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.

January 14, 2025 - 6:00 PM
In person: The Mill, Sawyers Room, 1808 Main Street, Lake Stevens or
Join Zoom Meeting: https://lakestevenswa.zoom.us/j/89922538042
or call in at (253) 215-8782 Meeting ID 89922538042

1.	**Call to Order**		
2.	**Pledge of Allegiance**		Mayor
3.	**Roll Call**		
4.	**Approval of Agenda**		Council President
5.	**Guest Business**		
	A.	Lake Stevens School District Update	Dr. Mary Templeton, Superintendent
6.	**Citizen Comments**		
7.	**Council Business**		Council President
8.	**Mayor's Business**		
9.	**Consent Agenda**		
	A.	2024 Vouchers	Barb Stevens
	B.	2025 Vouchers	Barb Stevens
	C.	City Council Meeting Minutes of December 17, 2024	
	D.	Washington State Parks Marine Program & LSPD ILA 2025	Jeffrey Beazizo
	E.	Accept State and Local Cyber Security Grant Program (SLCGP) Grant	Nick Poolos
	F.	Community Service Officer - 2nd Position	Jeffrey Beazizo
10.	**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.

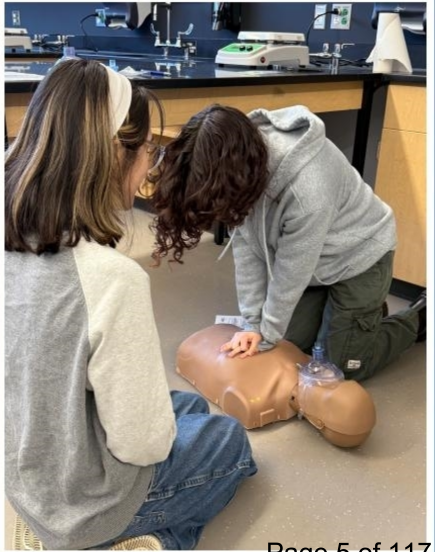
I ♥ LAKE STEVENS SCHOOLS

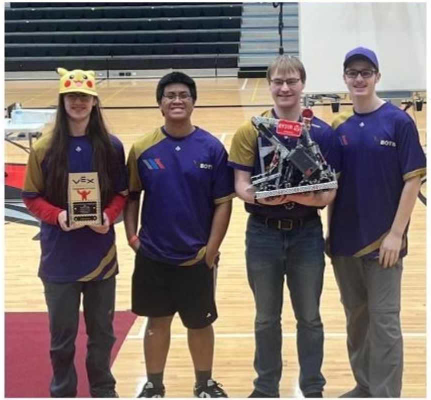
Dr. Mary Templeton, Superintendent

FOUNDATION FOR EXCELLENCE 2023-2028


DECA
EMERGING LEADERS
AND ENTREPRENEURS


STATE
CHAMPIONS





LSSD BY THE NUMBERS

9,843
STUDENTS

610
GRADUATES
CLASS OF 2024

1,745
EMPLOYEES
We're the largest employer in Lake Stevens!

952,456
MEALS SERVED
AUG. 2023 TO AUG. 2024

755,901
TOTAL LUNCHES

196,555
TOTAL BREAKFASTS

865,767
MILES TRAVELED
LAST SCHOOL YEAR

91 BUSES

4A GIRLS
STATE SOCCER
CHAMPIONS

RALLY! YOU’RE INVITED

Join us Monday, Jan. 27 from

3 to 5 p.m.

Three locations to choose from:

- 20th St SE at Trestle Station
- Intersection of Hwy 9 & Soper Hill
- Lundeen Park

Help us wave signs and show your love for our schools! We’ll have snacks, swag and lots of LSSD spirit on display. Let’s come together to show our appreciation for the heart of Lake Stevens—our schools!

What's changed?

Interest rates have decreased

Community growth has expanded the number of taxpayers

What this means:

Less taxpayer impact

2005 bond paid-in-full in 2025

What's the same?

Our needs. Our projects. Our bond amount, $314 million.

Addressing growth

Replacing aging facilities

Safety and security

Supporting student well-being and success

FEBRUARY 2025
BOND

Inspiring Excellence
LAKE STEVENS
School District

Community growth is
NOT STOPPING!

AT LEAST **2,000** new homes PLANNED OR UNDER CONSTRUCTION

EVERY **10** new homes GENERATE APPROXIMATELY **7** CHILDREN MORE THAN HALF AT *the elementary-age*

13,000 NEW LSSD residents *are projected* IN THE NEXT **5** YEARS

THANK YOU!

BLANKET VOUCHER APPROVAL

2024

Payroll Direct Deposits	**12/25/2024**	**$408,177.93**
Payroll Checks	**62397**	**$2,861.60**
Electronic Funds Transfers	**ACH**	**$285,024.79**
Claims	**62398-62536**	**$552,041.16**
Void Checks		
Total Vouchers Approved:		**$1,248,105.48**

This 14th day of January 2025

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment or a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Lake Stevens, and that I am authorized to authenticate and certify to said claim.

Finance Director/Auditing Officer, Barb Stevens

Mayor, Brett Gailey

December 30, 2024

City expenditures by type for this voucher packet		
Personnel Costs	$411,040	33%
Payroll Federal Taxes	$135,537	11%
Excise Tax	$38,719	3%
Retirement Benefits - Employer	$87,424	7%
Other Employer Paid Benefits	$503	0%
Employee Paid Benefits	$27,502	2%
Supplies	$65,367	5%
Professional Services	$271,401	22%
Refunds	$334	0%
Capital *	$206,461	17%
Debt Payments	$3,817	0%
Total	**$1,248,105**	**100%**

Large Purchases *

* SR9/Lake Stevens Rd Roundabout $11,589
* 131st Ave NE Sewer Main Ext $14,812
* Police Station & Training Center HVAC System Install $127,377

City of Lake Stevens Blanket Voucher Report
Checks to be approved for period 12/13/2024 - 12/30/2024

Total for Period
$837,065.92

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
911 Supply Inc	INV-2-43971	001 008 521 20 31 06	LE - Uniform Clothing	Uniform Gear - W Aukerman	62398	$26.08
911 Supply Inc	INV-2-43973	001 008 521 20 31 06	LE - Uniform Clothing	Uniform Gear - W Aukerman	62398	$126.71
					62398 Total	$152.79
911 Supply Inc	INV-2-43997	001 008 521 20 31 06	LE - Uniform Clothing	CSO Uniform - M Cooper	62450	$242.41
911 Supply Inc	INV-2-43998	001 008 521 20 31 06	LE - Uniform Clothing	Class B Shirt - J Barnes	62450	$81.97
911 Supply Inc	INV-2-44264	001 008 521 20 31 01	LE-Fixed Minor Equipment	Armor ID Panels - J Barnes	62450	$19.68
911 Supply Inc	INV-2-44398	001 008 521 20 31 01	LE-Fixed Minor Equipment	Armor - A Hogan	62450	$1,970.69
					62450 Total	$2,314.75
Ace Hardware	80389	001 013 518 20 31 00	GG-Operating Costs	Bottle Brush & Straws - Gen Facilities	62399	$14.11
Ace Hardware	80389	005 000 518 20 30 00	Rental Property Operating Cost	Bottle Brush & Straws - Gen Facilities	62399	$4.98
Ace Hardware	80389	101 016 544 90 31 02	ST-Operating Cost	Bottle Brush & Straws - Gen Facilities	62399	$0.62
Ace Hardware	80389	410 016 531 10 31 02	SW - Operating Costs	Bottle Brush & Straws - Gen Facilities	62399	$1.04
Ace Hardware	80395	001 013 518 20 31 00	GG-Operating Costs	Drain Opener/Keys - Gen Facilities	62399	$10.15
Ace Hardware	80395	005 000 518 20 30 00	Rental Property Operating Cost	Drain Opener/Keys - Gen Facilities	62399	$3.59
Ace Hardware	80395	101 016 544 90 31 02	ST-Operating Cost	Drain Opener/Keys - Gen Facilities	62399	$0.45
Ace Hardware	80395	410 016 531 10 31 02	SW - Operating Costs	Drain Opener/Keys - Gen Facilities	62399	$0.75
Ace Hardware	80413	001 013 518 20 31 00	GG-Operating Costs	Cleaning Supplies/Blower Backpack/TruFuel - Gen Facilities	62399	$323.72
Ace Hardware	80413	005 000 518 20 30 00	Rental Property Operating Cost	Cleaning Supplies/Blower Backpack/TruFuel - Gen Facilities	62399	$114.25
Ace Hardware	80413	101 016 544 90 31 02	ST-Operating Cost	Cleaning Supplies/Blower Backpack/TruFuel - Gen Facilities	62399	$14.28
Ace Hardware	80413	410 016 531 10 31 02	SW - Operating Costs	Cleaning Supplies/Blower Backpack/TruFuel - Gen Facilities	62399	$23.80
Ace Hardware	80419	410 016 531 10 31 02	SW - Operating Costs	Apron Chaps/Shovels	62399	$395.62
Ace Hardware	80421	001 010 576 80 31 05	PK-R&M Supplies	Flex Seal/Spraypaint/Wire Brush/Supplies for North Cove Repairs	62399	$127.37
Ace Hardware	80425	001 010 576 80 31 00	PK-Operating Costs	Fuel Stabilizer - Winterizing for Mowers	62399	$21.85
Ace Hardware	80428	001 013 518 20 31 00	GG-Operating Costs	Lyson Cleaner - Gen Facilities	62399	$19.31
Ace Hardware	80428	005 000 518 20 30 00	Rental Property Operating Cost	Lyson Cleaner - Gen Facilities	62399	$6.82
Ace Hardware	80428	101 016 544 90 31 02	ST-Operating Cost	Lyson Cleaner - Gen Facilities	62399	$0.85
Ace Hardware	80428	410 016 531 10 31 02	SW - Operating Costs	Lyson Cleaner - Gen Facilities	62399	$1.42
Ace Hardware	80431	001 010 576 80 31 00	PK-Operating Costs	Connex Electrical Supplies	62399	$106.74
Ace Hardware	80439	001 010 576 80 31 00	PK-Operating Costs	Connex Clamps	62399	$1.84
Ace Hardware	80439	001 010 576 80 31 08	PK-Special Event Supplies	Timmer for Tree Lighting	62399	$25.07
					62399 Total	$1,218.63
Ace Hardware	80368	001 010 576 80 31 05	PK-R&M Supplies	Chainsaw Chain/Loops/Bar	62451	$150.75
Ace Hardware	80438	101 016 544 90 31 02	ST-Operating Cost	T-Handle Hex Key PW88	62451	$3.82
Ace Hardware	80438	410 016 531 10 31 02	SW - Operating Costs	T-Handle Hex Key PW88	62451	$3.82
Ace Hardware	80454	001 010 576 80 31 05	PK-R&M Supplies	Lumber/Stakes/Deck Screws - Davies & Neighbor Fence Repair	62451	$133.64
Ace Hardware	80459	001 010 576 80 31 00	PK-Operating Costs	Fasteners - Connex	62451	$3.59
Ace Hardware	80463	001 013 518 20 31 00	GG-Operating Costs	Insulating Foam Sealant	62451	$6.11
Ace Hardware	80464	001 013 518 20 31 00	GG-Operating Costs	Cleaning Supplies - Gen Facilities	62451	$77.23
Ace Hardware	80464	005 000 518 20 30 00	Rental Property Operating Cost	Cleaning Supplies - Gen Facilities	62451	$27.26
Ace Hardware	80464	101 016 544 90 31 02	ST-Operating Cost	Cleaning Supplies - Gen Facilities	62451	$3.41
Ace Hardware	80464	410 016 531 10 31 02	SW - Operating Costs	Cleaning Supplies - Gen Facilities	62451	$5.68
Ace Hardware	80466	001 010 576 80 31 05	PK-R&M Supplies	Throttle Cable/Control & Loop Handles - Trimmer Repairs	62451	$317.44

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Ace Hardware	80470	001 013 518 20 31 00	GG-Operating Costs	Fasteners	62451	$19.46
Ace Hardware	80476	410 016 531 10 31 02	SW - Operating Costs	Marking Paint	62451	$21.84
Ace Hardware	80478	001 008 521 50 30 02	LE-Fleet Minor Equipment	Gorilla Tape	62451	$16.38
Ace Hardware	80486	410 016 531 10 31 02	SW - Operating Costs	Tarp	62451	$142.08
Ace Hardware	80496	101 016 544 90 31 02	ST-Operating Cost	Sponges	62451	$17.44
Ace Hardware	80503	001 013 518 20 31 00	GG-Operating Costs	Paint Thinner/Weatherstrip/Fasteners	62451	$43.70
Ace Hardware	80507	001 010 576 80 31 00	PK-Operating Costs	NC BL RR Door Lock Supplies	62451	$40.40
Ace Hardware	80510	410 016 531 10 35 00	SW - Small Tools	Wood Cutter Helmet/Flexvolt Battery/Misc Tools	62451	$2,184.13
					62451 Total	**$3,218.18**
Akers	80680791	001 000 362 00 00 17	North Cove Park - Rental	Akers - North Cove Park Rental Cancellation Refund	62400	$75.00
					62400 Total	**$75.00**
Alaska Rubber Group Inc	N070353-01	101 016 544 90 31 02	ST-Operating Cost	Metric Adj Elb PW95	62452	$13.67
Alaska Rubber Group Inc	N070353-01	410 016 531 10 31 02	SW - Operating Costs	Metric Adj Elb PW95	62452	$13.68
Alaska Rubber Group Inc	N071203	101 016 544 90 31 02	ST-Operating Cost	Cam Dust Cap Polypropyl - PW Shop	62452	$38.40
Alaska Rubber Group Inc	N071203	410 016 531 10 31 02	SW - Operating Costs	Cam Dust Cap Polypropyl - PW Shop	62452	$38.40
Alaska Rubber Group Inc	N071245	410 016 531 10 31 02	SW - Operating Costs	Hoses PW77 Vactor	62452	$94.25
Alaska Rubber Group Inc	N071509	101 016 544 90 31 02	ST-Operating Cost	Bell Reducer/Female & Male Cam Aluminum - PW Shop	62452	$17.78
Alaska Rubber Group Inc	N071509	410 016 531 10 31 02	SW - Operating Costs	Bell Reducer/Female & Male Cam Aluminum - PW Shop	62452	$17.78
					62452 Total	**$233.96**
Alexander Printing Co Inc	87335	001 008 521 20 31 00	LE-Office Supplies	Regular Envelopes for PD	62453	$312.80
					62453 Total	**$312.80**
All Battery Sales and Service	300-10155582	101 016 544 90 31 02	ST-Operating Cost	CableTrailer Foot/LED Lights/Marker Lights	62454	$73.28
All Battery Sales and Service	300-10155582	410 016 531 10 31 02	SW - Operating Costs	CableTrailer Foot/LED Lights/Marker Lights	62454	$73.29
All Battery Sales and Service	300-10155688	101 016 544 90 31 02	ST-Operating Cost	Direct LED Lights/Marker Lights	62454	$117.91
All Battery Sales and Service	300-10155688	410 016 531 10 31 02	SW - Operating Costs	Direct LED Lights/Marker Lights	62454	$117.90
All Battery Sales and Service	300-10156272	101 016 544 90 31 02	ST-Operating Cost	Direct LED Surface Mount Lights	62454	$162.23
All Battery Sales and Service	300-10156272	410 016 531 10 31 02	SW - Operating Costs	Direct LED Surface Mount Lights	62454	$162.23
					62454 Total	**$706.84**
Amazon Capital Services	11K1-CDTL-XLC4	001 010 576 80 31 00	PK-Operating Costs	Power Bank/Phones Cases/Fire Lane Stencil	62401	$105.97
Amazon Capital Services	16J3-4WF9-JMKJ	001 010 576 80 31 00	PK-Operating Costs	Gas Cans	62401	$24.40
Amazon Capital Services	16J3-4WF9-JMKJ	001 010 576 80 31 07	PK-Recreation Supplies	Holiday Lights/Extension Cords	62401	$139.03
Amazon Capital Services	16J3-4WF9-JMKJ	001 010 576 80 31 02	PK-Office Supplies	Laminating Sheets	62401	$63.25
Amazon Capital Services	17FT-HDFJ-4LKG	001 008 521 20 31 00	LE-Office Supplies	Mesh Zipper Pouches Refund	62401	($41.52)
Amazon Capital Services	17FT-HDFJ-KGT4	001 010 576 80 31 07	PK-Recreation Supplies	Event Supplies/Storage	62401	$32.39
Amazon Capital Services	19D7-FCQC-4RQ3	001 013 518 20 31 00	GG-Operating Costs	Envelopes/Copy Paper	62401	$67.02
Amazon Capital Services	19D7-FCQC-4RQ3	001 003 514 20 31 00	CC-Office Supply	Hanging Organizer/Desk Organizer	62401	$63.93
Amazon Capital Services	19D7-FCQC-4RQ3	001 007 559 30 31 00	PB-Office Supplies	Plastic Storage Clipboards	62401	$34.56
Amazon Capital Services	19D7-FCQC-4RQ3	001 007 558 50 31 00	PL-Office Supplies	Plotter Ink/Earbuds/Wall Calendar	62401	$167.20
Amazon Capital Services	1HDK-6LWQ-GXJN	001 010 576 80 31 07	PK-Recreation Supplies	Acrylic Sign Holders for Events	62401	$40.40
Amazon Capital Services	1TL6-Q9CR-CH7T	001 008 521 20 31 06	LE - Uniform Clothing	PD Uniform Pant - C Kolomyza Refund	62401	($92.00)
Amazon Capital Services	1VJC-7L63-HKKJ	001 008 521 20 31 06	LE - Uniform Clothing	PD Uniform Boots/Handcuff Case	62401	$261.34
					62401 Total	**$865.97**
Amazon Capital Services	1137-LG4M-LYLD	001 008 521 20 31 06	LE - Uniform Clothing	PD Uniform Boots Credit	62455	($50.27)
Amazon Capital Services	1147-V64F-L6HC	001 008 521 20 31 00	LE-Office Supplies	Dish Scrub Brush/Wreath Bows	62455	$21.84
Amazon Capital Services	167X-XGMP-NGV6	001 010 576 80 31 00	PK-Operating Costs	Retractable Badge Holder Reel ID Return	62455	($32.76)
Amazon Capital Services	16PM-1DQM-4464	001 010 576 80 31 00	PK-Operating Costs	Mop Handle/Paint	62455	$54.87

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Amazon Capital Services	17LV-FDYT-19DG	001 010 576 80 31 00	PK-Operating Costs	Heavy Duty Dust Pan	62455	$34.97
Amazon Capital Services	17LV-FDYT-19DG	001 010 576 80 31 03	PK- Equipment & Tools	Pry Bar	62455	$31.88
Amazon Capital Services	1C7H-FVTF-FJDV	001 010 576 80 31 00	PK-Operating Costs	Caddy/Mop Heads	62455	$109.27
Amazon Capital Services	1C7H-FVTF-FJDV	001 010 576 80 31 05	PK-R&M Supplies	Mower Tires	62455	$584.73
Amazon Capital Services	1C7H-FVTF-FJDV	001 010 576 80 31 02	PK-Office Supplies	Office Supplies - T Woldridge Office Move	62455	$117.53
Amazon Capital Services	1DR9-N6HK-1HCD	001 008 521 20 31 00	LE-Office Supplies	Clorox/Shoes Covers	62455	$82.85
Amazon Capital Services	1GPK-TY39-6CDT	001 006 518 80 31 00	IT- Operating Supplies	LG Monitors (2) - N Poolos	62455	$524.62
Amazon Capital Services	1GWP-DQDM-LP3V	001 008 521 20 31 06	LE - Uniform Clothing	PD Uniform Handcuff Case Credit	62455	($18.57)
Amazon Capital Services	1HHL-R91L-43GY	001 007 559 30 31 01	PB-Operating Cost	Windshield Cleaner Tool	62455	$25.11
Amazon Capital Services	1HJ1-HFQ9-44TY	001 004 514 23 31 00	FI-Office Supplies	Furniture Sliders	62455	$17.48
Amazon Capital Services	1JD9-JM11-NCD6	520 008 594 21 63 00	Vehicles - Capital Equip	Hard Folding Truck Bed Tonneau Cover	62455	$1,256.94
Amazon Capital Services	1JJQ-PWCQ-LMNJ	101 016 544 90 31 02	ST-Operating Cost	Ignition Contol Board	62455	$149.38
Amazon Capital Services	1JJQ-PWCQ-LMNJ	410 016 531 10 31 02	SW - Operating Costs	Ignition Contol Board	62455	$149.38
Amazon Capital Services	1JVH-JF1G-3CQ1	001 006 518 80 31 00	IT- Operating Supplies	USB 3.0 Flash Drives	62455	$29.48
Amazon Capital Services	1K6X-3PNF-TFMT	001 010 576 80 31 02	PK-Office Supplies	Wireless Headset/Charging Case - S Garceau	62455	$142.08
Amazon Capital Services	1KYN-9KYY-NV1Y	001 010 576 80 31 00	PK-Operating Costs	Cycle & Winterizer Mix/Cleaning Supplies/Chaps/Wasp Spray	62455	$483.93
Amazon Capital Services	1KYN-9KYY-NV1Y	001 010 576 80 31 03	PK- Equipment & Tools	Toolbox/Drill bits/Saw/Grinder/Mower Lift/Tool Set/Pliers/PryBar	62455	$1,615.01
Amazon Capital Services	1M17-TD36-KJC6	001 008 521 20 31 06	LE - Uniform Clothing	Boots Refund	62455	($162.50)
Amazon Capital Services	1NTD-1KKQ-3DG4	001 008 521 50 30 00	LE-Facilities Supplies	Honeywell Digital Thermostat	62455	$1,030.48
Amazon Capital Services	1PF6-YDC7-1NLW	001 006 518 80 31 00	IT- Operating Supplies	Replacement Batteries for Spare UPS's	62455	$55.70
Amazon Capital Services	1VJC-7L63-MQJ1	001 006 518 80 31 00	IT- Operating Supplies	Standing Desk/Office Chair - V Ross Home Office Equip	62455	$190.38
Amazon Capital Services	1VJX-JXQP-DPY7	001 010 576 80 31 00	PK-Operating Costs	Battery Pack	62455	$19.66
Amazon Capital Services	1VJX-JXQP-DPY7	001 010 576 80 31 05	PK-R&M Supplies	Mower Wheel Repair Kit	62455	$46.89
Amazon Capital Services	1VJX-JXQP-DPY7	001 010 576 80 31 03	PK- Equipment & Tools	Socket Set/Seed Spreader/Heater	62455	$541.89
Amazon Capital Services	1XFK-3LDP-LCR6	001 008 521 20 31 06	LE - Uniform Clothing	PD Uniform Boots Credit	62455	($39.34)
					62455 Total	**$7,012.91**
AtkinsRealis USA Inc	1269882	101 016 542 30 41 02	ST-Professional Service	Facility Condition Assessments	62456	$3,396.00
AtkinsRealis USA Inc	1269882	410 016 531 10 41 01	SW - Professional Services	Facility Condition Assessments	62456	$3,396.00
					62456 Total	**$6,792.00**
BCRA Inc	33110	004 010 594 76 60 01	PR - Eagle Ridge Park	Eagle Ridge Park Phase 2	62457	$988.11
					62457 Total	**$988.11**
Bridge Latino LLC	40-020	410 016 531 50 31 16	DOE - Capacity Grant Op Costs	Puget Sound Starts Here Dont Wait to Inflate 2024 Awareness Camp	62402	$1,000.00
					62402 Total	**$1,000.00**
Business Card	STEVENS T 12-2024	001 006 518 80 43 00	IT-Travel & Meetings	Air Compressor Fee for Filling Tires for Travel to Conference	62403	$2.10
Business Card	STEVENS T 12-2024	510 006 518 80 49 13	LR - Firewall Security Subscri	Firewall Security Subscriptions	62403	$399.00
Business Card	STEVENS T 12-2024	510 006 518 80 49 16	LR - GoDaddy SSL - 3 yr	GoDaddy Renewal	62403	$449.99
Business Card	STEVENS T 12-2024	001 006 518 80 43 00	IT-Travel & Meetings	Parking Fees for Staff Attending Conference	62403	$24.00
Business Card	STEVENS T 12-2024	001 013 518 20 41 00	GG-Professional Service	Zoom Annual Unlimited	62403	$787.16
Business Card	UBERT 12-2024	001 008 521 20 49 00	LE-Dues & Memberships	ARMA Membership - A Fox	62403	$175.00
Business Card	UBERT 12-2024	001 008 521 20 41 01	LE-Professional Serv-Fixed	Canva Subscription	62403	$119.99
Business Card	UBERT 12-2024	001 008 521 20 41 01	LE-Professional Serv-Fixed	FUBO TV Monthly Subscription	62403	$100.53
Business Card	UBERT 12-2024	001 008 521 20 31 09	LE - Supply- Opioid Settlement	Jacket Pro Faraday Cordura Vertical Phone Bags	62403	$1,490.63
Business Card	UBERT 12-2024	001 008 521 20 31 06	LE - Uniform Clothing	Rapid Force Paddle/Duty Holster	62403	$352.51
Business Card	UBERT 12-2024	001 008 521 20 41 01	LE-Professional Serv-Fixed	Transcription Services	62403	$280.50

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Business Card	WARRINGTON 12-2024	001 005 518 10 49 01	HR-Staff Development	First Aid for Severe Trauma Training - L Frederick	62403	$30.00
Business Card	WARRINGTON 12-2024	001 005 518 10 43 00	HR-Travel & Meetings	GovAI Conf Hotel - A Warrington	62403	$846.15
Business Card	WARRINGTON 12-2024	001 005 518 10 43 00	HR-Travel & Meetings	Starbucks To Be Reimbursed	62403	$10.27
Business Card	WARRINGTON 12-2024	101 016 543 30 43 00	ST-Travel & Meetings	Transforming Government Conf 1 Way Flight - L Erickson	62403	$101.55
Business Card	WARRINGTON 12-2024	410 016 531 10 43 00	SW - Travel & Meetings	Transforming Government Conf 1 Way Flight - L Erickson	62403	$101.55
					62403 Total	**$5,270.93**
Business Card	CLIFTON 12-2024	101 016 543 30 43 00	ST-Travel & Meetings	NWPWI Emergency Mgmt for PW Hotel Deposit Refund - C Clifton	62458	($77.03)
Business Card	CLIFTON 12-2024	410 016 531 10 43 00	SW - Travel & Meetings	NWPWI Emergency Mgmt for PW Hotel Deposit Refund - C Clifton	62458	($77.04)
Business Card	CLIFTON 12-2024	101 016 542 30 49 01	ST-Staff Development	Project Mgmt Institute Membership - E Mangold	62458	$81.51
Business Card	CLIFTON 12-2024	410 016 531 10 49 01	SW - Staff Development	Project Mgmt Institute Membership - E Mangold	62458	$81.50
Business Card	CLIFTON 12-2024	101 016 544 90 31 02	ST-Operating Cost	Wind Storm Event Meal	62458	$136.15
Business Card	CLIFTON 12-2024	410 016 531 10 31 02	SW - Operating Costs	Wind Storm Event Meal	62458	$136.16
Business Card	HALVERSON 12-2024	101 016 542 30 49 01	ST-Staff Development	2024 ITE Washington Safety Conf Registration	62458	$142.50
Business Card	HALVERSON 12-2024	410 016 531 10 49 01	SW - Staff Development	2024 ITE Washington Safety Conf Registration	62458	$142.50
Business Card	HALVERSON 12-2024	001 012 575 50 31 00	CS- The Mill- Ops	Cleaning Supplies for The Mill	62458	$35.64
Business Card	HALVERSON 12-2024	410 016 531 10 49 01	SW - Staff Development	Pacific Northwest Social Marketing Assoc Membership - O Anderson	62458	$35.00
Business Card	HALVERSON 12-2024	101 016 544 90 31 02	ST-Operating Cost	ReMarkable Connect	62458	$15.85
Business Card	HALVERSON 12-2024	410 016 531 10 31 02	SW - Operating Costs	ReMarkable Connect	62458	$15.85
Business Card	HALVERSON 12-2024	410 016 531 10 49 01	SW - Staff Development	Sparks Conf Registration - O Anderson	62458	$185.00
Business Card	HALVERSON 12-2024	410 016 531 10 49 01	SW - Staff Development	Sparks Conf Registration - S Farrant	62458	$210.00
Business Card	HALVERSON 12-2024	101 016 542 30 49 01	ST-Staff Development	The Six Types of Working Genius Assessment	62458	$100.00
					62458 Total	**$1,163.59**
Canon Financial Services Inc	36950134	001 013 518 20 48 00	GG-Repair & Maintenance	XTZ01787 Copier Lease CH Admin Month to Month Le	62404	$286.05
					62404 Total	**$286.05**
CDW Government Inc	AB7BF7X	303 013 594 18 60 02	Citywide Security Cameras	Cradlepoint Mobile Renewal & Reinstatement Fee	62405	$232.31
					62405 Total	**$232.31**
CDW Government Inc	AB8BH2V	001 003 514 20 31 00	CC-Office Supply	LG Monitor	62459	$435.07
					62459 Total	**$435.07**
Central Welding Supply Co Inc	2212691	001 010 576 80 31 00	PK-Operating Costs	Argon/Centrashield/Propane	62460	$36.02
Central Welding Supply Co Inc	2212691	101 016 544 90 31 02	ST-Operating Cost	Argon/Centrashield/Propane	62460	$36.01
Central Welding Supply Co Inc	2212691	410 016 531 10 31 02	SW - Operating Costs	Argon/Centrashield/Propane	62460	$36.01
Central Welding Supply Co Inc	2236822	001 010 576 80 31 00	PK-Operating Costs	Argon/Centrashield/Propane	62460	$36.01
Central Welding Supply Co Inc	2236822	101 016 544 90 31 02	ST-Operating Cost	Argon/Centrashield/Propane	62460	$36.01
Central Welding Supply Co Inc	2236822	410 016 531 10 31 02	SW - Operating Costs	Argon/Centrashield/Propane	62460	$36.02
					62460 Total	**$216.08**
City of Everett	I240006313	001 008 521 20 31 01	LE-Fixed Minor Equipment	LS Share of SWAT Munitions for 2024	62406	$1,051.67
City of Everett	I240007109	410 016 531 50 31 16	DOE - Capacity Grant Op Costs	Laboratory Analysis	62406	$166.50
					62406 Total	**$1,218.17**
City of Marysville	LKS24-11	001 013 512 52 40 00	GG-Municipal Court Fees	Marysville Court Citations 11-2024	62461	$12,305.43
					62461 Total	**$12,305.43**
Comcast	11-2024 COMCAST	001 010 576 80 42 00	PK-Communication	Internet Services - 20 S Davies Rd	62407	$401.71
Comcast	11-2024 COMCAST	001 010 576 80 42 00	PK-Communication	Internet Services - Frontier Park	62407	$401.71
Comcast	11-2024 COMCAST	001 010 576 80 42 00	PK-Communication	Internet Services - Parks/Rec Office	62407	$138.24
Comcast	11-2024 COMCAST	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Signal Control	62407	$329.98
					62407 Total	**$1,271.64**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Co-Op Supply Inc	623442/4	101 016 544 90 31 02	ST-Operating Cost	Monobor Chlorate	62408	$185.46
Co-Op Supply Inc	623450/4	101 016 544 90 31 02	ST-Operating Cost	Monobor Chlorate	62408	$370.92
Co-Op Supply Inc	623463/4	001 005 517 90 31 00	HR - Wellness Program Supplies	Hay Bales for Turkey Bowl	62408	$98.12
					62408 Total	**$654.50**
David Evans and Associates Inc	577329	410 016 531 10 41 01	SW - Professional Services	Engineering Svcs 36th Ave NE Inspections	62409	$319.51
					62409 Total	**$319.51**
Dept of Licensing	121424 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 12/08/24 - 12/14/24	62462	$126.00
Dept of Licensing	122124 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 12/15/24 - 12/21/24	62462	$90.00
Dept of Licensing	122824 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 12/22/24 - 12/28/24	62462	$126.00
Dept of Licensing	123124 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 12/29/24 - 12/31/24	62462	$54.00
					62462 Total	**$396.00**
Dept of Retirement (Deferred Comp)	12252024	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferred	EFT	$7,306.34
					EFT Total	**$7,306.34**
Dept of Retirement PERS LEOFF	12252024	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	EFT	$87,186.49
Dept of Retirement PERS LEOFF	12252024	001 013 518 30 20 00	GG-Benefits	PERS LEOFF Contributions - rounding adj	EFT	($0.01)
Dept of Retirement PERS LEOFF	12252024	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions - State	EFT	$237.63
					EFT Total	**$87,424.11**
Dept of Revenue EFT	11-2024 EXCISE	001 013 518 90 49 06	GG-Excise Tax	Excise Taxes 11-2024	EFT	$133.18
Dept of Revenue EFT	11-2024 EXCISE	410 016 531 10 44 00	SW-Excise Taxes	Excise Taxes 11-2024 Storm Water	EFT	$38,585.77
Dept of Revenue EFT	11-2024 EXCISE	001 008 521 20 31 01	LE-Fixed Minor Equipment	First Aid/CPR Instructor Kit Sales Tax	EFT	$28.60
Dept of Revenue EFT	11-2024 EXCISE	001 010 576 80 31 04	PK-Vandalism Supplies	Graffiti Supplies Sales Tax	EFT	$39.47
Dept of Revenue EFT	11-2024 EXCISE	001 010 576 80 31 08	PK-Special Event Supplies	Snowman Snow Machine for Winterfest Sales Tax	EFT	$51.01
Dept of Revenue EFT	11-2024 EXCISE	001 013 518 20 31 00	GG-Operating Costs	Solid Cast Plaque Sales Tax	EFT	$50.03
Dept of Revenue EFT	11-2024 EXCISE	111 008 521 20 31 01	Drug Seize - Canine Supplies	TADD (Narcotics) Sales Tax	EFT	$8.09
Dept of Revenue EFT	11-2024 EXCISE	001 008 521 20 31 06	LE - Uniform Clothing	Uniform Boots Sales Tax	EFT	$20.92
					EFT Total	**$38,917.07**
Dept of Transportation	RE-313-ATB41216019	307 000 595 30 60 00	Project Construction Account	SR9/Lake Stevens Rd Roundabout	62463	$11,588.62
					62463 Total	**$11,588.62**
Dicks Towing Inc	18295970	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2024-21415	62410	$197.16
					62410 Total	**$197.16**
Dicks Towing Inc	18296480	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2005 Subaru Forester	62464	$197.16
					62464 Total	**$197.16**
Dreher	121224 DREHER J	001 008 521 20 31 08	LE - Business Meeting Supplies	Donuts/Coffee for Sheriff & Police Chiefs Meeting	62411	$44.84
					62411 Total	**$44.84**
EFTPS	12252024	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	EFT	$135,537.13
					EFT Total	**$135,537.13**
Electronic Business Machines	AR293343	001 008 521 50 48 00	LE-Facility Repair & Maint	Printer Copy Fees PD - 2WU09725	62412	$18.74
Electronic Business Machines	AR293546	001 008 521 50 48 00	LE-Facility Repair & Maint	Printer Copy Fees PD - 2WU09725	62412	$39.03
					62412 Total	**$57.77**
Electronic Business Machines	AR292992	001 010 576 80 48 00	PK-Repair & Maintenance	Printer Copy Fees PW - QNN08471	62465	$5.82
Electronic Business Machines	AR292992	101 016 542 30 48 00	ST-Repair & Maintenance	Printer Copy Fees PW - QNN08471	62465	$5.82
Electronic Business Machines	AR292992	410 016 531 10 48 00	SW - Repairs & Maintenance	Printer Copy Fees PW - QNN08471	62465	$5.82
Electronic Business Machines	AR293831	001 010 576 80 48 00	PK-Repair & Maintenance	Printer Copy Fees PW - 2YJ14491	62465	$55.39
Electronic Business Machines	AR293831	101 016 542 30 48 00	ST-Repair & Maintenance	Printer Copy Fees PW - 2YJ14491	62465	$55.38
Electronic Business Machines	AR293831	410 016 531 10 48 00	SW - Repairs & Maintenance	Printer Copy Fees PW - 2YJ14491	62465	$55.39

