 49; and

WHEREAS, the sole purpose of this amending ordinance is for the approval to expand the exempt employee salary range table to include additional Grades 40 - 48.

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

SECTION 1. The 2023 budget, as adopted in Ordinance No. 1150, is hereby amended to correct the exempt employee salary range table as follows:

2023 SALARY RANGES EXEMPT - Expanded							
Grade	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**	**Step 6**	**Step 7**
40	$77,523	$80,624	$83,849	$87,203	$90,691	$94,319	$98,091
41	$79,461	$82,640	$85,945	$89,383	$92,958	$96,677	$100,544
42	$81,448	$84,706	$88,094	$91,617	$95,282	$99,093	$103,057
43	$83,484	$86,823	$90,296	$93,908	$97,664	$101,571	$105,634
44	$85,571	$88,994	$92,553	$96,256	$100,106	$104,110	$108,274
45	$87,710	$91,219	$94,867	$98,662	$102,608	$106,713	$110,981
46	$89,903	$93,499	$97,239	$101,129	$105,174	$109,381	$113,756
47	$92,150	$95,837	$99,670	$103,657	$107,803	$112,115	$116,600
48	$94,454	$98,232	$102,162	$106,248	$110,498	$114,918	$119,515
49	$96,816	$100,688	$104,716	$108,904	$113,261	$117,791	$122,503
50	$99,299	$103,271	$107,402	$111,698	$116,166	$120,813	$125,645
51	$101,780	$105,851	$110,085	$114,489	$119,068	$123,831	$128,784
52	$104,325	$108,498	$112,837	$117,351	$122,045	$126,927	$132,004
53	$106,932	$111,210	$115,658	$120,284	$125,096	$130,100	$135,304
54	$109,605	$113,989	$118,549	$123,290	$128,222	$133,351	$138,685
55	$112,345	$116,839	$121,513	$126,373	$131,428	$136,685	$142,153
56	$115,156	$119,762	$124,552	$129,534	$134,716	$140,104	$145,709

57	$118,033	$122,754	$127,664	$132,771	$138,082	$143,605	$149,349
58	$120,985	$125,825	$130,858	$136,092	$141,536	$147,197	$153,085
59	$124,010	$128,970	$134,129	$139,494	$145,074	$150,877	$156,912
60	$127,111	$132,196	$137,484	$142,983	$148,702	$154,650	$160,836
61	$130,288	$135,500	$140,920	$146,556	$152,419	$158,515	$164,856
62	$133,545	$138,887	$144,443	$150,221	$156,229	$162,479	$168,978
63	$136,883	$142,359	$148,053	$153,975	$160,134	$166,539	$173,201
64	$140,306	$145,919	$151,755	$157,825	$164,139	$170,704	$177,532
65	$143,816	$149,569	$155,551	$161,773	$168,244	$174,974	$181,973
66	$147,412	$153,308	$159,441	$165,818	$172,451	$179,349	$186,523
67	$151,095	$157,138	$163,424	$169,961	$176,759	$183,830	$191,183
68	$154,872	$161,067	$167,510	$174,210	$181,179	$188,426	$195,963
69	$158,745	$165,095	$171,699	$178,567	$185,709	$193,138	$200,863
70	$162,714	$169,223	$175,991	$183,031	$190,352	$197,966	$205,885
71	$166,783	$173,454	$180,392	$187,608	$195,112	$202,917	$211,034
72	$170,953	$177,791	$184,903	$192,299	$199,991	$207,990	$216,310
80				$232,137			

Amounts are rounded to the nearest whole dollar.

SECTION 2. Except as set forth above, all other provisions of Ordinance 1150 shall remain in full force, unchanged.

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

PASSED by the City Council of the City of Lake Stevens this 24th day of January, 2023.

____
Brett Gailey, Mayor

ATTEST/AUTHENTICATION:

____
Kelly Chelin, City Clerk

Presented: January 24, 2023

APPROVED AS TO FORM:

____
Greg Rubstello, City Attorney

Published:
Effective:

CITY COUNCIL STAFF REPORT

Agenda Date: 1/24/2023

Subject: ILA with SCD for Surface Water Outreach, 2023 Scope of Work Addendum

Contact Person/Department: Shannon Farrant, Public Works

Budget Impact: $22,000

Legal Review: N O

RECOMMENDATION(S)/ACTION REQUESTED:

Motion to authorize the Mayor to issue an Addendum to the existing Interlocal Agreement (ILA) with the Snohomish Conservation District (SCD), as described in the attached **Appendix 2023-1**, for the dollar amount not to exceed $22,000 for services in the year 2023, in order to provide continued support for public outreach of NPDES requirements, surface water, stormwater, and water quality issues as well as the "I Love Lake" program.

