

CITY COUNCIL MEETING AGENDA



City of Lake Stevens Vision Statement

We are a thriving community that promotes a vibrant economy, preserves natural beauty, and supports an exceptional quality of life for all.

September 13, 2024 - 8:30 AM
The Port of Everett, Blue Heron Room
1205 Craftsman Way, Everett, Washington 98201
(In person only - no zoom option)

- 1. 8:30 a.m. Coffee/Light Breakfast**
- 2. 9:00 a.m. Retreat Begins**
- 3. Executive Session - Confidential Session per RCW 42.30.110**
 - A. Potential Litigation. Action to follow.
- 4. Discussion Items**
 - A. Traffic Safety Camera Program Overview
Gene Brazel,
Kim Klinkers
 - B. New City Hall/Court
Russ Wright
 - C. Strategic Staffing Update
Anya Warrington
- 5. 12:00 - Lunch**
- 6. Discussion Items**
 - A. 2025 Budget/Capital
Barb Stevens,
Kim Klinkers,
Brett Gailey
 - B. Parks 5 Year Plan
Sarah Garceau
- 7. 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.

CITY COUNCIL STAFF REPORT



Agenda Date: 9/13/2024

Subject: Traffic Safety Camera Program Overview

Contact Person/Department: Gene Brazel, Kim Klinkers, Administration

Budget Impact: Estimated program revenues and expenditures are included in the attached PowerPoint presentation but may vary depending on the number of traffic cameras and site locations, among several other factors.

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

The attached PowerPoint presentation will be reviewed with the City Council to overview background information and options to consider for a potential Traffic Safety Camera Program.

SUMMARY/BACKGROUND:

RCW 46.63.170 permits cities to use automated traffic safety cameras to detect stoplight violations, railroad grade crossing violations, and speed violations in certain locations. Effective June 6, 2024, ESHB 2384 replaced RCW 46.63.170 adding additional requirements for automated traffic safety cameras.

The city may, after conducting an analysis of the proposed locations, place automated traffic safety cameras at the following locations:

- Intersections (to detect redlight violations)
- Railroad Grade Crossing (to detect railroad grade violations)
- Certain Speed Zones (to detect speeding violations)
 - Hospitals
 - Public Parks
 - Schools

- School Walk Zones
- Roadway Work Zones
- State Highways Classified as City Streets

Additionally, jurisdictions may authorize the use of one additional automated traffic safety camera per 10,000 population to detect speed violations in locations deemed by the city as having higher crash risk due to excessive vehicle speeds.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. Traffic Safety Camera Program



One Community Around The Lake

Traffic Safety Camera Program

GENE BRAZEL, CITY ADMINISTRATOR

KIM KLINKERS, CITY ENGINEER

SEPTEMBER 13, 2024



Heidi Traverso

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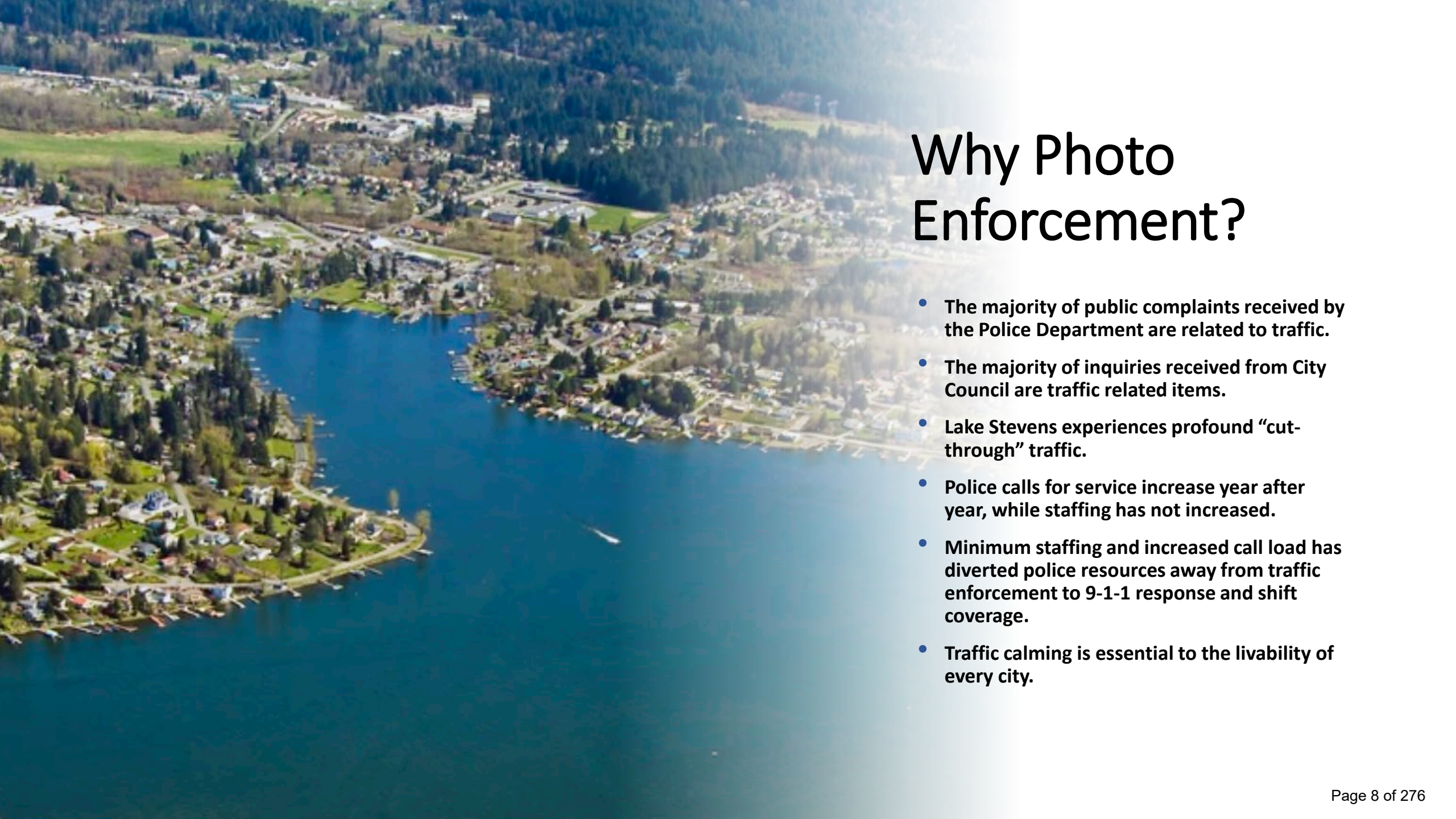


Overview

- Introduction
- House Bill 2384
- Park Zone Speed Study
- Traffic Safety Improvements
- Revenue and Expenditure Projections
- In Progress and Future Tasks
- Other Considerations
- Open Discussion and Questions

*Speeding is a dangerous
'new normal' on U.S. roads,
IIHS says September 13,
2022*

- In 2020, traffic related fatalities rose over 7% and in 2021, fatalities rose another 5%.
- With higher demands for police services and a notable decrease in available personnel, these communities are left with few resources to address and change dangerous driver behaviors.
- Traditional enforcement, which relies on police officers to measure speed with radar or other technology, has been joined recently by speed cameras.
- ***Speed cameras have been shown to reduce speeds and crashes.***

An aerial photograph showing a coastal town with a large, deep blue lake in the foreground. The town is built on a peninsula and along the shoreline, with numerous houses, buildings, and parking lots. The background features a dense forest of evergreen trees on a hillside. The sky is clear and blue.

Why Photo Enforcement?

- The majority of public complaints received by the Police Department are related to traffic.
- The majority of inquiries received from City Council are traffic related items.
- Lake Stevens experiences profound “cut-through” traffic.
- Police calls for service increase year after year, while staffing has not increased.
- Minimum staffing and increased call load has diverted police resources away from traffic enforcement to 9-1-1 response and shift coverage.
- Traffic calming is essential to the livability of every city.

AUTOMATED SAFETY CAMERAS

RCW 46.63.170

- **House Bill 2384** changes to **photo enforcement, revenue, equity, State share. School Zone, Red light, Railroad.**
- **New speed zones** – School Walk Area, Hospitals, Parks
- Registered owners of vehicles who receive notices of infraction for traffic camera-enforced infractions and are recipients of **state public assistance** other than Medicaid are **eligible for 50% fine reduction.**
- **Shall provide a hearing** for contested violations. Due process.
- **Fines are civil**, like parking violations, and do not affect driving record, insurance, or credit.
- **Revenue designated to Traffic safety activities** related to construction and preservation projects and related to maintenance and operations, and for the costs to administer, install, operate, and maintain traffic cameras, including costs associated with the processing of infractions.

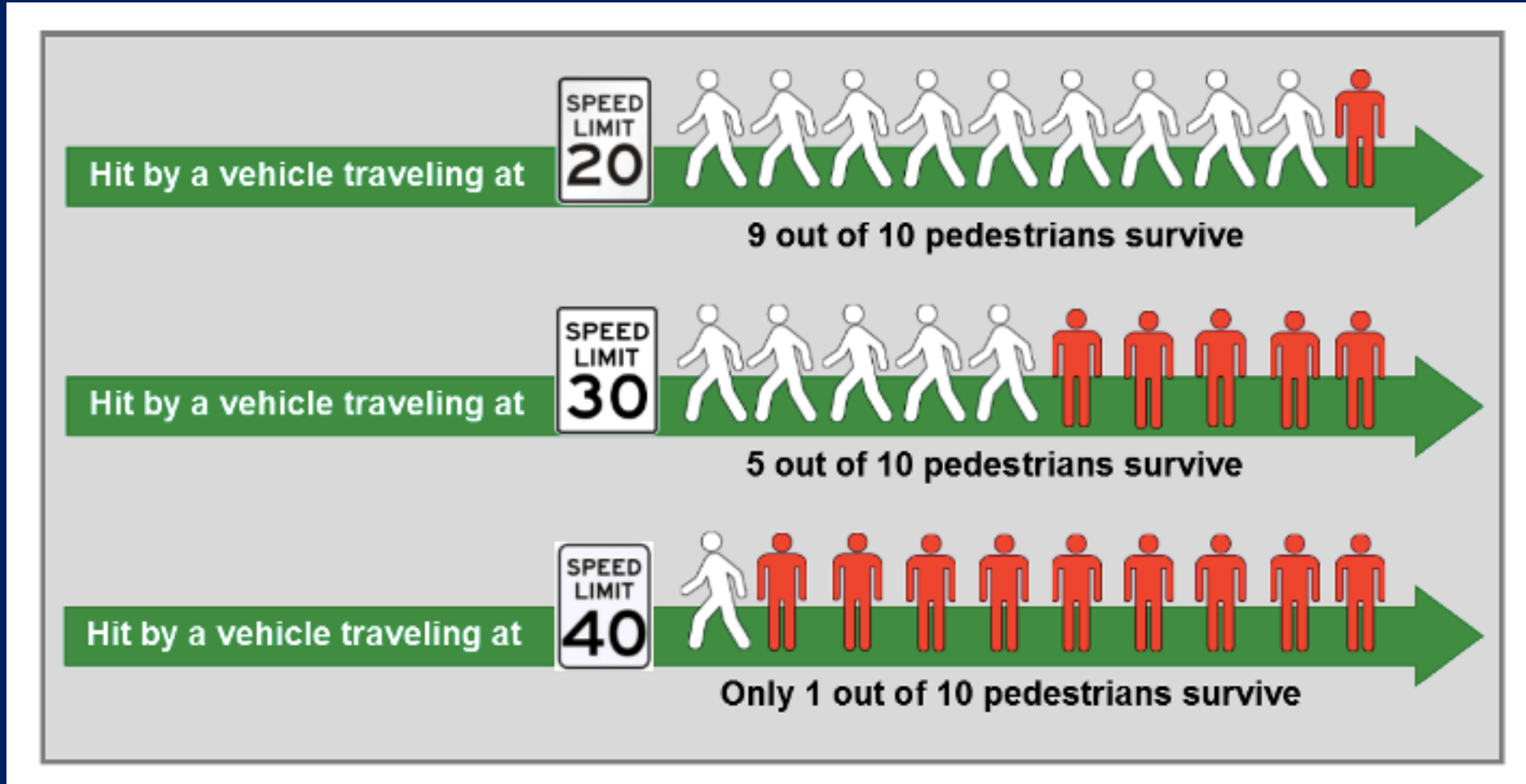


Municipalities with Automated NG Enforcement Systems

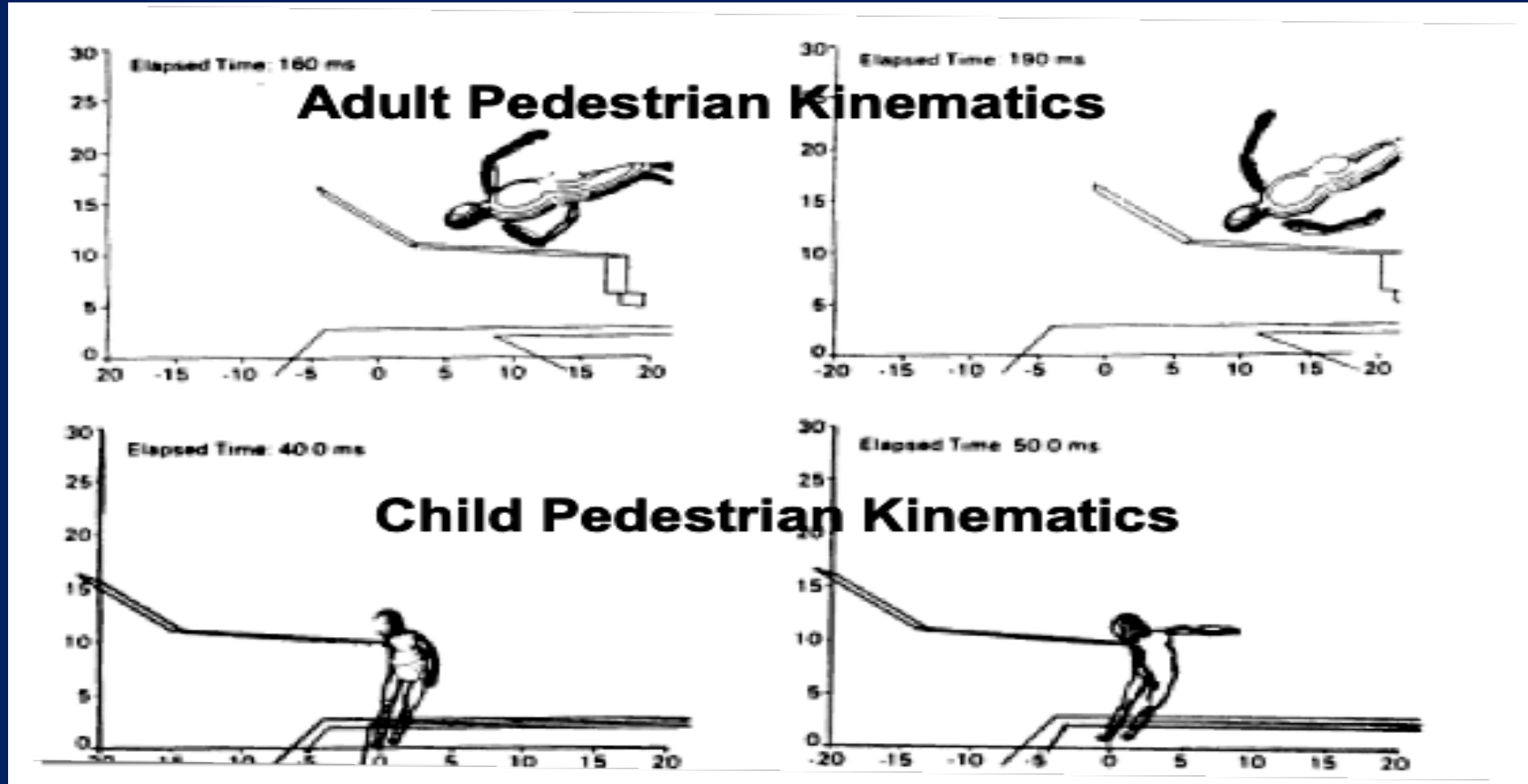
- **Fife** – Pop. 10K
-4 School Zone, 8 Red Light Systems
- **Dupont** – Pop. 10K
-2 School Zone, 5 Red Light Systems
- **Tukwila** – Pop. 22K
-2 (6) School Zone, (2) Park Zone, Red Light
- **Tacoma** – Pop. 225K
-4 School Zone, 9 Red Light, 1 Speed
- **Milton** – Pop. 8.5K
-(2) School Zone, 1 Park one Zone, (5) Red Light
- **Everett** – Pop. 110K
-(2) School Zone, (7) Red Light
- **Mukilteo** – Pop. 22K
-(2) School Zone, (2) Park Zone



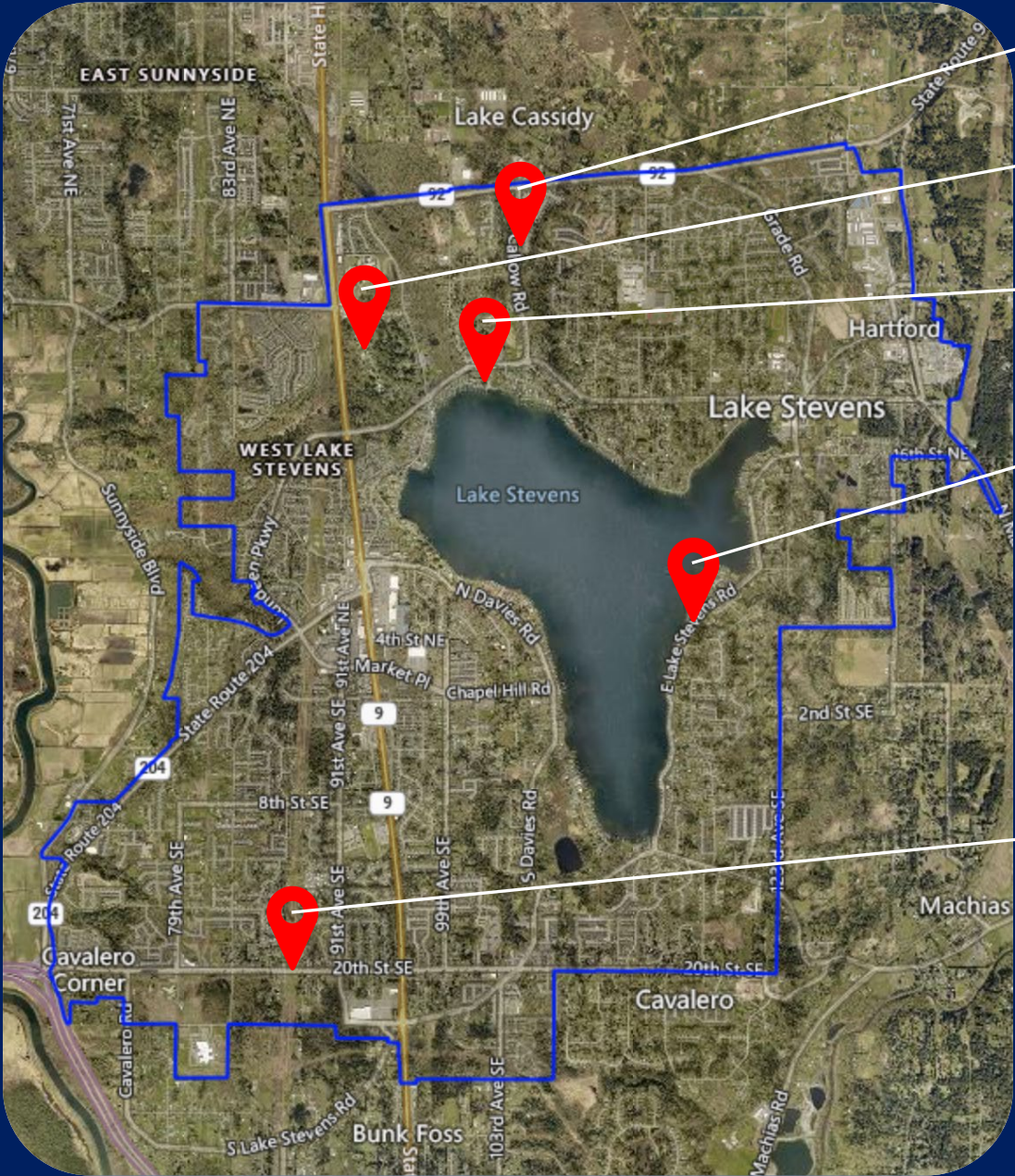
Pedestrian Fatality Chart



Increased Injury Severity for Children



Park Zone
Speed Study
Locations



Timbers Community Park

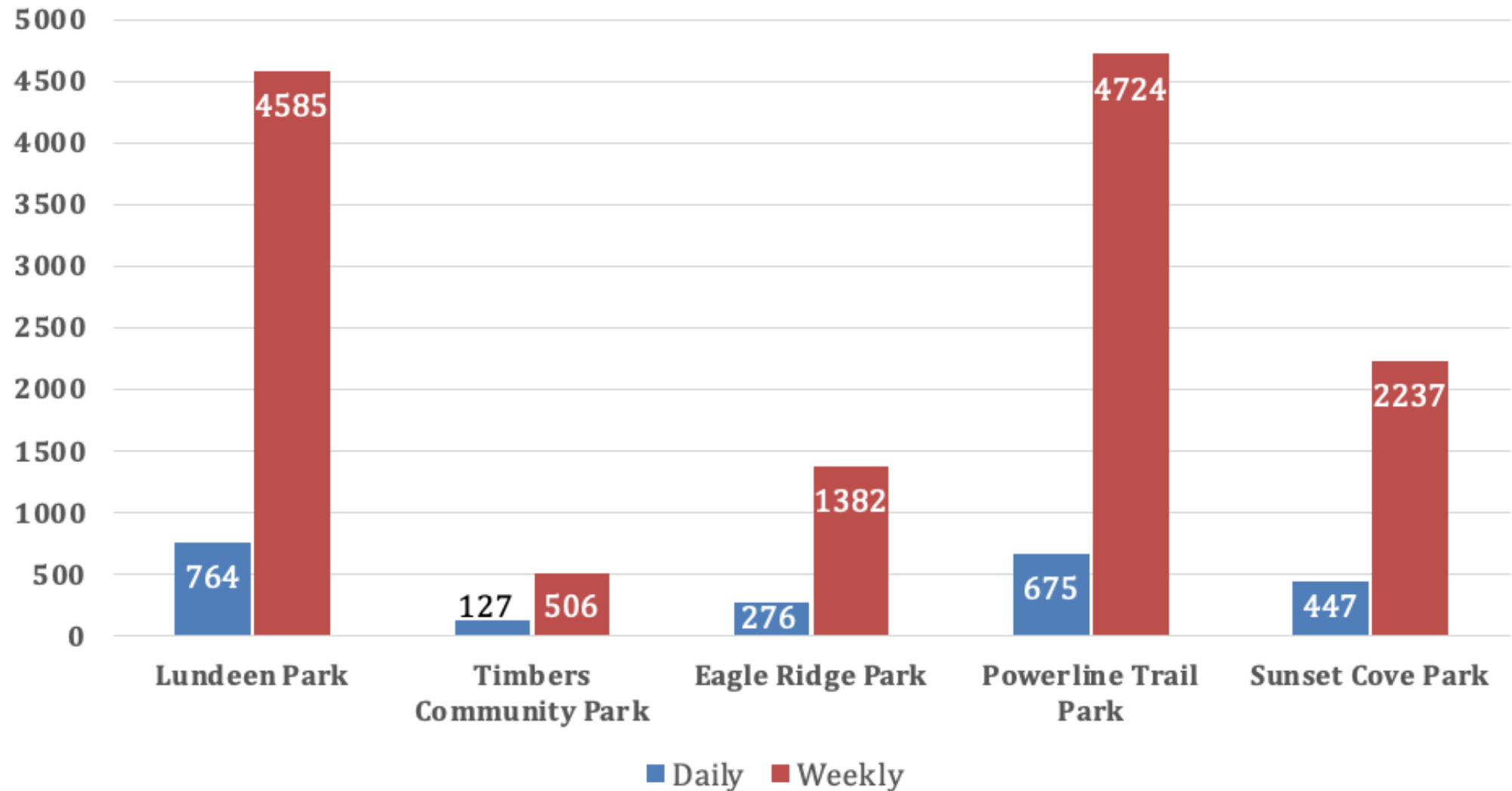
Eagle Ridge Park

Lundeen Park

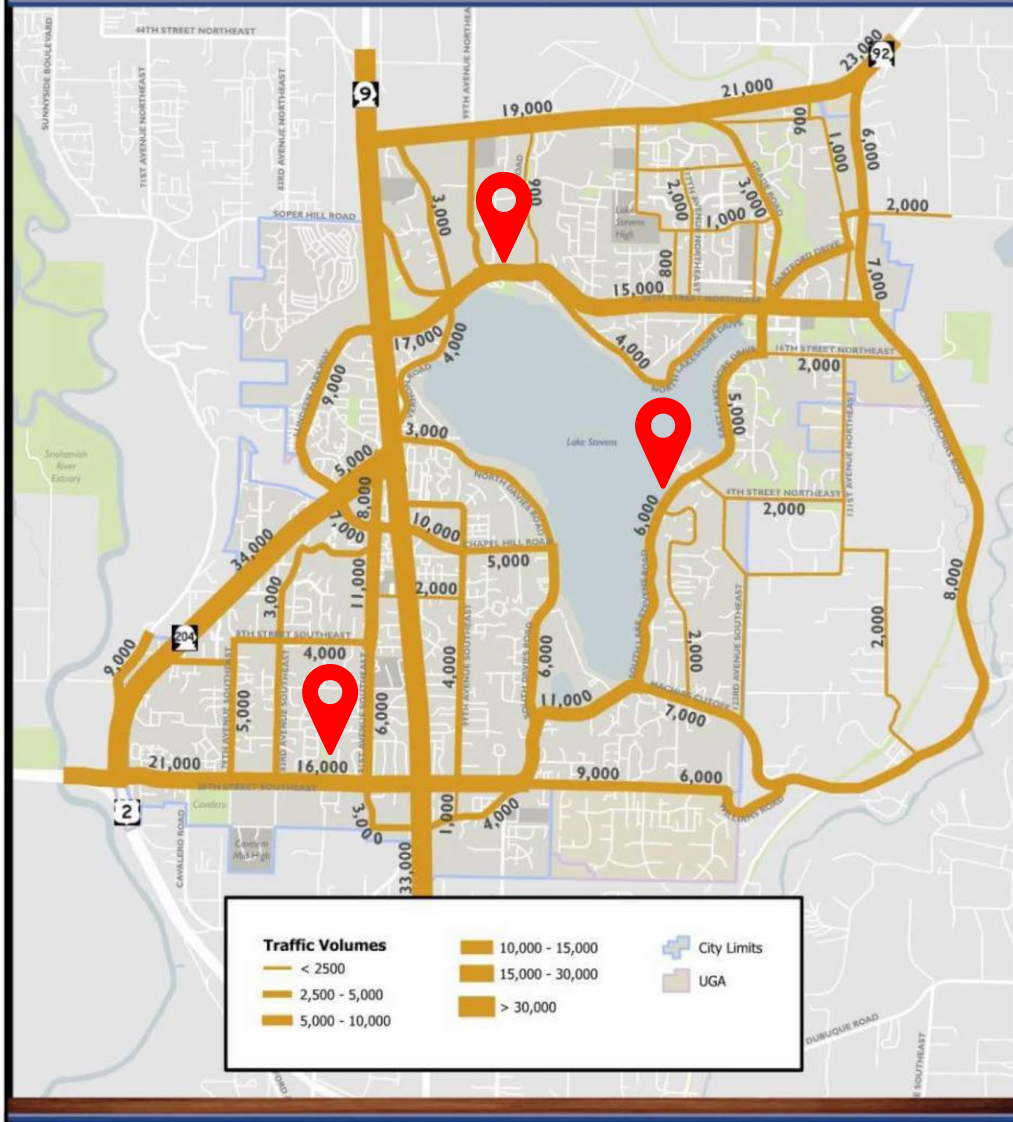
Sunset Park

West Lake Park
Bayview Trail

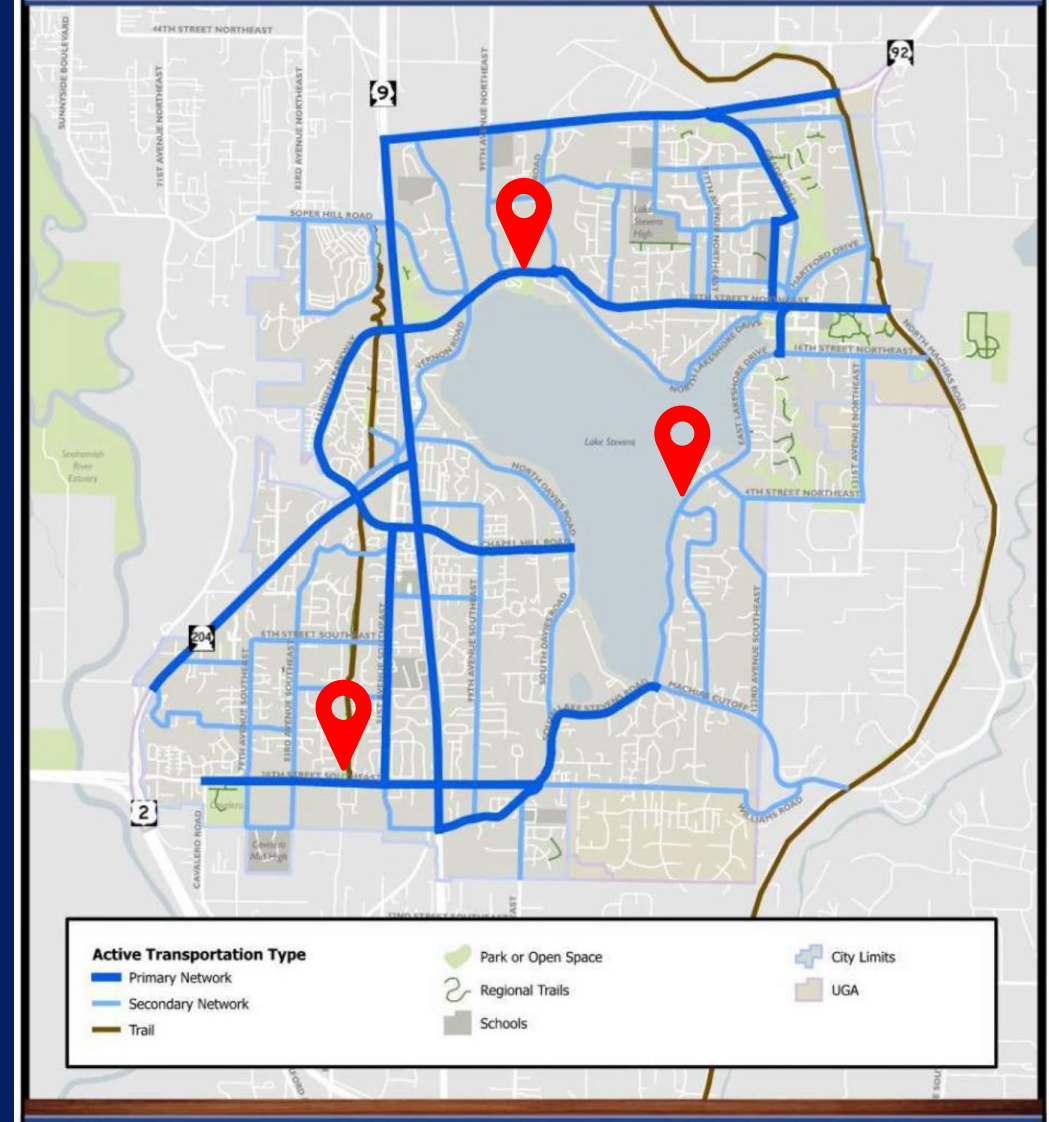
Average Daily & Weekly Violations



Existing Average Daily Traffic Volumes



Future Active Transportation Network



Lundeen Park



**SPEED
LIMIT
25**

Lundeen Park						
Posted Speed Limit - 25						
Date	Day of the Week	Direction of Travel	Total Volume	36 MPH	46+ MPH	TOTAL
07/17/23	Monday 8AM – 10PM	EB	5036	572	12	728
		WB	3358	144	0	
			716	12		
07/18/23	Tuesday 8AM – 10PM	EB	5646	602	9	769
		WB	3428	154	4	
			756	13		
07/19/23	Wednesday 8AM – 10PM	EB	6025	684	11	835
		WB	3438	136	4	
			820	15		
07/20/23	Thursday 8AM – 10PM	EB	5682	636	10	786
		WB	3566	138	2	
			774	12		
07/21/23	Friday 8AM – 10PM	EB	5871	744	15	944
		WB	3800	185	0	
			929	15		
07/22/23	Saturday 8AM – 10PM	EB	3996	427	4	523
		WB	2925	91	1	
			518	5		
TOTAL (WEEKLY)						4585

West Lake Park



Power Line Trail Park						
Posted Speed Limit - 35						
Date	Day of the Week	Direction of Travel	Total Volume	36 MPH	46+ MPH	TOTAL
08/04/23	Friday 8AM – 10PM	EB	5789	679	28	707
08/05/23	Saturday 8AM – 10PM	EB	4838	579	15	594
08/06/23	Sunday 8AM – 10PM	EB	4536	628	29	657
08/07/23	Monday 8AM – 10PM	EB	5642	698	24	722
08/08/23	Tuesday 8AM – 10PM	EB	5733	712	26	738
08/09/23	Wednesday 8AM – 10PM	EB	5534	554	27	581
08/10/23	Thursday 8AM – 10PM	EB	5538	694	31	725
TOTAL (WEEKLY)						4724

Sunset Park



Sunset Cove Park						
Posted Speed Limit - 25						
Date	Day of the Week	Direction of Travel	Total Volume	36 MPH	46+ MPH	TOTAL
08/12/23	Saturday 10:34AM – 9PM	SB	1655	198	4	414
		NB	1618	207	5	
				405	9	
08/13/23	Sunday 6AM – 9PM	SB	1767	228	1	465
		NB	1654	226	10	
				454	11	
08/14/23	Monday 6AM – 9PM	SB	2184	257	5	464
		NB	1996	197	5	
				454	10	
08/15/23	Tuesday 6AM – 9PM	SB	2240	249	6	484
		NB	1978	225	4	
				474	10	
08/16/23	Wednesday 6AM – 9PM	SB	2202	238	4	410
		NB	2038	159	9	
				397	13	
TOTAL (WEEKLY)						2237



Local Road Safety Plan

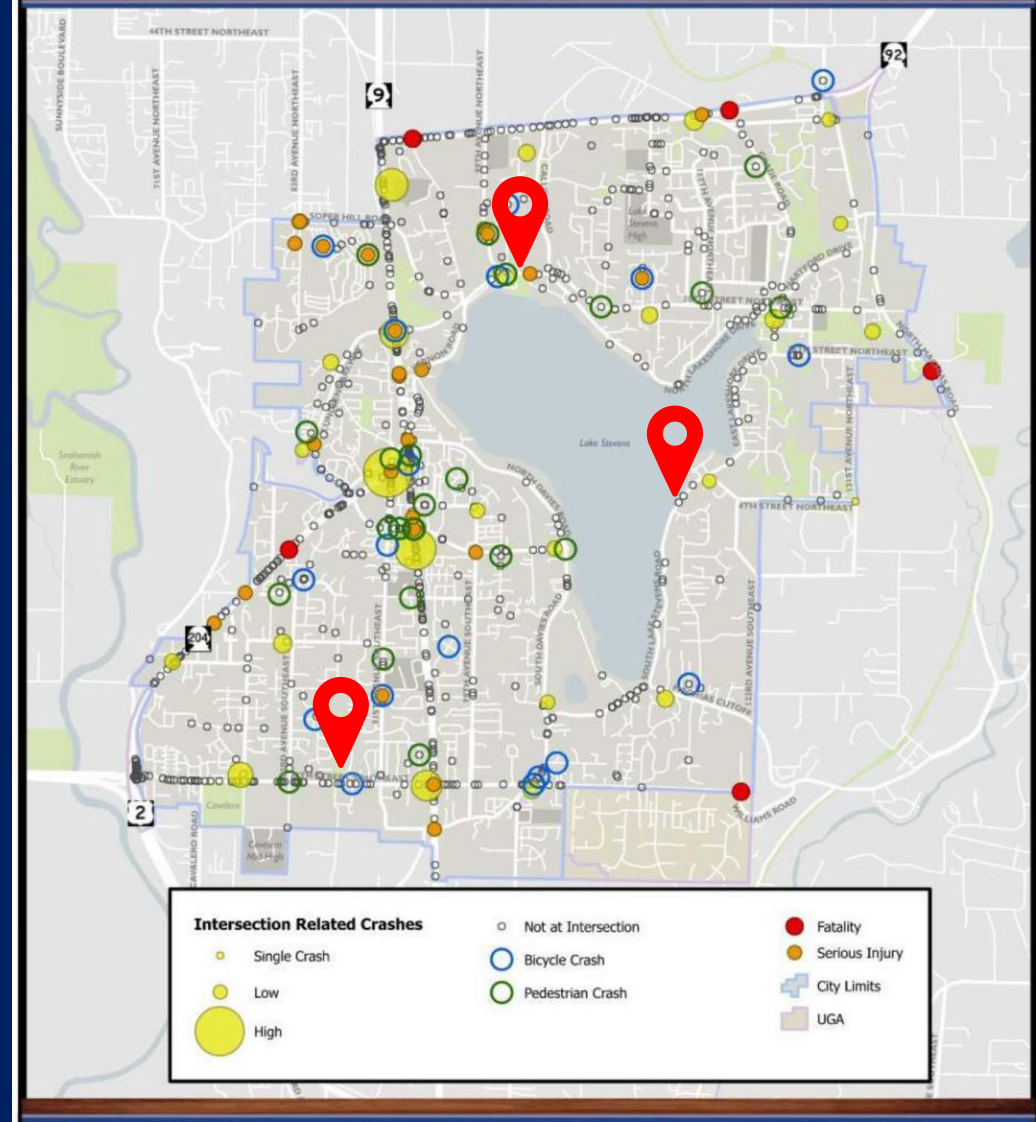
Lake Stevens, Washington

2022

Prepared for City of Lake Stevens
Prepared by Transpo Group

transpogroup **7**
WHAT TRANSPORTATION CAN BE.

Collision History (2018 - 2022)



Crash Risk Factors



1 Lane
Departure



2 Horizontal Curves
and Vertical Grades



3 Speed/
Inattention



4 Pedestrian-
Involved Crashes



5 Angled Crashes at
Intersections

Countermeasures



High Visibility Striping



**Separated Pedestrian
Facilities**



Speed Reduction

Traffic Safety Improvements

All Way Stop Intersection Improvements



Traffic Calming Program



Multiuse Path Program



Revenue and Expenditure Projections

PARK CAMERA SYSTEM		Park systems
Approaches		5
Total Daily Violations		1,886
After initial reduction - PR. Media, 30 days of warnings	70%	566
Reduction after 1 year	70%	170
After Officer Review	5%	161
Estimated paid per day	50%	81
Estimated paid per Month	30 days	4,838
Estimated paid per year	365 days	29,429
Fine amount	\$145	
Total per year		\$ 4,267,158
Fine amount	\$124	
Total per year		\$ 3,649,155

Fine Amount @ \$145		Fine Amount @ \$124	
Total Revenue / Year	\$ 4,267,158	Total Revenue / Year	\$ 3,649,155
Total Expenditures / Year	\$ 759,493	Total Expenditures / Year	\$ 759,493
City Net Revenue / Year	\$ 3,507,664	City Net Revenue / Year	\$ 2,889,662
After June 2028		After June 2028	
Total Revenue / Year	\$ 4,267,158	Total Revenue / Year	\$ 3,649,155
25% to WA State	\$ 876,916	25% to WA State	\$ 722,416
Total Expenditures / Year	\$ 759,493	Total Expenditures / Year	\$ 759,493
City Net Revenue / Year	\$ 2,630,748	City Net Revenue / Year	\$ 2,167,247

EXPENDITURES		Park systems
Equipment and Service		
Approaches		5
NovoaGlobal Cost per system per month	\$3,999	\$ 19,995
NovoaGlobal Cost per system per year		\$ 239,940
Officer Review & Approval		
Total violations / day for review	see above	170
Assume 2 reviews per minute		85
Assume 120 reviews per hour		1.4
OT rate per hour	\$124	\$ 175
OT cost per year	365 days	\$ 64,020
Program Administrator, Sworn Position	5 hrs / month	
Rate per hour, cost per month	\$150	\$ 750
Cost per year		\$ 9,000
Total per Year		\$ 73,020
Staff Resources		
Traffic Engineer		\$ 150,000
Engineering Technician, 1/2 time		\$ 45,000
Total per Year		\$ 195,000
Contested Violations		
Total violations / day after PD review	see above	161
Estimated contested per day	8%	13
Court filing fee for contested violations	\$53.42	
Court filing fees per day		\$ 689
Estimated court filing fee per year	365 days	\$ 251,533
Total per Year		\$ 251,533

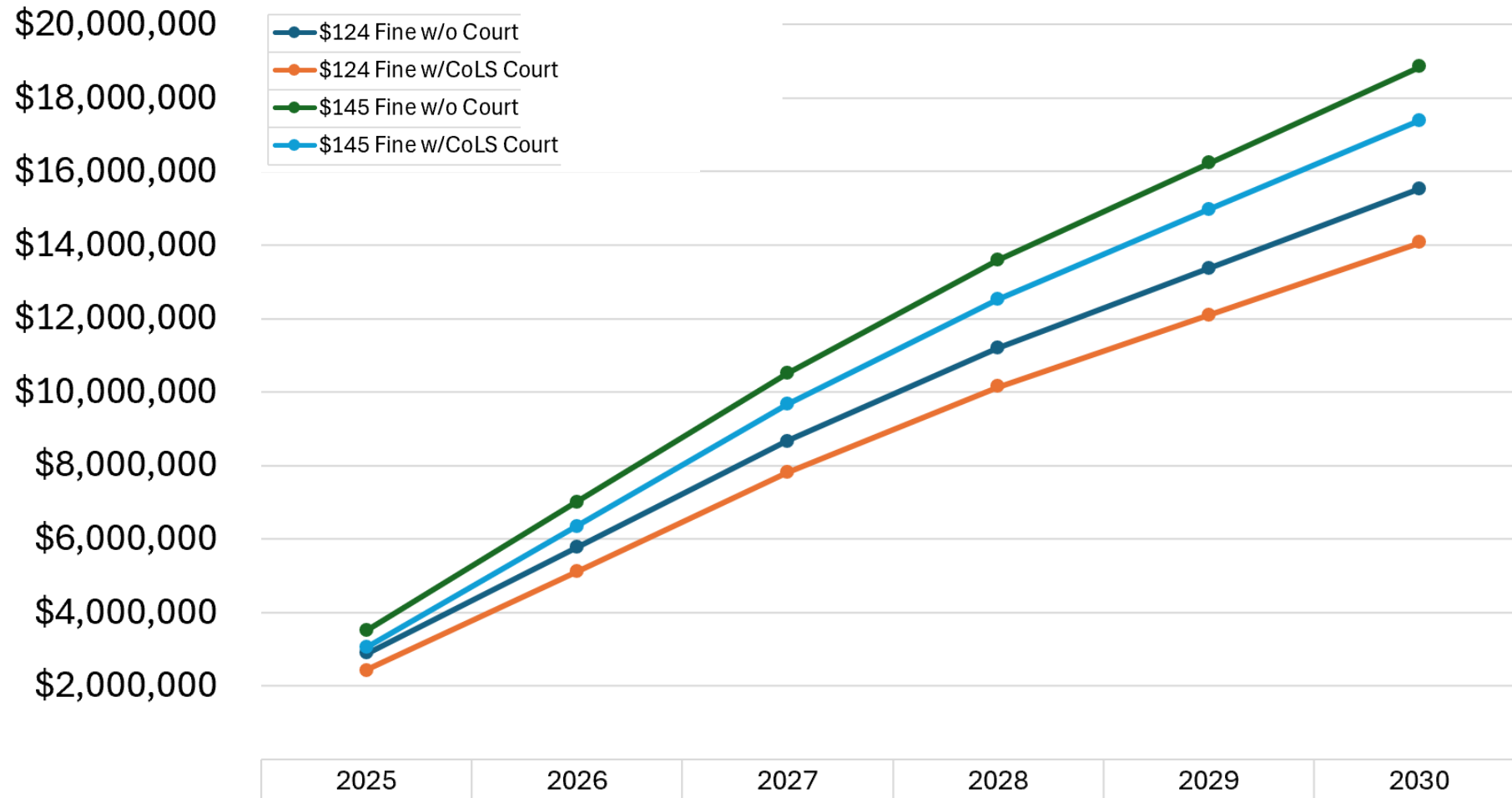
Lake Stevens Court

COURT EXPENDITURES		
Equipment and Startup		
TI to build Court Room	\$250 / SF	\$ 200,000
Furnish Court Room and 3 Offices	\$5,000 / office	\$ 15,000
Security Equipment	metal detector, etc.	\$ 6,000
Audio/Video Equipment		\$ 20,000
Register Court		\$ 5,000
		\$ 246,000
Staff		
Judge	24 hrs / month	\$ 115,000
Court Administrator		\$ 140,000
Administrative Assistant		\$ 85,000
Security	part-time	\$ 65,000
Prosecutor	TBD	\$ 50,000
		\$ 455,000
	Year 1	\$ 701,000
	Future Years	\$ 455,000

City Net Revenue Estimate per Year

\$145 fine	2025	2026	2027	2028	2029	2030
	1	2	3	4	5	6
Revenue	\$ 4,267,158	\$ 7,774,822	\$ 11,282,486	\$ 14,790,151	\$ 17,859,357	\$ 20,490,106
Expenditures w/o LS Court	\$ 759,493	\$ 759,493	\$ 759,493	\$ 759,493	\$ 759,493	\$ 759,493
WA State				\$ 438,458	\$ 876,916	\$ 876,916
Net Revenue	\$ 3,507,664	\$ 7,015,329	\$ 10,522,993	\$ 13,592,200	\$ 16,222,948	\$ 18,853,697
\$124 fine	2025	2026	2027	2028	2029	2030
	1	2	3	4	5	6
Revenue	\$ 3,649,155	\$ 6,538,818	\$ 9,428,480	\$ 12,318,143	\$ 14,846,597	\$ 17,013,844
Expenditures w/o LS Court	\$ 759,493	\$ 759,493	\$ 759,493	\$ 759,493	\$ 759,493	\$ 759,493
WA State				\$ 361,208	\$ 722,416	\$ 722,416
Net Revenue	\$ 2,889,662	\$ 5,779,325	\$ 8,668,987	\$ 11,197,442	\$ 13,364,688	\$ 15,531,935
\$145 fine	2025	2026	2027	2028	2029	2030
	1	2	3	4	5	6
Revenue	\$ 4,267,158	\$ 7,325,355	\$ 10,629,552	\$ 13,933,749	\$ 16,799,488	\$ 19,226,770
Program Expenditures	\$ 507,960	\$ 507,960	\$ 507,960	\$ 507,960	\$ 507,960	\$ 507,960
LS Court Expenditures	\$ 701,000	\$ 455,000	\$ 455,000	\$ 455,000	\$ 455,000	\$ 455,000
WA State				\$ 438,458	\$ 876,916	\$ 876,916
Net Revenue	\$ 3,058,197	\$ 6,362,394	\$ 9,666,592	\$ 12,532,331	\$ 14,959,612	\$ 17,386,893
\$124 fine	2025	2026	2027	2028	2029	2030
	1	2	3	4	5	6
Revenue	\$ 3,649,155	\$ 6,089,351	\$ 8,775,546	\$ 11,461,741	\$ 13,786,728	\$ 15,750,508
Program Expenditures	\$ 507,960	\$ 507,960	\$ 507,960	\$ 507,960	\$ 507,960	\$ 507,960
LS Court Expenditures	\$ 701,000	\$ 455,000	\$ 455,000	\$ 455,000	\$ 455,000	\$ 455,000
WA State				\$ 361,208	\$ 722,416	\$ 722,416
Net Revenue	\$ 2,440,195	\$ 5,126,390	\$ 7,812,585	\$ 10,137,573	\$ 12,101,352	\$ 14,065,132

City Net Revenue Estimate per Year



Research and Collaboration

AGENCIES & DEPARTMENTS

City of DuPont	Court
City of Everett	Finance
City of Marysville	Police
City of Monroe	Public Works
City of Mukilteo	

REFERENCE DOCUMENTS

- Request for Proposal (RFP)
- Service Agreements, Contracts
- Example and Draft Ordinances
- Media Discussion Points
- Public Engagement Plan

Other Considerations

IN PROGRESS

Procurement Policy and Procedures

Court

- Contract with Marysville
- Create Lake Stevens Traffic/Municipal Court

Staff Resources

- PD Reviews All Video
- Program Manager, Project Coordinator

Violations Bureau

FUTURE

Equity Analysis

Public Outreach & Engagement

Scope and Plan Improvement Projects

Municipal Code, Ordinances

- Park Locations and Hours

Records Retention, Public Disclosure Requests

Other Considerations

Start with a 3-year pilot program, based on available resources.

Citations can be challenged and reduced in court, so not all infractions will pay the full fine amount.

WA Law forbids charging more than \$145 for automated traffic safety camera infractions, although this amount may be doubled for school zones.

Beginning June 2028, 25% of the noninterest money received for infractions in excess of the cost to administer, install, operate, and maintain the cameras – including the cost of processing infractions – must be remitted to WA State via the Cooper Jones active transportation safety account.



Open Discussion and Questions



HEIDI TRAVERSO

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CITY COUNCIL STAFF REPORT



Agenda Date: 9/13/2024

Subject: New City Hall/Court

Contact Person/Department: Russ Wright, Community Development

Budget Impact: Budgeted Item

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Discussion

SUMMARY/BACKGROUND:

Background

- The current city hall was completed in 2017 as a temporary location. The combined city hall and annex building total 5,700 square feet of office space.
- Staff presented updated space requirements at the September 13, 2023 council retreat, which showed a need for approximately 19,000 square feet of office space for municipal services, including council chambers.
- Staff also presented a comparison of other recent city hall projects, a preliminary cost estimate and funding strategy for the campus and a satisfaction survey from employees.
- At its October 17, 2023 meeting, the City Council authorized the purchase of the buildings adjacent to the police station for a municipal services campus.
- A professional commercial inspector conducted a formal inspection of the premises. The report identified a few maintenance issues but did not identify any significant issues with the buildings.

Progress

- The city received a \$100,000 grant from the state to develop design options and architectural drawings for the council chambers along with an infrastructure analysis for the city's proposed municipal services campus.
- Staff is working on hiring a consultant to perform an energy audit of the campus buildings and will apply for an energy grant from the Department of Commerce to replace HVAC systems and lighting as part of the building remodels.
- Staff solicited design bids for the council chambers as a standalone project. The sole proposal was ultimately rejected.
- Staff have readvertized the project for the entire campus as a single undertaking. A bidders' conference was held on September 10, 2024. Fifty-three people attended.

Next Steps

- The request for proposals ends on September 30, 2024
- Consultant selection by October 11, 2024

Phase 1 – Evaluate options for flexible council chambers, including future court options, and develop full permit ready architectural plans for a tenant improvement

Phase 2 – Complete an infrastructure analysis of the entire site, focusing on backup power, telecommunications, parking, stormwater, and landscaping, to facilitate the campus buildout and develop full permit ready civil/construction plans

Phase 3 – Provide design options for the interior of the proposed city hall and annex building and exterior entrance options leading to a preferred alternative leading to permit ready architectural plans.

Staff will provide additional information at the retreat.

APPLICABLE CITY POLICIES:

Capital facilities

ATTACHMENTS:

1. South Lake Stevens Campus Uses_8-27-2024
2. City Hall Update_9-13-2024 1



General Government



Police



Commercial

Council Chambers

City Hall and Permit Center

Government Support Services



One Community Around The Lake

Municipal Services Campus Update

September 13, 2024

Russ Wright, Community Development
Director

- The current City Hall was completed in 2017 as a temporary location.
- Previous City Hall and Police Station options rejected based on projected construction costs.
- In 2019, the city bought an office and retail complex for a Police Station.
- The city prepared an updated Needs Assessment for City Hall and Public Works in September 2023.
- Staff prepared a preliminary cost estimate and funding strategy for the Municipal Services Campus.
- In October 2023, the City Council authorized the purchase of the buildings adjacent to the Police Station for a Municipal Services Campus



Needs Assessment

City Hall Needs w/ growth	FTES	Gross Area sq ft	Support Area sq ft	Total Space sq ft	Existing sq ft	Deficit sq ft
General City Hall		5,073		5,073	5,700	13,158
Council Chamber		4,524		4,524		
Admin	8	984	1,048	2,916		
Finance	11	1,209				
Human Resources	6	709				
IT	8.5	909	518	1,427		
Planning and Community Development	18	1,827	1,041	2,877		
Sewer District	13	1,300	741	2,041		
<i>Total Need</i>	<i>64.5</i>	<i>16,535</i>	<i>3,349</i>	<i>18,858</i>		

Parks and Public Works Needs w/ growth	FTES	Gross Area sq ft	Support Area sq ft	Total Space sq ft	Existing sq ft	Deficit sq ft
Parks	13	1,059.00	603.63	1,662.63	5,117	4,062.79
Public Works	43	3,111.00	1,773.27	4,884.27		
Sewer	22	1,677.00	955.89	2,632.89		
Total Need	78	5,847.00	3,332.79	9,179.79		

Office space needs include workspaces, meeting rooms, council chambers, storage break rooms and public spaces.

Proposed Uses



Subway Bldg

View a description for this map



South Lake Stevens Bldgs

View a description for this map



- Council approved councilmanic bonds to fund the project and other civic improvements.
- Formal inspection of the premises conducted.
- The report identified a few maintenance issues – no significant issues identified.
- The city received a grant to develop preliminary design options and an infrastructure analysis for the site.
- Bidders' conference held for interested design firms on September 10, 2024. Proposals due September 30, 2024

Next Steps

Phase 1 – Evaluate options for a flexible Council Chambers and develop full permit ready architectural plans for a tenant improvement

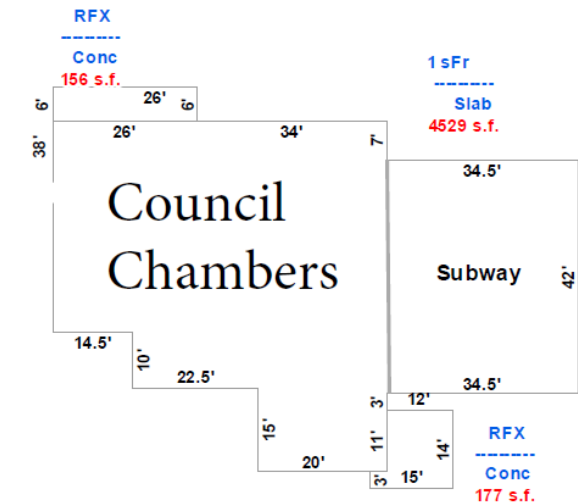
Phase 2 – Complete an infrastructure analysis of the entire site, focusing on backup power, telecommunications, parking, stormwater, and landscaping, to facilitate the campus buildout and develop full permit ready civil/construction plans

Phase 3 – Provide design options for the interior of the proposed City Hall and Annex Building and exterior entrance options leading to a preferred alternative leading to permit ready architectural plans.



Council Chambers

- **Council Chambers** – First Floor City Council Chambers & future court, upstairs may be needed for overflow staff or will be leased depending on design alternatives
- **Scope of Work** – Remodel 3,080 square feet
 - Update HVAC, lighting and restrooms
 - Relocate some walls on first floor for chambers, office space and break out room
 - Add AV for public meetings
 - Repaint exterior

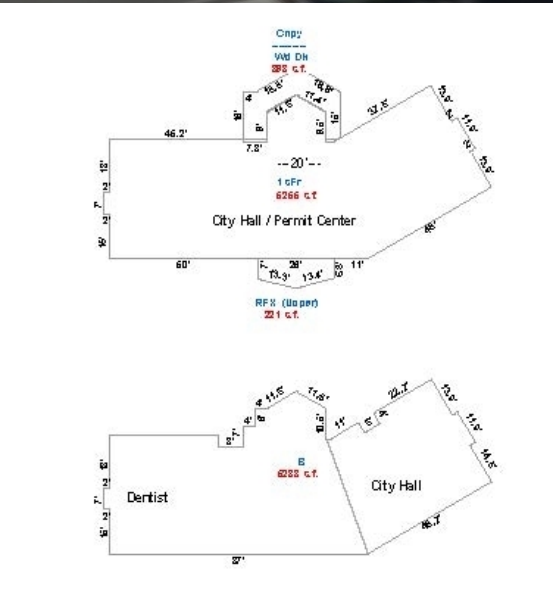


Council Chambers Survey Results

- Tied preference for dais configuration – will explore further
- Preference for raised dais and fixed furniture
- Unanimous preference for break out council room
- Medium to strong preference to use the space for multiple uses
 - ❖ Court
 - ❖ Public Meetings
- Mixed preferences for computer setup
- Preferences for wireless microphones, fast internet and good audio visual and acoustics



- **City Hall** – First Floor Municipal Services, Administration & Permit Center, downstairs Finance / Human Resources depending on design alternatives
- **Scope of Work** – Remodel 7,000 square feet +/-
 - Update HVAC, lighting and restrooms
 - Relocate walls for offices, lobby, break rooms and meeting rooms
 - Repaint exterior / possible new entry



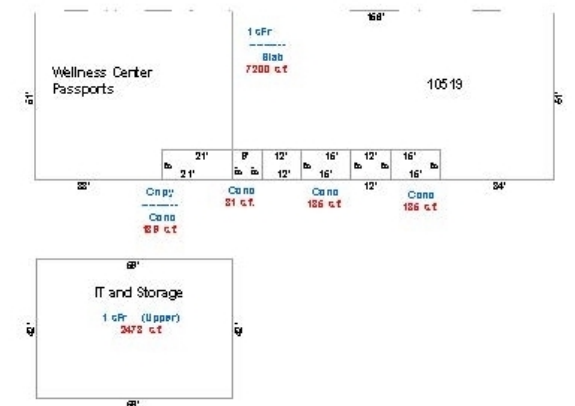


Areas of Concern to be Addressed

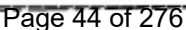
- Space limitations at the current city hall
- Lack of access to confidential space for critical job functions
- Noise and distractions due to many people working in a small space and public services being conducted on top of workspaces and break spaces
- Lack of parking especially on high park utilization days
- Limited opportunity for departmental growth

City Hall Annex

- **City Hall Annex** – First Floor Passports & Wellness Center, Upstairs IT and storage depending on design alternatives
- **Scope of Work** – Remodel 4,000 square feet +/-
 - Update HVAC, lighting and restrooms
 - Relocate walls for offices, lobby, break rooms and meeting rooms
 - Repaint exterior / possible new entry



- Add Parking
- Update Stormwater / low impact design as feasible
- Add back up power
- Add walking paths and outdoor space
- Add Public Art





Basic Assumptions

- Design options should demonstrate flexibility and functionality
- Design options must be affordable to construct, functional, sustainable and attractive
- Preferred alternatives must evaluate the current climate control, mechanical/plumbing systems, and lighting for potential upgrades for energy efficiency
- Campus should be inviting for public and staff
- Consider city growth

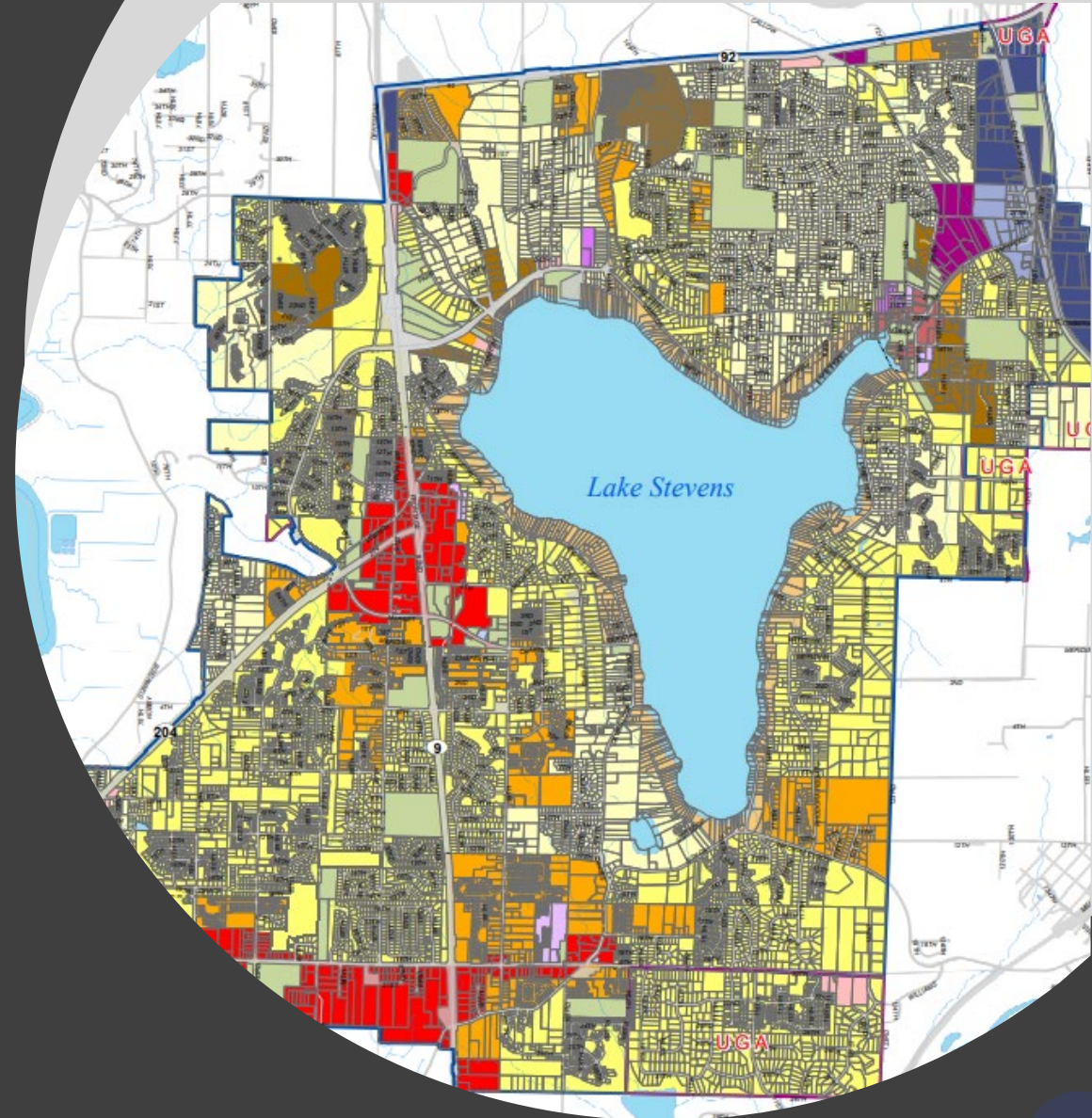


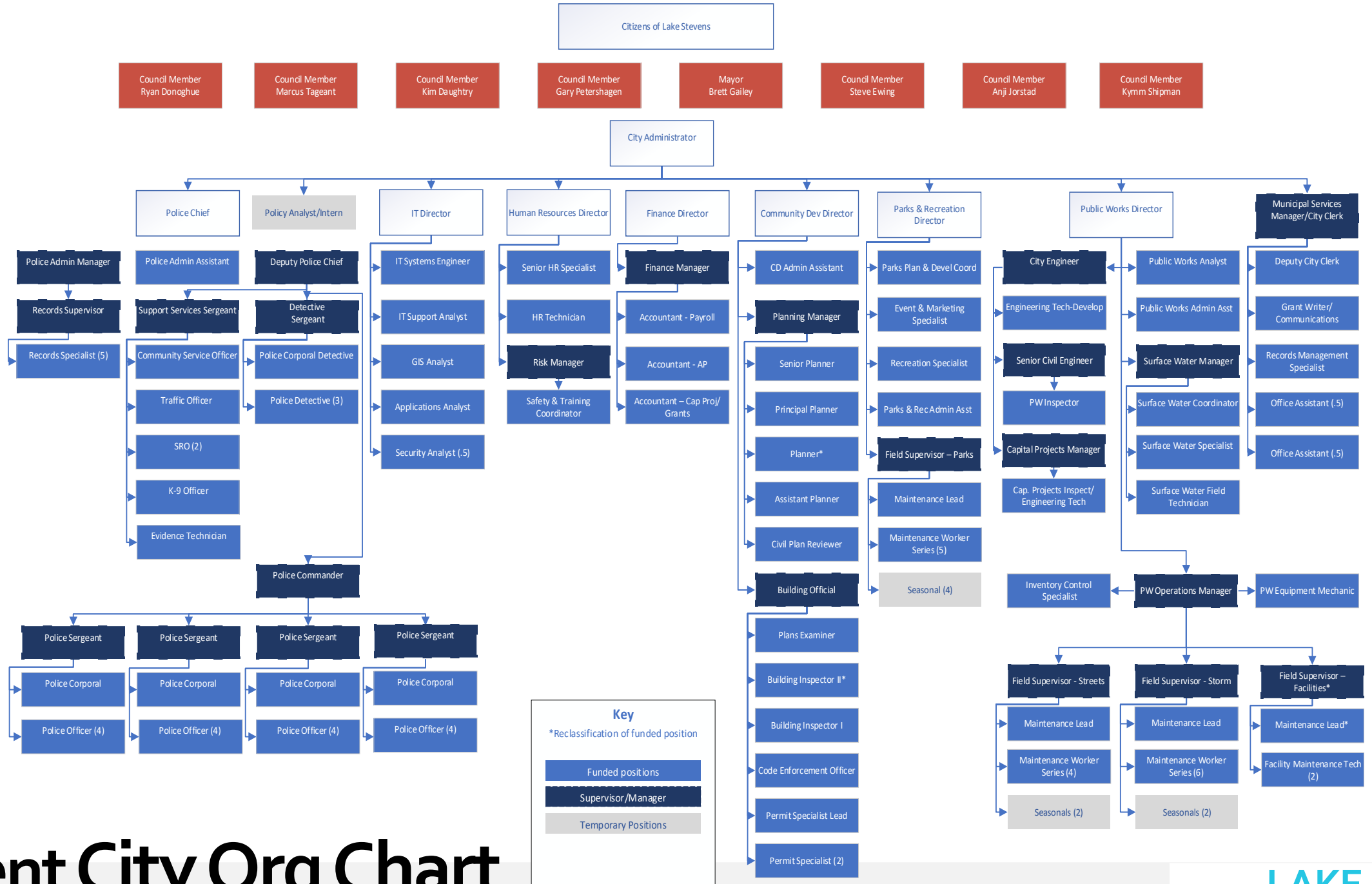
City of Lake Stevens Strategic Staffing Update

2025-2029

Background

- The City of Lake Stevens population has grown rapidly to over 41,000, outpacing the growth of other local cities. The overall population is expected to grow to approximately 50,000 over the next 20 years.
- Due to rapid growth and expanded needs for city services, Council requested a strategic staffing plan be conducted to assess the following:
 - What are we not getting done that we need to?
 - What are we not getting done that we want to?
- This is the fourth year that staff have presented an updated staffing plan to City Council. Today's presentation is an update to the staffing plan for 2025-2029.
- Moving forward the staffing plan will continue to be updated annually during budget season and presented to City Council.



