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.

July 7, 2026 - 6:00 PM
City Council Special Meeting
In person: The Mill, Sawyers Room, 1808 Main Street, Lake Stevens
or Join Zoom Meeting: Zoom Link
or call in at (253) 215-8782
Meeting ID: 85871988683 **Passcode:** 854982

1.	**Call to Order**		
2.	**Pledge of Allegiance**		Mayor
3.	**Roll Call**		
4.	**Approval of Agenda**		Council President
5.	**Guest Business**		
	A.	Introduce Lindsey Vaughn, Finance Director	Gene Brazel
6.	**Citizen Comments**		
7.	**Consent Agenda**		
	A.	2026 Vouchers	Matthew Heist
	B.	City Council Meeting Minutes of June 2, 2026	Kelly Chelin
	C.	City Council Meeting Minutes of June 10, 2026	Kelly Chelin
	D.	City Council Meeting Minutes of June 16, 2026	Caitlin Weaver
8.	**Action Items**		
	A.	Evergreen HVAC Removal and Replacement Contract Award - Johansen Mechanical Inc	Curtis Clifton, Aaron Halverson
	B.	City Campus Bid Award	Russ Wright
9.	**Discussion Items**		
	A.	Strategic Plan Review: Projects & Initiatives – Part 1	Lori Erickson
10.	**City Department Report**		
	A.	Internship Program Report	Anya Warrington

B. Increase in Cyber Ransomware Protection Limit — Maximilian Roth

11. Council Business — Council President

12. Mayor's Business

13. Executive Session - Confidential Session of the Council per RCW 42.30.110

A. Topics: Collective Bargaining and Property. Action may follow.

14. 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, 48 hours prior to this council meeting 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.

BLANKET VOUCHER APPROVAL

2026

Payroll Direct Deposits	**6/25/2026**	**$478,469.78**
Electronic Funds Transfers	**ACH**	**$892,350.31**
Claims	**66220, 66222-66312**	**$1,127,790.71**
Void Checks	**63526, 64373, 64403, 64498, 66219, 66221**	**($670.98)**
Total Vouchers Approved:		**$2,497,939.82**

This 7th day of July 2026

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, or 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.

Auditing Officer, Matthew Heist

Mayor, Kurt Hilt

July 7, 2026

City expenditures by type for this voucher packet		
Personnel Costs	$478,470	19%
Payroll Federal Taxes	$337,341	14%
Excise Tax	$57,115	2%
Retirement Benefits - Employer	$153,666	6%
Medical Benefits - Employer	$290,548	12%
Other Employer Paid Benefits	$9,046	0%
Employee Paid Benefits	$55,887	2%
Supplies	$32,341	1%
Professional Services	$223,997	9%
Capital *	$826,370	33%
Debt Payments	$33,829	1%
Void Checks	-$671	0%
Total	**$2,497,940**	**100%**

Large Purchases *

*LS Council Chambers & Infrastructure $10,370
*Catherine Creek Bridge Replacement $136,739
*Building Siding Repairs 10515 20th St $68,374
*North Cove Marina Development $26,954
*LS Museum Design $26,517
*Soper Hill Sidewalk Phase 1 $44,805
*91st St SE Phase 2 $41,576
*Lower Stevens Creek Restoration $51,377
*Historical Museum Project $408,224

City of Lake Stevens Blanket Voucher Report
Checks to be approved for period 06/05/2026 - 07/02/2026

Total for Period
$2,020,141.02

Vendor	Invoice #	Account #	Account Name	Description	Check #	Amount
911 Supply Inc	INV-2-61389	001 008 521 20 31 06	LE - Uniform Clothing	Delta Hats	66224	$400.27
911 Supply Inc	INV-2-61549	001 008 521 20 31 06	LE - Uniform Clothing	Forensics Nik Test Kits	66224	$99.36
911 Supply Inc	INV-2-61550	001 008 521 20 31 06	LE - Uniform Clothing	Trousers/Shirt - Cooper	66224	$257.73
					66224 Total	**$757.36**
Ace Hardware	82358	001 010 576 80 31 00	PK-Operating Supplies	Fasteners/Stakes - NC Repair & Pesticide Signs	66225	$24.02
Ace Hardware	82367	001 013 518 20 31 00	GG-Operating Costs	Crimp Brush/Wire Wheels/Rust Spray	66225	$107.03
Ace Hardware	82371	410 016 531 10 31 02	SW - Operating Costs	Tarp	66225	$15.29
Ace Hardware	82386	001 013 518 20 31 00	GG-Operating Costs	Concrete Crack Seal	66225	$32.77
Ace Hardware	70312288	001 010 576 80 31 00	PK-Operating Supplies	Trimmer Heads	66225	$74.30
					66225 Total	**$253.41**
Acme Tools	16081993	001 010 576 80 31 00	PK-Operating Supplies	Klein Toolboxes PW2	66226	$33.60
					66226 Total	**$33.60**
AFLAC	890046	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Insurance Prem	EFT	$675.94
					EFT Total	**$675.94**
Alaska Rubber Group Inc	N086986	101 016 544 90 31 02	ST-Operating Cost	Hoses PW50	66227	$198.21
Alaska Rubber Group Inc	N086986	410 016 531 10 31 02	SW - Operating Costs	Hoses PW50	66227	$198.22
					66227 Total	**$396.43**
Alexander Printing Co Inc	102799	001 007 559 30 31 01	PB-Operating Supplies	Business Cards - Held/Fauth	66228	$78.22
Alexander Printing Co Inc	102799	101 016 544 90 31 01	ST-Office Supplies	Business Cards - Meek	66228	$48.32
Alexander Printing Co Inc	102799	410 016 531 10 31 01	SW - Office Supplies	Business Cards - Meek	66228	$48.33
Alexander Printing Co Inc	102799	001 007 558 50 31 01	PL-Operating Supplies	Business Cards - Schmidt	66228	$39.10
					66228 Total	**$213.97**
All Battery Sales and Service	300-10192400	101 016 544 90 31 02	ST-Operating Cost	Wipers	66229	$46.70
All Battery Sales and Service	300-10192400	410 016 531 10 31 02	SW - Operating Costs	Wipers	66229	$46.70
					66229 Total	**$93.40**
Amazon Capital Services	13WH-4N6V-1P7W	001 010 576 80 31 00	PK-Operating Supplies	Hand Towels/Trash Bags	66230	$398.41
Amazon Capital Services	14DM-RT7W-XKG4	001 008 521 20 31 02	LE-Minor Equipment	Pop Rivet Gun Kit/Rivets	66230	$52.44
Amazon Capital Services	161X-L7JP-7QGD	001 010 576 80 31 05	PK-R&M Supplies	Redmax Trimmer Head	66230	$17.48
Amazon Capital Services	1DGX-RNMG-XXC1	001 010 576 80 31 00	PK-Operating Supplies	Car Fresheners/Gloves	66230	$200.10
Amazon Capital Services	1FL4-GX7J-16QH	001 008 521 20 31 00	LE-Office Supplies	Kleenex	66230	$52.05
Amazon Capital Services	1GQ7-XL7D-3YV9	101 016 544 90 31 01	ST-Office Supplies	iPad Pencils	66230	$24.55
Amazon Capital Services	1GQ7-XL7D-3YV9	410 016 531 10 31 01	SW - Office Supplies	iPad Pencils	66230	$24.56
Amazon Capital Services	1HYY-NYYX-WQLX	001 006 518 80 31 00	IT- Operating Supplies	Gigabit PoE++ Injector	66230	$53.55
Amazon Capital Services	1J46-N91N-67WX	001 010 576 80 31 00	PK-Operating Supplies	Gloves	66230	$76.50
Amazon Capital Services	1JDV-LRTJ-TTJV	001 008 521 20 31 00	LE-Office Supplies	Bluetooth Speaker	66230	$32.77
Amazon Capital Services	1JNW-C1JG-MXHN	001 010 576 80 31 05	PK-R&M Supplies	Cleanout Repair Plug - Mill Bollards Repair	66230	$48.34
Amazon Capital Services	1M6P-46VC-GJQM	001 006 518 80 31 00	IT- Operating Supplies	Laptop Stand for Desk	66230	$29.49
Amazon Capital Services	1NP3-JXVK-C1VQ	101 016 544 90 31 02	ST-Operating Cost	Office Chair	66230	$128.95
Amazon Capital Services	1NP3-JXVK-C1VQ	410 016 531 10 31 02	SW - Operating Costs	Office Chair	66230	$128.94
Amazon Capital Services	1PCP-TWX7-4TC7	001 008 521 50 30 02	LE-Fleet Minor Equipment	Trailer Hitch Pin	66230	$28.31
Amazon Capital Services	1PCP-TWX7-QXJF	001 010 576 80 31 00	PK-Operating Supplies	Cleaning Supplies/Lundeen Cabinet Locks	66230	$1,662.42
Amazon Capital Services	1Q3L-MGDH-XDW6	001 008 521 20 31 00	LE-Office Supplies	Envelopes	66230	$36.92
Amazon Capital Services	1THM-3VVT-YM7K	001 010 576 80 31 00	PK-Operating Supplies	Lakeside Ballast Replacement	66230	$73.09
Amazon Capital Services	1TQ7-VY9W-C4GD	001 006 518 80 31 00	IT- Operating Supplies	Modular Adapters/Network Cable Tester	66230	$99.96
Amazon Capital Services	1TWX-V9VF-TVTJ	001 006 518 80 31 00	IT- Operating Supplies	Drive Adapters/Hard Drive Caddy	66230	$64.38