SUMMARY/BACKGROUND:

The City renewed an ILA with the Snohomish Conservation District (SCD) in 2022 which continued the 10 year partnership with SCD to support development of the Surface Water Program to meet the requirements of the NPDES stormwater permit.

Part of the 2022 City Council decision was for the Surface Water Program to annually review staff and resource capacity for conducting the public outreach and involvement requirement, with overall goal to develop and implement a public outreach, engagement, and education program in-house. This workload has been evaluated with other staff, department, and city priorities for Surface Water in 2023. We determined it is in the City's best interest to partner with SCD to implement the education and public participation portion of the Surface Water Program this year. The Surface Water team, in coordination with the Public Works Department, is working on preparing a three-year strategic plan that outlines current and future programs and projects. The plan will evaluate the partnership with SCD and the NPDES programmatic requirements to make recommendation on developing capacity for these tasks within the Public Works Department or continue the partnership with SCD.

The proposed scope of services focuses on three areas. The first is Green Stormwater Infrastructure. This is a term used to describe efficient, semi-natural systems which provide an interface between built areas and the conveyance to natural systems. The City and SCD will be focusing on stormwater detention ponds. Detention ponds have been a common theme over the past two years, each year building on the information from the previous year. This year we will be focusing on detention pond maintenance and utilizing SCD staff capacity and technical expertise to engage with HOAs or private homeowners to address the maintenance needs of detention ponds around the city. Over the past two years, city staff have observed the benefits of SCD working with homeowners regarding detention pond maintenance versus homeowners working with city staff. SCD is perceived as technical assistance where city staff are typically perceived as regulatory authority. Privately owned and operated detention pond maintenance is an important component of NPDES permit compliance and overall water quality in the city, and the partnership built with SCD has been valuable.

The second area of focus is the I Love Lake program. This is a continuation of a comprehensive campaign with SCD that has been on-going for several years. This campaign includes rain barrel painting, webinars on a variety of topics (such as native landscaping and living with beavers), and the Lawns to Lettuce campaign for home gardens that provide benefits while reducing stormwater runoff. Over the years of implementing various activities under the I Love Lake campaign, we have learned which aspects of the program are most effective. This year SCD and city staff are proposing to combine all the activities, including rain barrel painting and the Cascade Award, at a one-day celebration. This family-oriented fun day is titled I Love Lake Day (formerly "State of the Lake") and it will be held at Lundeen Park on August 19, 2023.

The third area of focus is Youth Education. This traditionally has consisted of SCD holding or attending special events at community schools and providing interaction with the youth in engaging ways that benefits their understanding of the built and natural world we live in, and how rainwater moves through that system and impacts water quality and quantity. Youth education helps to develop environmental stewards of our community. This year, Surface Water Program staff will be more involved with the youth education efforts implemented by SCD to gain experience, develop skills, and tailor the program to integrate city specific aspects of water quality and stormwater management. This is also an excellent way to reinforce the City's partnership with the Lake Stevens School District.

APPLICABLE CITY POLICIES: Interlocal Agreement with Snohomish Conservation District

ATTACHMENT: **Appendix 2023-1**, City of Lake Stevens 2023 Scope of Work (An addendum to the 2022 Snohomish Conservation District Interlocal Agreement)

Appendix 2023-1
City of Lake Stevens
2023 Scope of Work

Task	Description	City of Lake Stevens Cost
Administration	Project administration. Includes meetings with the city, grant reporting, billing, and project management. SCD, with its base rate funding, will cover any additional time to support and document the work stated below.	$1,200
Technical Assistance – Green Stormwater Infrastructure	Green Stormwater Infrastructure is a term used to describe nature-based management practices used to capture and treat urban stormwater runoff. SCD will, per its rate, provide technical assistance and site visits to Lake Stevens residents. To support the city's NPDES permit, this task will focus on addressing private stormwater infrastructure, such as detention ponds and maintenance standards. The intent of this task is to provide technical assistance, recommendations, and training to residential private stormwater facility homeowners to achieve maintenance standards and ultimately improving the facility's stormwater detention ability and improving water quality. These ponds can have other ecological benefits, such as habitat for birds and amphibians, therefore, this technical assistance program can help achieve a balance between stormwater management and other ecological benefits. A solicitation to HOAs managing stormwater ponds will be issued to invite participants, with up to 3 active HOAs selected for training from the applicants. A scoring system and eligibility requirements will ensure equitable and appropriate selection. SCD will work with HOA leadership to host an on-site detention pond work party for residents. The work party will include maintenance support with SCD’s Community Conservation Crew and a management plan by an Engineer. Additional resources will be provided by SCD’s Education and Outreach Team. Recruitment of HOAs and their residents for involvement in this program will be the responsibility of both the city and SCD.	$11,800