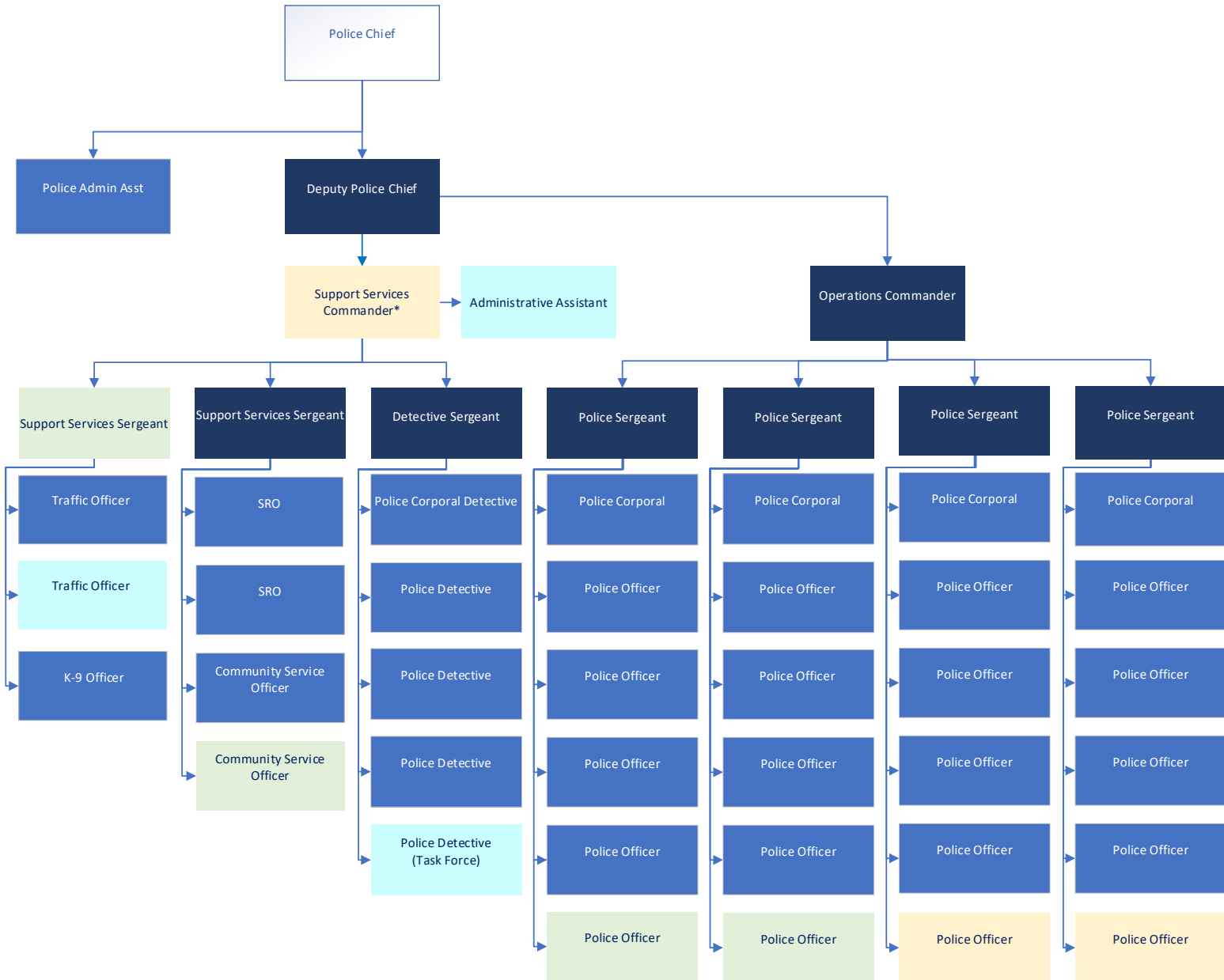
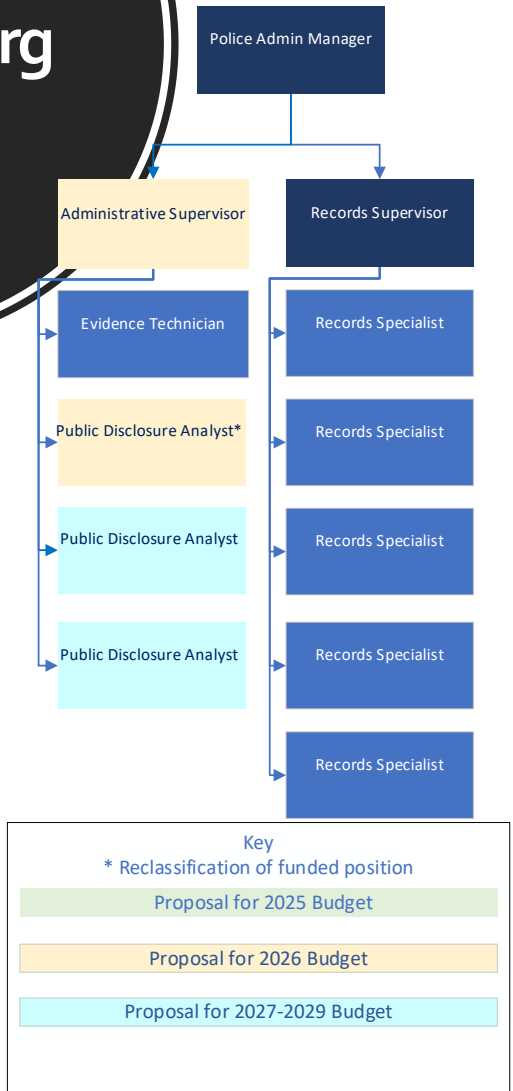


Current City Org Chart

Existing Staff as of September 11, 2024

Department	# of current funded FTEs	# of vacant funded positions	Comments
Executive	6	1	
Finance	5	0	
HR	5	0	+1 Intern
IT	5.5	0	
Parks & Recreation	12	1	+4 Seasonals
Community Development & Planning	16	1	
Police	47	3	
Public Works	34	2	+ 4 Seasonals
Total	130.5	8	

Police Proposed Org Chart



Police Department – Staffing Needs

2025

- Additional Support Services Sergeant due to span of control and reducing oversight (ex. facilities, department training, FTO, marine/SRO programs, and fleet).
- Additional CSO to increase scope of work to include Park Ranger duties.
- Addition of 2 additional Patrol Officers to meet demands of city growth, legislation requirements, and mandated training.

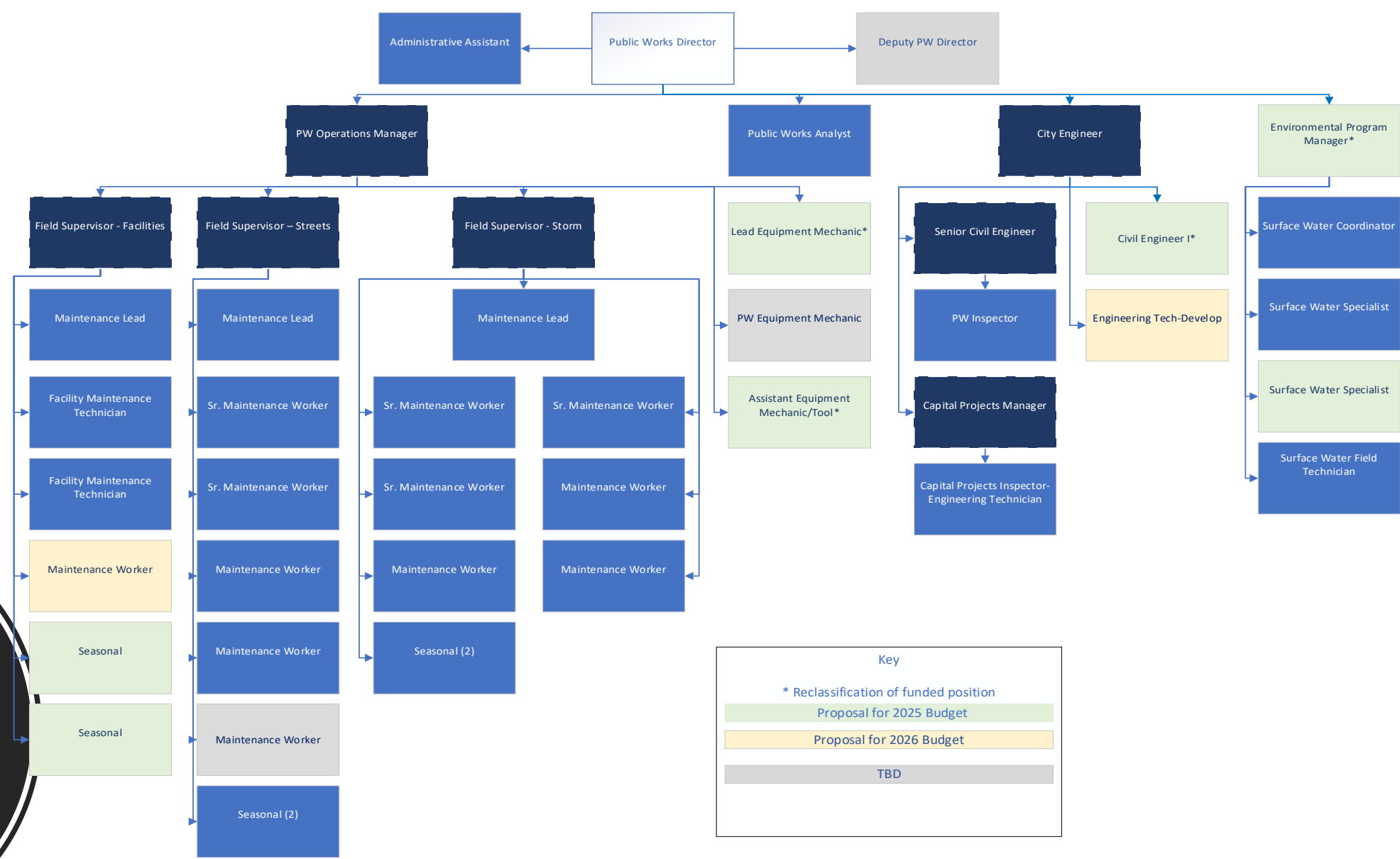
2026

- Addition of 2 additional Patrol Officers to meet demands of city growth, legislation requirements, and mandated training.
- Reclassification of Support Services Sergeant to Commander due to growth and alleviate Deputy workload and span of control.
- Establishment of Administrative Supervisor and reclassification of Records Specialist to create Public Disclosure and Evidence Unit.

2027-2029

- Addition of a Traffic Officer to respond to increased traffic/parking issues, increased collisions and citizen concerns.
- Establishment of Task Force Detective due to request from participating regional task forces (SNOCAT, VOTF and SCRDTF) to assist with cases occurring in and around City Limits and provide additional specialized training for employee's professional development.
- Establishment of Administrative Assistant for clerical needs for the Support Services division
- Addition of 2 Public Disclosure Analysts due to growth, anticipated increase of public records requests, including BWC footage.

Public Works
Proposed Org
Chart



Key

* Reclassification of funded position

Proposal for 2025 Budget

Proposal for 2026 Budget

TBD

Public Works Department – Staffing Needs

2025

- Reclassification of Surface Water Manager to Environmental Program Manager due to broaden scope of duties and properly reflect the work performed.
- Establishment of Surface Water Specialist for stormwater asset mapping, condition assessments, stormwater infrastructure inspections, and more.
- Reclassification of Engineering Tech-Development to Civil Engineer I for career growth and internal equity of similar duties.
- Reclassification of Inventory Control Specialist to add Assistant Mechanic duties to help Mechanic due to growth.
- Reclassification of Equipment Mechanic to Lead for increased workload and centralized fleet management. Will lead Assistant Equipment Mechanic/Inventory Control.
- Addition of 2 Seasonals for Facilities to help with influx of summer maintenance needs.

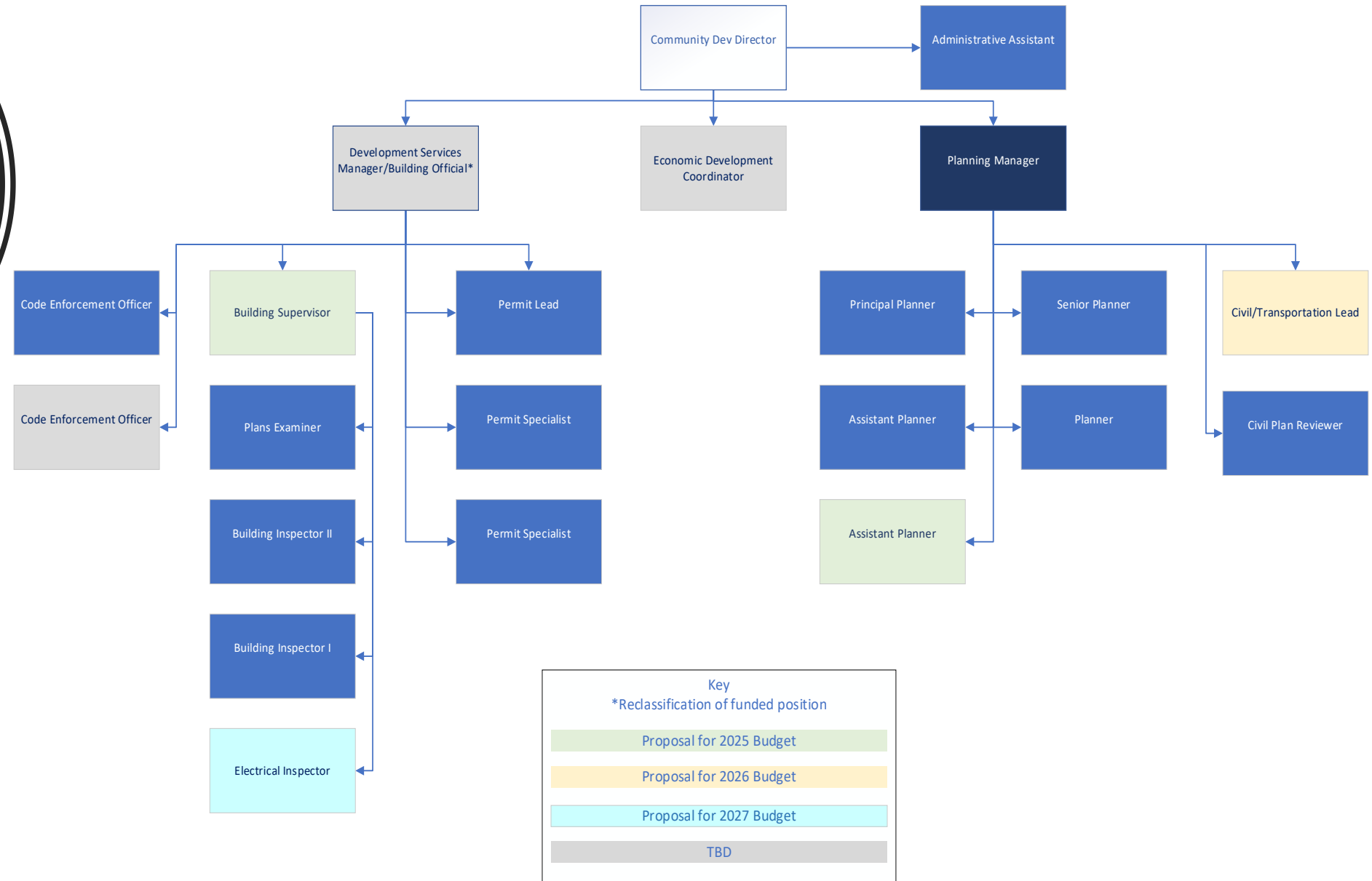
2026

- Establishment (add back in) Engineering-Tech Development to develop simple plans, community outreach, and handle deployments/installments.

TBD:

- Addition of Maintenance Worker for Streets due to keep up with increase workload.
- Establishment of PW Deputy Director for operational oversight of multiple divisions within Public Works to include policy administration, accreditation and safety.

Community Development Proposed Org Chart



Community Development Department – Staffing Needs

2025

- Establishment of additional Assistant Planner due to annexations/growth.
- Establishment of Building Supervisor to reduce span of control for Building Official.

2026

- Establishment of Civil/Transportation Lead to oversee Civil Plan Review.

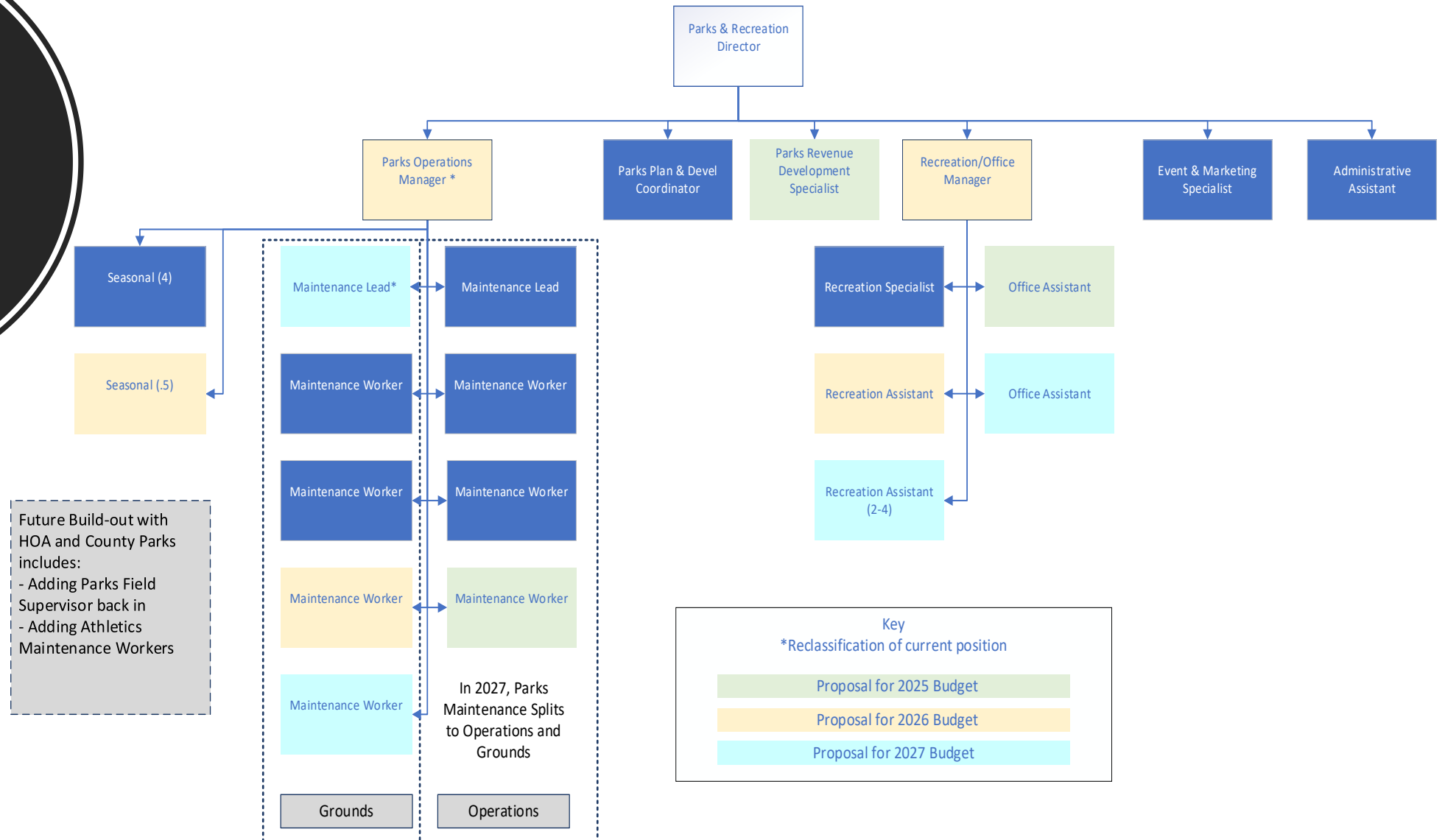
2027

- Establishment of Electrical Inspector to bring duties in-house.

TBD

- Establishment of Economic Development Coordinator to have a dedicated FTE for the program.
- Reclassification of Building Official to Development Services Manager for succession planning and to reflect 2nd line supervision.
- Addition of Code Enforcement Officer due to increase workload.

Parks Proposed Org Chart



Parks Department – Staffing Scenarios

2025

- Addition of Maintenance Worker due to maintaining level of service for Parks and increasing maintenance needs due to the addition and improvements of existing city parks.
- Establishment of Office Assistant due to customer demand, booking recreational facilities and increase department clerical needs.
- Establishment of Parks Revenue Specialist to write department grants, expand sponsorship opportunities, private/public partnerships, and general revenue development.

2026

- Addition of Maintenance Worker (see 2025 reason).
- Addition of Seasonal for increasing Park needs.
- Establishment of Recreation/Office Manager to alleviate Director span of control as division grows.

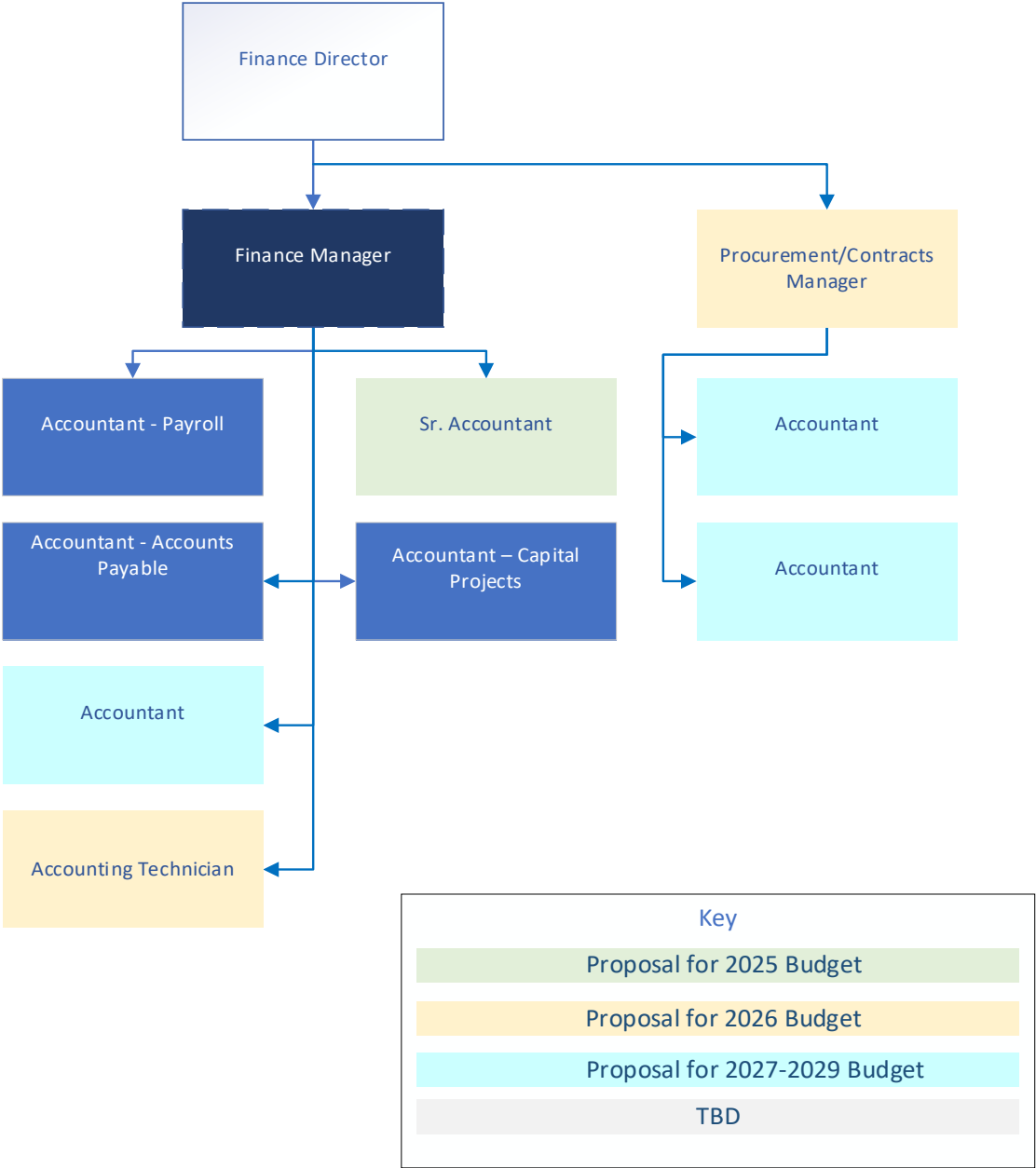
2026

- Establishment of Recreation Assistant to expand programming and events.
- Reclassify Field Supervisor to Operations Manager to reflect department growth and increase in responsibility (alleviate some Director oversight).

2027

- Separate Grounds from Operations. Reclassify Maintenance Worker to a Grounds Lead.
- Addition of Maintenance Worker (see 2025 reason).
- Addition of 2-4 Recreation Assistant (see 2026 reason).
- Addition of Office Assistant (see 2025 reason).

Finance Proposed Org Chart



Finance Department – Staffing Needs

2025

- Addition of Senior Accountant to assist with fiscal management due to city growth.

Summary of Additional Accounting Duties:

- Budget Analysis & GL Account Review
- Financial Reporting
- Debt & Investment Management
- Procurement/Purchasing
- Inventory Control/Asset Management
- Internal Audit
- Citywide Financial Training
- Commercial Lease Management
- Implementation of New Programs

2026

- Establishment of Procurement Manager to oversee city-wide procurement/purchasing program
- Establishment of Accounting Technician to assist Payroll Accountant processing payroll, auditing timesheets, processing payments to benefits, etc.

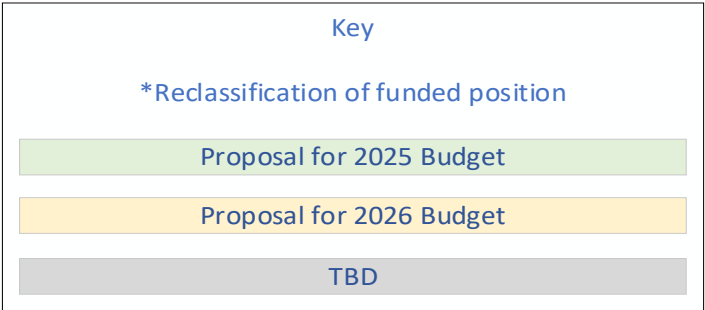
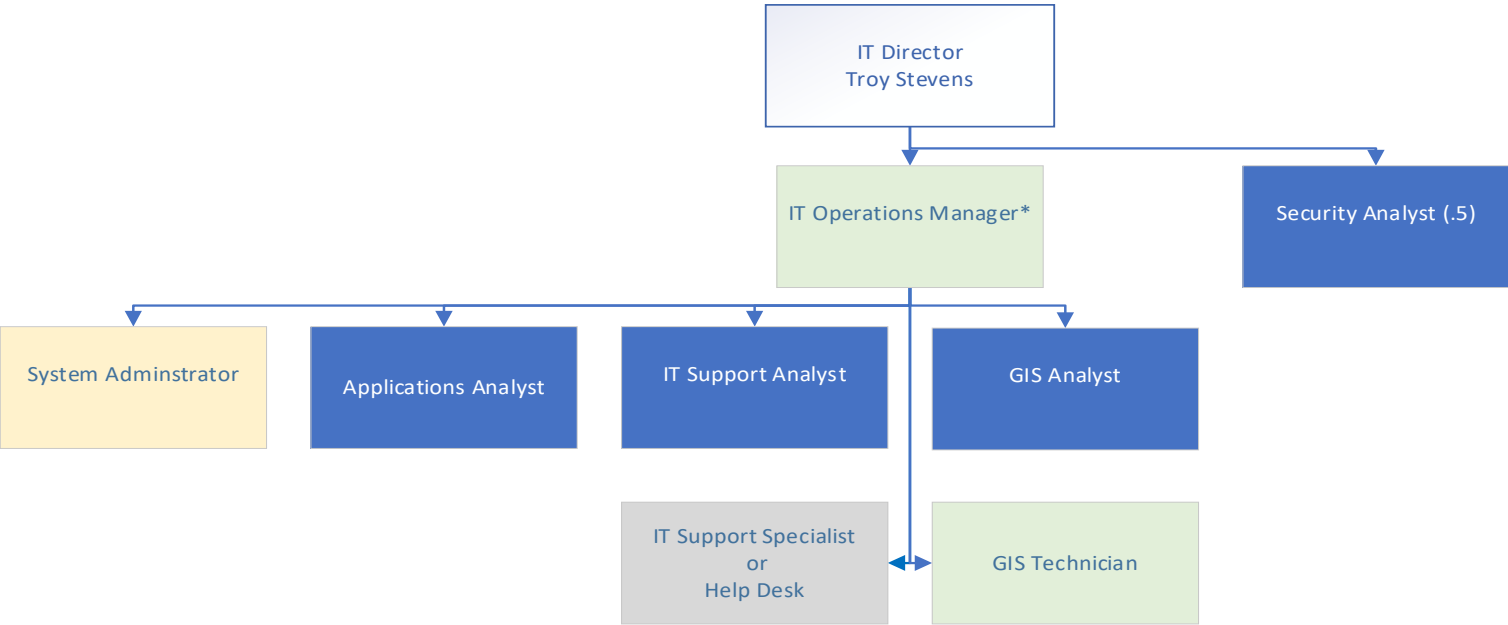
2027-2028

- Establishment of 2 Additional Accountants to assist with procurement and fiscal management due to city growth

TBD

- Establishment of AR Accountant(s) upon implementation of new programs (SWM Private Ponds, Sidewalk LID, Park Levy)

IT Proposed Org Chart



IT Department – Staffing Needs

2025

- Reclassify Network Engineer to Operations Manager to oversee each division work assignments, capacity planning, budgeting and procurement oversight, and project management.
- Establishment of GIS Technician to research and produce data for the GIS system (all departments).

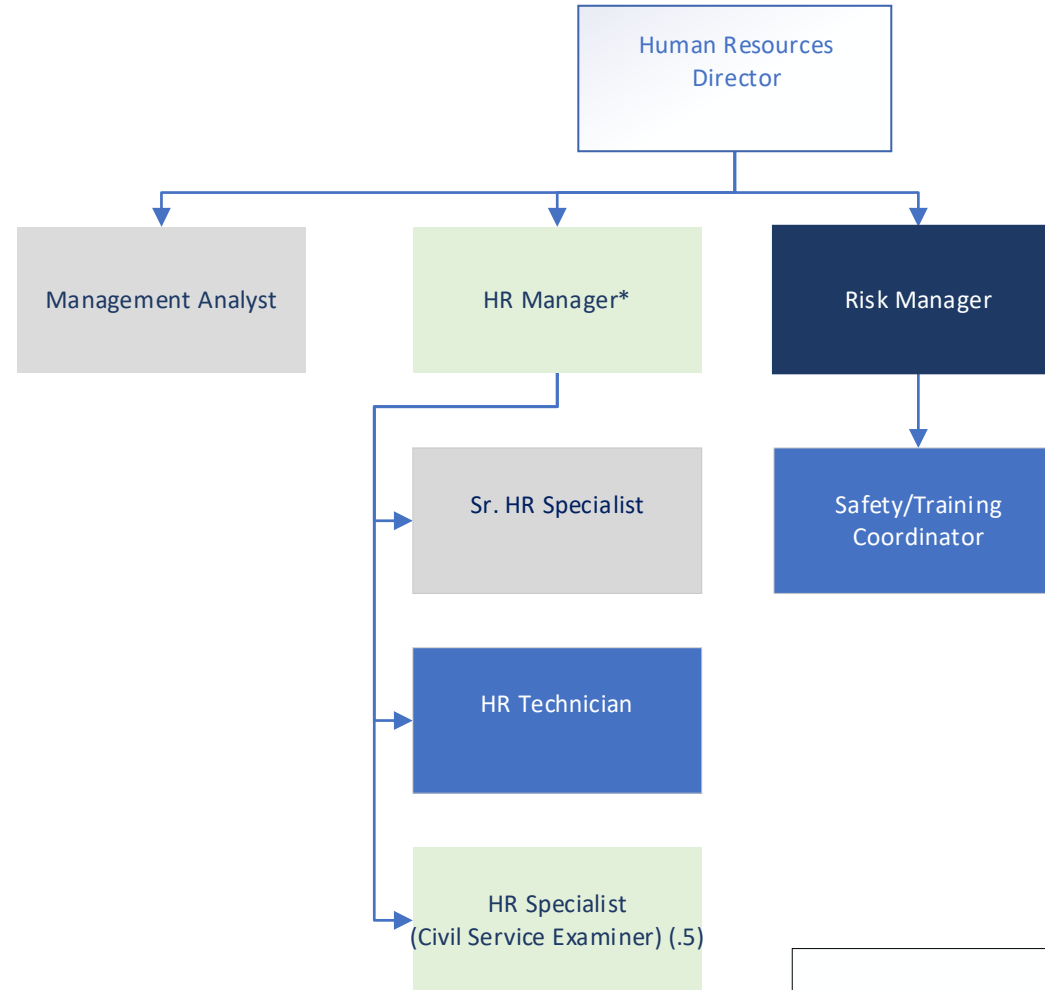
2026

- Establishment of System Administrator to provide network related support, respond to alerts and events, monitor performance and escalates issues to Operations Manager.

TBD

- Establishment of IT Support Specialist/Help Desk I for increased workload and to separate duties. There is a need for lower-level support role to handle tier 1 duties freeing support analyst to work on more complex issues and projects.

HR Proposed Org Chart



Key
* Reclassification of funded position

Proposal for 2025 Budget

TBD

HR Department – Staffing Needs

2025

- Reclassification of Sr. HR Specialist to HR Manager for succession planning, to provide operational oversight/supervision, and assist Director in ensuring expected service levels, policy administration and labor administration.
- Establishment of HR Specialist (Civil Service Examiner) part-time to assist Police with recruiting efforts and provide general HR support to Police.

TBD

- Establishment of Sr. HR Specialist (add back in) due to increase FTEs, scope and workload.
- Establishment of Management Analyst to provide HR analytics and measure performance. Would also oversee Lean Program Management city-wide.

Other

- Internship Program for up to 4 interns funded through salary savings or unpaid. This would be for all city departments.

Executive Department – Staffing Needs

TBD

- Establishment of Deputy City Administrator for succession planning, alleviate span of control, and general city growth/demands.
- Establishment of Passport Customer Service positions as the program is established/based on citizen demand.
- Split Grants & Communication Specialist to 2 positions due to increase demands in communication and to add duties for grant administration.

Staffing Breakdown if Plan is Adopted

Department	# of current FTEs	# of future FTEs based on 2024 Requests	# of future FTEs through 2029 & TBD
Executive	6	6	9.5
Finance	5	6	11
HR	5	5.5	7.5
IT	5.5	6.5	8.5
Parks & Recreation	12	15	24
Community Development & Planning	16	18	22
Police	47	51	59
Public Works	34	35	40
Total	130.5	143	181.5



Future State

FTE Count if entire staffing plan were adopted

2025 Positions Cost Analysis

Department	Position Title	Range	Total Cost (Salary & Benefits Only)	% General Fund	% SWM	% Streets	% Permits	\$ General Fund	\$ SWM	\$ Streets	\$ Permits	Notes
City-wide	Interns	Interns	\$ 80,000.00	50%	25%	25%		\$ 40,000.00	\$ 20,000.00	\$ 20,000.00		
Information Technology	Operations Manager*	NRE56	\$ 17,015.89	75%	14%	11%		\$ 12,761.92	\$ 2,382.22	\$ 1,871.75		Reclass of Systems Engineer
Information Technology	GIS Technician	NR23	\$ 113,024.90	25%	25%	25%	25%	\$ 28,256.22	\$ 28,256.22	\$ 28,256.22	\$ 28,256.22	
Community Development	Building Supervisor	NRE51	\$ 165,477.59	5%			95%	\$ 8,273.88			\$ 157,203.71	
Community Development	Assistant Planner	NR26	\$ 121,713.43	5%			95%	\$ 6,085.67			\$ 115,627.76	
Parks	Parks Revenue Development Specialist	NR26	\$ 121,713.43	100%				\$ 121,713.43				
Parks	Office Assistant	NR13	\$ 88,297.27	100%				\$ 88,297.27				
Parks	Maintenance Worker - Parks	MW	\$ 93,119.31	100%				\$ 93,119.31				
Police	Community Service Officer	CSO	\$ 104,967.93	100%				\$ 104,967.93				
Police	Support Services Sergeant	PS	\$ 199,672.30	100%				\$ 199,672.30				
Police	Police Officer	PO	\$ 148,335.71	100%				\$ 148,335.71				
Police	Police Officer	PO	\$ 148,335.71	100%				\$ 148,335.71				
Human Resources	HR Manager*	NRE56	\$ 10,569.86	77%	14%	9%		\$ 8,138.79	\$ 1,479.78	\$ 951.29		Reclass of Senior HR Specialist
Human Resources	HR Specialist/Civil Service Examiner (.5)	NRE45	\$ 71,301.06	95%	3%	3%		\$ 67,736.01	\$ 1,782.53	\$ 1,782.53		
Finance	Sr. Accountant	NRE50	\$ 161,443.78	78%	13%	9%		\$ 125,926.15	\$ 20,987.69	\$ 14,529.94		
Public Works	Lead Equipment Mechanic*	TBD	\$ 6,763.90	30%	35%	35%		\$ 2,029.17	\$ 2,367.36	\$ 2,367.36		Reclass of Equipment Mechanic - must be bargained
Public Works	Asst. Mechanic/Tool Control*	TBD	\$ 4,771.78	30%	35%	35%		\$ 1,431.54	\$ 1,670.12	\$ 1,670.12		Reclass of Inventory Control Specialist - must be bargained
Public Works	Seasonal	TS	\$ 17,534.28	100%				\$ 17,534.28				
Public Works	Seasonal	TS	\$ 17,534.28	100%				\$ 17,534.28				
Public Works	Surface Water Specialist	NR27	\$ 124,755.83		100%				\$ 124,755.83			
Public Works	Civil Engineer I*	NR34	\$ 111,222.89	20%	40%	40%		\$ 22,244.58	\$ 44,489.16	\$ 44,489.16		Reclass of Engineer Tech-Development
Public Works	Environmental Programs Manager*	NRE56	\$ 9,024.60		100%				\$ 9,024.60			Reclass of Surface Water Manager
	Totals		\$ 1,942,692.47					\$ 1,268,490.88	\$ 257,195.52	\$ 115,918.37	\$ 301,087.70	
	* Reclassification of existing position											

Future State

Cost if 2025 staffing plan were adopted*

This includes salaries, benefits and assumed 2025 COLA for one year. This does not include any labor negotiations currently underway.

CITY COUNCIL STAFF REPORT



Agenda Date: 9/13/2024

Subject: 2025 Budget/Capital

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

Budget Impact: 2025 Budget Discussion

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Review and Discuss Department Requests & the Preliminary Proposed Budget Recommendations

SUMMARY/BACKGROUND:

The budget process began this summer with an executive staff round-table that included an introduction and brief training session on the new Budget Resource Center created by Vanessa Ross in IT, utilizing SharePoint and Power Apps. The new system is still a work in progress but has simplified many aspects of the budget request process.

The initial base budget included current staffing levels and current programs, with some basic increases in levels of service only. Departments had the opportunity to submit budget requests for additional staffing, equipment, and projects based on the needs of their department and the city. Budget instructions sent out in early August reminded staff that as a growing city that has recently added new departments, divisions, and programs, we have added a lot of ongoing needs and expenses. We have grown exponentially, but our revenue sources are often limited by legislation or consumer discretionary spending amounts.

This year, Mayor Gailey asked the staff to focus on the maintenance of our current assets and programs. The annual budget cycle is a great time to review current contracts and programs for continued benefit and to identify those that are no longer sufficient for our needs. By doing this, we can reduce waste and increase our levels of

service. Staff reviewed current agreements with outside vendors, consultants, and contractors and in some cases, contracts were able to be canceled and in others the estimated need increased.

Department budget requests were made available to the Mayor and City Administrator on August 27th, who spent time reviewing, discussing, and prioritizing recommendations. Executive staff was then invited back together to review the recommendations and finalize requests.

As part of the budget process, estimated revenues and initial expenditures have historically been provided to the Council as a separate presentation. With the cancelation of the meeting on September 10th, and to make the best use of time at the retreat, this information will instead be provided in the attached documents. This will allow us to focus our attention on department requests and discuss the Mayor's preliminary budget recommendations during the mini-retreat on September 13th. City Engineer Klinkers will also provide an overview of capital projects.

The remaining city council meetings and workshop study sessions will be used by the Council to discuss recommendations and give feedback based on citizen communication and city needs.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. 2025 Preliminary Proposed Budget Discussion - Council Retreat
2. 2025 Budget Position Request Packet
3. 2025 Budget Item Request Packet
4. 2025 Budget Line Item Detail
5. 2025 Council Budget Presentation 9.13.24 - Council Retreat



2025

PRELIMINARY
PROPOSED BUDGET
DISCUSSION

CITY COUNCIL MINI RETREAT
September 13, 2024

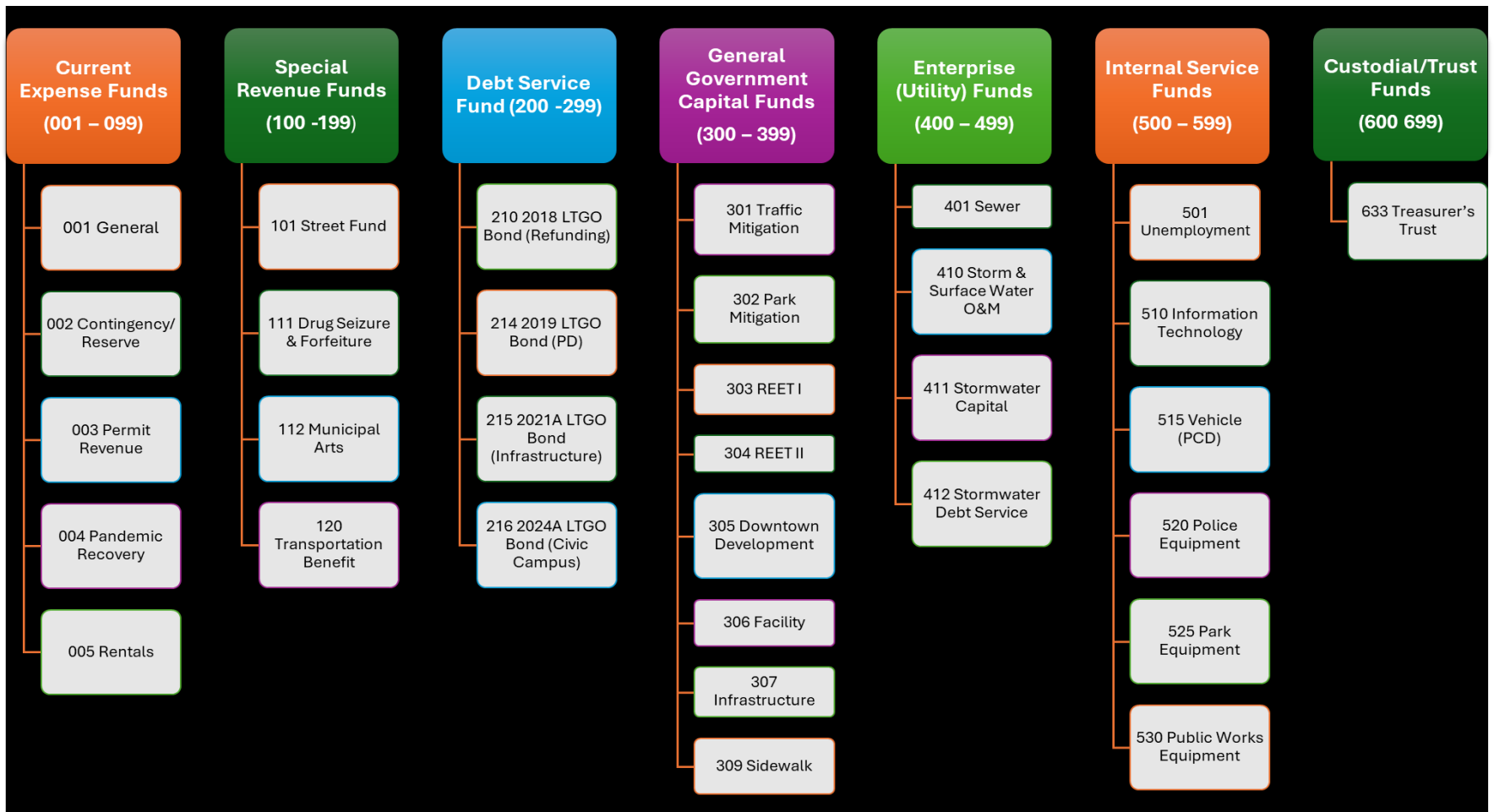
2025 Budget Calendar

City of Lake Stevens Schedule	Budget Process Step	Required Deadline Per RCW
August 1, 2024	Executive Staff Budget Roundtable – Pre-Request	
August 12, 2024	Budget Instructions to Department Heads	9/9/2024
August 5 – August 23, 2024	DH Budget Prep & Discussions with HR, Finance, City Administrator & Mayor	9/22/2024
August 21, 2024	Department Budgets Filed with Finance Director	9/23/2024
August 26 - 27, 2024	Budget Requests Presented to City Administrator & Mayor	10/1/2024
September 3, 2024	Executive Staff Budget Roundtable – Finalized Requests	
September 13, 2024	Council Retreat – Estimated Revenues, Preliminary Budget & Strategic Staffing (Capital Overview – tentative)	10/7/2024
October 1, 2024	Council Budget Session – Preliminary Proposed Budget	11/2/2024
October 8, 2024	Council Budget Session – Finalize Proposed Budget (if needed)	
October 8, 2024	1 st Notice of Public Hearing	11/11/2024
October 15, 2024	2 nd Notice of Public Hearing	11/18/2024
October 18, 2024	Proposed Budget & Budget Message Filed	11/2/2024
October 18, 2024	Proposed Budget Made Available to the Public	11/21/2024
October 22, 2024	Public Hearing #1 - Property Taxes/Revenue Sources (Property Tax Levy – Filed by November 30)	11/15/2024
October 22, 2024	Public Hearing #2 - Preliminary Budget Hearing	11/25/2024
November 12, 2024	Final Public Hearing and Budget Adoption	12/2/2024
November 26, 2024	Final Public Hearing (continuation) (If needed)	12/7/2024

Fund Structure

Funds are classified based on their function as follows:

- Current Expense Funds – General Fund
 - There may only be one General Fund for reporting purposes, but managerial funds are allowed for the purpose of tracking transactions assigned to a specific use. Most revenues in the current expense fund are unrestricted.
- Special Revenue Funds – Street Fund and Transportation Benefit Program
 - Uses are restricted for a specific purpose
- Debt Service Funds – Used to pay outstanding debt service
- General Government Capital Project Funds – Mitigation, REET, Project Specific
 - These funds are used to track and report revenues and expenditures related to capital projects. Revenues are generally restricted to use on capital projects listed in the Comprehensive/Capital Improvement Plan (CIP). Additional restrictions apply to certain revenue sources.
- Enterprise (Utility) Funds – Sewer and Storm & Surface Water Funds
 - The Sewer fund is used to receipt and pay debt service on loans held by the City on behalf of the Sewer District. The City invoices the District prior to paying the debt invoices.
 - The Storm & Surface Water Funds are self-sustained, meaning fees are charged to cover their expenses, and those revenues must not be comingled with other funds or pay for any expenses not related to the function of the fund. Allocations of expenses such as administrative and overhead are allowed but must be justified and reasonable.
- Internal Service Fund – Unemployment, IT, and Equipment
 - These funds receive allocated contributions from the General, Street, and Stormwater funds to build a reserve for future purchases and replacements.
 - The City uses a “pay-as-you-go” method for Unemployment rather than taking part in an insurance-type program. As such funds are allocated based on policy and paid from this fund when claims are made.
- Custodial/Trust Fund – Treasurer’s Trust Fund
 - Funds are held in trust until passed thru to the final recipient. Money does not belong to the City. Revenue sources include court fees, state share of taxes, and fire fees.



2024 Estimates and 2025 Initial Budgets

The initial base budget starts with a forecast of future revenues from all sources based on current trends, new initiatives, and resources provided by the Association of Washington Cities (AWC) and the Municipal Research Service Center (MRSC). Initial expenditure budgets generally start as a baseline equal to, or slightly above, the prior year's budget except for one-time requests that are removed from the total.

Revenues: 2024 vs. 2025 Base Budget

Fund Name	2024 Budgeted Revenues	2024 Estimated Revenues	2025 Base Revenues	Estimated to 2025 Base Budget
General Fund	\$ 20,237,128	\$ 20,364,206	\$ 20,427,459	0.3%
Other General Funds	\$ 2,749,100	\$ 2,180,770	\$ 2,272,900	4.2%
Special Revenue Funds	\$ 5,253,598	\$ 4,967,633	\$ 5,125,048	3.2%
Debt Service	\$ 1,865,188	\$ 1,715,213	\$ 1,877,512	9.5%
Capital Projects	\$ 29,602,378	\$ 19,083,409	\$ 15,443,163	-19.1%
Other Proprietary	\$ 810,285	\$ 819,183	\$ 815,285	-0.5%
SWM Funds	\$ 7,358,120	\$ 7,487,922	\$ 7,602,493	1.5%
Equipment Funds	\$ 1,248,104	\$ 1,279,493	\$ 1,202,924	-6.0%
Trust Fund	\$ 438,987	\$ 245,775	\$ 395,900	61.1%
Totals	\$ 69,562,888	\$ 58,143,606	\$ 55,162,684	-5.1%

- We expect a very small increase in revenues in the General operating fund. In 2024 we created a new managerial fund to track rental income, that is now included in the Other General Funds which accounts for the 4.2% increase shown.
- The variance between the current year budgeted and estimated in the Other General Funds is due to the decrease in permit revenues and sales tax related to construction.
- New capital projects are reduced for grants and debt proceeds.
- The trust fund is a pass-through fiduciary fund. All revenues receipted are due to other governments.

Expenditures: 2024 vs. 2025 Base Budget

Fund Name	2024 Budgeted Expenditures	2024 Estimated Expenditures	2025 Base Expenditures	2024 Estimated to 2025 Base Budget
General Fund	\$ 23,281,535	\$ 21,193,265	\$ 23,589,152	11.3%
Other General Funds	\$ 7,848,537	\$ 3,559,203	\$ 6,601,669	85.5%
Special Revenue Funds	\$ 6,072,298	\$ 5,307,676	\$ 5,012,390	-5.6%
Debt Service	\$ 1,705,189	\$ 1,705,189	\$ 1,867,512	9.5%
Capital Projects	\$ 44,666,406	\$ 31,553,002	\$ 9,414,595	-70.2%
Other Proprietary	\$ 836,239	\$ 839,474	\$ 798,285	-4.9%
SWM Funds	\$ 8,859,622	\$ 8,182,177	\$ 6,057,037	-26.0%
Equipment Funds	\$ 2,226,863	\$ 1,549,627	\$ 912,647	-41.1%
Trust Fund	\$ 435,925	\$ 247,835	\$ 396,961	60.2%
Totals	\$ 95,932,614	\$ 74,137,449	\$ 54,650,248	-26.3%

- The increase in the General Fund is related to increased operating costs as well as the staffing assumptions below. Medical rates equate to a \$500,000 - \$600,000 increase over 2024 in the General Fund alone.
- Expenditures in the Other General funds include roll forwards of project budgets in the pandemic recovery fund.
- The expenditures in the Debt Service funds decrease as loans are paid off. This is also true for the Other Proprietary fund that records debt service transactions on behalf of the Sewer.
- New capital projects are not included in the base budget, this will affect the capital project funds, including the SWM capital fund.
- The equipment funds only include ongoing expenses. New requests are not included in the base budget.
- The increased expenditures in the trust fund coincide with the revenues in the fund.

Staffing Assumptions:

The Consumer Price Index for Workers (CPI-W) from June to June is used to determine a starting point for cost-of-living adjustments (COLA). The CPI-W for our 2025 budget year is 3.6%. Historically, the Council has used a 90% of CPI-W for the adjustment. As such, our base budget will include a 3.24% COLA for non-represented employees. The union represented rates are set by contract. Medical/dental insurance rates are also anticipated to increase 7-10%.