Vendor	Invoice #	Account #	Account Name	Description	Check #	Amount
Amazon Capital Services	1VRP-4FGW-J36N	001 006 518 80 31 00	IT- Operating Supplies	External Drive	66230	$41.52
					66230 Total	**$3,274.73**
American Red Cross	23231599	001 010 576 80 49 01	PK-Staff Development	First Aid & CPR Class	66231	$100.00
American Red Cross	23231599	101 016 542 30 49 01	ST-Staff Development	First Aid & CPR Class	66231	$650.00
American Red Cross	23231599	410 016 531 10 49 01	SW - Staff Development	First Aid & CPR Class	66231	$700.00
					66231 Total	**$1,450.00**
Araya	111826 ARAYA	001 001 511 60 49 01	Legislative - Prof. Developmen	NLC Conf Flight Reimb - Araya	66232	$637.99
					66232 Total	**$637.99**
ARC Architects Inc	17	306 013 594 18 60 00	FC - Municipal Campus GG	LS Council Chambers & Infrastructure	66233	$10,369.50
					66233 Total	**$10,369.50**
Assoc of Washington Cities EFT	83459	001 000 283 00 00 00	Payroll Liability Medical	Medical Insurance Premium	EFT	$286,970.58
Assoc of Washington Cities EFT	83459	001 008 521 20 20 00	LE-Benefits	Medical Insurance Premium - Walters	EFT	($42.62)
					EFT Total	**$286,927.96**
AT&T Mobility-CC	WFY052026	001 008 521 20 42 00	LE-Communication	Wireless Devices Plans	66234	$1,590.05
AT&T Mobility-CC	WQI052026	001 007 559 30 42 00	PB-Communication	Wireless Devices Plans	66234	$140.15
AT&T Mobility-CC	WQI052026	001 010 576 80 42 00	PK-Communication	Wireless Devices Plans	66234	$33.83
AT&T Mobility-CC	WQI052026	101 016 543 30 42 00	ST-Communications	Wireless Devices Plans	66234	$154.66
AT&T Mobility-CC	WQI052026	410 016 531 10 42 00	SW - Communications	Wireless Devices Plans	66234	$154.65
					66234 Total	**$2,073.34**
Bitco Software LLC	1153	510 006 518 80 49 51	Sft Lcns & Maint - Infra Srvs	Annual Maint PermitTrax Suite	66235	$11,367.20
					66235 Total	**$11,367.20**
BlueTriton Brands Inc	06F8750288168	001 007 558 50 31 01	PL-Operating Supplies	Bottled Water for CH	66236	$38.79
BlueTriton Brands Inc	06F8750288168	001 007 559 30 31 01	PB-Operating Supplies	Bottled Water for CH	66236	$38.79
BlueTriton Brands Inc	06F8750288168	001 013 518 20 31 00	GG-Operating Costs	Bottled Water for CH	66236	$91.24
					66236 Total	**$168.82**
BMI	500002332085	001 013 518 20 49 00	GG-Miscellaneous	Music Profile 06/01/26 - 05/31/27	66237	$459.00
					66237 Total	**$459.00**
Bridge Coordination Services	2026-LS5	001 008 521 20 41 01	LE-Professional Serv-Fixed	DV Coordinator Service Hours 05-2026	66238	$3,571.88
					66238 Total	**$3,571.88**
Business Card	BEAZIZO 06-2026	111 008 521 20 31 01	Drug Seize - Canine Supplies	Aches Away/Joint Support	66239	$108.99
Business Card	BEAZIZO 06-2026	001 008 521 20 31 06	LE - Uniform Clothing	Adult Smart Pads Cartidges/Battery	66239	$642.68
Business Card	BEAZIZO 06-2026	001 008 521 20 31 06	LE - Uniform Clothing	Boots	66239	$699.49
Business Card	BEAZIZO 06-2026	111 008 521 20 31 01	Drug Seize - Canine Supplies	Dog Boarding for Cia	66239	$360.00
Business Card	BEAZIZO 06-2026	111 008 521 20 31 01	Drug Seize - Canine Supplies	Dog Food	66239	$64.37
Business Card	BEAZIZO 06-2026	001 008 521 40 49 01	LE- Staff Development	Glock Training	66239	$300.00
Business Card	BEAZIZO 06-2026	001 008 521 40 49 01	LE- Staff Development	WASPC Conf Hotel - Beazizo	66239	$536.44
Business Card	BEAZIZO 06-2026	001 008 521 40 49 01	LE- Staff Development	WASPC Conf Hotel - Hingtgen	66239	$504.21
Business Card	BRAZEL 06-2026	001 002 513 11 49 00	AD-Staff Development	DC Fly In Hotel Partial Refund - Brazel	66239	($1,005.29)
Business Card	BRAZEL 06-2026	001 002 513 11 49 00	AD-Staff Development	DC Fly In Uber Fees - Brazel	66239	$47.77
Business Card	BRAZEL 06-2026	001 001 511 60 49 01	Legislative - Prof. Developmen	DC Fly In Uber Fees - Edwards/Jorstad/McManus	66239	$143.31
Business Card	BRAZEL 06-2026	101 016 542 30 49 01	ST-Staff Development	DC Fly In Uber Fees - Halverson	66239	$23.88
Business Card	BRAZEL 06-2026	410 016 531 10 49 01	SW - Staff Development	DC Fly In Uber Fees - Halverson	66239	$23.89
Business Card	BRAZEL 06-2026	001 003 514 20 49 02	CC-Staff Development	DC Fly In Uber Fees - Weaver	66239	$47.77
Business Card	BRAZEL 06-2026	001 002 513 11 49 00	AD-Staff Development	DC Fly In/EASC Airport Parking Fees - Brazel	66239	$185.00
Business Card	BRAZEL 06-2026	001 002 513 11 49 00	AD-Staff Development	EASC Conf Uber Fees - Brazel	66239	$200.77
Business Card	BRAZEL 06-2026	001 001 511 60 49 01	Legislative - Prof. Developmen	EASC Conf Uber Fees - McManus	66239	$200.77
Business Card	BRAZEL 06-2026	001 002 513 11 49 00	AD-Staff Development	ICMA Conf Flight - Brazel	66239	$266.81
Business Card	BRAZEL 06-2026	001 002 513 11 49 00	AD-Staff Development	NLC City Summit Flight - Brazel	66239	$611.79