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Electronic Business Machines	AR293832	001 008 521 50 48 00	LE-Facility Repair & Maint	Printer Copy Fees PD - 2XW05905	62465	$112.46
Electronic Business Machines	AR294875	001 013 518 20 48 00	GG-Repair & Maintenance	Printer Copy Fees CH Admin XTZ10787	62465	$615.94
					62465 Total	**$912.02**
Elite Securities Inc	41068	101 016 542 30 41 02	ST-Professional Service	Storeroom Lever/Core/Cylinder Change/Keys	62466	$397.12
Elite Securities Inc	41076	001 013 518 20 31 00	GG-Operating Costs	Cor Rim Cylinder	62466	$36.10
					62466 Total	**$433.22**
Ellis	80682068	001 000 362 00 00 04	Lundeen Shelter Rental	Ellis - Lundeen Shelter Rental Cancellation Refund	62413	$35.00
					62413 Total	**$35.00**
Enterprise FM Trust	633992-120524	520 008 594 21 63 00	Vehicles - Capital Equip	PD Vehicle Lease Taxes/Fees 12-2024	62414	$366.44
Enterprise FM Trust	633992-120524	520 008 591 21 70 00	LE - Lease Agreements	PD Vehicle Leases 12-2024	62414	$3,816.86
Enterprise FM Trust	633992-120524	001 008 521 20 48 00	LE-Repair & Maintenance Equip	PD Vehicle Monthly Maint 12-2024	62414	$642.58
					62414 Total	**$4,825.88**
Facet NW Inc	59639	101 016 544 20 41 00	ST-Prof Srv - Engineering	EDDS Update TO #2024-03	62467	$11,171.00
					62467 Total	**$11,171.00**
Fagerlie	80680599	001 000 362 00 00 04	Lundeen Shelter Rental	Fagerlie - Lundeen Shelter Rental Cancellation Refund	62415	$35.00
					62415 Total	**$35.00**
Fastenal Company	MN019901228	101 016 542 30 41 02	ST-Professional Service	FAST Program Fees 12-2024	62468	$5.46
Fastenal Company	MN019901228	410 016 531 10 41 01	SW - Professional Services	FAST Program Fees 12-2024	62468	$5.47
Fastenal Company	WAARN176158	101 016 544 90 31 02	ST-Operating Cost	WypAll/Gloves/Safety Glasses	62468	$135.70
Fastenal Company	WAARN176158	410 016 531 10 31 02	SW - Operating Costs	WypAll/Gloves/Safety Glasses	62468	$135.70
Fastenal Company	WAARN176213	101 016 544 90 31 02	ST-Operating Cost	Glasses/Ear Plugs/Grafitti Remover/Vest	62468	$101.52
Fastenal Company	WAARN176213	410 016 531 10 31 02	SW - Operating Costs	Glasses/Ear Plugs/Grafitti Remover/Vest	62468	$101.52
Fastenal Company	WAARN176330	101 016 544 90 31 02	ST-Operating Cost	Hand Warmers/Gloves	62468	$123.09
Fastenal Company	WAARN176330	410 016 531 10 31 02	SW - Operating Costs	Hand Warmers/Gloves	62468	$123.10
Fastenal Company	WAARN176425	101 016 544 90 31 02	ST-Operating Cost	Blades/Gloves/Ear Plugs	62468	$52.49
Fastenal Company	WAARN176425	410 016 531 10 31 02	SW - Operating Costs	Blades/Gloves/Ear Plugs	62468	$52.49
					62468 Total	**$836.54**
Feldman & Lee PS	2024 LKS-SSP-12	633 000 589 30 00 12	OPD Grant Exp - Arlington	Arlington Social Services OPD Program 12-2024	62469	$900.00
Feldman & Lee PS	2024 LKS-SSP-12	001 011 515 91 41 01	Social Worker Program (Grant)	LS Social Services OPD Program 12-2024	62469	$600.00
Feldman & Lee PS	2024 LKS-SSP-12	001 011 515 91 41 01	Social Worker Program (Grant)	LS Social Services Program 12-2024	62469	$460.00
					62469 Total	**$1,960.00**
Galls LLC	29830038	001 008 521 20 31 06	LE - Uniform Clothing	Uniform Shirt - C Kolomyza	62416	$109.72
Galls LLC	29862623	001 008 521 20 31 06	LE - Uniform Clothing	Jumpsuit - J Beazizo	62416	$720.16
					62416 Total	**$829.88**
Galls LLC	29899672	001 008 521 20 31 06	LE - Uniform Clothing	Jumpsuit - D Thomas	62470	$728.03
Galls LLC	29935356	001 008 521 20 31 06	LE - Uniform Clothing	Strikefast MID - M Walters	62470	$108.21
					62470 Total	**$836.24**
GCP WW Holdco LLC	INV2010016694	101 016 542 90 31 01	ST-Clothing	Sweatshirt - R Ubert	62417	$59.34
					62417 Total	**$59.34**
Granite Construction Supply	104992	101 016 542 64 31 00	ST-Traffic Control - Supply	Road Closed Signs	62418	$1,318.80
Granite Construction Supply	105059	101 016 542 64 31 00	ST-Traffic Control - Supply	Stop/Sidewalk Closed/Speed - Signs	62418	$2,110.08
Granite Construction Supply	105060	101 016 542 64 31 00	ST-Traffic Control - Supply	Do Not Enter/No Parking/Custom Time - Signs	62418	$1,060.54
					62418 Total	**$4,489.42**
Granite Construction Supply	105185	101 016 542 64 31 00	ST-Traffic Control - Supply	Square Posts/Anchors	62471	$3,572.02

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Granite Construction Supply	105204	101 016 542 64 31 00	ST-Traffic Control - Supply	Street Signs	62471	$581.37
Granite Construction Supply	105218	101 016 542 64 31 00	ST-Traffic Control - Supply	Street Signs	62471	$98.91
Granite Construction Supply	105336	410 016 531 10 31 02	SW - Operating Costs	Signs - Loose Gravel/Motorcycle Use Caution/Road Closed	62471	$1,055.04
					62471 Total	**$5,307.34**
Guardian Alliance Technologies Inc	26771	001 008 521 20 41 00	LE-Professional Services	Social Media Screening Reports/Credit Reports	62472	$60.00
					62472 Total	**$60.00**
Heidelberg Materials	6016430	410 016 531 10 41 03	SW - Disposal Fees	Street Sweepings Disposal	62473	$1,536.47
Heidelberg Materials	6016633	410 016 531 10 41 03	SW - Disposal Fees	Street Sweepings Disposal	62473	$1,230.18
Heidelberg Materials	6016773	410 016 531 10 41 03	SW - Disposal Fees	Street Sweepings Disposal	62473	$496.33
					62473 Total	**$3,262.98**
Home Depot	303192	530 016 594 48 60 00	Purchase Of Capital Equipment	Alum High Side Box PW63	62474	$2,336.83
Home Depot	860686	001 010 576 80 31 03	PK- Equipment & Tools	Cordless Oscillating Tool Kit	62474	$239.37
Home Depot	2013162	001 013 518 20 31 00	GG-Operating Costs	Spring Nuts/Strut Channel - Gen Facilities	62474	$36.04
Home Depot	2013162	005 000 518 20 30 00	Rental Property Operating Cost	Spring Nuts/Strut Channel - Gen Facilities	62474	$12.72
Home Depot	2013162	101 016 544 90 31 02	ST-Operating Cost	Spring Nuts/Strut Channel - Gen Facilities	62474	$1.59
Home Depot	2013162	410 016 531 10 31 02	SW - Operating Costs	Spring Nuts/Strut Channel - Gen Facilities	62474	$2.65
Home Depot	2140720	001 010 576 80 31 00	PK-Operating Costs	LED Strips - Connex	62474	$170.96
Home Depot	2140721	001 010 576 80 31 00	PK-Operating Costs	Putty Knife/Drywall Repair/Screw Kit	62474	$147.52
Home Depot	2140721	001 010 576 80 31 03	PK- Equipment & Tools	Ratcheting Modular Crimper	62474	$49.15
Home Depot	3012895	001 012 575 50 31 00	CS- The Mill- Ops	Super Scraper/Mats - The Mill	62474	$184.10
Home Depot	3015464	005 000 518 20 30 00	Rental Property Operating Cost	ThermostatsOutlet Smart Surge Wall Taps - 10519	62474	$292.86
Home Depot	3132496	101 016 544 90 31 02	ST-Operating Cost	Concrete Mix	62474	$291.74
Home Depot	3709184	001 010 576 80 31 03	PK- Equipment & Tools	20 Ton Bottle Jack	62474	$85.06
Home Depot	3727030	001 010 576 80 31 00	PK-Operating Costs	5 Gallon Ora	62474	$17.40
Home Depot	5010290	001 013 518 20 31 00	GG-Operating Costs	Mat/Magnetic Tool Bars/Kick Plates - Gen Facilities	62474	$210.58
Home Depot	5010290	005 000 518 20 30 00	Rental Property Operating Cost	Mat/Magnetic Tool Bars/Kick Plates - Gen Facilities	62474	$74.32
Home Depot	5010290	101 016 544 90 31 02	ST-Operating Cost	Mat/Magnetic Tool Bars/Kick Plates - Gen Facilities	62474	$9.29
Home Depot	5010290	410 016 531 10 31 02	SW - Operating Costs	Mat/Magnetic Tool Bars/Kick Plates - Gen Facilities	62474	$15.48
Home Depot	6850193	001 010 576 80 31 03	PK- Equipment & Tools	20 Ton Bottle Jack Handle Refund	62474	($42.53)
Home Depot	7010785	001 010 576 80 31 00	PK-Operating Costs	Stranded THHN Wire/Conduit/Bushing/Decora Switch - Connex	62474	$544.37
Home Depot	7013178	001 013 518 20 31 00	GG-Operating Costs	Non-Fusible Metallic AC Disconnect/Wall Plate/Outlet - Library	62474	$50.19
Home Depot	7570156	001 010 576 80 31 03	PK- Equipment & Tools	2200-Watt Remote Stop/Recoil Start Generator	62474	$1,419.81
Home Depot	8013002	001 013 518 20 31 00	GG-Operating Costs	Mini Fridge/Area Rug/Skylight Projector - Gen Facilities	62474	$310.48
Home Depot	8013002	005 000 518 20 30 00	Rental Property Operating Cost	Mini Fridge/Area Rug/Skylight Projector - Gen Facilities	62474	$109.58
Home Depot	8013002	101 016 544 90 31 02	ST-Operating Cost	Mini Fridge/Area Rug/Skylight Projector - Gen Facilities	62474	$13.70
Home Depot	8013002	410 016 531 10 31 02	SW - Operating Costs	Mini Fridge/Area Rug/Skylight Projector - Gen Facilities	62474	$22.83
Home Depot	8019899	005 000 518 20 30 00	Rental Property Operating Cost	Studs/Electric Water Heater/Misc Supplies - 10519	62474	$693.07
Home Depot	8023561	005 000 518 20 30 00	Rental Property Operating Cost	Tankless Electric Water Heater/Misc Supplies - 10519	62474	$360.12
Home Depot	8092097	005 000 518 20 30 00	Rental Property Operating Cost	Misc Supplies Return - 10519	62474	($383.11)
Home Depot	9019714	005 000 518 20 30 00	Rental Property Operating Cost	Hose/Drain Pan/Bathroom Fan/Water Heater - 10519	62474	$633.84
Home Depot	9019751	005 000 518 20 30 00	Rental Property Operating Cost	Tankless Water Heater/Misc Supplies - 10519	62474	$960.24
Home Depot	9110264	005 000 518 20 30 00	Rental Property Operating Cost	Water Heater Return - 10519 Ste 3	62474	($487.43)
Home Depot	9354744	530 016 594 48 60 00	Purchase Of Capital Equipment	Steel Service Body Rack PW63	62474	$1,540.04
Home Depot	9826840	001 010 576 80 31 03	PK- Equipment & Tools	10-Tine Welded Bedding Fork	62474	$196.70
Home Depot	9826840	001 010 576 80 31 00	PK-Operating Costs	Steel Tamper	62474	$60.09
					62474 Total	**$10,179.65**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Honey Bucket	554579821	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - West Lake Park	62419	$180.50
Honey Bucket	554590100	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Catherine Creek Park	62419	$167.75
Honey Bucket	554590101	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Oak Hill	62419	$264.50
					62419 Total	**$612.75**
Honey Bucket	554597930	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Eagle Ridge	62475	$142.00
Honey Bucket	554607454	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Swim Beach	62475	$219.05
Honey Bucket	554612898	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Sunset Beach	62475	$264.50
Honey Bucket	554619578	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Frontier Heights	62475	$234.00
					62475 Total	**$859.55**
HSA Bank	12252024	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contributions	62446	$415.00
					62446 Total	**$415.00**
Industrial Bolt and Supply Inc	863687-1	101 016 544 90 31 02	ST-Operating Cost	Brake Cleaner/Shrink Wrap/Washers/Headlamps	62476	$261.72
Industrial Bolt and Supply Inc	863687-1	410 016 531 10 31 02	SW - Operating Costs	Brake Cleaner/Shrink Wrap/Washers/Headlamps	62476	$261.71
Industrial Bolt and Supply Inc	864736-1	101 016 544 90 31 02	ST-Operating Cost	Serrated Tek/ Composite Dot Union/Drills/Discs	62476	$70.04
Industrial Bolt and Supply Inc	864736-1	410 016 531 10 31 02	SW - Operating Costs	Serrated Tek/ Composite Dot Union/Drills/Discs	62476	$70.05
					62476 Total	**$663.52**
Ink It Your Way LLC	11910	101 016 542 90 31 01	ST-Clothing	PW Sweatshirts	62477	$96.16
Ink It Your Way LLC	11910	410 016 531 10 31 00	SW - Clothing	PW Sweatshirts	62477	$96.16
					62477 Total	**$192.32**
J Thayer Co Inc	1710757-0	001 010 576 80 31 02	PK-Office Supplies	Office Supplies for PK/ST/SW	62478	$72.36
J Thayer Co Inc	1710757-0	101 016 544 90 31 01	ST-Office Supplies	Office Supplies for PK/ST/SW	62478	$72.35
J Thayer Co Inc	1710757-0	410 016 531 10 31 01	SW - Office Supplies	Office Supplies for PK/ST/SW	62478	$72.35
J Thayer Co Inc	1710757-0	101 016 544 90 31 01	ST-Office Supplies	Office Supplies for ST/SW	62478	$50.58
J Thayer Co Inc	1710757-0	410 016 531 10 31 01	SW - Office Supplies	Office Supplies for ST/SW	62478	$50.59
					62478 Total	**$318.23**
Jamie S Kim PS Inc	4A0486228	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	62420	$450.00
Jamie S Kim PS Inc	INSURANCE	001 011 515 91 41 00	LG-General Public Defender	Public Defender Insurance Reimbursement	62420	$1,000.00
					62420 Total	**$1,450.00**
Jefferies	d42	001 010 576 80 41 01	PK-Professional Tree Srv	Tree Removal Services 12446 10th St NE	62479	$1,093.00
					62479 Total	**$1,093.00**
Kimley Horn and Associates Inc	29988857	304 016 595 30 60 06	R2- 20th & Main (Rd Impvmnts)	Main Street RAB	62480	$5,206.75
Kimley Horn and Associates Inc	30221297	304 016 595 30 60 06	R2- 20th & Main (Rd Impvmnts)	Main Street RAB	62480	$2,482.98
					62480 Total	**$7,689.73**
KPG Psomas Inc	216751	301 016 595 61 64 06	TZ3- TBP03 - 91st Av SE Sidwlk	91st Ave SE Ph 1 Sidewalk Improvements	62481	$604.80
KPG Psomas Inc	216751	301 016 595 61 64 07	TZ2- TBP02 - 91st Av SE Sidwlk	91st Ave SE Ph 1 Sidewalk Improvements	62481	$655.20
					62481 Total	**$1,260.00**
Krazan & Associates of Washington Inc	I624315-26402	302 010 594 76 61 03	PM -LS Bayview Connector - PT	Bayview Trail - Phase 0	62482	$607.50
					62482 Total	**$607.50**
Lake Industries LLC	305568	410 016 531 10 31 02	SW - Operating Costs	Fill Material Hauled In	62421	$192.00
					62421 Total	**$192.00**
Lake Stevens Police Guild	12252024	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	62447	$1,447.00
					62447 Total	**$1,447.00**
Lake Stevens Sewer District	25480	411 016 594 31 60 11	131st Ave NE Sewer Ext	131st Ave NE Sewer Extension Legal Fees	62483	$239.20
Lake Stevens Sewer District	25494	411 016 594 31 60 11	131st Ave NE Sewer Ext	131st Ave NE Sewer Extension Legal Fees	62483	$388.70
					62483 Total	**$627.90**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Lakeside Industries Inc	299802	101 016 544 90 31 02	ST-Operating Cost	Pallet of Pot Hole Mix	62484	$1,146.56
					62484 Total	**$1,146.56**
Lemay Mobile Shredding Inc	4867403S185	001 010 576 80 41 00	PK-Professional Services	Shredding Services PW	62485	$5.69
Lemay Mobile Shredding Inc	4867403S185	101 016 542 30 41 02	ST-Professional Service	Shredding Services PW	62485	$5.68
Lemay Mobile Shredding Inc	4867403S185	410 016 531 10 41 01	SW - Professional Services	Shredding Services PW	62485	$5.69
					62485 Total	**$17.06**
Les Schwab Group Holdings LLC	40200755567	101 016 542 30 48 00	ST-Repair & Maintenance	New Tires PW75	62486	$1,459.70
					62486 Total	**$1,459.70**
Magill	80700476	001 000 362 00 00 04	Lundeen Shelter Rental	Magill - Lundeen Shelter Rental Cancellation Refund	62422	$35.00
					62422 Total	**$35.00**
Manus	110824 MANUS	001 007 559 30 49 00	PB-Miscellaneous	ICC Membership Renewal - C Manus	62487	$165.00
					62487 Total	**$165.00**
Metron and Associates Inc	23065	411 016 594 31 40 00	SWC - Cap Proj Engineering	Legals Easement On Call Task Order 2024-01	62488	$1,312.50
					62488 Total	**$1,312.50**
MissionSquare - 108991	6867682	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	62448	$502.96
					62448 Total	**$502.96**
MissionSquare - 307428	6033833	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	62449	$2,493.91
					62449 Total	**$2,493.91**
MJ Neal Associates Architects PLLC	12-2024 MUSEUM	306 000 594 75 60 00	Culture/Rec Facility Capital	LS Museum Design	62489	$3,600.00
					62489 Total	**$3,600.00**
Monroe Correctional Complex	MCC2411.0150	001 010 576 80 48 00	PK-Repair & Maintenance	DOC Work Crew 10-2024	62423	$653.46
Monroe Correctional Complex	MCC2411.0150	101 016 542 30 48 00	ST-Repair & Maintenance	DOC Work Crew 10-2024	62423	$101.76
					62423 Total	**$755.22**
Monroe Correctional Complex	MCC2412.0164	001 010 576 80 48 00	PK-Repair & Maintenance	DOC Work Crew 11-2024	62490	$345.69
Monroe Correctional Complex	MCC2412.0164	101 016 542 30 48 00	ST-Repair & Maintenance	DOC Work Crew 11-2024	62490	$82.20
Monroe Correctional Complex	MCC2412.0164	410 016 531 10 48 00	SW - Repairs & Maintenance	DOC Work Crew 11-2024	62490	$71.13
					62490 Total	**$499.02**
Myron Corp	136624632	001 008 521 30 31 00	LE-Community Outreach Supplies	Badge Stickers	62424	$863.61
					62424 Total	**$863.61**
Nationwide Retirement Solution	12252024	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	EFT	$14,964.51
					EFT Total	**$14,964.51**
Nelson Truck Equipment Co Inc	757926	101 016 542 30 48 00	ST-Repair & Maintenance	Sprd Mey CF-8 Std Plus PW47	62491	$1,202.92
Nelson Truck Equipment Co Inc	757926	410 016 531 10 48 00	SW - Repairs & Maintenance	Sprd Mey CF-8 Std Plus PW47	62491	$1,202.93
					62491 Total	**$2,405.85**
O Reilly Auto Parts	2960-104472	101 016 544 90 31 02	ST-Operating Cost	Dirt Buster	62492	$24.91
O Reilly Auto Parts	2960-104472	410 016 531 10 31 02	SW - Operating Costs	Dirt Buster	62492	$24.91
O Reilly Auto Parts	2960-104957	101 016 544 90 31 02	ST-Operating Cost	Oil Filter/Motor Oil	62492	$93.79
O Reilly Auto Parts	2960-104957	410 016 531 10 31 02	SW - Operating Costs	Oil Filter/Motor Oil	62492	$93.80
O Reilly Auto Parts	2960-107145	005 000 518 20 30 00	Rental Property Operating Cost	Power Belt - 10519	62492	$24.98
O Reilly Auto Parts	2960-108354	101 016 544 90 31 02	ST-Operating Cost	Copper Plugs	62492	$27.81
O Reilly Auto Parts	2960-108354	410 016 531 10 31 02	SW - Operating Costs	Copper Plugs	62492	$27.80
					62492 Total	**$318.00**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Ogden Murphy Wallace PLLC	900423	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services 11-2024	62425	$7,832.50
Ogden Murphy Wallace PLLC	900423	001 011 515 41 41 01	Ext Consult - PRA	Legal Services 11-2024 PRR	62425	$4,062.50
Ogden Murphy Wallace PLLC	900423	001 011 515 41 41 04	Ext Attorney - Sewer	Legal Services 11-2024 Sewer	62425	$1,755.00
Ogden Murphy Wallace PLLC	900423	001 011 515 45 41 02	Ext Litigation - Sewer	Legal Services 11-2024 Sewer	62425	$36,848.85
					62425 Total	**$50,498.85**
Owen Equipment Company	117452	410 016 531 10 31 02	SW - Operating Costs	Actuator-Linear PW65 Sweeper	62493	$1,314.29
					62493 Total	**$1,314.29**
Pace Engineers Inc	93746	304 016 594 31 60 00	131st Ave NE Sewer Extension	131st Ave NE Sewer Main Ext	62494	$5,070.50
Pace Engineers Inc	93830	304 016 594 31 60 01	R2 - FC114 - Machias Sewer Inf	Machias Lift Station	62494	$701.00
Pace Engineers Inc	94006	304 016 594 31 60 00	131st Ave NE Sewer Extension	131st Ave NE Sewer Main Ext	62494	$14,812.00
					62494 Total	**$20,583.50**
PB Parent Holdco LP	IV00361774	101 016 542 30 41 02	ST-Professional Service	Annual Fire Ext Inspection - PW Shop	62426	$3,257.15
PB Parent Holdco LP	IV00361781	001 013 518 20 41 00	GG-Professional Service	First Aid Supplies - CH	62426	$109.84
PB Parent Holdco LP	IV00361789	001 008 521 20 41 00	LE-Professional Services	First Aid Supplies - PD	62426	$65.58
					62426 Total	**$3,432.57**
Perteet Inc	20240041.0000-4	309 016 595 10 60 01	SW-TBP02	2024 Pavement Preservation	62495	$3,806.25
					62495 Total	**$3,806.25**
Petrocard Inc	0539078-IN	001 005 518 10 43 00	HR-Travel & Meetings	Fuel	62496	$66.94
Petrocard Inc	0539078-IN	001 007 558 50 32 00	PL-Fuel & Tolls	Fuel	62496	$41.13
Petrocard Inc	0539078-IN	001 010 576 80 32 00	PK-Fuel Costs	Fuel	62496	$1,133.17
Petrocard Inc	0539078-IN	101 016 542 30 32 00	ST-Fuel	Fuel	62496	$1,406.18
Petrocard Inc	0539078-IN	410 016 531 10 32 00	SW - Fuel	Fuel	62496	$1,406.18
Petrocard Inc	0539078-IN	001 007 558 50 31 02	PL-Permit Related Op. Costs	Fuel PW51	62496	$286.57
Petrocard Inc	0539078-IN	001 006 518 80 32 00	IT-Fuel	Fuel PW97	62496	$93.63
Petrocard Inc	0540659-IN	001 001 513 10 43 00	Executive - Travel & Mtgs	Fuel	62496	$65.39
Petrocard Inc	0540659-IN	001 007 558 50 32 00	PL-Fuel & Tolls	Fuel	62496	$32.50
Petrocard Inc	0540659-IN	001 010 576 80 32 00	PK-Fuel Costs	Fuel	62496	$706.13
Petrocard Inc	0540659-IN	101 016 542 30 32 00	ST-Fuel	Fuel	62496	$1,864.19
Petrocard Inc	0540659-IN	410 016 531 10 32 00	SW - Fuel	Fuel	62496	$1,864.19
Petrocard Inc	0540659-IN	001 007 558 50 31 02	PL-Permit Related Op. Costs	Fuel PW51	62496	$110.82
Petrocard Inc	538462R-DM	101 016 542 30 32 00	ST-Fuel	Diesel Fuel PW	62496	$1,496.64
Petrocard Inc	538462R-DM	410 016 531 10 32 00	SW - Fuel	Diesel Fuel PW	62496	$1,496.65
					62496 Total	**$12,070.31**
PH Consulting LLC	2120	301 016 595 61 64 04	TZ3 - 79th/8th Project	8th St & 79th Ave SE Safety	62497	$4,139.80
PH Consulting LLC	2143	301 016 595 61 64 04	TZ3 - 79th/8th Project	8th St & 79th Ave SE Safety	62497	$5,647.50
					62497 Total	**$9,787.30**
Pitney Bowes Bank Inc	12-2024 POSTAGE	001 007 558 50 42 00	PL-Communication	Postage	62498	$43.75
Pitney Bowes Bank Inc	12-2024 POSTAGE	001 013 518 20 42 00	GG-Communication	Postage	62498	$190.50
Pitney Bowes Bank Inc	12-2024 POSTAGE	101 016 543 30 42 00	ST-Communications	Postage	62498	$5.80
Pitney Bowes Bank Inc	12-2024 POSTAGE	410 016 531 10 42 00	SW - Communications	Postage	62498	$5.80
					62498 Total	**$245.85**
PODS Enterprises LLC	PODS008583369	001 013 518 20 41 00	GG-Professional Service	POD Rental for Museum Storage	62499	$179.25
PODS Enterprises LLC	PODS008593031	001 013 518 20 41 00	GG-Professional Service	POD Rental for Museum Storage	62499	$179.25
					62499 Total	**$358.50**
Precision Turf Equipment LLC	12088-59934	001 010 576 80 31 05	PK-R&M Supplies	Mower Blade Replacements	62500	$297.85
					62500 Total	**$297.85**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Proforce Marketing Inc	563644	001 008 521 20 31 02	LE-Minor Equipment	Safariland Duty Holster PO #1971	62427	$1,465.28
					62427 Total	**$1,465.28**
Public Safety Testing Inc	2024-1272	001 008 521 20 41 00	LE-Professional Services	Q4 2024 Subscriptioin Fees - Police Officer	62501	$524.00
Public Safety Testing Inc	2024-1422	001 008 521 20 41 00	LE-Professional Services	PST Candidate Agency Testing Oct-Nov 2024	62501	$907.00
					62501 Total	**$1,431.00**
Puget Sound Energy	200003723810 12-2024	001 012 575 30 47 00	CS- Museum - Utilities	Natural Gas - Museum	62502	$292.35
Puget Sound Energy	200024316495 12-2024	001 010 576 80 47 00	PK-Utilities	Natural Gas - PW Shop	62502	$402.72
Puget Sound Energy	200024316495 12-2024	101 016 543 50 47 00	ST-Utilities	Natural Gas - PW Shop	62502	$402.71
Puget Sound Energy	200024316495 12-2024	410 016 531 10 47 00	SW - Utilities	Natural Gas - PW Shop	62502	$402.71
Puget Sound Energy	220022339471 12-2024	001 012 575 50 47 00	CS- The Mill- Utilities	Natural Gas - The Mill	62502	$734.11
Puget Sound Energy	220024770236 12-2024	001 008 521 50 47 00	LE-Facility Utilities	Natural Gas - Police Dept Evidence Bldg	62502	$265.85
Puget Sound Energy	220028663866 12-2024	001 008 521 50 47 00	LE-Facility Utilities	Natural Gas - Police Dept	62502	$421.97
Puget Sound Energy	220028663874 12-2024	005 000 518 20 40 01	Rental Property Utilities	Natural Gas - 1819 S Lake Stevens Rd	62502	$207.29
					62502 Total	**$3,129.71**
Rexel USA Inc	5T14152	005 000 518 20 30 00	Rental Property Operating Cost	LED Lights - 10515	62503	$242.30
Rexel USA Inc	5T43380	101 016 544 90 31 02	ST-Operating Cost	Conduit/Busings/Hex Keys/Knockout Set	62503	$288.25
Rexel USA Inc	5T43380	410 016 531 10 31 02	SW - Operating Costs	Conduit/Busings/Hex Keys/Knockout Set	62503	$288.26
					62503 Total	**$818.81**
Right On Heating and Sheet Metal Inc	32147	004 008 594 21 60 00	LE - HVAC Project	Police Station & Training Center HVAC System Install	62504	$133,483.72
Right On Heating and Sheet Metal Inc	32147	004 000 382 20 00 00	Project Retainage	Police Station & Training Center HVAC System Install Retainage	62504	($6,106.30)
Right On Heating and Sheet Metal Inc	32176	005 000 518 20 40 02	Rental Property Services	Install Replacement Heat Exchanger 10515 20th St SE Ste #3	62504	$8,393.15
					62504 Total	**$135,770.57**
Ross	121624 ROSS	001 005 518 10 31 03	HR-Emp Recognition Supplies	Supplies for Holiday Party Reimbursement	62428	$72.72
					62428 Total	**$72.72**
Security Solutions Northwest Inc	372197	001 006 518 80 48 00	IT-Repair & Maintenance	Video Health Standard Monthly	62505	$262.05
					62505 Total	**$262.05**
Sherwin-Williams Co	1039-8	101 016 544 90 31 02	ST-Operating Cost	Paint Supplies	62506	$54.99
Sherwin-Williams Co	7384-6	001 013 518 20 31 00	GG-Operating Costs	Paint Supplies - Gen Facilities	62506	$19.11
Sherwin-Williams Co	7384-6	005 000 518 20 30 00	Rental Property Operating Cost	Paint Supplies - Gen Facilities	62506	$6.74
Sherwin-Williams Co	7384-6	101 016 544 90 31 02	ST-Operating Cost	Paint Supplies - Gen Facilities	62506	$0.84
Sherwin-Williams Co	7384-6	410 016 531 10 31 02	SW - Operating Costs	Paint Supplies - Gen Facilities	62506	$1.41
					62506 Total	**$83.09**
Six Robblees Inc	14P43148	101 016 544 90 31 02	ST-Operating Cost	Diesel Fuel Cond	62507	$40.09
Six Robblees Inc	14P43148	410 016 531 10 31 02	SW - Operating Costs	Diesel Fuel Cond	62507	$40.09
					62507 Total	**$80.18**
Smarsh Inc	INV-243548	510 006 518 80 49 05	LR - Smarsh	SMS Text Archiving	62508	$921.92
					62508 Total	**$921.92**
Smith	PTR2024-0011	001 000 322 30 00 00	Animal Licenses	Animal License Replacement Tag Refund	62509	$4.00
					62509 Total	**$4.00**
Snohomish County Public Works	I000657905	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Signal Maint 10-2024	62510	$796.60
Snohomish County Public Works	I000664803	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Signal Maint 11-2024	62510	$440.54
					62510 Total	**$1,237.14**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Snohomish County PUD	100819130	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Electric	62429	$118.77
Snohomish County PUD	100819130	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Water	62429	$359.24
Snohomish County PUD	100819130	101 016 542 63 47 00	ST-Lighting - Utilities	203582010 Street Lights	62429	$44.98
Snohomish County PUD	100819130	001 012 557 30 40 01	CS- VIC Utilities	203582010 Visitor Information Center Electric	62429	$164.64
Snohomish County PUD	106336853	001 010 576 80 47 00	PK-Utilities	222509887 Davies Beach Row Club Electric/Water	62429	$133.91
Snohomish County PUD	106336854	001 010 576 80 47 00	PK-Utilities	222509911 Davies Beach Electric/Water	62429	$95.66
Snohomish County PUD	106345897	001 012 575 30 47 00	CS- Museum - Utilities	200558690 Museum Electric/Water	62429	$86.44
Snohomish County PUD	106346488	001 010 576 80 47 00	PK-Utilities	201487055 2424 Soper Hill Mobile Water/Electric	62429	$64.46
Snohomish County PUD	106347837	001 013 518 20 47 00	GG-Utilities	222931883 Row Club Wtr/Electric 12308 17th Pl NE	62429	$149.24
Snohomish County PUD	106347838	001 010 576 80 47 00	PK-Utilities	222942633 North Cove BBQ Shelter Electric	62429	$312.04
Snohomish County PUD	109636961	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Admin Electric	62429	$284.38
Snohomish County PUD	109636961	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Electric	62429	$366.04
Snohomish County PUD	109636961	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Water	62429	$260.23
Snohomish County PUD	109636961	001 010 576 80 47 00	PK-Utilities	200206019 North Cove Park Electric	62429	$36.15
Snohomish County PUD	109636961	001 010 576 80 47 00	PK-Utilities	200206019 Parks Electric	62429	$51.51
Snohomish County PUD	109636961	001 010 576 80 47 00	PK-Utilities	200206019 Parks Water	62429	$66.27
Snohomish County PUD	109636961	101 016 542 63 47 00	ST-Lighting - Utilities	200206019 Street Lights	62429	$55.82
Snohomish County PUD	109636961	001 012 575 50 47 00	CS- The Mill- Utilities	200206019 The Mill Electric	62429	$682.77
Snohomish County PUD	109636961	001 012 575 50 47 00	CS- The Mill- Utilities	200206019 The Mill Water	62429	$61.85
Snohomish County PUD	119513649	101 016 542 63 47 00	ST-Lighting - Utilities	202013249 Traffic Signal 1933 79th Ave SE	62429	$119.78
Snohomish County PUD	119513649	101 016 542 64 47 00	ST-Traffic Control -Utility	202013249 Traffic Signal 7441 20th St SE	62429	$79.58
Snohomish County PUD	119518404	101 016 542 63 47 00	ST-Lighting - Utilities	201595113 Street Lights	62429	$186.33
Snohomish County PUD	122815289	001 010 576 80 47 00	PK-Utilities	200493443 Catherine Creek Park Electric	62429	$37.31
Snohomish County PUD	122825564	001 012 575 51 47 00	CS- Grimm House Utilities	223357641 Grimm House Electric/Water	62429	$210.73
Snohomish County PUD	122825565	001 010 576 80 47 00	PK-Utilities	223477167 Mill Spur Electric	62429	$100.06
Snohomish County PUD	126130992	001 010 576 80 47 00	PK-Utilities	202340527 Old Decant 12701 36th St NE	62429	$11.27
Snohomish County PUD	126130992	101 016 543 50 47 00	ST-Utilities	202340527 Old Decant 12701 36th St NE	62429	$11.27
Snohomish County PUD	126130992	410 016 531 10 47 00	SW - Utilities	202340527 Old Decant 12701 36th St NE	62429	$11.27
Snohomish County PUD	126134274	101 016 542 63 47 00	ST-Lighting - Utilities	202670725 Street Lights	62429	$1,408.43
Snohomish County PUD	126135749	001 010 576 80 47 00	PK-Utilities	222191298 North Cove Park Water	62429	$69.60
Snohomish County PUD	129415661	101 016 542 63 47 00	ST-Lighting - Utilities	203731153 Traffic Signals	62429	$209.42
					62429 Total	**$5,849.45**
Snohomish County PUD	129416727	101 016 542 63 47 00	ST-Lighting - Utilities	202624367 Street Lights	62430	$14,275.13
Snohomish County PUD	129416728	101 016 542 63 47 00	ST-Lighting - Utilities	202648101 Street Lights Soper Hill Annex	62430	$1,687.90
Snohomish County PUD	129417142	101 016 542 63 47 00	ST-Lighting - Utilities	201860178 Traffic Signal 9101 Market Pl	62430	$75.24
Snohomish County PUD	129421155	005 000 518 20 40 01	Rental Property Utilities	224091256 10515 20th St SE	62430	$280.05
Snohomish County PUD	129421155	005 000 518 20 40 01	Rental Property Utilities	224091256 10519 20th St SE	62430	$245.08
Snohomish County PUD	132725396	101 016 542 63 47 00	ST-Lighting - Utilities	200363505 Traffic Signal	62430	$98.13
Snohomish County PUD	136030521	101 016 542 63 47 00	ST-Lighting - Utilities	202988481 Street Lights	62430	$108.20
Snohomish County PUD	136032833	101 016 542 63 47 00	ST-Lighting - Utilities	201973682 Street Lights	62430	$142.21
Snohomish County PUD	139235076	001 010 576 80 47 00	PK-Utilities	221860174 Frontier Park Electric	62430	$36.15
Snohomish County PUD	145934559	101 016 542 63 47 00	ST-Lighting - Utilities	223611120 Traffic Light	62430	$68.30
Snohomish County PUD	149219103	101 016 542 63 47 00	ST-Lighting - Utilities	204719074 Catherine Creek Bridge Lights	62430	$31.80
Snohomish County PUD	149223408	101 016 542 63 47 00	ST-Lighting - Utilities	205338056 SR92 Roundabout at113th	62430	$75.10
Snohomish County PUD	149223957	101 016 542 63 47 00	ST-Lighting - Utilities	223687294 Street Lights	62430	$46.93
Snohomish County PUD	155810277	005 000 518 20 40 01	Rental Property Utilities	222450314 Commercial Bldg 1819 S Lake Stevens	62430	$461.54