2025 Base Budget – All Funds

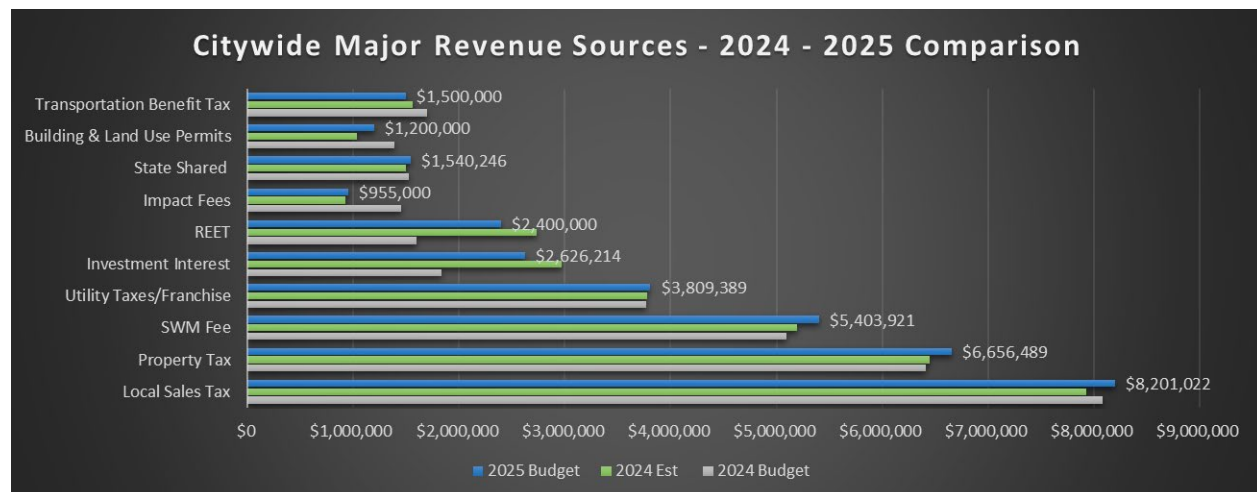
No.	Fund Name	2025 Beginning Cash Balance	2025 Base Revenues	2025 Base Expenditures	2025 Base Ending Cash Balance
001	General Fund	\$ 6,894,112	\$20,427,459	\$23,589,152	\$ 3,732,419
002	Reserve Fund	\$ 8,625,583	\$ 600,000	\$ -	\$ 9,225,583
003	Permitting - Managerial	\$ 2,635,425	\$ 1,200,000	\$ 1,830,000	\$ 2,005,425
004	Pandemic Recovery - Managerial	\$ 4,254,669	\$ 50,000	\$ 4,304,669	\$ 0
005	Rentals - Managerial	\$ 341,655	\$ 422,900	\$ 467,000	\$ 297,555
000	General Funds	\$ 22,751,443	\$22,700,359	\$30,190,821	\$ 15,260,981
101	Street	\$ 1,977,686	\$ 3,542,474	\$ 4,326,390	\$ 1,193,770
111	Drug Seizure & Forfeiture Fund	\$ 69,336	\$ 3,028	\$ 36,000	\$ 36,364
112	Municipal Arts Fund	\$ 386	\$ 27,367	\$ -	\$ 27,753
120	Transportation Benefit Program	\$ 241,788	\$ 1,552,179	\$ 650,000	\$ 1,143,967
210	2008 Bonds	\$ -	\$ 211,865	\$ 211,865	\$ -
214	2019 LTGO Bond PD	\$ -	\$ 460,097	\$ 460,097	\$ -
215	2021A LTGO Bond	\$ -	\$ 608,350	\$ 608,350	\$ -
216	2024A LTGO Bond	\$ -	\$ 597,200	\$ 587,200	\$ 10,000
301	Cap. Proj.-Dev. Contrib.	\$ 2,738,633	\$ 800,110	\$ 100,000	\$ 3,438,743
302	Park Mitigation	\$ 2,774,960	\$ 4,429,691	\$ 300,000	\$ 6,904,651
303	Cap. Imp.-REET	\$ 8,114,460	\$ 1,500,975	\$ 1,059,162	\$ 8,556,273
304	Cap. Improvements REET 2	\$ 637,346	\$ 4,763,387	\$ 708,350	\$ 4,692,383
305	Downtown Development	\$ (0)	\$ -	\$ -	\$ (0)
306	Facility Cap Project - PD	\$ 3,313,083	\$ 3,934,000	\$ 7,247,083	\$ (0)
307	Infrastructure Capital Project	\$ (0)	\$ -	\$ -	\$ (0)
309	Sidewalk Capital Project	\$ 281,899	\$ 15,000	\$ -	\$ 296,899
401	Sewer	\$ 58,404	\$ 815,285	\$ 798,285	\$ 75,404
410	Storm and Surface Water	\$ 1,915,847	\$ 5,619,722	\$ 5,944,060	\$ 1,591,509
411	SWM Capital	\$ 3,853,203	\$ 1,882,594	\$ 12,800	\$ 5,722,997
412	SWM Debt	\$ 1	\$ 100,177	\$ 100,177	\$ 1
501	Unemployment	\$ 10,949	\$ 31,000	\$ 30,000	\$ 11,949
510	Equipment Fund - Computers	\$ 101,151	\$ 482,563	\$ 454,247	\$ 129,467
515	Equipment Fund--Vehicles	\$ 120,060	\$ 4,068	\$ -	\$ 124,128
520	Equipment Fund-Police	\$ 864,425	\$ 368,534	\$ 209,500	\$ 1,023,459
525	Equipment Fund - Parks	\$ -	\$ 127,000	\$ 19,900	\$ 107,100
530	Equipment Fund-PW	\$ 576,685	\$ 189,759	\$ 199,000	\$ 567,444
633	Treasurer's Trust	\$ 1,061	\$395,900	\$396,961	\$0
	Total All Funds	\$ 50,402,807	\$55,162,684	\$54,650,248	\$ 50,915,242

2025 Base Budget – All Funds Consolidated by Fund Type

Fund Name	2025 Beginning Cash Balance	2025 Base Revenues	2025 Base Expenditures	2025 Base Ending Cash Balance
General Fund (000)	\$ 6,894,112	\$ 20,427,459	\$ 23,589,152	\$ 3,732,419
Other General Funds (000)	\$ 15,857,331	\$ 2,272,900	\$ 6,601,669	\$ 11,528,562
Special Revenue (100)	\$ 2,289,196	\$ 5,125,048	\$ 5,012,390	\$ 2,401,854
Debt Service (200)	\$ -	\$ 1,877,512	\$ 1,867,512	\$ 10,000
Capital Projects (300)	\$ 17,860,380	\$ 15,443,163	\$ 9,414,595	\$ 23,888,948
Other Proprietary (400)	\$ 58,404	\$ 815,285	\$ 798,285	\$ 75,404
SWM Funds (400)	\$ 5,769,051	\$ 7,602,493	\$ 6,057,037	\$ 7,314,507
Internal Service (500)	\$ 1,673,270	\$ 1,202,924	\$ 912,647	\$ 1,963,547
Fiduciary (600)	\$ 1,061	\$ 395,900	\$ 396,961	\$ 0
Totals	\$50,402,807	\$55,162,684	\$54,650,248	\$50,915,242

Major Revenue Sources

Revenue Source	Fund	Uses	% Total Rev	2024 Budget	2024 Estimated	2025 Budget	2025 Vs 2024 Estimated
GF - Property Tax	General 72%	Unrestricted	9%	\$4,644,062	\$4,644,062	\$4,792,672	103%
GF - Local Sales & Use Tax	General/Reserve	Unrestricted	13%	\$7,021,310	\$6,940,435	\$7,112,586	102%
GF - Crim Just./Afford Housing – ST	General	Some Restrictions	2%	\$1,065,271	\$992,464	\$1,088,436	110%
GF - Utility Taxes/Franchise	General	Unrestricted	6%	\$3,291,252	\$3,301,854	\$3,319,803	101%
GF - Liquor/DUI/State Shared	General	Some Restrictions	1%	\$755,013	\$749,148	\$732,293	98%
GF - Building Permits	Permit	Restricted	2%	\$1,170,000	\$882,838	\$1,000,000	113%
GF - Zoning & Subdivision (Plats)	Permit	Restricted	0%	\$220,000	\$148,425	\$200,000	135%
ST - Property Tax	Street – 28%	Unrestricted	3%	\$1,771,907	\$1,806,024	\$1,863,817	103%
ST - Utility Taxes	Street	Unrestricted	0.9%	\$477,686	\$479,986	\$489,586	102%
ST - State Shared - MVFT	Street	Restricted to Fund Usage	1%	\$774,438	\$748,622	\$807,953	108%
TB - Transportation Benefit ST	Transportation Benefit	Restricted	3%	\$1,700,000	\$1,563,462	\$1,500,000	96%
Real Estate Excise Taxes	REET I&II	Restricted	4%	\$1,600,000	\$2,735,656	\$2,400,000	88%
Traffic Impact Fees	Developer Contribution	Restricted	1%	\$655,000	\$452,188	\$455,000	101%
Park Impact Fees	Park Mitigation	Restricted	1%	\$800,000	\$468,969	\$500,000	107%
Surface Water Fees	Storm & Surface Water	Restricted to Fund Usage	10%	\$5,091,378	\$5,196,078	\$5,403,921	104%
Investment Interest	Various	Unrestricted	5%	\$1,832,327	\$2,970,262	\$2,626,214	88%

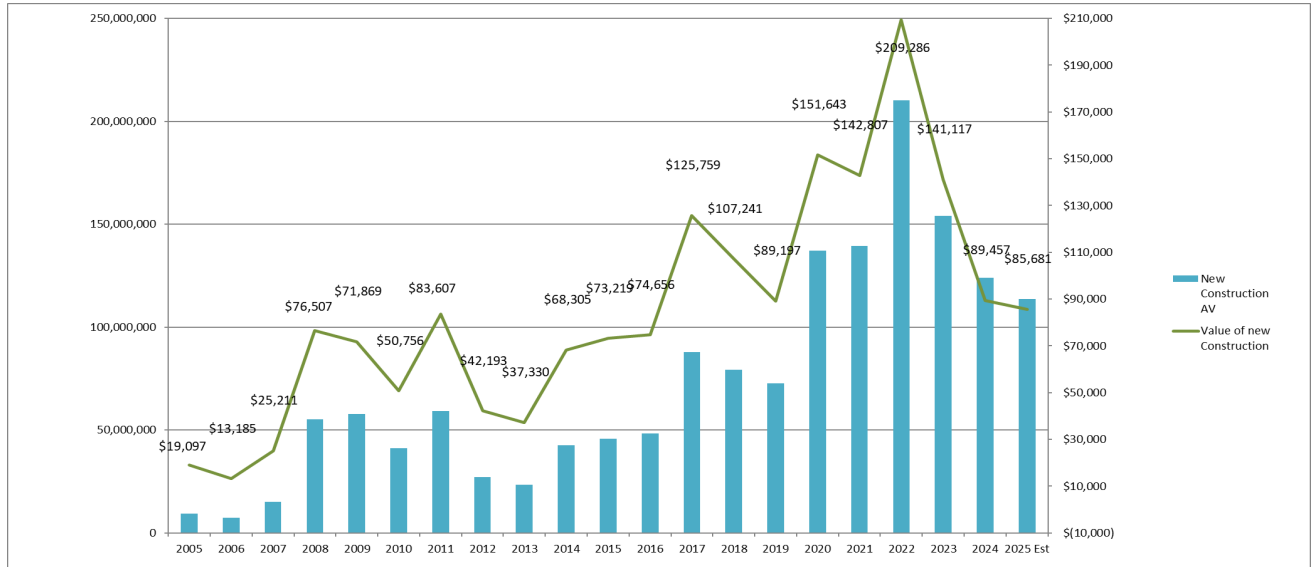


Largest revenue sources remain sales tax and property taxes.

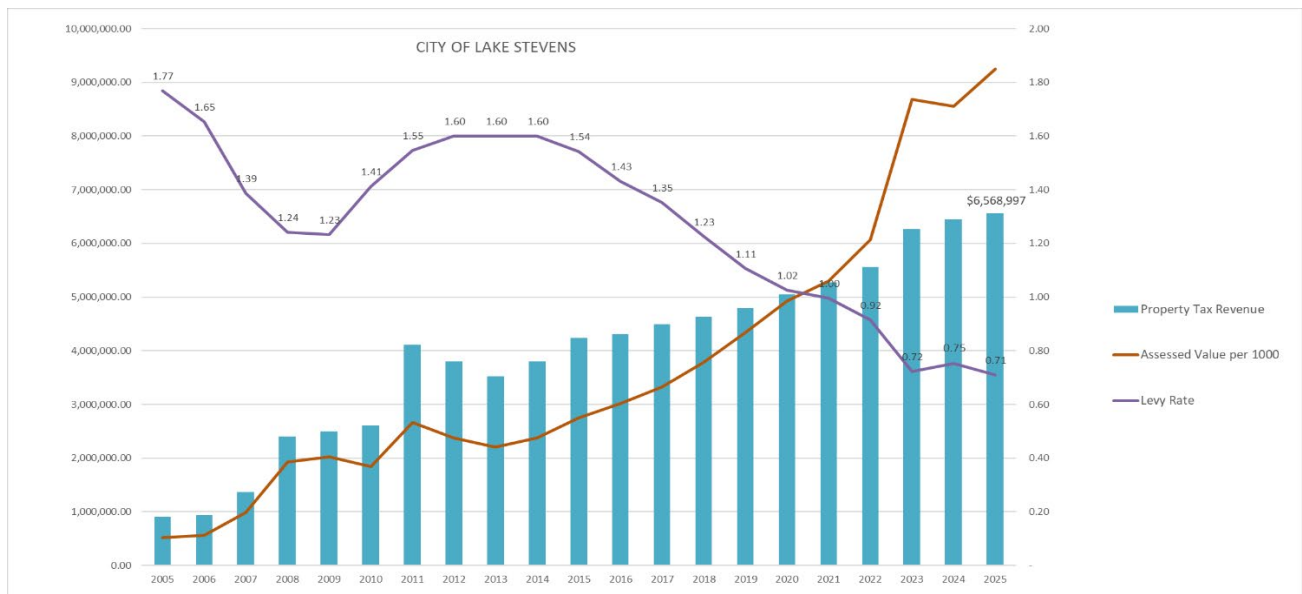
- We decreased Sales Tax expectations for 2025 as current revenues are tracking at only a 4% increase over prior year versus the 6% increase built in for increased retailers. We are cautiously optimistic that it will pick up with summer and anticipated holiday shopping to a 5% increase so that is what is used for 2025.
- Construction sales tax (reserve fund) – currently down 41%, but this may grow a bit before yearend as Permitting slowed as well but is picking back up. Anticipated decrease about 20% by yearend or -\$176,000. Forecasted at \$700,000 for 2025, that remains reasonable.
- Cable Franchise fees are down 13% or -\$58,000 (customers are moving away from Cable to streaming services). Reduced 2025 budget by 4% or -\$15,000
- Investment Interest is going to decrease eventually. Planning a 5% decrease for 2025. For the General Fund that equates to about -\$60,000.

Property Taxes

This graph shows the assessed value of annual new construction added to the City and the property tax revenues from the additional AV. The property tax on new construction is delayed by one year as compared to construction sales tax yet the trend is consistent with both revenue sources.



This graph illustrates the effect assessed values have on the levy rate and property tax revenue year over year.

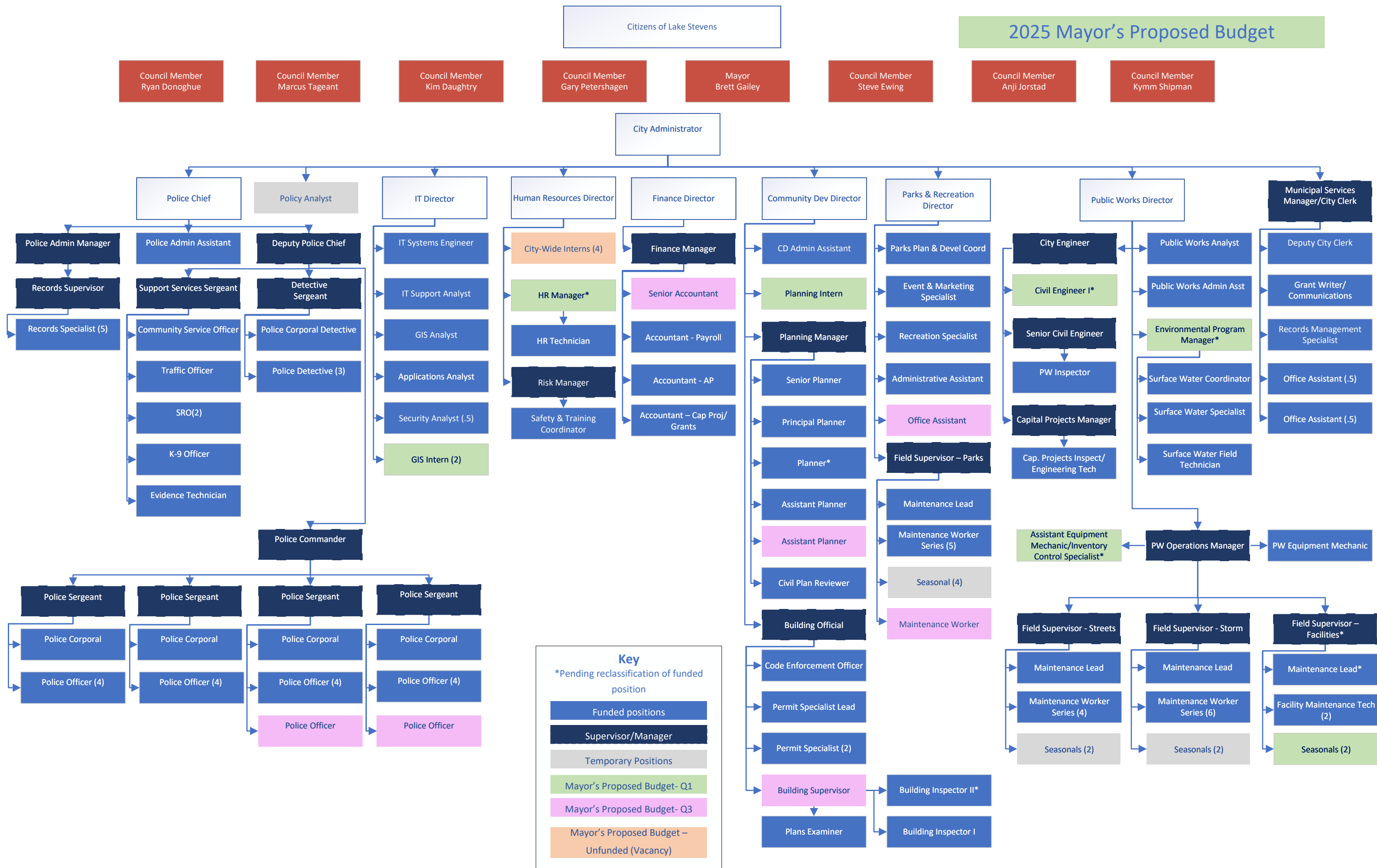


- Estimated 2025 citywide assessed value increase is 8%
- Estimated Levy Rate of \$0.7107/\$1000 AV
- Estimated 2025 Revenues with 1% increase \$6,569,000
 - 72% General Fund
 - 28% Street Fund

2025 Requests & Mayor's Preliminary Proposed Budget Recommendations

2025 Position Requests

Position Requests		\$2,188,920	\$1,238,418					\$748,381
D	Position Title	Total Request	Adjusted Amount	Mayor / Gene Discussion	Type	Quarter	Mayor	POS SUM
HR	Human Resources Manager	\$10,570	\$10,570	Reclassification/Promotion	Reclass	Q1	Yes	\$10,570
PW	Assistant Equipment	\$4,772	\$4,772	Reclassification/Promotion - High Priority	Reclass	Q1	Yes	\$4,772
PW	Civil Engineer I	\$111,223	\$8,000	Reclassification/Promotion	Reclass	Q1	Yes	\$8,000
PW	Environmental Programs Manager	\$7,128	\$7,128	HR to perform salary survey.	Reclass	Q1	Yes	\$7,128
PW	Seasonals (2) - Facilities	\$49,096	\$49,096	Additional Facilities to maintain	Seasonal	Q1	Yes	\$49,096
CD	Planning Intern	\$20,000	\$20,000	GIS Needs	Intern	Q1	Yes	\$20,000
IT	GIS Intern - Streets	\$8,350	\$28,350	GIS Needs	Intern	Q1	Yes	\$28,350
IT	GIS Intern - Public Works	\$8,350	\$20,350	GIS Needs	Intern	Q1	Yes	\$20,350
CD	Assistant Planner	\$124,213	\$64,214	Assist with current workload. Allow for promotional opportunities	New	Q3	Yes	\$64,214
FP	Senior Accountant	\$166,444	\$86,444	Assist with current workload. Maybe bring over with SD	New	Q3	Yes	\$86,444
PD	Police Officer #1	\$204,590	\$130,000	Strategically increase department staffing. Includes Vehicle	New	Q3	Yes	\$130,000
PD	Police Officer #2	\$174,836	\$100,836	Strategically increase department staffing.	New	Q3	Yes	\$100,836
PK	Parks Maintenance Worker	\$137,713	\$77,714	Additional Parks	New	Q3	Yes	\$77,714
PK	Office Assistant	\$90,297	\$46,298	Assist with current workload in Parks	New	Q3	Yes	\$46,298
CD	Building Supervisor	\$156,608	\$94,609	High Priority - Span of Control	New	Q3	Yes	\$94,609
GG	Interns - City-wide	\$88,000	\$0	Unfunded citywide program -Use department savings as available	Intern	Q1	Yes	\$0
HR	Human Resources Specialist (Civil	\$53,476	\$40,107	Pending County Public Safety Vote	New	HOLD	Maybe	\$0
IT	GIS Technician	\$118,025	\$58,025	Pending SD decision.	New	HOLD	Maybe	\$0
PD	Support Service Sergeant	\$255,926	\$155,926	Pending Public Safety Vote. Partial funding from and Traffic	New	HOLD	Maybe	\$0
PD	Community Service Officer	\$104,968	\$52,500	Additional CSO with Park Ranger Duties - working to update	New	HOLD	Maybe	\$0
PK	Parks Revenue Development Specialist	\$126,713	\$65,857	Pending additional revenue information.	New	HOLD	Maybe	\$0
PW	Surface Water Specialist	\$126,256	\$64,256	Potentially cost neutral w/corrections to SWM charges. Justify	New	HOLD	Maybe	\$0
IT	IT Operations Manager	\$17,016	\$17,016	Need Department Organizational Review	Reclass	HOLD	No	\$0
IT	GIS Intern - IT	\$8,350	\$20,350	Not needed - 2 other IT Interns recommended	Intern	N/A	No	\$0
PW	Surface Water Intern	\$16,000	\$16,000	Use salary saving - Part of unfunded citywide intern program	Intern	N/A	No	\$0



2025 Item Requests

Item Requests		Total Requested Amount		
Dpt	Title	\$ 2,205,371	Mayor / Gene Discussion	Mayor Approval
CD	Critical Aquifer Mapping and Regulations	\$ 30,000	Apply for a Grant	Yes
CD	Industrial Center Zoning and Design	\$ 50,000	Needed for Economic Development	Yes
FI	RF - Springbrook Software - Accounts	\$ 9,600	Billing & Receipting - Replace QuickBooks	Yes
FI	Springbrook Software - Consultant	\$ 20,000	Review Current Software Setups & Add Training	Yes
IT	Enhanced Managed Detection and	\$ 75,000	Current IT Security program is outdated and need	Yes
IT	ESRI Enterprise Agreement	\$ 46,125	Upgrade to Enterprise version. What does SD	Yes
IT	Hardware Refresh - Laptops, MDTs, &	\$ 90,295	Annual Replacement Schedule	Yes
IT	ITSM Replacement	\$ 8,000	Upgrade Service Request System	Yes
IT	The Mill Clickshare Hardware	\$ 4,309	Upgrade to current system for AV rentals	Yes
IT	Wireless Network Replacement	\$ 45,000	Upgrade current end of life sytem. More stability	Yes
PD	Axon Taser Training Simulator	\$ 11,000	Inhouse Training	Yes
PD	PIT Training Vehicle	\$ -	PD is required to have program. Using surplus	Yes
PK	F150 - Replacement Vehicle	\$ 8,688	Replacement beyond schedule	Yes
PK	Music in the Parks - Arts & Parks	\$ 5,000	Community Event Contribution	Yes
PK	Parks Comp Plan - Major Update	\$ 100,000	Required in 2025. Look for Grant.	Yes
PK	Skid Steer (Parks/PW Share)	\$ 40,652	Shared equipment/cost between PW/Parks	Yes
PW	Bobcat Skid Steer (S76)	\$ 50,000	Shared equipment/cost between PW/Parks	Yes
PW	Boss Sanders and Plows for New 5500	\$ 30,000	Equip more vehicles for street safety.	Yes
PW	CCTV and Enhancement Maintenance	\$ 775,131	Ongoing SWM Program - \$668K Grant to offset	Yes
PW	Invasive Weed Management	\$ 50,000	Apply for a Grant	Yes
PW	Lake Stevens Comprehensive Plan for	\$ 30,000	Ongoing SWM Program with Partial grant offset	Yes
PW	Private Stormwater Facility Maintenance	\$ 150,000	Implementation. Will act as a revolving fund	Yes
PW	Replacement 5500 Flatbed Truck (Lease)	\$ 23,000	Replacement beyond schedule	Yes
PW	Traffic Camera Program	\$ 25,000	Development of Program - Traffic & Pedestrian	Yes
PW	Walk Behind Airless Striper	\$ 16,000	Look into combining with Robot Painter	Yes
PW	Walk Behind Concrete Saw	\$ 14,000	Needed for sidewalk maintenance & repair	Yes
IT	GIS Consortium	\$ 17,500	More info Needed.	Maybe
PK	Boat and Trailer	\$ 120,000	Look into used alternatives. Shared with other	Maybe
PK	Groomer/Sweeper Setup for Synthetic Turf	\$ 41,325	Can we rent, can we share w/School Dist. Wait	Maybe
PK	Robot Painter	\$ 10,000	Can this be combination equipment w/Walk	Maybe
PW	Asphalt Hotbox	\$ 37,000	Can we rent this or share cost w/Other cities.	Maybe
PW	Brine De-icing System	\$ 36,000	Review potential damage to equip &	Maybe
PW	City wide pavement, sign and	\$ 70,000	Explore options with APWA.	Maybe
PW	Fuel Station Improvements	\$ 70,000	Explore contstruction options	Maybe
CD	Critical Areas Mapping	\$ 25,000	Hold off if not required in 2025.	No
IT	High Availibily Phone System	\$ 30,000	Hold off for new city hall.	No
IT	PW Conference Room Solution	\$ 4,746	Continue utilizing current system.	No
IT	ShareGate Content Migration Tool	\$ 9,000	More information needed. Hold for now.	No
PK	Enclosed Trailer w/ 100 Chairs - Event	\$ 12,000	Analysis of usage, maintenance, staff time	No
PW	Scissor Lift	\$ 16,000	Rent for another year	No

Human Resources Manager

Total Requested Amount: \$10569.86	Recommended Amount: \$10570
Department Priority: 2	Requesting Department: Human Resources

Position Details:

Position Type: Reclassification	Employment Type: Full-Time
Estimated Start Date: Q1	Multi-Dept Scope: Yes

This position will oversee the daily HR operations, set priorities, and manage special projects. This position is essential to running operation of the HR department and allow the Director to focus on executive level consultation, strategic planning and organizational development. The HR Manager will supervise other HR staff to include the HR Technician, HR Specialist and any other positions added in the future. This position not only helps the Director get out the "weeds," but allows for succession planning opportunity for the Sr. HR Specialist. The HR Manager would perform most of the current Sr. HR Specialist duties and in addition would:, - Fill in for the HR Director in their absence, - Be the lead negotiator for union matters as assigned (divided responsibility between HR Director), - Assist in budgeting, - Conduct internal investigations, - Supervise and HR staff in daily operations, - Reviews/audit daily HR work for consistency, compliance and errors

This position is tied to the other HR position request of a part-time HR Specialist. In order to the increase duties of the HR Manager, we must be able to take duties away from the Sr. HR Specialist role. This will also help alleviate pressure for HR services from the Police Department to ensure they have focused HR support for their Civil Service and HR related items., HR Director currently oversees many programs other than traditional HR to include:, - Risk Management, - Emergency Management, - Safety, - Lean Program Management, - Also leads other Executive level projects to include City Strategic Planning, Executive Retreat, etc.

Cost Details:

Estimated Annual Salary: \$7549.9	Estimated Benefits: \$3019.96
Salary Range: NRE56	Step: 4

Future or Ongoing Costs (if any): \$0

no details

Related Costs (if any): \$0

None - Already budgeted with current position

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Yes
Reclassification/Promotion	

Organizational Innovation and Excellence; Add Staff to Support Existing Programs

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$0
HR:	\$8138.9	Street – 101:	\$951.3
IT:	\$0	SWM – 410:	\$1479.8
Other GF: \$0			

Assistant Equipment Mechanic/Inventory Control

Total Requested Amount: \$4771.79	Recommended Amount: \$4772
Department Priority: 1	Requesting Department: Public Works (Streets, Facilities, Mechanic, Storm Water)

Position Details:

Position Type: Reclassification	Employment Type: Full-Time
Estimated Start Date: Q1	Multi-Dept Scope: Yes

Convert the unfilled Inventory Control Specialist position to an Assistant Equipment Mechanic position with inventory control responsibilities related to fleet/equipment. The duties would include assisting the Mechanic on fleet/equipment repairs, ensuring parts are available for repairs, data entry to document maintenance/repairs and general shop labor.

This cost would be offset by that salary for the Inventory Control Specialist already included in the 2024 budget but never filled.

Cost Details:

Estimated Annual Salary: \$3408.42	Estimated Benefits: \$1363.37
Salary Range: TBD	Step: 99

Future or Ongoing Costs (if any): \$130000

Estimated salary, benefits, cell phone and laptop computer.

Related Costs (if any): \$0

Collocated in the equipment mechanic's office, they would use an existing desk but would need a laptop and cell phone.

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Yes
Reclassification/Promotion - High Priority	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$1431.6

Add Staff to Support Existing Programs

HR:	\$0	Street – 101:	\$1670.2
IT:	\$0	SWM – 410:	\$1670.2
Other GF: \$0			

Civil Engineer I

Total Requested Amount: \$111222.89	Recommended Amount: \$8000
Department Priority: 3	Requesting Department: Public Works (Streets, Facilities, Mechanic, Storm Water)

Position Details:

Position Type: Promotion	Employment Type: Full-Time
Estimated Start Date: Q1	Multi-Dept Scope: Yes

Promote the Engineering Technician to a Engineer I position. The employee has offered exemplary performance and has obtained her EIT in the past year. She performs work that advances the city goals and is ready for more advanced work that exceeds that of and Engineering Technncian. In fact, the Engineering Technician often counsels the Civil Plan Reviewer and this would rectify this pay discrepancy.

no notes

Cost Details:

Estimated Annual Salary: \$79444.92	Estimated Benefits: \$31777.97
Salary Range: NR34	Step: 1

Future or Ongoing Costs (if any): \$8000

Not additional IT or space needs. Cost increase would be salary increase from range 27 to range 34. Increased cost would be \$8K in the first year.

Related Costs (if any): \$0

no details

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Yes
Reclassification/Promotion	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$1600
HR:	\$0	Street – 101:	\$3200
IT:	\$0	SWM – 410:	\$3200

Organizational Innovation and Excellence

Other GF: \$0

Environmental Programs Manager

Total Requested Amount: \$7127.96	Recommended Amount: \$7128
Department Priority: 4	Requesting Department: Public Works (Streets, Facilities, Mechanic, Storm Water)

Position Details:

Position Type: Reclassification	Employment Type: Full-Time
Estimated Start Date: Q1	Multi-Dept Scope: Yes

Position will manage environmental programs including the Surface Water Program, NPDES permits, invasive weed management, and stormwater utility to meet the departmental standards and City priorities. Employee is expected to be the City's technical expert regarding surface water management and environmental regulatory compliance. The incumbent is expected to foster a proactive and creative team that will, in turn, develop an exemplary environmental program to improve water quality, increase and restore habitat and open space, reduce flooding, and improve flow regimes.

The Surface Water Manager provides an opportunity, through promotion, to expand her services to the city be more comprehensive in nature. Specifically, we have asked her to manage the lake water quality monitoring, perform basin planning that will target water quality improvements and develop a strategy to improve natural systems throughout the city. This is an appropriate advancement given the work/service she provides to the community and rewards her for stepping up.

Cost Details:

Estimated Annual Salary: \$5091.4	Estimated Benefits: \$2036.56
Salary Range: NR57	Step: 3

Future or Ongoing Costs (if any): \$0

no details

Related Costs (if any): \$0

Promotion. Increased cost from salary would be approximately \$6,000/year. Position would be NRE 57 at a step to give the employee no less than a 4% raise from their current step.

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Yes
HR to perform salary survey.	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
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Organizational Innovation and Excellence

Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$0
IT:	\$0	SWM – 410:	\$7128
Other GF: \$0			

**CITY OF LAKE STEVENS
POSITION DESCRIPTION**

POSITION TITLE:	Environmental Programs Manager
DEPARTMENT:	Public Works
REPORTS TO:	Public Works Director
CLASSIFICATION:	Non-Union/Non-Exempt
SALARY RANGE:	NR56 or 57
EFFECTIVE DATE:	January 1, 2025

POSITION PURPOSE:

Under the direction of the Public Works Director, the incumbent will manage environmental programs including the Surface Water Program, NPDES permits, invasive weed management, and stormwater utility to meet the departmental standards and City priorities. The incumbent must work with staff to develop programs and projects with consideration of regulations, risk, resources, public safety, and budget. The incumbent is expected to be the City's technical expert regarding surface water management and environmental regulatory compliance. The incumbent is expected to foster a proactive and creative team that will, in turn, develop an exemplary environmental program to improve water quality, increase and restore habitat and open space, reduce flooding, and improve flow regimes. Surface Water Division staff are a mixture of administrative staff and field technicians with a variety of experience. The incumbent will be expected to work closely with other departments to ensure requirements and policies are consistent across all departments and ensure the program is successful. Work is performed under limited supervision. The Director provides the incumbent with project requirements and departmental standards consistent with the Public Works and City strategic plans. The incumbent is expected to maintain professional relationships with employees, vendors, elected officials, and the public.

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

- Serves as technical advisor to the Public Works Director on matters of policy, practice, and impacts of regulations relating to area of responsibility. Performs personnel oversight functions including development of individual work plans and training programs, assists with recruitment, performs performance evaluation, corrects performance deficiencies, recognizes good performance, approves leave and timesheets, and recommends discipline as appropriate. Leads a team of surface water professionals by establishing an empowered culture that focuses on trust, process improvement, accountability, ownership, pride and responsibility.
- Prepares an annual work plan that includes financial, organizational and human resources elements that aligns with the strategic plan and goals of the City and Department.
- Proactively seeks grant opportunities, prepares applications, executes agreements and monitors related requirements. Reviews program invoices and maintains capital project, contract, and grant budgets. Review programmatic needs on an annual basis and submits budget requests for the subsequent year.
- Ensures compliance with the City's National Pollution Discharge Elimination System Western Washington Phase II Municipal (NPDES) Permit, NPDES Aquatic Plant and Algae Management General Permit, NPDES Aquatic Noxious Weed Control Permit, and other permits as required.
- Ensures NPDES compliance and serves as the lead for long range and strategic planning
- Ensures compliance with environmental permits associated with capital projects, program

- operations, and operations and maintenance needs.
- Develop and ensure the Education and Outreach Program meets the City's NPDES permit requirements, inform the public of safety concerns in the event of algae bloom, and provide education to the public regarding environmental concerns. Executes contracts with outside agencies as needed to fulfill this requirement.
- Ensures records are gathered and maintained to meet regulatory and city requirements. Ensures compliance with city policies, procedures and all local, state, federal laws in all duties.
- Develops and continuously improves plan review process for commercial, residential, industrial and public projects to meet regulatory and city requirements.
- Develops and continuously improves inspection programs to improve efficiency while meeting regulatory requirements, supports long range planning initiatives, identifies the needs for capital improvement projects, and guides management decisions.
- Serves as technical advisor to public works operations, other departments, agencies, public officials and the public regarding environmental programs and data analysis.
- Identifies and recommends capital projects to meet regulatory requirements and improve the natural environment. Recommends alternatives to meet regulatory requirements, improve construction methods and reduce risk for city capital projects. Administers professional services agreements and public works contracts.
- Develops and evaluates program policy and practices; defines problem areas; develops and directs policies and practices to improve the program.
- Creates program to leverage non-profit and commercial businesses to gain compliance with regulatory compliance and improve surface water quality.
- Develops and implements programs for environmental outreach that includes social media, the city's website, public officials, local media, public meetings and other outreach opportunities. Represents the City at public meetings.
- Plans and organizes annual lake management program including phosphorus management, invasive and nuisance weed treatment, and routine water quality monitoring.
- Reviews water quality data collected from the water quality monitoring program and recommends program modifications as needed.
- Provides an annual lake health update to the Council that includes the current state of the lake, projected issues or solutions, and the annual management plan.
- Regional collaboration on projects, planning efforts, and regulatory compliance.
- Oversees team participation and leads regional efforts to improve surface water, and other environmental programs, including coordination with state agencies, other municipalities and Snohomish County.
- Responsible for evaluating stormwater utility rates for all parcels within the City and community rate charges to the County for billing. Develop standard policies and procedures for calculating stormwater utility rates and train staff to ensure compliance. Community rates and proposed rate increases with City Council.
- Oversee stormwater assets including inventory, condition assessment, and VW maintenance and inspections.
- Develop and oversee a weed management program including inventory of known locations of invasive and noxious weeds, weed eradication, education and outreach, and restoration.
- Other duties as assigned.

QUALIFICATIONS:

Education, Training and Experience Guidelines

Education: Bachelor's degree from an accredited college or university in physical or environmental science, hydrology, or closely related ;

Experience: Five (5) years of experience working with surface water management and related programs, including implementation of the NPDES Phase II Municipal Stormwater Permit; supervisory experience preferred.

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

KNOWLEDGE OF:

Applicable federal, state, and local laws, codes, regulations, and ordinances.

Municipal organization structure, policies, procedures, practices, and objectives.

Modern management and supervisory theories, principles, and practices.

Modern principles, techniques, and theories of surface water management.

Washington state Department of Ecology's Stormwater Management Manual for Western Washington.

National Pollutant Discharge Elimination System (NPDES) Phase II Permit.

Construction and development standards.

Operations, organization, policies and objectives of surface water planning, code enforcement, facility maintenance and inspection.

Technical and advanced knowledge of hydrology, hydraulics fields, and limnology.

Project management principles and practices.

Modern engineering methods as applied to the design, project management and construction of surface water management systems and general construction.

Asset management practices including familiarity with asset management software

Geospatial mapping software such as ArcGIS or equivalent.

Lean Management System or Six Sigma principles.

ABILITY TO:

Establish and maintain trust, confidence, and effective working relationships with subordinates, other city officials, and the general public

Effectively interact with tact, patience, and courtesy.

Read, analyze, and interpret various items such as technical documents, operating and procedure manuals, construction drawings, specifications, and contracts.

Define problems, collect data, establish facts, and draw valid conclusions; apply common sense understanding to solve practical problems.

Apply lean or six sigma principles to continuously improve processes, procedures and implement change management.

Interpret and apply applicable federal, state, and local policies, laws, and regulations.

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

Demonstrate positive and effective interaction and communication with individuals of diverse social and economic backgrounds.

Communicate effectively, orally and in writing, including the ability to listen effectively and to explain complex issues and applicable legal requirements, policies, and procedures to internal and external customers.

Manage multiple projects simultaneously and the activities of assigned staff.

Maintain confidentiality of business records, city business and other information.

- Perform several tasks simultaneously while maintaining accuracy of information and meeting deadlines.

LICENSES OR CERTIFICATE REQUIREMENTS:

- Valid State of Washington Driver’s License
- Certified Erosion and Sediment Control Lead (CESCL) certification Preferred
- Certified Professional in Erosion Sedimentation Control (CPESC) preferred
- Certified Professional in Stormwater Quality (CPSWQ) preferred
- APWA Public Works Professional
- Completion of position-relevant background check.

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

EMPLOYEE NAME (printed)

EMPLOYEE ACKNOWLEDGEMENT

_____/_____/_____
DATE

Seasonals (2)- Facilities

Total Requested Amount: \$49095.98	Recommended Amount: \$49096
Department Priority: 2	Requesting Department: Public Works (Streets, Facilities, Mechanic, Storm Water)

Position Details:

Position Type: New Position	Employment Type: Temporary / Seasonal
Estimated Start Date: Q1	Multi-Dept Scope: Yes

Perform seasonal facilities maintenance including exterior painting, facilities landscaping, simple repairs, pressure washing and support for janitorial services in high-use facilities (Mill, Parks, etc.)

no notes

Cost Details:

Estimated Annual Salary: \$35068.56	Estimated Benefits: \$14027.42
Salary Range: TS	Step: 1

Future or Ongoing Costs (if any): \$0

no details

Related Costs (if any): \$0

Existing cell phone and salary up to \$25/hour. Request is for two seasonals, total reflects two positions.

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Yes
Additional Facilities to maintain	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$31421.44
HR:	\$0	Street – 101:	\$8837.28
IT:	\$0	SWM – 410:	\$8837.28
Other GF: \$0			

Add Staff to Support Existing Programs

Planning Intern

Total Requested Amount: \$20000	Recommended Amount: \$20000
Department Priority: 3	Requesting Department: Community Development (Planning & Building)

Position Details:

Position Type: New Position	Employment Type: Temporary / Seasonal
Estimated Start Date: Q1	Multi-Dept Scope: Yes

Hire a planning or GIS intern to update our critical areas atals / map and GIS layers.

The city is required to update its critical areas code in 2025. Our critical areas GIS layers have not been updated significantly in over 10 years. If adding an intern is not possible, the city could contract this work out.

Cost Details:

Estimated Annual Salary: \$20000	Estimated Benefits: \$0
Salary Range: Student Intern	Step: 4

Future or Ongoing Costs (if any): \$0

no details

Related Costs (if any): \$0

We will need to allocate workspace and equipment - existing equipment will be utilized.

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Yes
GIS Needs	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$1000
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$0
IT:	\$0	SWM – 410:	\$0
Other GF: \$19000			

Organizational Innovation and Excellence; Environmental Stewardship; Add Staff to Support Existing Programs

GIS Intern- Streets

Total Requested Amount: \$8350	Recommended Amount: \$28350
Department Priority: 3	Requesting Department: Information Technology

Position Details:

Position Type: New Position	Employment Type: Temporary / Seasonal
Estimated Start Date: Q1	Multi-Dept Scope: No

Request for Intern, In GIS, the Street Signs and Poles layer needs invintoried. Moreover, each poles GlobalID needs to be put in the associated sign table to show the relationship between signs and poles. The employee would be adding this GlobalID to the signs on that particular pole, adding or removing poles that are not actually on site, effectivly doing an inventory of Street Signs and Poles for the Streets Division.

Zachary Kathe would be the GIS Interns trainer, and QA/QC leader. \$25/hour for 4 month. I think intern positions can only be 20 hours a week.

Cost Details:

Estimated Annual Salary: \$20000	Estimated Benefits: \$0
Salary Range: n/a	Step: 99

Future or Ongoing Costs (if any): \$0

no details

Related Costs (if any): \$8350

I never had a cell phone as an intern but had a desk and desk phone. The intern would need a laptop, a GIS Portal License to edit (350/year), use of ArcPro possibly.

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Yes
GIS Needs	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$28350
IT:	\$0	SWM – 410:	\$0

Add Staff to Support Existing Programs; Community Vitality; Organizational Innovation and Excellence

Other GF: \$0

GIS Intern- Public Works

Total Requested Amount: \$8350	Recommended Amount: \$20350
Department Priority: 4	Requesting Department: Information Technology

Position Details:

Position Type: New Position	Employment Type: Temporary / Seasonal
Estimated Start Date: Q1	Multi-Dept Scope: Yes

This would be an intern position to update or add GIS data related to Work Orders in VUEWorks. There are thousands of work orders that need GIS assets attached as crew members did not do it or the GIS asset is not created so they would create the new GIS asset to associate to a work order.

Intern would be paid \$25/hour for about 20 hours a week.

Cost Details:

Estimated Annual Salary: \$20000	Estimated Benefits: \$0
Salary Range: n/a	Step: 99

Future or Ongoing Costs (if any): \$0

GIS editing License, labor

Related Costs (if any): \$8350

Would need a laptop, GIS Portal license and maybe ArcPro.

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Yes
GIS Needs	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$10175
IT:	\$0	SWM – 410:	\$10175
Other GF: \$0			

Environmental Stewardship; Organizational Innovation and Excellence; Add Staff to Support Existing Programs

Assistant Planner

Total Requested Amount: \$124213.44	Recommended Amount: \$64214
Department Priority: 1	Requesting Department: Community Development (Planning & Building)

Position Details:

Position Type: New Position	Employment Type: Full-Time
Estimated Start Date: Q3	Multi-Dept Scope: No

Entry-level professional planning position. The incumbent is part of a collaborative work team that performs a broad range of professional planning functions such as permit processing of development applications, research and analysis projects of routine to moderate difficulty, preparation of reports, preparation of maps and and assists with special projects under the direction of the Manager or designee

The city has identified the need for an additional Assistant Planner in past staffing plans. With changes to state law requiring stricter timelines the city is obligated to add staff if needed to meet timelines. We have also conducted an audit of similar sized jurisdictions that indicates we are at understaff by at least one planning postion.

Cost Details:

Estimated Annual Salary: \$86938.17	Estimated Benefits: \$34775.27
Salary Range: NR26	Step: 3

Future or Ongoing Costs (if any): \$0

professional membership , software licenses

Related Costs (if any): \$2500

Training/Staff Development - \$2000 per year, Miscellaneous Professional Memberships - \$400 per year, computer / monitor / related - \$2500

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Yes
Assist with curent workload. Allow for promotional opportunities	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$3210.7
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0

Add Staff to Support Existing Programs; Organizational Innovation and Excellence

Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$0
IT:	\$0	SWM – 410:	\$0
Other GF: \$61003.3			

Senior Accountant

Total Requested Amount: \$166443.77	Recommended Amount: \$86444
Department Priority: 1	Requesting Department: Finance

Position Details:

Position Type: New Position	Employment Type: Full-Time
Estimated Start Date: Q3	Multi-Dept Scope: Yes

High level accounting functions. Analysis, reconciliation, and reporting to include:, Treasury Management and Bank Reconciliation, Payroll, AP, and AR review, Budget Analysis, Forecasting, Account Reviews, Internal Audits, Create and lead Commercial Lease function (NNN, Lease review, billings), New software implementation & training, Citywide Training of Financial Software, Procurement, Budget, Contracts., Procurement Division Strategic Plan (2026), Relieve FM & FD duties to focus on Policy, SOP, Program implementation (Power BI - remove need for external transparency vendor)

With the expansion of city staffing and programs, the finance department is under increased pressure to assume more responsibilities. Currently operating at maximum capacity, the department finds it challenging to manage the daily essentials. Critical tasks are left unfinished, and there is a backlog in others. There are numerous citywide initiatives that require assistance from our department, that we do not have the ability to accomplish in a timely manner.

Cost Details:

Estimated Annual Salary: \$115316.98	Estimated Benefits: \$46126.79
Salary Range: NRE50	Step: 3

Future or Ongoing Costs (if any): \$3000

Staff Development

Related Costs (if any): \$5000

Office Set Up - Desk, Chair, supplies, Computer & Monitors

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Yes
Assist with curent workload. Maybe bring over with SD assumption	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0

Add Staff to Support Existing Programs; Financial Stability and Economic Success; Organizational Innovation and Excellence

2025 Budget Position Requests

Finance:	\$54459.72	GG:	\$0
HR:	\$0	Street – 101:	\$7779.96
IT:	\$0	SWM – 410:	\$11237.72
Other GF: \$12966.6			

Add Staff to Support Existing Programs; Financial Stability and Economic Success; Organizational Innovation and Excellence

Police Officer No.1

Total Requested Amount: \$204589.53	Recommended Amount: \$130000
Department Priority: 2	Requesting Department: Law Enforcement

Position Details:

Position Type: New Position	Employment Type: Full-Time
Estimated Start Date: Q3	Multi-Dept Scope: No

To meet the growing needs of the community we are requesting two Officers to maintain adequate staffing levels, ensuring that there are enough personnel to respond to calls and patrol the community effectively. Hiring additional officers reduce the overtime and workload on existing staff, preventing burnout and allowing for more proactive policing strategies.

no notes

Cost Details:

Estimated Annual Salary: \$105954.08	Estimated Benefits: \$42381.63
Salary Range: PO	Step: 4

Future or Ongoing Costs (if any): \$16386

Salary/benefits, cell phone, training, vehicle lease (1177.11 monthly)

Related Costs (if any): \$56253.82

Salary/Benefits, Cell Phone: 1000, Vehicle Lease: 8253.82 Start up, Vehicle equipment: 21500, Computer: 4000, Uniforms/Equipment: 16500, Training: 5000

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Yes
Strategically increase department staffing. Includes Vehicle	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$130000
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$0
IT:	\$0	SWM – 410:	\$0
Other GF: \$0			

Community Vitality

Police Officer No.2

Total Requested Amount: \$174835.71	Recommended Amount: \$100836
Department Priority: 2	Requesting Department: Law Enforcement

Position Details:

Position Type: New Position	Employment Type: Full-Time
Estimated Start Date: Q3	Multi-Dept Scope: No

To meet the growing needs of the community we are requesting two Officers to maintain adequate staffing levels, ensuring that there are enough personnel to respond to calls and patrol the community effectively. Hiring additional officers reduce the overtime and workload on existing staff, preventing burnout and allowing for more proactive policing strategies.

no notes

Cost Details:

Estimated Annual Salary: \$105954.08	Estimated Benefits: \$42381.63
Salary Range: PO	Step: 4

Future or Ongoing Costs (if any): \$2261

Salary/benefits, computer replacement schedule, cell phone (360), training (1000), uniform replacement (900)

Related Costs (if any): \$26500

Salary/Benefits, Cell Phone: 1000, Computer: 4000, Uniforms/Equipment: 16500, Training: 5000

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Yes
Strategically increase department staffing.	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$100836
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$0
IT:	\$0	SWM – 410:	\$0
Other GF: \$0			

Community Vitality

Parks Maintenance Worker

Total Requested Amount: \$137713.44	Recommended Amount: \$77714
Department Priority: 1	Requesting Department: Parks

Position Details:

Position Type: New Position	Employment Type: Full-Time
Estimated Start Date: Q3	Multi-Dept Scope: No

Parks Maintenance and Operations - See Existing Job Description.

The FTE increase is required due to the completion of the Bayview Trail, West Lake Park Renovation and Frontier Heights Phase II Completion.

Cost Details:

Estimated Annual Salary: \$86938.17	Estimated Benefits: \$34775.27
Salary Range: NR26	Step: 3

Future or Ongoing Costs (if any): \$15000

Cell Phone, Vehicle, Training, Uniform and Boot Allowance.

Related Costs (if any): \$16000

Vehicle purchase and upfitting (tool boxes, tools, etc). Uniform. Office 365.

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Yes
Additional Parks	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$77714
Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$0
IT:	\$0	SWM – 410:	\$0
Other GF: \$0			

Add Staff to Support Existing Programs; Organizational Innovation and Excellence; Environmental Stewardship

Office Assistant

Total Requested Amount: \$90297.27	Recommended Amount: \$46298
Department Priority: 2	Requesting Department: Parks

Position Details:

Position Type: New Position	Employment Type: Full-Time
Estimated Start Date: Q3	Multi-Dept Scope: No

Customer Service, Booking Recreational Facilities. Will take over lower level routine needs to allow other staff to focus on their core purposes and keep up with needs.

Position is necessary due to needing to build policy and manage the increase of need at Frontier Heights due to Phase II completion. It will also alleviate work and the stress load from the admin/rec staff who are not able to keep up with the current demand from internal needs and external inquiries/requests.

Cost Details:

Estimated Annual Salary: \$63069.48	Estimated Benefits: \$25227.79
Salary Range: NR13	Step: 3

Future or Ongoing Costs (if any): \$1500

Cell Phone, Training

Related Costs (if any): \$2000

Purchase computer (use existing desk). Access to network and software (Adobe DC, CivicRec, Microsoft 365.)

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Yes
Assist with current workload in Parks	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$46298
Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$0
IT:	\$0	SWM – 410:	\$0
Other GF: \$0			

Organizational Innovation and Excellence; Add Staff to Support Existing Programs

Building Supervisor

Total Requested Amount: \$156608.19	Recommended Amount: \$94609
Department Priority: 2	Requesting Department: Community Development (Planning & Building)

Position Details:

Position Type: New Position	Employment Type: Full-Time
Estimated Start Date: Q3	Multi-Dept Scope: No

The Building Supervisor is an integral member of Planning and Community Development who is responsible for supervision of the plans examiner and building inspectors. The incumbent is a working supervisor who will perform functions of plan review and approval, building inspections to back up staff and act as Building Official when the Building Official is unavailable.

New position to help with span of control in building division and creates a promotional opportunity for existing building staff. Will back up current staff to ensure permits are processed in a timely manner and inspections are organized.

Cost Details:

Estimated Annual Salary: \$88648.71	Estimated Benefits: \$35459.48
Salary Range: NRE51	Step: 3

Future or Ongoing Costs (if any): \$2900

Cell Phone - \$, Training/Staff Development - \$2000 per year, Miscellaneous Professional Memberships - \$400 per year, Clothing Allowance - \$500

Related Costs (if any): \$32500

Computer and monitor - \$2500, Vehicle - \$30,000

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Yes
High Priority - Span of Control	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$4730.45
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$0

Organizational Innovation and Excellence; Add Staff to Support Existing Programs; Accessible and Optimal Infrastructure

IT:	\$0	SWM – 410:	\$0
Other GF: \$89878.55			

Interns- City-wide

Total Requested Amount: \$88000	Recommended Amount: \$0
Department Priority: 99	Requesting Department: General Government

Position Details:

Position Type: New Position	Employment Type: Temporary / Seasonal
Estimated Start Date: Q1	Multi-Dept Scope: No

Interns will perform work based on the division they are hired. They usually focus on special projects assigned by the department and will have city-wide learning and education opportunities.

Budget includes:, \$20,000 per intern (up to 20 weeks at \$25p/h max), \$2,000 per intern for computer, software, desk setup, Total = 4 interns x salaries + EQ = \$88,000, Salary Level of Education Hourly Rate, Step 1 Freshman & Sophomore \$22.12, Step 2 Junior & Senior \$23.04, Step 3 Bachelor's Graduate \$24.00, Step 4 Masters Student \$25.00

Cost Details:

Estimated Annual Salary: \$80000	Estimated Benefits: \$0
Salary Range: Student Intern	Step: 4

Future or Ongoing Costs (if any): \$0

no details

Related Costs (if any): \$8000

May need desk and provision user account set-up by department

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Yes
Unfunded citywide program -Use department savings as available	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$0
IT:	\$0	SWM – 410:	\$0
Other GF: \$0			

Organizational Innovation and Excellence; Add Staff to Support Existing Programs; Community Vitality

Human Resources Specialist (Civil Service Examiner)

Total Requested Amount: \$53475.8	Recommended Amount: \$40107
Department Priority: 2	Requesting Department: Human Resources

Position Details:

Position Type: New Position	Employment Type: Part-Time
Estimated Start Date: Q1	Multi-Dept Scope: Yes

The main purposes of adding this position is to alleviate workload from multiple staff across the HR and Police departments and provide streamlined/centralized person to provide civil service responsibilities. These duties would include: , - Serving as Civil Service Chief Examiner/Secretary; developing and administering recruiting, interviewing and testing processes, - Maintaining constant contact with applicants, processing timely, - Serving as Civil Service Commission liason/secretary, - Scheduling appointments for candidates at various steps in the hiring process, - Collecting necessary documents from candidates and maintaining a confidential and centralized recruitment file, - Have a proactive outreach and recruiting role by attending recruiting events, creating marketing materials, hosting events, etc, - Assist the Police department with other HR functions such as onboarding, specialty assignments, promotions, and other HR consultation as time allows

The HR team processed and reviewed approximately 400 personal history statements and applications in 2023. Out of that 9 Police Officers were hired in 2023. The hiring process has been streamlined in 2023 and we currently share a teams site with the Police Department to share documents and communicate next steps. In 2024, we added another HR person to helping police recruitment to gather required documentation from candidates in order to place them on the eligibility list. This is extremely time consuming and HR staff currently spends between 4-8 hours moving candidates through steps alone. The police admin currently help schedule the command staff interviews, gather documents and schedules background, poly, and psych. This position would help alleviate work on the PD staff assisting with the recruiting process and streamline the amount of people working on recruiting, saving workload elsewhere. In 2024 so far we have hired 2 Officers and have 2 with employment offers. This still leaves us with 4 vacancies., In addition to helping with Police Officer hiring, this HR Speciliast would do all Civil Service and non-Civil Service Police department hiring to include Records Specialists and Community Service Officers where we have had multiple vacancies over the past few years. They would serve as the police department's focused HR person assisting them with promotions, assignments and other HR related consultation as necessary, which will help in service delivery to one of our largest departments., The current landscape of law enforcement hiring over the past several years (since 2020) has been extremely difficult throughou the nation and our region. We have not been fully staffed with deployable officers. We are also seeing turnover and continue to expect turnover due to retirements and officers leaving the profession. The need for a dedicated recruiter is overdue and the need will not cease.,

Organizational Innovation and Excellence; Community Vitality; Add Staff to Support Existing Programs

Furthermore, this position will allow the current Civil Service Examiner to conduct higher level duties that are currently gaps in the human resources department. These duties that will be added include labor negotiations, position control, supervision of HR staff, benefit analysis, policy updating and administering, HR strategic planning, reporting and analytics, etc., In addition to helping with Police Officer hiring, this HR Speciliast would do all Civil Service and non-Civil Service Police department hiring to include Records Specialists and Community Service Officers where we have had multiple vacancies over the past few years. They would serve as the police department's focused HR person assisting them with promotions, assignments and other HR related consultation as necessary, which will help in service delivery to one of our largest departments., The current landscape of law enforcement hiring over the past several years (since 2020) has been extremely difficult throughou the nation and our region. We have not been fully staffed with deployable officers. We are also seeing turnover and continue to expect turnover due to retirements and officers leaving the profession. The need for a dedicated recruiter is overdue and the need will not cease., Furthermore, this position will allow the current Civil Service Examiner to conduct higher level duties that are currently gaps in the human resources department. These duties that will be added include labor negotiations, position control, supervision of HR staff, benefit analysis, policy updating and administering, HR strategic planning, reporting and analytics, etc.

Cost Details:

Estimated Annual Salary: \$38197	Estimated Benefits: \$15278.8
Salary Range: NRE45	Step: 3

Future or Ongoing Costs (if any): \$0

Cell Phone - \$, Training/Staff Development - \$2000 per year, User Account Subscriptions - \$700 per year, Miscellaneous Professional Memberships - \$400 per year

Related Costs (if any): \$0

Computer, Desk, Chair, Office Supplies, Canva, Lucid, etc - \$5000

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Maybe
Pending County Public Safety Vote	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$0
HR:	\$37700.58	Street – 101:	\$1203.21
IT:	\$0	SWM – 410:	\$1203.21
Other GF: \$0			

Organizational Innovation and Excellence; Community Vitality; Add Staff to Support Existing Programs

GIS Technician

Total Requested Amount: \$118024.9	Recommended Amount: \$58025
Department Priority: 2	Requesting Department: Information Technology

Position Details:

Position Type: New Position	Employment Type: Full-Time
Estimated Start Date: Q3	Multi-Dept Scope: Yes

The GIS Technician works with multiple departments to perform research on various geospatial and non-geospatial data to produce datasets for input to the Geographic Information System (GIS). This position performs geographic and non-geographic data collection, creation, and cartography. Utilize GIS methods, using various software environments to support all Public Works activities. This position is part of a team of GIS professionals dedicated to producing a high-quality product, which requires working with multiple personnel, departments, and contractors.

no notes

Cost Details:

Estimated Annual Salary: \$80732.07	Estimated Benefits: \$32292.83
Salary Range: NR23	Step: 3

Future or Ongoing Costs (if any): \$0

Cellphophone, IT User Software License Bundle

Related Costs (if any): \$5000

Computer workstation - Adv User \$5,000.00

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Maybe
Pending SD decision.	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$14506.25
IT:	\$14506.25	SWM – 410:	\$14506.25
Other GF: \$14506.25			

Organizational Innovation and Excellence; Accessible and Optimal Infrastructure; Add Staff to Support Existing Programs

Organizational Innovation and Excellence; Accessible and Optimal Infrastructure; Add Staff to Support Existing Programs

Support Service Sergeant

Total Requested Amount: \$255926.12	Recommended Amount: \$155926
Department Priority: 1	Requesting Department: Law Enforcement

Position Details:

Position Type: New Position	Employment Type: Full-Time
Estimated Start Date: Q3	Multi-Dept Scope: No

Support Services Sergeant reporting to Deputy Chief. This position will take on the supervision of K-9, Traffic and future Proact Police Officers.

no notes

Cost Details:

Estimated Annual Salary: \$142623.07	Estimated Benefits: \$57049.23
Salary Range: PS	Step: 3

Future or Ongoing Costs (if any): \$16386

Salary/benefits, computer replacement schedule, cell phone (360), training (1000), vehicle lease (14125.32), uniform replacement (900)

Related Costs (if any): \$56253.82

Salary/Benefits, Cell Phone: 1000, Vehicle Lease: 8253.82 Start up, Vehicle equipment: 21500, Computer: 4000, Uniforms/Equipment: 16500, Training: 5000

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Maybe
Pending Public Safety Vote. Partial funding from and Traffic Camera Funds.	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$155926
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$0
IT:	\$0	SWM – 410:	\$0
Other GF: \$0			

Add Staff to Support Existing Programs

Community Service Officer

Total Requested Amount: \$104967.93	Recommended Amount: \$52500
Department Priority: 99	Requesting Department: Law Enforcement

Position Details:

Position Type: New Position	Employment Type: Full-Time
Estimated Start Date: Q3	Multi-Dept Scope: Yes

This request is to add a second Community Service Officer. WE are actively working with HR and the Unions to update the job description to add Park Ranger Duties, in addition to animal control and parking enforcement.

no notes

Cost Details:

Estimated Annual Salary: \$74977.09	Estimated Benefits: \$29990.84
Salary Range: CSO	Step: 3

Future or Ongoing Costs (if any): \$0

Salary/benefits, cell phone, training, vehicle lease (1177.11 monthly) Monthly lease costs may be lower - we estimated high.

Related Costs (if any): \$0

Salary/Benefits, Cell Phone: 1000, Vehicle Lease: 8253.82 Start up, Vehicle equipment: 21500, Computer: 4000, Uniforms/Equipment: 16500, Training: 5000

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Maybe
Additional CSO with Park Ranger Duties - working to update current CSO duties	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$39375
Clerk:	\$0	PRK:	\$13125
Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$0
IT:	\$0	SWM – 410:	\$0
Other GF: \$0			

Parks Revenue Development Specialist

Total Requested Amount: \$126713.44	Recommended Amount: \$65857
Department Priority: 3	Requesting Department: Parks

Position Details:

Position Type: New Position	Employment Type: Full-Time
Estimated Start Date: Q3	Multi-Dept Scope: No

Write a large amount of grants to support capital projects, equipment purchases and other Parks and Recreational focused needs. Expand sponsorship opportunities. Establish public/private partnerships. Work on general revenue development for the department (sales/property tax, impact fees, fee analysis, etc.).

Position will cover their own staffing costs by bringing in revenue exceeding the cost of their position. They will write grants that public agencies can apply for, and partner with 501c3 organizations to apply for funding sources not available to government agencies. This position will help alleviate some of the work currently allocated to other employees, which has exceeded available resources, in addition to funding park projects. Park mitigation fees have been declining and grants will be required to continue to keep up with infrastructure/park needs.

Cost Details:

Estimated Annual Salary: \$86938.17	Estimated Benefits: \$34775.27
Salary Range: NR26	Step: 3

Future or Ongoing Costs (if any): \$2000

Cell Phone, Training, Subscription to Grant Watch (or other similar grant access).

Related Costs (if any): \$5000

Purchase Computer and Desk, Programs (Adobe DC, Microsoft 365)

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Maybe
Pending additional revenue information.	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$65856.5

Financial Stability and Economic Success; Organizational Innovation and Excellence; Accessible and Optimal Infrastructure; Environmental Stewardship; Add Staff to Support Existing Programs; Add Maintenance Funds

2025 Budget Position Requests

Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$0
IT:	\$0	SWM – 410:	\$0
Other GF: \$0			

Financial Stability and Economic Success; Organizational Innovation and Excellence; Accessible and Optimal Infrastructure; Environmental Stewardship; Add Staff to Support Existing Programs; Add Maintenance Funds

Surface Water Specialist

Total Requested Amount: \$126255.83	Recommended Amount: \$64256
Department Priority: 6	Requesting Department: Public Works (Streets, Facilities, Mechanic, Storm Water)

Position Details:

Position Type: New Position	Employment Type: Full-Time
Estimated Start Date: Q3	Multi-Dept Scope: No

To date, the County has provided GIS services to the GIS for managing and digitizing impervious surfaces on parcels to determine accurate SWM Fees. This service will no longer be offered to the city in 2025. Current staff do not have the capacity to absorb this role, especially with new requirements emerging in the NPDES permit. This proposed role will also manage stormwater asset attributes and asset conditions which will guide maintenance and capital project prioritization. This position will also lead education and outreach and compliance follow-up for private stormwater facility maintenance. This position is proposed as 70% stormwater and 30% streets. The streets portion of the duties will include streets asset management.

Position could recoup costs or more with more accurate SWM fee rates.

Cost Details:

Estimated Annual Salary: \$89111.31	Estimated Benefits: \$35644.52
Salary Range: NR27	Step: 3

Future or Ongoing Costs (if any): \$130000

Salary, benefits, cell phone, computer, office space, shared vehicle. Proposed salary range would be NRE 27.