Vendor	Invoice #	Account #	Account Name	Description	Check #	Amount
Business Card	CHELIN 06-2026	001 001 511 60 49 01	Legislative - Prof. Developmen	NLC City Summit Registration - Araya	66239	$835.00
Business Card	CHELIN 06-2026	001 002 513 11 49 00	AD-Staff Development	NLC City Summit Registration - Brazel	66239	$835.00
Business Card	CHELIN 06-2026	001 001 511 60 49 01	Legislative - Prof. Developmen	NLC City Summit Registration - Edwards	66239	$835.00
Business Card	CHELIN 06-2026	001 001 511 60 49 01	Legislative - Prof. Developmen	NLC City Summit Registration - McManus	66239	$835.00
Business Card	CLIFTON 06-2026	101 016 542 30 49 01	ST-Staff Development	Asphalt Institute Registration - McNabb	66239	$200.00
Business Card	CLIFTON 06-2026	101 016 542 30 49 01	ST-Staff Development	AWC Labor Relations Conf Hotel - Clifton	66239	$196.72
Business Card	CLIFTON 06-2026	410 016 531 10 49 01	SW - Staff Development	AWC Labor Relations Conf Hotel - Clifton	66239	$196.72
Business Card	CLIFTON 06-2026	101 016 542 30 49 01	ST-Staff Development	AWC Labor Relations Conf Hotel Water - Clifton	66239	$3.00
Business Card	CLIFTON 06-2026	101 016 542 30 49 01	ST-Staff Development	AWC Labor Relations Conf Meal - Clifton	66239	$12.89
Business Card	CLIFTON 06-2026	410 016 531 10 49 01	SW - Staff Development	AWC Labor Relations Conf Meal - Clifton	66239	$12.89
Business Card	CLIFTON 06-2026	101 016 544 90 31 02	ST-Operating Cost	Freezer Pickup & Recycle	66239	$64.68
Business Card	CLIFTON 06-2026	101 016 544 90 31 02	ST-Operating Cost	WA Pesticide Laws & Safety/Aquatic Pest Control Guides	66239	$40.53
Business Card	DREHER 06-2026	001 008 521 40 49 01	LE- Staff Development	CAST Basic Hotel No Show Charge - Bassett	66239	$385.23
Business Card	DREHER 06-2026	001 008 521 20 31 08	LE - Business Meeting Supplies	Coffee & Creamer	66239	$76.93
Business Card	DREHER 06-2026	001 008 521 40 49 01	LE- Staff Development	Labor Relations Hotel - Hingtgen	66239	$731.29
Business Card	DREHER 06-2026	001 008 521 40 49 01	LE- Staff Development	SFST Instructor Hotel - Kolomyza	66239	$245.74
Business Card	DREHER 06-2026	001 008 521 20 31 00	LE-Office Supplies	Water/Power Strip	66239	$33.85
Business Card	DREHER 06-2026	001 008 521 40 49 01	LE- Staff Development	WHIA Conf Hotel - Parnell	66239	$392.70
Business Card	DREHER 06-2026	001 008 521 40 49 01	LE- Staff Development	WHIA Conf Hotel - Valvick	66239	$392.70
Business Card	DREHER 06-2026	001 008 521 40 49 01	LE- Staff Development	WSNIA Conf Hotel - D Dreher	66239	$555.68
Business Card	FOX 06-2026	001 008 521 40 49 01	LE- Staff Development	WAPRO Spring Conf Registration - Fox/Suarez	66239	$130.00
Business Card	GARCEAU 06-2026	001 010 576 80 31 00	PK-Operating Supplies	Alligare Herbicide	66239	$450.48
Business Card	GARCEAU 06-2026	001 010 576 80 49 01	PK-Staff Development	Arborist CEU Courses - Franko	66239	$54.95
Business Card	GARCEAU 06-2026	001 010 576 80 49 01	PK-Staff Development	ASLA Conf Registration - Meis	66239	$1,415.00
Business Card	GARCEAU 06-2026	001 010 576 80 31 01	PK-Ops-Clothing	Boots - Green	66239	$180.35
Business Card	GARCEAU 06-2026	001 010 576 80 31 01	PK-Ops-Clothing	Boots - Suver	66239	$411.88
Business Card	GARCEAU 06-2026	001 010 576 80 31 08	PK-Special Event Supplies	Cedarwood/Marina Project Banners	66239	$160.67
Business Card	GARCEAU 06-2026	001 010 576 80 31 05	PK-R&M Supplies	Dock Ladder Replacement	66239	$1,344.37
Business Card	GARCEAU 06-2026	001 010 576 80 31 00	PK-Operating Supplies	Field Safety Gloves	66239	$181.14
Business Card	GARCEAU 06-2026	001 010 576 80 49 00	PK-Dues & Memberships	ISA Arborists Renewal - Lazo	66239	$220.00
Business Card	GARCEAU 06-2026	001 010 576 80 49 01	PK-Staff Development	ISA Training Registration - Franko	66239	$58.90
Business Card	GARCEAU 06-2026	001 010 576 80 42 01	PK-Advertising Services	Mill Advertising 05-2026	66239	$78.69
Business Card	GARCEAU 06-2026	001 010 576 80 42 01	PK-Advertising Services	Open House Signs - The Mill	66239	$43.13
Business Card	GARCEAU 06-2026	001 010 576 80 31 01	PK-Ops-Clothing	Pants - Lazo	66239	$213.14
Business Card	GARCEAU 06-2026	001 010 576 80 31 00	PK-Operating Supplies	Powerwasher	66239	$807.33
Business Card	GARCEAU 06-2026	001 010 576 80 31 00	PK-Operating Supplies	Powerwasher Refund	66239	($807.33)
Business Card	GARCEAU 06-2026	001 010 576 80 31 05	PK-R&M Supplies	Replacement Hustler Mower Parts	66239	$19.21
Business Card	GARCEAU 06-2026	001 010 576 80 31 00	PK-Operating Supplies	Sanitary Recepticles (3)	66239	$132.03
Business Card	HALVERSON 06-2026	410 016 531 10 49 01	SW - Staff Development	ISA Certified Arborist Exam - Pesce	66239	$120.00
Business Card	HALVERSON 06-2026	101 016 542 30 49 01	ST-Staff Development	Project Mgmt Registration - Ojalehto	66239	$289.54
Business Card	HALVERSON 06-2026	410 016 531 10 49 01	SW - Staff Development	Project Mgmt Registration - Ojalehto	66239	$289.54
Business Card	HALVERSON 06-2026	101 016 544 90 31 02	ST-Operating Cost	Vehicle Registration Fees	66239	$65.75
Business Card	HALVERSON 06-2026	101 016 542 30 32 00	ST-Fuel	VP 50:1 Premix Fuel	66239	$437.38
Business Card	HEIST 06-2026	001 004 514 23 49 01	FI-Staff Development	Springbrook Conf Registration - Crim/Wells	66239	$1,998.00
Business Card	HEIST 06-2026	001 004 514 23 49 01	FI-Staff Development	WFOA Conf Registration - Heist	66239	$195.00
Business Card	MACDONALD 06-2026	001 010 576 80 31 00	PK-Operating Supplies	Coupler PW14 Skid Steer	66239	$21.44
Business Card	MACDONALD 06-2026	101 016 544 90 31 02	ST-Operating Cost	Coupler PW14 Skid Steer	66239	$21.44
Business Card	MACDONALD 06-2026	410 016 531 10 31 02	SW - Operating Costs	Coupler PW14 Skid Steer	66239	$21.45
Business Card	MACDONALD 06-2026	001 010 576 80 31 00	PK-Operating Supplies	Susp Central PW19	66239	$8.01