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Snohomish County PUD	162144739	001 010 576 80 47 00	PK-Utilities	222947715 Decant Electric/Water 12703 31st PL NE	62430	$82.23
Snohomish County PUD	162144739	101 016 543 50 47 00	ST-Utilities	222947715 Decant Electric/Water 12703 31st PL NE	62430	$82.23
Snohomish County PUD	162144739	401 070 535 10 47 01	Sewer Dist Utilities	222947715 Decant Electric/Water 12703 31st PL NE	62430	$246.70
Snohomish County PUD	162144739	410 016 531 10 47 00	SW - Utilities	222947715 Decant Electric/Water 12703 31st PL NE	62430	$82.24
Snohomish County PUD	162150242	001 010 576 80 47 00	PK-Utilities	222625881 Frontier Circle Water	62430	$61.85
Snohomish County PUD	165343744	001 010 576 80 47 00	PK-Utilities	222205049 Oak Park Electric	62430	$46.50
Snohomish County PUD	168459398	001 010 576 80 47 00	PK-Utilities	223759374 Cedarwood Water	62430	$61.85
					62430 Total	**$18,295.36**
Snohomish County PUD	100821036	001 008 521 50 47 00	LE-Facility Utilities	204719082 Police Station Area Lighting	62511	$9.86
Snohomish County PUD	100821036	001 008 521 50 47 00	LE-Facility Utilities	204719082 Police Station Electric	62511	$1,479.34
Snohomish County PUD	100821036	001 008 521 50 47 00	LE-Facility Utilities	204719082 Police Station Water	62511	$218.00
Snohomish County PUD	100822923	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Electric	62511	$230.62
Snohomish County PUD	100822923	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Water	62511	$359.24
Snohomish County PUD	100822923	101 016 542 63 47 00	ST-Lighting - Utilities	203582010 Street Lights	62511	$46.03
Snohomish County PUD	100822923	001 012 557 30 40 01	CS- VIC Utilities	203582010 Visitor Information Center Electric	62511	$231.77
Snohomish County PUD	106352784	101 016 542 63 47 00	ST-Lighting - Utilities	200178218 Traffic Signal/Street Lights	62511	$122.14
Snohomish County PUD	109648114	001 010 576 80 47 00	PK-Utilities	202340527 Old Decant 12701 36th St NE	62511	$10.49
Snohomish County PUD	109648114	101 016 543 50 47 00	ST-Utilities	202340527 Old Decant 12701 36th St NE	62511	$10.49
Snohomish County PUD	109648114	410 016 531 10 47 00	SW - Utilities	202340527 Old Decant 12701 36th St NE	62511	$10.50
Snohomish County PUD	119523816	005 000 518 20 40 01	Rental Property Utilities	224209403 10519 20th St SE Ste 3A & 3B	62511	$137.67
Snohomish County PUD	119534092	001 012 575 30 47 00	CS- Museum - Utilities	200558690 Museum Electric/Water	62511	$118.16
Snohomish County PUD	126141891	001 012 572 20 47 00	CS- Library-Utilities	203033030 Library Grade Rd Electric/Water	62511	$741.34
Snohomish County PUD	129425317	001 010 576 80 47 00	PK-Utilities	203599006 City Shop Electric/Water	62511	$420.83
Snohomish County PUD	129425317	101 016 543 50 47 00	ST-Utilities	203599006 City Shop Electric/Water	62511	$420.84
Snohomish County PUD	129425317	410 016 531 10 47 00	SW - Utilities	203599006 City Shop Electric/Water	62511	$420.84
Snohomish County PUD	129428645	101 016 542 63 47 00	ST-Lighting - Utilities	202013249 Traffic Signal 1933 79th Ave SE	62511	$152.56
Snohomish County PUD	129428645	101 016 542 64 47 00	ST-Traffic Control -Utility	202013249 Traffic Signal 7441 20th St SE	62511	$86.52
Snohomish County PUD	132732267	101 016 542 63 47 00	ST-Lighting - Utilities	203728159 Traffic Signal	62511	$78.32
Snohomish County PUD	136049611	101 016 542 63 47 00	ST-Lighting - Utilities	203731153 Traffic Signals	62511	$234.38
Snohomish County PUD	139250192	101 016 542 63 47 00	ST-Lighting - Utilities	202988481 Street Lights	62511	$138.31
Snohomish County PUD	149225953	101 016 542 63 47 00	ST-Lighting - Utilities	205320781 SR92 Roundabout at 99th	62511	$72.43
Snohomish County PUD	152547307	001 013 518 20 47 00	GG-Utilities	223034448 Old WWTP Area Lighting	62511	$10.23
Snohomish County PUD	155815152	001 010 576 80 47 00	PK-Utilities	221908015 City Shop Mechanic	62511	$111.84
Snohomish County PUD	155815152	101 016 543 50 47 00	ST-Utilities	221908015 City Shop Mechanic	62511	$111.80
Snohomish County PUD	155815152	410 016 531 10 47 00	SW - Utilities	221908015 City Shop Mechanic	62511	$111.80
Snohomish County PUD	162166800	001 010 576 80 47 00	PK-Utilities	222947715 Decant Electric/Water 12703 31st PL NE	62511	$76.53
Snohomish County PUD	162166800	101 016 543 50 47 00	ST-Utilities	222947715 Decant Electric/Water 12703 31st PL NE	62511	$76.54
Snohomish County PUD	162166800	401 070 535 10 47 01	Sewer Dist Utilities	222947715 Decant Electric/Water 12703 31st PL NE	62511	$229.62
Snohomish County PUD	162166800	410 016 531 10 47 00	SW - Utilities	222947715 Decant Electric/Water 12703 31st PL NE	62511	$76.54
Snohomish County PUD	165350867	001 010 576 80 47 00	PK-Utilities	222191314 20th St Ballfield Water	62511	$61.85
					62511 Total	**$6,617.43**
Snohomish County Sheriffs Office	2024-8478	001 008 523 60 41 00	LE-Jail	Jail Services 11-2024	62512	$22,975.42
Snohomish County Sheriffs Office	2024-8493	001 008 523 60 41 00	LE-Jail	Jail Services Medical 11-2024	62512	$8,984.35
					62512 Total	**$31,959.77**
Snohomish Tree Company LLC	3311	410 016 531 10 41 01	SW - Professional Services	Tree Removal Services 9312 16th PL NE Corner of Retention Pond	62513	$3,497.60
					62513 Total	**$3,497.60**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Sound Publishing Inc	EDH1006280	001 007 558 50 41 04	Permit Related Professional Sr	LUA2023-0135 Boggs Plat	62431	$153.20
					62431 Total	**$153.20**
Sound Publishing Inc	EDH1006553	001 013 518 30 41 01	GG-Advertising	Ordinance 1192	62514	$41.40
Sound Publishing Inc	EDH1006554	001 013 518 30 41 01	GG-Advertising	Ordinance 1193	62514	$36.24
Sound Publishing Inc	EDH1006556	001 013 518 30 41 01	GG-Advertising	Ordinance 1194	62514	$41.40
Sound Publishing Inc	EDH1006582	001 013 518 30 41 01	GG-Advertising	CC Special Meeting 12/17/24	62514	$46.56
					62514 Total	**$165.60**
Sound Safety Products Co Inc	650240/1	101 016 542 90 31 01	ST-Clothing	Boots - T Button	62432	$287.37
					62432 Total	**$287.37**
Sound Safety Products Co Inc	651439/1	101 016 542 90 31 01	ST-Clothing	Boots - P Stevens	62515	$99.34
Sound Safety Products Co Inc	651439/1	410 016 531 10 31 00	SW - Clothing	Boots - P Stevens	62515	$99.34
Sound Safety Products Co Inc	97389/6	410 016 531 10 31 00	SW - Clothing	Boots - K Womack	62515	$229.43
					62515 Total	**$428.11**
Sound Security Inc	1153943	001 008 521 20 41 01	LE-Professional Serv-Fixed	Security Monitoring Svcs 1825 S Lake 12-2024	62433	$1,256.07
Sound Security Inc	1153944	001 008 521 20 41 01	LE-Professional Serv-Fixed	Security Monitoring Svcs 10518 18th St 12-2024	62433	$101.66
					62433 Total	**$1,357.73**
Sprague Pest Solutions	5653517	001 012 575 51 40 00	CS-Grimm House - Services	Pest Control - Grimm House	62434	$105.20
Sprague Pest Solutions	5653557	001 013 518 20 41 00	GG-Professional Service	Pest Control - VIC	62434	$105.20
					62434 Total	**$210.40**
Sprague Pest Solutions	5653518	101 016 542 30 41 02	ST-Professional Service	Pest Control - PW Shop	62516	$93.18
Sprague Pest Solutions	5653518	410 016 531 10 41 01	SW - Professional Services	Pest Control - PW Shop	62516	$93.18
Sprague Pest Solutions	5653519	001 013 518 20 41 00	GG-Professional Service	Pest Control - CH	62516	$138.26
Sprague Pest Solutions	5653558	001 013 518 20 41 00	GG-Professional Service	Pest Control - Senior Center	62516	$105.20
					62516 Total	**$429.82**
Springbrook Nursery and Trucking Inc	373290	101 016 544 90 31 02	ST-Operating Cost	Dump Fees - Brush/Stumps	62435	$64.00
Springbrook Nursery and Trucking Inc	373440	101 016 544 90 31 02	ST-Operating Cost	Dump Fees - Brush/Stumps	62435	$48.00
					62435 Total	**$112.00**
Springbrook Nursery and Trucking Inc	373527	101 016 544 90 31 02	ST-Operating Cost	Dump Fees - Brush/Stumps	62517	$48.00
Springbrook Nursery and Trucking Inc	373538	101 016 544 90 31 02	ST-Operating Cost	Dump Fees - Brush/Stumps	62517	$48.00
Springbrook Nursery and Trucking Inc	373592	101 016 544 90 31 02	ST-Operating Cost	Dump Fees - Brush/Stumps	62517	$16.00
					62517 Total	**$112.00**
State Auditors Office	L164928	001 004 514 23 41 00	FI-Professional Service	Accountability/Financial Audit 2023	62436	$17,387.50
					62436 Total	**$17,387.50**
Station Organic Cleaners	LSPD 23	001 008 521 20 41 01	LE-Professional Serv-Fixed	PD Uniform Cleaning Service	62518	$556.94
					62518 Total	**$556.94**
Stericycle Inc	8009255359	001 008 521 20 41 01	LE-Professional Serv-Fixed	Hazardous Waste Disposal PD	62519	$20.72
					62519 Total	**$20.72**
Symbol Arts	513196	001 008 521 20 31 01	LE-Fixed Minor Equipment	LSPD Badges	62437	$1,174.43
Symbol Arts	513348	001 008 521 20 31 01	LE-Fixed Minor Equipment	LSPD Badges	62437	$76.51
Symbol Arts	513630	001 008 521 20 31 01	LE-Fixed Minor Equipment	LSPD Badges/Nameplates/Pocket Holder	62437	$224.07
					62437 Total	**$1,475.01**
T Mobile USA Inc	9590737824	001 008 521 20 41 01	LE-Professional Serv-Fixed	Timinig Advance	62520	$50.00
T Mobile USA Inc	9590737825	001 008 521 20 41 01	LE-Professional Serv-Fixed	GPS Locate/Timinig Advance	62520	$165.00
					62520 Total	**$215.00**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Tacoma Screw Products Inc	180118684-00	101 016 544 90 31 02	ST-Operating Cost	Wilton Vise/Circular Saw Tool/Redlithium Battery	62521	$402.78
Tacoma Screw Products Inc	180118684-00	410 016 531 10 31 02	SW - Operating Costs	Wilton Vise/Circular Saw Tool/Redlithium Battery	62521	$402.78
Tacoma Screw Products Inc	180118821-00	101 016 544 90 31 02	ST-Operating Cost	Gloves	62521	$18.49
Tacoma Screw Products Inc	180118821-00	410 016 531 10 31 02	SW - Operating Costs	Gloves	62521	$18.49
					62521 Total	**$842.54**
Technological Services Inc	1942	001 008 521 20 48 00	LE-Repair & Maintenance Equip	New Tire PT-23-00	62522	$429.24
Technological Services Inc	1969	001 008 521 20 48 00	LE-Repair & Maintenance Equip	New Tires PT-21-95	62522	$729.93
					62522 Total	**$1,159.17**
Thyssenkrupp Elevator Corporation	3008234088	005 000 518 20 40 01	Rental Property Utilities	Elevator Service - 10515 20th St SE	62438	$367.98
					62438 Total	**$367.98**
Tokuda	122324 TOKUDA	001 013 582 10 00 00	Refund of Deposit	80881266 Mill Deposit Refund Receipt #76826450	62523	$150.00
					62523 Total	**$150.00**
Transpo Group USA Inc	33957	301 016 595 30 60 05	TZ1 - Main Street	LS Main Street Design	62524	$4,505.97
					62524 Total	**$4,505.97**
TransUnion Risk and Alternative Data	4016011-202412-1	001 008 521 20 41 01	LE-Professional Serv-Fixed	TILO - Information Gathering Services	62525	$81.98
					62525 Total	**$81.98**
Ubert	121024 UBERT R	410 016 531 10 49 00	SW - Miscellaneous	CDL Physical Reimbursement - R Ubert	62439	$232.00
					62439 Total	**$232.00**
ULINE	185703702	001 013 518 20 31 00	GG-Operating Costs	File Drawers/Desk/Dry Erase Board/Chair - Gen Facilities	62440	$1,233.04
ULINE	185703702	005 000 518 20 30 00	Rental Property Operating Cost	File Drawers/Desk/Dry Erase Board/Chair - Gen Facilities	62440	$435.19
ULINE	185703702	101 016 544 90 31 02	ST-Operating Cost	File Drawers/Desk/Dry Erase Board/Chair - Gen Facilities	62440	$54.40
ULINE	185703702	410 016 531 10 31 02	SW - Operating Costs	File Drawers/Desk/Dry Erase Board/Chair - Gen Facilities	62440	$90.66
ULINE	186204256	001 013 518 20 31 00	GG-Operating Costs	Janitorial Supplies - Gen Facilities	62440	$758.72
ULINE	186204256	005 000 518 20 30 00	Rental Property Operating Cost	Janitorial Supplies - Gen Facilities	62440	$267.78
ULINE	186204256	101 016 544 90 31 02	ST-Operating Cost	Janitorial Supplies - Gen Facilities	62440	$33.47
ULINE	186204256	410 016 531 10 31 02	SW - Operating Costs	Janitorial Supplies - Gen Facilities	62440	$55.79
					62440 Total	**$2,929.05**
United Rentals North America Inc	241485586-001	001 010 576 80 45 00	PK-Equipment Rental	Boom Rental for Installing Winter Decor on Main St	62526	$1,601.04
United Rentals North America Inc	241485586-001	101 016 542 30 45 00	ST-Rentals-Leases	Boom Rental for Installing Winter Decor on Main St	62526	$1,601.04
					62526 Total	**$3,202.08**
UPS	0000074Y42494	001 008 521 20 42 00	LE-Communication	Evidence Shipping	62441	$15.40
					62441 Total	**$15.40**
UPS	0000074Y42504	001 008 521 20 42 00	LE-Communication	Evidence Shipping	62527	$2.45
UPS	0000074Y42524	001 008 521 20 42 00	LE-Communication	Evidence Shipping	62527	$1.23
					62527 Total	**$3.68**
Verizon Wireless	6101868414	001 008 521 20 42 00	LE-Communication	Wireless Phone Service	62528	$3,292.96
					62528 Total	**$3,292.96**
Washington Assoc of Sheriffs and	INV032355	001 008 521 40 49 01	LE-Registration Fees	WASPC Conf Registration - Beazizo/Thomas	62529	$800.00
					62529 Total	**$800.00**
Washington State Patrol	I2502692	633 000 589 30 00 10	Gun Permit - WSP Remittance	Weapons Permit Background Checks	62442	$225.25
					62442 Total	**$225.25**
Washington State Support Registry	12252024	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	EFT	$875.63
					EFT Total	**$875.63**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Wave	103946401-0011202	510 006 518 80 49 04	LR - WaveBroadband Fiber Lease	Fiber Leases	62443	$1,268.82
Wave	103946401-0011202	001 002 513 11 42 00	AD-Communications	Telephone Service	62443	$73.19
Wave	103946401-0011202	001 003 514 20 42 00	CC-Communications	Telephone Service	62443	$146.38
Wave	103946401-0011202	001 004 514 23 42 00	FI-Communications	Telephone Service	62443	$146.39
Wave	103946401-0011202	001 005 518 10 42 00	HR-Communications	Telephone Service	62443	$73.19
Wave	103946401-0011202	001 006 518 80 42 00	IT-Communications	Telephone Service	62443	$219.57
Wave	103946401-0011202	001 007 558 50 42 00	PL-Communication	Telephone Service	62443	$475.99
Wave	103946401-0011202	001 007 559 30 42 00	PB-Communication	Telephone Service	62443	$73.19
Wave	103946401-0011202	001 008 521 20 42 00	LE-Communication	Telephone Service	62443	$2,489.49
Wave	103946401-0011202	001 012 575 30 42 00	CS- Museum - Communications	Telephone Service	62443	$73.19
Wave	103946401-0011202	001 012 575 50 42 00	CS- The Mill- Communication	Telephone Service	62443	$73.19
Wave	103946401-0011202	001 013 518 20 42 00	GG-Communication	Telephone Service	62443	$292.77
Wave	103946401-0011202	101 016 543 30 42 00	ST-Communications	Telephone Service	62443	$421.22
Wave	103946401-0011202	410 016 531 10 42 00	SW - Communications	Telephone Service	62443	$421.22
					62443 Total	**$6,247.80**
West Coast Code Consultants Inc	2024-613-NOV	001 007 558 50 41 04	Permit Related Professional Sr	Building Inspection Services 11-2024	62444	$742.78
					62444 Total	**$742.78**
West Coast Pet Memorial Services	WA70314-I-0072	001 010 576 80 41 00	PK-Professional Services	Animal Cremation Services 11-2024	62530	$82.67
West Coast Pet Memorial Services	WA70314-I-0072	101 016 542 30 41 02	ST-Professional Service	Animal Cremation Services 11-2024	62530	$82.67
West Coast Pet Memorial Services	WA70314-I-0072	410 016 531 10 41 01	SW - Professional Services	Animal Cremation Services 11-2024	62530	$82.66
					62530 Total	**$248.00**
Willards Pest Control Co	449508	001 008 521 50 48 00	LE-Facility Repair & Maint	Monthly Rodent Service - PD	62531	$85.53
					62531 Total	**$85.53**
WM Corporate Services Inc	1047801-4968-8	411 016 594 31 60 02	SWC - Capital Purchases	Dumpster Rental 3024 Old Hartford Rd	62532	$8,306.63
					62532 Total	**$8,306.63**
WR Lake Stevens LLC	11-2024 CH	001 002 513 11 41 00	AD-Professional Services	Car Washes for Admin Vehicles	62533	$20.00
WR Lake Stevens LLC	11-2024 CH	001 007 559 30 48 00	PB-Repair & Maintenance	Car Washes for Building Vehicles	62533	$80.00
WR Lake Stevens LLC	11-2024 CH	001 005 518 10 41 00	HR-Professional Services	Car Washes for HR Vehicles	62533	$20.00
WR Lake Stevens LLC	11-2024 CH	001 010 576 80 41 00	PK-Professional Services	Car Washes for Parks Vehicles	62533	$60.00
WR Lake Stevens LLC	11-2024 CH	101 016 542 30 41 02	ST-Professional Service	Car Washes for PW Vehicles	62533	$80.00
WR Lake Stevens LLC	11-2024 CH	410 016 531 10 41 01	SW - Professional Services	Car Washes for PW Vehicles	62533	$80.00
					62533 Total	**$340.00**
Wright	120324 WRIGHT R	001 007 558 50 43 00	PL-Travel & Mtgs	GovAI Conf Uber Reimbursement - R Wright	62445	$30.85
					62445 Total	**$30.85**
Zachor Stock & Krepps Inc PS	24-LKS-0012	001 011 515 41 41 02	Ext Consult - Prosecutor Svs	Prosecution Services	62534	$14,865.76
					62534 Total	**$14,865.76**
Zencity Technologies Inc	SI246000376	001 013 518 20 41 00	GG-Professional Service	Community Survey Semi Annual	62535	$27,325.00
					62535 Total	**$27,325.00**
Ziply Fiber	12-2024 ZIPLY	005 000 518 20 40 01	Rental Property Utilities	Telephone Services 10515 20th St	62536	$67.26
Ziply Fiber	12-2024 ZIPLY	001 012 575 30 47 00	CS- Museum - Utilities	Telephone Services Museum	62536	$105.71
Ziply Fiber	12-2024 ZIPLY	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Control Modem	62536	$81.86
					62536 Total	**$254.83**

BLANKET VOUCHER APPROVAL

2025

Payroll Direct Deposits	**1/10/2025**	**$410,429.74**
Payroll Checks	**62558**	**$3,262.42**
Electronic Funds Transfers	**ACH**	
Claims	**62537-62557**	**$1,476,364.35**
Void Checks		
Total Vouchers Approved:		**$1,890,056.51**

This 14th day of January 2025

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment or a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Lake Stevens, and that I am authorized to authenticate and certify to said claim.

Finance Director/Auditing Officer, Barb Stevens

Mayor, Brett Gailey

January 14, 2025

City expenditures by type for this voucher packet		
Personnel Costs	$413,692	22%
Supplies	$367	0%
Professional Services	$1,475,997	78%
Total	**$1,890,057**	**100%**

Large Purchases *

City of Lake Stevens Blanket Voucher Report
Checks to be approved for period 01/01/2025 - 01/08/2025

Total for Period
$1,476,364.35

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Ace Hardware	80511	101 016 544 90 31 02	ST-Operating Cost	Cleaning Supplies	62537	$95.05
Ace Hardware	80516	410 016 531 10 35 00	SW - Small Tools	Recip Saw	62537	$272.16
					62537 Total	**$367.21**
ASCAP	2025 ASCAP	001 013 518 20 49 00	GG-Miscellaneous	2025 Annual ASCAP License Fee	62538	$445.00
					62538 Total	**$445.00**
CivicPlus LLC	321718	510 006 518 80 49 07	LR - Civic Plus Suite	Custom IdP Integration Annual Fee	62539	$1,259.87
CivicPlus LLC	321720	510 006 518 80 49 07	LR - Civic Plus Suite	CivicPlus Annual Renewal	62539	$51,775.48
CivicPlus LLC	321811	510 006 518 80 49 07	LR - Civic Plus Suite	Sandbox Site - CivicEngage Renewal	62539	$2,437.00
					62539 Total	**$55,472.35**
Costco Membership	COSTCO 2025	001 004 514 23 49 01	FI-Staff Development	Costco Membership Renewal - B Stevens	62540	$65.00
Costco Membership	COSTCO 2025	001 003 514 20 49 02	CC-Staff Development	Costco Membership Renewal - C Weaver	62540	$65.00
Costco Membership	COSTCO 2025	001 008 521 40 49 01	LE- Staff Development	Costco Membership Renewal - J Dreher	62540	$65.00
Costco Membership	COSTCO 2025	001 010 576 80 49 01	PK-Staff Development	Costco Membership Renewal - J Lewandowski	62540	$65.00
Costco Membership	COSTCO 2025	001 013 518 20 49 00	GG-Miscellaneous	Costco Membership Renewal - L Erickson	62540	$65.00
Costco Membership	COSTCO 2025	101 016 542 30 49 01	ST-Staff Development	Costco Membership Renewal - N Houghtaling	62540	$32.50
Costco Membership	COSTCO 2025	410 016 531 10 49 01	SW - Staff Development	Costco Membership Renewal - N Houghtaling	62540	$32.50
					62540 Total	**$390.00**
Dept of Licensing	010425 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 01/01/25 - 01/04/25	62541	$129.00
					62541 Total	**$129.00**
Government Finance Officers Association	2531003 (2025)	001 004 514 23 49 01	FI-Staff Development	GFOA Memerbship Renewal	62542	$250.00
					62542 Total	**$250.00**
Governmentjobscom Inc	INV-123970	510 006 518 80 49 30	LR - NEOGOV	NeoGov Annual Subscription	62543	$44,648.40
					62543 Total	**$44,648.40**
Green	011225 GREEN	001 010 576 80 49 01	PK-Staff Development	SMFA Conf Airport Parking - D Green	62544	$120.00
Green	011225 GREEN	001 010 576 80 49 01	PK-Staff Development	SMFA Conf Meal PerDiem - D Green	62544	$383.00
Green	011225 GREEN	001 010 576 80 49 01	PK-Staff Development	SMFA Conf Mileage PerDiem To/From Airport - D Green	62544	$9.65
					62544 Total	**$512.65**
Heinemann	012025 HEINEMAN	001 008 521 40 49 01	LE- Staff Development	Shot Show Las Vegas Meal PerDiem - G Heinemann	62545	$368.00
					62545 Total	**$368.00**
Hingtgen	012025 HINGTGEN	001 008 521 40 49 01	LE- Staff Development	Shot Show Las Vegas Meal PerDiem - M Hingtgen	62546	$368.00
					62546 Total	**$368.00**
LEIRA	4299	001 008 521 20 49 00	LE-Dues & Memberships	LEIRA Memerbship - D Smith	62547	$50.00
					62547 Total	**$50.00**
National Association of Field Training Officers	4186	001 008 521 40 49 01	LE- Staff Development	Beyond Basics of Field Training Registration - B Zelenock	62548	$250.00
National Association of Field Training Officers	4186	001 008 521 40 49 01	LE- Staff Development	Beyond Basics of Field Training Registration - D Dreher	62548	$250.00
National Association of Field Training Officers	4186	001 008 521 40 49 01	LE- Staff Development	Beyond Basics of Field Training Registration - G Heinemann	62548	$250.00
National Association of Field Training Officers	4186	001 008 521 40 49 01	LE- Staff Development	Beyond Basics of Field Training Registration - J Marshall	62548	$250.00
National Association of Field Training Officers	4186	001 008 521 40 49 01	LE- Staff Development	Beyond Basics of Field Training Registration - J Young	62548	$250.00
					62548 Total	**$1,250.00**
National PELRA	13375	001 005 518 10 49 01	HR-Staff Development	NPELRA Membership - J Good	62549	$225.00
					62549 Total	**$225.00**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
PowerDMS Inc	INV-123856	510 006 518 80 49 46	LR - PowerDMS	PowerDMS Subscription	62550	$14,325.12
					62550 Total	**$14,325.12**
Puget Sound Regional Council	2025043 - 2025	001 013 518 90 49 00	GG-PSRC	PSRC Membership Dues	62551	$14,849.00
					62551 Total	**$14,849.00**
Sound Security Inc	1157199	001 010 576 80 41 00	PK-Professional Services	Access Monitoring Lundeen Park	62552	$19.51
Sound Security Inc	1157199	001 013 518 20 41 00	GG-Professional Service	Fire & Security Monitoring CH	62552	$679.58
Sound Security Inc	1157199	001 012 575 50 47 00	CS- The Mill- Utilities	Fire & Security Monitoring The Mill	62552	$711.71
Sound Security Inc	1157199	001 010 576 80 41 00	PK-Professional Services	Fire Monitoring/Confidence Testing PW Shop	62552	$338.75
Sound Security Inc	1157199	101 016 542 30 41 02	ST-Professional Service	Fire Monitoring/Confidence Testing PW Shop	62552	$338.75
Sound Security Inc	1157199	410 016 531 10 41 01	SW - Professional Services	Fire Monitoring/Confidence Testing PW Shop	62552	$338.75
Sound Security Inc	1157199	001 010 576 80 41 00	PK-Professional Services	Intrusion Monitoring Eagle Ridge	62552	$130.93
					62552 Total	**$2,557.98**
Springbrook Holding Company LLC	INV-019274	510 006 518 80 49 29	LR - Springbrook	2025 Springbrook Suite Subscription	62553	$23,244.49
					62553 Total	**$23,244.49**
Verizon Wireless	6102526217	001 001 511 60 42 00	Legislative - Communication	Wireless Phone Service	62554	$295.96
Verizon Wireless	6102526217	001 001 513 10 42 00	Executive - Communication	Wireless Phone Service	62554	$42.28
Verizon Wireless	6102526217	001 002 513 11 42 00	AD-Communications	Wireless Phone Service	62554	$47.28
Verizon Wireless	6102526217	001 003 514 20 42 00	CC-Communications	Wireless Phone Service	62554	$184.12
Verizon Wireless	6102526217	001 004 514 23 42 00	FI-Communications	Wireless Phone Service	62554	$47.28
Verizon Wireless	6102526217	001 005 518 10 42 00	HR-Communications	Wireless Phone Service	62554	$226.40
Verizon Wireless	6102526217	001 006 518 80 42 00	IT-Communications	Wireless Phone Service	62554	$273.68
Verizon Wireless	6102526217	001 007 558 50 42 00	PL-Communication	Wireless Phone Service	62554	$383.25
Verizon Wireless	6102526217	001 007 559 30 42 00	PB-Communication	Wireless Phone Service	62554	$209.59
Verizon Wireless	6102526217	001 010 576 80 42 00	PK-Communication	Wireless Phone Service	62554	$560.87
Verizon Wireless	6102526217	101 016 543 30 42 00	ST-Communications	Wireless Phone Service	62554	$961.36
Verizon Wireless	6102526217	410 016 531 10 42 00	SW - Communications	Wireless Phone Service	62554	$961.37
					62554 Total	**$4,193.44**
Washington Alarm Inc	639349	005 000 518 20 40 02	Rental Property Services	Fire Alarm Monitoring 10515 20th St SE 01-2025	62555	$49.19
Washington Alarm Inc	639350	005 000 518 20 40 02	Rental Property Services	Elevator Monitoring 10515 20th St SE 01-2025	62555	$27.33
Washington Alarm Inc	639351	005 000 518 20 40 02	Rental Property Services	Fire Alarm Monitoring 10519 20th St SE 01-2025	62555	$49.19
					62555 Total	**$125.71**
Washington Cities Insurance Authority	200400	001 004 514 23 46 00	FI-Insurance	2025 WCIA Insurance	62556	$97.67
Washington Cities Insurance Authority	200400	001 008 521 20 46 00	LE-Insurance	2025 WCIA Insurance	62556	$472,091.11
Washington Cities Insurance Authority	200400	001 010 576 80 46 00	PK-Insurance	2025 WCIA Insurance	62556	$223,225.26
Washington Cities Insurance Authority	200400	001 013 518 20 46 00	GG-Insurance	2025 WCIA Insurance	62556	$275,824.15
Washington Cities Insurance Authority	200400	005 000 518 20 40 03	Rental Property Insurance	2025 WCIA Insurance	62556	$59,132.70
Washington Cities Insurance Authority	200400	101 016 543 30 46 00	ST-Insurance	2025 WCIA Insurance	62556	$148,244.38
Washington Cities Insurance Authority	200400	410 016 531 10 46 00	SW-Insurance	2025 WCIA Insurance	62556	$132,862.73
					62556 Total	**$1,311,478.00**
WMCA	5867	001 003 514 20 49 02	CC-Staff Development	WMCA Conf Registration - C Weaver	62557	$495.00
WMCA	5868	001 003 514 20 49 02	CC-Staff Development	WMCA Conf Registration - K Chelin	62557	$620.00
					62557 Total	**$1,115.00**