Related Costs (if any): \$1500

GIS License

Suggestions:

Mayor's Priority: 0	Mayor's Approval: Maybe
Potentially cost neutral w/corrections to SWM charges. Justify with data.	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0

Financial Stability and Economic Success; Environmental Stewardship; Add Maintenance Funds

2025 Budget Position Requests

Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$19276.8
IT:	\$0	SWM – 410:	\$44979.2
Other GF: \$0			

IT Operations Manager

Total Requested Amount: \$17015.89	Recommended Amount: \$17016
Department Priority: 1	Requesting Department: Information Technology

Position Details:

Position Type: Promotion	Employment Type: Full-Time
Estimated Start Date: Q1	Multi-Dept Scope: No

The IT Operations Manager is responsible for overseeing and managing the daily operations of the city's support, applications, GIS, and infrastructure services. This position will set work priorities for IT staff, oversee projects and infrastructure changes, manage purchasing, IT contracts, and vendors, and oversee spending/reporting on the IT Budget. This operation manager will be responsible for mentoring and leading others through coaching and continued staff development. This position is responsible for ensuring the IT Department meets the required regulatory standards and compliance with city and IT policies.

no notes

Cost Details:

Estimated Annual Salary: \$12154.21	Estimated Benefits: \$4861.68
Salary Range: NRE56	Step: 6

Future or Ongoing Costs (if any): \$0

no details

Related Costs (if any): \$0

no details

Suggestions:

Mayor's Priority: 0	Mayor's Approval: No
Need Department Organizational Review	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$1871.76
IT:	\$12762	SWM – 410:	\$2382.24

Organizational Innovation and Excellence; Accessible and Optimal Infrastructure

Other GF: \$0

GIS Intern- IT

Total Requested Amount: \$8350	Recommended Amount: \$20350
Department Priority: 5	Requesting Department: Information Technology

Position Details:

Position Type: New Position	Employment Type: Temporary / Seasonal
Estimated Start Date: Q1	Multi-Dept Scope: Yes

This would be a GIS intern if the other 2 Intern positions are denied that would help with any GIS task or project Zachary Kathe assigns. From updating Addresses and centerline info, to creating a new version for stormwater, editing GIS data from VUEWorks Work Orders etc...

This is an intern position at \$25/hour for about 4 months.

Cost Details:

Estimated Annual Salary: \$20000	Estimated Benefits: \$0
Salary Range: n/a	Step: 99

Future or Ongoing Costs (if any): \$0

Portal editing license, a laptop labor costs.

Related Costs (if any): \$8350

A laptop, Portal GIS editing license, and ArcPro.

Suggestions:

Mayor's Priority: 0	Mayor's Approval: No
Use salary saving - Part of unfunded citywide intern program	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$0
IT:	\$20350	SWM – 410:	\$0
Other GF: \$0			

none

Surface Water Intern

Total Requested Amount: \$0	Recommended Amount: \$16000
Department Priority: 5	Requesting Department: Public Works (Streets, Facilities, Mechanic, Storm Water)

Position Details:

Position Type: New Position	Employment Type: Temporary / Seasonal
Estimated Start Date: Q1	Multi-Dept Scope: No

Perform stormwater asset mapping and condition assessments for culverts. Other tasks will include stormwater infrastructure inspections, outfall inspections and asset information updates.

The city does not know the condition of its culverts throughout the city. An Intern can easily gather this data based on industry standard and begin a process of informing culvert maintenance/replacement. The alternative is a consultant which would cost more than \$50K.

Cost Details:

Estimated Annual Salary: \$16000	Estimated Benefits: \$0
Salary Range: n/a	Step: 99

Future or Ongoing Costs (if any): \$0

Salary, use existing cell phone and laptop.

Related Costs (if any): \$0

no details

Suggestions:

Mayor's Priority: 0	Mayor's Approval: No
Not needed - 2 other IT Interns recommended	

Fund Allocations:

Leg / Ex:	\$0	PI / BL:	\$0
Adm:	\$0	LE:	\$0
Clerk:	\$0	PRK:	\$0
Finance:	\$0	GG:	\$0
HR:	\$0	Street – 101:	\$16000
IT:	\$0	SWM – 410:	\$0
Other GF: \$0			

Add Staff to Support Existing Programs

Critical Aquifer Mapping and Regulations

Requesting Department: Community Development (Planning & Building)	Request Amount: \$30000
	Total Requested Amount: \$30000
Department Priority: 1	Recommended Amount: \$30000

Request Description:

The city must update its critical area regulations in 2025 as an implementation task of its new comprehensive plan. After annexation of the Machias area, the city now has critical aquifer zones in the city. These need to be mapped and rules need to be developed into our critical areas ordinance.

Estimate based on prior contract completed for the Shoreline Master Program to create photo-inventory and user guide.

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Apply for a Grant	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$30000	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Community Vitality;Environmental Stewardship;Accessible and Optimal Infrastructure

Industrial Center Zoning and Design Standards

Requesting Department: Community Development (Planning & Building)	Request Amount: \$50000
Department Priority: 2	Total Requested Amount: \$50000
	Recommended Amount: \$50000

Request Description:

Complete Industrial Center Plan

The city completed an infrastructure analysis of its Industrial Zone previously. To complete the work the city needs to develop refined zoning and design standards.

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Needed for Economic Development	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$50000	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Community Vitality;Financial Stability and Economic Success;Environmental Stewardship;Accessible and Optimal Infrastructure

RF- Springbrook Software- Accounts Receivable Module

Requesting Department: Finance	Request Amount: \$9600
	Total Requested Amount: \$9600
Department Priority: 2	Recommended Amount: \$9600

Request Description:

AR Module will allow the city to bill commercial leases and other invoices and receipt directly into Springbrook and eliminate the need for QuickBooks.

Budgeted in 2024 PR fund as part of Sewer Assumption costs.

Future or Ongoing Costs (if any): \$3600

Annual renewal

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

QuickBooks annual fee after initial implementation - year 2 \$750

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Billing & Receipting - Replace QuickBooks	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$9600
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Springbrook Software- Consultant Analysis

Requesting Department: Finance	Request Amount: \$20000
	Total Requested Amount: \$20000
Department Priority: 1	Recommended Amount: \$20000

Request Description:

Consultant contract with Springbrook Software to analyze current software modules and set ups; recommend updates to set ups and use; implement updates; provide training

no notes

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

Unknown cost reductions at this time

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Review Current Software Setups & Add Training	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$20000	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Enhanced Managed Detection and Response Services

Requesting Department: Information Technology	Request Amount: \$75000
	Total Requested Amount: \$75000
Department Priority: 12	Recommended Amount: \$75000

Request Description:

This budget request is for transitioning from our current Managed Detection and Response (MDR) provider, Critical Insights, due to its limitations in effectively addressing the City's growing cybersecurity needs. Critical Insights has proven to be insufficient in providing the level of threat detection and response necessary to protect the City's assets, data, and reputation. We are considering more robust solutions, such as Arctic Wolf, which offers advanced security features, including 24/7 monitoring and a dedicated support team, to ensure a higher standard of protection against increasingly sophisticated cyber threats.

Arctic Wolf provides a substantial upgrade in cybersecurity capabilities compared to Critical Insights, including advanced threat detection powered by machine learning, 24/7 monitoring, and a dedicated Concierge Security Team (CST) that offers personalized support tailored to the City's unique needs. This team not only enhances the City's defenses against sophisticated and emerging threats but also ensures compliance with stringent cybersecurity regulations like NIST, reducing the risk of fines and reputational damage. The proactive approach of Arctic Wolf reduces the burden on internal IT staff, allowing them to focus on other critical functions, and ensures that threats are identified and mitigated early, minimizing the potential impact on City operations.

Although Arctic Wolf's annual cost is higher, the investment is justified by the long-term benefits, including enhanced security, reduced risk of expensive breaches, and better regulatory compliance. Additionally, Arctic Wolf's scalable platform is designed to grow with the City, future-proofing the cybersecurity infrastructure against evolving threats without requiring further substantial investments. By choosing Arctic Wolf, the City of Lake Stevens is making a strategic investment that not only strengthens its current cybersecurity posture but also provides a significant return on investment by safeguarding its assets, data, and reputation in an increasingly complex threat landscape.

Future or Ongoing Costs (if any): \$68000

We will have to pay an annual subscription if we choose to renew services.

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$47000

Organizational Innovation and Excellence; Financial Stability and Economic Success

We will be able to remove Critical Insights and reduce our Trend Micro platform to a basic antivirus solution.

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Current IT Security program is outdated and needs upgrade	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$75000
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Arctic Wolf 2024-2025

Quote Information:

Quote #: KB243935

Version: 1

Quote Date: 08/12/2024

Expiration Date: 09/10/2024

Prepared for:

City of Lake Stevens

Troy Stevens

4256229400

tstevens@lakestevenswa.gov

Bill To:

City of Lake Stevens

Troy Stevens

1825 S Lake Stevens Road

Lake Stevens, WA 98258

tstevens@lakestevenswa.gov

Ship To:

City of Lake Stevens

Troy Stevens

1825 S Lake Stevens Road

Lake Stevens, WA 98258

Arctic Wolf - 12 Months

Term: 10/31/2024 - 10/30/2025

Manufacturer Part Number	Product Details	Qty	List Price	Price	Ext. Price
AW-PLUS-USER-GOLD	Arctic Wolf Plus User License - Gold	170	\$321.00	\$234.88	\$39,929.60
AW-PLUS-SERVER-GOLD	Arctic Wolf Plus Server License - Gold	30	\$321.00	\$234.88	\$7,046.40
AW-MDR-2XX-S	Arctic Wolf 200 Series Sensor	4	\$3,000.00	\$2,195.12	\$8,780.48
AW-MDR-O365	Arctic Wolf MDR Office 365 user license	175	\$22.50	\$16.46	\$2,880.50
AW-IR-JSR-B	Arctic Wolf IR JumpStart Retainer	1	\$5,000.00	\$3,048.78	\$3,048.78
AW-WARRANTY-500	Arctic Wolf Security Operations Warranty - \$500k (Enrollment Required)	1	\$0.00	\$0.00	\$0.00
AW-PLATFORM-BASE	Arctic Wolf Platform - Base Platform	1	\$15,000.00	\$1,935.48	\$1,935.48
				Subtotal:	\$63,621.24

One-Time Fee

Manufacturer Part Number	Product Details	Qty	List Price	Price	Ext. Price
AW-OB	Arctic Wolf Onboarding	1	\$6,250.72	\$4,573.70	\$4,573.70
AW-SHP	Arctic Wolf Sensor/Scanner Shipping	4	\$120.00	\$120.00	\$480.00
				Subtotal:	\$5,053.70

Shipping

Product Description	Quantity	Price	Ext. Price
Ground Shipping To Be Determined, Billed As Actual	1	\$0.00	\$0.00

Quote Summary

Description	Amount
Arctic Wolf - 12 Months	\$63,621.24
One-Time Fee	\$5,053.70
Total:	\$68,674.94

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel any order arising from pricing or other errors. If Customer is purchasing a subscription-based product, Customer agrees to pay all charges for the complete term of the subscription. By signing below or issuing a Purchase Order, Customer agrees to CompuNet's standard terms and conditions, which can be reviewed [here](#), provided, that if Customer and CompuNet are parties to a currently effective Master Product Purchase and Services Agreement (MSA), the terms and conditions of such MSA shall control and shall supersede these standard terms and conditions. Your electronic signature, per the Electronic Signature Act, is considered equivalent to your signed and faxed signature, and allows you to accept and place your order. This Quote becomes binding and noncancelable upon Customer's return to CompuNet of acceptance. A copy of this acceptance and the attached proposal document will be sent to your email address to complete your order acceptance. You are NOT required to electronically sign your order, you may fax or email your signed proposal to your Account Executive.

City of Lake Stevens

Signature: _____

Name: _____

Title: _____

Date: _____

PO Number: _____

Security Journey

Security is a Journey, Not a Destination



Concierge Security Team (CST)

THE LEADER IN **SECURITY OPERATIONS**

Your named Concierge Security Team will work with you to build and execute a Security Journey that meets your organization's goals and objectives while identifying opportunities to strengthen your security posture over time.



EXPERTISE

Deliver execution and operational excellence with skills required to detect advanced threats and manage risks in a way that's customized to your environment.

Security Operations Experts

Hundreds of years of combined experience with cybersecurity accreditations like CISSP, HCISPP, CCSP, CISM, CRISC, GCIH

Threat Hunting

Hunting for suspicious activity across your environment

Informed Incident Insights

Filter out the noise to reveal what happened, and what to do about it

STRATEGY

Strategic security guidance drives continuous improvement that's tailored to the specific needs of your organization.

Security Posture Reviews

Evaluate the root cause of threats and get prioritized recommendations to improve posture

Named Advisors

Trusted security operations experts paired with you to deliver tailored triage and strategic guidance

Security Journey Guidance

Quarterly reviews to help you design, implement, and achieve your security vision

Arctic Wolf Triage Team



The Triage Team works 24x7x365 to investigate alerts generated by the Arctic Wolf Platform. This team provides tactical support and guidance to customers and the Concierge Security Team during security events.

COVERAGE

Work around the clock to triage critical events and deliver actionable insights when you need them the most

24x7 Continuous Monitoring

Your environment is monitored around the clock for threats and risks

Rapid Response

Investigate and escalate critical events within thirty minutes

Real-Time Remediation

Rapidly contain incidents and get detailed guidance on remediation

On-Demand Access

To security analysts via telephone or email 24/7

INVESTIGATION

Deliver execution and operational excellence with skills required to detect advanced threats and manage risks in a way that's customized to your environment.

Security Operations Experts

Top-talent with hundreds of years of combined experience working for Military, Government and Public and Private sector organizations.

Informed Incident Insights

- ▶ Filter out the noise to reveal what happened, and what to do about it
- ▶ Detect threats across network, endpoint, & cloud.
- ▶ Expert analysis of IOCs across entire attack surface using a purpose-built cloud platform
- ▶ Discover vulnerabilities and misconfigurations

Security Journey Topics

Proactive Reviews to Improve Security Posture

- The first 90 days typically consists of:
 - Guided Onboarding
 - Security Health Check
 - Architecture Review
 - Log Source Review
 - Firewall Configuration Review
 - Active Directory Configuration Review
 - Endpoint Configuration Review
- Various topics will be covered on an ongoing basis such as:
 - Anomalous Traffic Analysis
 - Ransomware & Malware Hardening
 - Advanced Firewall Assessment
 - Office 365 Configuration
 - Business Continuity
 - PowerShell
 - GPO/ AD Attack Vector
 - CIS Benchmarking
 - Identity Lifecycle Management
 - AWS Security
 - External Vulnerability Assessment
 - Phishing & Employee Awareness
 - Kerberos Configuration
 - Backup Recommendations
 - Pre-Penetration Test Review
 - Risk Management Plan

Non-exhaustive list



Security Journey Timeline



Start-up Focus



Steady-State Focus



Detour/ Ad-hoc Focus

Initial Focus

First 90 Days Initialization

- Onboarding & Concierge Kick-off
- SPiDR - Architecture Review and Initial Tuning
- SPiDR - Health Validation

Q2 Focus

- Quarterly Account Review
- SPiDR – Phishing & Employee Awareness
- SPiDR – Pre-Penetration Test Review

Detour: Ransomware Attack

- SPiDR - Customer Incident Report
- SPiDR - Architecture and Visibility Assessment
- SPiDR - Anomalous Traffic Analysis
- SPiDR - Ransomware and Malware Hardening

Detour: New Threat

Arctic Wolf Intelligence team will actively notify and initiate detour when new exploits or emerging threats arise in industry

Example SPiDRs:

- Identified Security Gap
- Commonly Exploited CVE review
- Zero-Day Threat Hunting review

Q1 Focus

- Quarterly Account Review
- SPiDR - External Vulnerability Assessment
- SPiDR – Office 365 Configuration

Q3 Focus

- Quarterly Account Review
- SPiDR – Advanced Firewall Assessment
- SPiDR – Backup Recommendations

Q4 Focus

- Quarterly Account Review
- SPiDR – Business Continuity
- SPiDR – GPO/ AD Attack Vector

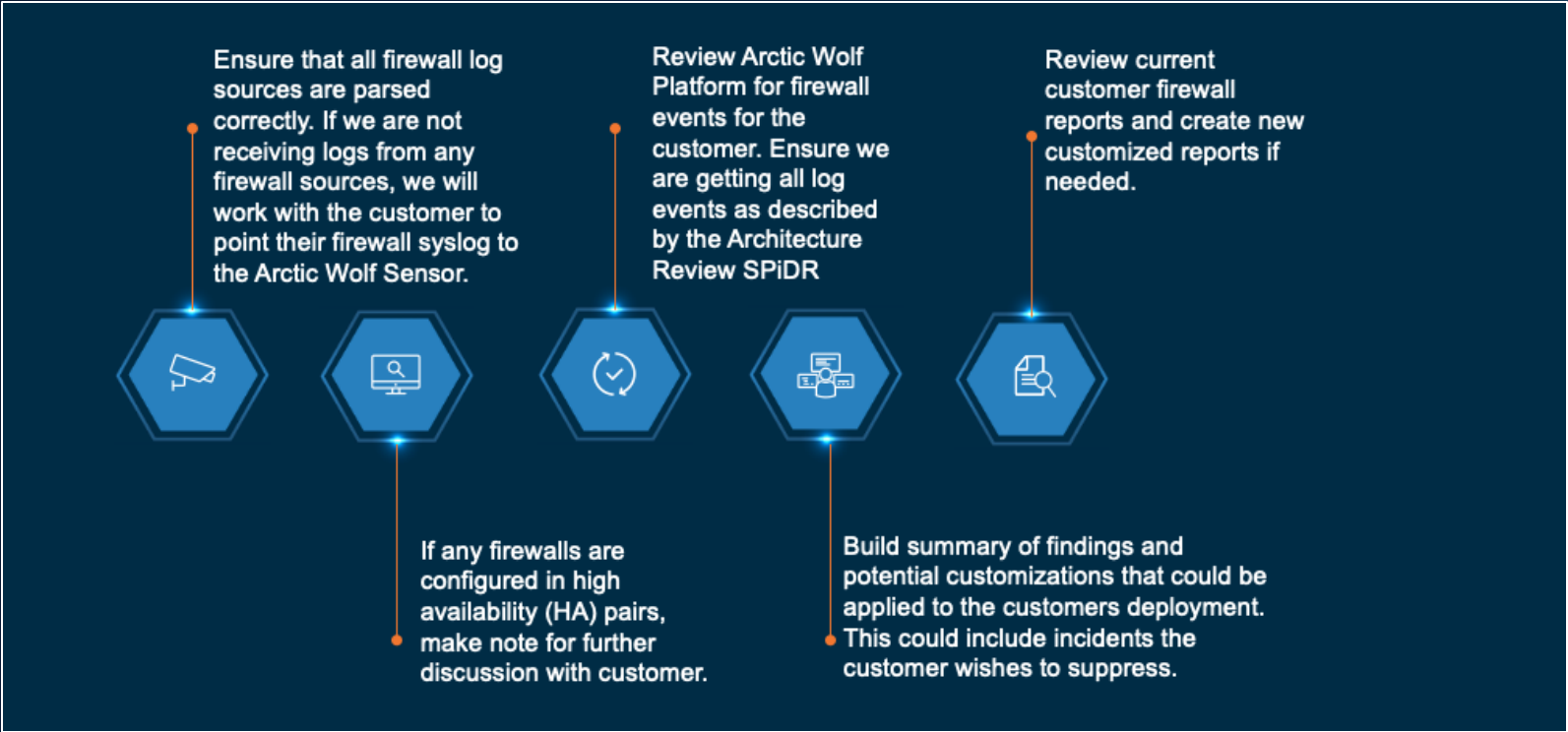


SPiDR: Firewall Assessment

Key Outcome: Ensure the customer is fully aware of the current state of their firewall infrastructure and that it is fit for purpose.

What is it: The goal of the basic firewall assessment SPiDR is to identify quick wins that are low change impact and low effort to the customer. The Concierge Security Team (CST) will go over ingested observations from the firewall to assess positive and negative findings. Then review baseline best practices configuration, including recommendations for mitigating these risks and vulnerabilities.

Why it matters: A healthy and properly configured firewall infrastructure can effectively disrupt and detect a wide variety of cyber attacks. If not properly configured, firewalls could easily let unauthorized or malicious content pass through the network.



Outcome:

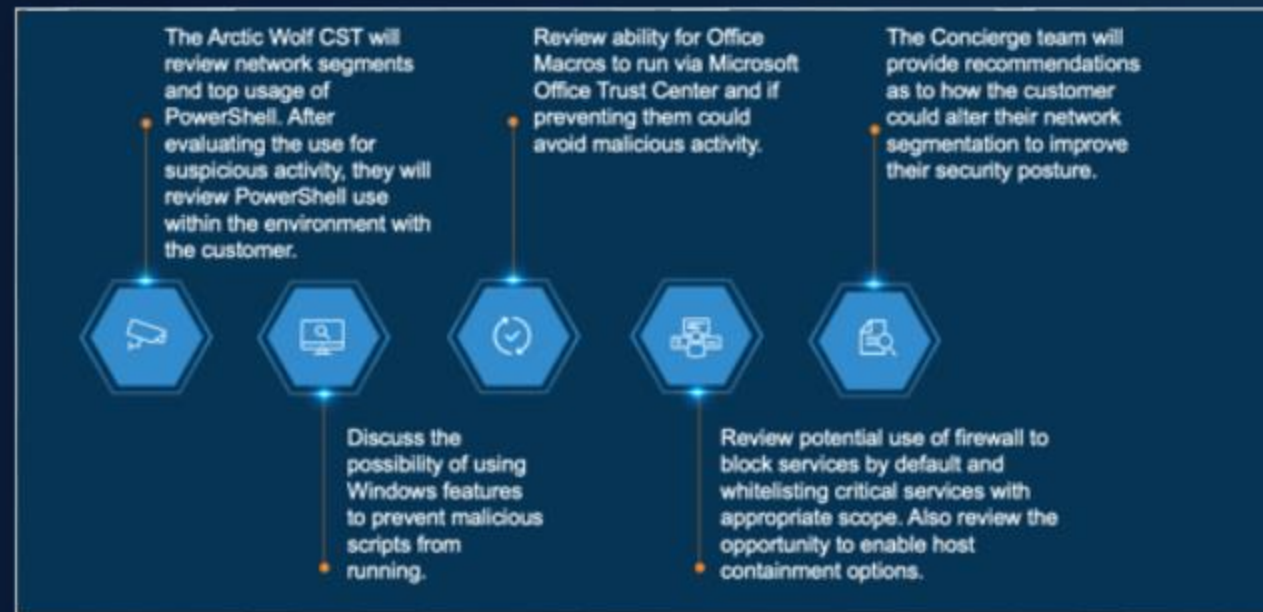
- Customer gain awareness of current state of firewall technical controls and access rules.
- Recommendations to provide a measure of assurance that firewalls are in accordance with good practices and organization expectation.
- Review and check configuration, implementation and practical technical recommendations

SPiDR: Ransomware and Malware Hardening

Key Outcome: Create a better understanding of how well protected a customer is and what practical steps can be taken to increase their security posture

What is it: This SPiDR analyzes a customer's environment for Endpoint Hardening and basic Network Segmentation. CSTs will gain an understanding of a customer's network topology, and security posture against Malware/Ransomware. Customer's will gain knowledge of industry bestpractices to prevent Malware execution and Ransomware in their environments.

Why it matters: Ransomware has continued its upward trend, increasing 25% in 2022 – a rise as big as the last five years combined. In 2021, the average cost of a ransomware attack in the US was \$9.05M. Source: Verizon DBIR 2022, IBM 2021



Outcome:

- The customer gains a better understanding of what it means to harden their environment.
- The customer can take actions based on the conversation to increase their security posture. (App Locker, Macros, Powershell)
- The customer can learn about and discuss endpoint hardening best practices with their Concierge Security Team (CST).

ESRI Enterprise Agreement

Requesting Department: Information Technology	Request Amount: \$46125
	Total Requested Amount: \$46125
Department Priority: 3	Recommended Amount: \$46125

Request Description:

Current GIS Infrastructure licensing model limits the number of servers and processors available to serve GIS applications, mapping, workflows, and versioning databases.

no notes

Future or Ongoing Costs (if any): \$46125

This is a SBITA contract 3-year term.

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$29000

LR - ESRI - ArcGIS \$29,000 510-006-518-80-49-31

Is this a Lease or Installment Purchase? Yes

Mayor's Priority: 0	Mayor's Approval: Yes
Upgrade to Enterprise version. What does SD use? Discuss w/Troy	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$46125
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0



July 30, 2024

Troy Stevens
City of Lake Stevens
1812 Main St
Lake Stevens, WA 98258-7701

Dear Troy,

The Esri Small Municipal and County Government Enterprise Agreement (SGEA) is a three-year agreement that will grant your organization access to Esri term license software. The EA will be effective on the date executed and will require a firm, three-year commitment.

Based on Esri's work with several organizations similar to yours, we know there is significant potential to apply Geographic Information System (GIS) technology in many operational and technical areas within your organization. For this reason, we believe that your organization will greatly benefit from an Enterprise Agreement (EA).

An EA will provide your organization with numerous benefits including:

- A lower cost per unit for licensed software
- Substantially reduced administrative and procurement expenses
- Complete flexibility to deploy software products when and where needed

The following business terms and conditions will apply:

- All current departments, employees, and in-house contractors of the organization will be eligible to use the software and services included in the EA.
- If your organization wishes to acquire and/or maintain any Esri software during the term of the agreement that is not included in the EA, it may do so separately at the Esri pricing that is generally available for your organization for software and maintenance.
- The organization will establish a single point of contact for orders and deliveries and will be responsible for redistribution to eligible users.
- The organization will establish a Tier 1 support center to field calls from internal users of Esri software. The organization may designate individuals as specified in the EA who may directly contact Esri for Tier 2 technical support.
- The organization will provide an annual report of installed Esri software to Esri.
- Esri software and updates that the organization is licensed to use will be automatically available for downloading.
- The fee and benefits offered in this EA proposal are contingent upon your acceptance of Esri's Small Municipal and County Government EA terms and conditions.

- Licenses are valid for the term of the EA.

This program offer is valid for 90 days. To complete the agreement within this time frame, please contact me within the next seven days to work through any questions or concerns you may have.

To expedite your acceptance of this EA offer:

1. Sign and return the EA contract with a Purchase Order or issue a Purchase Order that references this EA Quotation and includes the following statement on the face of the Purchase Order:

"THIS PURCHASE ORDER IS GOVERNED BY THE TERMS AND CONDITIONS OF THE ESRI SMALL MUNICIPAL AND COUNTY GOVERNMENT EA, AND ADDITIONAL TERMS AND CONDITIONS IN THIS PURCHASE ORDER WILL NOT APPLY."

Have it signed by an authorized representative of the organization.

2. On the first page of the EA, identify the central point of contact/agreement administrator. The agreement administrator is the party that will be the contact for management of the software, administration issues, and general operations. Information should include name, title (if applicable), address, phone number, and e-mail address.
3. In the purchase order, identify the "Ship to" and "Bill to" information for your organization.
4. Send the purchase order and agreement to the address, email or fax noted below:

Esri
Attn: Customer Service SG-EA
380 New York Street
Redlands, CA 92373-8100

e-mail: service@esri.com
fax documents to: 909-307-3083

I appreciate the opportunity to present you with this proposal, and I believe it will bring great benefits to your organization.

Thank you very much for your consideration.

Best Regards,

Heather Glock



Quotation # Q-527510

Date: July 30, 2024

Customer # 110893 Contract #

City of Lake Stevens
Information Technology Dept
1812 Main St
Lake Stevens, WA 98258-7701

ATTENTION: Zachary Kathe
PHONE: 3603550820
EMAIL: zkathe@lakestevenswa.gov

Environmental Systems Research Institute, Inc.
380 New York St
Redlands, CA 92373-8100
Phone: (909) 793-2853
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

*To expedite your order, please attach a copy of
this quotation to your purchase order.
Quote is valid from: 7/30/2024 To: 10/28/2024*

Material	Qty	Term	Unit Price	Total
168178	1	Year 1	\$42,200.00	\$42,200.00
Populations of 25,001 to 50,000 Small Government Enterprise Agreement Annual Subscription				
168178	1	Year 2	\$42,200.00	\$42,200.00
Populations of 25,001 to 50,000 Small Government Enterprise Agreement Annual Subscription				
168178	1	Year 3	\$42,200.00	\$42,200.00
Populations of 25,001 to 50,000 Small Government Enterprise Agreement Annual Subscription				
Subtotal:				\$126,600.00
Sales Tax:				\$11,773.80
Estimated Shipping and Handling (2 Day Delivery):				\$0.00
Contract Price Adjust:				\$0.00
Total:				\$138,373.80

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact:
Heather Glock

Email:
hglock@esri.com

Phone:
909-793-2853 x8948

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <https://go.esri.com/MAPS> apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, then unless otherwise stated in this quotation, Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. US Federal government entities and US government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <https://www.esri.com/en-us/legal/terms/state-supplemental> apply to some US state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin for customers located in the USA.



Quotation # Q-527510

Date: July 30, 2024

Customer # 110893 Contract #

City of Lake Stevens
Information Technology Dept
1812 Main St
Lake Stevens, WA 98258-7701

ATTENTION: Zachary Kathe
PHONE: 3603550820
EMAIL: zkathe@lakestevenswa.gov

Environmental Systems Research Institute, Inc.
380 New York St
Redlands, CA 92373-8100
Phone: (909) 793-2853
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

*To expedite your order, please attach a copy of
this quotation to your purchase order.
Quote is valid from: 7/30/2024 To: 10/28/2024*

If you have made ANY alterations to the line items included in this quote and have chosen to sign the quote to indicate your acceptance, you must fax Esri the signed quote in its entirety in order for the quote to be accepted. You will be contacted by your Customer Service Representative if additional information is required to complete your request.

If your organization is a US Federal, state, or local government agency; an educational facility; or a company that will not pay an invoice without having issued a formal purchase order, a signed quotation will not be accepted unless it is accompanied by your purchase order.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy, GSA, BPA) on your ordering document.

BY SIGNING BELOW, YOU CONFIRM THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION, AND YOU ARE AUTHORIZING ESRI TO ISSUE AN INVOICE FOR THE ITEMS INCLUDED IN THE ABOVE QUOTE IN THE AMOUNT OF \$_____, PLUS SALES TAXES IF APPLICABLE. DO NOT USE THIS FORM IF YOUR ORGANIZATION WILL NOT HONOR AND PAY ESRI'S INVOICE WITHOUT ADDITIONAL AUTHORIZING PAPERWORK.

Please check one of the following:

☐ I agree to pay any applicable sales tax.

☐ I am tax exempt, please contact me if exempt information is not currently on file with Esri.

Signature of Authorized Representative

Date

Name (Please Print)

Title

The quotation information is proprietary and may not be copied or released other than for the express purpose of system selection and purchase/license. This information may not be given to outside parties or used for any other purpose without consent from Environmental Systems Research Institute, Inc. (Esri).

Any estimated sales and/or use tax reflected on this quote has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state tax directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact:

Heather Glock

Email:

hglock@esri.com

Phone:

909-793-2853 x8948

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <https://go.esri.com/MAPS> apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, then unless otherwise stated in this quotation, Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. US Federal government entities and US government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <https://www.esri.com/en-us/legal/terms/state-supplemental> apply to some US state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin for customers located in the USA.

Esri Use Only:

Cust. Name _____
 Cust. # _____
 PO # _____
 Esri Agreement # _____



SMALL ENTERPRISE AGREEMENT COUNTY AND MUNICIPALITY GOVERNMENT (E214-2)

This Agreement is by and between the organization identified in the Quotation ("**Customer**") and **Environmental Systems Research Institute, Inc. ("Esri")**.

This Agreement sets forth the terms for Customer's use of Products and incorporates by reference (i) the Quotation and (ii) the Master Agreement. Should there be any conflict between the terms and conditions of the documents that comprise this Agreement, the order of precedence for the documents shall be as follows: (i) the Quotation, (ii) this Agreement, and (iii) the Master Agreement. This Agreement shall be governed by and construed in accordance with the laws of the state in which Customer is located without reference to conflict of laws principles, and the United States of America federal law shall govern in matters of intellectual property. The modifications and additional rights granted in this Agreement apply only to the Products listed in Table A.

Table A
List of Products

Uncapped Quantities**Desktop Software and Extensions (Single Use)**

ArcGIS Desktop Advanced
 ArcGIS Desktop Standard
 ArcGIS Desktop Basic
 ArcGIS Desktop Extensions: ArcGIS 3D Analyst,
 ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst,
 ArcGIS Publisher, ArcGIS Network Analyst, ArcGIS
 Schematics, ArcGIS Workflow Manager, ArcGIS Data
 Reviewer

Enterprise Software and Extensions

ArcGIS Enterprise (Advanced and Standard)
 ArcGIS Monitor
 ArcGIS Enterprise Extensions: ArcGIS 3D Analyst,
 ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst,
 ArcGIS Network Analyst, ArcGIS Schematics, ArcGIS
 Workflow Manager, ArcGIS Data Reviewer

Enterprise Additional Capability Servers

ArcGIS Image Server

Developer Tools

ArcGIS Runtime Standard
 ArcGIS Runtime Analysis Extension

Limited Quantities

One (1) Professional subscription to ArcGIS Developer
 Two (2) ArcGIS CityEngine Single Use Licenses
 100 ArcGIS Online Viewers
 100 ArcGIS Online Creators
 17,500 ArcGIS Online Service Credits
 100 ArcGIS Enterprise Creators
 3 ArcGIS Insights in ArcGIS Enterprise
 3 ArcGIS Insights in ArcGIS Online
 10 ArcGIS Location Sharing User Type Extension (Enterprise)
 10 ArcGIS Location Sharing User Type Extension (Online)
 9 ArcGIS Advanced Editing User Type Extension (Enterprise)

OTHER BENEFITS

Number of Esri User Conference registrations provided annually	3
Number of Tier 1 Help Desk individuals authorized to call Esri	3
Maximum number of sets of backup media, if requested*	2
Five percent (5%) discount on all individual commercially available instructor-led training classes at Esri facilities purchased outside this Agreement	

*Additional sets of backup media may be purchased for a fee

Customer may accept this Agreement by signing and returning the whole Agreement with (i) the Quotation attached, (ii) a purchase order, or (iii) another document that matches the Quotation and references this Agreement ("**Ordering Document**"). **ADDITIONAL OR CONFLICTING TERMS IN CUSTOMER'S PURCHASE ORDER OR OTHER DOCUMENT WILL NOT APPLY, AND THE TERMS OF THIS AGREEMENT WILL GOVERN.** This Agreement is effective as of the date of Esri's receipt of an Ordering Document, unless otherwise agreed to by the parties ("**Effective Date**").

Term of Agreement: Three (3) years

This Agreement supersedes any previous agreements, proposals, presentations, understandings, and arrangements between the parties relating to the licensing of the Products. Except as provided in Article 4—Product Updates, no modifications can be made to this Agreement.

Accepted and Agreed:

(Customer)

By: _____
Authorized Signature

Printed Name: _____

Title: _____

Date: _____

CUSTOMER CONTACT INFORMATION

Contact: _____

Telephone: _____

Address: _____

Fax: _____

City, State, Postal Code: _____

E-mail: _____

Country: _____

Quotation Number (if applicable): _____

1.0—ADDITIONAL DEFINITIONS

In addition to the definitions provided in the Master Agreement, the following definitions apply to this Agreement:

"Case" means a failure of the Software or Online Services to operate according to the Documentation where such failure substantially impacts operational or functional performance.

"Deploy", "Deployed" and "Deployment" mean to redistribute and install the Products and related Authorization Codes within Customer's organization(s).

"Fee" means the fee set forth in the Quotation.

"Maintenance" means Tier 2 Support, Product updates, and Product patches provided to Customer during the Term of Agreement.

"Master Agreement" means the applicable master agreement for Esri Products incorporated by this reference that is (i) found at <https://www.esri.com/en-us/legal/terms/full-master-agreement> and available in the installation process requiring acceptance by electronic acknowledgment or (ii) a signed Esri master agreement or license agreement that supersedes such electronically acknowledged master agreement.

"Product(s)" means the products identified in Table A—List of Products and any updates to the list Esri provides in writing.

"Quotation" means the offer letter and quotation provided separately to Customer.

"Technical Support" means the technical assistance for attempting resolution of a reported Case through error correction, patches, hot fixes, workarounds, replacement deliveries, or any other type of Product corrections or modifications.

"Tier 1 Help Desk" means Customer's point of contact(s) to provide all Tier 1 Support within Customer's organization(s).

"Tier 1 Support" means the Technical Support provided by the Tier 1 Help Desk.

"Tier 2 Support" means the Esri Technical Support provided to the Tier 1 Help Desk when a Case cannot be resolved through Tier 1 Support.

2.0—ADDITIONAL GRANT OF LICENSE

2.1 Grant of License. Subject to the terms and conditions of this Agreement, Esri grants to Customer a personal, nonexclusive, nontransferable license solely to use, copy, and Deploy quantities of the Products listed in Table A—List of Products for the Term of Agreement (i) for the applicable Fee and (ii) in accordance with the Master Agreement.

2.2 Consultant Access. Esri grants Customer the right to permit Customer's consultants or contractors to use the Products exclusively for Customer's benefit. Customer will be solely responsible for compliance by consultants and contractors with this Agreement and will ensure that the consultant or contractor discontinues use of Products upon completion of work for Customer. Access to or use of Products by consultants or contractors not exclusively for Customer's benefit is prohibited. Customer may not permit its consultants or contractors to install Software or Data on consultant, contractor, or third-party computers or remove Software or Data from Customer locations, except for the purpose of hosting the Software or Data on Contractor servers for the benefit of Customer.

3.0—TERM, TERMINATION, AND EXPIRATION

3.1 Term. This Agreement and all licenses hereunder will commence on the Effective Date and continue for the duration identified in the Term of Agreement, unless this Agreement is terminated earlier as provided herein. Customer is only authorized to use Products during the Term of Agreement. For an Agreement with a limited term, Esri does not grant Customer an indefinite or a perpetual license to Products.

3.2 No Use upon Agreement Expiration or Termination. All Product licenses, all Maintenance, and Esri User Conference registrations terminate upon expiration or termination of this Agreement.

3.3 Termination for a Material Breach. Either party may terminate this Agreement for a material breach by the other party. The breaching party will have thirty (30) days from the date of written notice to cure any material breach.

3.4 Termination for Lack of Funds. For an Agreement with government or government-

owned entities, either party may terminate this Agreement before any subsequent year if Customer is unable to secure funding through the legislative or governing body's approval process.

3.5 Follow-on Term. If the parties enter into another agreement substantially similar to this Agreement for an additional term, the effective date of the follow-on agreement will be the day after the expiration date of this Agreement.

4.0—PRODUCT UPDATES

4.1 Future Updates. Esri reserves the right to update the list of Products in Table A—List of Products by providing written notice to Customer. Customer may continue to use all Products that have been Deployed, but support and upgrades for deleted items may not be available. As new Products are incorporated into the standard program, they will be offered to Customer via written notice for incorporation into the Products schedule at no additional charge. Customer's use of new or updated Products requires Customer to adhere to applicable additional or revised terms and conditions in the Master Agreement.

4.2 Product Life Cycle. During the Term of Agreement, some Products may be retired or may no longer be available to Deploy in the identified quantities. Maintenance will be subject to the individual Product Life Cycle Support Status and Product Life Cycle Support Policy, which can be found at <https://support.esri.com/en/other-resources/product-life-cycle>. Updates for Products in the mature and retired phases may not be available. Customer may continue to use Products already Deployed, but Customer will not be able to Deploy retired Products.

5.0—MAINTENANCE

The Fee includes standard maintenance benefits during the Term of Agreement as specified in the most current applicable Esri Maintenance and Support Program document (found at <https://www.esri.com/en-us/legal/terms/maintenance>). At Esri's sole discretion, Esri may make patches, hot fixes, or updates available for download. No Software other

than the defined Products will receive Maintenance. Customer may acquire maintenance for other Software outside this Agreement.

a. Tier 1 Support

1. Customer will provide Tier 1 Support through the Tier 1 Help Desk to all Customer's authorized users.
2. The Tier 1 Help Desk will be fully trained in the Products.
3. At a minimum, Tier 1 Support will include those activities that assist the user in resolving how-to and operational questions as well as questions on installation and troubleshooting procedures.
4. The Tier 1 Help Desk will be the initial point of contact for all questions and reporting of a Case. The Tier 1 Help Desk will obtain a full description of each reported Case and the system configuration from the user. This may include obtaining any customizations, code samples, or data involved in the Case.
5. If the Tier 1 Help Desk cannot resolve the Case, an authorized Tier 1 Help Desk individual may contact Tier 2 Support. The Tier 1 Help Desk will provide support in such a way as to minimize repeat calls and make solutions to problems available to Customer's organization.
6. Tier 1 Help Desk individuals are the only individuals authorized to contact Tier 2 Support. Customer may change the Tier 1 Help Desk individuals by written notice to Esri.

b. Tier 2 Support

1. Tier 2 Support will log the calls received from Tier 1 Help Desk.
2. Tier 2 Support will review all information collected by and received from the Tier 1 Help Desk including preliminary documented troubleshooting provided by the Tier 1 Help Desk when Tier 2 Support is required.
3. Tier 2 Support may request that Tier 1 Help Desk individuals provide verification of information, additional information, or answers to additional questions to

supplement any preliminary information gathering or troubleshooting performed by Tier 1 Help Desk.

4. Tier 2 Support will attempt to resolve the Case submitted by Tier 1 Help Desk.
5. When the Case is resolved, Tier 2 Support will communicate the information to Tier 1 Help Desk, and Tier 1 Help Desk will disseminate the resolution to the user(s).

6.0—ENDORSEMENT AND PUBLICITY

This Agreement will not be construed or interpreted as an exclusive dealings agreement or Customer's endorsement of Products. Either party may publicize the existence of this Agreement.

7.0—ADMINISTRATIVE REQUIREMENTS

7.1 OEM Licenses. Under Esri's OEM or Solution OEM programs, OEM partners are authorized to embed or bundle portions of Esri products and services with their application or service. OEM partners' business model, licensing terms and conditions, and pricing are independent of this Agreement. Customer will not seek any discount from the OEM partner or Esri based on the availability of Products under this Agreement. Customer will not decouple Esri products or services from the OEM partners' application or service.

7.2 Annual Report of Deployments. At each anniversary date and ninety (90) calendar days prior to the expiration of this Agreement, Customer will provide Esri with a written report detailing all Deployments. Upon request, Customer will provide records sufficient to verify the accuracy of the annual report.

8.0—ORDERING, ADMINISTRATIVE PROCEDURES, DELIVERY, AND DEPLOYMENT

8.1 Orders, Delivery, and Deployment

- a. Upon the Effective Date, Esri will invoice Customer and provide Authorization Codes to activate the nondestructive copy protection program that enables Customer to download,

operate, or allow access to the Products. If this is a multi-year Agreement, Esri may invoice the Fee up to thirty (30) calendar days before the annual anniversary date for each year.

- b. Undisputed invoices will be due and payable within thirty (30) calendar days from the date of invoice. Esri reserves the right to suspend Customer's access to and use of Products if Customer fails to pay any undisputed amount owed on or before its due date. Esri may charge Customer interest at a monthly rate equal to the lesser of one percent (1.0%) per month or the maximum rate permitted by applicable law on any overdue fees plus all expenses of collection for any overdue balance that remains unpaid ten (10) days after Esri has notified Customer of the past-due balance.

- c. Esri's federal ID number is 95-2775-732.

- d. If requested, Esri will ship backup media to the ship-to address identified on the Ordering Document, FOB Destination, with shipping charges prepaid. Customer acknowledges that should sales or use taxes become due as a result of any shipments of tangible media, Esri has a right to invoice and Customer will pay any such sales or use tax associated with the receipt of tangible media.

8.2 Order Requirements. Esri does not require Customer to issue a purchase order. Customer may submit a purchase order in accordance with its own process requirements, provided that if Customer issues a purchase order, Customer will submit its initial purchase order on the Effective Date. If this is a multi-year Agreement, Customer will submit subsequent purchase orders to Esri at least thirty (30) calendar days before the annual anniversary date for each year.

- a. All orders pertaining to this Agreement will be processed through Customer's centralized point of contact.
- b. The following information will be included in each Ordering Document:
 - (1) Customer name; Esri customer number, if known; and bill-to and ship-to addresses
 - (2) Order number
 - (3) Applicable annual payment due

9.0—MERGERS, ACQUISITIONS, OR DIVESTITURES

If Customer is a commercial entity, Customer will notify Esri in writing in the event of (i) a consolidation, merger, or reorganization of Customer with or into another corporation or entity; (ii) Customer's acquisition of another entity; or (iii) a transfer or sale of all or part of Customer's organization (subsections i, ii, and iii, collectively referred to as "**Ownership Change**"). There will be no decrease in Fee as a result of any Ownership Change.

- 9.1** If an Ownership Change increases the cumulative program count beyond the maximum level for this Agreement, Esri reserves the right to increase the Fee or terminate this Agreement and the parties will negotiate a new agreement.
- 9.2** If an Ownership Change results in transfer or sale of a portion of Customer's organization, that portion of Customer's organization will transfer the Products to Customer or uninstall, remove, and destroy all copies of the Products.
- 9.3** This Agreement may not be assigned to a successor entity as a result of an Ownership Change unless approved by Esri in writing in advance. If the assignment to the new entity is not approved, Customer will require any successor entity to uninstall, remove, and destroy the Products. This Agreement will terminate upon such Ownership Change.

Hardware Refresh- Laptops, MDTs, & Rugged

Requesting Department: Information Technology	Request Amount: \$90295
	Total Requested Amount: \$90295
Department Priority: 7	Recommended Amount: \$90295

Request Description:

13 laptops, 15 Police Rugged Laptops, and 5 Ruggd Laptops

13@\$2,190, 15@\$3,155, 5@ \$2900

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Annual Replacement Schedule	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$90295
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

ITSM Replacement

Requesting Department: Information Technology	Request Amount: \$8000
	Total Requested Amount: \$8000
Department Priority: 13	Recommended Amount: \$8000

Request Description:

New ticketing system including project and change management modules for better systems control and tracking. Users have reported issues with existing ticketing system, unable to view department's open tickets, etc.

Includes \$3000 for solution and \$5000 professional services to migrate data to new system.

no notes

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$1200

510-006-518-80-49-02 - replaces Lansweeper

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Upgrade Service Request System	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$8000
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Accessible and Optimal Infrastructure

The Mill Clickshare Hardware

Requesting Department: Information Technology	Request Amount: \$4309
	Total Requested Amount: \$4309
Department Priority: 4	Recommended Amount: \$4309

Request Description:

The current Clickshare hardware has reached its End of Life status. Consequently, it will no longer receive security updates or firmware, and should be replaced with newer models supported by the manufacturer. Failure to fund this will result in the removal of the screen presentation option at The Mill.

no notes

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Upgrade to current system for AV rentals	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$4309
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Accessible and Optimal Infrastructure

Troy Stevens Sent You this CDW-G Shopping Cart for Review

Troy Stevens <cdwsales@cdwemail.com>

Wed 8/21/2024 6:27 PM

To:Information Services <IS@lakestevenswa.gov>

cdwsales@cdwemail.com appears similar to someone who previously sent you email, but may not be that person. [Learn why this could be a risk](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



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Hardware Software Services IT Solutions Brands Research Hub

CDW-G For Review

This email was sent to you from: Troy Stevens tstevens@lakestevenswa.gov

View Cart Online

	Item	Qty	CDW #	Unit Price	Ext. Price
	BARCO BAR CB PRO US W/2 BUTTON Mfg. Part#: R9861633USB2 UNSPSC: 43191500	1	7785899	\$4,341.31	
	BARCO C-10 GEN 2 CLICKSHARE Mfg. Part#: R9861611USB1 UNSPSC: 43191500	4	7464675	\$1,667.13	
	BARCO CLICKSHARE BUTTON GEN 3 USB Mfg. Part#: R9861600D01CUS UNSPSC: 43191500	2	6869712	\$302.84	

Subtotal					\$11,615.51
Grand Total					\$11,615.51

**Sales Contact Info****Rashena Hill** | (312) 705-4065 | rashena.hill@cdwg.com**Need Help?** **My Account** **Support** **Call 800.800.4239**

* Pricing is reflective of items only. Shipping, tax, and any related fees will be calculated at checkout.

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This email was sent to is@lakestevenswa.gov. Please add cdwsales@cdwemail.com to your address book.



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SSC:001 | WEB 007 | WEB4eef7361-a6a0-4723-a00d-68fff278ad3b

Wireless Network Replacement

Requesting Department: Information Technology	Request Amount: \$45000
	Total Requested Amount: \$45000
Department Priority: 1	Recommended Amount: \$45000

Request Description:

The current Meraki wireless network will reach end of life in August 2025. Per prior budget planning scheduled this replacement project for FY2025.

This is part of the IT replacement plan. Failure to fund this will lead to the shutdown of the City Wireless network for all staff, guests, and AV equipment on Aug 1st.

Future or Ongoing Costs (if any): \$3750

5-10% per year for Maintenance and Support

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Upgrade current end of life sytem. More stability	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$45000
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Subject: Nick Poolos Sent You this CDW-G Shopping Cart for Review
Date: Wednesday, August 21, 2024 at 2:32:42 PM Pacific Daylight Time
From: Nick Poolos
To: Nick Poolos

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CDW-G For Review

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Item		Qty	CDW #	Unit Price	Ext. Price
	CISCO DIRECT C9136I-B-EDU	16	6903171	\$1,876.67	
	Mfg. Part#: C9136I-B-EDU UNSPSC: 43222640				
	CISCO CATALYST 9800-L WRLS CTLR	2	5777697	\$5,722.82	
	Mfg. Part#: C9800-L-C-K9				
	CISCO SMARTNET 8X5XNBD	20	6422384	\$115.40	
	Mfg. Part#: CON-SNT-CBS35TXN				
	CISCO DIRECT AIR-DNA-E-1Y	18	5415748	\$80.67	
	Mfg. Part#: AIR-DNA-E-1Y UNSPSC: 43233204				



Subtotal \$45,232.42

Grand Total **\$45,232.42**



NO IMAGE AVAILABLE

Sales Contact Info

Rashena Hill | (312) 705-4065 | rashena.hill@cdwg.com

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* Pricing is reflective of items only. Shipping, tax, and any related fees will be calculated at checkout.

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Subject: Nick Poolos Sent You this CDW-G Shopping Cart for Review
Date: Wednesday, August 21, 2024 at 2:15:19 PM Pacific Daylight Time
From: Nick Poolos
To: Nick Poolos

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CDW-G For Review

This email was sent to you from: Nick Poolos npoolos@lakestevenswa.gov

[View Cart Online](#)

Item		Qty	CDW #	Unit Price	Ext. Price
	RUCKUS R770 WI-FI 7 TRI-BAND CC AP	18	7634863	\$1,481.49	
	Mfg. Part#: 901-R770-US00 UNSPSC: 43222640				
	RUCKUS END USR WATCHDOG RNW SUP 1Y	18	4393612	\$31.03	
	Mfg. Part#: S21-0001-1LSG				
	RUCKUS 5YR E-RATE VSZ WTY	2	5405735	\$991.49	
	Mfg. Part#: LE9-VSCG-WW05				

Subtotal \$29,208.34
Grand Total **\$29,208.34**



Sales Contact Info

Rashena Hill | (312) 705-4065 | rashena.hill@cdwg.com

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Axon Taser Training Simulator

Requesting Department: Law Enforcement	Request Amount: \$11000
	Total Requested Amount: \$11000
Department Priority: 1	Recommended Amount: \$11000

Request Description:

no description

This is a virtual reality training simulator for tasers. A Taser VR training simulator allows police officers to practice de-escalation techniques in a controlled, realistic environment, enhancing their decision-making skills without the risk of real-world consequences. This technology provides a safe space for officers to refine their judgment and reaction time, leading to more effective and responsible use of force in the field.

Future or Ongoing Costs (if any): \$11000

Annual 5 year contract

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? Yes

Mayor's Priority: 0	Mayor's Approval: Yes
Inhouse Training	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$11000	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

n/a

PIT Training Vehicle

Requesting Department: Law Enforcement	Request Amount: \$0
	Total Requested Amount: \$0
Department Priority: 1	Recommended Amount: \$0

Request Description:

no description

Addition of a Pursuit intervention tactics training program. There is no additional cost to the budget. We will utilize 2 replacement vehicles instead of auctioning them. All equipment needs were found in our allocated base budget.

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
PD is required to have program. Using surplus vehicles.	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

n/a

LAKE STEVENS POLICE DEPARTMENT

PIT training Proposal



PROPOSAL

The city of Lake Stevens continues to be a leader in growth and development, within all western Washington. As we continue to grow and technology advances, our departments tactics must evolve to better serve the needs of our community.

As pursuit laws continue to evolve and so does the importance of preventing / ending these pursuits. Pursuit intervention tactics are critical in ending these pursuits safely and efficiently. Limited intervention options reduce our effectiveness and increase liability. Additional options to end the pursuit are critical to our department. Options that surrounding agencies are already implementing.

It is important that Lake Stevens is on par with our sister agencies if not the industry leader. Additional intervention tactics such as PIT are necessary for Lake Stevens to be the example for Snohomish County law enforcement and to effectively end these pursuits in a safe and controlled manner.

I would like to propose a PIT training program for Lake Stevens PD with additional region training after one year. PIT training vehicles equipped with cages will be needed.

The Objective

- Need #1: The retention of two (2) old patrol vehicles to be used as training vehicles.
- Need #2: Equip these vehicles with appropriate training hardware (cages or bars. See below pics).
- Need #3: Develop a training curriculum and standards that will be required for all users.
- Need #4: Develop and approve policy for PIT deployment.

Introduction to device

- The Washington State Patrol has allowed Intentional Intervention for over 30 years.
- PIT is a method used to reduce the risks in bringing pursuits to a conclusion.
- It is a controlled and trained technique.
- PIT is defined as: *A forced rotational vehicle stop of a non-compliant suspect.*



Execution Strategy

This strategy would be taken in several systematical steps, as follows:

- 1. Obtain Funding
 - a. 2024 Purchase Request. Below is an estimate that I obtained from SCSO.
 - b. Retain two (2) old patrol vehicles prior to auction to be used as PIT vehicles.
 - c. Install training cages or bars.
- 2. Training
 - a. Instructor Training Completed (Schedler / Dreher)
 - b. Develop Training Curriculum
 - c. Classroom Instruction
 - d. Annual Qualification Standard
- 3. Develop Policy
 - a. Lexipol update
 - b. Decide Department Specific Application Circumstances
 - c. Training Requirements
- 4. Deploy the devices and document results

COSTS

The following table would be **required** equipment for future purchase.

Equipment Cost	Price
(1) PIT cages for the training vehicles.	\$5,000 to \$10,000
Total (w/Tax & Shipping)	\$

ASSOCIATED DOCUMENTATION

1.

CONCLUSION

Thank you for giving your time and the opportunity for me to present this proposal. This intervention tactic gives us another option to safely prevent or end a pursuit. This tool could change the outcome of an incident for the positive, therefore we should look at considering this for our team.

If you have any questions, please feel free to ask.

Thank you for your consideration,

Chris Schedler
Patrol Corporal / Lead EVOC instructor

F150- Replacement Vehicle

Requesting Department: Parks	Request Amount: \$8688
	Total Requested Amount: \$8688
Department Priority: 4	Recommended Amount: \$8688

Request Description:

F150 Long bed 2WD is needed to replace the fully depreciated 2006 Ranger.

This cost is based on a new lease. Parks is open to acquiring a slightly used vehicle and does not need "new" if there is something available that will help save the City money.

Future or Ongoing Costs (if any): \$10256

Future yearly lease, registration, insurance, maintenance.

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$5000

PW22 - 2006 Ranger will be sold.

Is this a Lease or Installment Purchase? Yes

Mayor's Priority: 0	Mayor's Approval: Yes
Replacement beyond schedule	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$8688

Add Maintenance Funds

Music in the Parks- Arts & Parks Foundation

Requesting Department: Parks	Request Amount: \$5000
	Total Requested Amount: \$5000
Department Priority: 8	Recommended Amount: \$5000

Request Description:

Cash support was requested in the amount of \$5,000. Art and Parks Foundation will administer the outreach to bands, contracting with bands per city requirements and coordination, arrangements for musicians (audio, chairs, awnings, sound board, etc.).

no notes

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Community Event Contribution	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$5000	PRK – 525:	\$0

Community Vitality

Parks Comp Plan- Major Update

Requesting Department: Parks	Request Amount: \$100000
	Total Requested Amount: \$100000
Department Priority: 5	Recommended Amount: \$100000

Request Description:

Hire a consultant to assist with the major update of the comprehensive masterplan. Parks may instead do a PROS Plan (industry standard), this would be instead of the Comprehensive Plan.

no notes

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Required in 2025. Look for Grant.	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$100000	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Skid Steer (Parks/PW Share)

Requesting Department: Parks	Request Amount: \$40652
	Total Requested Amount: \$40652
Department Priority: 6	Recommended Amount: \$40652

Request Description:

Skid Steer, share with PW (33% of \$73.8k) and two attachments (Grapple and 6-Way Dozer Blade).

Public Works will enter this on their side as well for their share of the costs.

Future or Ongoing Costs (if any): \$500

General maintenance.

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Shared equipment/cost between PW/Parks	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$40652

n/a

Bobcat Skid Steer (S76)

Requesting Department: Public Works (Steets, Facilities, Mechanic, Storm Water)	Request Amount: \$90000
	Total Requested Amount: \$90000
Department Priority: 3	Recommended Amount: \$50000

Request Description:

Material handling piece of equipment with many attachments available to improve safety and efficiency. This equipment can be used as a broom for ditch maintenance, but it can also accomodate attachments including a bucket, stump grinder, mower, dozer, concrete breaker and snow plow.

This is a versatile peice of equipment that can do the job of the requested sidecast broom and the tractor. Cost includes some attachemetns.

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Shared equipment/cost between PW/Parks	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$50000
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

n/a



S76

BEST SELLER

Starting at

\$67,444 USD*

Horsepower 74 hp

Rated Operating Capacity
(ISO) 2900 lb

Operating Weight 8615 lb

BUILD & QUOTE

DETAILS

Compare ☐

Boss Sanders and Plows for New 5500 vehicles

Requesting Department: Public Works (Steets, Facilities, Mechanic, Storm Water)	Request Amount: \$30000
Department Priority: 1	Total Requested Amount: \$30000
	Recommended Amount: \$30000

Request Description:

(2) Drop in sanders and plows for the new F550 fleet vehicles for winter operations. Sanders are plastic boxes (no corrosion) and the feeders are screw drives that are far more reliable. Current sanders are at the end of their useful lives.

no notes

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$6000

Surplus two older sander boxes and plows. Cost to maintain is several thousand per year to grease and fix small engines.

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Equip more vehicles for street safety.	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$30000
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Accessible and Optimal Infrastructure;Community Vitality

CCTV and Enhancement Maintenance Plan

Requesting Department: Public Works (Steets, Facilities, Mechanic, Storm Water)	Request Amount: \$775131
	Total Requested Amount: \$775131
Department Priority: 10	Recommended Amount: \$775131

Request Description:

The Public Works Department is requesting funding to continue the closed-circuit television inspections of the stormwater system and develop an enhancement maintenance plan for stormwater management. The city received a grant from the Department of Ecology for this work starting in 2025. The project total is estimated at \$775,131. The City was notified of award of \$658,861 (contract not in place) for the project. The City's contribution for the project is \$116,270.

The city's contribution/match is \$116,270. A grant has already been awarded in the amount of \$658,861.

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Ongoing SWM Program - \$668K Grant to offset cost	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$775131
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Environmental Stewardship; Accessible and Optimal Infrastructure

Invasive Weed Management

Requesting Department: Public Works (Streets, Facilities, Mechanic, Storm Water)	Request Amount: \$50000
	Total Requested Amount: \$50000
Department Priority: 19	Recommended Amount: \$50000

Request Description:

Public Works is requesting funds to start a weed management program. This program will focus on invasive and noxious weed control in the city. The work will primarily be carried out by a contractor and mapping and prioritizing treatment areas will be completed by Surface Water Division staff. Noxious and invasive weeds destroy native plants, reduce animal habitat and can damage recreational opportunities. Routine maintenance like shoulder mowing or detention pond clearing, or other construction related activities have the potential to spread these species. The goal of this program would be to focus on invasive and noxious weed locations in close proximity to waterways to prevent easily spreading the species and well as mitigate the environmental degradation.

no notes

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Apply for a Grant	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$50000
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0

Environmental Stewardship

PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Lake Stevens Comprehensive Plan for Salmonid Basins

Requesting Department: Public Works (Steets, Facilities, Mechanic, Storm Water)	Request Amount: \$30000
Department Priority: 11	Total Requested Amount: \$30000
	Recommended Amount: \$30000

Request Description:

The city received a grant to develop a basin-level watershed plan that will use scientific data to influence future planning efforts both locally and among our neighboring jurisdictions, with overall goals to improve water quality, protect salmon runs connected to our lake, and improve open space habitat for all members of the community.

no notes

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Ongoing SWM Program with Partial grant offset	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$30000
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Environmental Stewardship



One Community Around the Lake

"Lake Stevens Plan for Salmonid Basins"

Project Charter

Date Prepared: 2024/08/20

Date Approved: _____

Objective

The Lake Stevens Plan for Salmonid Basins (Basins Plan) project is for creating a watershed management plan for the City's basins, proposing coordination with City, Snohomish County, City of Marysville, and WSDOT to consider planned elements of various comprehensive and long term capital or management plans to improve protection and restoration of salmon habitat in planning decisions, providing suggested maps, goals, and objectives aligned with each relevant comprehensive (or other) plan section while achieving 2024 NPDES MS4 Phase II permit requirements in sections S5.C.1.b-d, S5.C.3.a, and S.5.C4.b.