Vendor	Invoice #	Account #	Account Name	Description	Check #	Amount
Business Card	MACDONALD 06-2026	101 016 544 90 31 02	ST-Operating Cost	Susp Central PW19	66239	$8.02
Business Card	MACDONALD 06-2026	410 016 531 10 31 02	SW - Operating Costs	Susp Central PW19	66239	$8.02
Business Card	POOLOS 06-2026	001 006 518 80 31 00	IT- Operating Supplies	Keyboard - N Faz	66239	$76.50
Business Card	STEVENS T 06-2026	001 006 518 80 31 00	IT- Operating Supplies	14-Inch MacBook Pro - Sharrief	66239	$3,101.94
Business Card	STEVENS T 06-2026	510 006 518 80 49 50	Sft Lcns & Maint - Clnt Srvs	Airtame Core Renewal	66239	$720.00
Business Card	THOMAS 06-2026	001 008 521 40 49 01	LE- Staff Development	WASPC Conf Hotel - Thomas	66239	$536.44
Business Card	UBERT 06-2026	001 008 521 20 42 00	LE-Communication	Evidence Shipping	66239	$66.77
Business Card	UBERT 06-2026	001 008 521 20 41 01	LE-Professional Serv-Fixed	Fubo TV Monthly Subscription	66239	$95.07
Business Card	UBERT 06-2026	001 008 521 40 49 01	LE- Staff Development	WASPC Conf Hotel - Ubert	66239	$962.69
Business Card	VALVICK 06-2026	001 008 521 20 49 00	LE-Dues & Memberships	IACP Membership Dues - Bassett	66239	$85.00
Business Card	VALVICK 06-2026	001 008 521 20 49 00	LE-Dues & Memberships	IACP Officer Safety - Bassett	66239	$50.00
Business Card	WARRINGTON 06-2026	001 005 518 10 49 01	HR-Staff Development	AWC Labor Relations Conf Hotel - Warrington	66239	$393.44
Business Card	WARRINGTON 06-2026	001 005 517 90 41 01	HR-City Training Program	Change Mgmt Training Cookies - Executive Team	66239	$22.98
Business Card	WARRINGTON 06-2026	001 005 517 90 41 01	HR-City Training Program	Change Mgmt Training Meal - Executive Team	66239	$123.67
Business Card	WARRINGTON 06-2026	001 011 515 41 41 03	Ext Consult - Labor Relations	H1B Premium Processing	66239	$60.00
Business Card	WEAVER 06-2026	101 016 542 30 49 01	ST-Staff Development	DC Fly In Hotel Fees - Halverson	66239	$55.65
Business Card	WEAVER 06-2026	410 016 531 10 49 01	SW - Staff Development	DC Fly In Hotel Fees - Halverson	66239	$55.65
Business Card	WEAVER 06-2026	001 003 514 20 49 02	CC-Staff Development	DC Fly In Hotel Fees - Weaver	66239	$111.30
Business Card	WEAVER 06-2026	001 003 514 20 49 02	CC-Staff Development	DC Fly In Hotel Fees Tip to be Reimb - Weaver	66239	$5.00
Business Card	WEAVER 06-2026	101 016 542 30 49 01	ST-Staff Development	DC Fly In Hotel Fees Tip to be Reimb- Halverson	66239	$5.15
Business Card	WEAVER 06-2026	410 016 531 10 49 01	SW - Staff Development	DC Fly In Hotel Fees Tip to be Reimb- Halverson	66239	$5.15
Business Card	WEAVER 06-2026	001 001 511 60 49 01	Legislative - Prof. Developmen	DC Fly In Uber from Hotel to Airport - Edwards	66239	$35.75
Business Card	WEAVER 06-2026	101 016 542 30 49 01	ST-Staff Development	DC Fly In Uber from Hotel to Airport - Halverson	66239	$17.88
Business Card	WEAVER 06-2026	410 016 531 10 49 01	SW - Staff Development	DC Fly In Uber from Hotel to Airport - Halverson	66239	$17.88
Business Card	WEAVER 06-2026	001 003 514 20 49 02	CC-Staff Development	DC Fly In Uber from Hotel to Airport - Weaver	66239	$35.75
Business Card	WEAVER 06-2026	001 001 511 60 31 00	Legislative - Operating Costs	Water for Council Meetings	66239	$7.53
Business Card	WRIGHT 06-2026	001 005 517 90 41 01	HR-City Training Program	Finance Director Interviews Panel Meal	66239	$125.49
Business Card	WRIGHT 06-2026	001 005 517 90 41 01	HR-City Training Program	iSpring Suite Subscription	66239	$2,114.96
Business Card	WRIGHT 06-2026	304 013 594 18 60 00	R2 - Historical Museum	LS Sewer District Pre-Treatment Permit Extension/Inspect Fee	66239	$203.70
Business Card	WRIGHT 06-2026	304 013 594 18 60 00	R2 - Historical Museum	LS Sewer District Side Sewer Permit Extension Fee	66239	$66.06
Business Card	WRIGHT 06-2026	001 007 558 50 41 04	Permit Related Professional Sr	Postcard Mailers LUA2025-0180	66239	$8.70
Business Card	WRIGHT 06-2026	001 007 558 50 41 04	Permit Related Professional Sr	Postcard Mailers LUA2026-0048	66239	$105.30
Business Card	WRIGHT 06-2026	001 007 558 50 41 04	Permit Related Professional Sr	Postcard Mailers LUA2026-0069	66239	$21.37
Business Card	WRIGHT 06-2026	001 007 558 50 41 04	Permit Related Professional Sr	Postcard Mailers LUA2026-0078	66239	$22.08
Business Card	WRIGHT 06-2026	001 007 558 50 41 04	Permit Related Professional Sr	Postcard Mailers LUA2026-0090	66239	$175.93
					66239 Total	**$28,912.51**
Certerra Northwest LLC	6294	304 013 594 18 60 00	R2 - Historical Museum	Museum Professional Services	66240	$667.80
					66240 Total	**$667.80**
City of Marysville	26-0004	001 008 523 60 41 00	LE-Jail	Housing Services 04-2026	66241	$5,556.74
City of Marysville	26-0004	001 008 523 60 41 00	LE-Jail	Medical Services 04-2026	66241	$925.00
City of Marysville	26-0004	001 008 523 60 41 00	LE-Jail	SCJ Video Court Services 04-2026	66241	$1,437.36
City of Marysville	26-0004	001 008 523 60 41 00	LE-Jail	Video Court Services 04-2026	66241	$1,160.00
City of Marysville	LKS26-005	001 013 512 52 40 00	GG-Municipal Court Fees	Marysville Court Citations 05-2026	66241	$20,925.32
					66241 Total	**$30,004.42**
Comcast	05-2026 COMCAST	001 010 576 80 42 00	PK-Communication	Comcast Internet/Telecom Services Davies	66242	$401.71
Comcast	05-2026 COMCAST	001 010 576 80 42 00	PK-Communication	Comcast Internet/Telecom Services Frontier Park	66242	$401.71
Comcast	05-2026 COMCAST	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Signal Control	66242	$329.98
					66242 Total	**$1,133.40**