CITY OF LAKE STEVENS
CITY COUNCIL REGULAR MEETING MINUTES
December 17, 2024, at 6:00 p.m.
Hybrid Meeting - By Remote Participation via Zoom & in Person at The Mill Building

CALL TO ORDER:	6:00 p.m. Mayor Brett Gailey
ELECTED OFFICIALS PRESENT:	Council President Gary Petershagen, Kim Daughtry, Ryan Donoghue Marcus Tageant, Kymm Shipman, Steve Ewing and Anji Jorstad.

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

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

Roll Call
All Councilmembers were present.

Approval of Agenda
MOTION. Councilmember Ewing made a motion, seconded by Councilmember Tageant, to approve the agenda with an amendment of moving consent item C, Fee Resolution 2024-0013 to an action item. The motion passed 7-0-0-0.

Guest Business
Introduce Gloriana Huhta, Permit Specialist Lead

2025 Legislative Priorities

Citizen Comments
Russell Joe, Master Builders Association.
Mr. Joe spoke about the permit and building fees on the agenda.

Council Business

City Department Report
Capital Projects and TBP Update
City Engineer Kim Klinkers, Capitol Projects Manager Erik Mangold and Senior Civil Engineer Ben Romanaggi gave an update on capitol projects and projects funded by the Transportation Benefit Program.

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

The consent agenda items were as follows:
- 2024 Vouchers
- City Council Meeting Minutes of December 10, 2024
- Board and Commission Reappointments
- Cancel December 24, 2024 Council Meeting
- Construction Management Services for the Main Street Improvements Project
- PSA Supplement #1 for the Main Street Roundabout Project

Action Items

Municipal Services Design Contract

Director Wright presented on the municipal services design contract with ARC Architects to complete the design of the Lake Stevens Municipal Services Campus. Council and staff engaged in a discussion.

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Ewing, to authorize the Mayor to execute the professional services agreement with ARC Architects to complete the design of the Lake Stevens Municipal Services Campus. The motion passed 7-0-0-0.

Costco Stormwater Cost-Sharing Agreement

Surface Water Manager Farrant presented on the purposed cost-sharing agreement with Costco for city maintenance of a shared stormwater pond south of the 91st Ave SE extension. Council and staff engaged in a discussion.

MOTION. Councilmember Jorstad made a motion, seconded by Councilmember Ewing, to approve the stormwater cost-sharing agreement with Costco. The motion passed 7-0-0-0.

Snohomish Conservation District ILA Amendment for 2025-2026 Scope of Work

Surface Water Manager Farrant presented on the 2025-2026 contract amendment to the executed ILA with the Snohomish Conservation District. Council and staff engaged in a discussion.

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Tageant, to authorize the Mayor to sign the 2025-2026 contract amendment to amend the executed ILA with Snohomish Conservation District. The motion passed 7-0-0-0.

Fee Resolution 2024-0013 Land Use & Miscellaneous and Building Permit Fees

Planning Manager Schmidt and Building Official Manus presented on Fee Resolution 2024-0013 related to land use, miscellaneous and building permit fees. Council and staff engaged in a discussion.

MOTION. Councilmember Tageant made a motion, seconded by Councilmember Daughtry, to adopt Fee Resolution 2024-0013 Land Use & Miscellaneous and Building Permit Fees. The motion passed 7-0-0-0.

Adjournment

MOTION. Councilmember Tageant made a motion, seconded by Councilmember Ewing, to adjourn the meeting. The motion passed 7-0-0-0.

The meeting adjourned at 7:29 p.m.

Brett Gailey, Mayor

Caitlin Weaver, Deputy City Clerk

CITY COUNCIL STAFF REPORT

Agenda Date: 1/14/2025

Subject: Washington State Parks Marine Program & LSPD ILA 2025

Contact Person/Department: Jeffrey Beazizo, Police Department

Budget Impact:

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:
Authorize the Mayor to sign the Interagency Agreement

SUMMARY/BACKGROUND:
Lake Stevens Police Department partners with the Washington State Parks Law Enforcement Marine Programs to establish a cooperative framework between STATE PARKS and LSPD to enhance the performance of boating safety and education services in the state per RCW 88.02650 and WAC 352-65.010. The goal is to reduce the number and severity of recreational boating casualties of all types associated with recreational boating and ensure a safe and enjoyable boating environment for all users.

In exchange for vessel registration fees, transmitted to the LSPD by the Washington State Treasurer, LSPD shall furnish the necessary personnel, equipment, material, and services and otherwise do all things necessary for, or incidental to, the performance of marine law enforcement and other duties as defined in Chapter 79A.60 RCW - REGULATION OF RECREATIONAL VESSELS.

The term of this agreement, once signed by STATE PARKS, shall end on December 31, 2025.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. MLE 1375 Approved Program Agreement LAKE STEVENS PD

INTERGOVERNMENTAL AGREEMENT

Between

WASHINGTON STATE PARKS AND RECREATION COMMISSION

And

Lake Stevens Police Department

Agency Size Category: Medium

Marine Lead: James Barnes, 425-876-0566

AGREEMENT# LE: MLE1375

THIS AGREEMENT is between the Washington State Parks and Recreation Commission, "STATE PARKS," and Lake Stevens Police Department the "AGENCY".

THE PURPOSE OF THIS AGREEMENT is to establish a cooperative framework between STATE PARKS and the AGENCY to enhance the performance of boating safety and education services in the state per RCW 88.02650 and WAC 352-65.010. The goal is to reduce the number and severity of recreational boating casualties of all types associated with recreational boating and ensure a safe and enjoyable boating environment for all users.

THEREFORE, IT IS MUTUALLY AGREED THAT:

SUMMARY STATEMENT

In exchange for vessel registration fees, transmitted to the AGENCY by the Washington State Treasurer, AGENCY shall furnish the necessary personnel, equipment, material, and services and otherwise do all things necessary for, or incidental to, the performance of marine law enforcement and other duties as defined in Chapter 79A.60 RCW - REGULATION OF RECREATIONAL VESSELS.

PERIOD OF PERFORMANCE

The term of this agreement, once signed by STATE PARKS, shall end on December 31, 2025.

RECORDS MAINTENANCE

The parties to this agreement shall each maintain books, records, documents and other evidence that sufficiently and properly reflect all direct and indirect costs expended by either party in the performance of the services described herein. These records are subject to inspection, review, or audit by personnel of both parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this agreement must be retained for six years after expiration, and the Office of the State Auditor, federal auditors, and any persons duly authorized by the parties must have full access and the right to examine any of these materials during this period.

Records and other documents, in any medium, furnished by one party to this agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. Each party shall utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.

INDEPENDENT CAPACITY

The employees or agents of each party who are engaged in the performance of this agreement will continue to be employees or agents of that party and will not be considered for any purpose to be employees or agents of the other party.

AGREEMENT ALTERATIONS AND AMENDMENTS

This agreement may be amended by mutual agreement of the parties. Such amendments are not binding unless they are in writing.

INDEMNIFICATION

Each party is responsible for the actions and inactions of itself and its own officers, employees, and agents acting within the scope of their authority.

TERMINATION FOR CAUSE

If STATE PARKS determines that AGENCY is not in compliance with the minimum requirements of this agreement, the State Parks Marine Law Enforcement Coordinator will notify AGENCY in writing of the deficiency. AGENCY will have forty-five days following receipt of the notice of deficiency to submit a plan satisfactory to STATE PARKS to remedy the deficiency. If, after forty-five days, AGENCY has not submitted a plan to STATE PARKS for remedying the deficiency or is unable to demonstrate its ability to meet minimum requirements, STATE PARKS will have the option to terminate this agreement. If AGENCY disagrees with STATE PARKS' decision to cancel this agreement, AGENCY may seek a hearing per chapter 34.05 RCW, the Administrative Procedure Act to contest this decision.

DISPUTES

In the event that a dispute arises under this agreement, it will be determined by a Dispute Board in the following manner: Each party to this agreement appoints one member to the Dispute Board. The members so appointed jointly appoint an additional member to the Dispute Board. The Dispute Board reviews the facts, contract terms, and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Board is final and binding on the parties hereto.

GOVERNANCE

This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this agreement must be construed to conform to those laws.

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency must be resolved by giving precedence in the following order:

a. Applicable state and federal statutes and rules;

b. Summary Statement; and

c. Any other provisions of the agreement, including materials incorporated by reference.

ASSIGNMENT

The work to be provided under this agreement, and any claim arising thereunder, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent may not be unreasonably withheld.

WAIVER

A failure by either party to exercise its rights under this agreement does not preclude that party from subsequent exercise of such rights and does not constitute a waiver of any other rights under this agreement unless stated to be such, in writing, signed by an authorized representative of the party, and attached to the original agreement.

SEVERABILITY

If any provision of this agreement or any provision of any document incorporated by reference is held invalid, such invalidity does not affect the other provisions of this agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this agreement, and to this end the provisions of this agreement are declared to be severable.

ALL WRITINGS CONTAINED HEREIN

This agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this agreement exist or bind the parties.

CONTRACT MANAGEMENT

The contract representative for each of the parties are responsible for and are the contact person for all communications and billings regarding the performance of this agreement.

The Contact Representative for AGENCY is:

James Barnes, Sergeant

Lake Stevens Police Department

425-876-0566

jbarnes@lakestevenswa.gov

The Contract Representative for STATE PARKS is:

Bryan Alexander, Marine Law Enforcement Coordinator

(360) 902-8835.

IN WITNESS WHEREOF, the parties have executed this agreement.

Washington State Parks and Recreation Commission	Lake Stevens Police Department
By: __________________________	By: __________________________
Title: __________________________	Title: __________________________
Date: __________________________	Date: __________________________

Approved As To Form:

Michael Young

Asst. Attorney General

12/21/17

Exhibit A

AGENCY REQUIREMENTS

Signed Agreement:

AGENCY shall sign an Approved Program Agreement with STATE PARKS that contains all qualifications and requirements necessary to establish or maintain eligibility to receive vessel registration fees as established by RCW 88.02.650. AGENCY agrees to use the A-299 Web Forms to provide information necessary to complete the annual Approved Program Agreement. AGENCY agrees to utilize the web-enabled process designated by STATE PARKS to generate the Approved Program Agreement. AGENCY agrees to complete the submission process by October 15, 2024.

Designated Marine Lead / Conference Attendance / Surveys:

AGENCY must designate a “Marine Lead” - the Deputy/Officer/or Supervisor (LT, SGT, Undersheriff) that is responsible for interacting with STATE PARKS on all issues and matters related to AGENCY’s Marine Law Enforcement unit. Duties include but are not limited to:

- Ensuring all required reports are completed and submitted to STATE PARKS within document due date guidelines.
- Submitting personnel names to attend training courses and conferences.
- Attending the annual Fall Conference or designating another to attend.
- Ensuring that all commissioned officers/deputies identified in the A-299 Web Form have received Marine Law Enforcement Training.
- Ensuring that all tasks identified on the BOAT Currency Web Form are current and up to date.
- Taking proactive steps to ensure that his/her agency will have all necessary equipment and other necessary infrastructure in place so to utilize the SECTOR system for all boating related safety inspections and warnings. Inspections can be entered into SECTOR at the time of the inspections or at a later time.
- Communicating with STATE PARKS on all matters and issues that may arise around recreational boating safety and marine law enforcement and disseminating information within their agency as appropriate.
- Responding to any and all recreational boating safety surveys sent by STATE PARKS within the requested timeline.
- Ensuring that all data on their agency held by STATE PARKS is up to date and accurate.

Reporting Recreational Boating Activities and Financial Data:

Training Currency Forms: AGENCY agrees to complete a BOAT Currency Web Form for each officer/deputy identified in their A-299 Web Form by October 15 of each year. Only officers/deputies whose training qualifications are current will be considered trained.

Summary of Activity Report Web Forms: AGENCY agrees to use the Summary of Activity Report (SOAR) web form to report all required recreational boating safety (RBS) activities. AGENCY may report the activities daily, monthly, or quarterly using the SOAR Web Forms.

Utilize SOAR Web Forms: AGENCY will use the Summary of Activity Report (SOAR) web form designated by STATE PARKS to report all required RBS Activities.

Reporting Frequency: AGENCY must submit a Summary of Activity Report (SOAR) at least quarterly to STATE PARKS. However, it may report RBS Activities daily or monthly using the SOAR Web Forms.

Review and Approval of SOAR: STATE PARKS will provide AGENCY with a summary of all reported RBS Activities at the end of the quarter and provide AGENCY with the opportunity to correct, update, and/or amend their report to address any inaccuracies or omissions. If all information is correct, AGENCY will print, sign, and submit a copy of the SOAR quarterly summary to STATE PARKS by the designated deadline.

Due Dates: The SOAR is due to STATE PARKS by the 15^{th} of the month following the end of the quarter as follows:

Quarter	Beginning Date	End Date	SOAR Due Date
First Quarter	January 1	March 31	April 15
Second Quarter	April 1	June 30	July 15
Third Quarter	July 1	September 30	October 15
Fourth Quarter	November 1	December 31	January 15

Vessel Registration Fee Expenditure Report: AGENCY will use the Vessel Registration Fee Expenditure Report Web Form to provide STATE PARKS with accounting information as directed. AGENCY agrees to submit this form by October 15 of each year.

EXHIBIT B

FUNDING REQUIREMENTS

AGENCY Financial System Report: AGENCY agrees to provide STATE PARKS with a report from the AGENCY'S financial system that demonstrates that vessel registration fees (VRFs) are deposited in a dedicated account and showing the deposit of state vessel registration funds received from the Office of State Treasurer. See Exhibit E for an example. This report may not be an Excel spreadsheet, and it must be submitted with the Vessel Registration Fee Expenditure Report.

VRF Fund Balance Report: AGENCY agrees to provide STATE PARKS a report from the AGENCY financial system showing the fund balance of the dedicated VRF account. See Exhibit E for an example. VRF fund balance on this system-generated report should match the bottom line on the VRF report ("Total Remaining Balance of State VRF funds for Fiscal Year").

Provide Local Spending: AGENCY agrees to contribute local funds to provide financial support to its marine law enforcement program to augment the funding provided through VRFs.

Limitation on Use of Funds: AGENCY agrees to use VRFs solely for recreational boating safety purposes, which include all activities or expenditures identified in the document "Allowable Costs and Expenditures for State Vessel Registration Fees and Federal Assistance Grants," as now existing or as may be updated in the future. This document can be found on the MLE Forms Website at: http://mle.parks.wa.gov/. AGENCY may charge actual, direct administrative costs to the VRF account. An example would be actual staff hours spent to fill out forms, or to maintain the dedicated account. AGENCY agrees not to charge administrative fees based on an estimated percentage of a staff person's time.

Local Ordinances, STATE PARKS notification: AGENCY agrees that if it adopts a local ordinance governing recreational boating, the ordinances will be at least as restrictive as, but may be more restrictive than, Washington State boating laws and regulations.

EXHIBIT C

OPERATIONAL REQUIREMENTS

Officer/Deputy Qualifications: AGENCY agrees to utilize officers/deputies with law enforcement certificates from the Criminal Justice Training Commission that authorize them to enforce all boating laws and regulations. Officers/deputies who have completed equivalent training may be approved by the STATE PARKS Director or designee.

Officer/Deputy Training Required: AGENCY agrees to ensure that all officers/ deputies involved in the recreational boating safety program attend the Washington State Basic Marine Law Enforcement Training course. STATE PARKS agrees to provide this training at no charge to AGENCY. Only officers/deputies that have attended this training will be considered trained. The AGENCY recognizes the National Association of Boating Law Administrators' Boating Crewmember Course or the Federal Law Enforcement Training Centers' Marine Law Enforcement Training Program as an equivalent course. Officers/deputies may attend an alternative and equivalent course with prior written STATE PARKS approval.

New Programs, Officers/Deputies, Must Acquire Training Within One Year: AGENCY agrees to acquire required training for officers/deputies within one year of becoming an approved program, and within one year for each newly assigned boating safety officer/deputy.

Training Currency: AGENCY must submit a BOAT Currency Requirements Report Web Form for all active personnel listed on the roster submitted with the A-299 Web Form by October 15 each year. These reports must be submitted at least annually but may be updated throughout the year. If AGENCY feels that they will be unable to complete all training tasks required, it shall submit a statement of explanation to the Marine Law Enforcement Coordinator.

Document Additional Training: AGENCY agrees to list on the A-299 form any additional training courses its personnel have completed.

Vessels and Equipment: AGENCY agrees to acquire and make available the necessary boating safety patrol equipment, including vessels capable of serving the minimum requirements outlined in this agreement. Patrol vessels must be properly marked and properly equipped as provided in chapter 88.02 RCW and chapter 352-60 WAC.

Vessel, Aircraft, Vehicle and Equipment Inventory Required: AGENCY agrees to supply STATE PARKS with an inventory of all vessels, aircraft, vehicles, and equipment utilized in the recreational boating safety missions along with details of how they are equipped each year in the A-299 web form.

Information required on the A-299 includes:

- **Vessels:** STATE PARKS requires the following data on each vessel:
  - Name
  - Manufacturer
  - Radio equipped (Y/N): Radio equipped means the vessel has an agency radio installed or "hardwired". Non-radio equipped boats are vessels that do not have radios installed. Portable radios may be carried on these boats, but they would be considered non-radio equipped. Examples include personal watercraft, drift boats, jon boats, kayaks, and inflatable rafts (motorized or non-motorized).
  - SECTOR equipped (Y/N): SECTOR equipped boats are the patrol vessels that are SECTOR equipped with a computer or tablet plus printer and scanner, including those that are permanently installed or "hardwired" OR portable cased units that are taken on an off the vessel. Non-SECTOR equipped boats are vessels that do not have a computer, tablet, printer installed or a cased kit.
  - Model
  - Length
  - Type of propulsion
  - Horsepower
  - Year purchased
  - Funds used to purchase the vessel (local, state, or federal)
  - Percent of time employed for the RBS mission

- **Aircraft:** The number of aircraft in your agency and the percentage they used for RBS activities.
  - Aircraft type
  - Manufacturer
  - SECTOR/Radio equipped
  - Model
  - Year
  - Funds Used for Purchase
  - Percent of time employed for the RBS mission

- **Vehicles**: Other Patrol Vehicles (Trucks, Cars, SUVs, ATVs) The number of other patrol vehicles assigned to the marine services unit and the percentage they are used for RBS activities
  - Vehicle Type
  - Manufacturer
  - SECTOR/Radio equipped
  - Model
  - Year
  - Funds Used for Purchase
  - Percent of time employed for the RBS mission

- **Equipment Valued at $5000.00 Dollars** (i.e. Engines, Electronics, etc.): Agencies are required to update their inventory of durable items defined as having a cost or value of $5000.00 dollars or more. Only items listed under "allowable expenses" defined in in the document "Allowable Costs and Expenditures for State Vessel Registration Fees and Federal Assistance Grants" (found on the MLE Forms Website at http://mle.parks.wa.gov/) should be purchased with vessel registration fees.
    - Equipment Type
    - Manufacturer
    - Model
    - Year purchased
    - Funds used for Purchase (local, state, federal)

Sale of Vessels Purchased with Vessel Registration Fees or STATE PARKS Provided Federal Funding: AGENCY agrees to notify STATE PARKS 60 days in advance of the sale date of any vessel purchased with federal funds provided by STATE PARKS. The sale of vessels purchased with state dollars, when sold at the end of their useful life, must be consistent with the AGENCY's policies and procedures. AGENCY agrees to remove the vessel from the Patrol Vessel Inventory once it is sold.

Boating Accident Reports Required, Timeline to Submission: AGENCY agrees to submit accident reports to STATE PARKS (in compliance with RCW 79A.60.200, RCW 79A.60.220 and WAC 352-70) as follows:

- For any boating accident resulting in a death, or in an injury requiring hospitalization, AGENCY agrees to:
    - Notify STATE PARKS within 48 hours of becoming aware of the incident.
    - Fill out and submit a complete Boating Accident Investigation Report (BAIR – form number A-425) within ten days of the occurrence.
    - Include the results of any other investigation conducted by the agency, including but not limited to statements from witnesses or any party involved, photos, maps, or additional information.
    - Submit, within one week of completion, any coroner's reports concerning the death of any person resulting from the boating accident.
- In addition to the requirements above, for any boating accident resulting in a death, or in an injury requiring hospitalization, OR damage to any vessel or property of two thousand dollars or more, OR a vessel is a complete loss, OR a person disappears from the vessel under circumstances that indicate death, AGENCY agrees to submit a Boating Accident Report (BAR – Form number A-440) within 10 days of the occurrence to STATE PARKS.

Boater Assistance: AGENCY agrees to create and maintain the ability to respond, or coordinate response to, boating emergencies that occur within AGENCY's jurisdiction and document each occurrence and report it to STATE PARKS through the Summary of Activity Report (SOAR) Web Form as prescribed in this agreement. AGENCY agrees to report each incident utilizing the following definitions:

- **Search & Rescue/Recovery**: Search and rescue (SAR) is defined as a water-borne response (including aircraft) involving a person or vessel **in peril**. AGENCY agrees to only report SAR cases on the Summary of Activity Report (SOAR) Web Form that were assigned a case number by their agency or a USCG MISLE Case ID Number and an Urgent Marine Information Broadcast (UMIB) initiated by the USCG. Agencies should not report assists (defined below) as SAR cases.

- **Assist**: An "Assist" is defined as aid where there is no immediate danger to the vessel or its occupants. This includes vessels involved in boating accidents, disabled, aground, out of fuel, or otherwise unable to reach a safe mooring under its own power. Assistance may include providing a tow, jump start, re-floating, re-righting, fuel, repair, repair parts, assisting persons in the water, etc. This does NOT include the salvage of a vessel once abandoned, or commercial vessels. AGENCY agrees to report responses of this nature as assists and will report the number of vessels assisted and the number of persons assisted on the SOAR web form.

Boating Safety Patrols Required, Minimum Hours: AGENCY agrees to patrol on the waters of its jurisdiction with the intent of enforcing Washington State Boating Safety Laws and Regulations and to promote boating safety some minimum hours based on their agency size (Small – 133, Medium – 255, Large - 436) per year during peak boating hours within AGENCY's jurisdiction. Patrol hours can be a combination of hours patrolling on the water in a vessel as well as hours spent at boat launch ramps or other appropriate shore-side enforcement activities.

Enforcement of Boating Laws Required: AGENCY agrees to enforce all Washington State boating safety laws and regulations including vessel registration laws as specified in Title 88 RCW, and as specified in local codes or ordinances. In addition, AGENCY shall document and report the numbers of inspections and warnings for each type of boating violation through SECTOR either at the time of the inspection or at a later time. STATE PARKS recommends that AGENCY adopt a zero tolerance policy in the enforcement of mandatory boater education card carriage, life jacket wear/carriage, boating under the influence, and rules of the road violations, and strongly consider issuing citations for violations of these laws, in all circumstances.

Boating Safety Inspections Required: AGENCY shall complete a minimum number of written boating safety inspections based on their agency size (Small – 92, Medium – 283, Large – 372) using the SECTOR system or Form #A-274 during enforcement and informational contacts when considered safe and appropriate to document boater compliance with state boating laws. STATE PARKS will provide boating safety inspection forms. AGENCY shall enter all inspections through SECTOR either at the time of the inspections or at a later time.

Boating Safety Education Program Required, Designated Officer or Deputy: AGENCY shall create, adopt, and/or maintain a boating safety education and information program. At a minimum AGENCY shall designate an officer/deputy to coordinate the activities of the boating safety education program. AGENCY shall ensure that the designated boating safety education officer/deputy receives training from STATE PARKS. AGENCY agrees that the designated officer or deputy will oversee AGENCY's boating safety education and outreach program including, but not limited to, coordinating activities listed in Exhibit F. AGENCY is not obligated to engage in all outreach and education activities listed in Exhibit F but it must ensure that its program is appropriate for the types of boating and primary boating accidents within AGENCY's jurisdiction.

Waterway Marking: AGENCY agrees to place and maintain Aids to Navigation (ATONs) as appropriate, within the waters of AGENCY's jurisdiction. AGENCY agrees to report to STATE PARKS the number and hours spent placing or maintaining only the ATONs that they are responsible for within its jurisdiction on the SOAR web form. AGENCY agrees to use only those waterway markers that conform to the United States Aids to Navigation System.

EXHIBIT D

NOTES AND DEFINITIONS

Washington STATE PARKS' Marine Law Enforcement Training Program is accredited through the National Association of State Boating Law Administrators Boat Operation and Training (BOAT) Program. As a term of accreditation, STATE PARKS must ensure that all active marine officers and deputies maintain proficiency in basic recreational boating safety skills. This is important because these skills are perishable but critical to operate in a marine environment. STATE PARKS recognizes that there are many different circumstances that could prevent training from being completed (wildfires, maintenance issues, staffing shortfalls, etc.). Each circumstance will be evaluated on its own merits.

Approved Program: A marine law enforcement program that has signed an Approved Program Agreement with Washington State Parks and is in good standing.

Boating Safety Patrol: The total number of hours that all agency vessels patrolled on the water. These are the actual hours as documented on the patrol vessel hour meter or logbook. Note that this is different than officer on-water patrol hours. If two officers are patrolling on a single vessel for eight hours, you would report eight boating safety patrol hours and 16 officer on-water patrol hours. The patrol hours do not include transit time to the body of water to be patrolled.

Instructor Qualified Certified Boating Education Instructors: Any officer/deputy designated as Certified Boating Education Instructors must be listed as Instructor Qualified for the Adventures in Boating course by the State Parks Education and Outreach Program Manager. STATE PARKS considers education and outreach activities a key component of preventing boating injuries and fatalities. Classroom instruction, school presentations, and participation in Community Events, along with Dealer and Rental site visits, and effective use of media are crucial to preventing boating accidents and fatalities.

Local Spending: These are funds appropriated by the city or county government used for boating safety programs. Local funds cannot include state or federal grant dollars.

Peak Boating Hours: STATE PARKS defines peak boating hours as four hours on Friday afternoon/evening and 8 hours Saturday and Sunday for weekends from Memorial Day to Labor Day, which equals approximately 332 hours per boating season. STATE PARKS also recognizes that AGENCY may be impacted by non-traditional Peak Boating seasons due to hunting and fishing activities. STATE PARKS maintains this patrol hour goal to ensure local agencies are focused on injury prevention activities. While many agencies patrol many more hours than 332 and many agencies patrol less than 332 hours, the goal to achieve these patrol hours remains the same. While the patrol hour goal is 332 hours, STATE PARKS has collected data for patrol hours performed by all participating agencies over a period of years and has established the average boat log hours for agencies based on jurisdiction population size according to the U.S. Census. Patrol hours are considered a critical metric. It is used by STATE PARKS to determine if an agency is complying with the minimum requirements. Failing to achieve the minimum number of hours of patrol (based on size) could be a factor in determining ineligibility for vessel registration fees.

RBS Activities: AGENCY is required to report all RBS activities to STATE PARKS on the Summary of Activity Report (SOAR) web form. RBS Activities include, but are not limited to, enforcement activities, outreach and education, and administrative support.

Trained: Commissioned officer/deputy trained by the CJTC or equivalent who has attended the Basic Marine Law Enforcement Course or STATE PARKS approved equivalent and has maintained currency requirements documented on the BOAT Currency Web Form. AGENCY must have a trained officer/deputy aboard a vessel in order to use vessel registration fees to pay either the trained officer or untrained officers/deputies.

Web-enabled Forms: These are forms located on the website http://mle.parks.wa.gov/ that are the official documents used by STATE PARKS in the administration of state vessel registration fees and federal financial assistance grants. These forms replace paper versions used prior to CY 2018 and must be used as a condition of ongoing eligibility to receive state vessel registration fees.

NOTE: Use of SECTOR is mandatory during all operating hours.