	The 'I Love Lake' Campaign began as a partnership between SCD and the City of Lake Stevens to improve the water quality of Lake Stevens. This task is intended to build general awareness about methods to address and reduce impacts from stormwater runoff on urban landscapes. The goal of this program is to promote behavior change regarding stormwater issues and highlight the impacts of certain practices to water quality. This program also yields an opportunity that encourages community engagement in addressing the impacts from stormwater runoff. More details about the I Love Lake campaign can be found at www.ilovelake.org.	
Community Outreach and Behavior Change – I Love Lake Campaign	Through its rate funding, SCD will continue to provide water quality, native plant, and stormwater education to Lake Stevens residents. Through the city funding, SCD will coordinate, promote, and execute the city's I Love Lake Day (formerly known as the State of the Lake event). This celebration, scheduled for August 19 at Lundeen Park, educates participates about ways to be lake-friendly, and will include the following activities in 2023: 1. **Cascade Award**. This lake-friendly gardening award was established in 2018 and recognizes residents who meet lake-friendly criteria in three categories - lakefront, forested land, and suburb.. SCD will manage the promotion and nomination process for the Cascade Award. 2. **Rain barrel sale and painting event**. The rain barrel sale and painting event provides a chance for residents to manage their stormwater runoff. Twelve rain barrels will be available. Participants will preorder and purchase their barrels from SCD, and then the district will prepare the rain barrels - fully built, sanded, and primed - for family or friend groups to paint on site during the I Love Lake Day. All painting supplies will be provided by SCD. Education about how to install rain barrels, and how they can help slow water, and filter stormwater, will be presented to attendees. 3. **Youth education stormwater activities**. The youth education stormwater activities will include multiple family-friendly activities for youth to learn about the impact they can have on water quality. The activities will be prepared by SCD and staffed jointly between City and SCD. A few examples of this include a watershed model for students to study how water moves through a neighborhood, water quality testing, and soil filtration experiments. 4. **Community resources**. There will be multiple information booths with resources and giveaways about water quality, Lawns to Lettuce, fish, and city infrastructure initiatives. The city will be detailing a variety of Surface Water projects going on around the lake. Additionally, SCD will maintain the IloveLake.org webpage and social media accounts to highlight Lake Stevens projects, education, and opportunities for engagement.	$7,000

Youth Education	Stormwater focused education for youth. Examples include classroom lessons (in-person, virtual, or asynchronous), high school education and mentoring for Envirothon, field trips and outdoor environmental education, conservation centered art contest, service learning projects, hands-on science kit distribution, etc. See addendum for price list by activity. As schools, and COVID-19 protocols allow, we will aim to achieve 50% of this task through grouped classrooms lessons since they are the most effective way to impact the understanding and action driven outcomes for youth. SCD will continue to use its base rate funding to improve and create new lessons to engage students with Next Generation Science Standards (NGSS). SCD will provide opportunity for city staff to attend and participate in these education events, in part to promote the partnership between the city and the school district.	$2,000
25% Overhead is applied to the staff time within each task, included in the costs listed above.		
In addition to supporting the tasks outlined above, SCD will continue to utilize its base rate funding to provide technical assistance, site visits, and community engagement and outreach to Lake Stevens residents. If unanticipated costs are anticipated, an extension or modification of this contract to cover additional work would be sought and approved by the City of Lake Stevens, before said work is to proceed.		
Total Not to Exceed Cost		**$22,000**

Agreement Signatures

By their signatures, below, each person signing on behalf of a party represents that they are fully authorized to sign for and on behalf of the named party.

CITY OF LAKE STEVENS	**SNOHOMISH CONSERVATION DISTRICT**
	Mark Craven
Signature	**Signature**
	Mark Craven
Name (printed)	**Name (printed)**
	Chair
Title	**Title**
	1-19-23
Date	**Date**

CITY COUNCIL STAFF REPORT

Agenda Date: 1/24/2023

Subject: 2023 Work Plan for Capital Projects and Transportation Benefit District

Contact Person/Department: Kim Klinkers, Public Works

Budget Impact: Budget impacts have not been determined at this time.

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

No action required. Be prepared to contemplate options for project delivery in terms of resources, budget, risk and project quality.

SUMMARY/BACKGROUND:

An ambitious capital project plan was developed for 2023-28 under the assumption that the budget would constrain project delivery. Fortunately, the city was able to fund 39 capital projects beginning in 2023 with the adoption of Ordinance No. 1150, resulting in a constraint of resources/staff affecting project delivery. Exacerbating this resource constraint, voters supported the Transportation Benefit District funding in the November General Election, funding several additional transportation projects.

This presentation will detail the number of projects, staff resources required to deliver projects and alternatives to ameliorate the issue, including a refined project list with consideration of constraints or reprioritization.

APPLICABLE CITY POLICIES:

2023 Budget and Capital Improvement Plan

ATTACHMENTS:

None