Vendor	Invoice #	Account #	Account Name	Description	Check #	Amount
Consolidated Electrical Distributors Inc	2340-1051519	101 016 544 90 31 02	ST-Operating Cost	Protection DEV	66243	$193.38
Consolidated Electrical Distributors Inc	2340-1051519	410 016 531 10 31 02	SW - Operating Costs	Protection DEV	66243	$193.37
					66243 Total	**$386.75**
Consolidated Supply Co	S012946341.001	001 010 576 80 31 05	PK-R&M Supplies	Oak Double Check Repair Parts	66244	$225.48
Consolidated Supply Co	S012946341.002	001 010 576 80 31 05	PK-R&M Supplies	Oak Double Check Repair Nipple	66244	$10.34
					66244 Total	**$235.82**
Cory de Jong and Sons Inc	Y359080	001 010 576 80 31 00	PK-Operating Supplies	Soil - Timberlake	66245	$158.49
Cory de Jong and Sons Inc	Y359082	001 010 576 80 31 00	PK-Operating Supplies	Soil - Timberlake	66245	$158.49
Cory de Jong and Sons Inc	Y359084	001 010 576 80 31 00	PK-Operating Supplies	Soil - Davies Irrigation	66245	$25.28
Cory de Jong and Sons Inc	Y359085	001 010 576 80 31 00	PK-Operating Supplies	Soil - Timberlake	66245	$277.35
Cory de Jong and Sons Inc	Y359086	001 010 576 80 31 00	PK-Operating Supplies	Soil - Timberlake	66245	$39.62
Cory de Jong and Sons Inc	Y359088	001 010 576 80 31 00	PK-Operating Supplies	Soil - Timberlake	66245	$59.44
Cory de Jong and Sons Inc	Y359090	001 010 576 80 31 00	PK-Operating Supplies	Soil - Timberlake	66245	$59.44
Cory de Jong and Sons Inc	Y359094	101 016 544 90 31 02	ST-Operating Cost	Mulch	66245	$265.05
Cory de Jong and Sons Inc	Y363108	001 010 576 80 31 00	PK-Operating Supplies	Bark - NC War Memorial	66245	$304.95
					66245 Total	**$1,348.11**
Daily Journal of Commerce Inc	3420483	306 013 594 18 60 00	FC - Municipal Campus GG	Civic Campus Ad for Bids	66246	$169.60
					66246 Total	**$169.60**
DataQuest LLC	27464	001 004 514 23 41 00	FI-Professional Service	Background Checks	66247	$126.22
DataQuest LLC	27464	001 005 518 10 41 00	HR-Professional Services	Background Checks	66247	$73.23
DataQuest LLC	27464	001 006 518 80 41 00	IT-Professional Services	Background Checks	66247	$89.08
DataQuest LLC	27464	101 016 542 30 41 02	ST-Professional Service	Background Checks	66247	$18.31
DataQuest LLC	27464	410 016 531 10 41 01	SW - Professional Services	Background Checks	66247	$18.31
					66247 Total	**$325.15**
David Evans and Associates Inc	617633	411 016 594 31 60 05	36th St Bridge 06 Replacement	Catherine Creek Bridge Replacement	66248	$136,738.67
David Evans and Associates Inc	618146	411 016 594 31 60 05	36th St Bridge 06 Replacement	Catherine Creek Bridge Inspections	66248	$347.90
					66248 Total	**$137,086.57**
Day Wireless Systems	INV922560	001 008 521 20 41 01	LE-Professional Serv-Fixed	Radar Certification	66249	$1,434.56
					66249 Total	**$1,434.56**
Dept of Licensing	053026 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 05/24/26 - 05/30/26	66250	$219.00
Dept of Licensing	060626 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 05/31/26 - 06/06/26	66250	$186.00
					66250 Total	**$405.00**
Dept of Retirement (Deferred Comp)	6102026	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferred	EFT	$7,901.72
Dept of Retirement (Deferred Comp)	6252026	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferred	EFT	$8,635.01
					EFT Total	**$16,536.73**
Dept of Retirement PERS LEOFF	6102026	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	EFT1	$75,167.91
Dept of Retirement PERS LEOFF	6102026	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions - State	EFT1	$317.42
Dept of Retirement PERS LEOFF	6252026	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	EFT1	$77,637.21
Dept of Retirement PERS LEOFF	6252026	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions - State	EFT1	$543.71
					EFT1 Total	**$153,666.25**
Dept of Revenue EFT	05-2026 EXCISE	001 013 518 20 31 00	GG-Operating Costs	City Logo Stickers Tax	EFT	$8.74
Dept of Revenue EFT	05-2026 EXCISE	001 010 576 80 31 00	PK-Operating Supplies	COLS Sidewall Canopy Tax	EFT	$12.27
Dept of Revenue EFT	05-2026 EXCISE	001 013 518 90 49 06	GG-Excise Tax	Excise Taxes 05-2026	EFT	$5,018.85
Dept of Revenue EFT	05-2026 EXCISE	410 016 531 10 44 00	SW-Excise Taxes	Excise Taxes 05-2026	EFT	$51,980.71
Dept of Revenue EFT	05-2026 EXCISE	633 000 589 30 00 11	DOR - Sales Tax Remittance	Excise Taxes 05-2026 Lean Class	EFT	$82.41
Dept of Revenue EFT	05-2026 EXCISE	101 016 544 90 31 02	ST-Operating Cost	MS-4 The Asphalt Handbook Tax	EFT	$12.16
					EFT Total	**$57,115.14**