EXHIBIT E

FINANCIAL REPORT EXAMPLES

Example of a VRF Fund Balance Report

XXXXXX County
Fund Master – All Funds
Balances as of 06/06/2017

Key	Cash in Funds	Pooled Cash	Pooled Investment	Investment Funds	Cash & Investments	Total Payables	Available Funds
130-Boating Safety	57,294.64	0.00	0.00	0.00	57,294.64	7,300.64	64,595.28
	57,294.64	0.00	0.00	0.00	57,294.64	7,300.64	64,595.28

Balance as of 06/06/2017 matches Bottom Line (Total Remaining Balance on VRF Report

Example of a Financial System Report

XXXXXXX County
Treasurer Cash Receipt
Receipt #
EFWA12345678

Date of Transfer / Deposit

Date: 060602017

Received From: StateOfWAMonthlyEFT

Customer ID # 8910

Clerk: David Smith

Fund/Key	Revenue	Description	Amount
130	33600840	State Boating Safety	$20,744.72
		Total Receipt Amount	**$20,744.72**

Deposited Into Dedicated Account For Boating Safety

Correct Amount Received

EXHIBIT F

EDUCATION AND OUTREACH TACTICS AND SUGGESTED GOALS

- **Education Classes:** This is classroom instruction of the Adventures in Boating course sanctioned by Washington State Parks that qualifies passing students to obtain a Mandatory Boater Education Card.
    - Small Agency, 15 students, 1 Class
    - Medium Agency, 20 students, 1 Class
    - Large Agency, 50 students, 1 Class

- **Boating Safety Presentations to Groups:** These are boating safety presentations to various groups, yacht clubs, kayak clubs, anglers, and any groups that use boats on the water.
    - Small Agency, 10 hours
    - Medium Agency, 15 hours
    - Large Agency, 25 hours

- **Boating Safety Presentations to Schools:** These are presentations to local public and private schools, K-12, colleges or universities.
    - Small Agency, 10 hours
    - Medium Agency, 15 hours
    - Large Agency, 25 hours

- **Vessel Rental Site Visits:** These are site visits to local vessel rental sites if they exist. The intent is to ensure the employees and renters are following the guidance on the Motor Vessel Rental Safety Checklist (Form number P&R A-446 - Rev 04/2017). These can also be site visits to businesses that rent out kayaks, canoes, stand-up paddleboards or other small non-motorized craft. The intent of visits in this case is to emphasize basic safety behaviours such as encouraging renters to always wear a life jacket and encouraging boating in low hazard areas.
    - Small Agency, 2 visits
    - Medium Agency, 4 visits
    - Large Agency, 6 visits

- **Participation in Community Events**: These are events like county fairs, parades, and night outs that have the ability to reach large numbers of community members. A qualified event requires face-to-face interaction with community members. Participation on the water in regattas, races, opening days where there is little to no face-to-face interaction between officers/deputies and community members does not count as a "Community Event". Also, maintaining a screen line or security area at an on-water event does not count for reporting event hours on the SOAR.
    - Small Agency, 40 hours
    - Medium Agency, 150 hours
    - Large Agency, 275 hours

- **Vessel Dealer Site Visits:** These are visits to vessel dealerships and brokers, where applicable, to ensure they are following dealer registration laws, educate them on any safety issues with type of vessels they sell, and checks that required safety equipment is on board during test rides and sea trials. Dealers should also be encouraged to remind their customers of the mandatory boater education requirement.

    - Small Agency, 5 visits
    - Medium Agency, 10 visits
    - Large Agency, 15 visits

- **Professional Prevention Partners (Safe Kids, Power Squadron, USCG Auxiliary, etc.):** Engaging partners can multiply the effectiveness of a marine law enforcement program's effectiveness by increasing its area of influence and leveraging the resources of partners. Partnering activities include meetings, conference calls, event participation, and actual on-water time. Agencies should report the hours spent working with Prevention Partners conducting RBS activities in their jurisdictions as well as meetings, conference calls etc.
    - Small Agency, 1 hour
    - Medium Agency, 3 hours
    - Large Agency, 5 hours

Media Contacts: Agencies should distribute recreational boating safety content through their own social media channels, social media channels of their partners, or the news media.

- **Owned Media:** This is the number of hours spent on this activity and the number of posts or articles distributed through communication channels that are owned and managed by the agency, like the agency website, social media channels (Facebook, Twitter), newsletters, etc.
    - Small Agency, 4 hours
    - Medium Agency, 8 hours
    - Large Agency, 16 hours

- **Earned Media:** This is the number of hours spent on this activity and the number of articles broadcast through media channels that are not managed by the agency. Examples include stories in the newspaper, radio, television. Agencies should also count the number of recreational boating safety posts on the social media channels of partner organizations when the agency can show that the posts are the result of its interaction with that partner.
    - Small Agency, 4 hours
    - Medium Agency, 8 hours
    - Large Agency, 16 hours

- **Campaigns; Operation Dry Water, Spring Aboard, National Safe Boating Week, and Safe Paddling Week:** See the SOAR web form for reporting requirements, and goals for all agencies regardless of size is participation in these campaigns. The State Parks Recreational Boating Safety Communication staff will distribute content to all agencies for each of the campaigns, making participation quick and simple. These campaigns can have a powerful impact if all agencies participate.

    - The Operation Dry Water campaign is a national campaign focused on the deterrence of boating under the influence. Participation in this campaign is mandatory for all agencies that receive a federal assistance grant. It is a combination of emphasis patrols and media the weekend before the Fourth of July.
    - The Spring Aboard campaign is a national campaign designed to encourage all boaters to take a recreational boating safety class. It occurs in late March.
    - National Safe Boating Week is a nationally observed week focused on encouraging all boaters to wear their lifejackets. In addition to media posts, agencies are encouraged to

participate in “Wear IT” events. More information will be distributed in the late winter about this campaign to help agencies effectively participate. This campaign is sponsored by the National Safe Boating Council.

- Safe Paddling Week is a new campaign being sponsored by the Washington State Parks Recreational Boating Safety Program. The purpose of the week is to elevate awareness around basic paddling safety behaviours such as always wearing a PFD, obtaining training etc.

EXHIBIT G

DATA ENTERED ON THE A-299 FORM

Washington State Parks & Recreation Commission – Recreational Boating Program

Request for Boating Safety Program Approval

Application Year:

2025

AGENCY INFO	
Agency Name	**Agency Size**
Lake Stevens Police Department	Medium
Agency Signing Officer Title	**Signing Officer First Name**
Chief	Jeff
Signing Officer Last Name	**Dedicated Account Number**
Beazizo	001-000-336-00-84-00

STAFFING

Roles	SAW ID	Rank	First Name	Last Name	Commission	FT/PT	Email Address	Date of Marine L.E. Training	Training Current?	Non-WA Parks Courses
Lead Accident Investigator, Boating Safety Officer,Certified		Sergeant	James	Barnes	Regular	Part time/Seasonal	jbarnes@lakestevenswa.gov	3/31/2007	Yes	NASBLA Boating Accident Investigation Comprehensive

Boating Ed Instructor,Coordinator of Boating Education, Marine Lead										
Other RBS Personnel,Supervisor	JBeazizo	Chief	Jeff	Beazizo	Regular	Part time/Seasonal	jbeazizo@lakestevenswa.gov		N/A for this position	
Boating Safety Officer	RBrooks	Lieutenant	Ron	Brooks	Regular	Part time/Seasonal	rbrooks@lakestevenswa.gov	2/28/1995	Yes	
Fiscal Lead	jubert01		Julie	Ubert	N/A	Other	jubert@lakestevenswa.gov		N/A for this position	
Boating Safety Officer	KBernhard	Officer	Kerry	Bernhard	Regular	Part time/Seasonal	kbernhard@lakestevenswa.gov	3/31/2012	Yes	NASBLA Boating Accident Investigation Comprehensive
Boating Safety Officer	CChristensen	Officer	Chad	Christensen	Regular	Part time/Seasonal	cchristensen@lakestevenswa.gov	4/30/2003	Yes	
Boating Safety Officer	DIrwin	Officer	Dennis	Irwin	Regular	Part time/Seasonal	dirwin@lakestevenswa.gov	3/31/2009	Yes	NASBLA Boating Accident Investigation Comprehensive
Boating Safety Officer	SWarbis	Detective	Steve	Warbis	Regular	Part time/Seasonal	swarbis@lakestevenswa.gov	4/30/2014	Yes	
Boating Safety Officer	DThomas	Sergeant	Dean	Thomas	Regular	Part time/Seasonal	dthomas@lakestevenswa.gov	3/31/2007	Yes	
Boating Safety Officer	JWachtveitl	Detective	Jerad	Wachtveitl	Regular	Part time/Seasonal	jwachtveitl@lakestevenswa.gov	3/31/2008	Yes	
Boating Safety Officer	NAdams	Officer	Nathan	Adams	Regular	Part time/Seasonal	nadams@lakestevenswa.gov	3/31/2016	Yes	

Boating Safety Officer	GHeinemann	Officer	Gavin	Heinemann	Regular	Part time/Seasonal	gheinemann@lakestevenswa.gov	3/31/2016	Yes	
Boating Safety Officer	CValvick	Sergeant	Craig	Valvick	Regular	Part time/Seasonal	cvalvick@lakestevenswa.gov	4/30/2001	Yes	
Boating Safety Officer	KParnell	Detective	Kristen	Parnell	Regular	Part time/Seasonal	kparnell@lakestevenswa.gov	4/30/2017	Yes	
Boating Safety Officer	BFiske	Officer	Brandon	Fiske	Regular	Part time/Seasonal	bfiske@lakestevenswa.gov	4/30/2017	Yes	
	DWCarter	Officer	David	Carter	Regular	Part time/Seasonal	dcarter@lakestevenswa.gov	4/30/2015	Yes	
Boating Safety Officer	PBassett	Officer	Phillip	Bassett	Regular	Part time/Seasonal	pbassett@lakestevenswa.gov	5/31/2018	Yes	
Boating Safety Officer	djewell	Officer	Doug	Jewell	Regular	Part time/Seasonal	djewell@lakestevenswa.gov	5/31/2019	Yes	
Lead Accident Investigator, Boating Safety Officer,Certified Boating Ed Instructor,Coordinator of Boating Education, Marine Lead	JBeazizo	Sergeant	James	Barnes	Regular	Part time/Seasonal	jbarnes@lakestevenswa.gov	3/31/2007	Yes	NASBLA Boating Accident Investigation Comprehensive

Number of Full Time RBS Officer	Number of Part Time/Seasonal RBS Officers
0.00	10.00
Number of Other RBS Officers	**Marine Lead Mobile Phone**
1.00	425-876-0566

BOAT PATROL SCHEDULE

Patrol Season Begins	Patrol Season Ends
6/15/2025	9/2/2025

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Patrol Hours	10.00	0.00	0.00	0.00	10.00	10.00	10.00
Number of Officers	2.00	0.00	0.00	0.00	2.00	2.00	2.00
Number of Vessels	1.00	0.00	0.00	0.00	1.00	1.00	1.00

Total Planned Patrol Hours
400.00

Total Planned Inspections
400.00

RBS EQUIPMENT, VESSELS, AIRCRAFT AND VEHICLES

Type	Vessel Name	Vehicle/ Aircraft/ Equipment Type	Manufacturer	Sector/ Radio	Model	Length	Propulsion Type	Horse Power	Year	Funds Used for Purchase	% Time Used for RBS
Vessels	Lake Hawk 1		North River	SECTOR equipped,Radio equipped,	RAIV	22.00	Outboard	225.00	2,009	Federal Financial Assistance provided by WA Parks,	50.00
Vessels	Lake Hawk 2		North River	SECTOR equipped,Radio equipped,	Seahawk	20.00	Outboard	150.00	2,016		50.00
Vehicles		SUV	Ford	SECTOR equipped,Radio equipped,	Explorer				2,016		25.00
Vehicles		SUV	Chevrolet	SECTOR equipped,Radio equipped,	Tahoe				2,016		25.00

Number of Radio Equipped Boats	Number of Non-Radio Equipped Boats
2.00	0.00
Number of Aircraft	**Number of Other Patrol Vehicles**
0.00	2.00
Number of Vessels SECTOR Equipped	**Number of Vessels Non-SECTOR Equipped**
2.00	0.00

LOCAL ORDINANCES

https://www.codepublishing.com/WA/LakeStevens/

CITY COUNCIL STAFF REPORT

Agenda Date: 1/14/2025

Subject: Accept State and Local Cyber Security Grant Program (SLCGP) Grant

Contact Person/Department: Nick Poolos, Information Technology

Budget Impact: No City funds matching required

Legal Review: Yes

RECOMMENDATION(S)/ACTION REQUESTED:
Accept the award and authorize the Mayor to complete the appropriate documents

SUMMARY/BACKGROUND:

The City staff have applied for and won grant funding for three (3) cybersecurity improvement projects through the State and Local Cybersecurity Grant Program totaling $128,300. The State legislature has funded the local match for all Washington recipients, so the City is not incurring a funding match obligation. The performance period of all three projects is 1/1/2025 through 12/31/2025. The grants must be completed by the end of the performance period.

The three projects funded are:

1. City of Lake Stevens Public Key Infrastructure (PKI) and Strong User Authentication

   The cornerstone of any cybersecurity program is strong user and device identity authentication and authorization. IT Department staff have found that the current PKI system no longer meets operation needs and does not implement current best practices. Reconfiguring the current system was found to be impractical and a full replacement was needed. This grant funding will allow the City staff to procure and implement a new PKI system with better private key protections, operation efficiencies, and better availability guarantees.

2. City of Lake Stevens Monitoring System

   IT Department staff have found an operational need to modernize and unify the City's cybersecurity monitoring systems. This will enable early detection of potential security threats and vulnerabilities, ensuring timely interventions and reducing risk of significant breaches. Centralizing this data will be crucial for forensic analysis in the event of security incidents, providing trails to identify the source and impact of breaches. This aggregation will also allow for improved visualization of the complex data and security metrics aiding staff in the decision-making processes regarding cybersecurity strategies and responses. This system will leverage machine learning algorithms to automate the identification of abnormal activities and potential threats, orchestrating rapid and informed responses to mitigate risks.

3. City of Lake Stevens Third Party Risk Assessment

   In 2023, the Council adopted the NIST CSF framework by resolution. This kicked off efforts to secure funding for staffing, equipment, and solutions to meet our newly adopted IT Governance Structure. The City's Information and Technology Department (ITD) is working with the City's Risk Manager to include our Cybersecurity Risk Management Program in the City's Risk Management Program. Prior to this, the City implemented policy in an ad-hoc fashion sourced from various places within an unformalized governance model. The City currently utilizes a third-party vendor for "Managed Detection Response" and maintains an "Incident Management Retainer" with that vendor. The City IT Security Analyst has undertaken a project to completely rewrite all IT policies to align with NIST 800-53 Rev 5. This project will fund a professional services contract to examine the results of that work; identify gaps in formal policy, procedure and implantation. The outcome of this project will be a report to City Administration and Council that will help target and prioritized the next steps of the Cybersecurity Risk Management Program.

APPLICABLE CITY POLICIES:

City Procurement Policy – Grants with a Federal Funding Component

---

ATTACHMENTS:

1. Grant Agreement_E25-287 City of Lake Stevens 23SLCGP

Washington Military Department
STATE AND LOCAL CYBERSECURITY GRANT PROGRAM AGREEMENT FACE SHEET

1. Subrecipient Name and Address: **City of Lake Stevens** **PO Box 257** **1812 Main Street** **Lake Stevens, WA 98258**	2. Grant Agreement Amount: **$128,300**	3. Grant Agreement Number: **E25-287**
4. Subrecipient Contact, phone/email: **Nick Poolos, 425-622-9415** **npoolos@lakestevenswa.gov**	5. Grant Agreement Start Date: **December 1, 2023**	6. Grant Agreement End Date: **December 31, 2025**
7. Department Contact, phone/email: **Ben Olson, 253-512-7224** **benjamin.olson@mil.wa.gov**	8. Unique Entity Identifier (UEI): **H5SEGSJMDB47**	9. UBI # (state revenue): **600-589-299**

10. Funding Authority:
Washington Military Department (the Department) and the **U.S. Department of Homeland Security** (DHS)

11. Federal Funding Identification #: **EMW-2023-CY-00042**	12. Federal Award Date: **12/7/2023**	13. Assistance Listings # & Title: **97.137 – 23SLCGP**
14. Total Federal Award Amount: **$7,403,503**	15. Program Index # & OBJ/SUB-OBJ: **735C3 (State), 735C4 (Local-Rural), 735C5 (Local-Not Rural) / NZ**	16. EIN **91-6018875**
17. Service Districts: BY LEGISLATIVE DISTRICTS: **44** BY CONGRESSIONAL DISTRICTS: **1**	18. Service Area by County(ies): **Snohomish**	19. Women/Minority-Owned, State Certified: ☒ N/A ☐ NO ☐ YES, OMWBE #_________

20. Agreement Classification ☐ Personal Services ☐ Client Services ☒ Public/Local Gov't ☐ Research/Development ☐ A/E ☐ Other_______	21. Contract Type (check all that apply): ☐ Contract ☒ Grant ☒ Agreement ☐ Intergovernmental (RCW 39.34) ☐ Interagency
22. Subrecipient Selection Process: ☒ "To all who apply & qualify" ☐ Competitive Bidding ☐ Sole Source ☐ A/E RCW ☐ N/A ☐ Filed w/OFM? ☐ Advertised? ☐ YES ☐ NO	23. Subrecipient Type (check all that apply) ☐ Private Organization/Individual ☐ For-Profit ☒ Public Organization/Jurisdiction ☐ Non-Profit ☐ CONTRACTOR ☒ SUBRECIPIENT ☐ OTHER

24. PURPOSE & DESCRIPTION:

The goal of the Federal Fiscal Year (FFY) 2023 State and Local Cybersecurity Grant Program (23SLCGP) is to assist state, local, and territorial (SLT) governments with managing and reducing systemic cyber risk. Strengthening cybersecurity practices and resilience of SLT governments is an important homeland security mission and the primary focus of the SLCGP. Through funding from the Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL), the SLCGP enables DHS to make targeted cybersecurity investments in SLT government agencies, thus improving the security of critical infrastructure and improving the resilience of the services.

The Department is the Recipient and Pass-through Entity of the 23SLCGP DHS Award Letter for Grant No. EMW-2023-CY-00042 ("Grant"), which is incorporated in and attached hereto as Attachment C and has made a subaward of funds to the Subrecipient pursuant to this Agreement. The Subrecipient is accountable to the Department for use of Federal award funds provided under this Agreement.

IN WITNESS WHEREOF, the Department and Subrecipient acknowledge and accept the terms of this Agreement, including all referenced attachments which are hereby incorporated, and have executed this Agreement as of the date below. This Agreement Face Sheet; Special Terms & Conditions (Attachment A); General Terms and Conditions (Attachment B); DHS Award Letter (Attachment C), Work Plan (Attachments D), Budget (Attachment E), Timeline (Attachment F); and all other documents and attachments expressly referenced and incorporated herein contain all the terms and conditions agreed upon by the parties and govern the rights and obligations of the parties to this Agreement. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties.

In the event of an inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order:

1. **Applicable federal and state statutes and regulations**
2. **DHS/FEMA Award and program documents**
3. **Work Plan, Timeline, and Budget**
4. **Special Terms and Conditions**
5. **General Terms and Conditions, and,**
6. **Other provisions of the Agreement incorporated by reference.**

WHEREAS, the parties have executed this Agreement on the day and year last specified below.

FOR THE DEPARTMENT:

____
Signature Date
Regan Anne Hesse, Chief Financial Officer
Washington Military Department

BOILERPLATE APPROVED TO FORM:
Alex Staub 12/7/2023
Assistant Attorney General

FOR THE SUBRECIPIENT:

____
Signature Date
Brett Gailey, Mayor
City of Lake Stevens

APPROVED AS TO FORM (if applicable):

____
Signature Date

SPECIAL TERMS AND CONDITIONS

ARTICLE I. KEY PERSONNEL

The individuals listed below shall be considered key personnel for point of contact under this Agreement. Any substitution of key personnel by either party shall be made by written notification to the current key personnel.

SUBRECIPIENT		DEPARTMENT	
Name	**Nick Poolos**	Name	**Ben Olson**
Title	**Systems Engineer**	Title	**Program Coordinator**
Email	**npoolos@lakestevenswa.gov**	Email	**benjamin.olson@mil.wa.gov**
Phone	**425-622-9415**	Phone	**253-512-7224**
Name	**Troy Stevens**	Name	**Melissa Berry**
Title	**IT Director**	Title	**Program Manager**
Email	**tstevens@lakestevenswa.gov**	Email	**melissa.berry@mil.wa.gov**
Phone	**425-622-9416**	Phone	**253-512-7065**
Name	**Olivia Baumgardner**	Name	**Grant Miller**
Title	**Grants and Communication Specialist**	Title	**Program Assistant**
Email	**obaumgardner@lakestevenswa.gov**	Email	**grant.miller@mil.wa.gov**
Phone	**425-315-6726**	Phone	**253-512-7145**

ARTICLE II. ADMINISTRATIVE AND/OR FINANCIAL REQUIREMENTS

The Subrecipient shall comply with all applicable state and federal laws, rules, regulations, requirements and program guidance identified or referenced in this Agreement and the informational documents published by DHS/FEMA applicable to the 23SLCGP, including, but not limited to, all criteria, restrictions, and requirements of "*The Department of Homeland Security (DHS) Notice of Funding Opportunity (NOFO) Fiscal Year 2023 State and Local Cybersecurity Grant Program (SLCGP)*" (hereafter "the NOFO") document, the DHS Award Letter for the Grant, and the federal regulations commonly applicable to DHS/FEMA grants, all of which are incorporated herein by reference. The *DHS Award Letter* is incorporated in this Agreement as Attachment C.

The Subrecipient acknowledges that since this Agreement involves federal award funding, the period of performance may begin prior to the availability of appropriated federal funds. The Subrecipient agrees that it will not hold the Department, the State of Washington, or the United States liable for any damages, claim for reimbursement, or any type of payment whatsoever for services performed under this Agreement prior to distribution of appropriated federal funds, or if federal funds are not appropriated or in a particular amount.

A. STATE AND FEDERAL REQUIREMENTS FOR DHS/FEMA PREPAREDNESS GRANTS:

The following requirements apply to all DHS/FEMA Preparedness Grants administered by the Department.

1. SUBAWARDS & CONTRACTS BY SUBRECIPIENTS

a. The Subrecipient must make a case-by-case determination whether each agreement it makes for the disbursement of 23SLCGP funds received under this Agreement casts the party receiving the funds in the role of a subrecipient or contractor in accordance with 2 CFR 200.331.

b. If the Subrecipient also becomes a pass-through entity by making a subaward to a non-federal entity as its subrecipient, the Subrecipient must make a case-by-case determination whether each agreement it makes for the disbursement of 23SLCGP funds received under this Agreement casts the party receiving the funds in the role of a subrecipient or contractor in accordance with 2 CFR 200.330.

i. The Subrecipient must comply with all federal laws and regulations applicable to pass-through entities of 23SLCGP funds, including, but not limited to, those contained in 2 CFR 200.

ii. The Subrecipient shall require its subrecipient(s) to comply with all applicable state and federal laws, rules, regulations, requirements and program guidance identified or referenced in this Agreement and the informational documents published by DHS/FEMA applicable to the 23SLCGP Program, including, but not limited to, all criteria, restrictions, and requirements of the NOFO , the DHS Award Letter for the Grant in Attachment C, and the federal regulations commonly applicable to DHS/FEMA grants.

iii. The Subrecipient shall be responsible to the Department for ensuring that all 23SLCGP federal award funds provided to its subrecipients are used in accordance with applicable federal and state statutes and regulations, and the terms and conditions of the federal award set forth in Attachment C of this Agreement.

2. BUDGET, REIMBURSEMENT, AND TIMELINE

a. Within the total Grant Agreement Amount, travel, subcontracts, salaries, benefits, printing, equipment, and other goods and services or other budget categories will be reimbursed on an actual cost basis upon completion unless otherwise provided in this Agreement.

b. The maximum amount of all reimbursement requests permitted to be submitted under this Agreement, including the final reimbursement request, is limited to and shall not exceed the total Grant Agreement Amount.

c. If the Subrecipient chooses to include indirect costs within the Budget (Attachment E), additional documentation is required based on the applicable situation. As described in 2 CFR 200.414 and Appendix VII to 2 CFR 200:

i. If the Subrecipient receives direct funding from any Federal agency(ies), documentation of the rate must be submitted to the Department Key Personnel per the following:

A. More than $35 million, the approved indirect cost rate agreement negotiated with its federal cognizant agency.

B. Less than $35 million, the indirect cost proposal developed in accordance with Appendix VII of 2 CFR 200 requirements.

ii. If the Subrecipient does not receive direct federal funds (i.e., only receives funds as a subrecipient), the Subrecipient must either elect to charge a de minimis rate of ten percent (10%) or 10% of modified total direct costs or choose to negotiate a higher rate with the Department. If the latter is preferred, the Subrecipient must contact Department Key Personnel for approval steps.

d. For travel costs, the Subrecipient shall comply with 2 CFR 200.475 and should consult their internal policies, state rates set pursuant to RCW 43.03.050 and RCW 43.03.060 as now existing or amended, and federal maximum rates set forth at https://www.gsa.gov, and follow the most restrictive. If travel costs exceed set state or federal limits, travel costs shall not be reimbursed without prior written approval by Department Key Personnel.

e. Reimbursement requests will include a properly completed State A-19 Invoice Form and Reimbursement Spreadsheet (in the format provided by the Department) detailing the expenditures for which reimbursement is sought. Reimbursement requests must be submitted to Reimbursements@mil.wa.gov no later than the due dates listed within the Timeline (Attachment F).

Reimbursement request totals should be commensurate to the time spent processing by the Subrecipient and the Department.

f. Receipts and/or backup documentation for any approved items that are authorized under this Agreement must be maintained by the Subrecipient consistent with record retention requirements of this Agreement and be made available upon request by the Department, and federal, state, and local auditors.

g. The Subrecipient must request **prior** written approval from Department Key Personnel to waive or extend a due date in the Timeline (Attachment F). For waived or extended reimbursement due dates, all allowable costs should be submitted on the next scheduled reimbursement due date contained in the Timeline. Waiving or missing deadlines serves as an indicator for assessing an agency's level of risk of noncompliance with the regulations, requirements, and the terms and conditions of the Agreement and may increase required monitoring activities. Any request for a waiver or extension of a due date in the Timeline will be treated as a request for Amendment of the Agreement. This request must be submitted to the Department Key Personnel sufficiently in advance of the due date to provide adequate time for Department review and consideration and may be granted or denied within the Department's sole discretion.

h. All work under this Agreement must end on or before the Grant Agreement End Date, and the final reimbursement request must be submitted to the Department within the time period notated in the Timeline (Attachment F), except as otherwise authorized by either (1) written amendment of this Agreement or (2) written notification from the Department to the Subrecipient to provide additional time for completion of the Subrecipient's subproject(s).

i. No costs for purchases of equipment/supplies will be reimbursed until the related equipment/supplies have been received by the Subrecipient, its contractor, or any non-federal entity to which the Subrecipient makes a subaward and is invoiced by the vendor.

j. Failure to submit timely, accurate, and complete reports and reimbursement requests as required by this Agreement (including, but not limited to, those reports in the Timeline [Attachment F]) will prohibit the Subrecipient from being reimbursed until such reports are submitted and the Department has had reasonable time to conduct its review.

k. Final reimbursement requests will not be approved for payment until the Subrecipient is current with all reporting requirements contained in this Agreement.

l. A written amendment will be required if the Subrecipient expects cumulative transfers among solution area totals, as identified in the Budget (Attachment E), to exceed ten percent (10%) of the Grant Agreement Amount. Any changes to solution area totals not in compliance with this paragraph will not be reimbursed without approval from the Department.

m. Subrecipients shall only use federal award funds under this Agreement to supplement existing funds and will not use them to replace (supplant) non-federal funds that have been budgeted for the same purpose. The Subrecipient may be required to demonstrate and document that the reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.

3. REPORTING

a. Biannual reports must be submitted to Reimbursements@mil.wa.gov in the format provided by the Department no later than the dates listed within the Timeline (Attachment F).

b. With each reimbursement request, the Subrecipient shall report how the expenditures, for which reimbursement is sought, relate to the Work Plan (Attachments D) activities in the format provided by the Department.

c. With the final reimbursement request, the Subrecipient shall submit to Reimbursements@mil.wa.gov a final report in the format provided by the Department describing all completed activities under this Agreement.

d. The Subrecipient shall comply with the Federal Funding Accountability and Transparency Act (FFATA) and related OMB Guidance consistent with Public Law 109-282 as amended by section 6202(a) of Public Law 110-252 (see 31 U.S.C. 6101 note) and complete and return to the *Department an Audit Certification/FFATA* Form. This form is required to be completed once per calendar year, per Subrecipient, and not per agreement. The Department's Contracts Office will request the Subrecipient submit an updated form at the beginning of each calendar year in which the Subrecipient has an active agreement.

4. EQUIPMENT AND SUPPLY MANAGEMENT

a. The Subrecipient and any non-federal entity to which the Subrecipient makes a subaward shall comply with 2 CFR 200.317 through 200.327 when procuring any equipment or supplies under this Agreement, 2 CFR 200.313 for management of equipment, and 2 CFR 200.314 for management of supplies, to include, but not limited to:

   i. Upon successful completion of the terms of this Agreement, all equipment and supplies purchased through this Agreement will be owned by the Subrecipient, or a recognized non-federal entity to which the Subrecipient has made a subaward, for which a contract, subrecipient grant agreement, or other means of legal transfer of ownership is in place.

ii. All equipment, and supplies as applicable, purchased under this Agreement will be recorded and maintained in the Subrecipient's inventory system.

iii. Inventory system records shall include:

A. Description of the property;

B. Manufacturer's serial number, model number, or other identification number;

C. Funding source for the property, including the Federal Award Identification Number (FAIN) (Face Sheet, Box 11);

D. Assistance Listings Number (Face Sheet, Box 13);

E. Who holds the title;

F. Acquisition date;

G. Cost of the property and the percentage of federal participation in the cost;

H. Location, use and condition of the property at the date the information was reported;

I. Disposition data including the date of disposal and sale price of the property.

iv. The Subrecipient shall take a physical inventory of the equipment, and supplies as applicable, and reconcile the results with the property records at least once every two years. Any differences between quantities determined by the physical inspection and those shown in the records shall be investigated by the Subrecipient to determine the cause of the difference. The Subrecipient shall, in connection with the inventory, verify the existence, current utilization, and continued need for the equipment.

v. The Subrecipient shall be responsible for any and all operational and maintenance expenses and for the safe operation of the equipment and supplies including all questions of liability. The Subrecipient shall develop appropriate maintenance schedules and procedures to ensure the equipment, and supplies as applicable, are well-maintained and kept in good operating condition.

vi. The Subrecipient shall develop a control system to ensure adequate safeguards to prevent loss, damage, and theft of the property. Any loss, damage, or theft shall be investigated, and a report generated and sent to the Department's Key Personnel.

vii. The Subrecipient must obtain and maintain all necessary certifications and licenses for the equipment.

viii. If the Subrecipient is authorized or required to sell the property, proper sales procedures must be established and followed to ensure the highest possible return. For disposition, if upon termination or at the Grant Agreement End Date, when original or replacement supplies or equipment acquired under a federal award are no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, the Subrecipient must comply with the following procedures:

A. For Supplies: If there is a residual inventory of unused supplies exceeding $5,000 in total aggregate value upon termination or completion of the project or program and the supplies are not needed for any other federal award, the Subrecipient must retain the supplies for use on other activities or sell them, but must, in either case, compensate the federal government for its share. The amount of compensation must be computed in the same manner as for equipment.

B. For Equipment:

1) Items with a current per-unit fair-market value of five thousand dollars ($5,000) or less may be retained, sold, transferred, or otherwise disposed of with no further obligation to the federal awarding agency.

2) Items with a current per-unit fair-market value in excess of five thousand dollars ($5,000) may be retained or sold. The Subrecipient shall compensate the federal

awarding agency in accordance with the requirements of 2 CFR 200.313 (e) (2) and the Subrecipient shall notify Department Key Personnel to initiate approval by the federal awarding agency.

ix. Records for equipment shall be retained by the Subrecipient for a period of six (6) years from the date of the disposition, replacement, or transfer. If any litigation, claim, or audit is started before the expiration of the six- (6-) year period, the records shall be retained by the Subrecipient until all litigation, claims, or audit findings involving the records have been resolved.

b. Equipment purchases (those with a current per-unit fair market value in excess of $5,000) must be identified and explained to the Department. The use, management, and disposition of such equipment is subject to requirements outlined in 2 CFR 200.313. Before making such purchases, the Subrecipient should analyze the cost benefits of purchasing versus leasing equipment, especially those subject to rapid technical advances.

c. Unless expressly provided otherwise, all equipment must meet all mandatory regulatory and/or DHS/FEMA adopted standards to be eligible for purchase using federal award funds.

d. If funding is allocated to support emergency communications activities, the Subrecipient must ensure that all projects comply with SAFECOM Guidance on Emergency Communications Grants, located at https://www.cisa.gov/safecom/funding, including provisions on technical standards that ensure and enhance interoperable communications.

e. Effective August 13, 2020, FEMA recipients and subrecipients, as well as their contractors and subcontractors, may not obligate or expend any FEMA award funds to:

i. Procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;

ii. Enter into, extend, or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system; or

iii. Enter into, extend, or renew contracts with entities that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

This prohibition regarding certain telecommunications and video surveillance services or equipment is mandated by section 889 of the *John S. McCain National Defense Authorization Act for Fiscal Year 2019 (FY 2019 NDAA), Pub. L. No. 115-232 (2018) and 2 CFR 200.216, 200.327, 200.471, and Appendix II to 2CFR200.* Recipients and subrecipients may use DHS/FEMA grant funding to procure replacement equipment and services impacted by this prohibition, provided the costs are otherwise consistent with the requirements of the NOFO.

Per subsections 889(f)(2)-(3) of the FY 2019 NDAA, and 2 CFR 200.216, covered telecommunications equipment or services means:

i. Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation, (or any subsidiary or affiliate of such entities);

ii. For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);

iii. Telecommunications or video surveillance services provided by such entities or using such equipment; or

iv. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

f. The Subrecipient must pass through equipment and supply management requirements that meet or exceed the requirements outlined above to any non-federal entity to which the Subrecipient makes a subaward of federal award funds under this Agreement.