Description

The project would analyze data to develop basin-level management information that could shape decisions and program development, influence policies, and develop and prioritize capital projects which enhance water quality and restore salmon habitat. The resulting Salmonid Basins Plan (Basins Plan) would be designed for integration into annual updates of the City's adopted Comprehensive Plan as relevant sections were reviewed or brought forward for updates and shared with adjoining agencies to attempt a coordinated effort for the basins. The Basins Plan would support the City's long-term care for minimizing water quality degradation, supporting a natural lake fishery, restoring Lower Stevens Creek, reducing residential and public infrastructure flooding, adapting for climate change resiliency, increasing and enhancing fish habitat, and restoring fish passage. Included are a broad spectrum of participants' input, neighboring jurisdiction coordination, advancing science of the Visualizing Ecosystem Land Management Assessments (VELMA) fishery habitat model, ongoing Comprehensive Plan updates, and compliance with the City's National Pollution Discharge Elimination System (NPDES) water quality permit particularly in the sections which address equitable public engagement, mapping stormwater basins, assessing tree canopy, planning for long-range stormwater needs, and developing a Stormwater Management Action Plan (SMAP). The Basins Plan will assist implementing actions identified in the Snohomish River Basin Conservation Plan of 1995 (and as amended). The scope of work for the project includes outreach efforts in underserved communities and delivering environmental justice. Finally, the Basins Plan will help keep the City current using best available science (BAS) in implementing the City's comprehensive plan requirements by directing avenues of decisions that support a balance between the needs for economic growth with preservation of quality of life and a sustainable ecosystem.

Commented [OA1]: Requirement of Grant

Commented [OA2]: Another Grant Requirement

Commented [OA3]: Supports our NPDES requirements

Project Roles

Olin Anderson	– Project Management
Shannon Farrant	– Project Sponsor
Aaron Halverson	– Project Sponsor

City of Lake Stevens

Public Works Department

1812 Main Street | PO Box 257 | Lake Stevens, WA 98258-0257
www.lakestevenswa.gov



One Community Around the Lake

Gene Brazel/Mayor Gailey	- Project Initiation
Barb Stevens	- Project accountability
City Council	- Project Authority
Key Agency Stakeholders	- Project development and refinement
Key Public Stakeholders	- Project feedback and refinement
TBD Consultant	- Project implementation and author
Jessica Rowe	- Financial reimbursement
Dept. of Commerce	- Financial support and grant objectives

Budget

Available Funding

Commerce Grant – \$247,339, must be used by 6/15/27

SWM – \$ 29,262 minimum level of support until June 15, 2027

Anticipated Expenditures

Deliverable	Short Description	Grant funded	City funded	Project Cost
1A.1	Executed grant agreement, project RFP, and progress report	\$0	\$1,782	\$1,782
1A.2-1	List of project team members and participation agreements	\$0	\$680	\$680
1A.2-2	Project Charter	\$0	\$1,300	\$1,300
1A.3	A summary report of preliminary results for available data and models	\$21,809	\$2,520	\$24,329
1B.1-1	Public outreach plan	\$3,000	\$1,200	\$4,200
1B.1-2	Summary report of messaging and meeting attendance.	\$3,500	\$900	\$4,400
1B.1-3	Provide summary report of feedback, website updates, and social media activities.	\$4,500	\$1,600	\$6,100
1B.1-4	Project Outreach Report	\$6,174	\$2,420	\$8,594
1B.2-1	Tables of data sets, statistical models, and data gaps	\$18,200	\$940	\$19,140
1B.2-2	Maps and related public comments.	\$35,745	\$2,150	\$37,895
1B.2-3	Map analysis, conflict identification, and salmonid planning scenarios.	\$44,700	\$2,850	\$47,550
1B.3	Summary report of data from model runs, with figures of outputs	\$60,193	\$2,700	\$62,893
1B.4-1	Documentation of acceptable tracking methods	\$0	\$1,410	\$1,410
1B.4-2 (a)	Tabular summary and description of funds spent through December 31, 2024	\$900	\$125	\$1,025
1B.4-2 (b)	Tabular summary and description of funds spent through June 15, 2025	\$900	\$125	\$1,025
1B.4-2 (c)	Tabular summary and description of funds spent through December 31, 2025	\$900	\$125	\$1,025
1B.4-2 (d)	Tabular summary and description of funds spent through June 15, 2026	\$900	\$125	\$1,025

City of Lake Stevens

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One Community Around the Lake

1B.4-2 (e)	Tabular summary and description of funds spent through December 31, 2026	\$900	\$125	\$1,025
1B.4-2 (f)	Tabular summary and description of funds spent through June 15, 2027	\$900	\$125	\$1,025
1B.5	Final report – Lake Stevens Plan for Salmonid Basins with appendices	\$44,118	\$5,760	\$49,878
Reimbursable	Travel	\$0	\$300	\$300
TOTAL		\$247,339	\$29,262	\$276,601

Out-of-Scope Items/Exclusions

- Developing a QAPP for long term data collection
- Geographic data collection outside of compiling and processing existing data

Regulations/Reference Documents

City of Lake Stevens Comprehensive Plan
 Lake Stevens Stormwater Management Action Plan (2023) including catchment mapping
 Visualizing Ecosystem Land Management Assessments (VELMA) model
 Puget Sound Integrated Modeling Framework (PSIMF)
 Green Stormwater Infrastructure (GSI) model prepared by Snohomish Conservation District
 Tree Canopy element of regional landcover dataset
 City of Lake Stevens UGA and Zoning data in GIS datasets
 NPDES MS4 Permit from Ecology.
 Stormwater Management Manual of Western Washington (2019,2024)
 COLS EDDS – City of Lake Stevens Engineering Development and Design Standards
 Shoreline Master Program – City of Lake Stevens approved Shoreline Master Program
 ArcGIS StoryMaps
[Would the Climate Adaptation Plan be listed here?](#)

Assumptions

- Models and adequate data sets will be available to use at no cost
- Project buy-in occurs with all City departments
- Snohomish Conservation District will be able to make available a “Cultural Ambassador”

Schedule

Steps/Deliverables	Description	Start Date	End Date
Component 1A.1: Initiate grant, refine scope of work, and gain a contractual partner to execute the work.			
Step 1	Administer grant through establishing a grant agreement with Commerce.	July 2024	September 2024

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Step 2	Based on revised project charter, issue project RFP to seek a consultant.	September 2024	October 2024
Step 3	Review consultant offerings and execute a contract	November 2024	November 2024
Deliverable 1A.1	Executed Grant agreement, Project RFP, and execute a contract with a consultant in a short progress report provided to Commerce.	n/a	December 2024, due June 15, 2025
Component 1A.2: Finalize project charter.			
Step 1	Convene internal team members and participating jurisdictions to review funding, scope, and targets to refine the draft project charter. Formalize partner participation with memorandums of understanding.	August 2024	September 2024
Deliverable 1A.2-1	Provide a list of involved internal staff, and project participation agreements from outside agencies.	n/a	September 2024, due June 15 2025
Step 2	Prepare draft project charter and follow City project management policies for initiation.	August 2024	September 2024
Deliverable 1A.2-2	A concise project Charter that coordinates the grant award and with internal and external agreements on execution.	n/a	October 2024, due June 15 2025
Component 1A.3: Gather preliminary data and models targeted to support Phase 1 & 2			
Step 1	Review potential data sources and acquire data sets.	January 2025	March 2025
Step 2	Review applicable modeling tools and refine scope of modeling approach.	January 2025	April 2025
Deliverable 1A.3	A summary report of preliminary results for available data and models that were identified and collected for use in the project to provide a short progress report of the project direction.	n/a	April 2025, due June 15 2025
End of 2023-2025 Biennium (Phase 1A)			
Component 1B.1: Conduct community research, refine outreach methods, conduct outreach, and evaluate.			
Step 1	Refine characterization, distribution, and priority of outreach targets, such as community at large, communities of special concern, and communities with vested interest. Identify outreach ambassadors, build websites, and research implementation methods.	February 2025	June 2025
Deliverable 1B.1-1	Provide an outreach plan with list of engaged community and interest groups, key communicators, and engagement activities that would be targeting underserved communities.	n/a	June 2025, Due June 2025
Step 2	Outreach initiation with messaging, kick off meeting, and City council presentation.	July 2025	September 2025
Deliverable 1B.1-2	Summary report of messaging and meeting attendance.	n/a	October 2025, Due June 2027
Step 3	Feedback processing, progress messaging, and demonstrate responsiveness in real-time/social media. Ongoing website updates.	August 2025	April 2027
Deliverable 1B.1-3	Provide summary of feedback, website updates, and social media activities.	n/a	May 2027 Due June 2027
Step 4.1	Hold significant project progress update meeting and targeted outreach presentations. Updated social media experience and project website.	May 2026	September 2026
Step 4.2	Draft final report presentation interactive-based ArcGIS StoryMap format on website.	October 2026	April 2027
Deliverable 1B.1-4	Project Outreach Report as written document for inclusion in final digital report as attachment with significant materials,, describing attendance, web activity, effectiveness, and outcomes.	n/a	May 2027, due June 15, 2027

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One Community Around the Lake

Component 1B.2: Baseline data analysis, development, illustration, and interpretation.			
Step 1	Review preliminary data and data needs of models (including habitat, species, and climate models to detect resiliency of salmonid ecosystem), conduct gap analysis, and determine potential data collection or enhancement methods.	April 2025	June 2025
Deliverable 1B.2-1	Summarize data acquired in a table, listing models to be utilized in a memo with rationale, and provide a plan for resolution of known data gaps.	n/a	July 2025, due June 15, 2027
Step 2.1	Capture additional data with adaptation of GIS sources and refine data inputs. Data supportive of climate resiliency is a significant component. Prepare maps of complete data sets and format data for use in models.	August 2025	February 2026
Step 2.2	Prepare maps of existing condition data and interpret for purposes of generalized planning needs and opportunities. Clarify geographic relationships between City and adjoining jurisdiction infrastructure and comprehensive plans elements.	November 2025	June 2026
Deliverable 1B.2-2	Data subject maps and interpretive planning maps, multi-jurisdiction comprehensive plan maps, combined infrastructure system maps. Note related public comments.	n/a	April 2026, Due June 2027
Step 3	Conduct needs and opportunities analysis to identify how salmonid habitat needs and water quality improvement may fit within applicable comprehensive plan goals, objectives, and elements; or municipal code titles; review internally and share for feedback.	May 2026	August 2026
Deliverable 1B.2-3	Summarize existing conditions and map areas of potential conflict, provide language that supports salmonid habitat, and identify needs comprehensive plans or ordinances with several scenarios for potential responses in planning.	n/a	August 2026, due June 15, 2027
Component 1B.3: Prepare run of models to test concept and determine needs.			
Step 1	With substantially complete model inputs, set up and load the model to determine functionality.	July 2026	October 2026
Step 2	Prepare model outputs for communicating levels of success, including climate resiliency, provide means for interpretation and suggestions for future steps.	September 2026	February 2027
Deliverable 1B.3	Summary report of data from model runs, with figures of outputs, and scoring for salmonid habitat scenarios to demonstrate potential model effectiveness and levels of refinement that may be needed for future work preparing suggested GSI project locations.	n/a	March 2027, due June 15, 2027
Component 1B.4: Track funding expenditure and review contractor deliverables.			
Step 1	Establish and confirm project expenditure tracking methods. Demonstrate tracking and link of funds spent on project steps including an estimate of support activities by City and other partners.	July 2024	September 2024
Deliverable 1B.4-1	Summary report of communication with Commerce regarding acceptable tracking documents.	n/a	September 2024, due June 15, 2025
Step 2 (a-f)	Track and link funds spent to progress on project steps, including an estimate of support activities by City and other partners. (Subtasks a-f associated with reimbursement requests)	October 2024	May 2027
Deliverable 1B.4-2 (a-f)	Tabular summary and description of funds spent in biennium to provide transparency in tracking grant-related expenditures.	n/a	May 2027, due June 15, 2027
Component 1B.5: Prepare a final report of the project			
Step 1	Convene internal and external partners in preparing a draft final report.	May 2026	June 2026

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One Community Around the Lake

Step 2		June 2026	August 2026
Step 3	Utilize data, maps, figures, and language previously prepared for the project to concisely propose salmonid habitat issues to address in a plan. Previous reports may be appendices.	August 2026	November 2026
Step 4	Incorporating internal and external partner feedback, and reflecting the public response in meetings, prepare a final report for review by partners. Include emerging results from model runs as a next steps discussion.	November 2026	April 2027
Deliverable 1B.5	Final report (Lake Stevens Plan for Salmonid Basins) which will clarify accomplishments, lessons learned, and presenting results from preliminary model runs along with outreach efforts. As an appendix will be draft suggested code or comprehensive plan text or subject content modifications.	n/a	May 2027, due June 15, 2027

Stakeholders

Aaron Halverson	- Key City Stakeholder (Public Works Director)
Russ Wright	- Key City Stakeholder (Community Development Director)
Sarah Garceau	- Key City Stakeholder (Parks and Recreation Director)
Parks and PW Staff	- Key City Stakeholder
Engineering Staff	- Key City Stakeholder
Surface Water Staff	- Key City Stakeholder
Planning Staff	- Key City Stakeholder
David Jackson	- Key Agency Stakeholder (NPDES Coordinator, City of Marysville)
Linda Lyshall	- Key Agency Stakeholder (Director, Snohomish Conservation District)
TBD	- Key Agency Stakeholder (Watershed planner, Snohomish County)
TBD	- Key Agency Stakeholder (Fisheries ecologist, Tulalip Tribes)
TBD	- Key Agency Stakeholder (Drainage engineer or habitat specialist, WSDOT)
Concerned Public	- Project Stakeholder (informed and regionally concerned individuals)
Residents	- Project Stakeholder (beneficiaries and impacted basin populations, including lower income and non-English speaking community)
City Council	- Project Stakeholder (high level administration and community relations)

Roles and Responsibilities – Project Phases

Tasks	Contract Admin.	Outreach	Data and Modeling	Scenarios and Analysis	Plan Development
Olin Anderson	R/A	R	R/C	R/C	R/C
Shannon Farrant	R/A	R	R/C	R/C	R/C
Aaron Halverson	A	C	I	C	C
Gene Brazel/Mayor Gailey	A	C	I	C	I
Barb Stevens	R/A	C	I	I	I
City Council	A	C	I	C	I
City Stakeholders		C	R	R/C	R/C
Agency Stakeholders		R/C	I	C	R/C

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One Community Around the Lake

Public Stakeholders		C	C	R/C	I
TBD Consultant	I	R	R	R	R
Jessica Rowe	R	I	I	I	I

R = Responsible: Do the work

A= Accountable: Make the Decision

C=Consulted: Provides Input

I=Informed: Kept Informed

Change Control Board and Process

Strict change control will be implemented. All scope changes will be reviewed by the project team. Changes include all changes to scope, schedule, cost or quality by any stakeholder or party. Should a change need to be made, it will be submitted to the project manager who will then prepare a Change Request for review and decision by the Change Control Board (CCB).

Scope Change Control Approval Authority		
Name	Title	Change Control Authority
Aaron Halverson	Public Works Director	CCB Member (Board Consensus)
Barb Stevens	Finance Director	Budget Approval
Gene Brazel	City Administrator	CCB Member (May Designate Authorization)
Russell Wright	Planning, Community Development Director	CCB Member (Board Consensus)
Sarah Garceau	Parks and Recreation Director	CCB Member (Board Consensus)
Shannon Farrant	Surface Water Manager	CCB Member (Board Consensus)
Brett Gailey	Mayor	CCB Member (May Designate Authorization)
TBD	Dept. of Commerce	CCB Member / Funding Approval

Approved by:

Gene Brazel, City Administrator

Sarah Garceau, Parks & Rec. Director

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Aaron Halverson, Public Works Director

Barb Stevens, Finance Director

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Public Works Department

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Private Stormwater Facility Maintenance Program

Requesting Department: Public Works (Steets, Facilities, Mechanic, Storm Water)	Request Amount: \$150000
	Total Requested Amount: \$150000
Department Priority: 9	Recommended Amount: \$150000

Request Description:

Start-up fund for private stormwater facility maintenance program. This money will be used to perform maintenance of private stormwater facilities and bill the homeowners for the work done. This fund will be replenished when homeowners pay for the work completed, but a start-up fund is needed. This budget item will be factored into the SWM fee rate.

no notes

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Implementation. Will act as a revolving fund w/reimb from owners	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$150000
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Accessible and Optimal Infrastructure;Add Maintenance Funds

Replacement 5500 Flatbed Truck (Lease)

Requesting Department: Public Works (Steets, Facilities, Mechanic, Storm Water)	Request Amount: \$23000
	Total Requested Amount: \$23000
Department Priority: 7	Recommended Amount: \$23000

Request Description:

Lease a 5500 flatbed truck through enterprise. The annual lease amount is \$26K /year and the intial delivery charges are an estimated \$10K. Annual cost in 2026 and beyond will be \$26K. This vehicle may/will also be upfitted with a plow/sander in 2026. Delivery is expected halfway through the year reducing the first year cost.

no notes

Future or Ongoing Costs (if any): \$26000

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Replacement beyond schedule	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$23000
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Traffic Camera Program

Requesting Department: Public Works (Steets, Facilities, Mechanic, Storm Water)	Request Amount: \$25000
	Total Requested Amount: \$25000
Department Priority: 18	Recommended Amount: \$25000

Request Description:

Development of a traffic camera program, including standard policies, traffic court, and additional staff/resources to support the implementation. TBD - \$25,000 as a place holder to develop the program with some third-party consultant support.

no notes

Future or Ongoing Costs (if any): \$0

Difficult to quantify as this may involve a new court, more police work to review citations and projects to improve traffic safety.

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Development of Program - Traffic & Pedestrian Safety	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$25000	PRK – 525:	\$0

Walk Behind Airless Striper

Requesting Department: Public Works (Steets, Facilities, Mechanic, Storm Water)	Request Amount: \$16000
	Total Requested Amount: \$16000
Department Priority: 6	Recommended Amount: \$16000

Request Description:

Quickly and efficiently paint no parking red curb, allow for parking lot and longer line painting with better quality and durability. This item will replace our old walk behind paint sprayer that is worn out not functioning properly.

no notes

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Look into combining with Robot Painter	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$16000
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Add Maintenance Funds;Financial Stability and Economic Success;Accessible and Optimal Infrastructure



Tap image to zoom.

Product Image Feedback

☐ Compare

GRACO Airless Line Striper: Fuel, 5.5 hp HP, 2 Guns Supported, Second Gun Outlet, 2 in to 12 in

Item 48YD44 Mfr. Model 17H455

Web Price ⁱ

\$15,656.67 / each

This item requires special shipping, additional charges may apply.

Qty

1

Add to Cart



Ship



Pickup

 Ships from supplier. Expected to arrive by end of Oct, 2024.

Ship to 98101 | [Change](#)

Shipping Weight **317 lbs**

[Ship Availability Terms](#)

Add to List

Walk Behind Concrete Saw

Requesting Department: Public Works (Streets, Facilities, Mechanic, Storm Water)	Request Amount: \$14000
	Total Requested Amount: \$14000
Department Priority: 5	Recommended Amount: \$14000

Request Description:

Currently we use a small gas-powered hand saw to cut roadway when need to dig up pipe or basins. This saw will give us the ability to cut through the entire roadway in a single pass to give us clean cuts for repaving. This benefits us in saving time and gives a better-quality repair when needing to cut the roadway. The current saw we use only cuts a couple inches deep, this will allow us to cut almost 10" deep in a single pass. This tool will be necessary for pipe repairs that result from the stormwater system inventory that is yeilding work that is needed throughout the city.

no notes

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Yes
Needed for sidewalk maintenance & repair	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$14000
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Add Maintenance Funds

Walk-Behind Concrete Saw: 24 in Blade...



Tap image to zoom.

Product Image Feedback

Compare

Product Details

Brand HUSQVARNA

Power Source Gas Powered

Tool Style Walk-Behind

Blade Dia. 24 in

Max. Blade Speed 2,110 RPM

Walk-Behind Concrete Saw: 24 in Blade Dia., Wet, 9 5/8 in Max. Cutting Dp, Gasoline, Electric

Item 52CM04 Mfr. Model FS 524

Catalog Page 690

Includes (2) Wrenches

Features

Belt Tensioning System; Patented Engine and Blade Shaft Mounting System; Patented Intelli-Seal Blade ; Self-Propelled; Shaft System Dual Spring Assist Raise/Lower Blade

Application For Cutting Concrete

Web Price

\$11,822.74 / each

This item requires special shipping, additional charges may apply.

Qty 1

Add to Cart

Ship

Pickup

Ships from supplier. Expected to arrive by end of Sep, 2024.

Ship to 98101 | Change

Shipping Weight 1000 lbs

Ship Availability Terms

Add to List

Compliance & Restrictions

Hazardous Material - Engines

Alternate Products

GIS Consortium

Requesting Department: Information Technology	Request Amount: \$17500
	Total Requested Amount: \$17500
Department Priority: 9	Recommended Amount: \$17500

Request Description:

The GIS Consortium was used to kickstart our new GIS Infrastructure. We used Flo-Analytics to augment our IT GIS staff in engineering the solution and building out resources. In the event we do not get a GIS Technician this resource will be utilized to augment our GIS projects and workloads.

no notes

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Maybe
More info Needed.	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$17500	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Boat and Trailer

Requesting Department: Parks	Request Amount: \$120000
	Total Requested Amount: \$120000
Department Priority: 1	Recommended Amount: \$120000

Request Description:

Work Skiff style Boat.

The current boat that Parks uses has been previously sunk and recovered. It has mechanical issues multiple times a year and breaks down on the lake, impacting operations and costing staff time and maintenance costs. It is not functional for it's purpose - Parks needs a work skiff with low sides. Cost may be lower than \$120k with governemtn contract pricing.

Future or Ongoing Costs (if any): \$500

Minimal ongoing maintenance. Trailer Registration.

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$10000

Sell current boat. Reduce costs of maintenance. If Revenue Development position is approved, they may be able to find a grant to help cover purchase costs.

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Maybe
Look into used alternatives. Shared with other departments	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$120000

Environmental Stewardship;Organizational Innovation and Excellence;Add Maintenance Funds

Groomer/Sweeper Setup for Synthetic Turf

Requesting Department: Parks	Request Amount: \$41325
	Total Requested Amount: \$41325
Department Priority: 2	Recommended Amount: \$41325

Request Description:

This is for three items. A Synthetic Turf Groomer/Sweeper, a Trailer to tow it to and from the park, and a UTV to pull/use the equipment.

A combined groomer/sweeper is cheaper than two machines and will be more efficient so that two machies do not need to be transported. The UTV will also be utilized for other park functions (park and trail cleanup).

Future or Ongoing Costs (if any): \$500

General maintenance, registration of trailer.

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Maybe
Can we rent, can we share w/School Dist. Wait until 2026	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$41325

Robot Painter

Requesting Department: Parks	Request Amount: \$10000
	Total Requested Amount: \$10000
Department Priority: 7	Recommended Amount: \$10000

Request Description:

Robotic machine to paint lines on athletic fields. Can be used on synthetic turf and real grass. Idea for Frontier, West Lake Park, and future fields. May be able to cost share with another organization or rent it out (Little League, School District, etc.)

This would replace the need to manually add lines onto fields, which reduces staff time. Without this we would need to buy basic equipment to paint lines.

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Maybe
Can this be combination equipment w/Walk Behind Striper?	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$10000

Financial Stability and Economic Success;Community Vitality;Organizational Innovation and Excellence;Add Maintenance Funds

Asphalt Hotbox

Requesting Department: Public Works (Steets, Facilities, Mechanic, Storm Water)	Request Amount: \$37000
	Total Requested Amount: \$37000
Department Priority: 4	Recommended Amount: \$37000

Request Description:

A hotbox will enable the crew to patch potholes and repair trenches in the ROW. The current pipe inventory is revealing that pipe repairs are needed in several locations, as we expected. Pipe repairs often require trenching in asphalt that must be patched with hot asphalt. Currently, we pick up hotmix and hurry to a job to patch holes/trenches. This results in cooling of the material and can yeild a poor patch. We also lose some material that is too cool to use. The hotbox will enable crews to keep hot asphalt all day while they perform work on trenches or potholes, while wasting virtually zero asphalt.

no notes

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Maybe
Can we rent this or share cost w/Other cities.	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$37000
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

n/a

SOURCEWELL PRICE GUIDE- ASPHALT HOTBOX RECLAIMERS & OPTIONS

PRICES EFFECTIVE APRIL 1, 2024

F.O.B. NORTH BRANCH, MICHIGAN - PREPAID & ADDED
PRICING IS SUBJECT TO CHANGE WITHOUT NOTICE

Sourcewell Contract #080521-KMI

Sourcewell 

MODEL	DESCRIPTION	MSRP PRICE	SOURCEWELL PRICE
SKID MOUNTED ASPHALT HOTBOX RECLAIMERS			
KM 4000SXPX	2 Ton Skid Mount - Propane	\$ 14,095.00	\$ 11,985.00
KM 4000SXD	2 Ton Skid Mount - Diesel	\$ 19,650.00	\$ 16,700.00
KM 8000SXPX	4 Ton Mount - Propane	\$ 21,500.00	\$ 18,275.00
KM 8000SXD	4 Ton Skid Mount - Diesel	\$ 26,335.00	\$ 22,385.00
KM 1000SXPX	½ Ton Skid Mount- Propane	\$ 9,830.00	\$ 8,355.00
2 TON TRAILER MOUNTED ASPHALT HOTBOX RECLAIMER			
KM 4000TEPX	2 Ton Trailer Mount - Electric Brake - Propane	\$ 21,500.00	\$ 18,275.00
KM 4000TEPD	2 Ton Trailer Mount - Electric Brake - Propane - Dump	\$ 27,335.00	\$ 23,325.00
KM 4000TEDX	2 Ton Trailer Mount - Electric Brake - Diesel	\$ 24,990.00	\$ 21,240.00
KM 4000TEDD	2 Ton Trailer Mount - Electric Brake - Diesel - Dump	\$ 31,325.00	\$ 26,625.00
KM 4000THPX	2 Ton Trailer Mount - Hydraulic Brake - Propane	\$23,350.00	\$ 19,850.00
KM 4000THPD	2 Ton Trailer Mount - Hydraulic Brake - Propane - Dump	\$ 32,170.00	\$ 27,345.00
KM 4000THDX	2 Ton Trailer Mount - Hydraulic Brake - Diesel	\$ 26,760.00	\$ 22,745.00
KM 4000THDD	2 Ton Trailer Mount - Hydraulic Brake - Diesel - Dump	\$ 33,165.00	\$ 28,190.00
4 TON TRAILER MOUNTED ASPHALT HOTBOX RECLAIMER			
KM 8000TEPX	4 Ton Trailer Mount - Electric Brake - Propane	\$28,615.00	\$ 24,325.00
KM 8000TEPD	4 Ton Trailer Mount - Electric Brake - Propane - Dump	\$ 35,875.00	\$ 30,495.00
KM 8000TEDX	4 Ton Trailer Mount - Electric Brake - Diesel	\$ 32,740.00	\$ 26,255.00
KM 8000TEDD	4 Ton Trailer Mount - Electric Brake - Diesel - Dump	\$ 39,440.00	\$ 33,525.00
KM 8000THPX	4 Ton Trailer Mount - Hydraulic Brake - Propane	\$ 31,325.00	\$ 26,625.00
KM 8000THPD	4 Ton Trailer Mount - Hydraulic Brake - Propane - Dump	\$ 38,590.00	\$ 32,805.00
KM 8000THDX	4 Ton Trailer Mount - Hydraulic Brake - Diesel	\$35,165.00	\$ 29,890.00
KM 8000THDD	4 Ton Trailer Mount - Hydraulic Brake - Diesel - Dump	\$ 42,565.00	\$ 36,180.00

Click on the Model Number to View Picture of the Unit

BATTERY UPGRADE OPTIONS			
Supplemental Battery	Required for diesel, dump hotboxes with additional options requiring 12V connection (i.e strobe light, work lights, etc.)	\$ 718.75	\$625.00
Lithium-Iron Battery Upgrade	Upgrade from standard AGM battery to Lithium Iron Battery	\$ 1,380.00	\$ 1,200.00

Brine De-icing System

Requesting Department: Public Works (Steets, Facilities, Mechanic, Storm Water)	Request Amount: \$36000
	Total Requested Amount: \$36000
Department Priority: 2	Recommended Amount: \$36000

Request Description:

The Brine Master is a plug n play, "all-in-one" premium brine making system. It comes pre-wired to approved standards with complete electronics. The Brine Master is a plug n play, "all-in-one" premium brine making system. It comes pre-wired to approved standards with complete electronics. This system will enable the city to not need to by premixed liquid deicer and, as an alternative, create its own sodium chloride (table salt) mix that is more environmentally friendly. In addition, current liquid deicer requires application conditions with temps below 37 degrees and lower humidity. The brine can be applied at warmer daytime temps and works through cold nights.

no notes

Future or Ongoing Costs (if any): \$1000

Maintenance of the system requires cleaning and desalination.

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

We can get rid of the single wall tank that holds the liquid deicer. This will reduce risk and associated costs.

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Maybe
Review potential damage to equip & infrastructure from salt	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$36000
LE:	\$0	PR – 004:	\$0

Financial Stability and Economic Success;Environmental Stewardship;Add Maintenance Funds

PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0



20063 84th Ave S
Kent, WA 98032
Office Phone: (253) 395 3825
Cell:
Fax:
Email: ryan@nelsontruck.com
www.nelsontruck.com

Date: June 25, 2024
Customer Name: Justin Evans
Email: jevans@lakestevenswa.gov
Phone Number:

Nelson Truck Equipment is pleased to provide the following quotation to provide the following equipment and services

QTY	ITEM #	DESCRIPTION	COST	EXT COST	Labor/Hr (\$120/hr)
1	Brinemaster 3000	Brine Master 3000 Kit	31,757.14	\$ 31,757.14	
				\$ -	
1	Inbound	Estimated Inbound Shipping	750.00	\$ 750.00	
				\$ -	
		Shipping length is 16'		\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
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				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
			Total Labor	\$ -	
			Subtotal	\$ 32,507.14	
			Sales Tax	\$ 3,315.73	
			TOTAL	\$ 35,822.87	

All price quoted in this estimate are binding for a period of 90 days from quote date.

THANK YOU FOR YOUR BUSINESS!

City wide pavement, sign and channelization rating update

Requesting Department: Public Works (Steets, Facilities, Mechanic, Storm Water)	Request Amount: \$70000
Department Priority: 17	Total Requested Amount: \$70000
	Recommended Amount: \$70000

Request Description:

This will provide updated condition information and fill missing data from the last collection that was completed in 2021. The ratings will help identify and prioritize maintenance and capital project needs. It is common to update pavement management ratings at regular intervals. Also, the sign data as become stale as new signs have been installed and not tracked. Plan is to track them going forward with GIS support and VueWorks.

no notes

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Maybe
Explore options with APWA.	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$70000
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0

Organizational Innovation and Excellence; Accessible and Optimal Infrastructure

GG:	\$0	PRK – 525:	\$0
------------	-----	-------------------	-----

Fuel Station Improvements

Requesting Department: Public Works (Steets, Facilities, Mechanic, Storm Water)	Request Amount: \$70000
	Total Requested Amount: \$70000
Department Priority: 8	Recommended Amount: \$70000

Request Description:

Construction for secondary containment, leak alarm and detection, fuel level monitoring system to bring the station into full compliance (environmental and state audit).

no notes

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: Maybe
Explore contstruction options	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$17500
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$17500
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$35000	PRK – 525:	\$0

Critical Areas Mapping

Requesting Department: Community Development (Planning & Building)	Request Amount: \$25000
Department Priority: 3	Total Requested Amount: \$25000
	Recommended Amount: \$25000

Request Description:

Update the city's critical areas GIS inventory and mapping in coordination with our mandatory critical areas update.

May be able to be combined with critical aquifer mapping.

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$20000

If the intern position is not approved. This can be contracted as a one time expense and be combined with the request for Critical Aquifer update.

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: No
Hold off if not required in 2025.	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$25000	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

High Availibily Phone System

Requesting Department: Information Technology	Request Amount: \$30000
	Total Requested Amount: \$30000
Department Priority: 2	Recommended Amount: \$30000

Request Description:

All the current phones reach end of life in 2025. This request is for project funds to replace the phone system with one that will continue to recieve updates and security patches. The new solution will have a native TEAM integration and high-availability.

no notes

Future or Ongoing Costs (if any): \$5000

Yearly Maintance and support

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$2200

Fortivoice LR will drop off

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: No
Hold off for new city hall.	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$30000
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Financial Stability and Economic Success;Community Vitality;Organizational Innovation and Excellence;Accessible and Optimal Infrastructure

Shopping Cart

You added gift product to your shopping cart.

Item		Price	Qty	Subtotal	
 Polycom VVX 450 12-Line High-end Color IP Desktop Phone (2200-48840-025) \$215.95 80 \$17,276.00 Edit Remove					
 VS1080P Full HD 1080P Web Camera \$0.00 1 \$0.00 Remove					
 Ribbon Communications EdgeMarc 2900e 5 Calls Session Border Controller \$824.48 2 \$1,648.96 EdgeMarc 2900e Call Upgrade License: 2 x 150-200 Calls +\$600.00 Remove					
 Sangoma FreePBX Appliance 400 Dual Power Supply \$1,890.95 1 \$1,890.95 Remove					
 Sangoma PBXact UC Appliance 400 Warm Spare Dual Power Supply \$2,495.00 1 \$2,495.00 Remove					
				Update Cart	

Do You Have a Sales Rep?

If you are working with a sales rep on this order, please select from the list below:

Select One

Summary

ESTIMATE SHIPPING AND TAX

Country

United States

State/Province

Washington

Zip/Postal Code

98258

Federal Express

Ground \$249.12

Express Saver \$831.64

Standard Overnight \$870.79

2 Day \$949.97

Priority Overnight \$996.52

Subtotal

\$23,310.91

Shipping (Federal Express - 2 Day)

\$949.97

Order Total

\$24,260.88

GO TO CHECKOUT

Do You Have a Sales Rep?

If you are working with a sales rep on this order, please select from the list below:

Select One

Summary

ESTIMATE SHIPPING AND TAX

Country

United States

State/Province

Washington

Zip/Postal Code

98258

Federal Express

- ☐ Ground **\$249.12**
- ☐ Express Saver **\$831.64**
- ☐ Standard Overnight **\$870.79**
- ☒ 2 Day **\$949.97**
- ☐ Priority Overnight **\$996.52**

Subtotal	\$23,310.91
Shipping (Federal Express - 2 Day)	\$949.97

Order Total \$24,260.88

GO TO CHECKOUT

GET FREE GIFT !

EDIT MY CHOICES

How About These?



★★★★★

Polycom VVX 350 6-Line Mid-range Color I...

SKU: 02-125138

MPN:

\$189.95

ADD TO CART



★★★★★

Polycom VVX 411 PoE IP Phone 2200-4845...

SKU: 02-122820

MPN:

~~\$249.00~~ \$125.00

ADD TO CART



★★★★★

Polycom VVX 301 IP Phone

SKU: 02-122816

MPN:

\$159.00

ADD TO CART



★★★★★

Polycom VVX 311 PoE

SKU: 02-122817

MPN:

\$169.00

ADD TO CART

PW Conference Room Solution

Requesting Department: Information Technology	Request Amount: \$4746
	Total Requested Amount: \$4746
Department Priority: 11	Recommended Amount: \$4746

Request Description:

The current solution at the PW Conference Room is unreliable, and cumbersome to operate. Barco ClickShare make a Conference Room Solution the will greatly improve this room's media experience, and ease of operations. I have spoke to Aaron about this solution and he is very interested in getting approved, this solution will serve as proof-of-concept for future conference room solutions.

First item in attached pdf. The other items are for the Mill on a different request.

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: No
Continue utilizing current system.	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$4746
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Troy Stevens Sent You this CDW-G Shopping Cart for Review

Troy Stevens <cdwsales@cdwemail.com>

Wed 8/21/2024 6:27 PM

To:Information Services <IS@lakestevenswa.gov>

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Hardware Software Services IT Solutions Brands Research Hub

CDW-G For Review

This email was sent to you from: Troy Stevens tstevens@lakestevenswa.gov

View Cart Online

	Item	Qty	CDW #	Unit Price	Ext. Price
	BARCO BAR CB PRO US W/2 BUTTON Mfg. Part#: R9861633USB2 UNSPSC: 43191500	1	7785899	\$4,341.31	
	BARCO C-10 GEN 2 CLICKSHARE Mfg. Part#: R9861611USB1 UNSPSC: 43191500	4	7464675	\$1,667.13	
	BARCO CLICKSHARE BUTTON GEN 3 USB Mfg. Part#: R9861600D01CUS UNSPSC: 43191500	2	6869712	\$302.84	

Subtotal					\$11,615.51
Grand Total					\$11,615.51



Sales Contact Info

Rashena Hill | (312) 705-4065 | rashena.hill@cdwg.com

Need Help?



My Account



Support



Call 800.800.4239

* Pricing is reflective of items only. Shipping, tax, and any related fees will be calculated at checkout.

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SSC:001 | WEB 007 | WEB4eef7361-a6a0-4723-a00d-68fff278ad3b

ShareGate Content Migration Tool

Requesting Department: Information Technology	Request Amount: \$9000
	Total Requested Amount: \$9000
Department Priority: 14	Recommended Amount: \$9000

Request Description:

ShareGate (not to be confused with StoneShare) provides a simpler way to run reports and analysis on our Office 365 tenant. For example, it can evaluate permissions across all of our SharePoint/Teams sites and document libraries so we can identify any broken permissions/access structures.

They use out-of-the box Microsoft features and cut out many steps in the process, making running reports/analysis more efficient. There are a number of other features available within ShareGate that could expedite the management of our Office 365 tenant.

This tool could be crucial to the maintenance of our new TownSquare/intranet and department sites (the StoneShare project).

12 months with 2 user accounts costs about \$9,000

no notes

Future or Ongoing Costs (if any): \$0

If we choose to renew for a second year we would anticipate another 9,000.

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

This tool would greatly reduce the amount of time I would spend trying to build the same reports / analysis myself. It would save us

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: No
More information needed. Hold for now.	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0

Organizational Innovation and Excellence

Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$9000	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0

Enclosed Trailer w/ 100 Chairs

Requesting Department: Parks	Request Amount: \$12000
	Total Requested Amount: \$12000
Department Priority: 9	Recommended Amount: \$12000

Request Description:

For renting/loaning out to organizations using the City Parks.

Would require 30 min delivery, 30 min pickup, 3 hours cleaning every 3 months.

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: No
Analysis of usage, maintenance, staff time	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$0
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$12000

n/a

Scissor Lift

Requesting Department: Public Works (Streets, Facilities, Mechanic, Storm Water)	Request Amount: \$16000
	Total Requested Amount: \$16000
Department Priority: 16	Recommended Amount: \$16000

Request Description:

Allows for safer work to be performed at higher locations. Can be used in several locations for internal and external maintenance activities. The city rents one each year for holiday lights the ROI is approximately three years given rental costs.

no notes

Future or Ongoing Costs (if any): \$0

n/a

Related Costs (if any): \$0

no related cost items

no related costs

Cost Reductions (if any): \$0

n/a

Is this a Lease or Installment Purchase? No

Mayor's Priority: 0	Mayor's Approval: No
Rent for another year	

Fund Allocations:

Leg / Ex:	\$0	Other GF:	\$0
Adm:	\$0	Street – 101:	\$0
Clerk:	\$0	SWM – 410:	\$0
Finance:	\$0	SWM – 411:	\$0
HR:	\$0	Comp EQ – 510:	\$0
IT:	\$0	Police EQ – 520:	\$0
PI / BL:	\$0	PW EQ – 530:	\$16000
LE:	\$0	PR – 004:	\$0
PRK:	\$0	Rental – 005:	\$0
GG:	\$0	PRK – 525:	\$0



[Visit Genie Store](#)

Genie 19' Scissor Lift 30in Width Electric with E-Drive

SKU# GS-1930E

☆☆☆☆☆ 0.0 [No Reviews](#) [Write the First Review](#)

✓ **In Stock**

📍 Delivery to - 98258 - Get it as soon as [Monday July 29th](#) [Edit location](#)

🇺🇸 **Made In USA**

🚚 **Free Freight Shipping** (Truck freight shipping to lower 48)

ⓘ **Item requires special handling, additional charges may apply** ▼

🛡️ **Acme Tools Guarantee** ▼

\$15,195.00

- 1 +

ADD TO CART

🔒 **Secure Checkout**

DON'T FORGET

2025 Budget - All Funds

Fund	Description	2023 Actual	2024 Budget	Estimated Ending	2025 Base Budget	Department Requested Budget	Mayor's Budget
001	General Beginning Cash	\$ 6,932,068	\$ 7,723,171	\$ 7,723,171	\$ 6,894,112	\$ 6,894,112	\$ 6,894,112
001	Real & Personal Property Tax	\$ 4,498,105	\$ 4,644,062	\$ 4,644,062	\$ 4,792,672	\$ 4,792,672	\$ 4,792,672
001	Local Retail Sales-Use Tax	\$ 5,689,182	\$ 5,821,310	\$ 5,916,749	\$ 6,212,586	\$ 6,212,586	\$ 6,212,586
001	Construction Sales & Use Tax	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
001	Affordable & Sup. Housing	\$ 35,349	\$ 17,435	\$ 31,976	\$ 32,296	\$ 32,296	\$ 32,296
001	Criminal Justice Sales-Use Tax	\$ 992,421	\$ 1,047,836	\$ 960,488	\$ 1,056,140	\$ 1,056,140	\$ 1,056,140
001	Utility Tax - Electric	\$ 1,309,236	\$ 1,403,780	\$ 1,534,215	\$ 1,549,558	\$ 1,549,558	\$ 1,549,558
001	Utility Tax - Gas	\$ 725,448	\$ 721,273	\$ 633,178	\$ 639,510	\$ 639,510	\$ 639,510
001	Utility Tax - Telephone	\$ 242,712	\$ 247,215	\$ 222,453	\$ 224,677	\$ 224,677	\$ 224,677
001	Utility Tax - Water	\$ 515,405	\$ 473,852	\$ 505,575	\$ 515,687	\$ 515,687	\$ 515,687
001	Gambling Tx - Punch-Pull Tabs	\$ 23,524	\$ 23,392	\$ 23,065	\$ 23,296	\$ 23,296	\$ 23,296
001	Gambling Tx - Amuse Games	\$ 177	\$ 164	\$ 92	\$ 93	\$ 93	\$ 93
001	Leasehold Excise Tax	\$ 9,556	\$ 11,886	\$ 14,644	\$ 14,790	\$ 14,790	\$ 14,790
001	Concessions	\$ 22,503	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
001	Franchise Fee - Cable	\$ 427,346	\$ 445,131	\$ 386,960	\$ 371,482	\$ 371,482	\$ 371,482
001	Franchise - PEG Access Fees	\$ 22,675	\$ 35,085	\$ 19,473	\$ 18,889	\$ 18,889	\$ 18,889
001	Bus. Lic - Other	\$ 77,396	\$ 83,051	\$ 91,564	\$ 92,480	\$ 92,480	\$ 92,480
001	Animal Licenses	\$ 2,640	\$ 3,110	\$ 2,277	\$ 2,277	\$ 2,277	\$ 2,277
001	Weapon License Permit - Local	\$ 8,448	\$ 8,806	\$ 8,628	\$ 8,714	\$ 8,714	\$ 8,714
001	Other Non-Bus. Event Permits	\$ 4,522	\$ 4,000	\$ 4,500	\$ 4,000	\$ 4,000	\$ 4,000
001	DOJ Fed Dir 16.607 BPV Grant	\$ 3,440	\$ 3,000	\$ 4,543	\$ 4,000	\$ 4,000	\$ 4,000
001	Equitable sharing program - DOJ	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
001	DOT Fed Ind 20.600 Hwy Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	DOT Fed Ind. 20.616 Hwy Safety	\$ 1,300	\$ -	\$ 930	\$ -	\$ -	\$ -
001	DHS Fed Ind 97.012 Boat Safety	\$ 16,159	\$ 12,148	\$ 12,148	\$ 12,000	\$ 12,000	\$ 12,000
001	DHS Fed Ind 97.036 FEMA	\$ 21,748	\$ -	\$ -	\$ -	\$ -	\$ -
001	LE - CJTC Grant	\$ 30,915	\$ 140,220	\$ 140,220	\$ -	\$ -	\$ -
001	WA OPD - Social Worker	\$ 11,014	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,200
001	WA Military - Storm Grant	\$ 3,398	\$ -	\$ -	\$ -	\$ -	\$ -
001	DOE - Ecology Grant	\$ 29,972	\$ -	\$ -	\$ -	\$ -	\$ -
001	State Commerce - Grants	\$ 158,039	\$ 52,500	\$ 62,500	\$ -	\$ -	\$ -
001	Lnl Stay at Work Grant	\$ 1,614	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
001	PUD Privilege Tax	\$ 150,857	\$ 152,366	\$ 167,769	\$ 171,124	\$ 171,124	\$ 171,124
001	Vessel Registration Fees	\$ 10,574	\$ 10,680	\$ 15,813	\$ 15,971	\$ 15,971	\$ 15,971
001	City-County Assistance	\$ 54,249	\$ 32,913	\$ -	\$ -	\$ -	\$ -
001	Crim Jus - Violent Crimes-Pop	\$ 14,721	\$ 15,679	\$ 15,228	\$ 16,616	\$ 16,616	\$ 16,616
001	Crim Jus - Special Programs	\$ 51,957	\$ 55,701	\$ 53,628	\$ 55,156	\$ 55,156	\$ 55,156
001	Marijuana Excise Tax	\$ 75,262	\$ 72,005	\$ 76,568	\$ 77,334	\$ 77,334	\$ 77,334
001	DUI & Other Crim Jus Assist	\$ 2,817	\$ 1,963	\$ 4,490	\$ 4,535	\$ 4,535	\$ 4,535
001	Liquor-Beer Excise Tax	\$ 285,387	\$ 298,310	\$ 287,762	\$ 272,502	\$ 272,502	\$ 272,502
001	Liquor Control Board Profits	\$ 311,209	\$ 311,355	\$ 311,472	\$ 306,150	\$ 306,150	\$ 306,150
001	Duplicating Srv	\$ 24	\$ 50	\$ 37	\$ 50	\$ 50	\$ 50
001	Duplicating Srv - PRR	\$ 813	\$ 100	\$ 109	\$ 100	\$ 100	\$ 100
001	LE Services - Extra Duty	\$ 91,333	\$ 75,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
001	LE Services - SRO	\$ 137,048	\$ 223,000	\$ 234,455	\$ 228,000	\$ 228,000	\$ 228,000
001	Background Check -Temp Bus Lic	\$ 36	\$ -	\$ -	\$ -	\$ -	\$ -
001	Protective Inspections - Fire	\$ 6,943	\$ 3,000	\$ 5,652	\$ 4,000	\$ 4,000	\$ 4,000
001	Preferred Vendor Review Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	Requested Hearing Fee	\$ 776	\$ -	\$ 7,444	\$ -	\$ -	\$ -

001	LEAN Training Services	\$ 5,930	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
001	Reimb - Sno Isle Library	\$ 9,606	\$ 9,701	\$ 9,283	\$ 9,376	\$ 9,376	\$ 9,376
001	Boating Safety Class	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	District Court	\$ 103,542	\$ 120,000	\$ 127,179	\$ 130,000	\$ 130,000	\$ 130,000
001	Violations Bureau - Local	\$ 1,400	\$ 1,000	\$ 3,343	\$ 2,000	\$ 2,000	\$ 2,000
001	Building Code Enforce Fines	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -
001	Investment Interest	\$ 1,103,955	\$ 1,200,000	\$ 1,218,352	\$ 1,157,434	\$ 1,157,434	\$ 1,157,434
001	Real & Personal Prop Tax Int	\$ 16,823	\$ 14,018	\$ 15,888	\$ 15,094	\$ 15,094	\$ 15,094
001	Sales & Use Tax Interest	\$ 23,692	\$ 15,000	\$ 30,672	\$ 29,138	\$ 29,138	\$ 29,138
001	Leasehold Excise Tax Interest	\$ -	\$ -	\$ 20	\$ -	\$ -	\$ -
001	Special Event - Rental Reimb	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	North Cove- Boat Launch Prking	\$ 12,180	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
001	Davies Beach - Launch/Parking	\$ 54,189	\$ 53,000	\$ 53,000	\$ 53,000	\$ 53,000	\$ 53,000
001	Lundeen Shelter Rental	\$ 15,461	\$ 15,000	\$ 15,000	\$ 9,000	\$ 9,000	\$ 9,000
001	The Mill - Rental	\$ 81,019	\$ 75,750	\$ 85,000	\$ 85,850	\$ 85,850	\$ 85,850
001	Chamber VIC Rental	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
001	WWTP Property Lease	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10
001	Deactivated - Property Leases	\$ 134,012	\$ -	\$ -	\$ -	\$ -	\$ -
001	Food Bank Lease	\$ 120	\$ -	\$ 50	\$ -	\$ -	\$ -
001	Community Garden Rental Fees	\$ 2,076	\$ 2,076	\$ 2,120	\$ 2,120	\$ 2,120	\$ 2,120
001	Row Club Rents	\$ 14,959	\$ 15,200	\$ 15,189	\$ 15,200	\$ 15,200	\$ 15,200
001	Boat Launch Closure Fees	\$ 400	\$ 303	\$ 200	\$ 202	\$ 202	\$ 202
001	Boat Launch Annual Pass	\$ 4,200	\$ 4,200	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
001	Deactivated - Rental Property Utility	\$ 27,100	\$ -	\$ -	\$ -	\$ -	\$ -
001	20th ST Ball Field Rental	\$ -	\$ -	\$ 60	\$ -	\$ -	\$ -
001	North Cove Park - Rental	\$ 9,280	\$ 9,000	\$ 9,598	\$ 10,000	\$ 10,000	\$ 10,000
001	Deposit Forfeitures	\$ 3,528	\$ -	\$ 875	\$ -	\$ -	\$ -
001	Donation to Arts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	Donation-Police Dept	\$ 8,263	\$ -	\$ 3,000	\$ -	\$ -	\$ -
001	GF - Private Grant (WCIA/AWC)	\$ 7,846	\$ 12,182	\$ 12,182	\$ 10,000	\$ 10,000	\$ 10,000
001	Sale of Surplus	\$ 35	\$ -	\$ 170	\$ -	\$ -	\$ -
001	Unclaimed Money & Property	\$ 943	\$ -	\$ 1,115	\$ -	\$ -	\$ -
001	Sale of Confiscated & Forfeite	\$ 3	\$ -	\$ -	\$ -	\$ -	\$ -
001	Misc Rev. Judgment-Settlement	\$ -	\$ -	\$ 1,589	\$ -	\$ -	\$ -
001	Opioid Settlements	\$ 33,564	\$ 164,000	\$ 164,000	\$ 36,000	\$ 36,000	\$ 36,000
001	Cash Adjustments	\$ (1)	\$ -	\$ -	\$ -	\$ -	\$ -
001	Miscellaneous Revenue - Other	\$ 3,844	\$ 10,000	\$ 4,059	\$ 5,000	\$ 5,000	\$ 5,000
001	Refundable Deposits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	The Mill - Deposit	\$ 32,021	\$ 28,000	\$ 28,000	\$ 30,000	\$ 30,000	\$ 30,000
001	Retainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	Prior Period Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	Refunds or Overpayments	\$ 194	\$ -	\$ -	\$ -	\$ -	\$ -
001	Sale of Capital - Property	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -
001	Insurance Recoveries - Capital	\$ 4,607	\$ -	\$ 26,480	\$ -	\$ -	\$ -
001	Interfund Transfer In	\$ 1,845,506	\$ 1,640,000	\$ 1,733,540	\$ 1,700,000	\$ 1,700,000	\$ 1,700,000
001	Transfer In - TBD Fund 120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	Insurance Recoveries - Non Cap	\$ -	\$ 2,460	\$ 2,460	\$ -	\$ -	\$ -
001	Rec - Sales of Merchandise	\$ 127	\$ -	\$ 67	\$ -	\$ -	\$ -
001	PK - Recreation Program Fees	\$ -	\$ -	\$ 113	\$ -	\$ -	\$ -
001	Recreation Cancel/Modify Fees	\$ 55	\$ 150	\$ 185	\$ 150	\$ 150	\$ 150
001	PK - Donations/Sponsorships	\$ 11,000	\$ 45,000	\$ 9,540	\$ 10,000	\$ 10,000	\$ 10,000
001	Insurance Recoveries - Parks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues		\$ 19,953,841	\$ 20,237,128	\$ 20,364,206	\$ 20,427,459	\$ 20,427,459	\$ 20,427,459

001	Boards & Comm Op Supplies	\$ -	\$ -	\$ 865	\$ 750	\$ 750	\$ 750
001	Boards & Comm Purch Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	Legislative - Salaries	\$ 79,083	\$ 81,860	\$ 82,274	\$ 84,509	\$ 84,509	\$ 84,509
001	Legislative - Benefits	\$ 244	\$ 260	\$ 172	\$ 179	\$ 179	\$ 179
001	Legislative - Social Security	\$ 6,050	\$ 6,270	\$ 6,294	\$ 6,465	\$ 6,465	\$ 6,465
001	Legislative - Workers Comp	\$ 108	\$ 329	\$ 130	\$ 329	\$ 329	\$ 329
001	Legislative - Operating Costs	\$ 347	\$ 400	\$ 360	\$ 400	\$ 400	\$ 400
001	Legislative - Communication	\$ 3,245	\$ 4,500	\$ 3,723	\$ 4,500	\$ 4,500	\$ 4,500
001	Legislative - Travel & Mtgs	\$ 21,346	\$ 35,000	\$ 9,931	\$ -	\$ -	\$ -
001	Legislative - Professional Srv	\$ 547	\$ 500	\$ 420	\$ 500	\$ 500	\$ 500
001	Legislative - Prof. Developmen	\$ 5,046	\$ 5,000	\$ 15,000	\$ 35,000	\$ 35,000	\$ 35,000
001	Legislative - C.C.Retreat	\$ 10,072	\$ 15,000	\$ 15,000	\$ 20,000	\$ 20,000	\$ 20,000
001	Executive - Salaries	\$ 135,293	\$ 140,900	\$ 140,585	\$ 146,145	\$ 146,145	\$ 146,145
001	EX-Overtime	\$ 702	\$ 890	\$ 144	\$ 1,000	\$ 1,000	\$ 1,000
001	Executive - Benefits	\$ 36,813	\$ 38,200	\$ 40,078	\$ 38,998	\$ 38,998	\$ 38,998
001	Executive - Social Security	\$ 10,224	\$ 10,800	\$ 10,578	\$ 11,180	\$ 11,180	\$ 11,180
001	Executive - Retirement	\$ 13,665	\$ 13,600	\$ 13,529	\$ 13,501	\$ 13,501	\$ 13,501
001	Executive - Workers Comp	\$ 384	\$ 485	\$ 478	\$ 485	\$ 485	\$ 485
001	Executive - Retreat	\$ 424	\$ -	\$ -	\$ -	\$ -	\$ -
001	Executive - Supplies	\$ 1,635	\$ 200	\$ 110	\$ 200	\$ 200	\$ 200
001	Executive - Prof Services	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ -
001	Executive - Communication	\$ 489	\$ 614	\$ 506	\$ 675	\$ 675	\$ 675
001	Executive - Travel & Mtgs	\$ 13,957	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -
001	Executive - Miscellaneous	\$ 200	\$ 686	\$ -	\$ -	\$ -	\$ -
001	Executive - Prof. Development	\$ 3,584	\$ 5,000	\$ 10,000	\$ 27,000	\$ 27,000	\$ 27,000
001	Executive - Board/Staff Apprec	\$ -	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
001	Legislative - Election Costs	\$ 19,089	\$ 35,000	\$ 15,062	\$ 35,000	\$ 35,000	\$ 35,000
001	Legislative - Voter Reg Fees	\$ 46,645	\$ 55,742	\$ 55,741	\$ 57,000	\$ 57,000	\$ 57,000
001	Legislative & Executive	\$ 416,692	\$ 461,736	\$ 431,480	\$ 484,316	\$ 484,316	\$ 484,316
001	AD-Salaries	\$ 202,007	\$ 211,700	\$ 212,310	\$ 216,483	\$ 216,483	\$ 216,483
001	AD-Overtime	\$ 702	\$ 860	\$ 144	\$ 500	\$ 500	\$ 500
001	AD-Benefits	\$ 18,763	\$ 21,680	\$ 22,542	\$ 21,717	\$ 21,717	\$ 21,717
001	AD-Social Security	\$ 11,632	\$ 16,200	\$ 15,988	\$ 16,561	\$ 16,561	\$ 16,561
001	AD-Retirement	\$ 28,691	\$ 29,640	\$ 29,166	\$ 29,380	\$ 29,380	\$ 29,380
001	AD-Workers Comp	\$ 267	\$ 391	\$ 347	\$ 387	\$ 387	\$ 387
001	AD- Operating Supplies	\$ 124	\$ 800	\$ -	\$ 800	\$ 800	\$ 800
001	AD-Succession Development	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
001	AD-Professional Services	\$ -	\$ 500	\$ 171	\$ 500	\$ 500	\$ 500
001	AD-Communications	\$ 1,385	\$ 1,709	\$ 1,493	\$ 1,880	\$ 1,880	\$ 1,880
001	AD-Travel & Meetings	\$ 14,289	\$ 15,000	\$ 13,599	\$ -	\$ -	\$ -
001	AD-Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	AD-Staff Development	\$ 3,395	\$ 5,000	\$ 10,000	\$ 27,000	\$ 27,000	\$ 27,000
001	AD-Miscellaneous	\$ 1,607	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -
001	Administration	\$ 282,863	\$ 310,480	\$ 312,759	\$ 320,208	\$ 320,208	\$ 320,208
001	CC-Salaries	\$ 121,049	\$ 332,930	\$ 332,930	\$ 313,618	\$ 313,618	\$ 313,618
001	CC-Overtime	\$ 1,405	\$ 7,000	\$ 290	\$ 3,000	\$ 3,000	\$ 3,000
001	CC-Benefits	\$ 14,595	\$ 69,160	\$ 69,160	\$ 70,806	\$ 70,806	\$ 70,806
001	CC-Social Security	\$ 8,999	\$ 25,500	\$ 25,500	\$ 23,992	\$ 23,992	\$ 23,992
001	CC-Retirement	\$ 12,944	\$ 33,400	\$ 33,400	\$ 30,181	\$ 30,181	\$ 30,181
001	CC-Workers Comp	\$ 315	\$ 1,433	\$ 1,433	\$ 1,307	\$ 1,307	\$ 1,307
001	CC- Operating Supply	\$ 606	\$ 6,000	\$ 238	\$ 6,000	\$ 6,000	\$ 6,000
001	CC-Professional Services	\$ 6,135	\$ 10,000	\$ 6,500	\$ 10,000	\$ 10,000	\$ 10,000
001	CC-Communications	\$ 2,715	\$ 3,188	\$ 2,928	\$ 3,000	\$ 3,000	\$ 3,000
001	CC-Travel & Meetings	\$ 2,673	\$ 8,400	\$ 3,595	\$ -	\$ -	\$ -
001	CC-Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

001	CC-Miscellaneous	\$ 531	\$ 600	\$ 634	\$ -	\$ -	\$ -
001	CC-Staff Development	\$ 3,095	\$ 6,000	\$ 3,000	\$ 16,000	\$ 16,000	\$ 16,000
001	City Clerk	\$ 175,061	\$ 503,611	\$ 479,608	\$ 477,904	\$ 477,904	\$ 477,904
001	FI-Salaries	\$ 520,355	\$ 476,810	\$ 476,810	\$ 492,842	\$ 492,842	\$ 492,842
Request: Senior Accountant 63%				\$ -	\$ 104,860	\$ 54,460	
001	FI-Overtime	\$ 3,328	\$ 4,000	\$ 2,585	\$ 1,500	\$ 1,500	\$ 1,500
001	FI-Benefits	\$ 89,527	\$ 77,350	\$ 77,350	\$ 79,285	\$ 79,285	\$ 79,285
001	FI-Social Security	\$ 37,698	\$ 36,500	\$ 36,500	\$ 37,703	\$ 37,703	\$ 37,703
001	FI-Retirement	\$ 55,014	\$ 49,600	\$ 49,600	\$ 49,366	\$ 49,366	\$ 49,366
001	FI-Workers Comp	\$ 1,310	\$ 1,478	\$ 1,478	\$ 1,417	\$ 1,417	\$ 1,417
001	FI- Operating Supplies	\$ 4,159	\$ 5,000	\$ 3,108	\$ 5,000	\$ 5,000	\$ 5,000
001	FI-Professional Service	\$ 49,738	\$ 70,200	\$ 70,200	\$ 70,000	\$ 70,000	\$ 70,000
001	FI-Advertising	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -
001	FI-Communications	\$ 2,506	\$ 3,302	\$ 2,421	\$ 3,632	\$ 3,632	\$ 3,632
001	FI-Travel & Meetings	\$ 4,612	\$ 5,500	\$ 1,000	\$ -	\$ -	\$ -
001	FI-Insurance	\$ 96	\$ 98	\$ 97	\$ 110	\$ 110	\$ 110
001	FI-Software Maint	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -
001	FI-Miscellaneous	\$ 1,151	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -
001	FI-Staff Development	\$ 3,465	\$ 3,500	\$ 7,035	\$ 16,000	\$ 16,000	\$ 16,000
001	FI-Banking Services	\$ 3,281	\$ 2,800	\$ 3,352	\$ 3,500	\$ 3,500	\$ 3,500
001	FI-Credit Card Services	\$ 66,840	\$ 80,000	\$ 61,244	\$ 70,000	\$ 70,000	\$ 70,000
001	FI- Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Request: ITEMS				\$ -	\$ 20,000	\$ 20,000	
001	Finance	\$ 843,078	\$ 817,738	\$ 793,780	\$ 830,355	\$ 955,215	\$ 904,815
001	HR-Safety Program Supplies	\$ 40	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
001	HR-Safety Program Services	\$ -	\$ -	\$ -	\$ -	\$ 3,250	\$ 3,250
001	HR - Wellness Program Supplies	\$ 1,833	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
001	HR-Wellness Program	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
001	HR-City Training Program	\$ -	\$ 22,182	\$ 22,182	\$ 20,000	\$ 20,000	\$ 20,000
001	HR-Salaries	\$ 410,380	\$ 470,780	\$ 470,780	\$ 476,597	\$ 476,597	\$ 476,597
Request: Citywide Interns 50%				\$ -	\$ 44,000	\$ -	
Request: HR Manager (Promo) 77%				\$ -	\$ 8,139	\$ 8,139	
Request: PT HR Specialist (Civil Srv) 94%				\$ -	\$ 37,700	\$ -	
001	HR-Overtime	\$ 79	\$ 1,352	\$ -	\$ 500	\$ 500	\$ 500
001	HR-Benefits	\$ 53,684	\$ 70,760	\$ 70,760	\$ 70,903	\$ 70,903	\$ 70,903
001	HR-Soc Security	\$ 30,341	\$ 36,100	\$ 36,100	\$ 36,460	\$ 36,460	\$ 36,460
001	HR-Retirement	\$ 42,925	\$ 47,810	\$ 47,810	\$ 46,082	\$ 46,082	\$ 46,082
001	HR-Workers Comp	\$ 895	\$ 1,451	\$ 1,451	\$ 1,395	\$ 1,395	\$ 1,395
001	HR-Office Supplies	\$ 636	\$ 1,500	\$ 1,265	\$ -	\$ -	\$ -
001	HR-Operating Supplies	\$ 814	\$ 12,100	\$ 10,359	\$ 9,500	\$ 9,500	\$ 9,500
001	HR - Emergency Mgmt Supplies	\$ 200	\$ 11,120	\$ 1,000	\$ 10,000	\$ 10,000	\$ 10,000
001	HR-Emp Recognition Supplies	\$ 1,749	\$ 4,000	\$ 269	\$ 4,000	\$ 4,000	\$ 4,000
001	HR-Professional Services	\$ 3,529	\$ 50,000	\$ 14,047	\$ 40,000	\$ 40,000	\$ 40,000
001	HR - Advertising/Marketing	\$ 4,193	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500
001	HR-Communications	\$ 2,857	\$ 2,043	\$ 3,398	\$ 2,247	\$ 2,247	\$ 2,247
001	HR-Travel & Meetings	\$ 3,374	\$ 9,000	\$ 7,929	\$ -	\$ -	\$ -
001	HR-Miscellaneous	\$ 1,098	\$ 1,800	\$ 1,805	\$ -	\$ -	\$ -
001	HR-Staff Development	\$ 2,469	\$ 8,000	\$ 8,000	\$ 16,000	\$ 18,000	\$ 18,000
001	HR-Employee Recognition	\$ 1,110	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
001	HR - Tuition Reimbursement CW	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ 10,000	\$ 10,000
001	Human Resources	\$ 562,205	\$ 802,998	\$ 740,155	\$ 786,684	\$ 881,773	\$ 800,073
001	IT-Salaries	\$ 317,990	\$ 398,400	\$ 395,411	\$ 478,952	\$ 478,952	\$ 478,952
Request: GIS Intern				\$ -	\$ 20,350	\$ -	
Request: GIS Technician 25%				\$ -	\$ 29,506	\$ -	
Request: IT Operations Manager 75%				\$ -	\$ 12,762	\$ -	