Vendor	Invoice #	Account #	Account Name	Description	Check #	Amount
Dicks Towing Inc	18331257	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2026-11144	66251	$197.16
Dicks Towing Inc	18331312	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2026-11257	66251	$196.08
					66251 Total	**$393.24**
Diligent Siding LLC	20144	306 013 594 18 60 00	FC - Municipal Campus GG	Building Siding Repairs 10515 20th St	66252	$68,373.71
Diligent Siding LLC	20144	306 000 382 20 00 00	Retainage	Building Siding Repairs 10515 20th St Retainage	66252	($6,255.60)
					66252 Total	**$62,118.11**
Edwards	111826 EDWARDS	001 001 511 60 49 01	Legislative - Prof. Developmen	NLC City Summit Flight Reimb - Edwards	66253	$563.80
					66253 Total	**$563.80**
EFTPS	6102026	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	EFT	$165,936.10
EFTPS	6252026	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	EFT	$171,404.74
					EFT Total	**$337,340.84**
Electronic Business Machines	AR334347	001 007 558 50 48 00	PL-Repairs & Maint.	Printer Copy Fees CH - 2YJ04075	66254	$356.69
Electronic Business Machines	AR334347	001 007 559 30 48 00	PB-Repair & Maintenance	Printer Copy Fees CH - 2YJ04075	66254	$356.68
Electronic Business Machines	AR334347	001 013 518 20 48 00	GG-Repair & Maintenance	Printer Copy Fees CH - 2YJ04075	66254	$356.69
Electronic Business Machines	AR334501	001 008 521 50 48 00	LE-Facility Repair & Maint	Printer Copy Fees PD - 2WU09725	66254	$54.86
					66254 Total	**$1,124.92**
Enterprise FM Trust	604558-060326	530 016 594 48 70 00	Capital Lease Holding Account	City Vehicle Lease/Mgmt/Tax Fees 06-2026	66255	$19,801.65
Enterprise FM Trust	633992-060326	520 008 594 21 63 00	Vehicles - Capital Equip	PD Vehicle Lease Taxes/Fees 06-2026	66255	$1,354.80
Enterprise FM Trust	633992-060326	520 008 591 21 70 00	LE - Lease Agreements	PD Vehicle Leases 06-2026	66255	$13,824.64
Enterprise FM Trust	633992-060326	001 008 521 20 48 00	LE-Repair & Maintenance Equip	PD Vehicle Monthly Maint 06-2026	66255	$235.82
					66255 Total	**$35,216.91**
Facet NW Inc	73131	302 010 594 76 61 15	PM - NC Marina Feasibility	North Cove Marina Development	66256	$26,954.31
					66256 Total	**$26,954.31**
Ferguson Enterprises 3007	WE547681	001 013 518 20 31 00	GG-Operating Costs	Brs Mtr Cart	66257	$224.68
Ferguson Enterprises 3007	WE547681	101 016 544 90 31 02	ST-Operating Cost	Brs Mtr Cart	66257	$10.10
Ferguson Enterprises 3007	WE547681	410 016 531 10 31 02	SW - Operating Costs	Brs Mtr Cart	66257	$17.67
					66257 Total	**$252.45**
First Responder Outfitters Inc	30683-3	001 008 521 20 31 06	LE - Uniform Clothing	Uniform Alterations - Barnes	66258	$216.41
					66258 Total	**$216.41**
Gardner	1019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Equipment Installation	66259	$3,668.51
Gardner	1023	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Remove Police Lights A-14-68	66259	$108.60
					66259 Total	**$3,777.11**
Grainger	9934126575	001 008 521 50 30 00	LE-Facilities Supplies	Actuator Damper	66260	$204.35
					66260 Total	**$204.35**
Herrera Environmental Consultants Inc	62305	410 016 531 10 41 04	SW - Salmonoid Basin Comp Plan	Plan for Salmonid Basins	66261	$12,279.82
					66261 Total	**$12,279.82**
Honey Bucket	555568773	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Catherine Creek Park	66262	$176.00
Honey Bucket	555568774	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Oak Hill	66262	$305.25
Honey Bucket	555577200	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Eagle Ridge	66262	$163.90
Honey Bucket	555577201	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Cavalero Dog Park	66262	$305.25
Honey Bucket	555577202	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Cavalero Skate Park	66262	$305.25
Honey Bucket	555588238	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Swim Beach	66262	$191.40
Honey Bucket	555594217	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Sunset Beach	66262	$425.25
					66262 Total	**$1,872.30**
Horizon Distributors Inc	2M172174	001 010 576 80 31 05	PK-R&M Supplies	Aqualine Brass Union - Oak Double Check Repair	66263	$39.12
Horizon Distributors Inc	2M172622	001 010 576 80 31 05	PK-R&M Supplies	Repair Couplings - Lundeen Line Break	66263	$96.49
					66263 Total	**$135.61**