5. ENVIRONMENTAL AND HISTORICAL PRESERVATION

a. The Subrecipient shall ensure full compliance with the DHS/FEMA Environmental Planning and Historic Preservation (EHP) Program. EHP program information can be found at https://www.fema.gov/grants/guidance-tools/environmental-historic all of which are incorporated in and made a part of this Agreement.

b. Projects that have historical impacts or the potential to impact the environment, **including, but not limited to**, construction of communication towers; modification or renovation of existing buildings, structures, and facilities; or new construction, including replacement of facilities, must participate in the DHS/FEMA EHP review process prior to project initiation. Modification of existing buildings, including minimally invasive improvements such as attaching monitors to interior walls, and training or exercises occurring outside in areas not considered previously disturbed also require a DHS/FEMA EHP review before project initiation.

c. The EHP review process involves the submission of a detailed project description that includes the entire scope of work, including any alternatives that may be under consideration, along with supporting documentation so FEMA may determine whether the proposed project has the potential to impact environmental resources and/or historic properties.

d. The Subrecipient agrees that, to receive any federal preparedness funding, all EHP compliance requirements outlined in applicable guidance must be met. The EHP review process **must be completed and FEMA approval must be received by the Subrecipient before any work is started** for which reimbursement will be later requested. Expenditures for projects started before completion of the EHP review process and receipt of approval by the Subrecipient may not be reimbursed.

6. PROCUREMENT

The Subrecipient shall comply with all procurement requirements of 2 CFR 200.317 through 200.327 and as specified in the General Terms and Conditions (Attachment B, A.10).

a. For all contracts expected to exceed the simplified acquisition threshold, per 2 CFR 200.1, the Subrecipient must notify the Department. The Department may request pre-procurement documents, such as request for proposals, invitations for bids and independent cost estimates. This requirement must be passed on to any non-federal entity to which the Subrecipient makes a subaward, at which point the Subrecipient will be responsible for requesting and reviewing pre-procurement documents.

b. For all sole source contracts expected to exceed the micro-purchase threshold per 2 CFR 200.1, the Subrecipient must submit justification to the Department for review and approval. This requirement must be passed on to any non-federal entity to which the Subrecipient makes a subaward, at which point the Subrecipient will be responsible for reviewing and approving sole source justifications to any non-federal entity to which Subrecipient makes any award.

c. The Subrecipient as well as its contractors and subcontractors must comply with the Build America, Buy America Act (BABAA), which was enacted as a part of the Infrastructure Investment and Jobs Act §§ 70901-70297, Pub. L. No. 117-58 (2021); and Executive Order 14005, Ensuring the Future is Made in All of America by All of America's Workers. BABAA requires any infrastructure project receiving federal funding must ensure:

   i. All iron and steel used in the project are produced in the United States. This means all manufacturing processes, from initial melting stage through the application of coatings, occurred in the United States.

   ii. All manufactured products must be produced in the United States. For a manufactured product to be considered produced in the United States, the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States must be greater than 55% of the total cost of all minimum amount of domestic content of manufactured product, unless subject to another standard.

iii. All construction materials are manufactured in the United States. This means that all manufacturing processes for construction material occurred in the United States.

Additionally, applicable infrastructure projects are subject to domestic preference requirements. A domestic preference does not apply to non-infrastructure spending under an award that also includes a covered project. A domestic preference applies to an entire infrastructure project, even if it is funded by both federal and non-federal funds under one or more awards.

i. Domestic preferences under BABAA only apply to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a domestic preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of or permanently affixed to the structure.

ii. Infrastructure, for the purposes of BABAA, includes, at a minimum, the structures, facilities, and equipment for, in the United States, roads, highways and bridges; public transportation; dams, ports, harbors and other maritime facilities; intercity passenger and freight railroads; freight and intermodal facilities; airports; water systems, including drinking water and wastewater systems; electrical transmission facilities and systems; utilities; broadband infrastructure; and buildings and real property. Infrastructure includes facilities that generate, transport, and distribute energy.

iii. The Subrecipient's contractors and their subcontractors who apply or bid for an award for an infrastructure project subject to the domestic preference requirement in the BABAA shall file a required certification to the Subrecipient with each bid or offer for an infrastructure project, unless a domestic preference requirement is waived by FEMA. Contractors and subcontractors must certify that no federal financial assistance funding for infrastructure projects will be provided unless all the iron, steel, manufactured projects, and construction materials used in the project are produced in the United States. BABAA, Pub. L. No. 117-58, §§ 70901-52. Contractors and subcontractors shall also disclose any use of federal financial assistance for infrastructure projects that does not ensure compliance with BABAA domestic preference requirement. Such disclosures shall be forwarded to the Subrecipient who will forward them to the Department who, in turn, will forward the disclosures to FEMA. The Build America, Buy America Act Self-Certification form is included herein as Attachment G.

If the Subrecipient is interested in applying for a waiver, the Subrecipient should contact the Department Key Personnel to determine the requirements. All waiver requests must include a detailed justification for the use of goods, products, or materials mined, produced, or manufactured outside the United States and a certification that there was a good faith effort to solicit bids for domestic products supported by terms included in requests for proposals, contracts, and nonproprietary communications with potential suppliers.

7. SUBRECIPIENT MONITORING

a. The Department will monitor the activities of the Subrecipient from award to closeout. The goal of the Department's monitoring activities is to ensure that subrecipients receiving federal pass-through funds are in compliance with this Agreement, federal and state audit requirements, federal grant guidance, and applicable federal and state financial regulations, as well as 2 CFR Part 200 Subpart F.

b. To document compliance with 2 CFR Part 200 Subpart F requirements, the Subrecipient shall complete and return to the Department an Audit Certification/FFATA form. Reporting requirements are referenced in section 3.c.

c. Monitoring activities may include, but are not limited to:

   i. Review of financial and performance reports;

   ii. Monitoring and documenting the completion of Agreement deliverables;

   iii. Documentation of phone calls, meetings (e.g., agendas, sign-in sheets, meeting minutes), e-mails, and correspondence;

   iv. Review of reimbursement requests and supporting documentation to ensure allowability and consistency with Agreement Work Plan (Attachments D-1, D-2, D-3), Budget (Attachment E), and federal requirements;

   v. Observation and documentation of Agreement-related activities, such as exercises, training, events, and equipment demonstrations; and

   vi. On-site visits to review equipment records and inventories, to verify source documentation for reimbursement requests and performance reports, and to verify completion of deliverables.

d. The Subrecipient is required to meet or exceed the monitoring activities, as outlined above, for any non-federal entity to which the Subrecipient makes a subaward as a pass-through entity under this Agreement.

e. Compliance will be monitored throughout the performance period to assess risk. Concerns will be addressed through a corrective action plan.

8. LIMITED ENGLISH PROFICIENCY (CIVIL RIGHTS ACT OF 1964 TITLE VI)
The Subrecipient must comply with the Title VI of the Civil Rights Act of 1964 (Title VI) prohibition against discrimination on the basis of national origin, which requires that subrecipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. Providing meaningful access for persons with LEP may entail providing language assistance services, including oral interpretation and written translation. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (August 11, 2000), requires federal agencies to issue guidance to recipients, assisting such organizations and entities in understanding their language access obligations. DHS published the required recipient guidance in April 2011, DHS Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition against National Origin Discrimination Affecting Limited English Proficient Persons, 76 Fed. Reg. 21755-21768, (April 18, 2011). The Guidance provides helpful information such as how a recipient can determine the extent of its obligation to provide language services, selecting language services, and elements of an effective plan on language assistance for LEP persons. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance at https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited and additional resources on https://www.lep.gov.

B. SLCGP SPECIFIC REQUIREMENTS

1. The Subrecipient must use SLCGP funds only to perform tasks as described in the Work Plan (Attachments D) and the Subrecipient's approved application for funding incorporated into this Agreement.

2. Subrecipients are required to annually complete the Nationwide Cybersecurity Review (NCSR) https://www.cisecurity.org/ms-isac/services/ncsr, a free, anonymous, annual self-assessment designed to measure gaps and capabilities of a SLT's cybersecurity programs to benchmark and measure progress of improvement in their cybersecurity posture. Due dates are included in the Timeline (Attachment F). For more information, visit Nationwide Cybersecurity Review (NCSR) (cisecurity.org).

3. Subrecipients are required to participate in free cyber hygiene services, specifically vulnerability scanning and web application scanning. To register for these services, email vulnerability@cisa.dhs.gov with the subject line "Requesting Cyber Hygiene Services – SLCGP" to get started. Indicate in the body of your email that you are requesting this service as part of the SLCGP. For more information, visit CISA's Cyber Hygiene Information Page.

4. Subrecipients may retain a maximum of up to five percent of the Grant Agreement Amount for management and administration (M&A) activities, directly relating to the management and administration of SLCGP funds, such as financial management and monitoring.

C. DHS TERMS AND CONDITIONS

As a subrecipient of 23SLCGP funding, the Subrecipient shall comply with all applicable DHS terms and conditions of the 23SLCGP Award Letter and its incorporated documents, which are incorporated in and made a part of this Agreement as Attachment C.

Washington Military Department
GENERAL TERMS AND CONDITIONS
Department of Homeland Security (DHS)/
Federal Emergency Management Agency (FEMA)
Grants

A.1 DEFINITIONS

As used throughout this Agreement, the terms will have the same meaning as defined in 2 CFR 200 Subpart A (which is incorporated herein by reference), except as otherwise set forth below:

a. "**Agreement**" means this Grant Agreement.

b. "**Department**" means the Washington Military Department, as a state agency, any division, section, office, unit or other entity of the Department, or any of the officers or other officials lawfully representing that Department. The Department is a recipient of a federal award directly from a federal awarding agency and is the pass-through entity making a subaward to a Subrecipient under this Agreement.

c. "**Investment**" means the grant application submitted by the Subrecipient describing the project(s) for which federal funding is sought and provided under this this Agreement. Such grant application is hereby incorporated into this Agreement by reference.

d. "**Monitoring Activities**" means all administrative, financial, or other review activities that are conducted to ensure compliance with all state and federal laws, rules, regulations, authorities and policies.

e. "**Subrecipient**" when capitalized is primarily used throughout this Agreement in reference to the non-federal entity identified on the Face Sheet of this Agreement that has received a subaward from the Department. However, the definition of "Subrecipient" is the same as in 2 CFR 200.1 for all other purposes.

A.2 ADVANCE PAYMENTS PROHIBITED

The Department shall make no payments in advance or in anticipation of goods or services to be provided under this Agreement. Subrecipient shall not invoice the Department in advance of delivery and invoicing of such goods or services.

A.3 AMENDMENTS AND MODIFICATIONS

The Subrecipient or the Department may request, in writing, an amendment or modification of this Agreement. However, such amendment or modification shall not be binding, take effect or be incorporated herein until made in writing and signed by the authorized representatives of the Department and the Subrecipient. No other understandings or agreements, written or oral, shall be binding on the parties.

The Agreement performance period shall only be extended by (1) written notification of DHS/FEMA approval of the Award performance period, followed up with a mutually agreed written amendment, or (2) written notification from the Department to the Subrecipient to provide additional time for completion of the Subrecipient's project(s).

A.4 AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336, 42 U.S.C. 12101 ET SEQ. AND ITS IMPLEMENTING REGULATIONS ALSO REFERRED TO AS THE "ADA" 28 CFR Part 35.

The Subrecipient must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunication.

A.5 ASSURANCES

The Department and Subrecipient agree that all activity pursuant to this Agreement will be in accordance with all the applicable current federal, state and local laws, rules, and regulations.

A.6 CERTIFICATION REGARDING DEBARMENT, SUSPENSION, OR INELIGIBILITY

As federal funds are a basis for this Agreement, the Subrecipient certifies that the Subrecipient is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency.

The Subrecipient shall complete, sign, and return a *Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion* form located at http://mil.wa.gov/emergency-management-division/grants/requiredgrantforms. Any such form completed by the Subrecipient for this Agreement shall be incorporated into this Agreement by reference.

Further, the Subrecipient agrees to comply with all applicable federal regulations concerning the federal debarment and suspension system, including 2 CFR Part 180. The Subrecipient certifies that it will ensure that potential contractors or subrecipients or any of their principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in "covered transactions" by any federal department or agency. "Covered transactions" include procurement contracts for goods or services awarded under a non-procurement transaction (e.g., grant or cooperative agreement) that are expected to equal or exceed $25,000, and subawards to subrecipients for any amount. With respect to covered transactions, the Subrecipient may comply with this provision by obtaining a certification statement from the potential contractor or subrecipient or by checking the System for Award Management (https://sam.gov/SAM/) maintained by the federal government. The Subrecipient also agrees not to enter into any arrangements or contracts with any party on the Washington State Department of Labor and Industries' "*Debarred Contractor List*" (https://secure.lni.wa.gov/debarandstrike/ContractorDebarList.aspx). The Subrecipient also agrees not to enter into any agreements or contracts for the purchase of goods and services with any party on the Department of Enterprise Services' *"Debarred Vendor List"* (http://www.des.wa.gov/services/ContractingPurchasing/Business/Pages/Vendor-Debarment.aspx).

A.7 CERTIFICATION REGARDING RESTRICTIONS ON LOBBYING

As required by 44 CFR Part 18, the Subrecipient hereby certifies that to the best of its knowledge and belief: (1) no federally appropriated funds have been paid or will be paid by or on behalf of the Subrecipient to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement; (2) that if any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Agreement, grant, loan, or cooperative agreement, the Subrecipient will complete and submit Standard Form-LLL, "*Disclosure Form to Report Lobbying*," in accordance with its instructions; (3) and that, as applicable, the Subrecipient will require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into and is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352.

A.8 COMPLIANCE WITH APPLICABLE STATUTES, RULES AND DEPARTMENT POLICIES

The Subrecipient and all its contractors and subrecipients shall comply with, and the Department is not responsible for determining compliance with, any and all applicable federal, state, and local laws, regulations, executive orders, OMB Circulars, and/or policies. This obligation includes, but is not limited to: nondiscrimination laws and/or policies, Energy Policy and Conservation Act (PL 94-163, as amended), the Americans with Disabilities Act (ADA), Age Discrimination Act of 1975, Title VI of the Civil Rights Act of 1964, Civil Rights Act of 1968, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, (PL 93-288, as amended), Ethics in Public Service (RCW 42.52), Covenant Against Contingent Fees (48 CFR Section 52.203-5), Public Records Act (RCW 42.56), Prevailing Wages on Public Works (RCW 39.12), State Environmental Policy Act (RCW 43.21C), Shoreline Management Act of 1971 (RCW 90.58), State Building Code (RCW 19.27), Energy Related Building Standards (RCW 19.27A), Provisions in Buildings for Aged and Handicapped Persons (RCW 70.92), and safety and health regulations.

In the event of noncompliance or refusal to comply with any applicable law, regulation, executive order, OMB Circular or policy by the Subrecipient, its contractors or subrecipients, the Department may rescind, cancel, or terminate the Agreement in whole or in part in its sole discretion. The Subrecipient is responsible for all costs or liability arising from its failure, and that of its contractors and subrecipients, to comply with applicable laws, regulations, executive orders, OMB Circulars or policies.

A.9 CONFLICT OF INTEREST

No officer or employee of the Department; no member, officer, or employee of the Subrecipient or its designees or agents; no member of the governing body of the jurisdiction in which the project is undertaken or located; and no other official of the Subrecipient who exercises any functions or responsibilities with respect to the project during his or her tenure, shall have any personal or pecuniary gain or interest, direct or indirect, in any contract, subcontract, or the proceeds thereof, for work to be performed in connection with the project assisted under this Agreement.

The Subrecipient shall incorporate, or cause to incorporate, in all such contracts or subawards, a provision prohibiting such interest pursuant to this provision.

A.10 CONTRACTING & PROCUREMENT

a. The Subrecipient shall use a competitive procurement process in the procurement and award of any contracts with contractors or subcontractors that are entered into under the original agreement award. The procurement process followed shall be in accordance with 2 CFR Part 200.318, General procurement standards, through 200.327, Contract provisions.

As required by Appendix II to 2 CFR Part 200, all contracts entered into by the Subrecipient under this Agreement must include the following provisions, as applicable:

1) Contracts for more than the simplified acquisition threshold currently set at $250,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

2) All contracts in excess of $10,000 must address termination for cause and for convenience by the non-federal entity including the manner by which it will be affected and the basis for settlement.

3) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "*Equal Employment Opportunity*" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "*Amending Executive Order 11246 Relating to Equal Employment Opportunity*," and implementing regulations at 41 CFR part 60, "*Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor*."

4) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "*Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction*"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or Subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or

she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency.

5) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

6) Rights to Inventions Made Under a Contract or Agreement. If the federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or Subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or Subrecipient must comply with the requirements of 37 CFR Part 401, "*Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements*," and any implementing regulations issued by the awarding agency.

7) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of $150,000 must contain a provision that requires the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

8) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "*Debarment and Suspension*." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

9) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding $100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award.

10) Procurement of recovered materials – As required by 2 CFR 200.323, a non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy

and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

11) Notice of federal awarding agency requirements and regulations pertaining to reporting.

12) Federal awarding agency requirements and regulations pertaining to copyrights and rights in data.

13) Access by the Department, the Subrecipient, the federal awarding agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records of the contractor which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts, and transcriptions.

14) Retention of all required records for six years after the Subrecipient has made final payments and all other pending matters are closed.

15) Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94–163, 89 Stat. 871).

16) Pursuant to Executive Order 13858 "*Strengthening Buy-American Preferences for Infrastructure Projects*," and as appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States, as required in 2 CFR Part 200.322, in every contract, subcontract, purchase order, or sub-award that is chargeable against federal financial assistance awards.

17) Per 2 C.F.R. § 200.216, prohibitions regarding certain telecommunications and video surveillance services or equipment are mandated by *section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (FY 2019 NDAA), Pub. L. No. 115-232 (2018)*.

b. The Department reserves the right to review the Subrecipient's procurement plans and documents and require the Subrecipient to make changes to bring its plans and documents into compliance with the requirements of 2 CFR Part 200.317 through 200.327. The Subrecipient must ensure that its procurement process requires contractors and subcontractors to provide adequate documentation with sufficient detail to support the costs of the project and to allow both the Subrecipient and Department to make a determination on eligibility of project costs.

c. All contracting agreements entered into pursuant to this Agreement shall incorporate this Agreement by reference.

A.11 <u>DISCLOSURE</u>

The use or disclosure by any party of any information concerning the Department for any purpose not directly connected with the administration of the Department's or the Subrecipient's responsibilities with respect to services provided under this Agreement is prohibited except by prior written consent of the Department or as required to comply with the state Public Records Act, other law or court order.

A.12 <u>DISPUTES</u>

Except as otherwise provided in this Agreement, when a bona fide dispute arises between the parties and it cannot be resolved through discussion and negotiation, either party may request a dispute resolution board to resolve the dispute. A request for a dispute resolution board shall be in writing, state the disputed issues, state the relative positions of the parties, and be sent to all parties. The board shall consist of a representative appointed by the Department, a representative appointed by the Subrecipient, and a third party mutually agreed upon by both parties. The determination of the dispute resolution board shall be final and binding on the parties hereto. Each party shall bear the cost for its member of the dispute resolution board and its attorney fees and costs and share equally the cost of the third board member.

A.13 <u>LEGAL RELATIONS</u>

It is understood and agreed that this Agreement is solely for the benefit of the parties to the Agreement and gives no right to any other party. No joint venture or partnership is formed as a result of this Agreement.

To the extent allowed by law, the Subrecipient, its successors or assigns, will protect, save and hold harmless the Department, the state of Washington, and the United States Government and their authorized agents and employees, from all claims, actions, costs, damages or expenses of any nature whatsoever by reason of the acts or omissions of the Subrecipient, its subcontractors, subrecipients, assigns, agents, contractors, consultants, licensees, invitees, employees or any person whomsoever arising out of or in connection with any acts or activities authorized by this Agreement.

To the extent allowed by law, the Subrecipient further agrees to defend the Department and the state of Washington and their authorized agents and employees in any litigation; including payment of any costs or attorneys' fees for any claims or action commenced thereon arising out of or in connection with acts or activities authorized by this Agreement.

This obligation shall not include such claims, costs, damages or expenses which may be caused by the sole negligence of the Department; provided, that if the claims or damages are caused by or result from the concurrent negligence of (1) the Department, and (2) the Subrecipient, its agents, or employees, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the Subrecipient, or the Subrecipient's agents or employees.

Insofar as the funding source, FEMA, is an agency of the Federal government, the following shall apply:

44 CFR 206.9 Non-liability. The Federal government shall not be liable for any claim based upon the exercise or performance of, or the failure to exercise or perform a discretionary function or duty on the part of a federal agency or an employee of the Federal government in carrying out the provisions of the Stafford Act.

A.14 LIMITATION OF AUTHORITY – AUTHORIZED SIGNATURE

The signatories to this Agreement represent that they have the authority to bind their respective organizations to this Agreement. Only the Department's Authorized Signature representative and the Authorized Signature representative of the Subrecipient or Alternate for the Subrecipient, formally designated in writing, shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Agreement. Any alteration, amendment, modification, or waiver of any clause or condition of this Agreement is not effective or binding unless made in writing and signed by both parties' Authorized Signature representatives, except as provided for time extensions in Article A.3.

Further, only the Authorized Signature representative or Alternate for the Subrecipient shall have signature authority to sign reimbursement requests, time extension requests, amendment and modification requests, requests for changes to projects or work plans, and other requests, certifications and documents authorized by or required under this Agreement.

A.15 LOSS OR REDUCTION OF FUNDING

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement and prior to normal completion or end date, the Department may unilaterally reduce the work plan and budget or unilaterally terminate all or part of the Agreement as a "Termination for Cause" without providing the Subrecipient an opportunity to cure. Alternatively, the parties may renegotiate the terms of this Agreement under "Amendments and Modifications" to comply with new funding limitations and conditions, although the Department has no obligation to do so.

A.16 NONASSIGNABILITY

Neither this Agreement, nor any claim arising under this Agreement, shall be transferred or assigned by the Subrecipient.

A.17 NONDISCRIMINATION

During the performance of this agreement, the Subrecipient shall comply with all federal and state nondiscrimination statutes and regulations. These requirements include, but are not limited to:

a. Nondiscrimination in Employment: The Subrecipient shall not discriminate against any employee or applicant for employment because of race, color, sex, sexual orientation, religion, national origin, creed, marital status, age, Vietnam era or disabled veteran status, or the presence of any sensory, mental, or physical handicap. This requirement does not apply, however, to a religious corporation, association, educational institution or society with respect to the employment of individuals of a particular religion to perform work connected with the carrying on by such corporation, association, educational institution or society of its activities.

b. The Subrecipient shall take action to ensure that employees are employed and treated during employment without discrimination because of their race, color, sex, sexual orientation religion, national origin, creed, marital status, age, Vietnam era or disabled veteran status, or the presence of any sensory, mental, or physical handicap. Such action shall include, but not be limited to, the following: Employment, upgrading, demotion, or transfer, recruitment or recruitment selection for training, including apprenticeships and volunteers.

A.18 NOTICES
The Subrecipient shall comply with all public notices or notices to individuals required by applicable local, state and federal laws and regulations and shall maintain a record of this compliance.

A.19 OCCUPATIONAL SAFETY/HEALTH ACT and WASHINGTON INDUSTRIAL SAFETY/HEALTH ACT (OSHA/WISHA)
The Subrecipient represents and warrants that its workplace does now or will meet all applicable federal and state safety and health regulations that are in effect during the Subrecipient's performance under this Agreement. To the extent allowed by law, the Subrecipient further agrees to indemnify and hold harmless the Department and its employees and agents from all liability, damages and costs of any nature, including, but not limited to, costs of suits and attorneys' fees assessed against the Department, as a result of the failure of the Subrecipient to so comply.

A.20 OWNERSHIP OF PROJECT/CAPITAL FACILITIES
The Department makes no claim to any capital facilities or real property improved or constructed with funds under this Agreement, and by this subaward of funds does not and will not acquire any ownership interest or title to such property of the Subrecipient. The Subrecipient shall assume all liabilities and responsibilities arising from the ownership and operation of the project and agrees to defend, indemnify, and hold the Department, the state of Washington, and the United States government harmless from any and all causes of action arising from the ownership and operation of the project.

A.21 POLITICAL ACTIVITY
No portion of the funds provided herein shall be used for any partisan political activity or to further the election or defeat of any candidate for public office or influence the approval or defeat of any ballot issue.

A.22 PROHIBITION AGAINST PAYMENT OF BONUS OR COMMISSION
The assistance provided under this Agreement shall not be used in payment of any bonus or commission for the purpose of obtaining approval of the application for such assistance or any other approval or concurrence under this Agreement provided, however, that reasonable fees or bona fide technical consultant, managerial, or other such services, other than actual solicitation, are not hereby prohibited if otherwise eligible as project costs.

A.23 PUBLICITY
The Subrecipient agrees to submit to the Department prior to issuance all advertising and publicity matters relating to this Agreement wherein the Department’s name is mentioned, or language used from which the connection of the Department’s name may, in the Department’s judgment, be inferred or implied. The Subrecipient agrees not to publish or use such advertising and publicity matters without the prior written consent of the Department. The Subrecipient may copyright original work it develops in the course of or under this Agreement; however, pursuant to 2 CFR Part 200.315, FEMA reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use the work for government purposes.

Publication resulting from work performed under this Agreement shall include an acknowledgement of FEMA’s financial support, by the Assistance Listings Number (formerly CFDA Number), and a statement that the publication does not constitute an endorsement by FEMA or reflect FEMA’s views.

A.24 RECAPTURE PROVISION
In the event the Subrecipient fails to expend funds under this Agreement in accordance with applicable federal, state, and local laws, regulations, and/or the provisions of the Agreement, the Department reserves the right to recapture funds in an amount equivalent to the extent of noncompliance. Such right of recapture shall exist for the life of the project following Agreement termination. Repayment by the Subrecipient of funds under this recapture provision shall occur within 30 days of demand. In the event the Department is required to institute legal proceedings to enforce the recapture provision, the

Department shall be entitled to its costs and expenses thereof, including attorney fees from the Subrecipient.

A.25 RECORDS

a. The Subrecipient agrees to maintain all books, records, documents, receipts, invoices and all other electronic or written records necessary to sufficiently and properly reflect the Subrecipient's contracts, subawards, grant administration, and payments, including all direct and indirect charges, and expenditures in the performance of this Agreement (the “records”).

b. The Subrecipient's records related to this Agreement and the projects funded may be inspected and audited by the Department or its designee, by the Office of the State Auditor, DHS, FEMA or their designees, by the Comptroller General of the United States or its designees, or by other state or federal officials authorized by law, for the purposes of determining compliance by the Subrecipient with the terms of this Agreement and to determine the appropriate level of funding to be paid under the Agreement.

c. The records shall be made available by the Subrecipient for such inspection and audit, together with suitable space for such purpose, at any and all times during the Subrecipient's normal working day.

d. The Subrecipient shall retain and allow access to all records related to this Agreement and the funded project(s) for a period of at least six (6) years following final payment and closure of the grant under this Agreement. Despite the minimum federal retention requirement of three (3) years, the more stringent State requirement of six (6) years must be followed.

A.26 RESPONSIBILITY FOR PROJECT/STATEMENT OF WORK/WORK PLAN

While the Department undertakes to assist the Subrecipient with the project/statement of work/work plan (project) by providing federal award funds pursuant to this Agreement, the project itself remains the sole responsibility of the Subrecipient. The Department undertakes no responsibility to the Subrecipient, or to any third party, other than as is expressly set out in this Agreement.

The responsibility for the design, development, construction, implementation, operation and maintenance of the project, as these phrases are applicable to this project, is solely that of the Subrecipient, as is responsibility for any claim or suit of any nature by any third party related in any way to the project.

Prior to the start of any construction activity, the Subrecipient shall ensure that all applicable federal, state, and local permits and clearances are obtained, including, but not limited to, FEMA compliance with the National Environmental Policy Act, the National Historic Preservation Act, the Endangered Species Act, and all other environmental laws, regulations, and executive orders.

The Subrecipient shall defend, at its own cost, any and all claims or suits at law or in equity, which may be brought against the Subrecipient in connection with the project. The Subrecipient shall not look to the Department, or to any state or federal agency, or to any of their employees or agents, for any performance, assistance, or any payment or indemnity, including, but not limited to, cost of defense and/or attorneys’ fees, in connection with any claim or lawsuit brought by any third party related to any design, development, construction, implementation, operation and/or maintenance of a project.

A.27 SEVERABILITY

If any court of rightful jurisdiction holds any provision or condition under this Agreement or its application to any person or circumstances invalid, this invalidity does not affect other provisions, terms or conditions of the Agreement, which can be given effect without the invalid provision. To this end, the terms and conditions of this Agreement are declared severable.

A.28 SINGLE AUDIT ACT REQUIREMENTS (including all AMENDMENTS)

The Subrecipient shall comply with and include the following audit requirements in any subawards.

Non-federal entities, as Subrecipients of a federal award, that expend **$750,000** or more in one fiscal year of federal funds from all sources, direct and indirect, are required to have a single or a program-specific audit conducted in accordance with 2 CFR Part 200 Subpart F. Non-federal entities that spend less than **$750,000** a year in federal awards are exempt from federal audit requirements for that year, except as noted in 2 CFR Part 200 Subpart F. As defined in 2 CFR Part 200, the term “non-federal entity” means a state, local government, Indian tribe, institution of higher education, or nonprofit organization that carries out a federal award as a recipient or subrecipient.

Subrecipients that are required to have an audit must ensure the audit is performed in accordance with Generally Accepted Government Auditing Standards (GAGAS) as found in the Government Auditing Standards (the Revised Yellow Book) developed by the United States Comptroller General and the OMB Compliance Supplement. The Subrecipient has the responsibility of notifying its auditor and requesting an audit in compliance with 2 CFR Part 200 Subpart F, to include the Washington State Auditor's Office, a federal auditor, or a public accountant performing work using GAGAS, as appropriate. Costs of the audit may be an allowable grant expenditure as authorized by 2 CFR Part 200.425.

The Subrecipient shall maintain auditable records and accounts so as to facilitate the audit requirement and shall ensure that any subcontractors also maintain auditable records. The Subrecipient is responsible for any audit exceptions incurred by its own organization or that of its subcontractors. Responses to any unresolved management findings and disallowed or questioned costs shall be included with the audit report. The Subrecipient must respond to Department requests for information or corrective action concerning audit issues or findings within 30 days of the date of request. The Department reserves the right to recover from the Subrecipient all disallowed costs resulting from the audit.

After the single audit has been completed, and if it includes any audit findings, the Subrecipient must send a full copy of the audit and its Corrective Action Plan to the Department at the following address no later than nine (9) months after the end of the Subrecipient's fiscal year(s):

Contracts Office
Washington Military Department
Finance Division, Building #1 TA-20
Camp Murray, WA 98430-5032

OR

Contracts.Office@mil.wa.gov

The Department retains the sole discretion to determine whether a valid claim for an exemption from the audit requirements of this provision has been established.

Conducting a single or program-specific audit in compliance with 2 CFR Part 200 Subpart F is a material requirement of this Agreement. In the absence of a valid claim of exemption from the audit requirements of 2 CFR Part 200 Subpart F, the Subrecipient's failure to comply with said audit requirements may result in one or more of the following actions in the Department's sole discretion: a percentage of federal awards being withheld until the audit is completed in accordance with 2 CFR Part 200 Subpart F; the withholding or disallowing of overhead costs; the suspension of federal awards until the audit is conducted and submitted; or termination of the federal award.

A.29 SUBRECIPIENT NOT EMPLOYEE

The Subrecipient, and/or employees or agents performing under this Agreement, are not employees or agents of the Department in any manner whatsoever. The Subrecipient will not be presented as nor claim to be an officer or employee of the Department or of the State of Washington by reason hereof, nor will the Subrecipient make any claim, demand, or application to or for any right, privilege or benefit applicable to an officer or employee of the Department or of the State of Washington, including, but not limited to, Workers' Compensation coverage, unemployment insurance benefits, social security benefits, retirement membership or credit, or privilege or benefit which would accrue to a civil service employee under Chapter 41.06 RCW; OFM Reg. 4.3.1.1.8.

It is understood that if the Subrecipient is another state department, state agency, state university, state college, state community college, state board, or state commission, that the officers and employees are employed by the State of Washington in their own right.

If the Subrecipient is an individual currently employed by a Washington State agency, the Department shall obtain proper approval from the employing agency or institution before entering into this contract. A statement of "no conflict of interest" shall be submitted to the Department.

A.30 TAXES, FEES AND LICENSES

Unless otherwise provided in this Agreement, the Subrecipient shall be responsible for, pay and maintain in current status all taxes, unemployment contributions, fees, licenses, assessments, permit charges and expenses of any other kind for the Subrecipient or its staff required by statute or regulation that are applicable to Agreement performance.

A.31 TERMINATION FOR CONVENIENCE

Notwithstanding any provisions of this Agreement, the Subrecipient may terminate this Agreement by providing written notice of such termination to the Department Key Personnel identified in the Agreement, specifying the effective date thereof, at least thirty (30) days prior to such date.

Except as otherwise provided in this Agreement, the Department, in its sole discretion and in the best interests of the state of Washington, may terminate this Agreement in whole or in part ten (10) business days after emailing notice to the Subrecipient. Upon notice of termination for convenience, the Department reserves the right to suspend all or part of the Agreement, withhold further payments, or prohibit the Subrecipient from incurring additional obligations of funds. In the event of termination, the Subrecipient shall be liable for all damages as authorized by law. The rights and remedies of the Department provided for in this section shall not be exclusive and are in addition to any other rights and remedies provided by law.