001	IT-Overtime	\$ 349	\$ 1,000	\$ 85	\$ 500	\$ 500	\$ 500
001	IT-Benefits	\$ 54,329	\$ 71,730	\$ 54,971	\$ 75,303	\$ 75,303	\$ 75,303
001	IT-Soc Security	\$ 22,931	\$ 30,480	\$ 29,634	\$ 36,411	\$ 36,411	\$ 36,411
001	IT-Retirement	\$ 31,378	\$ 38,930	\$ 37,418	\$ 44,728	\$ 44,728	\$ 44,728
001	IT-Workers Comp	\$ 708	\$ 1,260	\$ 1,071	\$ 1,455	\$ 1,455	\$ 1,455
001	IT-Operating Supplies	\$ 13,382	\$ 11,500	\$ 11,500	\$ 11,500	\$ 20,000	\$ 20,000
001	IT-Fuel	\$ -	\$ -	\$ 500	\$ 750	\$ 750	\$ 750
001	IT-Professional Services	\$ 52,646	\$ 46,355	\$ 45,000	\$ 50,000	\$ 60,000	\$ 60,000
001	IT-Communications	\$ 6,192	\$ 8,675	\$ 6,014	\$ 9,543	\$ 9,543	\$ 9,543
001	IT-Travel & Meetings	\$ 2,733	\$ 13,000	\$ 8,000	\$ -	\$ -	\$ -
001	IT-Repair & Maintenance	\$ 1,148	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -
001	IT-Miscellaneous	\$ 400	\$ 400	\$ -	\$ -	\$ -	\$ -
001	IT-Staff Development	\$ 7,058	\$ 10,000	\$ 4,600	\$ 16,000	\$ 16,000	\$ 16,000
Request: ITEMS				\$ -	\$ 26,500	\$ -	\$ -
001	Information Technology	\$ 511,244	\$ 636,730	\$ 599,204	\$ 725,142	\$ 832,760	\$ 743,642
001	Pension and Other Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	PL-Salaries	\$ 945,414	\$ 1,103,680	\$ 1,082,019	\$ 1,177,592	\$ 1,177,592	\$ 1,177,592
Request: Building Supervisor 5%				\$ -	\$ 6,279	\$ 4,730	\$ -
Request: Assistant Planner 5%				\$ -	\$ 6,211	\$ 3,211	\$ -
Request: Planning Intern 5%				\$ -	\$ 1,000	\$ 1,000	\$ -
001	PL-Overtime	\$ 3,597	\$ 3,000	\$ 3,059	\$ 3,000	\$ 3,000	\$ 3,000
001	PL-Benefits	\$ 175,744	\$ 222,940	\$ 203,850	\$ 249,211	\$ 249,211	\$ 249,211
001	PL-Social Security	\$ 77,767	\$ 84,440	\$ 98,094	\$ 90,086	\$ 90,086	\$ 90,086
001	PL-Retirement	\$ 108,469	\$ 111,530	\$ 129,943	\$ 115,188	\$ 115,188	\$ 115,188
001	PL-Workers Comp	\$ 2,759	\$ 6,839	\$ 3,925	\$ 6,941	\$ 6,941	\$ 6,941
001	PL-Office Supplies	\$ 2,124	\$ 6,500	\$ 5,434	\$ -	\$ -	\$ -
001	PL-Operating Supplies	\$ 4,451	\$ 5,000	\$ 593	\$ 13,000	\$ 13,000	\$ 13,000
001	PL-Permit Related Op. Costs	\$ 5,520	\$ 30,000	\$ 10,094	\$ 30,000	\$ 30,000	\$ 30,000
001	PL-Fuel & Tolls	\$ 12	\$ -	\$ -	\$ -	\$ -	\$ -
001	PL-Professional Serv	\$ 283,157	\$ 120,000	\$ 120,000	\$ 45,000	\$ 45,000	\$ 45,000
001	PL-Software Maint.	\$ 330	\$ 500	\$ -	\$ 500	\$ 500	\$ 500
001	PL-Advertising	\$ 1,506	\$ 5,000	\$ 482	\$ 5,000	\$ 5,000	\$ 5,000
001	Permit Related Professional Sr	\$ 95,629	\$ 100,000	\$ 47,105	\$ 100,000	\$ 100,000	\$ 100,000
001	PL-Communication	\$ 12,636	\$ 14,780	\$ 11,275	\$ 16,258	\$ 16,258	\$ 16,258
001	PL-Travel & Mtgs	\$ 4,618	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -
001	PL-Repairs & Maint.	\$ 928	\$ 1,500	\$ 1,032	\$ 1,500	\$ 1,500	\$ 1,500
001	PL-Miscellaneous	\$ 1,408	\$ 4,000	\$ 2,062	\$ -	\$ -	\$ -
001	PL-Staff Development	\$ 2,450	\$ 5,000	\$ 3,634	\$ 10,000	\$ 10,000	\$ 10,000
001	PL-Printing and Bindin	\$ 1,522	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
001	PL-UGA-RUTA-Annexation	\$ -	\$ 20,000	\$ -	\$ 20,000	\$ 20,000	\$ 20,000
001	PL-Prof Serv-Hearing E	\$ 11,615	\$ 2,000	\$ 11,669	\$ 10,000	\$ 10,000	\$ 10,000
001	PL - Citywide Beautification	\$ 74,478	\$ 110,000	\$ 110,000	\$ 10,000	\$ 10,000	\$ 10,000
001	PL-Economic Devel	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
001	PB-Salaries	\$ 511,326	\$ 598,150	\$ 587,171	\$ 641,954	\$ 641,954	\$ 641,954
001	PB-Overtime	\$ 1,898	\$ 5,000	\$ 1,724	\$ 3,000	\$ 3,000	\$ 3,000
001	PB-Benefits	\$ 158,438	\$ 163,200	\$ 157,069	\$ 164,567	\$ 164,567	\$ 164,567
001	PB-Social Security	\$ 38,541	\$ 45,760	\$ 44,289	\$ 49,110	\$ 49,110	\$ 49,110
001	PB-Retirement	\$ 53,037	\$ 59,330	\$ 59,913	\$ 63,075	\$ 63,075	\$ 63,075
001	PB-Workers Comp	\$ 8,377	\$ 20,810	\$ 12,825	\$ 17,838	\$ 17,838	\$ 17,838
001	PB-Office Supplies	\$ 299	\$ 3,500	\$ 46	\$ 3,500	\$ 3,500	\$ 3,500
001	PB-Operating Supplies	\$ 1,942	\$ 2,600	\$ 1,502	\$ 2,600	\$ 2,600	\$ 2,600
001	PB-Clothing	\$ 591	\$ 2,025	\$ 526	\$ 1,500	\$ 1,500	\$ 1,500
001	PB-Fuel	\$ 2,346	\$ 1,462	\$ 2,076	\$ 2,118	\$ 2,118	\$ 2,118
001	PL - Contrib to Vehicle Replac	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -
001	PB-Professional Srv	\$ -	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	\$ 1,500

001	PB-Communication	\$ 4,101	\$ 6,050	\$ 3,441	\$ 6,655	\$ 6,655	\$ 6,655
001	PB-Travel & Mtgs	\$ 1,674	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -
001	PB-Repair & Maintenance	\$ 928	\$ 1,000	\$ 1,718	\$ 1,000	\$ 1,000	\$ 1,000
001	PB-Miscellaneous	\$ 105	\$ 1,000	\$ 1,046	\$ -	\$ -	\$ -
001	PB-Staff Development	\$ 2,700	\$ 4,000	\$ 2,580	\$ 10,000	\$ 10,000	\$ 10,000
001	PL -Lease Agreements	\$ 924	\$ 1,000	\$ 888	\$ 1,000	\$ 1,000	\$ 1,000
001	PB - Lease Agreements	\$ 924	\$ 1,000	\$ 888	\$ 1,000	\$ 1,000	\$ 1,000
001	PL-Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	PB-Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Request: ITEMS				\$ -	\$ 105,000	\$ 80,000	
001	Planning & Community Develop	\$ 2,624,282	\$ 2,911,096	\$ 2,757,973	\$ 2,884,693	\$ 3,003,183	\$ 2,973,634
001	LE - Judgments & Settlements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	LE - Contrib to Vehicle Repl	\$ 277,000	\$ 277,000	\$ 277,000	\$ 277,000	\$ 277,000	\$ 277,000
001	LE - Contrib to Boat Repl	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000
001	LE-Contrib toTaser Repl	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 35,000	\$ 35,000
001	LE - Contrib to Firearm Repl	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
001	LE-Salaries	\$ 4,238,135	\$ 5,159,875	\$ 4,772,380	\$ 5,562,458	\$ 5,562,458	\$ 5,562,458
Request: Support Serv Sergeant 100%				\$ -	\$ 206,007	\$ -	
Request: Police Officer 1 - 100%				\$ -	\$ 167,505	\$ 130,000	
Request: Police Officer 2 - 100%				\$ -	\$ 137,752	\$ 100,836	
Request: CSO (Park Ranger) 75%				\$ -	\$ 78,750	\$ -	
001	LE-Overtime	\$ 446,474	\$ 350,000	\$ 290,439	\$ 350,000	\$ 350,000	\$ 350,000
001	LE-Holiday Cashout	\$ 129,699	\$ 117,832	\$ 37,394	\$ 125,000	\$ 125,000	\$ 125,000
001	LE-Signing Bonus	\$ 52,500	\$ 120,000	\$ 80,000	\$ 120,000	\$ 120,000	\$ 120,000
001	LE-Benefits	\$ 838,094	\$ 1,150,124	\$ 951,207	\$ 1,165,656	\$ 1,165,656	\$ 1,165,656
001	LE-Social Security	\$ 368,502	\$ 394,730	\$ 391,553	\$ 425,529	\$ 425,529	\$ 425,529
001	LE-Retirement	\$ 292,797	\$ 316,176	\$ 321,024	\$ 343,142	\$ 343,142	\$ 343,142
001	LE-Workers Comp	\$ 117,622	\$ 242,311	\$ 187,903	\$ 242,743	\$ 242,743	\$ 242,743
001	LE-Clothing Allowance	\$ 29,300	\$ 6,000	\$ 2,950	\$ 6,000	\$ 6,000	\$ 6,000
001	LE-Office Supplies	\$ 10,542	\$ 17,000	\$ 9,214	\$ 17,000	\$ 17,000	\$ 17,000
001	LE-Fixed Minor Equipment	\$ 55,840	\$ 92,325	\$ 75,000	\$ 53,725	\$ 53,725	\$ 53,725
001	LE-Minor Equipment	\$ 35,302	\$ 64,686	\$ 87,800	\$ 64,686	\$ 64,686	\$ 64,686
001	LE-Donation Exp - Other	\$ 13,154	\$ 12,170	\$ 15,734	\$ -	\$ -	\$ -
001	LE-Equipment - New Officers	\$ 39,445	\$ 65,555	\$ 65,555	\$ -	\$ -	\$ -
001	LE - Uniform Clothing	\$ -	\$ 25,000	\$ 24,000	\$ 63,600	\$ 63,600	\$ 63,600
001	LE - Business Meeting Supplies	\$ 2,872	\$ 4,000	\$ 2,607	\$ 4,000	\$ 4,000	\$ 4,000
001	LE - Supply- Opioid Settlement	\$ 16,395	\$ 25,000	\$ 75,000	\$ 28,600	\$ 28,600	\$ 28,600
001	LE - Wellness Grant Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	LE - Body Worn Camera Program	\$ -	\$ 5,475	\$ 5,475	\$ 5,500	\$ 5,500	\$ 5,500
001	LE-Fuel	\$ 87,088	\$ 102,000	\$ 82,452	\$ 102,000	\$ 102,000	\$ 102,000
001	LE-Professional Services	\$ 66,480	\$ 45,000	\$ 54,237	\$ 45,000	\$ 45,000	\$ 45,000
001	LE-Professional Serv-Fixed	\$ 111,987	\$ 143,300	\$ 143,300	\$ 88,320	\$ 88,320	\$ 88,320
001	LE-Prof Srv - Wellness Grant	\$ 63,800	\$ 31,200	\$ 31,200	\$ -	\$ -	\$ -
001	LE-Advertising	\$ 1,255	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	\$ 1,500
001	LE - PS - Opioid Settlement	\$ -	\$ 12,192	\$ 12,192	\$ 12,192	\$ 12,192	\$ 12,192
001	LE-Communication	\$ 69,044	\$ 79,000	\$ 65,383	\$ 86,900	\$ 86,900	\$ 86,900
001	LE-Travel & Per Diem	\$ 38,608	\$ 44,500	\$ 25,738	\$ -	\$ -	\$ -
001	LE-Business Meetings	\$ 2,467	\$ 5,000	\$ 494	\$ 5,000	\$ 5,000	\$ 5,000
001	LE-Insurance	\$ 346,266	\$ 264,620	\$ 264,619	\$ 472,000	\$ 472,000	\$ 472,000
001	LE-Repair & Maintenance Equip	\$ 101,176	\$ 82,460	\$ 75,000	\$ 82,460	\$ 82,460	\$ 82,460
001	LE-Dues & Memberships	\$ 4,299	\$ 4,000	\$ 1,946	\$ 4,000	\$ 4,000	\$ 4,000
001	LE-Boating Salaries Local	\$ 14,388	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
001	LE-Boating - Other Salaries	\$ 20,072	\$ 50,000	\$ 5,347	\$ 50,000	\$ 50,000	\$ 50,000
001	LE-Boating Benefit Local	\$ 3,263	\$ 8,200	\$ 2,810	\$ 8,200	\$ 8,200	\$ 8,200
001	LE-Boat Other Benefits	\$ 3,288	\$ 3,100	\$ 1,286	\$ 3,100	\$ 3,100	\$ 3,100

001	LE-Boating Clothing	\$ -	\$ 500	\$ -	\$ 500	\$ 500	\$ 500
001	LE-Boating Minor Equipment	\$ 4,283	\$ 4,000	\$ 1,279	\$ 4,000	\$ 4,000	\$ 4,000
001	LE-Boating-Fuel	\$ 1,125	\$ 2,500	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
001	LE-Boating-Travel & Per Diem	\$ 2,654	\$ 4,000	\$ -	\$ 4,000	\$ 4,000	\$ 4,000
001	LE-Boating Repair & Maint	\$ 6,408	\$ 3,500	\$ -	\$ 3,500	\$ 3,500	\$ 3,500
001	LE-Community Outreach Supplies	\$ 396	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
001	LE-Drug Task Force	\$ 6,585	\$ 6,500	\$ -	\$ 6,500	\$ 6,500	\$ 6,500
001	LE-Staff Development	\$ 34,380	\$ 38,500	\$ 38,500	\$ 83,000	\$ 83,000	\$ 83,000
001	LE - Use of Force - Grant Exp	\$ 3,465	\$ 15,670	\$ 15,670	\$ -	\$ -	\$ -
001	LE-Staff Development - BLEA	\$ 9,894	\$ 22,422	\$ 6,933	\$ 22,422	\$ 22,422	\$ 22,422
001	LE-Tuition Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	LE-Boating- Registration Fees	\$ -	\$ 500	\$ -	\$ 500	\$ 500	\$ 500
001	LE-Facilities Supplies	\$ 3,982	\$ 10,200	\$ 8,000	\$ 10,200	\$ 10,200	\$ 10,200
001	LE-Facilities Minor Equipment	\$ 3,030	\$ 3,000	\$ 7,133	\$ 3,000	\$ 3,000	\$ 3,000
001	LE-Fleet Minor Equipment	\$ 3,030	\$ 5,000	\$ 4,500	\$ 5,000	\$ 5,000	\$ 5,000
001	LE-Facility Utilities	\$ 28,953	\$ 29,000	\$ 29,019	\$ 29,580	\$ 29,580	\$ 29,580
001	LE-Facility Repair & Maint	\$ 15,021	\$ 36,000	\$ 31,798	\$ 36,000	\$ 36,000	\$ 36,000
001	LE-Jail	\$ 469,777	\$ 509,232	\$ 543,118	\$ 559,411	\$ 559,411	\$ 559,411
001	LE-SNO911	\$ 406,305	\$ 424,480	\$ 424,479	\$ 414,479	\$ 414,479	\$ 414,479
001	LE-Animal Control	\$ 16,560	\$ 7,739	\$ 24,389	\$ 24,633	\$ 24,633	\$ 24,633
001	Lease Agreements	\$ 3,035	\$ 3,200	\$ 2,601	\$ 3,200	\$ 3,200	\$ 3,200
001	LE-Capital Boating	\$ -	\$ 54,000	\$ 54,000	\$ -	\$ -	\$ -
001	LE-Capital Outlays Equipment	\$ 63,001	\$ 16,000	\$ 16,000	\$ -	\$ -	\$ -
001	LE-Capital Outlay - Facilities	\$ 6,714	\$ 34,286	\$ 34,286	\$ -	\$ -	\$ -
001	Axon BWC - Installment Purch	\$ -	\$ 68,525	\$ 68,525	\$ 68,525	\$ 68,525	\$ 68,525
Request: ITEMS					\$ -	\$ 11,000	\$ 11,000
001	Law Enforcement	\$ 9,045,751	\$ 10,705,085	\$ 9,833,467	\$ 11,181,261	\$ 11,793,275	\$ 11,434,097
001	PK-Salaries	\$ 1,026,515	\$ 1,405,590	\$ 1,192,326	\$ 1,333,480	\$ 1,333,480	\$ 1,333,480
Request: CSO (Park Ranger) 25%					\$ -	\$ 26,250	\$ -
Request: Park Maint Worker 100%					\$ -	\$ 137,714	\$ 77,714
Request: Office Assistant 100%					\$ -	\$ 90,298	\$ 46,298
Request: PK Revenue Dev Spec 100%					\$ -	\$ 126,714	\$ -
001	PK-Overtime	\$ 25,875	\$ 16,640	\$ 21,460	\$ 17,305	\$ 17,305	\$ 17,305
001	PK-Benefits	\$ 212,883	\$ 289,940	\$ 212,775	\$ 292,207	\$ 292,207	\$ 292,207
001	PK-Social Security	\$ 72,001	\$ 100,260	\$ 83,321	\$ 102,012	\$ 102,012	\$ 102,012
001	PK-Retirement	\$ 93,517	\$ 122,130	\$ 106,564	\$ 119,727	\$ 119,727	\$ 119,727
001	PK-Workers Comp	\$ 17,198	\$ 47,447	\$ 17,622	\$ 43,493	\$ 43,493	\$ 43,493
001	PK-Clothing - Cleaning Stipend	\$ -	\$ -	\$ 900	\$ 2,000	\$ 2,000	\$ 2,000
001	PK-Operating Costs	\$ 43,654	\$ 81,000	\$ 81,000	\$ 83,500	\$ 93,500	\$ 93,500
001	PK-Ops-Clothing	\$ 5,069	\$ 12,230	\$ 12,698	\$ 12,230	\$ 13,730	\$ 13,730
001	PK-Office Supplies	\$ 3,635	\$ 4,500	\$ 1,000	\$ -	\$ -	\$ -
001	PK- Equipment & Tools	\$ 44,782	\$ 20,000	\$ 20,000	\$ 24,500	\$ 26,500	\$ 26,500
001	PK-Vandalism Supplies	\$ 8,799	\$ 18,000	\$ 18,000	\$ 15,000	\$ 15,000	\$ 15,000
001	PK-R&M Supplies	\$ 18,418	\$ 80,000	\$ 80,000	\$ 70,500	\$ 70,500	\$ 70,500
001	PK-Lake Safety	\$ 10,094	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
001	PK-Recreation Supplies	\$ 521	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500
001	PK-Special Event Supplies	\$ 6,830	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000
001	PK - Quartermaster Supplies	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -
001	PK-Boat Launch Expenses	\$ 628	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
001	PK-Fuel Costs	\$ 17,171	\$ 20,000	\$ 12,000	\$ 9,239	\$ 9,239	\$ 9,239
001	PK - Contrib to PK Eqpt	\$ 40,000	\$ 38,000	\$ 38,000	\$ 38,000	\$ 50,000	\$ 50,000
001	PK-Professional Services	\$ 29,231	\$ 54,000	\$ 32,150	\$ 54,000	\$ 104,000	\$ 104,000
001	PK-Professional Tree Srv	\$ 197,555	\$ 70,000	\$ 50,000	\$ 70,000	\$ 70,000	\$ 70,000
001	PK-Row Club Discount on Rent	\$ 2,991	\$ 2,990	\$ 2,990	\$ 2,990	\$ 2,990	\$ 2,990
001	PK-Recreation Prof Services	\$ 700	\$ 2,000	\$ 1,000	\$ 2,000	\$ 3,000	\$ 3,000

001	PK-Special Events Prof Service	\$ 7,339	\$ 8,000	\$ 11,000	\$ 8,000	\$ 10,000	\$ 10,000
001	PK-Communication	\$ 16,596	\$ 22,500	\$ 16,670	\$ 24,750	\$ 24,750	\$ 24,750
001	PK-Advertising Services	\$ 1,803	\$ 3,000	\$ 2,000	\$ 3,000	\$ 3,000	\$ 3,000
001	PK-Travel & Meetings	\$ 13,237	\$ 18,000	\$ 13,000	\$ -	\$ -	\$ -
001	PK-Equipment Rental	\$ 25,141	\$ 32,000	\$ 22,392	\$ 32,000	\$ 32,000	\$ 32,000
001	PK-Dumpster Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	PK-Insurance	\$ 72,356	\$ 153,973	\$ 153,972	\$ 223,000	\$ 223,000	\$ 223,000
001	PK-Utilities	\$ 50,774	\$ 52,600	\$ 47,256	\$ 48,674	\$ 48,674	\$ 48,674
001	PK-Storm Drainage	\$ 32,503	\$ 46,415	\$ 46,415	\$ 49,000	\$ 49,000	\$ 49,000
001	PK-Repair & Maintenance	\$ 25,731	\$ 20,000	\$ 28,000	\$ 28,000	\$ 28,000	\$ 28,000
001	PK - R&M Vehicles	\$ -	\$ -	\$ 838	\$ 3,000	\$ 8,000	\$ 8,000
001	PK-Dues & Memberships	\$ 982	\$ 1,000	\$ 459	\$ -	\$ -	\$ -
001	PK-Staff Development	\$ 14,688	\$ 17,580	\$ 14,000	\$ 32,000	\$ 32,000	\$ 32,000
001	PK-Park Board-Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	Lease Agreements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	Park CP Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	Park CP Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	PK-Capital Outlay	\$ 656	\$ 196,237	\$ 41,746	\$ -	\$ -	\$ -
Request: ITEMS				\$ - \$ 100,000 \$ 100,000			
001	Parks	\$ 2,139,871	\$ 3,007,532	\$ 2,433,051	\$ 2,780,107	\$ 3,344,583	\$ 3,087,619
001	Ext Consultation - City Atty	\$ 297,292	\$ 380,000	\$ 239,144	\$ 251,101	\$ 251,101	\$ 251,101
001	Ext Consult - PRA	\$ 14,048	\$ 18,000	\$ 18,048	\$ 18,950	\$ 18,950	\$ 18,950
001	Ext Consult - Prosecutor Svs	\$ 171,528	\$ 178,400	\$ 178,388	\$ 187,307	\$ 187,307	\$ 206,930
001	Ext Consult - Labor Relations	\$ 132,072	\$ 82,400	\$ 47,938	\$ 86,520	\$ 86,520	\$ 86,520
001	Ext Attorney - Sewer	\$ 21,406	\$ 50,000	\$ 8,384	\$ 50,000	\$ 50,000	\$ 50,000
001	Ext Litigation - City Atty	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ 25,000
001	Ext Litigation - Sewer	\$ 104	\$ -	\$ 131,720	\$ 138,306	\$ 138,306	\$ 138,306
001	LG-General Public Defender	\$ 130,031	\$ 179,850	\$ 179,850	\$ 188,843	\$ 188,843	\$ 188,843
001	Social Worker Program (Grant)	\$ 16,517	\$ 12,737	\$ 12,737	\$ 12,720	\$ 12,720	\$ 12,720
001	Legal	\$ 782,998	\$ 926,387	\$ 816,209	\$ 958,747	\$ 958,747	\$ 978,370
001	CS- Visitor Center	\$ 78	\$ 500	\$ -	\$ 500	\$ 500	\$ 500
001	CS- VIC Utilities	\$ 1,689	\$ 2,261	\$ 2,008	\$ 2,284	\$ 2,284	\$ 2,284
001	CS- VIC Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	CS- Human Services	\$ 30,000	\$ 95,400	\$ 95,400	\$ 50,000	\$ 90,000	\$ 90,000
001	CS- Senior Services-Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	CS- Senior Services R&M	\$ 2,115	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	\$ 1,500
001	CS- Special Event-Equip Rent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	CS- Library-Professional Svc	\$ 3,991	\$ -	\$ -	\$ -	\$ -	\$ -
001	CS- Library-Utilities	\$ 7,086	\$ 8,112	\$ 7,418	\$ 8,193	\$ 8,193	\$ 8,193
001	CS- Library Storm Drainage	\$ 2,197	\$ 2,262	\$ 2,261	\$ 2,400	\$ 2,400	\$ 2,400
001	CS- Library-Repair & Maint	\$ 439	\$ 3,000	\$ -	\$ 3,000	\$ 3,000	\$ 3,000
001	Arts - Operating Cost	\$ 69	\$ -	\$ -	\$ -	\$ -	\$ -
001	CS- Event Contributions	\$ 3,254	\$ 3,500	\$ -	\$ 3,500	\$ 3,500	\$ 3,500
001	CS - Event Services	\$ -	\$ -	\$ 10,913	\$ -	\$ -	\$ -
001	CS- Museum - Operating	\$ -	\$ -	\$ 446	\$ -	\$ -	\$ -
001	CS-Museum - Services	\$ 2,537	\$ -	\$ -	\$ -	\$ -	\$ -
001	CS- Museum - Communications	\$ 866	\$ 1,000	\$ 926	\$ 1,000	\$ 1,000	\$ 1,000
001	CS- Museum - Utilities	\$ 7,637	\$ 8,941	\$ 7,827	\$ 8,010	\$ 8,010	\$ 8,010
001	CS- The Mill- Ops	\$ 13,313	\$ 15,000	\$ 4,704	\$ 10,000	\$ 10,000	\$ 10,000
001	CS- The Mill- Communication	\$ 866	\$ 866	\$ 926	\$ 935	\$ 935	\$ 935
001	CS- The Mill- Utilities	\$ 37,818	\$ 36,679	\$ 24,621	\$ 24,867	\$ 24,867	\$ 24,867
001	CS- The Mill - R & M	\$ 829	\$ 2,000	\$ 1,714	\$ 2,000	\$ 2,000	\$ 2,000
001	CS- Grimm House - Operating	\$ 5,743	\$ 5,000	\$ 185	\$ -	\$ -	\$ -
001	CS-Grimm House - Services	\$ 15,304	\$ 5,000	\$ 1,015	\$ -	\$ -	\$ -
001	CS- Grimm House Utilities	\$ 2,109	\$ 2,574	\$ 2,678	\$ 2,731	\$ 2,731	\$ 2,731

001	CS- Library - Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	CS- The Mill - Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	Community	\$ 137,938	\$ 193,595	\$ 163,041	\$ 120,920	\$ 160,920	\$ 160,920	\$ 160,920
001	Lobbying Services	\$ 55,353	\$ 65,000	\$ 60,258	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000
001	GG-Municipal Court Fees	\$ 88,691	\$ 100,000	\$ 163,760	\$ 168,673	\$ 168,673	\$ 168,673	\$ 168,673
001	LEAN Training - Supplies	\$ 1,957	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
001	LEAN Training - Prof Dev	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
001	GG-Operating Costs	\$ 19,630	\$ 23,500	\$ 15,607	\$ 23,500	\$ 23,500	\$ 23,500	\$ 23,500
001	GG - Quatermaster Supplies	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -
001	GG-Fuel	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -
001	GG-Professional Service	\$ 145,797	\$ 183,710	\$ 87,542	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
001	GG-Communication	\$ 6,421	\$ 6,050	\$ 4,358	\$ 6,655	\$ 6,655	\$ 6,655	\$ 6,655
001	GG-Rental & Services	\$ 53	\$ 1,500	\$ 393	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
001	GG-Insurance	\$ 182,401	\$ 243,745	\$ 243,744	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000
001	GG-Utilities	\$ 23,011	\$ 28,235	\$ 22,420	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
001	GG-Storm Drainage	\$ 30,656	\$ 28,529	\$ 28,529	\$ 12,200	\$ 12,200	\$ 12,200	\$ 12,200
001	GG-Utilities for Rentals	\$ 16,069	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	GG-Repair & Maintenance	\$ 10,342	\$ 40,000	\$ 13,965	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
001	GG - R&M - Commercial Bldg	\$ 3,328	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	GG-Miscellaneous	\$ 6,865	\$ 5,000	\$ 4,836	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
001	GG-Salaries Regular	\$ 356,164	\$ 408,710	\$ 388,894	\$ 432,621	\$ 432,621	\$ 432,621	\$ 432,621
Request: Assist Equip Mech/Inv 30%					\$ -	\$ 1,432	\$ 1,432	\$ 1,432
Request: Civil Engineer (Reclass) 20%					\$ -	\$ 1,600	\$ 1,600	\$ 1,600
Request: Seasonal (Facilities) 64%					\$ -	\$ 15,711	\$ 15,711	\$ 15,711
Request: Seasonal (Facilities) 64%					\$ -	\$ 15,711	\$ 15,711	\$ 15,711
001	GG-Salaries Overtime	\$ 11,935	\$ 13,617	\$ 9,419	\$ 9,796	\$ 9,796	\$ 9,796	\$ 9,796
001	GG-Benefits	\$ 102,219	\$ 106,940	\$ 95,985	\$ 114,987	\$ 114,987	\$ 114,987	\$ 114,987
001	GG-Social Security	\$ 27,971	\$ 27,450	\$ 30,079	\$ 33,096	\$ 33,096	\$ 33,096	\$ 33,096
001	GG-Retirement	\$ 37,346	\$ 35,100	\$ 39,369	\$ 41,061	\$ 41,061	\$ 41,061	\$ 41,061
001	GG-VEBA & Vacation Cash-out	\$ -	\$ 46,200	\$ -	\$ 46,200	\$ 46,200	\$ 46,200	\$ 46,200
001	GG-Workers Comp	\$ 7,965	\$ 12,873	\$ 8,788	\$ 13,854	\$ 13,854	\$ 13,854	\$ 13,854
001	GG-Clothing Cleaning Stipend	\$ -	\$ -	\$ 500	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
001	GG-Advertising	\$ 1,784	\$ 1,000	\$ 1,073	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
001	GG-Judgments & Settlements	\$ 3,861	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	GG-PRR - Print-Copy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	GG - Contrib to Unemployment	\$ 24,394	\$ -	\$ -	\$ 5,910	\$ 5,910	\$ 5,910	\$ 5,910
001	GG - Contrib to Computer	\$ 254,100	\$ 315,000	\$ 315,000	\$ 315,000	\$ 560,000	\$ 560,000	\$ 560,000
001	GG-PSRC	\$ 14,169	\$ 14,420	\$ 14,420	\$ 14,853	\$ 14,853	\$ 14,853	\$ 14,853
001	GG-Chamber of Commerce	\$ 18,295	\$ 18,295	\$ 18,295	\$ 18,295	\$ 18,295	\$ 18,295	\$ 18,295
001	GG-Economic Alliance	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500
001	GG-AWC	\$ 32,503	\$ 35,000	\$ 33,491	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
001	GG-SnoCo Tomorrow	\$ 9,791	\$ 10,770	\$ 10,019	\$ 11,021	\$ 11,021	\$ 11,021	\$ 11,021
001	GG-Excise Tax	\$ 9,505	\$ 10,000	\$ 6,190	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
001	GG-Protectective Insp Enforce	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	GG-Emergency	\$ 56,349	\$ 65,364	\$ 56,348	\$ 65,364	\$ 65,364	\$ 65,364	\$ 65,364
001	GG - Air Pollution	\$ 26,472	\$ 27,796	\$ 32,025	\$ 33,627	\$ 33,627	\$ 33,627	\$ 33,627
001	GG - Liquor Tax to SnoCo	\$ 11,930	\$ 12,043	\$ 11,982	\$ 12,102	\$ 12,102	\$ 12,102	\$ 12,102
001	Refund of Deposit	\$ 32,521	\$ 34,200	\$ 33,014	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
001	Refund of Retainage Deposits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	Lease Agreements	\$ 3,567	\$ 3,000	\$ 1,234	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
001	GG - Capital Outlays	\$ -	\$ 3,500	\$ 3,500	\$ -	\$ -	\$ -	\$ -
001	GG - Contrib to Vehicles	\$ -	\$ 39,000	\$ 39,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 8,125
001	Transfer Out	\$ 3,841	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001	GG-Contrib to Muni Arts Fund	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Request: ITEMS					\$ -	\$ 65,000	\$ 30,000	\$ 30,000

001	General Government	\$ 1,640,757	\$ 2,004,547	\$ 1,832,537	\$ 2,038,815	\$ 2,388,269	\$ 2,351,394
	Expenditures	\$ 19,162,739	\$ 23,281,535	\$ 21,193,265	\$ 23,589,152	\$ 25,601,153	\$ 24,716,992
001	General Cash	\$ 7,723,171	\$ 4,678,764	\$ 6,894,112	\$ 3,732,419	\$ 1,720,418	\$ 2,604,579
		\$ 791,102	\$ (3,044,407)	\$ (829,059.21)			
002	Contingency Beginning Cash	\$ 7,024,467	\$ 7,901,897	\$ 7,901,897	\$ 8,625,583	\$ 8,625,583	\$ 8,625,583
002	Local Construction Sales Tax	\$ 877,429	\$ 900,000	\$ 723,686	\$ 600,000	\$ 600,000	\$ 600,000
002	Investment Interest - To GF	\$ -	\$ -	\$ -		\$ -	\$ -
002	Uncashed Checks	\$ -	\$ -	\$ -		\$ -	\$ -
002	Interfund Transfer In	\$ -	\$ -	\$ -		\$ -	\$ -
	Revenues	\$ 877,429	\$ 900,000	\$ 723,686	\$ 600,000	\$ 600,000	\$ 600,000
002	Unclaimed Checks Paid	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
002	GR - Interfund Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
002	Park Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
002	Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
002	Contingency Reserve	\$ 7,901,897	\$ 8,801,897	\$ 8,625,583	\$ 9,225,583	\$ 9,225,583	\$ 9,225,583
003	Permitting - Beginning Cash	\$ 3,868,664	\$ 3,444,184	\$ 3,444,184	\$ 2,635,425	\$ 2,635,425	\$ 2,635,425
003	Building Permits	\$ 1,187,394	\$ 1,170,000	\$ 882,838	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
003	Zoning-Subdivision Fees	\$ 211,779	\$ 220,000	\$ 148,425	\$ 200,000	\$ 200,000	\$ 200,000
003	Investment Interest - To GF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Revenues	\$ 1,399,172	\$ 1,390,000	\$ 1,031,263	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
003	Miscellaneous	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -
	Request: Building Supervisor 95%				\$ -	\$ 119,303	\$ 89,879
	Request: Assistant Planner 95%				\$ -	\$ 118,004	\$ 61,003
	Request: Planning Intern 95%				\$ -	\$ 19,000	\$ 19,000
003	Permit Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
003	Interfund Transfer Out	\$ 1,823,653	\$ 1,690,000	\$ 1,840,022	\$ 1,830,000	\$ 1,830,000	\$ 1,830,000
	Expenses	\$ 1,823,653	\$ 1,690,200	\$ 1,840,022	\$ 1,830,000	\$ 2,086,307	\$ 1,999,882
003	Permitting - Managerial	\$ 3,444,184	\$ 3,143,984	\$ 2,635,425	\$ 2,005,425	\$ 1,749,118	\$ 1,835,543
004	Pandemic Recovery - Managerial	\$ 7,149,616	\$ 5,889,684	\$ 5,889,684	\$ 4,254,669	\$ 4,254,669	\$ 4,254,669
004	Investment Interest - To GF	\$ -	\$ -	\$ -	\$ -		
004	Project Retainage	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
	Revenues	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
004	Retainage Release	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
004	Interfund Transfer Out	\$ 12,500	\$ 27,000	\$ -	\$ 27,000	\$ 27,000	\$ 27,000
004	PR - Financial Software	\$ 1,155	\$ 100,000	\$ 1,210	\$ 98,790	\$ 98,790	\$ 98,790
004	PR - Eagle Ridge Park	\$ -	\$ 459,000	\$ 96,477	\$ 362,523	\$ 362,523	\$ 362,523
004	PR - Frontier Heights Park P2	\$ 81,216	\$ 103,344	\$ 20,188	\$ 82,156	\$ 82,156	\$ 82,156
004	PR - LS Bayview Connector	\$ 38,699	\$ 461,301	\$ 969	\$ 460,332	\$ 460,332	\$ 460,332
004	RR - Professional Services	\$ 124,251	\$ -	\$ -	\$ -	\$ -	\$ -
004	PR - Sewer Assumption	\$ -	\$ 300,000	\$ 16,171	\$ 283,829	\$ 283,829	\$ 283,829
004	PR - Food Bank Service Org	\$ 950,000	\$ -	\$ -	\$ -	\$ -	\$ -
004	PR - VOA Service Org	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -
004	PR - City Hall/Museum	\$ -	\$ 1,500,000	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
004	RR - Capital Purchases	\$ 2,110	\$ 1,314,592	\$ -	\$ 1,440,039	\$ 1,440,039	\$ 1,440,039
004	PR - 17705 91st/24th	\$ -	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ -
	Expenses	\$ 1,259,932	\$ 5,815,237	\$ 1,685,015	\$ 4,304,669	\$ 4,304,669	\$ 4,304,669
004	Pandemic Recovery - Managerial	\$ 5,889,684	\$ 124,447	\$ 4,254,669	\$ 0	\$ 0	\$ 0
005	Rentals - Beginning Cash	\$ -	\$ -	\$ -	\$ 341,655	\$ 341,655	\$ 341,655
005	Investment Interest - To GF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

005	Rental Property Leases	\$	-	\$	393,500	\$	341,040	\$	319,100	\$	319,100	\$	319,100
005	Rental Property NNN	\$	-	\$	15,600	\$	21,838	\$	100,000	\$	100,000	\$	100,000
005	Rental Property Sign Fees	\$	-	\$	-	\$	2,443	\$	800	\$	800	\$	800
005	Rental Property Deposits	\$	-	\$	-	\$	10,500	\$	3,000	\$	3,000	\$	3,000
005	Interfund Transfer In	\$	-	\$	-	\$	-		\$	-	\$		-
Revenues		\$	-	\$	409,100	\$	375,821	\$	422,900	\$	422,900	\$	422,900
005	RP - Operating Supplies	\$	-	\$	-	\$	-	\$	20,000	\$	20,000	\$	20,000
005	RP - Broker Fess	\$	-	\$	-	\$	12,883	\$	20,000	\$	20,000	\$	20,000
005	Rental Property Utilities	\$	-	\$	53,100	\$	20,330	\$	30,000	\$	30,000	\$	30,000
005	Rental Property Services	\$	-	\$	100,000	\$	898	\$	50,000	\$	50,000	\$	50,000
005	Rental Property Insurance	\$	-	\$	-	\$	-	\$	57,000	\$	57,000	\$	57,000
005	Rental Property Capital	\$	-	\$	40,000	\$	-	\$	40,000	\$	40,000	\$	40,000
005	Transfer Out	\$	-	\$	150,000	\$	55	\$	250,000	\$	250,000	\$	250,000
Request: FIN Senior Accountant 15%							\$	-	\$	24,967	\$	12,967	
005	Refund of Deposit	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Expenses		\$	-	\$	343,100	\$	34,166	\$	467,000	\$	491,967	\$	479,967
005	Rentals - Managerial	\$	-	\$	66,000	\$	341,655	\$	297,555	\$	272,588	\$	284,588

Fund	Description	2023 Actual	2024 Budget	Estimated Ending	2025 Base Budget	Department Requested Budget	Mayor's Budget
101	Street - Beginning Cash	\$ 2,518,999	\$ 2,554,047	\$ 2,554,047	\$ 1,977,686	\$ 1,977,686	\$ 1,977,686
101	Real & Personal Property Tax	\$ 1,749,263	\$ 1,806,024	\$ 1,806,024	\$ 1,863,817	\$ 1,863,817	\$ 1,863,817
101	Utility Tax - Garbage	\$ 494,340	\$ 477,686	\$ 479,986	\$ 489,586	\$ 489,586	\$ 489,586
101	Other Non-Bus. ROW Permits	\$ 51,000	\$ 45,000	\$ 39,257	\$ 45,000	\$ 45,000	\$ 45,000
101	Commerce Grants - State	\$ 15,861	\$ 10,000	\$ -	\$ -	\$ -	\$ -
101	Multimodal Transportation	\$ 52,851	\$ 52,910	\$ 52,896	\$ 52,756	\$ 52,756	\$ 52,756
101	MVFT - City Streets	\$ 753,666	\$ 721,528	\$ 695,726	\$ 755,197	\$ 755,197	\$ 755,197
101	SnoCo Grant	\$ 46,790	\$ -	\$ -	\$ -	\$ -	\$ -
101	Street - PW Charge for Service	\$ 1,721	\$ -	\$ 2,148	\$ -	\$ -	\$ -
101	Investment Interest	\$ 106,733	\$ 100,000	\$ 88,975	\$ 84,526	\$ 84,526	\$ 84,526
101	ST - Private Grant (WCIA/AWC)	\$ 173	\$ -	\$ -	\$ -	\$ -	\$ -
101	Street Op Special Assessment	\$ 20,816	\$ 11,200	\$ 36,230	\$ 36,592	\$ 36,592	\$ 36,592
101	Miscellaneous Revenue - Other	\$ -	\$ -	\$ 3,710	\$ -	\$ -	\$ -
101	PW - Retainage	\$ 25,265	\$ 40,000	\$ -	\$ -	\$ -	\$ -
101	Insurance Recoveries - Capital	\$ 4,673	\$ -	\$ -	\$ -	\$ -	\$ -
101	Interfund Transfer In	\$ 25,247	\$ 25,000	\$ 66,317	\$ 65,000	\$ 65,000	\$ 65,000
101	Transfer In - TBD Fund 120	\$ 46,464	\$ 149,100	\$ 45,000	\$ 150,000	\$ 150,000	\$ 150,000
101	Insurance Recoveries - Non Cap	\$ 13,710	\$ -	\$ 4,106	\$ -	\$ -	\$ -
Revenues		\$ 3,408,571	\$ 3,438,448	\$ 3,320,375	\$ 3,542,474	\$ 3,542,474	\$ 3,542,474
101	ME - Operating Costs	\$ -	\$ -	\$ -			
101	ST-Salaries	\$ 1,041,786	\$ 1,529,290	\$ 1,367,214	\$ 1,778,748	\$ 1,778,748	\$ 1,778,748
Request: Asst Equip Mech/Inv Control 35%						\$ 1,670	\$ 1,670
Request: Civil Engineer (Promo) 40%						\$ 3,200	\$ 3,200
Request: Seasonal Facilities 18%						\$ 4,419	\$ 4,419
Request: Seasonal Facilities 18%						\$ 4,419	\$ 4,419
Request: FIN Senior Accountant 9%						\$ 14,980	\$ 7,780
Request: HR Manager 9%						\$ 952	\$ 952
Request: HR Specialist 9%						\$ 1,203	\$ -
Request: HR Citywide Interns 25%						\$ 22,000	\$ -
Request: IT GIS Intern Streets 100%						\$ 28,350	\$ 28,350
Request: IT GIS Intern PW 50%						\$ 10,175	\$ 10,175
Request: IT GIS Technician 25%						\$ 29,506	\$ -
Request: IT Ops Manager (Promo) 11%						\$ 1,872	\$ -

101	ST-Overtime	\$ 28,581	\$ 36,400	\$ 39,294	\$ 37,856	\$ 37,856	\$ 37,856
101	ST-Benefits	\$ 267,390	\$ 370,350	\$ 275,062	\$ 416,585	\$ 416,585	\$ 416,585
101	ST-Social Security	\$ 80,018	\$ 109,080	\$ 106,254	\$ 136,075	\$ 136,075	\$ 136,075
101	ST-Retirement	\$ 112,196	\$ 136,510	\$ 139,689	\$ 165,074	\$ 165,074	\$ 165,074
101	ST-Workers Comp	\$ 13,680	\$ 36,466	\$ 21,151	\$ 42,551	\$ 42,551	\$ 42,551
101	ST-Clothing - Cleaning Stipend	\$ -	\$ 5,669	\$ 840	\$ 2,400	\$ 2,400	\$ 2,400
101	ST-Fuel	\$ 33,917	\$ 36,414	\$ 22,245	\$ 37,142	\$ 37,142	\$ 37,142
101	ST-Pavement Preservation	\$ 1,114	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
101	ST-Advertising	\$ 1,987	\$ 1,000	\$ 154	\$ -	\$ -	\$ -
101	ST-Professional Service	\$ 45,740	\$ 47,140	\$ 53,534	\$ 50,000	\$ 50,000	\$ 50,000
101	ST - Prof Services - Comp Plan	\$ 32,666	\$ 47,534	\$ 47,534	\$ -	\$ -	\$ -
101	ST - Prof Service - Trees	\$ -	\$ 50,000	\$ 50,000	\$ 70,000	\$ 70,000	\$ 30,000
101	ST-Rentals-Leases	\$ 10,641	\$ 3,000	\$ 10,035	\$ 5,000	\$ 5,000	\$ 5,000
101	ST-Repair & Maintenance	\$ 24,611	\$ 25,000	\$ 41,466	\$ 25,000	\$ 25,000	\$ 25,000
101	ST-Miscellaneous	\$ 1,316	\$ 1,000	\$ 1,419	\$ -	\$ -	\$ -
101	ST-Staff Development	\$ 25,922	\$ 15,000	\$ 15,000	\$ 34,000	\$ 34,000	\$ 30,000
101	ST- SWM Fee Payment	\$ 9,765	\$ 8,550	\$ 8,549	\$ 9,000	\$ 9,000	\$ 9,000
101	ST-Sidewalk R&M	\$ 59,712	\$ 45,000	\$ 22,853	\$ 45,000	\$ 45,000	\$ 30,000
101	ST-Lighting - Utilities	\$ 198,814	\$ 200,500	\$ 218,552	\$ 225,109	\$ 225,109	\$ 225,109
101	ST-Lighting - R&M	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ 10,000	\$ -
101	ST-Traffic Control - Supply	\$ 59,999	\$ 40,000	\$ 35,419	\$ 40,000	\$ 40,000	\$ 40,000
101	ST-Traffic Control -Utility	\$ 16,081	\$ 20,650	\$ 12,725	\$ 13,107	\$ 13,107	\$ 13,107
101	ST-Traffic Control - R&M	\$ 3,040	\$ 20,000	\$ 3,561	\$ 4,000	\$ 4,000	\$ 4,000
101	ST-Traf Control - Guardrail	\$ 31,629	\$ 40,000	\$ 30,267	\$ 30,000	\$ 30,000	\$ 30,000
101	ST-Traffic Control - Striping	\$ 12,521	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 50,000
101	ST-Snow & Ice - Sply	\$ 23,386	\$ 30,000	\$ 2,220	\$ 25,000	\$ 25,000	\$ 25,000
101	ST-Roadside - Supply	\$ 6,941	\$ 10,000	\$ 5,753	\$ 10,000	\$ 10,000	\$ 7,500
101	ST-Beautification Street Signs	\$ 1,745	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -
101	ST-Clothing	\$ 5,297	\$ 5,000	\$ 20,000	\$ 7,500	\$ 7,500	\$ 7,500
101	ST - Contrib to PW Equipt	\$ 80,000	\$ 78,000	\$ 78,000	\$ 78,000	\$ 78,000	\$ 78,000
101	ST - Contrib to Computer	\$ 39,600	\$ 67,500	\$ 67,500	\$ 67,500	\$ 120,000	\$ 120,000
101	ST-Communications	\$ 15,836	\$ 16,306	\$ 17,517	\$ 19,268	\$ 19,268	\$ 19,268
101	ST-Travel & Meetings	\$ 5,059	\$ 8,000	\$ 8,000	\$ -	\$ -	\$ -
101	ST-Insurance	\$ 123,380	\$ 205,830	\$ 205,829	\$ 148,000	\$ 148,000	\$ 148,000
101	ST - Contrib to Unemployment	\$ 303	\$ -	\$ -	\$ 13,975	\$ 13,975	\$ 13,975
101	ST-Utilities	\$ 9,637	\$ 10,800	\$ 8,835	\$ 9,100	\$ 9,100	\$ 9,100
101	ST-Prof Srv - Engineering	\$ 4,911	\$ 85,000	\$ 50,000	\$ 10,000	\$ 60,000	\$ 30,000
101	ST-Office Supplies	\$ 12,719	\$ 2,000	\$ 1,289	\$ 2,000	\$ 2,000	\$ 2,000
101	ST-Operating Cost	\$ 240,657	\$ 154,400	\$ 194,783	\$ 154,400	\$ 200,000	\$ 154,400
101	ST - Quartermaster Supplies	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -
101	PW Retainage Release	\$ 47,067	\$ 40,000	\$ 17,382	\$ -	\$ -	\$ -
101	Lease Agreements	\$ -	\$ 3,000	\$ -	\$ 3,000	\$ 3,000	\$ 3,000
101	ST-Capital Expenditures	\$ 1,428	\$ 82,309	\$ 82,309	\$ -	\$ -	\$ -
101	ST-Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101	Street CP Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101	Street CP Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101	ST-Traffic Control-Capital	\$ 148,931	\$ 112,500	\$ 112,500	\$ 100,000	\$ 100,000	\$ 50,000
101	ST-Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101	ST-Trsfr-Sidewalk CapProj Fund	\$ 492,700	\$ -	\$ -	\$ -	\$ -	\$ -
101	ST-Contribution-Municipal Arts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Request: ITEMS					\$ -	\$ 87,500	\$ -
Expenditures		\$ 3,372,722	\$ 4,262,198	\$ 3,896,735	\$ 4,326,390	\$ 4,684,736	\$ 4,286,355
101	Street - Ending Cash	\$ 2,554,848	\$ 1,730,297	\$ 1,977,686	\$ 1,193,770	\$ 835,424	\$ 1,233,805
		\$ 35,849		\$ (576,360)			

111	Drug Seizure & Forfeiture	\$ 53,353	\$ 75,192	\$ 75,192	\$ 69,336	\$ 69,336	\$ 69,336
111	Investment Interest	\$ 2,444	\$ 3,000	\$ 3,187	\$ 3,028	\$ 3,028	\$ 3,028
111	Confiscated & Forfeited Prop	\$ 27,780	\$ -	\$ -	\$ -	\$ -	\$ -
111	Insurance Recoveries	\$ 53	\$ -	\$ 298	\$ -	\$ -	\$ -
	Revenues	\$ 30,277	\$ 3,000	\$ 3,485	\$ 3,028	\$ 3,028	\$ 3,028
111	Drug Seizure - Settlement Agmt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
111	Drug Seize - Operating Costs	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ 10,000	\$ 10,000
111	Drug Seize - Canine Supplies	\$ 4,102	\$ 5,000	\$ 2,222	\$ 5,000	\$ 5,000	\$ 5,000
111	Drug Seize - Canine Prof Serv	\$ 4,336	\$ 5,000	\$ 7,119	\$ 5,000	\$ 5,000	\$ 5,000
111	Drug Seize - Misc Exp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
111	Drug - Capital Outlay	\$ -	\$ 16,000	\$ -	\$ 16,000	\$ 16,000	\$ 16,000
111	Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Expenditures	\$ 8,438	\$ 36,000	\$ 9,341	\$ 36,000	\$ 36,000	\$ 36,000
111	Drug Seizure & Forfeiture	\$ 75,192	\$ 42,192	\$ 69,336	\$ 36,364	\$ 36,364	\$ 36,364

112	Municipal Arts	\$ 9,836	\$ -	\$ -	\$ 386	\$ 386	\$ 386
112	Investment Interest	\$ 107	\$ 150	\$ 386	\$ 367	\$ 367	\$ 367
112	Interfund Transfer In	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -
112	Transfer In - 1% Cap Projects	\$ -	\$ 27,000	\$ -	\$ 27,000	\$ 27,000	\$ 27,000
	Revenues	\$ 107	\$ 52,150	\$ 25,386	\$ 27,367	\$ 27,367	\$ 27,367
112	Art - Public Art Acquisition	\$ 9,943	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -
	Expenditures	\$ 9,943	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -
112	Municipal Arts	\$ -	\$ 27,150	\$ 386	\$ 27,753	\$ 27,753	\$ 27,753

120	Transportation Benefit	\$ -	\$ 906,894	\$ -	\$ 241,788	\$ 241,788	\$ 241,788
120	Transportation Benefit Tax	\$ 938,567	\$ 1,700,000	\$ 1,563,462	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
120	Investment Interest	\$ 14,791	\$ 60,000	\$ 54,926	\$ 52,179	\$ 52,179	\$ 52,179
	Revenues	\$ 953,359	\$ 1,760,000	\$ 1,618,388	\$ 1,552,179	\$ 1,552,179	\$ 1,552,179
120	Transfer Out - Wages	\$ 46,464	\$ 149,100	\$ 149,100	\$ 150,000	\$ 150,000	\$ 150,000
120	Transfer Out - Debt Payments	\$ -	\$ 372,500	\$ -	\$ -	\$ -	\$ -
120	TBP - Pavement Preservation	\$ -	\$ 600,000	\$ 600,000	\$ 500,000	\$ 500,000	\$ 500,000
120	TBP01 - On Hold	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
120	TBP02: 91st - 4th to Market	\$ -	\$ 375,000	\$ 375,000			
120	TBP03: 91st - 8th to 4th	\$ -	\$ 77,500	\$ 77,500			
120	TBP04: 117th NE - 20th to 26th	\$ -	\$ 175,000	\$ 175,000			
	Expenditures	\$ 46,464	\$ 1,749,100	\$ 1,376,600	\$ 650,000	\$ 650,000	\$ 650,000
120	Transportation Benefit	\$ 906,894	\$ 917,794	\$ 241,788	\$ 1,143,967	\$ 1,143,967	\$ 1,143,967

210	LTGO 2008A Bond	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
210	Interfund Transfer In - REET	\$ 210,655	\$ 213,890	\$ 213,890	\$ 211,865	\$ 211,865	\$ 211,865
	Revenues	\$ 210,655	\$ 213,890	\$ 213,890	\$ 211,865	\$ 211,865	\$ 211,865
210	2008 Bond Princp Pymt - GG	\$ 165,000	\$ 175,000	\$ 175,000	\$ 180,000	\$ 180,000	\$ 180,000
210	2008 Bond Interest Payment	\$ 45,305	\$ 38,540	\$ 38,540	\$ 31,365	\$ 31,365	\$ 31,365
210	2008 Bond Fees	\$ 350	\$ 350	\$ 350	\$ 500	\$ 500	\$ 500
210	2008 Bond Interest Payment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Expenditures	\$ 210,655	\$ 213,890	\$ 213,890	\$ 211,865	\$ 211,865	\$ 211,865
210	LTGO 2008A Bond	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

214	2019A LTGO Bond - PD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
214	Interfund Transfer In	\$ 462,229	\$ 463,600	\$ 463,600.00	\$ 460,097	\$ 460,097	\$ 460,097
	Revenues	\$ 462,229	\$ 463,600	\$ 463,600	\$ 460,097	\$ 460,097	\$ 460,097

214	2019A-1 LTGO Princ Pmt PD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
214	2019A-2 LTGO Princ Pmt PD	\$ 190,000	\$ 195,000	\$ 195,000	\$ 195,000	\$ 195,000	\$ 195,000
214	2019A-1 LTGO Interest Pymt PD	\$ 240,850	\$ 240,850	\$ 240,850	\$ 240,850	\$ 240,850	\$ 240,850
214	2019A-2 LTGO Interest Pmt PD	\$ 30,679	\$ 27,050	\$ 27,050	\$ 23,247	\$ 23,247	\$ 23,247
214	2019A LTGO Bond Fees	\$ 700	\$ 700	\$ 700	\$ 1,000	\$ 1,000	\$ 1,000
	Expenses	\$ 462,229	\$ 463,600	\$ 463,600	\$ 460,097	\$ 460,097	\$ 460,097
214	2019A LTGO Bond - PD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
215	2021A LTGO Bond - 17005	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
215	Interfund Transfer In	\$ 609,800	\$ 609,150	\$ 609,150	\$ 608,350	\$ 608,350	\$ 608,350
	Revenues	\$ 609,800	\$ 609,150	\$ 609,150	\$ 608,350	\$ 608,350	\$ 608,350
215	2021A LTGO Principal Pmt	\$ 355,000	\$ 365,000	\$ 365,000	\$ 375,000	\$ 375,000	\$ 375,000
215	2021A LTGO Interest Pmt	\$ 254,450	\$ 243,800	\$ 243,800	\$ 232,850	\$ 232,850	\$ 232,850
215	2021A LTGO Bond Fees	\$ 350	\$ 350	\$ 350	\$ 500	\$ 500	\$ 500
	Expenses	\$ 609,800	\$ 609,150	\$ 609,150	\$ 608,350	\$ 608,350	\$ 608,350
215	2021A LTGO Bond - 17005	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
216	2024A LTGO Bond - Civic Campus	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
216	Investment Interest	\$ -	\$ 10,000	\$ 10,024	\$ 10,000	\$ 10,000	\$ 10,000
216	Interfund Transfer In	\$ -	\$ 568,548	\$ 418,549	\$ 587,200	\$ 587,200	\$ 587,200
	Revenues	\$ -	\$ 578,548	\$ 428,573	\$ 597,200	\$ 597,200	\$ 597,200
216	2024A LTGO Principal Payment	\$ -	\$ 105,000	\$ 105,000	\$ 155,000	\$ 155,000	\$ 155,000
216	2024A LTGO Interest Payment	\$ -	\$ 313,149	\$ 313,149	\$ 431,700	\$ 431,700	\$ 431,700
216	2024A LTGO Bond Fees	\$ -	\$ 400	\$ 400	\$ 500	\$ 500	\$ 500
	Expenses	\$ -	\$ 418,549	\$ 418,549	\$ 587,200	\$ 587,200	\$ 587,200
216	2024A LTGO Bond - Civic Campus	\$ -	\$ 159,999	\$ 10,024	\$ 10,000	\$ 10,000	\$ 10,000
301	Cap Proj-Dev Contrib-Traffic	\$ 4,949,476	\$ 5,808,069	\$ 5,808,069	\$ 2,738,633	\$ 2,738,633	\$ 2,738,633
301	TIB - 20th St SE Grant	\$ 333	\$ -	\$ -	\$ -	\$ -	\$ -
301	Charge for Services- Everett	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
301	Local Trans. Act -Impact Fees	\$ 33,525	\$ 5,000	\$ 55,365	\$ 5,000	\$ 5,000	\$ 5,000
301	Traffic Mitigation - TIZ 1	\$ 61,239	\$ 50,000	\$ 48,223	\$ 50,000	\$ 50,000	\$ 50,000
301	Traffic Mitigation - TIZ 2	\$ 16,730	\$ 50,000	\$ 21,000	\$ 50,000	\$ 50,000	\$ 50,000
301	Traffic Mitigation - TIZ 3	\$ 525,350	\$ 500,000	\$ 327,600	\$ 350,000	\$ 350,000	\$ 350,000
301	Investment Interest	\$ 244,835	\$ 300,000	\$ 258,010	\$ 245,110	\$ 245,110	\$ 245,110
301	PW Retainage Held	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
	Revenues	\$ 882,012	\$ 1,005,000	\$ 810,198	\$ 800,110	\$ 800,110	\$ 800,110
301	PW Retainage Release	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
301	Refunds or Reimbursements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
301	Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
301	Roadway CP Salaries	\$ 782	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -
301	Roadway CP Benefits	\$ 396	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -
301	TZ3-17005- 24th St & 91st Ext	\$ 1,125	\$ 1,689,634	\$ 1,689,634	\$ -	\$ -	\$ -
301	TZ1 - Main Street	\$ -	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -
301	Fee In Lieu of - Sidewalks	\$ -	\$ 233,000	\$ 233,000	\$ -	\$ -	\$ -
301	TZ3 - 79th/8th Project	\$ 21,116	\$ 85,000	\$ 85,000	\$ -	\$ -	\$ -
301	TZ2 - 91st Av NE Revitalize	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
301	TZ3- TBP03 - 91st Av SE Sidwlk	\$ -	\$ 572,000	\$ 572,000	\$ -	\$ -	\$ -
301	TZ2- TBP02 - 91st Av SE Sidwlk	\$ -	\$ 600,000	\$ 600,000	\$ -	\$ -	\$ -
	Expenditures	\$ 23,420	\$ 3,879,634	\$ 3,879,634	\$ 100,000	\$ 100,000	\$ 100,000
301	Cap Proj-Dev Contrib-Traffic	\$ 5,808,069	\$ 2,933,435	\$ 2,738,633	\$ 3,438,743	\$ 3,438,743	\$ 3,438,743
302	Park Mitigation Fund	\$ 1,910,487	\$ 2,276,884	\$ 2,276,884	\$ 2,774,960	\$ 2,774,960	\$ 2,774,960