Vendor	Invoice #	Account #	Account Name	Description	Check #	Amount
Houghtaling	051626 NATASHA	101 016 544 90 31 02	ST-Operating Cost	National PW Week Coffee/Donuts/Hot Dog Supplies/Drinks/Misc	66264	$209.88
Houghtaling	051626 NATASHA	410 016 531 10 31 02	SW - Operating Costs	National PW Week Coffee/Donuts/Hot Dog Supplies/Drinks/Misc	66264	$209.87
Houghtaling	052126 NATASHA	001 010 576 80 31 00	PK-Operating Supplies	Heat/Wild Fire Training Snack/Ice Cream	66264	$19.43
Houghtaling	052126 NATASHA	101 016 544 90 31 02	ST-Operating Cost	Heat/Wild Fire Training Snack/Ice Cream	66264	$16.91
Houghtaling	052126 NATASHA	410 016 531 10 31 02	SW - Operating Costs	Heat/Wild Fire Training Snack/Ice Cream	66264	$16.91
					66264 Total	**$473.00**
HRA VEBA Trust YA20192	6102026	001 000 283 00 00 00	Payroll Liability Medical	Employee VEBA Contributions	EFT1	$4,669.65
					EFT1 Total	**$4,669.65**
HSA Bank	6102026	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contributions	EFT	$325.00
HSA Bank	6252026	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contributions	EFT	$325.00
					EFT Total	**$650.00**
Keithly Barber Associates Inc	25068-02	304 013 594 18 60 00	R2 - Historical Museum	LS Museum Project	66265	$764.00
					66265 Total	**$764.00**
Kumara	1146	001 007 558 50 41 04	Permit Related Professional Sr	LUA2025-0089 Request for Reconsideration	66266	$962.50
Kumara	1146	001 007 558 50 41 04	Permit Related Professional Sr	LUA2025-0089/2026-0006 Dawson & Ripperger Rezones	66266	$3,987.50
					66266 Total	**$4,950.00**
Lake Stevens Police Guild	6102026	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	66222	$1,982.31
					66222 Total	**$1,982.31**
Lake Stevens Police Guild	6252026	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	66312	$1,982.31
					66312 Total	**$1,982.31**
Lake Stevens Sewer District	1195 06-2026	001 010 576 80 47 00	PK-Utilities	Sewer - Cedarwood Park Acct 1195-01	66267	$127.66
Lake Stevens Sewer District	12326 06-2026	001 010 576 80 47 00	PK-Utilities	Sewer - Boat Launch Restrooms Acct 12326-01	66267	$134.04
Lake Stevens Sewer District	13135 06-2026	101 016 543 50 47 00	ST-Utilities	Sewer - Decant Facility Acct 13135-01	66267	$343.45
Lake Stevens Sewer District	13135 06-2026	401 070 535 10 47 01	Sewer Dist Utilities	Sewer - Decant Facility Acct 13135-01	66267	$686.90
Lake Stevens Sewer District	13135 06-2026	410 016 531 10 47 00	SW - Utilities	Sewer - Decant Facility Acct 13135-01	66267	$343.44
Lake Stevens Sewer District	14035 06-2026	001 013 518 20 47 00	GG-Utilities	Sewer - 12404 Mill Spur	66267	$127.66
Lake Stevens Sewer District	2538 06-2026	001 010 576 80 47 00	PK-Utilities	Sewer - Lundeen Park Acct 2538-02	66267	$1,214.43
Lake Stevens Sewer District	3628 06-2026	001 010 576 80 47 00	PK-Utilities	Sewer - Davies Beach Acct 3628-02	66267	$278.93
Lake Stevens Sewer District	5189 06-2026	005 000 518 20 40 01	Rental Property Utilities	Sewer - 10519 20th St SE 5189-04	66267	$773.38
Lake Stevens Sewer District	6294 06-2026	001 008 521 50 47 00	LE-Facility Utilities	Sewer - PD Evidence Bldg Acct 6294-04	66267	$127.66
Lake Stevens Sewer District	6296 06-2026	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Station Acct 6296-03	66267	$127.66
Lake Stevens Sewer District	6390 06-2026	005 000 518 20 40 01	Rental Property Utilities	Sewer - 1819 S Lake Stevens Acct 6390-03	66267	$127.66
Lake Stevens Sewer District	6666 06-2026	001 012 575 30 47 00	CS- Museum - Utilities	Sewer - Museum Acct 6666-01	66267	$127.66
Lake Stevens Sewer District	6671 06-2026	001 013 518 20 47 00	GG-Utilities	Sewer - City Hall Acct 6671-01	66267	$127.66
Lake Stevens Sewer District	6810 06-2026	001 012 575 50 47 00	CS- The Mill- Utilities	Sewer - The Mill Acct 6810-01	66267	$255.31
Lake Stevens Sewer District	7002 06-2026	001 010 576 80 47 00	PK-Utilities	Sewer - North Cove Park Restroom 7002-01	66267	$127.66
Lake Stevens Sewer District	8710 06-2026	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Training Bldg Acct 8710-03	66267	$127.66
Lake Stevens Sewer District	9902 06-2026	001 012 572 20 47 00	CS- Library-Utilities	Sewer - Library Acct 9902-01	66267	$127.66
					66267 Total	**$5,306.48**
Language Line Services Inc	11937803	001 008 521 20 41 01	LE-Professional Serv-Fixed	Over the Phone Interpretation Services PD	66268	$117.03
					66268 Total	**$117.03**
Lemay Mobile Shredding Inc	4934346S185	001 008 521 20 41 01	LE-Professional Serv-Fixed	Shredding Services PD	66269	$49.90
					66269 Total	**$49.90**
McDaniels Do It Center	3131	001 010 576 80 31 05	PK-R&M Supplies	Gaskets/Carburetor - Line Trimmers	66270	$89.42
					66270 Total	**$89.42**
Meis	052026 MEIS	001 010 576 80 49 01	PK-Staff Development	Education & Funding Initiative Workshop Mileage PerDiem - Meis	66271	$54.09
Meis	052026 MEIS	001 010 576 80 49 01	PK-Staff Development	Education & Funding Initiative Workshop Parking Reimb - Meis	66271	$7.55
					66271 Total	**$61.64**