A.32 TERMINATION OR SUSPENSION FOR LOSS OF FUNDING

The Department may unilaterally terminate or suspend all or part of this Grant Agreement, or may reduce its scope of work and budget, if there is a reduction in funds by the source of those funds, and if such funds are the basis for this Grant Agreement. The Department will email the Subrecipient ten (10) business days prior to termination.

A.33 TERMINATION OR SUSPENSION FOR CAUSE

In the event the Department, in its sole discretion, determines the Subrecipient has failed to fulfill in a timely and proper manner its obligations under this Agreement, is in an unsound financial condition so as to endanger performance hereunder, is in violation of any laws or regulations that render the Subrecipient unable to perform any aspect of the Agreement, or has violated any of the covenants, agreements or stipulations of this Agreement, the Department has the right to immediately suspend or terminate this Agreement in whole or in part.

The Department may notify the Subrecipient in writing of the need to take corrective action and provide a period of time in which to cure. The Department is not required to allow the Subrecipient an opportunity to cure if it is not feasible as determined solely within the Department's discretion. Any time allowed for cure shall not diminish or eliminate the Subrecipient's liability for damages or otherwise affect any other remedies available to the Department. If the Department allows the Subrecipient an opportunity to cure, the Department shall notify the Subrecipient in writing of the need to take corrective action. If the corrective action is not taken within ten (10) calendar days or as otherwise specified by the Department, or if such corrective action is deemed by the Department to be insufficient, the Agreement may be terminated in whole or in part.

The Department reserves the right to suspend all or part of the Agreement, withhold further payments, or prohibit the Subrecipient from incurring additional obligations of funds during investigation of the alleged compliance breach, pending corrective action by the Subrecipient, if allowed, or pending a decision by the Department to terminate the Agreement in whole or in part.

In the event of termination, the Subrecipient shall be liable for all damages as authorized by law, including, but not limited to, any cost difference between the original Agreement and the replacement or cover Agreement and all administrative costs directly related to the replacement Agreement, e.g., cost of administering the competitive solicitation process, mailing, advertising and other associated staff time. The rights and remedies of the Department provided for in this section shall not be exclusive and are in addition to any other rights and remedies provided by law.

If it is determined that the Subrecipient: (1) was not in default or material breach, or (2) failure to perform was outside of the Subrecipient's control, fault or negligence, the termination shall be deemed to be a termination for convenience.

A.34 TERMINATION PROCEDURES

In addition to the procedures set forth below, if the Department terminates this Agreement, the Subrecipient shall follow any procedures specified in the termination notice. Upon termination of this Agreement and in addition to any other rights provided in this Agreement, the Department may require the Subrecipient to deliver to the Department any property specifically produced or acquired for the performance of such part of this Agreement as has been terminated.

If the termination is for convenience, the Department shall pay to the Subrecipient as an agreed upon price, if separately stated, for properly authorized and completed work and services rendered or goods delivered to and accepted by the Department prior to the effective date of Agreement termination, the amount agreed upon by the Subrecipient and the Department for (i) completed work and services and/or equipment or supplies provided for which no separate price is stated, (ii) partially completed work and services and/or equipment or supplies provided which are accepted by the Department, (iii) other work, services and/or equipment or supplies which are accepted by the Department, and (iv) the protection and preservation of property.

Failure to agree with such amounts shall be a dispute within the meaning of the "Disputes" clause of this Agreement. If the termination is for cause, the Department shall determine the extent of the liability of the Department. The Department shall have no other obligation to the Subrecipient for termination. The Department may withhold from any amounts due the Subrecipient such sum as the Department determines to be necessary to protect the Department against potential loss or liability.

The rights and remedies of the Department provided in this Agreement shall not be exclusive and are in addition to any other rights and remedies provided by law.

After receipt of a notice of termination, and except as otherwise directed by the Department in writing, the Subrecipient shall:

a. Stop work under the Agreement on the date, and to the extent specified, in the notice;

b. Place no further orders or contracts for materials, services, supplies, equipment and/or facilities in relation to this Agreement except as may be necessary for completion of such portion of the work under the Agreement as is not terminated;

c. Assign to the Department, in the manner, at the times, and to the extent directed by the Department, all of the rights, title, and interest of the Subrecipient under the orders and contracts so terminated, in which case the Department has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and contracts;

d. Settle all outstanding liabilities and all claims arising out of such termination of orders and contracts, with the approval or ratification of the Department to the extent the Department may require, which approval or ratification shall be final for all the purposes of this clause;

e. Transfer title to the Department and deliver in the manner, at the times, and to the extent directed by the Department any property which, if the Agreement had been completed, would have been required to be furnished to the Department;

f. Complete performance of such part of the work as shall not have been terminated by the Department in compliance with all contractual requirements; and

g. Take such action as may be necessary, or as the Department may require, for the protection and preservation of the property related to this Agreement which is in the possession of the Subrecipient and in which the Department has or may acquire an interest.

A.35 MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISES

In accordance with the legislative findings and policies set forth in Chapter 39.19 RCW, the State of Washington encourages participation in all its contracts by MWBE firms certified by the Office of Minority and Women's Business Enterprises (OMWBE). To the extent possible, the Subrecipient will solicit and encourage minority-owned and women-owned business enterprises who are certified by the OMWBE under the state of Washington certification program to apply and compete for work under this contract. Voluntary numerical MWBE participation goals have been established and are indicated herein: Minority Business Enterprises: (MBE's): 10% and Woman's Business Enterprises (WBE's): 6%.

A.36 VENUE

This Agreement shall be construed and enforced in accordance with, and the validity and performance shall be governed by, the laws of the state of Washington. Venue of any suit between the parties arising out of this Agreement shall be the Superior Court of Thurston County, Washington. The Subrecipient, by execution of this Agreement, acknowledges the jurisdiction of the courts of the state of Washington.

A.37 WAIVERS

No conditions or provisions of this Agreement can be waived unless approved in advance by the Department in writing. The Department's failure to insist upon strict performance of any provision of the Agreement or to exercise any right based upon a breach thereof, or the acceptance of any performance during such breach, shall not constitute a waiver of any right under this Agreement.

23SLCGP Award Letter
EMW-2023-CY-00042

Award Letter

U.S. Department of Homeland Security
Washington, D.C. 20472

Bret Daugherty
Washington Military Department
Building 20
Camp Murray, WA 98430 - 5122

Re: Grant No.EMW-2023-CY-00042

Dear Bret Daugherty:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2023 State and Local Cybersecurity Grant Program has been approved in the amount of $7,403,503.00. As a condition of this award, you are required to contribute a cost match in the amount of $1,850,876.00 of non-Federal funds, or 20 percent of the total approved project costs of $9,254,379.00.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2023 State and Local Cybersecurity Grant Program Notice of Funding Opportunity
- Information Bulletin 489: Fiscal Year 2023 State and Local Cybersecurity Grant Program Allocation Amounts

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

In order to establish acceptance of the award and its terms, please follow these instructions:

Step 1: Please log in to the ND Grants system at https://portal.fema.gov.

Step 2: After logging in, you will see the Home page with a Pending Tasks menu. Click on the Pending Tasks menu, select the Application sub-menu, and then click the link for "Award Offer Review" tasks. This link will navigate you to Award Packages that are pending review.

Step 3: Click the Review Award Package icon (wrench) to review the Award Package and accept or decline the award. Please save or print the Award Package for your records.

System for Award Management (SAM): Grant recipients are to keep all of their information up to date in SAM, in particular, your organization's name, address, Unique Entity Identifier (UEI) number, EIN and banking information. Please ensure that the UEI number used in SAM is the same one used to apply for all FEMA awards. Future payments will be contingent on the information provided in the SAM; therefore, it is imperative that the information is correct. The System for Award Management is located at http://www.sam.gov.

If you have any questions or have updated your information in SAM, please let your Grants Management Specialist (GMS) know as soon as possible. This will help us to make the necessary updates and avoid any interruptions in the payment process.

PAMELA SUSAN WILLIAMS

U.S. Department of Homeland Security
Washington, D.C. 20472

AGREEMENT ARTICLES
State and Local Cybersecurity Grant Program

GRANTEE:	Washington Military Department
PROGRAM:	State and Local Cybersecurity Grant Program
AGREEMENT NUMBER:	EMW-2023-CY-00042-S01

TABLE OF CONTENTS

Article XVII	Education Amendments of 1972 (Equal Opportunity in Education Act) - Title IX
Article XVIII	E.O. 14074 - Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety
Article XIX	Energy Policy and Conservation Act
Article XX	False Claims Act and Program Fraud Civil Remedies
Article XXI	Federal Debt Status
Article XXII	Federal Leadership on Reducing Text Messaging while Driving
Article XXIII	Fly America Act of 1974
Article XXIV	Hotel and Motel Fire Safety Act of 1990
Article XXV	John S. McCain National Defense Authorization Act of Fiscal Year 2019
Article XXVI	Limited English Proficiency (Civil Rights Act of 1964 - Title VI)
Article XXVII	Lobbying Prohibitions
Article XXVIII	National Environmental Policy Act
Article XXIX	Nondiscrimination in Matters Pertaining to Faith-Based Organizations
Article XXX	Non-Supplanting Requirement
Article XXXI	Notice of Funding Opportunity Requirements
Article XXXII	Patents and Intellectual Property Rights
Article XXXIII	Procurement of Recovered Materials
Article XXXIV	Rehabilitation Act of 1973
Article XXXV	Reporting of Matters Related to Recipient Integrity and Performance
Article XXXVI	Reporting Subawards and Executive Compensation
Article XXXVII	Required Use of American Iron, Steel, Manufactured Products, and Construction Materials

Article I - Summary Description of Award

The purpose of the Fiscal Year 2023 State and Local Cybersecurity Grant Program (SLCGP) is to assist state, local, and territorial (SLT) governments with managing and reducing systemic cyber risk. Through funding from the Infrastructure Investment and Jobs Act, also known as the Bipartisan Infrastructure Law, the SLCGP enables DHS to make targeted cybersecurity investments in SLT government agencies, thus improving the security of critical infrastructure and improving the resilience of the services SLT governments provide their community. This SLCGP award provides funding in the amount of: $7,403,503 for the state of Washington. Of this amount, up to $370,175 can be retained by the State Administrative Agency (SAA) for management and administrative expenses, and a total of $1,850,876 is the required cost share.

The terms of the approved Investment Justification(s) and Project Worksheet(s) submitted by the recipient are incorporated into the terms of this Federal award, subject to the additional description and limitations stated in this Agreement Article and the limitations stated in subsequent reviews by FEMA and CISA of the award budget. Post-award documents uploaded into ND Grants for this award are also incorporated into the terms and conditions of this award, subject to any limitations stated in subsequent approvals by FEMA and CISA of changes to the award. Investments not listed in this Agreement Article are not approved for funding under this award.

Article II - SLCGP Performance Goal

In addition to the Performance Progress Report (PPR) submission requirements due January 30, outlined in NOFO Appendix A-11, recipients must demonstrate how the grant-funded projects address the capability gaps identified in their Cybersecurity Plan or other relevant documentation or sustains existing capabilities per the CISA-approved Investment Justification. The capability gap reduction or capability sustainment must be addressed in the PPR, Section 10. Performance Narrative.

Article III - DHS Standard Terms and Conditions Generally

The Fiscal Year (FY) 2023 DHS Standard Terms and Conditions apply to all new federal financial assistance awards funded in FY 2023. These terms and conditions flow down to subrecipients unless an award term or condition specifically indicates otherwise. The United States has the right to seek judicial enforcement of these obligations.
All legislation and digital resources are referenced with no digital links. The FY 2023 DHS Standard Terms and Conditions will be housed on dhs.gov at www.dhs.gov/publication/fy15-dhs- standard-terms-and-conditions.

Article IV - Assurances, Administrative Requirements, Cost Principles, Representations and Certifications

I. DHS financial assistance recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances Non-Construction Programs, or OMB Standard Form 424D Assurances Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances as instructed by the awarding agency.

II. DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200 and adopted by DHS at 2 C.F.R. Part 3002.

III. By accepting this agreement, recipients, and their executives, as defined in 2 C.F.R. section 170.315, certify that their policies are in accordance with OMBs guidance located at 2 C.F.R. Part 200, all applicable federal laws, and relevant Executive guidance.

Article V - General Acknowledgements and Assurances

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

I. Recipients must cooperate with any DHS compliance reviews or compliance investigations conducted by DHS.

II. Recipients must give DHS access to examine and copy records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities or personnel.

III. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.

IV. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law, or detailed in program guidance.

V. Recipients (as defined in 2 C.F.R. Part 200 and including recipients acting as pass-through entities) of federal financial assistance from DHS or one of its awarding component agencies must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receipt of the Notice of Award for the first award under which this term applies. Recipients of multiple awards of DHS financial assistance should only submit one completed tool for their organization, not per award. After the initial submission, recipients are required to complete the tool once every two (2) years if they have an active award, not every time an award is made. Recipients should submit the completed tool, including supporting materials, to CivilRightsEvaluation@hq.dhs.gov. This tool clarifies the civil rights obligations and related reporting requirements contained in the DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool. DHS Civil Rights Evaluation Tool | Homeland Security

The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension if the recipient identifies steps and a timeline for completing the tool. Recipients should request extensions by emailing the request to CivilRightsEvaluation@hq.dhs.gov prior to expiration of the 30-day deadline.

Article VI - Acknowledgement of Federal Funding from DHS

Recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

Article VII - Activities Conducted Abroad

Recipients must ensure that project activities performed outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Article VIII - Age Discrimination Act of 1975

Recipients must comply with the requirements of the Age Discrimination Act of 1975, Public Law 94-135 (1975) (codified as amended at Title 42, U.S. Code, section 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.

Article IX - Americans with Disabilities Act of 1990

Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. 101-336 (1990) (codified as amended at 42 U.S.C. sections 12101-12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.

Article X - Best Practices for Collection and Use of Personally Identifiable Information

Recipients who collect personally identifiable information (PII) are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines PII as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.

Article XI - Civil Rights Act of 1964 - Title VI

Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (codified as amended at 42 U.S.C. section 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

Article XII - Civil Rights Act of 1968

Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. 90-284, as amended through Pub. L. 113-4, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. section 3601 et seq.), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units-i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)-be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)

Article XIII - Copyright

Recipients must affix the applicable copyright notices of 17 U.S.C. sections 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.

Article XIV - Debarment and Suspension

Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3002. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

Article XV - Drug-Free Workplace Regulations

Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of Sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (41 U.S.C. sections 8101-8106).

Article XVI - Duplication of Benefits

Any cost allocable to a particular federal financial assistance award provided for in 2
C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons.

Article XVII - Education Amendments of 1972 (Equal Opportunity in Education Act) - Title IX

Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. 92-318 (1972) (codified as amended at 20 U.S.C. section 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.

Article XVIII - E.O. 14074 - Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety

Recipient State, Tribal, local, or territorial law enforcement agencies must comply with the requirements of section 12(c) of E.O. 14074. Recipient State, Tribal, local, or territorial law enforcement agencies are also encouraged to adopt and enforce policies consistent with E.O. 14074 to support safe and effective policing.

Article XIX - Energy Policy and Conservation Act

Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. 94- 163 (1975) (codified as amended at 42 U.S.C. section 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

Article XX - False Claims Act and Program Fraud Civil Remedies

Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. sections 3729- 3733, which prohibit the submission of false or fraudulent claims for payment to the Federal Government. (See 31 U.S.C. sections 3801-3812, which details the administrative remedies for false claims and statements made.)

Article XXI - Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)

Article XXII - Federal Leadership on Reducing Text Messaging while Driving

Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the Federal Government.

Article XXIII - Fly America Act of 1974

Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C.) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. section 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

Article XXIV - Hotel and Motel Fire Safety Act of 1990

Recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. section 2225a.

Article XXV - John S. McCain National Defense Authorization Act of Fiscal Year 2019

Recipients, subrecipients, and their contractors and subcontractors are subject to the prohibitions described in section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232 (2018) and 2 C.F.R. sections 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200. Beginning August 13, 2020, the statute - as it applies to DHS recipients, subrecipients, and their contractors and subcontractors - prohibits obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons.

Article XXVI - Limited English Proficiency (Civil Rights Act of 1964 - Title VI)

Recipients must comply with Title VI of the Civil Rights Act of 1964, (42 U.S.C. section 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited and additional resources on http://www.lep.gov.

Article XXVII - Lobbying Prohibitions

Recipients must comply with 31 U.S.C. section 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.

Article XXVIII - National Environmental Policy Act

Recipients must comply with the requirements of the National Environmental Policy Act of 1969, (NEPA) Pub. L. 91-190 (1970) (codified as amended at 42 U.S.C. section 4321 et seq.) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

Article XXIX - Nondiscrimination in Matters Pertaining to Faith-Based Organizations

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statues, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

Article XXX - Non-Supplanting Requirement

Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

Article XXXI - Notice of Funding Opportunity Requirements

All the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.

Article XXXII - Patents and Intellectual Property Rights

Recipients are subject to the Bayh-Dole Act, 35 U.S.C. section 200 et seq, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. section 401.14.

Article XXXIII - Procurement of Recovered Materials

States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. 89-272 (1965), (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. section 6962.) The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

Article XXXIV - Rehabilitation Act of 1973

Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. 93-112 (1973) (codified as amended at 29 U.S.C. section 794), which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Article XXXV - Reporting of Matters Related to Recipient Integrity and Performance

General Reporting Requirements:
If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds $10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

Article XXXVI - Reporting Subawards and Executive Compensation

Reporting of first tier subawards:
Recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.

Article XXXVII - Required Use of American Iron, Steel, Manufactured Products, and Construction Materials

Recipients must comply with the Build America, Buy America provisions of the Infrastructure Investment and Jobs Act and E.O. 14005. Recipients of an award of Federal financial assistance from a program for infrastructure are hereby notified that none of the funds provided under this award may be used for a project for infrastructure unless:

(1) all iron and steel used in the project are produced in the United States-this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;

(2) all manufactured products used in the project are produced in the United States-this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and

(3) all construction materials are manufactured in the United States-this means that all manufacturing processes for the construction material occurred in the United States.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.
Waivers
When necessary, recipients may apply for, and the agency may grant, a waiver from these requirements. Information on the process for requesting a waiver from these requirements is on the website below.

(a) When the Federal agency has made a determination that one of the following exceptions applies, the awarding official may waive the application of the domestic content procurement preference in any case in which the agency determines that:

(1) applying the domestic content procurement preference would be inconsistent with the public interest;

(2) the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or
(3) the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent.

A request to waive the application of the domestic content procurement preference must be in writing. The agency will provide instructions on the format, contents, and supporting materials required for any waiver request. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by the Made in America Office.

There may be instances where an award qualifies, in whole or in part, for an existing waiver described at "Buy America" Preference in FEMA Financial Assistance Programs for Infrastructure | FEMA.gov.

The awarding Component may provide specific instructions to Recipients of awards from infrastructure programs that are subject to the Build America, Buy America provisions. Recipients should refer to the Notice of Funding Opportunity for further information on the Buy America preference and waiver process.

Article XXXVIII - SAFECOM

Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

Article XXXIX - Terrorist Financing

Recipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

Article XL - Trafficking Victims Protection Act of 2000 (TVPA)

Trafficking in Persons:
Recipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106 (g) of the Trafficking Victims Protection Act of 2000 (TVPA), codified as amended at 22 U.S.C. section 7104. The award term is located at 2 C.F.R. section 175.15, the full text of which is incorporated here by reference.

Article XLI - Universal Identifier and System of Award Management

Requirements for System for Award Management and Unique Entity Identifier Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference.

Article XLII - USA PATRIOT Act of 2001

Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), which amends 18 U.S.C. sections 175-175c.

Article XLIII - Use of DHS Seal, Logo and Flags

Recipients must obtain permission from their DHS FAO prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

Article XLIV - Whistleblower Protection Act

Recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C section 2409, 41 U.S.C. section 4712, and 10 U.S.C. section 2324, 41 U.S.C. sections 4304 and 4310.

Article XLV - Environmental Planning and Historic Preservation (EHP) Review

DHS/FEMA funded activities that may require an Environmental Planning and Historic Preservation (EHP) review are subject to the FEMA EHP review process. This review does not address all federal, state, and local requirements. Acceptance of federal funding requires the recipient to comply with all federal, state and local laws.

DHS/FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by DHS/ FEMA grant funds, through its EHP review process, as mandated by: the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and any other applicable laws and executive orders. General guidance for FEMA's EHP process is available on the DHS/FEMA Website. Specific applicant guidance on how to submit information for EHP review depends on the individual grant program and applicants should contact their grant Program Officer to be put into contact with EHP staff responsible for assisting their specific grant program. The EHP review process must be completed before funds are released to carry out the proposed project; otherwise, DHS/FEMA may not be able to fund the project due to noncompliance with EHP laws, executive orders, regulations, and policies.

If ground disturbing activities occur during construction, applicant will monitor ground disturbance, and if any potential archaeological resources are discovered the applicant will immediately cease work in that area and notify the pass-through entity, if applicable, and DHS/FEMA.

Article XLVI - Applicability of DHS Standard Terms and Conditions to Tribes

The DHS Standard Terms and Conditions are a restatement of general requirements imposed upon recipients and flow down to sub-recipients as a matter of law, regulation, or executive order. If the requirement does not apply to Indian tribes or there is a federal law or regulation exempting its application to Indian tribes, then the acceptance by Tribes of, or acquiescence to, DHS Standard Terms and Conditions does not change or alter its inapplicability to an Indian tribe. The execution of grant documents is not intended to change, alter, amend, or impose additional liability or responsibility upon the Tribe where it does not already exist.

Article XLVII - Acceptance of Post Award Changes

In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to: ASK-GMD@fema.dhs.gov if you have any questions.

Article XLVIII - Disposition of Equipment Acquired Under the Federal Award

For purposes of original or replacement equipment acquired under this award by a non-state recipient or non-state sub-recipients, when that equipment is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, you must request instructions from FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. section 200.313. State recipients and state sub-recipients must follow the disposition requirements in accordance with state laws and procedures.

Article XLIX - Prior Approval for Modification of Approved Budget

Before making any change to the FEMA approved budget for this award, you must request prior written approval from FEMA where required by 2 C.F.R. section 200.308.

For purposes of non-construction projects, FEMA is utilizing its discretion to impose an additional restriction under 2 C.F.R. section 200.308(f) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the federal share is greater than the simplified acquisition threshold (currently $250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget FEMA last approved.

For purposes of awards that support both construction and non-construction work, FEMA is utilizing its discretion under 2 C.F.R. section 200.308(h)(5) to require the recipient to obtain prior written approval from FEMA before making any fund or budget transfers between the two types of work.

You must report any deviations from your FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

Article L - Indirect Cost Rate

2 C.F.R. section 200.211(b)(15) requires the terms of the award to include the indirect cost rate for the federal award. If applicable, the indirect cost rate for this award is stated in the budget documents or other materials approved by FEMA and included in the award file.

Article LI - Funding Hold: Additional Information Required

FEMA has placed a funding hold on this award, and $5,067,919 is on hold in the FEMA financial systems. The recipient is prohibited from obligating, expending, or drawing down the funds associated with the following projects/investments.

All projects to be determined: $5,067,919

To release the funding hold, the recipient must provide a detailed cost breakdown and justification for the projects/ investments listed above. FEMA will rescind the funding hold upon its review and approval of the detailed cost breakdown and justification. If you believe this funding hold was placed in error, please contact the relevant Preparedness Officer at fema-slcgp@fema.dhs.gov.

BUDGET COST CATEGORIES

Personnel	$286,647.00
Fringe Benefits	$108,926.00
Travel	$8,625.00
Equipment	$0.00
Supplies	$3,125.00
Contractual	$8,791,661.00
Construction	$0.00
Indirect Charges	$55,395.00
Other	$0.00

Obligating Document for Award/Amendment

1a. AGREEMENT NO.	2. AMENDMENT NO.	3. RECIPIENT NO.	4. TYPE OF ACTION	5. CONTROL NO.
EMW-2023-CY-00042-S01	***	916001095G	AWARD	WX00697N2024T

6. RECIPIENT NAME AND ADDRESS	7. ISSUING FEMA OFFICE AND ADDRESS	8. PAYMENT OFFICE AND ADDRESS
Washington Military Department Building 20 Camp Murray, WA, 98430 - 5122	FEMA-GPD 400 C Street, SW, 3rd floor Washington, DC 20472-3645 POC: 866-927-5646	FEMA Finance Center 430 Market Street Winchester, VA 22603

9. NAME OF RECIPIENT PROJECT OFFICER	PHONE NO.	10. NAME OF FEMA PROJECT COORDINATOR
Sierra Wardell	2535127121	Central Scheduling and Information Desk Phone: 800-368-6498 Email: Askcsid@dhs.gov

11. EFFECTIVE DATE OF THIS ACTION	12. METHOD OF PAYMENT	13. ASSISTANCE ARRANGEMENT	14. PERFORMANCE PERIOD
12/07/2023	PARS	Cost Reimbursement	**From:** 12/01/2023 **To:** 11/30/2027 **Budget Period** 12/01/2023 11/30/2027

1 5. DESCRIPTION OF ACTION

a. (Indicate funding data for awards or financial changes)

PROGRAM NAME ACRONYM	CFDA NO.	ACCOUNTING DATA (ACCS CODE) XXXX-XXX-XXXXXX-XXXXX-XXXX-XXXX-X	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMULATIVE NON-FEDERAL COMMITMENT
State and Local Cybersecurity Grant Program	97.137	2024-IF-PA11-P410- -4101-D	$0.00	$7,403,503.00	$7,403,503.00	See Totals
			$0.00	**$7,403,503.00**	**$7,403,503.00**	**$1,850,876.00**

b. To describe changes other than funding data or financial changes, attach schedule and check here.
N/A

16 a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)
State and Local Cybersecurity Grant Program recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.
16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN
This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)	DATE
Sierra Wardell, Preparedness Grants Section Section Supervisor	Fri Dec 15 01:00:32 UTC 2023

18. FEMA SIGNATORY OFFICIAL (Name and Title)	DATE
PAMELA SUSAN WILLIAMS,	Thu Dec 07 18:41:14 UTC 2023

PROJECT #1 TITLE	*City of Lake Stevens Public Key Infrastructure (PKI) and Strong User Authentication*

PROJECT DESCRIPTION

The City is projected to gain 10,000 more residents within the next 20 years. As the city continues to grow, our IT infrastructure must expand with the staffing and population needs. The City has a single online Microsoft Active Directory Certificate Services (MS-ADCS) Certificate Authority (CA) creating user and device certificates. These certificates are used for user and device authentication with limited signing uses. Using a single online CA is not a best security practice. Instead, best security practices dictate an organization should use a multi-tiered system of CAs and keep the root CA off-line at all times, which will mitigate remote and network attacks.

The City also found operational complexity, implementation gaps, and needs to simplify and enhance its current mix of multi-factor authentication (MFA) systems. The IT Department has concluded that the city requires a robust internal PKI system issuing strong cryptographic authenticators to all city users and devices. This project will allow the City to restart its entire PKI system, including user and device trust models, using current best practices, and newer and more secure industry standard protocols. Also, the City's IT Department and users will benefit from operational efficiencies that can only be implemented via a fresh start. The City is asking for funding for initial acquisition and is committed to funding all ongoing maintenance and expansion after the performance period.

GAP BEING ADDRESSED

The City has assessed its current PKI as a preliminary step to implementing configurations and procedures covering the controls IA-2, IA-3, IA-3(1), IA-3(4) from the 2023 Nationwide Cybersecurity Review (NCSR) mapping to NIST 800-53 rev 5 framework. The current use of a single CA that is both the root and issuing CA means not only is it online but, there is no native x509 based method to revoke all issued certificates if there is a loss of control of the CA. The current system has no means of verifying the private key a user or device is submitting was created according to policy and on authorized hardware. There is no means to correct these gaps with a reconfiguration of the existing system, the entire PKI must be replaced to close these gaps.

The proposed PKI will be a 2-tier system that will be anchored with a protected offline root. All key materials for infrastructure, device and users will be protected in dedicated secure enclaves. Strong automation will be utilized so certificate lifetimes can be as short as possible adding the concept of "passive revocation" to the PKI architecture.

The City's current PKI only supports the Microsoft enrollment protocols and does not support the Automatic Certificate Management Environment (ACME) protocols for certificate automation, leaving the burden of certificate management as heavily manual processes for IT staff to track, manage, and perform in a timely manner. Missing a certificate operation leads to system downtime and idle users.

The City plans to implement the PKI with a single instance issuing CA and enhance that with highly available Registration Authorities (RA) and Validation Authorities (VA) to meet its operational Service Level Agreements (SLA) in a cost-effective manner.

The City is planning to use the opensource OpenSSL FIPS Provider in accordance with NIST CVMP Certificate #4282 to create and manage the secure offline CA. This will allow for a significant budget reduction while still meeting the security, operational, and validation needs identified by the project sponsors and stakeholders.

The plan is for the PKI infrastructure to enforce strong device attestation that both user and device keys were created in an authorized secure enclave, and the private key material is locked within. This will guarantee the City meets all FIPS-140 requirements when applicable and mitigates many vulnerabilities that can be caused by administrative mistakes.

The City uses a combination of Microsoft Authenticator, Duo, and some hardware Time-Based one-time password (TOTP) tokens to implement MFA. This is proving operationally complex, and the enrollment numbers have reached a staffing level where the subscription services are approaching $10,000 yearly, becoming a budget burden. The City has identified several options for FIPS-140 validated hardware security modules that will protect the online root CA keys. Investing in a PKI system will structure the costs between capital expenditures and operating expenses such that the City expects to see a significant return on investment, while still funding a maintenance reserve, over the 8-10-year lifespan of the system.

This project will also allow the City to issue strong cryptographic token hardware for all users to protect the private key materials anchoring a user's identity. This will mitigate any chance of an attacker being able to obtain a user's private key material and impersonate a user. The City is budgeting for a primary and backup token for all users. The City has not planned or budgeted for a tertiary token as Microsoft AD still only supports two Personal Identity Verification (PIV) instances per user. Since activating a tertiary device would require IT intervention and all City users are reasonably local, the City decided to save the cost of the limited use third device.

Additionally, the City does not have any local master clocks and instead is relying on internet NTP servers for clock synchronization. As time is an important part of validating any x509 transaction, the City is including two Global Navigation Satellite System (GNSS) grandmaster clocks. These grandmaster clocks will include highly accurate local oscillators allowing holdover for 7 to 30 days due to loss of GNSS signal. The extended hold overtime allows the City to save the cost of a third unit.

IMPACT

A modern secure 2-tier PKI provides the basis to start enforcing strong device attestation that all encryption keys were properly created solely within a secure enclave. Today, Apple has this capability in all iOS and Mac devices. There are two draft proposals being finalized within Internet Engineering Task Force (IETF) working groups (ACME and Limited Additional Mechanisms for PKIX and SMIME (LAMPS)) to standardize the attestation processes. The City will be requiring any PKI system selected in the procurement process must commit to supporting the finalized IETF standards. The City will track IETF and industry progress on this front and plans to be an early adopter of these efforts. The City is asking for funding for initial acquisition and is committed to funding all ongoing maintenance and expansion after the performance period.

OUTCOME

The project's final outcome will be a modernized and securely architected PKI system providing strong cryptographic authentication only of fully authorized devices and user tokens. This will enhance, modernize, and simplify the City's MFA architecture. Completion of this project will allow the City to reallocate the budget currently being spent on Duo subscriptions to maintaining this infrastructure. The City is committed to funding a hardware refresh cycle that will provide a system that is serviceable for at least 10 years.

PROJECT #2 TITLE	***City of Lake Stevens Monitoring System***

PROJECT DESCRIPTION

The City needs to strengthen the organization's digital infrastructure by implementing comprehensive cybersecurity measures, including a monitoring system, logging mechanisms, graphing capabilities, and a Security Information and Event Management (SIEM) system. For the monitoring system, the City will deploy real-time surveillance technology to monitor the network and systems continuously. This will enable early detection of potential security threats and vulnerabilities, ensuring timely interventions and reducing risk of significant breaches. The logging system will be developed to record all system activities and user actions. This data will be crucial for forensic analysis in the event of security incidents, providing trails to identify the source and impact of breaches. The graphing system will facilitate the visualization of data and security metrics. This visual representation will aid in the interpretation of complex data patterns and trends, enhancing the decision-making processes regarding cybersecurity strategies and responses. By implementing SIEM technology, we will aggregate and analyze data from various sources within the IT environment. This system will leverage algorithms to automate the identification of abnormal activities and potential threats, orchestrating rapid and informed responses to mitigate risks. The City will allocate funds to maintain this infrastructure through its regular hardware replacement cycle after the performance period ends.

GAP BEING ADDRESSED

At this time, there is no single monitoring system covering all the infrastructure owned by the City and providing a dashboard for actionable intelligence. The existing monitoring system is not homogeneous across the board. The metrics being collected are not deterministic for making decisions about the infrastructure and security health and for predicting trends of user and system behavior. This grant will provide a single source of truth that will help with the determination of the system security posture. Upgrading the monitoring system will also allow the IT department to make educated predictions about what the next steps should be to secure the City infrastructure.

IMPACT

The City is currently operating without an unified monitoring system that comprehensively covers all city owned infrastructure and delivers actionable intelligence. The disparate existing systems are inadequate, lacking the necessary metrics to effectively guide decisions regarding the health of infrastructure and security, or to predict trends in user and system behavior. This grant will help the City establish a definitive source of truth, crucial for accurately assessing system security posture. This project will equip the City's cybersecurity team with the tools necessary to manage and respond to threats efficiently, thereby preserving the trust of our stakeholders and clients moving forward. The City will allocate funds to maintain this infrastructure through its regular hardware replacement cycle post expiration of the performance period.