302	RCO - Frontier Heights Grants	\$ -	\$ 1,159,352	\$ -	\$ 1,159,352	\$ 1,159,352	\$ 1,159,352
302	State Commerce - Cedarwood	\$ -	\$ 2,455,589	\$ -	\$ 2,455,589	\$ 2,455,589	\$ 2,455,589
302	State Commerce	\$ -	\$ -	\$ -		\$ -	\$ -
302	Snohomish County SCPP Grants	\$ 5,000	\$ 45,000	\$ -		\$ -	\$ -
302	Park Mitigation	\$ 654,113	\$ 800,000	\$ 468,969	\$ 500,000	\$ 500,000	\$ 500,000
302	Investment Interest	\$ 98,468	\$ 120,000	\$ 105,000	\$ 99,750	\$ 99,750	\$ 99,750
302	Tree Replacement Fee	\$ 27,825	\$ 10,000	\$ 18,840	\$ 15,000	\$ 15,000	\$ 15,000
302	Donation - Row Club Docks	\$ 14,834	\$ -	\$ -		\$ -	\$ -
302	PW Retainage	\$ 16,014	\$ 200,000	\$ -	\$ 200,000	\$ 200,000	\$ 200,000
302	Interfund Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Revenues	\$ 816,254	\$ 4,789,941	\$ 592,809	\$ 4,429,691	\$ 4,429,691	\$ 4,429,691
302	Retainage Release	\$ -	\$ 206,000	\$ 27,451	\$ 200,000	\$ 200,000	\$ 200,000
302	Park Mitigation Funds Exp	\$ -	\$ -	\$ -		\$ -	\$ -
302	Tree Replacement Expenditures	\$ 51,881	\$ 75,000	\$ 3,763			
302	Park Mit CP Salaires	\$ -	\$ 75,000	\$ -	\$ 75,000	\$ 75,000	\$ 75,000
302	Park Mit CP Benefits	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ 25,000
302	PM - Park Acquisition	\$ -	\$ -	\$ -		\$ -	\$ -
302	PM - Frontier Heights Capital	\$ 1,014	\$ 1,708,440	\$ -			
302	PM - North Cove Moorage	\$ -	\$ -	\$ -			
302	PM - Lundeen Park Capital	\$ -	\$ 10,000	\$ -			
302	PM -LS Bayview Connector - PT	\$ 57,849	\$ 900,000	\$ 58,994			
302	PM - Eagle Ridge	\$ -	\$ 10,000	\$ 3,679			
302	PM - Sunset Dock&Shoreline	\$ 284,060	\$ -	\$ -			
302	PM - North Cove Water Feature	\$ 11,807	\$ -	\$ -			
302	PM - Cedarwood Park	\$ 7,412	\$ 2,955,589	\$ 847			
302	PM - North Cove Feasibility	\$ -	\$ 106,000	\$ -			
302	Transfer Out	\$ -	\$ -	\$ -			
	Expenditures	\$ 414,023	\$ 6,071,029	\$ 94,733	\$ 300,000	\$ 300,000	\$ 300,000
302	Park Mitigation Fund	\$ 2,312,718	\$ 995,796	\$ 2,774,960	\$ 6,904,651	\$ 6,904,651	\$ 6,904,651

303	Real Estate Excise Tax I	\$ 6,916,529	\$ 7,659,059	\$ 7,659,059	\$ 8,114,460	\$ 8,114,460	\$ 8,114,460
303	REET 1-1st Quarter Percent	\$ 1,238,185	\$ 800,000	\$ 1,374,818	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
303	Investment Interest	\$ 313,801	\$ 350,000	\$ 316,815	\$ 300,975	\$ 300,975	\$ 300,975
303	Retainage	\$ -	\$ -	\$ -		\$ -	\$ -
303	Tranfser In	\$ -	\$ -	\$ -		\$ -	\$ -
	Revenues	\$ 1,551,985	\$ 1,150,000	\$ 1,691,633	\$ 1,500,975	\$ 1,500,975	\$ 1,500,975
303	Retainage Release	\$ -	\$ -	\$ -		\$ -	\$ -
303	Transfer to Police 2015 Debt	\$ 96,302	\$ -	\$ -		\$ -	\$ -
303	transfer to 210 for 2008 bonds	\$ 210,655	\$ 213,890	\$ 213,890	\$ 211,865	\$ 211,865	\$ 211,865
303	Transfer Out 2019A New PD Bond	\$ 462,229	\$ 463,600	\$ 463,600	\$ 460,097	\$ 460,097	\$ 460,097
303	Transfer Out - 2024A Bond Fund	\$ -	\$ 418,548	\$ 418,548	\$ 387,200	\$ 387,200	\$ 387,200
303	Eagle Ridge Park	\$ -	\$ -	\$ -		\$ -	\$ -
303	Citywide Security Cameras	\$ 40,196	\$ 140,195	\$ 140,195		\$ -	\$ -
303	PW Shop Feasibility	\$ 73	\$ 15,000	\$ -		\$ -	\$ -
	Expenditures	\$ 809,454	\$ 1,251,233	\$ 1,236,233	\$ 1,059,162	\$ 1,059,162	\$ 1,059,162
303	Real Estate Excise Tax I	\$ 7,659,059	\$ 7,557,826	\$ 8,114,460	\$ 8,556,273	\$ 8,556,273	\$ 8,556,273

304	Real Estate Excise Tax II	\$ 6,542,061	\$ 6,479,596	\$ 6,479,596	\$ 637,346	\$ 637,346	\$ 637,346
304	REET 2- 2nd Quarter Percent	\$ 1,232,213	\$ 800,000	\$ 1,360,838	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
304	Main Street - FHWA/PSRC	\$ -	\$ 3,157,250	\$ -	\$ 3,157,250	\$ 3,157,250	\$ 3,157,250
304	TIB - 17005 24th/91st	\$ 8,395	\$ -	\$ -		\$ -	\$ -
304	Commerce - Festival Street Grt	\$ 181,028	\$ -	\$ -		\$ -	\$ -

304	CERB - Commerce Grant	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
304	Investment Interest	\$ 289,573	\$ 320,000	\$ 269,618	\$ 256,137	\$ 256,137	\$ 256,137
304	Retainage	\$ 20,773	\$ 100,000	\$ -	\$ 100,000	\$ 100,000	\$ 100,000
304	Transfer in	\$ -	\$ 12,159	\$ 12,158		\$ -	\$ -
	Revenues	\$ 1,731,982	\$ 4,439,409	\$ 1,642,614	\$ 4,763,387	\$ 4,763,387	\$ 4,763,387
304	Retainage Release	\$ 2,987	\$ 100,000	\$ 21,950	\$ 100,000	\$ 100,000	\$ 100,000
304	Frontier Heights Pk Redevelop	\$ -	\$ 502,000	\$ 502,000			
304	Park - Eagle Ridge Park	\$ 2,600	\$ -	\$ -			
304	R2 - Sunset Park Improvements	\$ 379,338	\$ -	\$ 16,751			
304	R2 - Sunset Dock Improvements	\$ 132,545	\$ -	\$ -			
304	R2 - LS Bayview Connector	\$ -	\$ 500,000	\$ 500,000			
304	131st Ave NE Sewer Extension	\$ -	\$ 1,767,412	\$ 1,767,412			
304	R2 - FC114 - Machias Sewer Inf	\$ -	\$ 100,000	\$ 100,000			
304	17005 - 24th St SE & 91st Ave	\$ 1,891	\$ -	\$ -			
304	Project Salaries	\$ 41,228	\$ 50,000	\$ 50,000			
304	Project Benefits	\$ 12,616	\$ 17,600	\$ 17,600			
304	79th Ave SE Access Road	\$ -	\$ 50,000	\$ 50,000			
304	Festival Street/Mill Spur	\$ 196,284	\$ -	\$ -			
304	Festival St/Mill Spur DT Parkg	\$ 63,087	\$ -	\$ -			
304	R2 - Main Street	\$ 252,070	\$ 3,600,000	\$ 3,600,000			
304	R2- 20th & Main (Rd Impvmnts)	\$ -	\$ 200,000	\$ 200,000			
304	R2 - RD106 - 79th/8th Inter	\$ -	\$ 50,000	\$ 50,000			
304	ADA Ramp Improvements	\$ 100,000	\$ -	\$ -			
304	Transfer Out	\$ -	\$ -	\$ -			
304	Trans to 215 - 2021A Bond Fund	\$ 609,800	\$ 609,150	\$ 609,150	\$ 608,350	\$ 608,350	\$ 608,350
	Expenditures	\$ 1,794,447	\$ 7,546,162	\$ 7,484,863	\$ 708,350	\$ 708,350	\$ 708,350
304	Real Estate Excise Tax II	\$ 6,479,596	\$ 3,372,843	\$ 637,346	\$ 4,692,383	\$ 4,692,383	\$ 4,692,383
305	Downtown Redevelopment	\$ 503,493	\$ 526,679	\$ 526,679	\$ (0)	\$ (0)	\$ (0)
305	Investment Interest	\$ 23,185	\$ 25,000	\$ 13,432		\$ -	\$ -
305	Transfer In	\$ -	\$ -	\$ -		\$ -	\$ -
	Revenues	\$ 23,185	\$ 25,000	\$ 13,432	\$ -	\$ -	\$ -
305	Transfer out	\$ -	\$ 530,000	\$ 540,111		\$ -	\$ -
305	DT - Museum Capital	\$ -	\$ 350	\$ -		\$ -	\$ -
	Expenditures	\$ -	\$ 530,350	\$ 540,111	\$ -	\$ -	\$ -
305	Downtown Redevelopment	\$ 526,679	\$ 21,329	\$ (0)	\$ (0)	\$ (0)	\$ (0)
306	Facility Capital Project Fund	\$ -	\$ 12,159	\$ 12,159	\$ 3,313,083	\$ 3,313,083	\$ 3,313,083
306	Investment Interest	\$ 109	\$ 70,000	\$ 68,534	\$ 70,000	\$ 70,000	\$ 70,000
306	Private Party Grant/Donation	\$ -	\$ -	\$ -	\$ 764,000	\$ 764,000	\$ 764,000
306	Misc Revenues	\$ 125,240	\$ 764,000	\$ -		\$ -	\$ -
306	Retainage	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ 100,000	\$ 100,000
306	2024A - LTGO Bond Proceeds	\$ -	\$ 9,610,000	\$ 9,610,000		\$ -	\$ -
306	2024A - LTGO Bond Premium	\$ -	\$ 527,283	\$ 527,282		\$ -	\$ -
306	Sale of Property	\$ -	\$ 3,000,000	\$ -	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000
306	Transfer In	\$ 12,500	\$ 530,000	\$ 540,111		\$ -	\$ -
	Revenues	\$ 137,849	\$ 14,601,283	\$ 10,745,927	\$ 3,934,000	\$ 3,934,000	\$ 3,934,000
306	Retainage Release	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ 100,000	\$ 100,000
306	2024A - LTGO Bond Issuance Fee	\$ -	\$ 135,792	\$ 230,211	\$ -	\$ -	\$ -
306	Culture/Rec Facility Capital	\$ -	\$ 2,519,300	\$ -	\$ 2,519,300	\$ 2,519,300	\$ 2,519,300
306	Transfer out	\$ -	\$ 12,159	\$ 12,158	\$ -	\$ -	\$ -
306	Gen Facility CP Salaries	\$ -	\$ 50,000	\$ -	\$ 25,000	\$ 25,000	\$ 25,000
306	Gen Facilities CP Benefits	\$ -	\$ 20,000	\$ -	\$ 10,000	\$ 10,000	\$ 10,000
306	FC - Gen Gov't Capital Outlays	\$ -	\$ 11,776,192	\$ 7,202,634	\$ 4,592,783	\$ 4,592,783	\$ 4,592,783

	Expenditures	\$ -	\$ 14,613,443	\$ 7,445,003	\$ 7,247,083	\$ 7,247,083	\$ 7,247,083
306	Facility Capital Project Fund	\$ 137,849	\$ (1)	\$ 3,313,083	\$ (0)	\$ (0)	\$ (0)
307	Infrastructure Capital Project	\$ 6,204,561	\$ 6,980,680	\$ 6,980,680	\$ (0)	\$ (0)	\$ (0)
307	TIB - Grant 17005	\$ 1,510,094	\$ 561,745	\$ 561,745	\$ -	\$ -	\$ -
307	Charge for Service - Everett	\$ 17,851	\$ -	\$ -	\$ -	\$ -	\$ -
307	Traffic Impact- Credit Receipt	\$ -	\$ 2,800,000	\$ 2,800,000	\$ -	\$ -	\$ -
307	Investment Interest	\$ 312,212	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -
307	Retainage Held	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
307	Sale of Capital - Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
307	Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Revenues	\$ 1,840,157	\$ 3,561,745	\$ 3,561,745	\$ -	\$ -	\$ -
307	Retainage Release	\$ 174,165	\$ -	\$ -	\$ -	\$ -	\$ -
307	Property Acquisition- Drainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
307	Project Salaries - 17005	\$ 3,670	\$ -	\$ -	\$ -	\$ -	\$ -
307	Project Benefits - 17005	\$ 1,113	\$ -	\$ -	\$ -	\$ -	\$ -
307	Project Construction Account	\$ 885,090	\$ 10,344,555	\$ 10,542,425	\$ -	\$ -	\$ -
307	Transfer out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Expenditures	\$ 1,064,038	\$ 10,344,555	\$ 10,542,425	\$ -	\$ -	\$ -
307	Infrastructure Capital Project	\$ 6,980,680	\$ 197,870	\$ (0)	\$ (0)	\$ (0)	\$ (0)
309	Sidewalk Capital Project	\$ 720,865	\$ 586,848	\$ 586,848	\$ 281,899	\$ 281,899	\$ 281,899
309	SnoCo ILA Grant - S. Lk Stvs	\$ 53,210	\$ -	\$ -			
309	Investment Interest	\$ 25,029	\$ 30,000	\$ 25,051	\$ 15,000	\$ 15,000	\$ 15,000
309	Interfund Transfer In	\$ 492,700	\$ -	\$ -			
	Revenues	\$ 570,939	\$ 30,000	\$ 25,051	\$ 15,000	\$ 15,000	\$ 15,000
309	SW-TBP02	\$ -	\$ 180,000	\$ 180,000			
309	ADA Crosswalk Improvements	\$ 599,225	\$ 150,000	\$ 150,000			
309	S. Lake Stevens Path Design	\$ 105,731	\$ -	\$ -			
309	Sidewalk Construction	\$ -	\$ 100,000				
	Expenditures	\$ 704,957	\$ 430,000	\$ 330,000	\$ -	\$ -	\$ -
309	Sidewalk Capital Project	\$ 586,848	\$ 186,848	\$ 281,899	\$ 296,899	\$ 296,899	\$ 296,899
401	Sewer	\$ 17,876	\$ 78,695	\$ 78,695	\$ 58,404	\$ 58,404	\$ 58,404
401	Sewer District Reimbursement	\$ 799,393	\$ 794,785	\$ 795,084	\$ 798,285	\$ 798,285	\$ 798,285
401	Sewer Utility Agreement	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
401	Sewer Related Latecomers Rev	\$ 41,454	\$ -	\$ -	\$ -	\$ -	\$ -
401	Investment Interest	\$ 4,365	\$ 500	\$ 9,099	\$ 2,000	\$ 2,000	\$ 2,000
401	Interfund Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Revenues	\$ 860,212	\$ 810,285	\$ 819,183	\$ 815,285	\$ 815,285	\$ 815,285
401	SE - Capital Outlays	\$ -	\$ 41,454	\$ 41,454	\$ -	\$ -	\$ -
401	SE - Legal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
401	SE - Legal Litigation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
401	SE-Operating Cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
401	SE-Professional Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
401	Sewer Dist Utilities	\$ -	\$ -	\$ 3,235	\$ 3,500	\$ 3,500	\$ 3,500
401	PWTF 2005 - Principal	\$ 52,632	\$ 52,632	\$ 52,632	\$ 52,632	\$ 52,632	\$ 52,632
401	PWTF 2006 - Principal	\$ 409,539	\$ 409,540	\$ 409,540	\$ 409,540	\$ 409,540	\$ 409,540
401	PWTF 2008 - Principal	\$ 301,734	\$ 301,735	\$ 301,735	\$ 301,735	\$ 301,735	\$ 301,735
401	PWTF 2005 - Interest	\$ 3,158	\$ 2,105	\$ 2,105	\$ 2,105	\$ 2,105	\$ 2,105
401	PWTF 2006 - Interest	\$ 8,191	\$ 6,143	\$ 6,143	\$ 6,143	\$ 6,143	\$ 6,143
401	PWTF 2008 - Interest	\$ 24,139	\$ 22,630	\$ 22,630	\$ 22,630	\$ 22,630	\$ 22,630
	Expenditures	\$ 799,393	\$ 836,239	\$ 839,474	\$ 798,285	\$ 798,285	\$ 798,285

401	Sewer	\$	78,695	\$	52,741	\$	58,404	\$	75,404	\$	75,404	\$	75,404
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410	Storm & Surface Water	\$	2,410,180	\$	2,075,289	\$	2,075,289	\$	1,915,847	\$	1,915,847	\$	1,915,847
410	DOE - Capacity Grants	\$	54,019	\$	75,000	\$	60,000	\$	70,000	\$	70,000	\$	70,000
	CCTV Grant									\$	658,861	\$	658,861
410	Storm Drainage Charges	\$	4,947,045	\$	5,087,681	\$	5,196,078	\$	5,403,921	\$	5,403,921	\$	5,403,921
410	SW - Charge for Service	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
410	Investment Interest	\$	107,139	\$	79,382	\$	85,054	\$	80,801	\$	80,801	\$	80,801
410	Miscellaneous Revenues - Storm	\$	-	\$	-	\$	3,710	\$	-	\$	-	\$	-
410	SW-Retainage	\$	1,613	\$	-	\$	6,639	\$	5,000	\$	5,000	\$	5,000
410	Interfund Transfer In	\$	19,400	\$	25,000	\$	61,459	\$	60,000	\$	60,000	\$	60,000
410	Transfer In - TBD Fund 120	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
410	SWM - Insurance Recovery	\$	379	\$	-	\$	2,139	\$	-	\$	-	\$	-
	Revenues	\$	5,129,596	\$	5,267,063	\$	5,415,079	\$	5,619,722	\$	6,278,583	\$	6,278,583
410	SW-Salaries	\$	1,545,115	\$	2,069,030	\$	1,995,626	\$	2,064,469	\$	2,064,469	\$	2,064,469
	<i>Request: Environmental Prog Mgr (Promo) 100%</i>							\$	-	\$	7,128	\$	7,128
	<i>Request: Surface Water Spc 100%</i>							\$	-	\$	126,256		
	<i>Request: Surface Water Intern 100%</i>							\$	-	\$	16,000		
	<i>Request: Asst Equip Mech/Inv Control 35%</i>							\$	-	\$	1,670	\$	1,670
	<i>Request: Civil Engineer (Promo) 40%</i>							\$	-	\$	3,200	\$	3,200
	<i>Request: Seasonal Facilities 18%</i>							\$	-	\$	4,419	\$	4,419
	<i>Request: Seasonal Facilities 18%</i>							\$	-	\$	4,419	\$	4,419
	<i>Request: FIN Senior Accountant 15%</i>							\$	-	\$	21,638	\$	11,238
	<i>Request: HR Manager 14%</i>							\$	-	\$	1,480	\$	1,480
	<i>Request: HR Specialist 13%</i>							\$	-	\$	1,203	\$	-
	<i>Request: HR Citywide Interns 25%</i>							\$	-	\$	22,000	\$	-
	<i>Request: IT GIS Intern PW 50%</i>							\$	-	\$	10,175	\$	10,175
	<i>Request: IT GIS Technician 25%</i>							\$	-	\$	29,506	\$	-
	<i>Request: IT Ops Manager (Promo) 14%</i>							\$	-	\$	2,382	\$	-
410	SW-Overtime	\$	43,635	\$	41,600	\$	49,001	\$	43,264	\$	43,264	\$	43,264
410	SW-Benefits	\$	401,438	\$	518,370	\$	392,710	\$	464,047	\$	464,047	\$	464,047
410	SW-Social Security	\$	118,892	\$	145,720	\$	153,700	\$	157,932	\$	157,932	\$	157,932
410	SW-Retirement	\$	162,986	\$	186,100	\$	199,868	\$	194,899	\$	194,899	\$	194,899
410	SW-Workers Comp	\$	24,181	\$	55,446	\$	37,518	\$	52,588	\$	52,588	\$	52,588
410	SW - Clothing Cleaning Stipend	\$	-	\$	5,000	\$	1,629	\$	3,600	\$	3,600	\$	3,600
410	SW - Clothing	\$	7,856	\$	5,000	\$	10,952	\$	7,500	\$	7,500	\$	7,500
410	SW - Office Supplies	\$	12,819	\$	6,000	\$	1,231	\$	6,000	\$	6,000	\$	6,000
410	SW - Operating Costs	\$	179,019	\$	150,000	\$	105,557	\$	150,000	\$	150,000	\$	150,000
410	SW- Quartermaster Supplies	\$	-	\$	15,000	\$	15,000	\$	-	\$	-	\$	-
410	SW - Fuel	\$	33,917	\$	29,316	\$	22,245	\$	22,912	\$	22,912	\$	22,912
410	SW - Small Tools	\$	4,708	\$	15,000	\$	2,119	\$	15,000	\$	15,000	\$	15,000
410	SW - Prof Serv - Tree	\$	-	\$	50,000	\$	-	\$	50,000	\$	50,000	\$	50,000
410	SW - Professional Services	\$	53,956	\$	63,580	\$	48,214	\$	50,000	\$	50,000	\$	50,000
410	SW - Aquatic Vegetation Mgmt	\$	87,024	\$	100,000	\$	100,000	\$	100,000	\$	100,000	\$	100,000
410	SW - Disposal Fees	\$	18,979	\$	30,000	\$	22,839	\$	30,000	\$	30,000	\$	30,000
410	SW - Advertising	\$	30	\$	500	\$	154	\$	-	\$	-	\$	-
410	SW - SnoCo SWM Billing Fees	\$	42,143	\$	45,000	\$	38,659	\$	45,000	\$	45,000	\$	45,000
410	SW - DOE Annual Permit/Monitor	\$	60,713	\$	64,182	\$	16,088	\$	60,000	\$	60,000	\$	60,000
410	SW - Prof Service - CCTV	\$	-	\$	350,000	\$	228,060	\$	-	\$	-	\$	-
410	SW - Communications	\$	15,919	\$	16,306	\$	17,609	\$	19,370	\$	19,370	\$	19,370
410	SW - Travel & Meetings	\$	7,122	\$	5,000	\$	9,773	\$	-	\$	-	\$	-
410	SW-Excise Taxes	\$	86,573	\$	88,000	\$	75,315	\$	77,575	\$	77,575	\$	77,575
410	SW - Rentals-Leases	\$	16,419	\$	20,000	\$	5,799	\$	20,000	\$	20,000	\$	20,000

410	SW-Insurance	\$ 144,564	\$ 242,324	\$ 242,323	\$ 133,000	\$ 133,000	\$ 133,000
410	SW - Utilities	\$ 9,637	\$ 10,694	\$ 8,835	\$ 9,012	\$ 9,012	\$ 9,012
410	SW - Drainage	\$ 9,198	\$ 7,755	\$ 7,755	\$ 8,100	\$ 8,100	\$ 8,100
410	SW - Repairs & Maintenance	\$ 30,792	\$ 35,000	\$ 26,186	\$ 35,000	\$ 35,000	\$ 35,000
410	SW - Miscellaneous	\$ 505	\$ 400	\$ 2,361	\$ -	\$ -	\$ -
410	SW - Staff Development	\$ 24,215	\$ 15,000	\$ 13,262	\$ 20,000	\$ 20,000	\$ 20,000
410	SW - Alum Treatment	\$ -	\$ 139,260	\$ -	\$ -	\$ -	\$ -
410	SW - SnoCo Lake Management	\$ 20,507	\$ 30,000	\$ 18,081	\$ 30,000	\$ 30,000	\$ 30,000
410	SW - Contrib to PW Equipt	\$ 80,000	\$ 153,000	\$ 153,000	\$ 153,000	\$ 76,375	\$ 76,375
410	SW - Contrib to Unemployment	\$ 303	\$ -	\$ -	\$ 10,115	\$ 10,115	\$ 10,115
410	SW - Contrib to Computer	\$ 36,300	\$ 67,500	\$ 67,500	\$ 67,500	\$ 120,000	\$ 120,000
410	DOE - Capacity Grant Op Costs	\$ 34,332	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -
410	SW-Diking District Contrib	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
410	SW - Retainage Release	\$ -	\$ -	\$ 2,765	\$ 12,000	\$ 12,000	\$ 12,000
410	Lease Agreements	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
410	SW - Capital Expenditure	\$ 907	\$ -	\$ 8,705	\$ -	\$ -	\$ -
410	SW- Transfer to SWM Capital	\$ 1,890,000	\$ 1,200,000	\$ 1,200,000	\$ 1,700,000	\$ 1,700,000	\$ 1,700,000
410	SW - Transfer to SWM Debt	\$ 231,264	\$ 167,082	\$ 167,082	\$ 100,177	\$ 100,177	\$ 100,177

Request: ITEMS

	Expenditures	\$ 5,465,968	\$ 6,249,165	\$ 5,574,520	\$ 5,944,060	\$ 7,176,542	\$ 6,968,795
410	Storm & Surface Water	\$ 2,073,808	\$ 1,093,187	\$ 1,915,847	\$ 1,591,509	\$ 1,017,888	\$ 1,225,635

411	Storm Water Capital	\$ 2,474,078	\$ 4,388,017	\$ 4,388,017	\$ 3,853,203	\$ 3,853,203	\$ 3,853,203
411	SnoCo Conservation Futures Grt	\$ -	\$ 513,975	\$ 513,975	\$ -	\$ -	\$ -
411	Investment Interest	\$ 131,982	\$ 200,000	\$ 181,678	\$ 172,594	\$ 172,594	\$ 172,594
411	Misc Revenue	\$ -	\$ -	\$ 108	\$ -	\$ -	\$ -
411	Retainage	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
411	SWC - Insurance Rec Capital	\$ 62,374	\$ -	\$ -	\$ -	\$ -	\$ -
411	Transfer In	\$ 1,890,000	\$ 1,200,000	\$ 1,200,000	\$ 1,700,000	\$ 1,700,000	\$ 1,700,000
	Revenues	\$ 2,084,355	\$ 1,923,975	\$ 1,905,761	\$ 1,882,594	\$ 1,882,594	\$ 1,882,594
411	Retainage Release	\$ -	\$ 11,600	\$ 11,600	\$ 10,000	\$ 10,000	\$ 10,000
411	SWM CP Salaries	\$ 175	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
411	SWM CP Benefits	\$ 47	\$ 800	\$ -	\$ 800	\$ 800	\$ 800
411	SWC - Cap Proj Engineering	\$ 19,469	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -
411	SWC - PW Shop Feasibility	\$ 73	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -
411	SWC - Capital Purchases	\$ -	\$ 523,975	\$ 523,975	\$ -	\$ -	\$ -
411	Capital Drainage	\$ 68,633	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -
411	Machias Sewer Infrast. (FC114)	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -
411	Catherine Creek/36th St Bridge	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -
411	Wier Replacement Scope Design	\$ 8,139	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -
411	Capital Equipment	\$ 54,800	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -
411	131st Ave NE Sewer Ext	\$ 19,080	\$ 180,000	\$ 180,000	\$ -	\$ -	\$ -
411	24th/91st Drainage/Wetland	\$ -	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -

Request: ITEMS

	Expenditures	\$ 170,416	\$ 2,443,375	\$ 2,440,575	\$ 12,800	\$ 30,300	\$ 12,800
411	Storm Water Capital	\$ 4,388,017	\$ 3,868,617	\$ 3,853,203	\$ 5,722,997	\$ 5,705,497	\$ 5,722,997

412	Storm Water Debt Service	\$ -	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1
412	Interfund Transfer In	\$ 231,264	\$ 167,082	\$ 167,082	\$ 100,177	\$ 100,177	\$ 100,177
	Revenues	\$ 231,264	\$ 167,082	\$ 167,082	\$ 100,177	\$ 100,177	\$ 100,177
412	2019 LTGO Bond - Principal	\$ 127,000	\$ 66,000	\$ 66,000	\$ -	\$ -	\$ -
412	LP_2020B - Principal	\$ 88,646	\$ 93,079	\$ 93,079	\$ 97,733	\$ 97,733	\$ 97,733

412	2019 LTGO Bond - Interest	\$ 3,860	\$ 789	\$ 789	\$ -	\$ -	\$ -
412	LP_2020B Interest	\$ 11,757	\$ 7,214	\$ 7,214	\$ 2,444	\$ 2,444	\$ 2,444
	Expenditures	\$ 231,263	\$ 167,082	\$ 167,082	\$ 100,177	\$ 100,177	\$ 100,177
412	Storm Water Debt Service	\$ 1	\$ 1	\$ 0.58	\$ 1	\$ 1	\$ 1

501	Unemployment	\$ 29,910	\$ 39,409	\$ 39,409	\$ 10,949	\$ 10,949	\$ 10,949
501	Contributions From Other Funds	\$ 25,000	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000
501	Investment Interest	\$ 1,555	\$ 1,000	\$ 1,540	\$ 1,000	\$ 1,000	\$ 1,000
	Revenues	\$ 26,555	\$ 1,000	\$ 1,540	\$ 31,000	\$ 31,000	\$ 31,000
501	Payment to Claimants	\$ 17,055	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
	Expenditures	\$ 17,055	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
501	Unemployment	\$ 39,409	\$ 10,409	\$ 10,949	\$ 11,949	\$ 11,949	\$ 11,949

510	Capital Equip - Computer	\$ 477,491	\$ 321,449	\$ 321,449	\$ 101,151	\$ 101,151	\$ 101,151
510	Technology Fee	\$ 36,915	\$ 38,779	\$ 25,358	\$ 25,611	\$ 25,611	\$ 25,611
510	Contributions From Other Funds	\$ 330,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 800,000	\$ 800,000
510	Investment Interest	\$ 16,876	\$ 9,500	\$ 7,318	\$ 6,952	\$ 6,952	\$ 6,952
510	Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
510	Misc & Sale of Surplus	\$ -	\$ -	\$ 142	\$ -	\$ -	\$ -
	Revenues	\$ 383,791	\$ 498,279	\$ 482,818	\$ 482,563	\$ 832,563	\$ 832,563
510	Transfer Out	\$ 66,500	\$ -	\$ -	\$ -	\$ -	\$ -
510	Purchase Computer Equipment	\$ 28,899	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -
	Canva Enterprise				\$ 4,919	\$ 4,919	\$ 4,919
	Lucid Suite Enterprise				\$ 4,809	\$ 4,809	\$ 4,809
	CivicPlus Portfolio (Web, Clerk, Rec, Monsido, ArchiveSocial, NextRequest)				\$ 58,088	\$ 58,088	\$ 58,088
	Flock Safety Camera Program				\$ 20,000	\$ 20,000	\$ 20,000
	School Zone Carman Cloud MX				\$ 5,000	\$ 5,000	\$ 5,000
	CompassWorks (Vehicles GIS)				\$ 3,200	\$ 3,200	\$ 3,200
510	LR - SiteImprove Website Optim	\$ -	\$ 5,425	\$ 5,100	\$ -	\$ -	\$ -
510	LR - Lansweeper	\$ 1,069	\$ 2,000	\$ 1,500	\$ 2,200	\$ 2,200	\$ 2,200
510	LR - Adobe Pro	\$ 8,412	\$ 11,000	\$ 12,000	\$ 14,000	\$ 14,000	\$ 14,000
510	LR - WaveBroadband Fiber Lease	\$ 7,610	\$ 7,620	\$ 10,875	\$ 8,382	\$ 8,382	\$ 8,382
510	LR - Smarsh	\$ 7,891	\$ 9,000	\$ 9,000	\$ 9,900	\$ 9,900	\$ 9,900
510	LR - Civic Plus Suite	\$ 20,351	\$ 21,500	\$ 21,500	\$ 58,088	\$ 58,088	\$ 58,088
510	LR - TrendMicro Antivirus	\$ 2,568	\$ 5,000	\$ 8,000	\$ 5,500	\$ 5,500	\$ 5,500
510	LR - Social Media Archive	\$ 6,287	\$ 7,860	\$ 6,000	\$ -	\$ -	\$ -
510	LR - Datacenter Rack Spc SnoCo	\$ 5,198	\$ 5,197	\$ 6,000	\$ 5,300	\$ 5,300	\$ 5,300
510	LR - Firewall Security Subscri	\$ 2,580	\$ 2,000	\$ 2,033	\$ 2,200	\$ 2,200	\$ 2,200
510	LR - Barracuda Email Archive	\$ 10,273	\$ 15,700	\$ 12,000	\$ 16,300	\$ 16,300	\$ 16,300
510	LR - Quest Backup Solution	\$ 4,919	\$ 5,000	\$ 3,365	\$ -	\$ -	\$ -
510	LR - GoDaddy SSL - 3 yr	\$ 473	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
510	LR - .GOV Domain	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
510	LR - Microsoft Enterprise Agmt	\$ 94,830	\$ 110,200	\$ 102,000	\$ 97,570	\$ 97,570	\$ 97,570
510	LR - NextRequest - PRR	\$ 17,007	\$ 18,000	\$ 16,367	\$ -	\$ -	\$ -
510	LR - Bomgar Cloud Remote Admin	\$ 2,922	\$ 3,000	\$ 3,097	\$ 3,300	\$ 3,300	\$ 3,300
510	LR - KnowBe4 Cyber Security Tr	\$ 2,227	\$ 3,600	\$ 3,454	\$ 3,960	\$ 3,960	\$ 3,960
510	LR - Springbrook	\$ 21,045	\$ 22,200	\$ 22,137	\$ 24,420	\$ 24,420	\$ 24,420
510	LR - NEOGOV	\$ -	\$ 32,320	\$ 39,514	\$ 35,552	\$ 35,552	\$ 35,552
510	LR - ESRI - ArcGIS	\$ 14,764	\$ 29,000	\$ 28,342	\$ 31,900	\$ 31,900	\$ 31,900
510	LR - Permit Trax	\$ 11,367	\$ 12,000	\$ 11,367	\$ 13,200	\$ 13,200	\$ 13,200
510	LR - Vue Works	\$ 76,619	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000
510	LR - NovaTime	\$ 5,902	\$ 6,200	\$ 6,200	\$ 6,820	\$ 6,820	\$ 6,820
510	LR - AutoDesk Civil 3D	\$ 3,972	\$ 7,800	\$ 4,200	\$ 8,580	\$ 8,580	\$ 8,580
510	LR - Dell Hardware Support	\$ 3,719	\$ 3,200	\$ 4,160	\$ 3,520	\$ 3,520	\$ 3,520
510	LR - Fortivoice	\$ 5,039	\$ 2,000	\$ 1,360	\$ 2,200	\$ 2,200	\$ 2,200
510	LR - DUO 2 Factor	\$ 5,400	\$ 5,500	\$ 5,400	\$ 6,050	\$ 6,050	\$ 6,050
510	Miscellaneous Refunds Only	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

510	LR - CISEcurity (MDR)	\$ 17,994	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
510	LR - Genetec VMS	\$ 2,375	\$ 3,000	\$-	\$ 5,800	\$ 5,800	\$ 5,800
510	LR - ClearGov	\$ 11,584	\$ 11,800	\$ 11,944	\$ 12,980	\$ 12,980	\$ 12,980
510	LR - Bitwarden Password Keeper	\$ 6,252	\$ 6,500	\$ 7,677	\$ 7,150	\$ 7,150	\$ 7,150
510	LR - Bluebeam	\$ 3,827	\$ 4,000	\$ 3,940	\$ 4,400	\$ 4,400	\$ 4,400
510	LR - PowerDMS	\$ 4,690	\$ 12,250	\$ 13,355	\$ 13,475	\$ 13,475	\$ 13,475
510	Capital - Purch Computer Equip	\$ 55,270	\$ 194,729	\$ 194,729		\$ -	\$ -
Requests: ITEMS					\$ -	\$ 303,475	\$ 268,729
	Expenditures	\$ 539,834	\$ 711,101	\$ 703,116	\$ 454,247	\$ 853,738	\$ 818,992
510	Capital Equip - Computer	\$ 321,449	\$ 108,627	\$ 101,151	\$ 129,467	\$ 79,976	\$ 114,722

515	Capital Equip - Vehicle Replac	\$ 71,944	\$ 95,778	\$ 95,778	\$ 120,060	\$ 120,060	\$ 120,060
515	Contributions From Other Funds	\$ 20,000	\$ 20,000	\$ 20,000		\$ -	\$ -
515	Investment Interest	\$ 3,834	\$ 4,500	\$ 4,282	\$ 4,068	\$ 4,068	\$ 4,068
	Revenues	\$ 23,834	\$ 24,500	\$ 24,282	\$ 4,068	\$ 4,068	\$ 4,068
515	Vehicle Purch - Building Dept	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
515	Capital Equip - Vehicle Replac	\$ 95,778	\$ 120,278	\$ 120,060	\$ 124,128	\$ 124,128	\$ 124,128

520	Capital Equip - Police	\$ 786,444	\$ 766,137	\$ 766,137	\$ 864,425	\$ 864,425	\$ 864,425
520	LE Contribution - Vehicles	\$ 277,000	\$ 277,000	\$ 277,000	\$ 277,000	\$ 277,000	\$ 277,000
520	LE Contributions - Boat	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000
520	LE Contributions - Taser	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 35,000	\$ 35,000
520	LE - Contributions - Firearms	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
520	Investment Interest	\$ 34,295	\$ 33,000	\$ 33,194	\$ 31,534	\$ 31,534	\$ 31,534
520	Sale of Capital Assets	\$ 69,419	\$ -	\$ 5,925		\$ -	\$ -
520	Insurance Recoveries - Capital	\$ 4,644	\$ -	\$ 4,179		\$ -	\$ -
	Revenues	\$ 445,359	\$ 370,000	\$ 380,298	\$ 368,534	\$ 379,534	\$ 379,534
520	LE - Lease Agreements	\$ -	\$ -	\$ 40,000	\$ 70,000	\$ 70,000	\$ 70,000
520	Vehicles - Capital Equip	\$ 354,031	\$ 601,707	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000
520	Boat - Capital Equip	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
520	Taser - Capital Equip	\$ 18,362	\$ -	\$ -	\$ -	\$ -	\$ -
520	Firearm - Capital Equip	\$ 10,129	\$ 18,372	\$ 18,372	\$ 15,500	\$ 15,500	\$ 15,500
520	LE - Body Worn Cameras	\$ 83,144	\$ -	\$ -	\$ -	\$ -	\$ -
520	Taser - Installment Purch	\$ -	\$ 23,638	\$ 23,638	\$ 24,000	\$ 34,606	\$ 34,606
	Expenditures	\$ 465,666	\$ 643,717	\$ 282,010	\$ 209,500	\$ 220,106	\$ 220,106
520	Capital Equip - Police	\$ 766,137	\$ 492,420	\$ 864,425	\$ 1,023,459	\$ 1,023,853	\$ 1,023,853

525	Capital Equip - Parks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
525	Contributions From Other Funds	\$ -	\$ -	\$ -	\$ 38,000	\$ 50,000	\$ 50,000
525	Investment Interest	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
525	Sale of Surplus	\$ -	\$ -	\$ -	\$ -		
525	Sale of Capital Equipment	\$ -	\$ -	\$ -	\$ -		
525	Transfer In	\$ -	\$ -	\$ -	\$ 84,000	\$ 84,000	\$ 84,000
	Revenues	\$ -	\$ -	\$ -	\$ 127,000	\$ 139,000	\$ 139,000
525	PK - Lease Agreements	\$ -	\$ -	\$ -	\$ 17,100	\$ 17,100	\$ 17,100
525	PK - Cap Lease Fees	\$ -	\$ -	\$ -	\$ 2,800	\$ 2,800	\$ 2,800
525	PK - Capital Equipment Exp	\$ -	\$ -	\$ -			
Request: ITEMS					\$ -	\$ 232,665	\$ 49,340
	Expenditures	\$ -	\$ -	\$ -	\$ 19,900	\$ 252,565	\$ 69,240
525	Capital Equip - Parks	\$ -	\$ -	\$ -	\$ 107,100	\$ (113,565)	\$ 69,760

530	Capital Equip - PW	\$ 559,963	\$ 720,632	\$ 720,632	\$ 576,685	\$ 576,685	\$ 576,685
530	Contributions From Other Funds	\$ 200,000	\$ 308,000	\$ 308,000	\$ 162,000	\$ 162,500	\$ 162,500
530	Investment Interest	\$ 28,553	\$ 30,000	\$ 29,220	\$ 27,759	\$ 27,759	\$ 27,759
530	Sale of Surplus	\$ 208	\$ -	\$ 285	\$ -	\$ -	\$ -
530	Sale of Capital Equipment	\$ 68,440	\$ 16,325	\$ 53,050	\$ -	\$ -	\$ -
	Revenues	\$ 297,200	\$ 354,325	\$ 390,555	\$ 189,759	\$ 190,259	\$ 190,259

530	Parks Capital Equipment	\$ -	\$ 37,500	\$ 500	\$ -			
530	Tranfer to PK Equip	\$ -	\$ -	\$ -	\$ 84,000	\$ 84,000	\$ 84,000	\$ 84,000
530	PW Lease Agreements	\$ 60,681	\$ 327,082	\$ 142,517	\$ 97,000	\$ 97,000	\$ 97,000	\$ 97,000
530	Purchase Of Capital Equipment	\$ 57,014	\$ 372,463	\$ 372,463		\$ -	\$ -	\$ -
530	Capital Lease Taxes & Fees	\$ -	\$ -	\$ 19,021	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
530	Capital Lease Principal	\$ 18,838	\$ 105,000	\$ -	\$ -	\$ -	\$ -	\$ -
Request: ITEMS					\$ -	\$ 222,000	\$ 133,000	
Expenditures		\$ 136,532	\$ 842,045	\$ 534,501	\$ 199,000	\$ 421,000	\$ 332,000	
530	Capital Equip - PW	\$ 720,632	\$ 232,912	\$ 576,685	\$ 567,444	\$ 345,944	\$ 434,944	
633	Treasurer's Trust	\$ 741	\$ 3,121	\$ 3,121	\$ 1,061	\$ 1,061	\$ 1,061	
633	District Court - State Portion	\$ 94,142	\$ 300,000	\$ 129,180	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
633	District Court - Crime Victims	\$ 1,540	\$ 4,100	\$ 1,925	\$ 4,100	\$ 4,100	\$ 4,100	\$ 4,100
633	Gun Permit Fees - DOL	\$ 11,213	\$ 12,000	\$ 9,694	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
633	St. Bldg Permit Fee Non-Rev	\$ 3,560	\$ 9,000	\$ 2,940	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
633	Leasehold Excise Tax Receipts	\$ 19,175	\$ 54,000	\$ 46,985	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
633	Seizure & Forfeit - State REV	\$ 3,087	\$ 10,087	\$ -	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
633	Fire DistrictFees	\$ 55,475	\$ 35,000	\$ 40,586	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
633	Gun Permit Fees - WSP	\$ 3,411	\$ 4,000	\$ 3,151	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
633	Sales Tax owed to DOR	\$ 496	\$ -	\$ 514	\$ -	\$ -	\$ -	\$ -
633	OPD Grant - Arlington Portion	\$ 16,520	\$ 10,800	\$ 10,800	\$ 10,800	\$ 10,800	\$ 10,800	\$ 10,800
633	Transfer in	\$ 3,841	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues		\$ 212,459	\$ 438,987	\$ 245,775	\$ 395,900	\$ 395,900	\$ 395,900	
633	State Court Remit	\$ 94,142	\$ 300,000	\$ 131,215	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
633	Crime Victims Comp - SnoCo	\$ 1,540	\$ 4,100	\$ 1,925	\$ 4,100	\$ 4,100	\$ 4,100	\$ 4,100
633	Seizure & Forfeit State REMIT	\$ 8	\$ 7,000	\$ -	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
633	Leasehold Excise Tax Remit	\$ 23,555	\$ 54,000	\$ 46,985	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
633	Fire District Fee Remit	\$ 55,475	\$ 35,000	\$ 40,586	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
633	State Building Permit Remit	\$ 3,560	\$ 9,000	\$ 2,940	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
633	Gun Permit - State DOL	\$ 10,842	\$ 12,000	\$ 9,694	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
633	Gun Permit - WSP Remittance	\$ 3,967	\$ 4,000	\$ 3,151	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
633	DOR - Sales Tax Remittance	\$ 496	\$ -	\$ 514	\$ 1,061	\$ 1,061	\$ 1,061	\$ 1,061
633	OPD Grant Exp - Arlington	\$ 16,496	\$ 10,825	\$ 10,825	\$ 10,800	\$ 10,800	\$ 10,800	\$ 10,800
Expenditures		\$ 210,079	\$ 435,925	\$ 247,835	\$ 396,961	\$ 396,961	\$ 396,961	
633	Treasurer's Trust	\$ 3,121	\$ 6,183	\$ 1,061	\$ 0	\$ 0	\$ 0	



One Community Around The Lake

2025 Budget Discussion

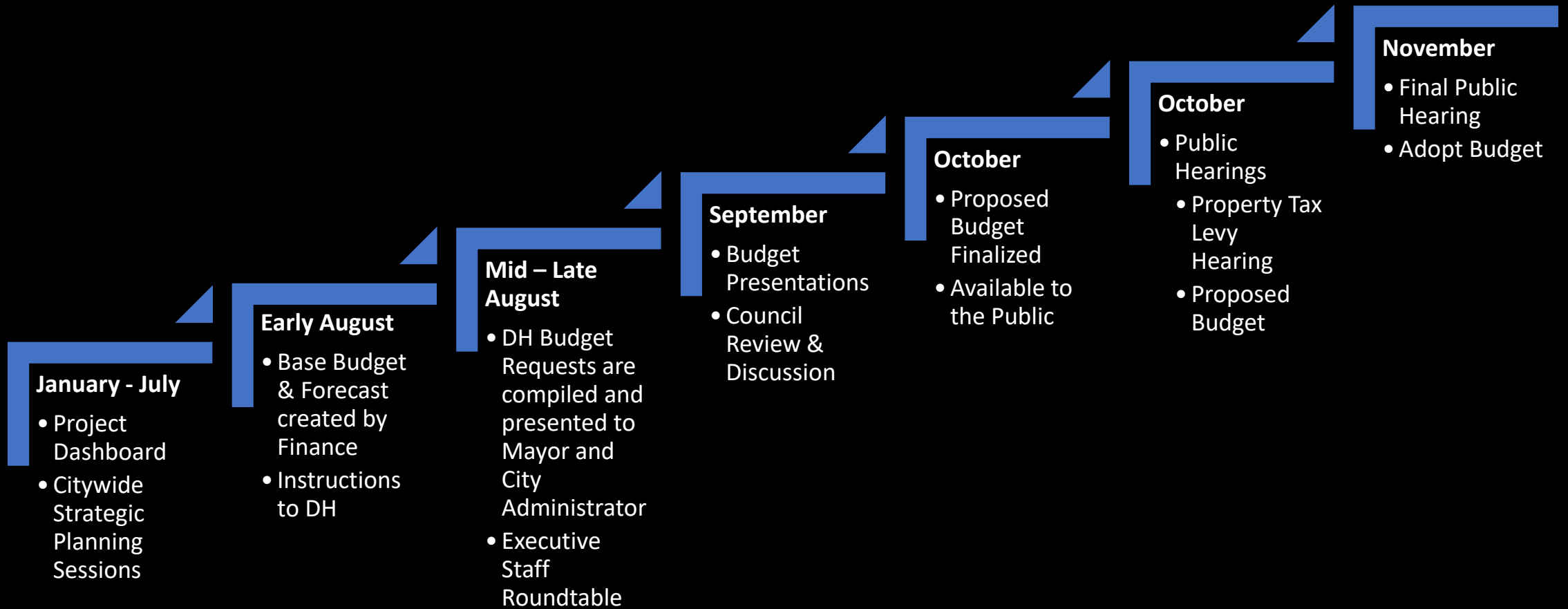
BARB STEVENS, FINANCE DIRECTOR

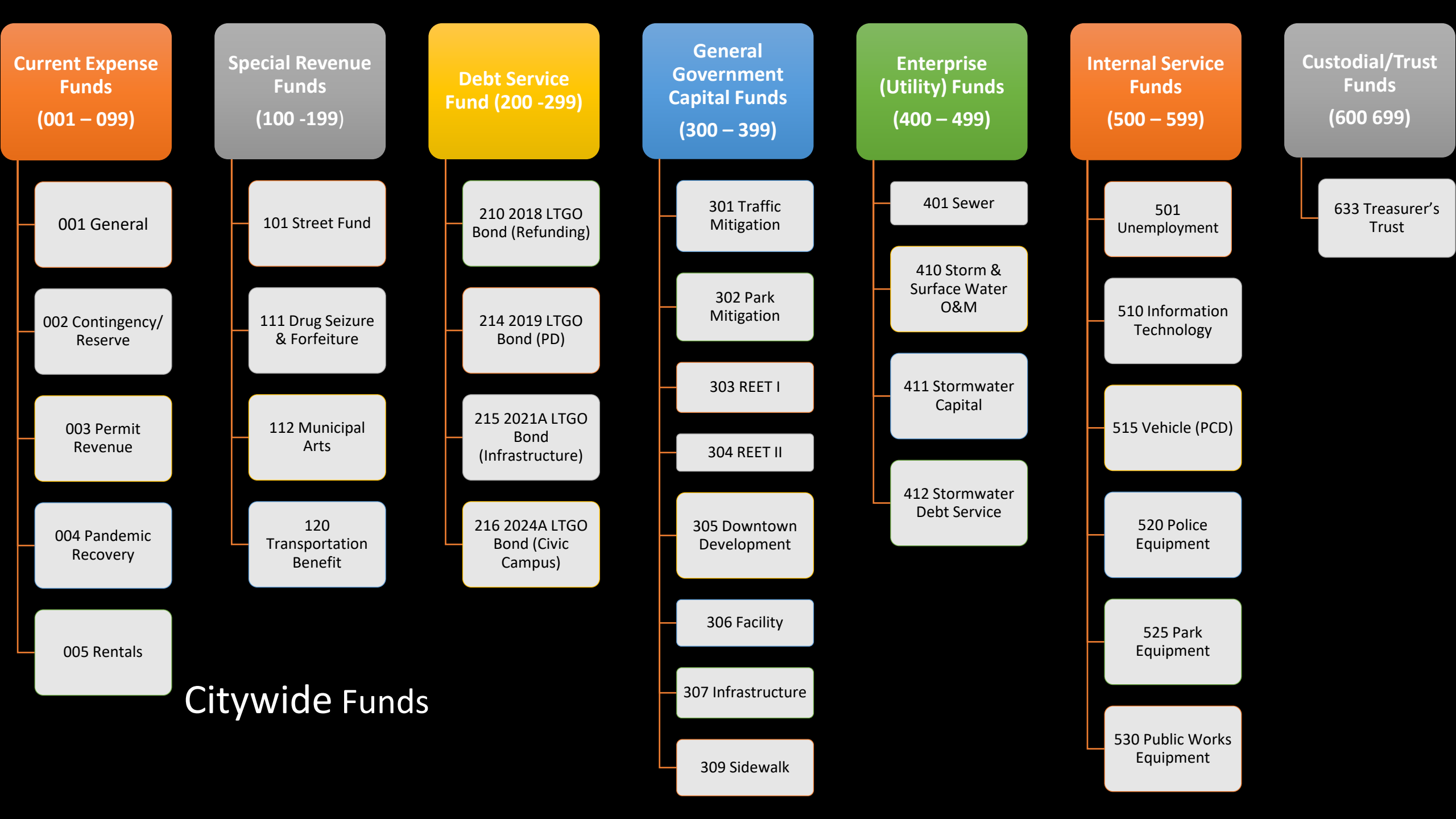
SEPTEMBER 13, 2024

2025 Budget Calendar

City of Lake Stevens Schedule	Budget Process Step	Required Deadline Per RCW
September 13, 2024	Council Mini-Retreat – Preliminary Proposed Budget & Staffing	10/7/2024
October 1, 2024	Council Budget Session – 2025 Capital & Transportation Benefit Projects	
October 1, 2024	Council Budget Session – Proposed Budget Discussion	
October 8, 2024	Council Budget Session – Finalize Proposed Budget (if needed)	11/2/2024
October 22, 2024	Public Hearing - Property Taxes <i>(SnoCo Assessor by Mid-November)</i>	
October 22, 2024	Public Hearing #1 - Preliminary Budget Hearing	11/25/2024
November 12, 2024	Final Public Hearing and Budget Adoption	12/2/2024
November 26, 2024	Final Public Hearing (continuation) (If needed)	12/7/2024

Budget Process Timeline





General Fund Revenues

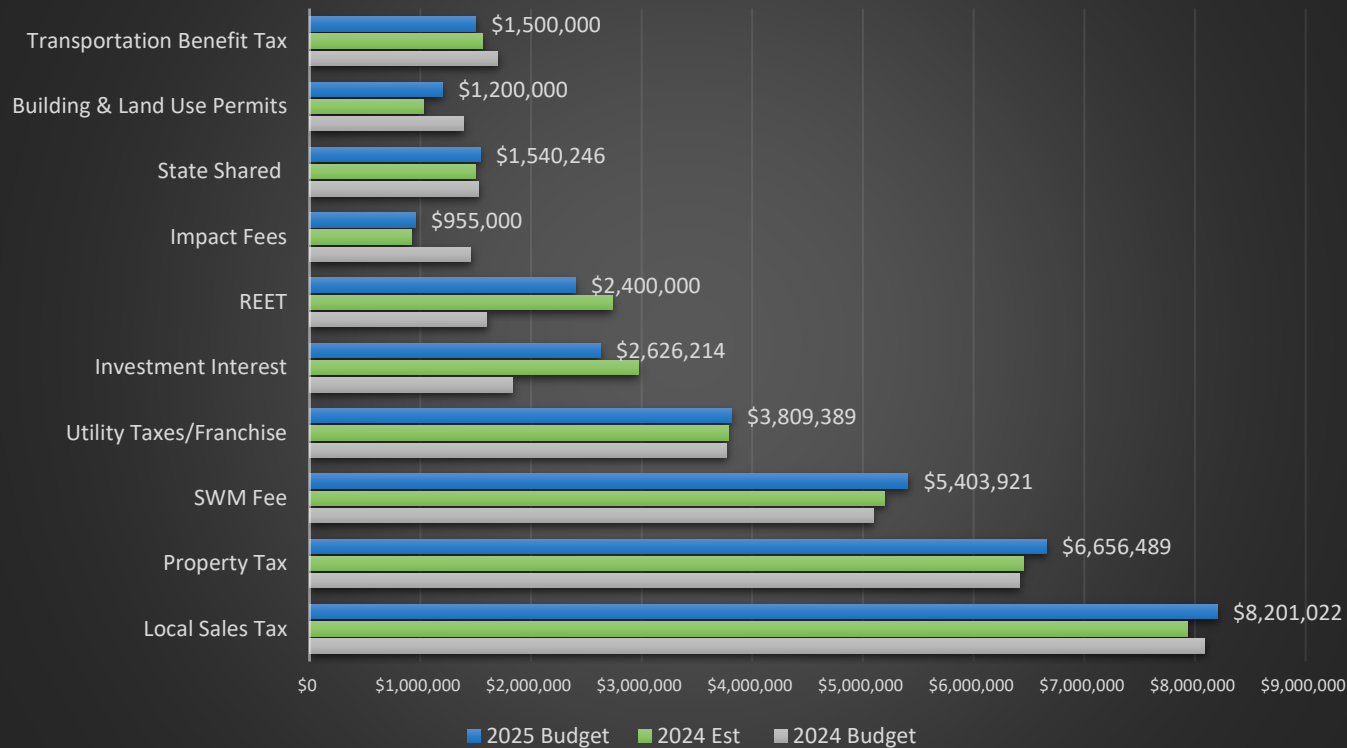
What to Expect in 2025

Overall Stagnant Revenues: <1% Increase expected for 2025

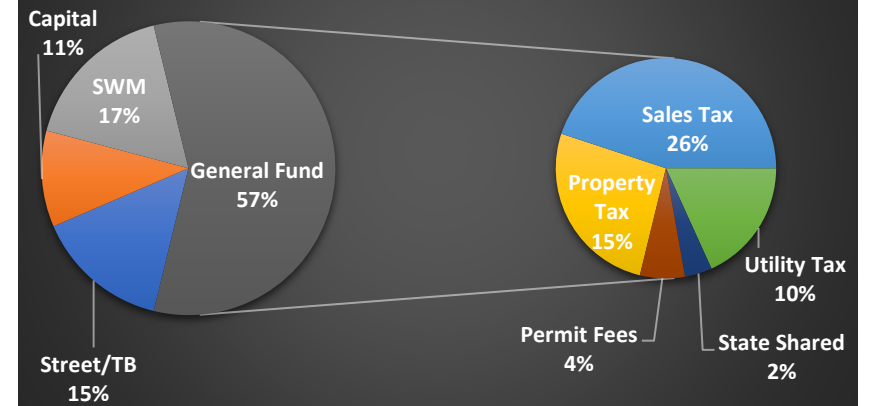
- Sales taxes are 4% higher than 2024, yet 2% lower than anticipated. Reduced 2025 expectation.
- Although not in the General Fund, Transportation Benefit Program funds are generated from sales tax. As such, revenue projections remain at or just above \$1.5M.
- Building was down in the first half of the year, reducing permit and construction sales tax revenues
 - We have seen a small increase recently.
- Investment interest is beginning to decrease.
 - We saw a small decrease in the LGIP yield in the last month from 5.41% to 5.24%. 2025 projects have been decreased by 5%.