OUTCOME

The proposed project will establish a good security monitoring baseline that will provide insight into the security posture of the existing infrastructure. The monitoring system will collect metrics to enable data driven decisions for future infrastructure and software running on it, as well as provide invaluable information in triaging security issues and provide irrefutable information about potential breaches and recoveries from those breaches and attempted breaches. The monitoring system will increase the security awareness of the workforce so IT staff can make decisions that do not weaken the infrastructure.

Successful outcomes will be measured by a reduction in the incidence and impact of security breaches, enhanced compliance rates with regulatory standards, and positive feedback from system users and IT staff. Regular audits and reports will be provided as part of our commitment to transparency and continuous improvement in our cybersecurity efforts.

PROJECT #3 TITLE	***City of Lake Stevens Third Party Risk Assessment***

PROJECT DESCRIPTION

In 2023, the Lake Stevens City Council adopted the NIST CSF framework by Council resolution. This kicked off efforts to secure funding for staffing, equipment, and solutions to meet our newly adopted IT Governance Structure. The City's Information and Technology Department (ITD) is working with the City's Risk Manager to include our Cybersecurity Risk Management Program in the City's Risk Management Program. Prior to this, the City implemented policy in an ad-hoc fashion sourced from various places within an unformalized governance model. The City currently utilizes a third-party vendor for "Managed Detection Response" and maintains an "Incident Management Retainer" with that vendor. The City hired a part-time IT Security Analyst to fill our cybersecurity staffing gap and to completely rewrite all IT policies to align with NIST 800-53 Rev 5. This project request is to engage a vendor to purchase professional services for a Focused Security Gap Assessment for the NIST CSF. This work will provide third-party validation of our current security posture 800-53 Rev 5 framework and identify gaps and recommendations to meet the standard.

The third-party risk assessment is a one-time occurrence, to help target and prioritize the City's policy realignment effort. Therefore, the City will not need to provide ongoing funding to support the proposed project. The City is committed to providing staffing and obtaining any funding needed to remediate the risks found through this assessment.

GAP BEING ADDRESSED

The gap being addressed is the City's lack of external sources who are able to validate the implementation of our cybersecurity program. This will ensure the controls are independently validated and not self-attested and flag critical gaps in our plan without bias. Another identified gap is between our existing policies, and the basic required controls as we move towards the full NIST CSF policy framework. This is a tedious process of policy review and rewrite, and submission to executive leadership for review and approval of each policy.

The City's Risk Management Program does not include a Cybersecurity Risk Management Program. This proposed project will help to establish the official Cybersecurity Risk Management Program, which will be included in the City's Risk Management Program.

IMPACT

The City has completed two self-evaluations under the Nationwide Cybersecurity Review (NCSR) program. The City has made improvements each cycle and has now reached a point where an independent review is needed to provide validation and/or timely correction to these efforts.

The proposed project will provide a third-party risk assessment of the City's security maturity model and determine where the City scores with the NCSR maturity model. The proposed project will assist in establishing the City's Cybersecurity Risk Management Program by identifying gaps and areas for future improvements. Once our Cybersecurity Risk Management program is established, the information identified will provide valuable resources to update the City's overall Risk Management Program by incorporating Cybersecurity Risk Management Program into the wider Risk Assessment and Mitigation efforts.

The third-party risk assessment is a one-time occurrence to help target and prioritize the City's policy realignment effort. Therefore, the city will not need to provide ongoing funding to support the proposed project. The City is committed to providing the staffing and obtaining any funding needed to remediate the risks found through this assessment.

OUTCOME

The outcome of this proposed project is to procure a third-party vendor to establish a timeline for initial information gathering; review and analysis of current practices, policies, and infrastructure; and report a comprehensive assessment document, an executive summary, and a presentation of findings and recommendations to the City's executive leadership. This will be the City's first third-party comprehensive cybersecurity risk assessment after the adoption of the NIST CSF. This assessment will identify areas of improvement needed within the IT security infrastructure. This will validate our own self-assessment of our current security maturity model. Conducting a third-party risk assessment will help in the development of our Cybersecurity Risk Management Program.

BUDGET

FY 2023 State and Local Cybersecurity Grant Program

City of Lake Stevens

AGREEMENT AMOUNT **$128,300**

PROJECT #1

	SOLUTION AREA						
	PLANNING	ORGANIZATION	EQUIPMENT	TRAINING	EXERCISE	M&A	**TOTAL**
Salaries & Benefits	$0	$0		$0	$0	$0	**$0**
Supplies	$0	$0		$0	$0	$0	**$0**
Travel/Per Diem	$0	$0		$0	$0	$0	**$0**
Contractor/Consultant	$0	$0		$0	$0	$0	**$0**
Passthrough	$0	$0	$0	$0	$0		**$0**
Other	$0	$0	$0	$0	$0	$0	**$0**
Equipment			$64,300				**$64,300**
SUBTOTAL	$0	$0	$64,300	$0	$0	$0	$64,300
Indirect							**$0**
TOTAL	**$0**	**$0**	**$64,300**	**$0**	**$0**	**$0**	**$64,300**

PROJECT #2

	SOLUTION AREA						
	PLANNING	ORGANIZATION	EQUIPMENT	TRAINING	EXERCISE	M&A	**TOTAL**
Salaries & Benefits	$0	$0		$0	$0	$0	**$0**
Supplies	$0	$0		$0	$0	$0	**$0**
Travel/Per Diem	$0	$0		$0	$0	$0	**$0**
Contractor/Consultant	$0	$0		$0	$0	$0	**$0**
Passthrough	$0	$0	$0	$0	$0		**$0**
Other	$0	$0	$0	$0	$0	$0	**$0**
Equipment			$45,000				**$45,000**
SUBTOTAL	$0	$0	$45,000	$0	$0	$0	$45,000
Indirect							**$0**
TOTAL	**$0**	**$0**	**$45,000**	**$0**	**$0**	**$0**	**$45,000**

PROJECT #3

	SOLUTION AREA						
	PLANNING	ORGANIZATION	EQUIPMENT	TRAINING	EXERCISE	M&A	**TOTAL**
Salaries & Benefits	$0	$0		$0	$0	$0	**$0**
Supplies	$0	$0		$0	$0	$0	**$0**
Travel/Per Diem	$0	$0		$0	$0	$0	**$0**
Contractor/Consultant	$0	$19,000		$0	$0	$0	**$19,000**
Passthrough	$0	$0	$0	$0	$0		**$0**
Other	$0	$0	$0	$0	$0	$0	**$0**
Equipment			$0				**$0**
SUBTOTAL	$0	$19,000	$0	$0	$0	$0	$19,000
Indirect							**$0**
TOTAL	**$0**	**$19,000**	**$0**	**$0**	**$0**	**$0**	**$19,000**

TIMELINE

FY 2023 State and Local Cybersecurity Grant Program

DATE	*TASK*
December 1, 2023	Grant Agreement start date
NLT December 30, 2024	Complete NCSR
July 15, 2025	Submit Progress Report ** time period 12/1/2023 - 6/30/2025*
NLT December 30, 2025	Complete NCSR
December 31, 2025	Grant Agreement end date
February 14, 2026	Submit Final Reimbursement Request and Closeout Report

October 1st annually	*Nationwide Cybersecurity Review (NCSR) opens for input* *https://www.cisecurity.org/ms-isac/services/ncsr*

BUILD AMERICA, BUY AMERICA ACT SELF-CERTIFICATION

The Subrecipient's contractors and subcontractors must sign and submit the following certification to the next tier, with the Subrecipient forwarding to the Department Key Personnel for each bid or offer for an infrastructure project that has not been waived by a BABAA waiver.

The undersigned certifies, to the best of their knowledge and belief, that:

The Build America, Buy America Act (BABAA) requires that no federal financial assistance for "infrastructure" projects is provided "unless all of the iron, steel, manufactured products, and construction materials used in the project are produced in the United States." Section 70914 of Public Law No. 117-58, §§ 70901-52.

The undersigned certifies that for the Insert Project Name and Location that the iron, steel, manufactured products, and construction materials used in this contract are in full compliance with the BABAA requirements including:

1. All iron and steel used in the project are produced in the United States. This means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
2. All manufactured products purchased with FEMA financial assistance must be produced in the United States. For a manufactured product to be considered produced in the United States, the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55% of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation.
3. All construction materials are manufactured in the United States. This means that all manufacturing processes for the construction material occurred in the United States.

"The [Contractor or Subcontractor], ______________________, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the [Contractor or Subcontractor] understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any."

____

Signature of [Contractor's or Subcontractor's] Authorized Official

Enter Name and Title

Name and Title of [Contractor's or Subcontractor's] Authorized Official

_____

Date

CITY COUNCIL STAFF REPORT

Agenda Date: 1/14/2025

Subject: Community Service Officer - 2nd Position

Contact Person/Department: Jeffrey Beazizo, Police Department

Budget Impact: See breakdown below

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:
Request approval to add one additional Community Service Officer to the 2025 Budget through a Budget Amendment.

SUMMARY/BACKGROUND:
Community Service Officer (CSO) under Lake Stevens Police Department is currently assigned to handle animal control, abandoned vehicles, and parking enforcement. CSO also supports the police officers with traffic control during events and helps with providing community presentations.

The Police Department in partnership with Parks and Recreation and Human Resource Departments looked at Park Ranger position and how to incorporate those duties under each current department structures. After discussions and legal review, it was determined those duties should go under the Police Department because of enforcement powers, training, and current department policies and procedures that cover law enforcement actions, training, and the State use of force legislative requirements and the review process of those incidents.

In this review, it was determined it would be fiscally responsible to incorporate the park ranger duties into the current CSO duties who are already trained in enforcement, de-escalation, less-lethal tools, and community service. By adding this extra CSO position, it would help off-set the duties providing more days covered and provide coverage to handle the additional park ranger duties during the summer months when parks see the highest activities. It would also make sure coverage during peak park use is covered and multiple parks could be patrolled.

The CSOs would be assigned to work closely with Parks and Recreation to help reduce criminal activity, vandalism, and parking complaints in the City Parks. The CSOs work schedule in the summers are planned as the following:
7 days per week 1100-2100 if both CSOs are in play

CSO Cost Breakdown:
Salary/Benefits for additional CSO is $104,967.93 (Note: The non-commissioned Guild is currently under bargaining with the city so these costs could increase in 2025).
Uniform and Equipment (see attached spreadsheet) $11,367.71
An additional vehicle would need to be leased and equipped. The cost breakdown for the vehicle is: Equipment $22,181.30
Vehicle Lease $1,554.00 1st month & $1,012.22 every month after

---

APPLICABLE CITY POLICIES:

ATTACHMENTS:
1. CSO Staff Report Supporting Documents

CSO COSTS

Uniform List - Community Support Officer					
Item	Quantity	Manufacturer	Item #	Unit Costs	Costs
UNIFORM					
LSPD Lapel Pin - 2	1	DEPARTMENT ISSUED		$ 16.95	$ 16.95
Name Plate - Silver with Black Block Letters & Double Clutch back to read Employee's Name	1	Smith & Warren	Model 50LE	$ 10.95	$ 10.95
Formal Shirt - Dark Navy	1	Blauer		$ 79.99	$ 79.99
Shirts - Long Sleeve - Class B	2	Blauer		$ 81.95	$ 163.90
Shirts - Short Sleeve - Class B		Blauer			
Trousers - Class A	1	Blauer		$ 79.99	$ 79.99
Trousers - Class B	2	Blauer		$ 79.99	$ 159.98
Ties - Navy	1	Samual Broome	Custom Sizing	$ 25.00	$ 25.00
Tie Bar - WA Seal w/Lake Stevens	1	DEPARTMENT ISSUED	LSPD	$ 28.00	$ 28.00
Jacket (Black) - Left Breast - Subdued LSPD Baseball Cap Logo	1	Blauer	4660	$ 120.00	$ 120.00
Raincoat (Black) **COMMUNITY SERVICE OFFICER** reflective silver lettering screened on upper back	1	Blauer	9820	$ 230.00	$ 230.00
Jumpsuit	1	Sound Uniform/Galls/Blauer		$ 600.00	$ 600.00
Pepper Spray Holster	1	DEPARTMENT ISSUED	23128	$ 14.95	$ 14.95
Pepper Spray	1	DEPARTMENT ISSUED		$ 13.95	$ 13.95
Baton	1	Friction Loc 21"	52412 ASP	$ 94.25	$ 94.25
Baton Holder	1	Scabbard	52435 ASP	$ 36.98	$ 36.98
Handcuffs	2	DEPARTMENT ISSUED		$ 50.00	$ 100.00
Double Handcuff Holder	1	DEPARTMENT ISSUED		$ 50.00	$ 50.00
Under Belt	1	Bianchi AccuMold	17708	$ 20.50	$ 20.50
Keepers	4	Bianchi AccuMold	15635	$ 10.95	$ 43.80
Gloves - puncture Proof	1				
Portable Radio Holder	1	DEPARTMENT ISSUED	22703	$ 31.95	$ 31.95
Flashlight Holder w/ traffic cone	1	DEPARTMENT ISSUED	7607	$ 7.95	$ 7.95
Flashlight	1	DEPARTMENT ISSUED	7600	$ 75.00	$ 75.00
Shoes or Boots	1	Employee Choice		$ 300.00	$ 300.00
External Ballistic Vest Carrier	1	Safariland		$ 350.00	$ 350.00
Body Armor / Level IIIA	1	Safariland Hardwire		$ 1,300.00	$ 1,300.00
SPECIAL ITEMS:					
Badge	1	DEPARTMENT ISSUED		$ 120.00	$ 120.00
Taser/Taser Holster	1	DEPARTMENT ISSUED		$ 2,000.00	$ 2,000.00
Pepperball Pistol w/Holster	1	DEPARTMENT ISSUED		$ 600.00	$ 600.00
Portable Radio	1	DEPARTMENT ISSUED		$ 3,650.00	$ 3,650.00
Portable Radio w/accessories	1	DEPARTMENT ISSUED	EP4034QR	$ 80.00	$ 80.00
Baseball Hats	1	Richardson		$ 25.00	$ 25.00
Stocking Cap: Black - Subdued or Color	1	Port Authority	CP90-BK	$ 18.00	$ 18.00
				Total Costs	$ 10,429.09
				Tax 9.0%	$ 938.62
				Total	$ 11,367.71

CSO COSTS

Vehicle Supplies Purchase List			
Item:	**Quantity:**	**Price Per Unit**	**Total Cost**
MDT	1	$ 4,000.00	$ 4,000.00
Docking Station (Havis DS-PAN-434)	1	$ 687.75	$ 687.75
SECTOR Printer	1	$ 518.00	$ 518.00
Honeywell Barcode Scanner	1	$ 235.00	$ 235.00
Whelen Core W/Control Head	1	$ 5,070.00	$ 5,070.00
Whelen Projector Series Speaker/Bracket	1		
Whelen Liberty II Lightbar	1		
Graphics	1	$ 1,650.00	$ 1,650.00
Havis Center Printer Console w/Accessories	1	$ 2,200.00	$ 2,200.00
Equipment Install	1	$ 2,300.00	$ 2,300.00
Traffic Vest	1	$ 74.99	$ 74.99
18" Traffic Cones	6	$ 24.00	$ 144.00
Rustoleum Marking Paint (Orange)	1	$ 5.00	$ 5.00
Komelon 6622 200' Measuring Tape	1	$ 25.00	$ 25.00
Komelon 6611 100' Measuring Tape	1	$ 15.00	$ 15.00
Life Jacket (PFD) / Mustang MD3087LE	1	$ 266.85	$ 266.85
Mustang Survival 75' Throw Rope	1	$ 80.00	$ 80.00
Fire Extinguisher	1	$ -	$ -
Trauma Kit	1	$ 150.00	$ 150.00
Bio Hazard Cleanup Kit	1	$ 20.00	$ 20.00
Sharps Container	1	$ -	$ -
Personal Protective Equipment	1	$ 20.00	$ 20.00
Magnetic Mic	2	$ 35.00	$ 70.00
Heavy Duty Nitrile Gloves	1	$ -	$ -
Pro-Lok Lockout Kit (AK42-LA)	1	$ 108.85	$ 108.85
Good to Go Pass	1	$ 15.00	$ 15.00
Vehicle Registration (Enterprise)	1	$ -	$ -
Ketch-All Catch Pole 5ft stainless steel	1	$ 122.00	$ 122.00
38" Cat Tongs	1	$ 70.00	$ 70.00
Cage Net with Cover	1	$ 115.00	$ 115.00
Infared Thermometer	1	$ 41.99	$ 41.99
Throw Net 4'	1	$ 89.00	$ 89.00
Animal Handling Gloves	1	$ 90.00	$ 90.00
49" Stainless Steel Snappy Snare	1	$ 77.00	$ 77.00
Scanfindr Xtend Max (Microchip scanner)	1	$ 695.00	$ 695.00
Set of Muzzles	1	$ 21.99	$ 21.99
Set of Soft Stetchers	1	$ 213.00	$ 213.00
Ruffland Large Kennel (double door front and back)	1	$ 412.99	$ 412.99
Universal Chip Scanner (if cannot approve Scanfindr	1	$ 375.00	$ 375.00
Seat Cover	1	$ 297.00	$ 297.00
		Subtotal:	**$ 20,275.41**
		Tax:	$ 1,905.89
		Total:	**$ 22,181.30**

Open-End (Equity) Lease Proposal

enterprise | FLEET MANAGEMENT

Date: 12/18/2024

Prepared For: City of Lake Stevens Police Department (633992)

Proposal Summary

Proposal #: P1968486

Prepared For: Barnes, Jim

Quantity: 1

Driver Information					Base Lease Payment											Initial Charges Billed upon Delivery		
Quote	Driver	ST	Tax Rate	Expected Annual Mileage	Capitalized Amount (Delivered Price per Vehicle)	Lease Term	Depr Rate	Depr Amount	Mgmt Fee	Interest[1]	Monthly Tax	Full Maint Program[2]	Additional Services[3]	Total Monthly Payment inc. Tax and Addl Services	Book Value at Term	Initial Charges[4]	License, Registration, Certain Other Charges and Tax	Total Initial Charges Billed upon Delivery
2025 RAM ProMaster 1500 Low Roof Cargo Van 118 In. WB - US					**(0 P) Black Clearcoat / (0 I) Black w/Cloth Bucket Seats or Vinyl Bucket Seats**													
8535936	TBD	WA	9.6000%	10,000	$47,146.00	60	1.5000%	$707.19	$47.15	$169.67	$88.21		$0.00	$1,012.22	$4,714.60	$1,010.00	$573.76	$1,554.00
													Total Monthly Payment for 1 vehicles:	**$1,012.22**			**Total Initial Charges for 1 vehicles:**	**$1,554.00**

CSO COSTS

[1]Monthly Lease Charge will be adjusted to reflect the interest rate on the delivery date (subject to a floor)

[2]See the following pages for details of Full Maintenance Service

[3]Additional Services may include Commercial Automotive Liability Enrollment or Physical Damage Management

[4]Excludes License, Registration, Certain Charges, and Tax

Current market and vehicle conditions may also affect value of vehicles.

Proposal is subject to Customer's Credit Approval.

Enterprise FM Trust will be the owner of the vehicles covered by this Proposal. Enterprise FM Trust (not Enterprise Fleet Management) will be the Lessor of such vehicles under the Master Open-End (Equity) Lease Agreement and shall have all rights and obligations of the Lessor under the Master Open-End (Equity) Lease Agreement with respect to such vehicles.

Lessee hereby authorizes this vehicle order, and agrees to lease the vehicle on the terms set forth herein and in the Master Equity Lease Agreement and agrees that Lessor shall have the right to collect damages in the event Lessee fails or refuses to accept delivery of the ordered vehicle, Lessee agrees that Lessor shall have the right to collect damages, including, but not limited to, a $500 disposal fee, interest incurred, and loss of value.

Lessee: City of Lake Stevens Police Department

Signature   Title   Date

enterprise | FLEET MANAGEMENT

Open-End (Equity) Lease Proposal

Date: 12/18/2024

Prepared For: City of Lake Stevens Police Department (633992)

Prepared For: Barnes, Jim

Capitalized Amount Calculations

Proposal #: P1968486

Quantity: 1

Quote	Capitalized Prices/ Billed on Delivery	Manufacturer Invoice Price	Incentives & Rebates	Adjustment	Capitalized Price of Vehicle[1]	Certain Other Charges	Initial License & Registration Fee	Capitalized Price Reduction	Certain Other Charges on CPR	Gain Applied from Prior Unit	Certain Other Charges on GOP	Tax on Incentives	Aftermarket Equipment	Courtesy Delivery / Dealer Prep Fee	Delivery Charge	Other Costs	Total
2025 RAM ProMaster 1500 Low Roof Cargo Van 118 in. WB - US	**(0 P) Black Clearcoat / (0 I) Black w/Cloth Bucket Seats or Vinyl Bucket Seats**																
8535936	Capitalized Price	$48,646.00	($1,500.00)	$0.00	$47,146.00			$0.00		$0.00			$0.00	$0.00	$0.00	$0.00	$47,146.00
	Billed on Delivery					$0.00	$400.00	$0.00	$0.00		$0.00	$144.00	$0.00	$700.00	$150.00	$160.00	$1,554.00

ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.

[1]Capitalized price of vehicles may be adjusted to reflect final manufacturer's invoice. Lessee hereby assigns to Lessor any manufacturer rebates and/or manufacturer incentives intended for the Lessee, which rebates and/or incentives have been used by Lessor to reduce the capitalized price of the vehicles.

All language and acknowledgments contained in the signed proposal apply to all vehicles listed on the 'Equity Lease Proposal Summary' page of this document. In addition, you may incur additional fees required to register and operate these vehicles in accordance with various state, county, and city titling, registration, and tax laws.

Initials

enterprise | FLEET MANAGEMENT

Open-End (Equity) Lease Proposal

Date: 12/18/2024

Prepared For: City of Lake Stevens Police Department (633992)
Prepared For: Barnes, Jim

Aftermarket & Other Costs

Proposal #: P1968486
Quantity: 1

Other Costs

Quote	Driver	Description	Capitalized Price	Billed Price
2025 RAM ProMaster 1500 Low Roof Cargo Van 118 In. WB - US	**(0 P) Black Clearcoat / (0 I) Black w/Cloth Bucket Seats or Vinyl Bucket Seats**			
8535936	TBD	Initial Administration Fee		$160.00
		Total Other Costs	**$0.00**	**$160.00**

Initials

enterprise | FLEET MANAGEMENT

Quantity: 1

VEHICLE INFORMATION:

2025 RAM ProMaster 1500 Low Roof Cargo Van 118 in. WB - US
Series ID: VF1L11

Pricing Summary:

	INVOICE	MSRP
Base Vehicle	$ 43,005.00	$ 44,960.00
Total Options	$ 3,646.00	$ 4,050.00
Destination Charge	$ 1,995.00	$ 1,995.00
Total Price	**$ 48,646.00**	**$ 51,005.00**

SELECTED COLOR:

Exterior:	PX8 - (0 P) Black Clearcoat
Interior:	X9 - (0 I) Black w/Cloth Bucket Seats or Vinyl Bucket Seats

SELECTED OPTIONS:

CODE	DESCRIPTION	INVOICE	MSRP
22B	Quick Order Package 22B Tradesman w/Pass Seat	NC	NC
A7	Cloth Bucket Seats	STD	STD
AJ1	Safety Group	$ 1,480.00	$ 1,645.00
AJK	Convenience Group	$ 136.00	$ 150.00
APA	Monotone Paint Application	STD	STD
CDY	Passenger Bucket Seat	Included	Included
CKL	MOPAR Cargo Compartment Floor Mat	$ 297.00	$ 330.00
CMG	Side Wall Paneling Lower	Included	Included
CTE	MOPAR Side Wall Paneling U & L	$ 531.00	$ 590.00
DFH	Transmission: 9-Speed 948TE Automatic	STD	STD
ERF	Engine: 3.6L V6 24V VVT	STD	STD
GRG	Digital Rearview Mirror w/Autodim	Included	Included
GTR	Power Folding/Heated Mirrors	Included	Included
JWA	4-Way Manual Adjust Front Passenger Seat	Included	Included
LAS	Lane Departure Warning Plus	Included	Included
LDB	Rear Cargo LED Lamp	Included	Included
LEB	Exterior Mirrors w/Supplemental Signals	Included	Included
LER	Power-Folding Mirrors	Included	Included
LF2	Power Adjust Mirrors	Included	Included
LFX	Power-Adjustable Convex Aux Mirrors	Included	Included
LNJ	Front Fog Lamps	Included	Included
MDA	Front License Plate Bracket	NC	NC
NAS	50 State Emissions	NC	NC
NH4	Intelligent Speed Assist (ISA)	Included	Included
NHJ	Exterior Mirrors w/Heating Element	Included	Included
NHZ	Adaptive Cruise Control w/Stop & Go	Included	Included
PX8_01	(0 P) Black Clearcoat	NC	NC
SDA	Light Duty Suspension	STD	STD
STDAX	4.08 Axle Ratio	STD	STD
TBB	Full Size Spare Tire	$ 266.00	$ 295.00
TBN	Underslung Tire Carrier	Included	Included
TWA	Tires: LT225/75R16E BSW All Season	STD	STD
UBC	Radio: Uconnect 5 w/7" Display	STD	STD
WARANT	FCA 5 yr/100,000 Mile Powertrain Limited Warranty	NC	NC
WCS	Wheels: 16" x 6.0" Steel	STD	STD
WMN	Wheel Center Cap	Included	Included
X9_01	(0 I) Black w/Cloth Bucket Seats or Vinyl Bucket Seats	NC	NC

XAG	ParkSense Front/Rear Park Assist System	Included	Included
XAN	Blind Spot & Cross Path Detection	Included	Included
XFH	Class IV Receiver Hitch	$ 446.00	$ 495.00
XJ1	Cargo Partition w/Sliding Window	$ 490.00	$ 545.00
YEP	Manufacturer's Statement of Origin	NC	NC
Z1C	GVWR: 8,550 lbs	STD	STD

CONFIGURED FEATURES:

Body Exterior Features:

- Number Of Doors 3
- Rear Cargo Door Type: split swing-out
- Driver And Passenger Mirror: power remote heated power folding side-view door mirrors with turn signal indicator
- Convex Driver Mirror: convex driver and passenger mirror
- Mirror Type: trailer mirrors
- Door Handles: black
- Front And Rear Bumpers: black front and rear bumpers
- Rear Step Bumper: rear step bumper
- Front License Plate Bracket: front license plate bracket
- Body Material: fully galvanized steel body material
- : class IV trailering with hitch
- Fender Flares: grey fender flares
- Grille: black grille

Convenience Features:

- Air Conditioning manual air conditioning
- Cruise Control: cruise control with steering wheel controls, adaptive
- Power Windows: power windows with driver and passenger 1-touch down
- Remote Keyless Entry: keyfob (all doors) remote keyless entry
- Illuminated Entry: illuminated entry
- Integrated Key Remote: integrated key/remote
- Auto Locking: auto-locking doors
- Passive Entry: proximity key
- Trunk FOB Controls: keyfob trunk/hatch/door release
- Steering Wheel: steering wheel with manual telescoping
- Auto-dimming Rearview Mirror: auto-dimming rearview mirror
- Front Cupholder: front cupholder
- Overhead Console: mini overhead console
- Glove Box: glove box
- Driver Door Bin: driver and passenger door bins
- Dashboard Storage: dashboard storage
- IP Storage: bin instrument-panel storage
- Driver Footrest: driver's footrest
- Power Accessory Outlet: 1 12V DC power outlet

Entertainment Features:

- radio SiriusXM AM/FM/Satellite with seek-scan
- Voice Activated Radio: voice activated radio
- Speed Sensitive Volume: speed-sensitive volume
- Steering Wheel Radio Controls: steering-wheel mounted audio controls
- Speakers: 4 speakers
- Internet Access: 4G LTE Wi-Fi Hot Spot internet access
- 1st Row LCD: 1 1st row LCD monitor
- Wireless Connectivity: wireless phone connectivity
- Antenna: integrated roof antenna

Lighting, Visibility and Instrumentation Features:

- Headlamp Type reflector halogen headlamps
- Front Fog Lights: front fog lights
- Cab Clearance Lights: cab clearance lights
- Front Wipers: variable intermittent wipers
- Tinted Windows: light-tinted windows
- Dome Light: dome light with fade
- Front Reading Lights: front reading lights
- Variable IP Lighting: variable instrument panel lighting
- Display Type: digital/analog appearance
- Tachometer: tachometer
- Exterior Temp: outside-temperature display
- Low Tire Pressure Warning: tire specific low-tire-pressure warning
- Park Distance Control: ParkSense front and rear parking sensors

Trip Computer: trip computer
Trip Odometer: trip odometer
Lane Departure Warning: lane departure
Blind Spot Sensor: blind spot
Front Pedestrian Braking: front pedestrian detection
Forward Collision Alert: forward collision
Water Temp Gauge: water temp. gauge
Clock: in-radio display clock
Systems Monitor: driver information centre
Rear Vision Camera: rear vision camera
Oil Pressure Warning: oil-pressure warning
Water Temp Warning: water-temp. warning
Battery Warning: battery warning
Low Oil Level Warning: low-oil-level warning
Low Coolant Warning: low-coolant warning
Lights On Warning: lights-on warning
Key in Ignition Warning: key-in-ignition warning
Low Fuel Warning: low-fuel warning
Low Washer Fluid Warning: low-washer-fluid warning
Bulb Failure Warning: bulb-failure warning
Door Ajar Warning: door-ajar warning
Trunk Ajar Warning: trunk-ajar warning
Brake Fluid Warning: brake-fluid warning
Transmission Fluid Temperature Warning: transmission-fluid-temperature warning
Brake Pad Wear: brake pad wear

Safety And Security:

ABS four-wheel ABS brakes
Number of ABS Channels: 4 ABS channels
Brake Assistance: brake assist
Brake Type: four-wheel disc brakes
Vented Disc Brakes: front and rear ventilated disc brakes
Daytime Running Lights: daytime running lights
Spare Tire Type: full-size spare tire
Spare Tire Mount: underbody mounted spare tire w/crankdown
Driver Front Impact Airbag: driver and passenger front-impact airbags
Driver Side Airbag: seat-mounted driver and passenger side-impact airbags
Overhead Airbag: curtain 1st row overhead airbag
Height Adjustable Seatbelts: height adjustable front seatbelts
Seatbelt Pretensioners: front seatbelt pre-tensioners
Side Impact Bars: side-impact bars
Tailgate/Rear Door Lock Type: tailgate/rear door lock included with power door locks
Ignition Disable: immobilizer
Electronic Stability: Crosswind Assist electronic stability stability control with anti-rollover
Traction Control: ABS and driveline traction control
Front and Rear Headrests: fixed front head restraints

Seats And Trim:

Seating Capacity max. seating capacity of 2
Front Bucket Seats: front bucket seats
Number of Driver Seat Adjustments: 4-way driver and passenger seat adjustments
Reclining Driver Seat: manual reclining driver and passenger seats
Driver Seat Mounted Armrest: driver and passenger seat mounted armrests
Driver Fore/Aft: manual driver and passenger fore/aft adjustment
Leather Upholstery: cloth front seat upholstery
Headliner Material: front cloth headliner
Floor Covering: front vinyl/rubber floor covering
Shift Knob Trim: urethane shift knob
Cargo Mats: vinyl/rubber cargo mat
Cargo Light: cargo light
Cargo Partition: cargo partition
Air Compressor: tire mobility kit

Standard Engine:

Engine 276-hp, 3.6-liter V-6 (regular gas)

Standard Transmission:

Transmission 9-speed automatic w/ OD and auto-manual

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

RESOLUTION NO. 2025-01

A RESOLUTION OF THE CITY OF LAKE STEVENS, WASHINGTON, SPONSORING LAKE STEVENS SEWER DISTRICT'S REQUEST TO JOIN THE ASSOCIATION OF WASHINGTON CITIES EMPLOYEE BENEFIT TRUST.

WHEREAS, the Lake Stevens Sewer District is a Title 57 RCW Water-Sewer District, which has been in existence since 1957; and

WHEREAS, the Lake Stevens Sewer District provides sewer utility services to the majority of the City of Lake Stevens, Lake Stevens UGA, a portion of the City of Marysville, and areas in unincorporated Snohomish County; and

WHEREAS, the Lake Stevens Sewer District wishes to participate in the Association of Washington Cities (AWC) Employee Benefit Trust benefits program as a quasi-municipal entity; and

WHEREAS, the AWC Employee Benefit Trust requires that a city member of the AWC Employee Benefit Trust sponsor a non-city's request before the non-city can participate in the AWC Employee Benefit Trust benefit programs; and

WHEREAS, the City of Lake Stevens City Council desires to sponsor the Lake Stevens Sewer District for participation in the AWC Employee Benefit Trust benefits program;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE STEVENS, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The City of Lake Stevens, with this Resolution, sponsors the Lake Stevens Sewer District's request for application to join the Association of Washington Cities (AWC) Employee Benefit Trust as a non-city entity.

Section 2. The City of Lake Stevens requests that the Lake Stevens Sewer District be allowed membership into the Association of Washington Cities (AWC) Employee Benefit Trust.

PASSED BY THE CITY COUNCIL OF THE CITY OF LAKE STEVENS AT A REGULAR MEETING THEREOF ON THE ___ DAY OF _______, 2025.

____
Brett Gailey, Mayor

ATTEST:

____
Kelly Chelin, City Clerk