Revenue Assumptions

Citywide Major Revenue Sources - 2024 - 2025 Comparison



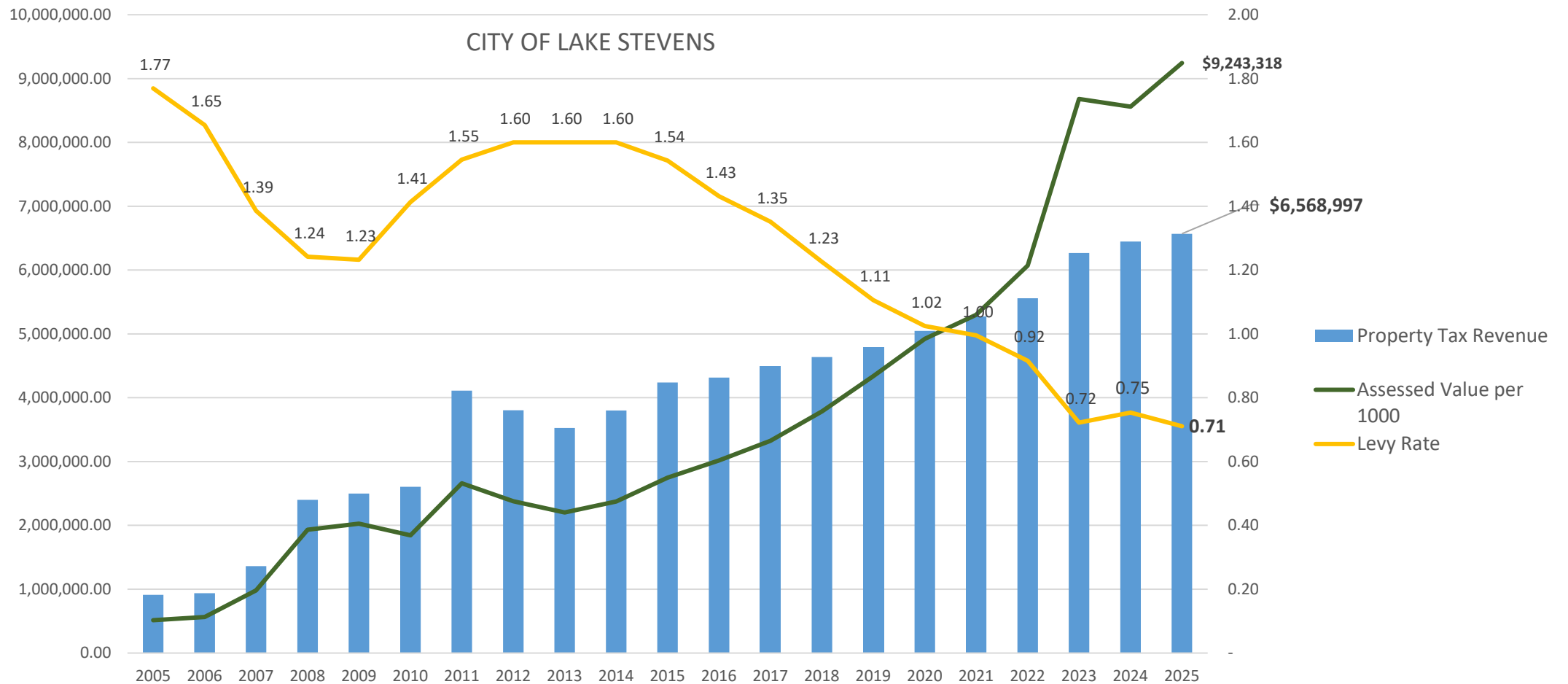
Major Revenue Sources by Fund



Revenue Assumptions

Revenue Source	Fund	Uses	% Total Rev	2024 Budget	2024 Estimated	2025 Budget	2025 Vs 2024 Estimated
GF - Property Tax	General 72%	Unrestricted	9%	\$4,644,062	\$4,644,062	\$4,792,672	103%
GF - Local Sales & Use Tax	General/Reserve	Unrestricted	13%	\$7,021,310	\$6,940,435	\$7,112,586	102%
GF - Crim Just./Afford Housing – ST	General	Some Restrictions	2%	\$1,065,271	\$992,464	\$1,088,436	110%
GF - Utility Taxes/Franchise	General	Unrestricted	6%	\$3,291,252	\$3,301,854	\$3,319,803	101%
GF - Liquor/DUI/State Shared	General	Some Restrictions	1%	\$755,013	\$749,148	\$732,293	98%
GF - Building Permits	Permit	Restricted	2%	\$1,170,000	\$882,838	\$1,000,000	113%
GF - Zoning & Subdivision (Plats)	Permit	Restricted	0%	\$220,000	\$148,425	\$200,000	135%
ST - Property Tax	Street – 28%	Unrestricted	3%	\$1,771,907	\$1,806,024	\$1,863,817	103%
ST - Utility Taxes	Street	Unrestricted	0.9%	\$477,686	\$479,986	\$489,586	102%
ST - State Shared - MVFT	Street	Restricted to Fund Usage	1%	\$774,438	\$748,622	\$807,953	108%
TB - Transportation Benefit ST	Transportation Benefit	Restricted	3%	\$1,700,000	\$1,563,462	\$1,500,000	96%
Real Estate Excise Taxes	REET I&II	Restricted	4%	\$1,600,000	\$2,735,656	\$2,400,000	88%
Traffic Impact Fees	Developer Contribution	Restricted	1%	\$655,000	\$452,188	\$455,000	101%
Park Impact Fees	Park Mitigation	Restricted	1%	\$800,000	\$468,969	\$500,000	107%
Surface Water Fees	Storm & Surface Water	Restricted to Fund Usage	10%	\$5,091,378	\$5,196,078	\$5,403,921	104%
Investment Interest	Various	Unrestricted	5%	\$1,832,327	\$2,970,262	\$2,626,214	88%

Property Tax



Ending Fund Balance Comparison - Citywide

Fund Name	2024 Budgeted Ending	2024 Estimated Ending	2025 Base Ending Cash Balance	2025 DH Ending Cash Balance	2025 Preliminary Cash Ending
General Fund	\$ 4,678,764	\$ 6,894,112	\$ 3,732,419	\$ 1,720,418	\$ 2,611,509
Other General Funds	\$ 12,136,327	\$ 15,857,331	\$ 11,528,562	\$ 11,247,288	\$ 11,345,713
Special Revenue Funds	\$ 2,717,433	\$ 3,196,090	\$ 2,401,854	\$ 2,043,508	\$ 2,441,889
Debt Service	\$ 159,999	\$ 10,024	\$ 10,000	\$ 10,000	\$ 10,000
Capital Projects	\$ 15,265,946	\$ 17,860,380	\$ 23,888,948	\$ 23,888,948	\$ 23,888,948
Other Proprietary	\$ 52,741	\$ 58,404	\$ 75,404	\$ 75,404	\$ 75,404
SWM Funds	\$ 4,961,804	\$ 5,769,051	\$ 7,314,507	\$ 6,723,386	\$ 6,948,633
Equipment Funds	\$ 964,645	\$ 1,673,270	\$ 1,963,547	\$ 1,472,285	\$ 1,779,356
Trust Fund	\$ 6,183	\$ 1,061	\$ 0	\$ 0	\$ 0
Totals	\$ 40,943,842	\$ 51,319,725	\$ 50,915,242	\$ 47,181,239	\$ 49,101,454

2025 Preliminary
Proposed Budget
Recommendations



City of Lake Stevens, City-Wide 5-Year Strategic Plan DRAFT 2024-2029



City's Vision Statement: *We are a thriving community that promotes a vibrant economy, preserves natural beauty, and supports an exceptional quality of life for all.* **City's Mission Statement:** *Provide a safe and desirable community with open communication and dedicated public service.*

Strategic Priority - What categories of work will drive our focus?	Goals – The “What” - What do we need to create, expand, develop, enhance, stabilize, or be capable of to progress toward our Vision and Mission?
Community Vitality	• Sustain and promote public safety • Draw people to the community • Promote a positive business environment/community through efficient City processes • Engage community groups and individuals to expand and improve services
Accessible and Optimal Infrastructure	• Design thoughtful, forward-thinking, and creative infrastructure while balancing cost and efficiency • Proactively maintain existing infrastructure while balancing the needs of new projects • Provide infrastructure to areas with the greatest public benefit • Continue to maintain and build out safe and accessible sidewalks, shared roadways, and connected trails
Financial Stewardship and Economic Success	• Promote diverse jobs and industries leading to a balanced economy • Promote open communication and encourage financial collaboration with our community • Continue investment in infrastructure to support industrial and commercial growth • Encourage to be fiscally responsible by balancing financial decisions
Operational Innovation and Excellence	• Promote exceptional service as the top priority • Build governmental excellence through internal and external relationships • Invest in employee professional development • Promote creative problem-solving and thoughtful improvement of processes
Environmental Stewardship	• Protect natural habitats • Make conscious decisions in all departments and operations for climate and sustainability • Maintain/increase public access • Maintain/improve lake clarity and quality



2025 Budget Priorities

- Enhance Pedestrian & Traffic Safety
 - Community Vitality
 - Accessible & Optimal Infrastructure
 - Operational Innovation & Excellence

- Proactively Maintain Infrastructure
 - Increase Levels of Service
 - Encourage Innovative Process Improvement
 - Community Vitality
 - Accessible & Optimal Infrastructure
 - Operational Innovation & Excellence
 - Financial Stewardship and Economic Success
 - Environmental Stewardship

2025 Operating Budget Increases

- Safety Program Enhancement
 - AED Medical Device Replacement Program
- IT
 - Cyber Security Enhancements (Grant)
 - Citywide Contribution to IT Systems
- Parks
 - Special Event Funds
 - Contract Services for Maintenance
- Legal – Contract Renewals
- Human Service
 - \$60,000 for Continued Support of VOA
 - \$30,000 for Continued Support of Senior Center
- Streets
 - Roadway Landscape Contract Services
 - Sidewalk Cleaning Contract Services
- Citywide Insurance Rates (WCIA)

Cost of Living Adjustment Non-Represented

Rationale

- Current CPI-W is 3.60%
 - 90% of CPI-W of is 3.24%
- The city has a history of doing 90% of CPI-W
- Competitive & Comparable Cities
- City Council parameters to maintain 60th Percentile
 - *3.24% COLA may fall below 60th Percentile as other comparable cities use full CPI*
- Retention & Recruiting
- Union-represented job classes typically receive regular market analysis increases in addition to COLA

Mayor's Recommendation

- 3.24% COLA
- Estimated Total Cost \$292,100
 - General Fund \$211,600
 - Street Fund \$34,600
 - Stormwater Fund \$45,900

We estimate a continued 20% (\$58,000) of the increases will be reimbursed by the Permit Fund for permit related work performed by staff allocated to Other funds.

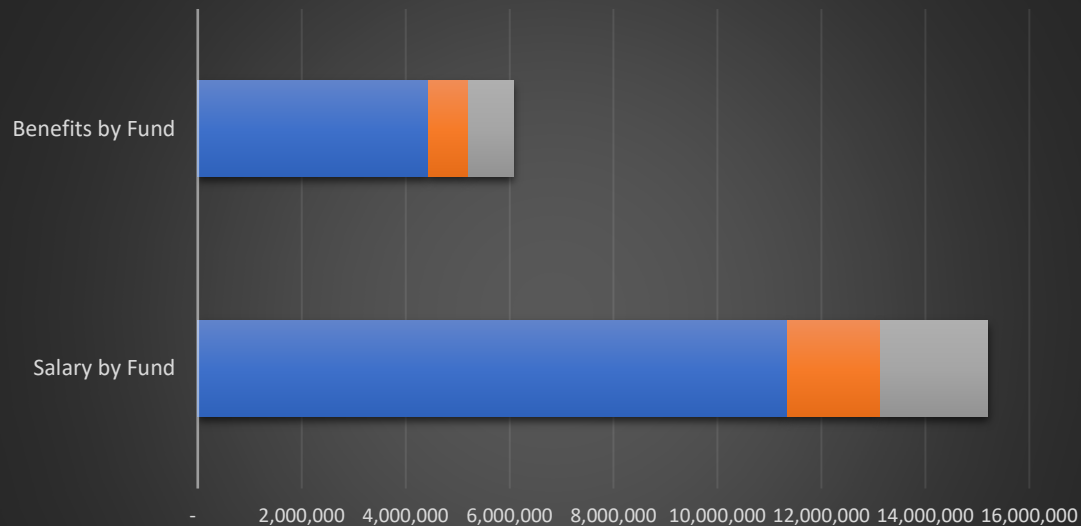
Represented Classes: 2025 COLA

- Teamsters 3.24% (2024 Contract) \$93,000
- Guild Commissioned 3% (2024 Contract) \$135,500
- Guild Non-Commissioned (*In Negotiations*)

Estimated Staffing Costs – Base Budget w/COLA

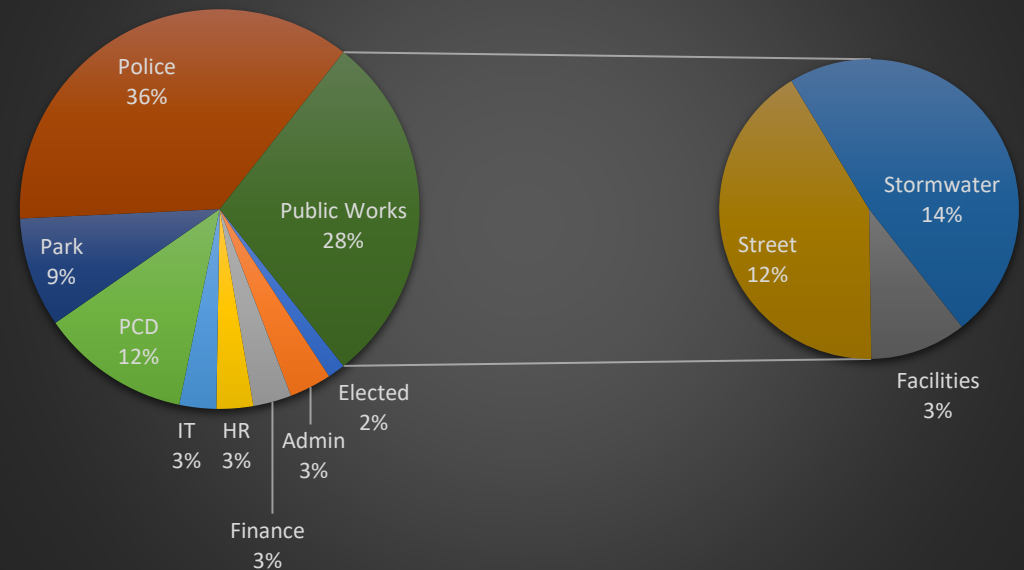
Total Citywide Wages \$21,268,000

Wages by Fund



	Salary by Fund	Benefits by Fund
General Fund	11,354,246	4,440,477
Street	1,778,747	760,282
Stormwater	2,064,468	869,465

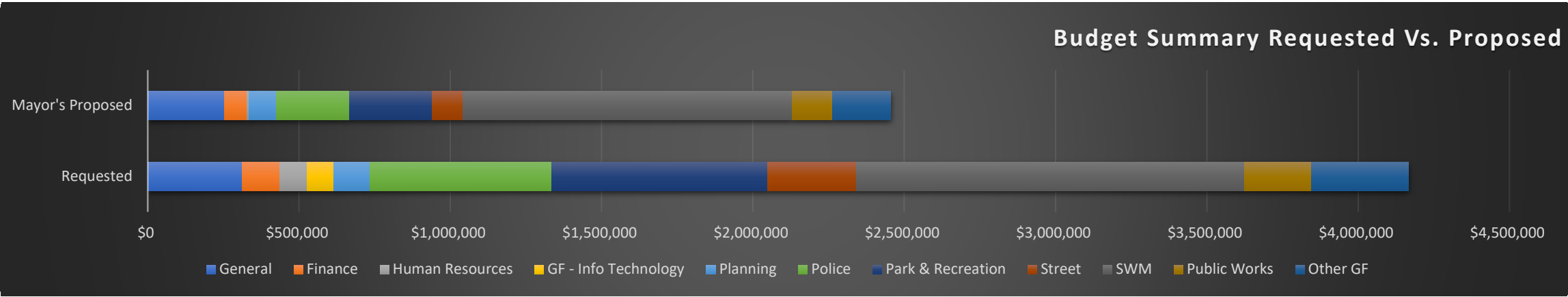
Wages by Department



2025 Proposed Budget Summary – Allocated

Mayor's Proposal	General	Finance	Human Resources	GF - Info Technology	Planning	Police	Park & Recreation	Street	SWM	Public Works	Other GF	Total
Proposed Staffing	\$34,453	\$54,460	\$8,139	\$0	\$8,941	\$230,836	\$124,012	\$60,964	\$43,728	\$0	\$182,848	\$748,381
Proposed Item & Equipment	\$30,000	\$20,000	\$0	\$0	\$80,000	\$11,000	\$149,340	\$0	\$1,005,131	\$133,000	\$9,600	\$1,438,071
Proposed IT Item Allocation	\$188,110							\$40,309	\$40,309			\$268,729
Total By Department	\$252,563	\$74,460	\$8,139	\$0	\$88,941	\$241,836	\$273,352	\$101,273	\$1,089,168	\$133,000	\$192,448	\$2,455,181

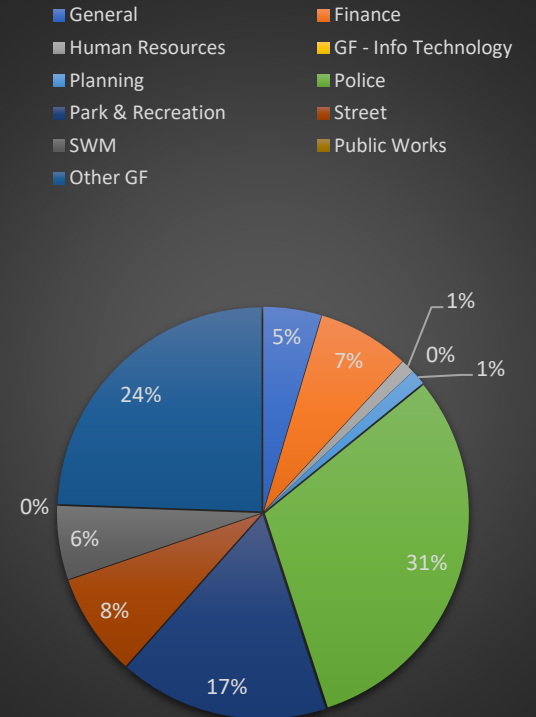
Request Type & Department	General	Finance	Human Resources	GF - Info Technology	Planning	Police	Park & Recreation	Street	SWM	Public Works	Other GF	Total
Staffing Requests	\$34,453	\$104,860	\$89,839	\$62,618	\$13,490	\$590,014	\$380,976	\$160,622	\$213,599		\$310,779	\$1,961,250
Item & Equipment Requests	\$65,000	\$20,000	\$0	\$26,500	\$105,000	\$11,000	\$332,665	\$87,500	\$1,022,631	\$222,000	\$9,600	\$1,901,896
IT Item Requests Allocation	\$212,433							\$45,521	\$45,521			\$303,475
Total By Department	\$311,886	\$124,860	\$89,839	\$89,118	\$118,490	\$601,014	\$713,641	\$293,643	\$1,281,751	\$222,000	\$320,379	\$4,166,621



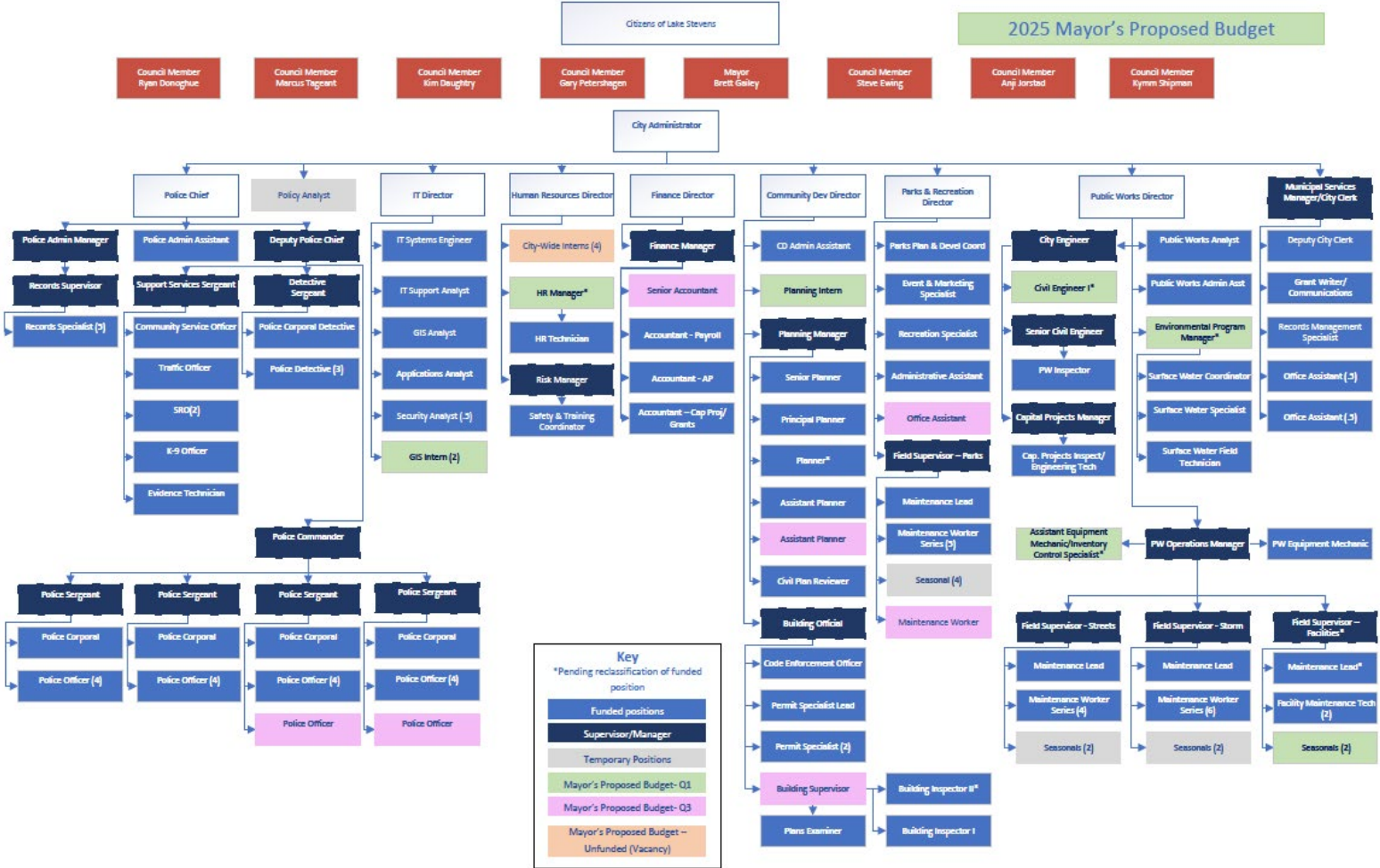
2024 Recommended Positions Summary

Position Requests		Total Requested				Total	General	Other	Street	SWM
D	Position Title	\$2,188,920	Type	Quarter	Mayor	\$748,381	\$460,841	\$182,848	\$60,964	\$43,728
HR	Human Resources Manager	\$10,570	Reclass	Q1	Yes	\$10,570	\$8,139		\$951	\$1,480
PW	Assistant Equipment Mechanic/Inventory Control	\$4,772	Reclass	Q1	Yes	\$4,772	\$1,432		\$1,670	\$1,670
PW	Civil Engineer I	\$111,223	Reclass	Q1	Yes	\$8,000	\$1,600		\$3,200	\$3,200
PW	Environmental Programs Manager	\$7,128	Reclass	Q1	Yes	\$7,128				\$7,128
PW	Seasonals (2) - Facilities	\$49,096	Seasonal	Q1	Yes	\$49,096	\$31,421		\$8,837	\$8,837
CD	Planning Intern	\$20,000	Intern	Q1	Yes	\$20,000	\$1,000	\$19,000		
IT	GIS Intern - Streets	\$8,350	Intern	Q1	Yes	\$28,350			\$28,350	
IT	GIS Intern - Public Works	\$8,350	Intern	Q1	Yes	\$20,350			\$10,175	\$10,175
CD	Assistant Planner	\$124,213	New	Q3	Yes	\$64,214	\$3,211	\$61,003	\$0	
FP	Senior Accountant	\$166,444	New	Q3	Yes	\$86,444	\$54,460	\$12,967	\$7,780	\$11,238
PD	Police Officer #1	\$204,590	New	Q3	Yes	\$130,000	\$130,000			
PD	Police Officer #2	\$174,836	New	Q3	Yes	\$100,836	\$100,836			
PK	Parks Maintenance Worker	\$137,713	New	Q3	Yes	\$77,714	\$77,714			
PK	Office Assistant	\$90,297	New	Q3	Yes	\$46,298	\$46,298			
CD	Building Supervisor	\$156,608	New	Q3	Yes	\$94,609	\$4,730	\$89,879		
GG	Interns - City-wide	\$88,000	Intern	Q1	Yes	\$0				
HR	Human Resources Specialist (Civil Service)	\$53,476	New	HOLD	Maybe	\$0				
IT	GIS Technician	\$118,025	New	HOLD	Maybe	\$0				
PD	Support Service Sergeant	\$255,926	New	HOLD	Maybe	\$0				
PD	Community Service Officer	\$104,968	New	HOLD	Maybe	\$0				
PK	Parks Revenue Development Specialist	\$126,713	New	HOLD	Maybe	\$0				
PW	Surface Water Specialist	\$126,256	New	HOLD	Maybe	\$0				
IT	IT Operations Manager	\$17,016	Reclass	HOLD	No	\$0				
IT	GIS Intern - IT	\$8,350	Intern	N/A	No	\$0				
PW	Surface Water Intern	\$16,000	Intern	N/A	No	\$0				

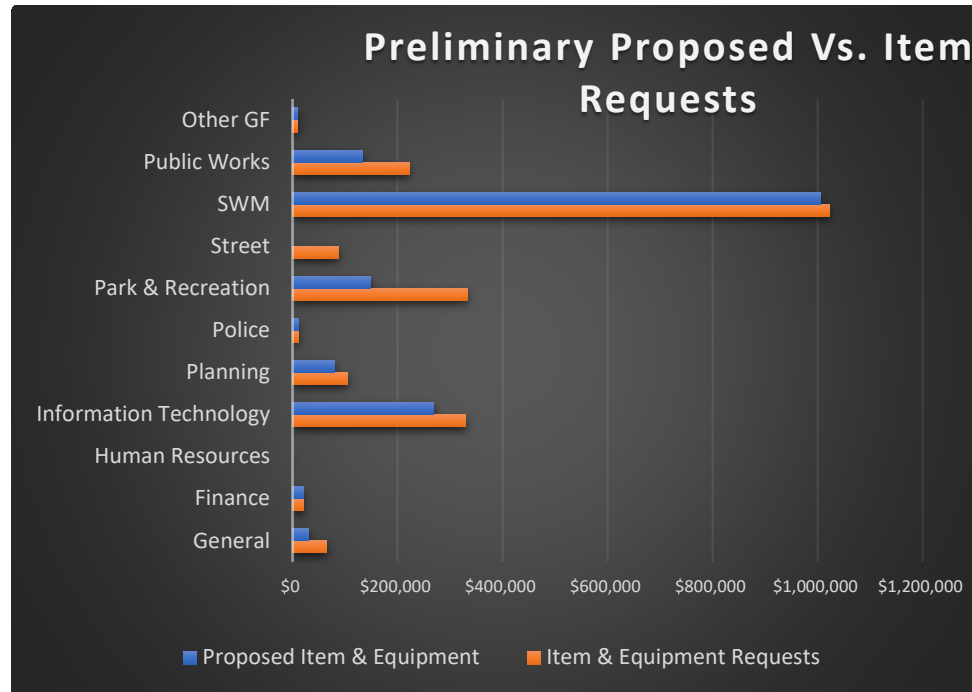
Preliminary Proposed Staffing



2024 Recommended Positions Summary



2025 Recommended Budget Summary



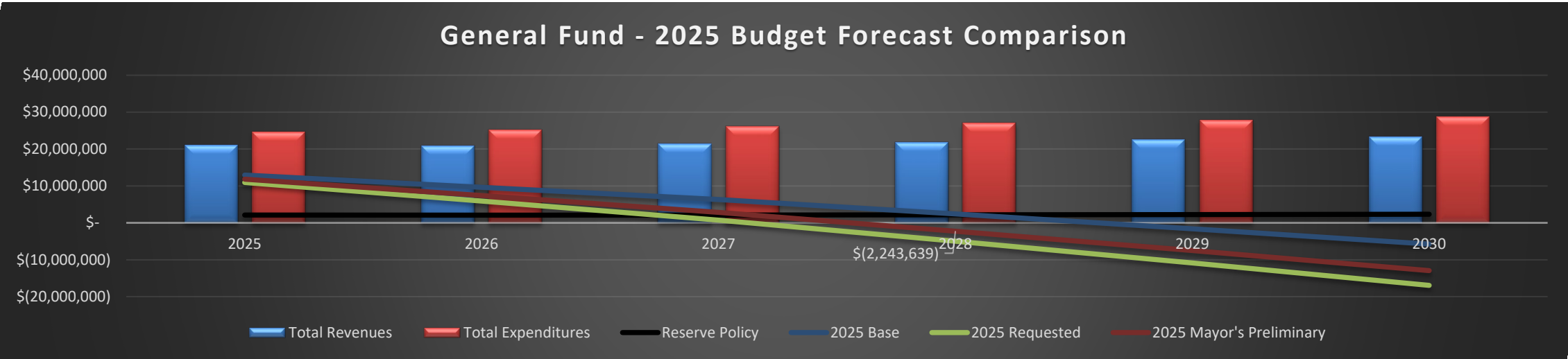
The largest request is to continue the Storm Water CCTV & Enhanced Maintenance Program. There is an offsetting grant in the amount of \$668,000.

Item Requests		Total Requested Amount		
Dpt	Title	\$ 2,205,371	Mayor / Gene Discussion	Mayor Approval
CD	Critical Aquifer Mapping and Regulations	\$ 30,000	Apply for a Grant	Yes
CD	Industrial Center Zoning and Design	\$ 50,000	Needed for Economic Development	Yes
FI	RF - Springbrook Software - Accounts	\$ 9,600	Billing & Receipting - Replace QuickBooks	Yes
FI	Springbrook Software - Consultant	\$ 20,000	Review Current Software Setups & Add Training	Yes
IT	Enhanced Managed Detection and	\$ 75,000	Current IT Security program is outdated and need	Yes
IT	ESRI Enterprise Agreement	\$ 46,125	Upgrade to Enterprise version. What does SD	Yes
IT	Hardware Refresh - Laptops, MDTs, &	\$ 90,295	Annual Replacement Schedule	Yes
IT	ITSM Replacement	\$ 8,000	Upgrade Service Request System	Yes
IT	The Mill Clickshare Hardware	\$ 4,309	Upgrade to current system for AV rentals	Yes
IT	Wireless Network Replacement	\$ 45,000	Upgrade current end of life system. More stability	Yes
PD	Axon Taser Training Simulator	\$ 11,000	Inhouse Training	Yes
PD	PIT Training Vehicle	\$ -	PD is required to have program. Using surplus	Yes
PK	F150 - Replacement Vehicle	\$ 8,688	Replacement beyond schedule	Yes
PK	Music in the Parks - Arts & Parks	\$ 5,000	Community Event Contribution	Yes
PK	Parks Comp Plan - Major Update	\$ 100,000	Required in 2025. Look for Grant.	Yes
PK	Skid Steer (Parks/PW Share)	\$ 40,652	Shared equipment/cost between PW/Parks	Yes
PW	Bobcat Skid Steer (S76)	\$ 50,000	Shared equipment/cost between PW/Parks	Yes
PW	Boss Sanders and Plows for New 5500	\$ 30,000	Equip more vehicles for street safety.	Yes
PW	CCTV and Enhancement Maintenance	\$ 775,131	Ongoing SWM Program - \$668K Grant to offset	Yes
PW	Invasive Weed Management	\$ 50,000	Apply for a Grant	Yes
PW	Lake Stevens Comprehensive Plan for	\$ 30,000	Ongoing SWM Program with Partial grant offset	Yes
PW	Private Stormwater Facility Maintenance	\$ 150,000	Implementation. Will act as a revolving fund	Yes
PW	Replacement 5500 Flatbed Truck (Lease)	\$ 23,000	Replacement beyond schedule	Yes
PW	Traffic Camera Program	\$ 25,000	Development of Program - Traffic & Pedestrian	Yes
PW	Walk Behind Airless Striper	\$ 16,000	Look into combining with Robot Painter	Yes
PW	Walk Behind Concrete Saw	\$ 14,000	Needed for sidewalk maintenance & repair	Yes
IT	GIS Consortium	\$ 17,500	More info Needed.	Maybe
PK	Boat and Trailer	\$ 120,000	Look into used alternatives. Shared with other	Maybe
PK	Groomer/Sweeper Setup for Synthetic Turf	\$ 41,325	Can we rent, can we share w/School Dist. Wait	Maybe
PK	Robot Painter	\$ 10,000	Can this be combination equipment w/Walk	Maybe
PW	Asphalt Hotbox	\$ 37,000	Can we rent this or share cost w/Other cities.	Maybe
PW	Brine De-icing System	\$ 36,000	Review potential damage to equip &	Maybe
PW	Citywide pavement, sign and	\$ 70,000	Explore options with APWA.	Maybe
PW	Fuel Station Improvements	\$ 70,000	Explore construction options	Maybe
CD	Critical Areas Mapping	\$ 25,000	Hold off if not required in 2025.	No
IT	High Availability Phone System	\$ 30,000	Hold off for new city hall.	No
IT	PW Conference Room Solution	\$ 4,746	Continue utilizing current system.	No
IT	ShareGate Content Migration Tool	\$ 9,000	More information needed. Hold for now.	No
PK	Enclosed Trailer w/ 100 Chairs - Event	\$ 12,000	Analysis of usage, maintenance, staff time	No
PW	Scissor Lift	\$ 16,000	Rent for another year	No

2025 General Fund Forecasted

As you review the Six Year General Fund Forecast, please keep the following information in mind:

- All numbers are estimates. Numbers for years two through six can change as 2024 continues and the 2025 Budget is developed and discussed.
- Future years in a long-term General Fund forecast are expected to be in the negative for fund balance, usually by the third or fourth year. This does not mean the City will run out of money. The negative fund balances in future years illustrate the path the City could realize if no adjustments are made during the first two years.
- As each fiscal period is completed, the forecast will be updated accordingly on a rolling six-year basis. Numbers in the forecast, including the future potential negative fund balances, are intended for general policy discussion only.





Revenue Policy Discussion

Investment Interest

- Comingled in Local Government Investment Pool (LGIP)
- Apportioned/Allocated among participating funds

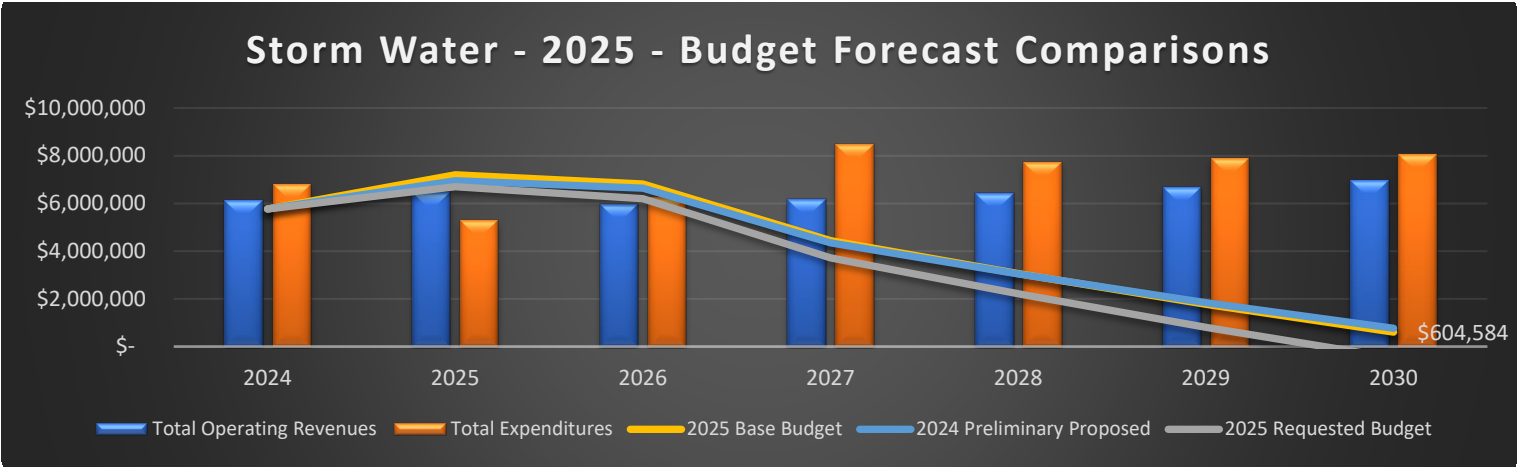
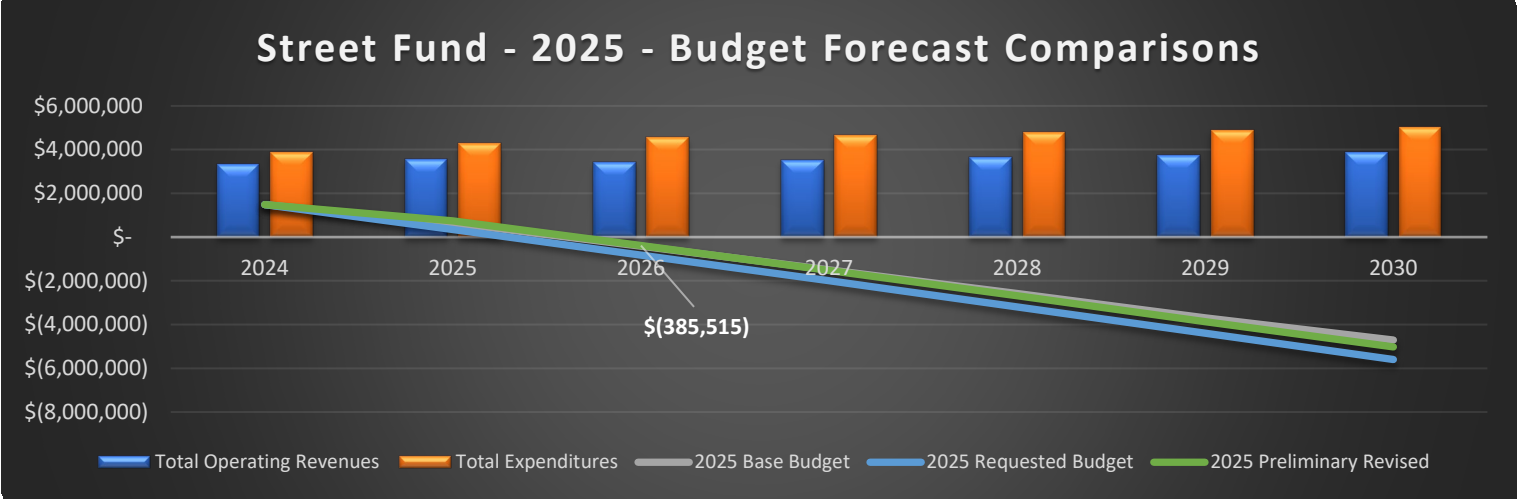
Optional “Sweep”

- Receipted into the General or Current Expense fund
 - Unless otherwise restricted by law
 - Adopt by Resolution or Ordinance
 - Will reduce cash flow in other funds, particularly capital project funds

2025 Estimated Investment Earnings Citywide \$2,626,000

- \$1,157,000 General Fund
- \$1,399,000 Potential unrestricted earnings available to “sweep” to the GF

2025 Street & Storm Water Forecasted



Long-term forecasts are intended to decrease and/or go into the negative in future years, usually by year three or four.

The Street Fund is showing a negative balance by mid-year 2026 with base budget numbers only. Downward adjustments to requested budget items were made to extend the balance to this point.

The only dedicated funding sources for this fund are Motor Vehicle Fuel Tax. Additionally, the City contributes 28% of property taxes, as well as 100% of the Solid Waste Utility Tax. These sources along are not sufficient to maintain the fund balance.

Addition revenue sources are needed, and/or a reductions in ongoing expenses will also be needed.

- SWM fund includes some assumed future capital projects.



Reduced Expenses

- Pavement Preservation \$900,000
 - Eliminate/Reduce the annual \$400,000 budget from Street Fund
 - Will relieve some immediate pressure from Street Fund
 - Maintain only the \$500,000 annual budget from Transportation Benefit Program
 - Allocate the budget that was reduced/eliminated from Street to REET
 - Will reduce ability to perform other capital projects
- Pavement Striping \$100,000 - \$120,000
 - Operating funds only – not a capital project



Untapped Revenues

Utility Tax

- Imposed upon Gross Revenues of Utilities providing service within the City Boundaries
- No taxes currently imposed on Sewer Utility or Stormwater Utility
 - At 6% - Sewer Estimated over \$1,000,000
 - At 6% - SWM Estimated \$270,000

PARKS 5-YEAR PLAN

Staffing and Costs for Parks System Expansion

Revised September 2024

Overview of Presentation

- Staffing and Expenses for Park System Growth
 - Capital Projects
 - Park Management
 - Park Acquisition
 - Department & Recreational Programming Growth
 - Summary
 - Staffing Costs Department Growth and Capital Projects
- Future Organization Chart
 - Park Field Staff
 - Admin and Recreation Staff
 - Staffing Costs for Full Organization Chart
- Future Revenue Sources
 - Overview
 - Potential Parks Levy
 - Park Impact Fees
- Discussion and Direction From Council

The information proposed in this presentation is based on known information and assumptions from the knowledge of staff.

In depth inspections will be required to verify park condition, needs and costs.

This report does not include a revamp of the 5-Year Capital Improvement plan which will included deferred maintenance for the current park system. This is expected by Q4 2024 for use with the 2025 budget.

CAPITAL PROJECTS - EXPANSION OF THE PARKS SYSTEM

	Field FTE	Seasonal FTE	Admin FTE	Operation \$ Increase	Equipment	Budget Year Needed
Frontier Heights II	0.50	-	0.20	\$20,000	\$12,000	2025
20th Ball Field & Trail	0.50	-	0.10	\$12,000	\$40,000	2025
Eagle Ridge Park II	0.40	-	-	\$15,000		2026
Cedarwood	0.10	-	-	\$4,000		2026
South Lake Stevens Trail II	0.20	0.20	-	\$4,000		2029
South Lake Stevens Trail III	0.20	0.20	-	\$4,000		2029
Bayview Trail I	0.25	0.25	-	\$4,000	\$67,000	2026
Bayview Trail II	0.25	0.25	-	\$4,000		2027
Bayview Trail III	0.25	0.25	-	\$4,000		2028
Bayview Trail IV	0.25	0.25	-	\$4,000		2029
Eagle Ridge Property Acquisition	0.05	-	-	\$500		TBD
Pump Track & Climbing Wall (New Park)	0.25	-	-	\$40,000		TBD
TOTAL	3.20	1.40	0.30	\$115,500	\$119,000	

Park Maintenance Worker
\$93,119/year

Seasonal Worker
\$

Office Assistant
\$88,297/year

FUTURE CHANGE IN MANAGEMENT

Properties Owned By City, Managed by Others

Park Name	Field FTE	Starting Park Needs	Yearly Operating \$
Baker Vista	0.2	\$97,000	\$7,250
Bryce Park	0.2	\$13,000	\$7,250
Greenwood Village - 4th St NE	0.2	\$114,000	\$7,250
The Reserve - 125th Ave Ne	0.1	\$68,000	\$3,625
The Reserve - 10th St NE	0.1	\$75,000	\$3,625
Totals	0.8	\$368,000	\$29,000

Parks with playground replacements.

Park Name	Field FTE	Starting Park Needs	Yearly Operating \$
Catherine Drive (sports court)	0.05	\$30,000	\$500
Cedar Road	0.05	\$1,000	\$1,815
Greenwood Village 1 - 125th Ave NE	0.05	\$5,000	\$500
Summer Hill	0.05	\$4,000	\$1,815
Woodland Hills	0.08	\$1,000	\$1,815
Totals	0.28	\$41,000	\$6,445

\$ 50,000 Equipment Needs

Includes: Enclosed Trailer, Mower,
Weed Eaters, Blowers, and other small
Tools/Equipment

Total Needs for 10 Locations

\$ 50,000 Equipment Needs
\$ 409,000 Starting Park Needs
\$ 35,445 Operating Per Year
1.08 FTE

FUTURE CHANGE IN OWNERSHIP

Properties Owned by County

Future Acquisition by City

Park Name	Field FTE	Seasonal FTE	Admin FTE	Starting Park Needs	Security Cameras	Equipment	Yearly Operating \$
Cavalero Hill	0.5	0.5	-	\$50,000	\$6,000 ^{P1} \$355,000 ^{P2}	\$20,000	\$68,000
Lake Stevens Community Park	1.0	2.0	0.3	\$165,000	\$91,000 ^{P1} \$201,000 ^{P2}	\$182,000	\$200,000 Revenue \$40,000 Net \$160,000
Totals	1.5	2.5	0.3	\$215,000	\$653,000	\$202,000	\$268,000 Revenue \$40,000 Net \$228,000

Cavalero Cameras. Phase 1 = Network. Phase 2 = Electric, Light Poles, 9 Additional Cameras.

LS Community Park Camera. Phase 1 = Fiber, 9 Cameras, Network. Phase 2 = Light & Mass Poles, 5 Additional Cameras, Network.

Three Portable Camera Trailers can be purchased for \$120,000 to be used between phases.

Other Information. This does not include converting fields into synthetic turf. Revenues can be evaluated to determine potential increase.

DEPARTMENT GROWTH

Needs to support the growth of the parks system, as well as recreational programming.

2025 Needs

1.0 FTE - Admin
\$88,297

Office Assistant - Keep up with current demand from public inquiries, field support and growth from events and recreation programming in 2024. Build the volunteer program and add sport field reservations (Frontier and 20th)

1.0 FTE - Admin
\$121,713

Revenue Development Specialist - Focused on grant writing to allow parks and the city to continue funding capital and ongoing programs, sponsorships and other revenue generation. Position could cover its own staff costs with revenue generation.

\$210,010
Total for 2025

2026 Needs

1.0 FTE - Admin
\$95,549

Recreation Assistant - Add additional events, recreational programming and revise volunteer program.

1.0 FTE - Admin
\$146,880

Office Manager - will need to be added to support organizational growth.

0.5 FTE - Field
\$47,956 (50% Full Salary)

Parks Maintenance Worker—Take over custodial at The Mill once City Hall moves and the building will be dedicated to public rentals.

\$290,385
Total for 2026

2027+ Needs

1.0 - 4.0 FTE - Admin
\$98,416 (each)

Recreation Assistant - Expand recreational programming with a parks managed facility (old library and/or city hall).

Recreational type centers can be ran with a 80-100% cost recovery rate if desired.

\$98,416 - \$393,664
Total for 2027+

SUMMARY

	FIELD FTE	SEASONAL FTE	ADMIN FTE	START UP \$	SECURITY CAMERAS	OPERATING PER YEAR
CURRENT SHORTAGE	1.22 2023 Assessment	-	1.0	-	-	-
CAPITAL PROJECTS (Parks System Expansion)	3.20	1.40	0.3	\$119,000 Excludes project costs	Included in project costs	\$115,500
CHANGE IN MANAGEMENT (HOA Parks)	1.08	-	-	\$459,000	-	\$35,500
CHANGE IN OWNERSHIP (County Parks)	1.5	2.50	0.3	\$417,000	\$653,000	\$268,000 Revenue \$40,000 Net \$228,000
DEPARTMENT GROWTH (Mill Custodial Duties & Rec Staff)	0.5	-	5.0 - 8.0 +	-	-	-
TOTAL INCREASES	7.5	3.9	6.6 - 9.6 +	\$995,000	\$653,000	\$419,000

Expenses shown do not include staffing costs of vehicles, uniforms, desk/office supplies, training, etc. Operating costs will need inflation costs yearly.

OTHER NOTES

Centennial Trail, Two (2) Sections. Now Owned By City but not managed.
Joint Maintenance Agreement is being sought.

Bonneville Field. Managed by Little League.

COST OF STAFFING

FOR DEPARTMENT GROWTH AND KNOWN CAPITAL PROJECTS

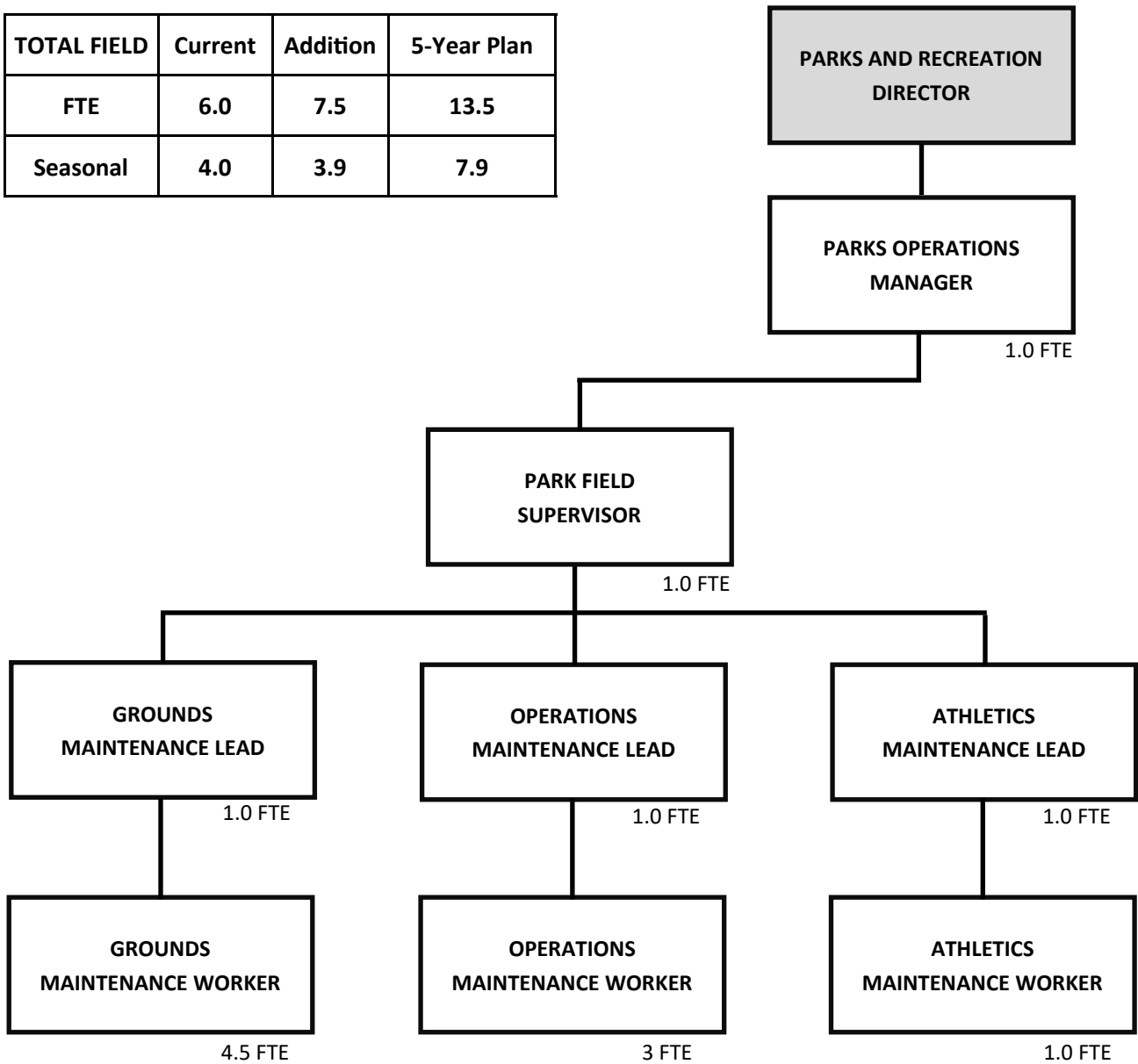
Does not include
acquisition or management
changes for properties
owned by the City.

2025	Position Title	Salary	Total Cost
Admin	Parks Revenue Development Specialist	\$86,938	\$121,713
Admin	Office Assistant	\$63,069	\$88,297
Field	Parks Maintenance Worker	\$66,514	\$93,119
		2025 Total	\$303,130

2026	Position Title	Salary	Total Cost (w Benefits)
Field	Parks Maintenance Worker	\$68,509	\$95,913
Field	Temporary Parks Maintenance Worker (.5)	\$9,030	\$9,030
Admin	Recreation Assistant	\$68,250	\$95,549
Admin	Recreation/Office Manager	\$104,914	\$146,880
Field	Parks Maintenance Worker	\$68,509	\$95,913
Field	Parks Operations Manager	\$141,185	\$39,629
		2026 Total	\$482,914

2027	Position Title	Salary	Total Cost (w Benefits)
Field	Temporary Parks Maintenance Worker (.5)	\$9,301	\$9,301
Field	Ground Maintenance Lead*	\$86,030	\$24,893
Admin	Recreation Assistant	\$70,297	\$98,416
Admin	Recreation Assistant	\$70,297	\$98,416
Admin	Recreation Assistant	\$70,297	\$98,416
Admin	Recreation Assistant (.6)	\$42,178	\$59,050
Admin	Office Assistant	\$66,910	\$93,675
		2027 Total	\$482,166

TOTAL FIELD	Current	Addition	5-Year Plan
FTE	6.0	7.5	13.5
Seasonal	4.0	3.9	7.9

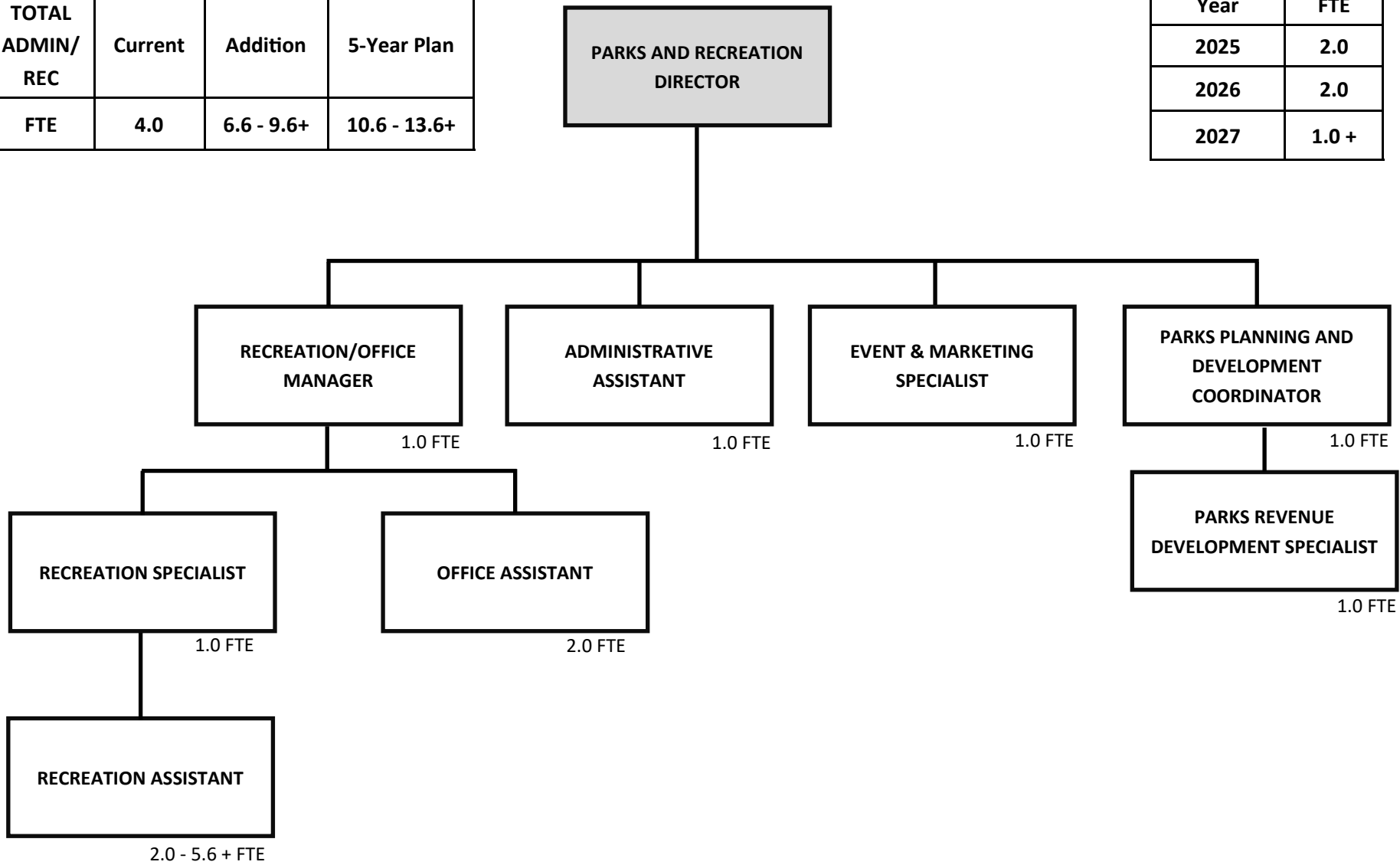


Year	FTE
2025	1.0
2026	1.0
2027	1.0 +

Above does not include changes in park management or acquisition. To be adjusted after recommendations.

TOTAL ADMIN/ REC	Current	Addition	5-Year Plan
FTE	4.0	6.6 - 9.6+	10.6 - 13.6+

Year	FTE
2025	2.0
2026	2.0
2027	1.0 +



COSTS OF FULL ORG CHART (IN 2025 #'s) - Includes Future build out with HOA and County Parks managed by City.

Title	Division	# FTE	Salary + Benefits	Total
Parks and Recreation Director	Admin	1.0	\$ 264,545.82	\$ 264,545.82
Parks Operations Manager	Field	1.0	\$ 191,901.47	\$ 191,901.47
Parks Field Supervisor	Field	1.0	\$ 153,567.23	\$ 153,567.23
Grounds Maintenance Lead	Field	1.0	\$ 113,528.27	\$ 113,528.27
Athletics Maintenance Lead	Field	1.0	\$ 113,528.27	\$ 113,528.27
Operations Maintenance Lead	Field	1.0	\$ 126,142.52	\$ 126,142.52
Grounds Maintenance Worker	Field	4.5	\$ 83,807.38	\$ 377,133.22
Athletics Maintenance Worker	Field	1.0	\$ 83,807.38	\$ 83,807.38
Operations Maintenance Worker	Field	3.0	\$ 93,119.31	\$ 279,357.94
Seasonal Worker	Field	7.9	\$ 24,547.99	\$ 193,929.15
Recreation/Office Manager	Admin	1.0	\$ 142,602.12	\$ 142,602.12
Recreation Specialist	Admin	1.0	\$ 115,848.91	\$ 115,848.91
Recreation Assistant	Admin	2.0	\$ 92,766.47	\$ 185,532.94
Recreation Assistant (depending on desired services)	Admin	3.6	\$ 92,766.47	\$ 333,959.30
Office Assistant	Admin	2.0	\$ 63,069.48	\$ 126,138.96
Administrative Assistant	Admin	1.0	\$ 110,269.39	\$ 110,269.39
Event and Marketing Specialist	Admin	1.0	\$ 121,713.43	\$ 121,713.43
Parks Planning and Development Coordinator	Admin	1.0	\$ 137,706.25	\$ 137,706.25
Parks Revenue Development Specialist	Admin	1.0	\$ 121,713.43	\$ 121,713.43
Full Staff Costs		36.0	\$ 2,246,951.62	\$ 3,292,926.02
w/o Seasonals		28.1	\$ 2,222,403.63	\$ 3,098,996.87

2024 Current Staff Costs (in 2025 #s)				\$ 1,593,582.10
Difference (in 2025 #s)				\$ 1,699,343.92

POTENTIAL PARK REVENUES

Parks Levy **2026** *(or pursue Sales Tax)*

A Levy would impose a new tax, either through a property tax or sales tax, which could be earmarked for Parks. The Parks and Recreation Directors throughout Snohomish County have been discussing a potential county-wide tax, which would allow for a centralized collection and distribution. Alternatively, the City can pursue their own.

Parks Bond **Not being pursued**

A Bond could be issued to fund specific capital projects. This acts as a loan that would need to be repaid with interest.

Event Sponsorships **Ongoing**

The Department has started creating sponsorship opportunities for special events to help offset the costs.

Naming Rights **2025 - If supported by Council.**

The City could allow naming rights for specific facilities or amenities to bring in additional revenue. This would be recommended for sports fields and shelters, but not entire parks.

Park Impact Fees **2025**

The amounts charged for Residential Impact Fees will be reviewed after the Parks and Recreation chapter of the Comprehensive Plan is updated. The City does not currently have Commercial Impact Fees, but could consider them.

Grant Writing **Ongoing, Increase in 2025**

The Department commonly writes grants through available State and County opportunities. A list of all possible grants has been established, and will continually be added to, to ensure additional opportunities are sought. This list includes grants provided by private businesses, private and non-profit foundations, and federal grant opportunities.

Fundraisers **2026+ Future as staffing levels allow**

The Department can create fundraisers, especially when partnering with non-profits to raise money for a specific project. Additionally, generating events can be targeted to help fund capital projects (i.e., 5K Runs, Triathlons).

Increasing the Number of Facility Rentals **Q3 2024**

The Department will be calculating and reviewing the utilization rate of rental facilities (shelters and The Mill) and create strategies to increase the number of rentals.

Park & Facility Fee Rates **Q3 2024**

The Department will analyze fees on a yearly basis to ensure that fees cover the cost of providing services. Recommendations on fee adjustments will be made to City Council.

Sales Tax **2026** *(or pursue Parks Levy)*

The City could pursue sales tax that would be dedicated to parks.

POTENTIAL PARKS LEVY

FOR ALL OF SNOHOMISH COUNTY

- Snohomish Counties and several Cities within in the County are discussing a potential county wide levy.
 - This information is preliminary and no decisions have been made. Actual Levy Rate and distribution levels may change prior to going out to the public for a vote.
- Target 2026
- Levy would be collected by Snohomish County.
 - 50% to Pre-Agreed Regional Projects
 - 25% to Cities/Towns (distribution could occur based on population)
 - 25% to County Wide Grant Opportunities for Parks Departments
- Potential:
 - \$200-470k per year for Lake Stevens
 - Levy rate of 0.0961 to 0.1564 (per thousand)
 - Average home would pay \$65.52 to \$106.63 per year
 - New local grant program with \$3m to \$6m per year

PARK IMPACT FEES

- Evaluated with the Parks and Recreation chapter of the Comprehensive Plan is updated (2025)
- Lake Stevens has Residential Impact Fees, but does not currently have Commercial Impact Fees.

Residential Impact Fees			
Example - Proposed Amounts TBD	Current	Potential	Difference
Single Family Residence	\$4,154.95	\$5,359.89	\$1,204.94
Multi-Family Home	\$3,004.75	\$3,876.13	\$871.38
0-1 Bedroom	\$1,912.53	\$2,467.16	\$554.63

Commercial Impact Fees	
Potential Based on Average from: Tukwila, Edmonds, Redmond, Everett, Lynnwood, Issaquah	
Rate	\$1.10/sq ft. *
Example Petco	\$10,890
Example Starbucks	\$2,640
* The City would need to do a analysis to determine actual rates.	

DISCUSSION AND DIRECTION FROM COUNCIL TO THE PARKS DEPARTMENT

After direction is given, the Parks Department will perform additional research and analysis to bring refined plans for implementation for items desired for 2025.

- Does the Council support:
 - Change in management of HOA Parks on City Property?
 - Change in ownership - acquisition of County Parks?
 - What would the priority order be? Parks suggests the following priority order:
1) HOA Parks w/ Playgrounds 2) HOA Parks 3) Lake Stevens Community Park 4) Cavalero Park
- Does the Council support:
 - Addition of Revenue Development Specialist?
 - Growth of Recreational Programming and Events?
- Does the Council support:
 - Naming Rights for Park Facilities and Amenities? (Shelters and Sports Fields)
 - Potential Parks Levy?
 - Exploration of Commercial Impact Fees?
- Other Things to Discuss?