Vendor	Invoice #	Account #	Account Name	Description	Check #	Amount
MissionSquare - 108991	6009318	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	EFT	$545.23
MissionSquare - 108991	6709526	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	EFT	$545.23
					EFT Total	**$1,090.46**
MissionSquare - 307428	6342902	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	EFT1	$1,552.77
MissionSquare - 307428	6739722	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	EFT1	$1,552.77
					EFT1 Total	**$3,105.54**
MJ Neal Associates Architects PLLC	02-2026 MUSEUM	304 013 594 18 60 00	R2 - Historical Museum	LS Museum Design	66272	$9,271.95
MJ Neal Associates Architects PLLC	04-2026 MUSEUM	304 013 594 18 60 00	R2 - Historical Museum	LS Museum Design	66272	$17,245.40
					66272 Total	**$26,517.35**
NAGARA	7753	001 008 521 20 49 00	LE-Dues & Memberships	NAGARA Membership Renewal	66273	$350.00
					66273 Total	**$350.00**
Nationwide Retirement Solution	6102026	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	EFT	$8,460.10
Nationwide Retirement Solution	6252026	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	EFT	$8,426.53
					EFT Total	**$16,886.63**
New York Life	Y6W_20260603	001 000 284 00 00 00	Payroll Liability Other	Whole Life Insurance Premiums	EFT1	$147.00
					EFT1 Total	**$147.00**
New York Life EFT	May-26	001 001 513 10 20 00	Executive - Benefits	Life/Disability Insurance Premiums	EFT	$9.63
New York Life EFT	May-26	001 002 513 11 20 00	AD-Benefits	Life/Disability Insurance Premiums	EFT	$76.66
New York Life EFT	May-26	001 003 514 20 20 00	CC-Benefits	Life/Disability Insurance Premiums	EFT	$165.69
New York Life EFT	May-26	001 004 514 23 20 00	FI-Benefits	Life/Disability Insurance Premiums	EFT	$234.64
New York Life EFT	May-26	001 005 518 10 20 00	HR-Benefits	Life/Disability Insurance Premiums	EFT	$262.46
New York Life EFT	May-26	001 006 518 80 20 00	IT-Benefits	Life/Disability Insurance Premiums	EFT	$284.05
New York Life EFT	May-26	001 007 558 50 20 00	PL-Benefits	Life/Disability Insurance Premiums	EFT	$308.57
New York Life EFT	May-26	001 007 559 30 20 00	PB-Benefits	Life/Disability Insurance Premiums	EFT	$196.35
New York Life EFT	May-26	001 008 521 20 20 00	LE-Benefits	Life/Disability Insurance Premiums	EFT	$2,341.15
New York Life EFT	May-26	001 010 576 80 20 00	PK-Benefits	Life/Disability Insurance Premiums	EFT	$780.53
New York Life EFT	May-26	001 013 518 30 20 00	GG-Benefits	Life/Disability Insurance Premiums	EFT	$288.55
New York Life EFT	May-26	003 007 559 30 20 00	PT - Permit Benefits	Life/Disability Insurance Premiums	EFT	$798.57
New York Life EFT	May-26	005 013 518 20 20 00	RP-Benefits	Life/Disability Insurance Premiums	EFT	$24.35
New York Life EFT	May-26	101 016 542 30 20 00	ST-Benefits	Life/Disability Insurance Premiums	EFT	$944.49
New York Life EFT	May-26	410 016 531 10 20 00	SW-Benefits	Life/Disability Insurance Premiums	EFT	$1,135.96
					EFT Total	**$7,851.65**
Office of the State Treasurer	05-2026 STATE	633 000 589 30 00 03	State Building Permit Remit	Building Code Remittance 05-2026	66274	$377.00
Office of the State Treasurer	05-2026 STATE	633 000 586 00 00 01	State Court Remit	State Court Remittance 05-2026	66274	$13,967.02
					66274 Total	**$14,344.02**
Pacific Outdoor Products Inc	2719	001 010 576 80 31 05	PK-R&M Supplies	Window Replacement for Oak Hill	66275	$562.90
					66275 Total	**$562.90**
Pacific Power Batteries	11459186	001 008 521 50 30 00	LE-Facilities Supplies	Batteries	66276	$136.72
					66276 Total	**$136.72**
Perteet Inc	20230252.0002-3	120 016 595 61 60 07	TBP07: Soper Hill	Soper Hill Sidewalk Phase 1	66277	$44,805.10
					66277 Total	**$44,805.10**
Petrocard Inc	0589764-IN	001 006 518 80 32 00	IT-Fuel	Fuel	66278	$17.24
Petrocard Inc	0589764-IN	001 007 558 50 32 00	PL-Fuel & Tolls	Fuel	66278	$34.99
Petrocard Inc	0589764-IN	001 007 559 30 32 00	PB-Fuel	Fuel	66278	$26.50
Petrocard Inc	0589764-IN	001 008 521 20 32 00	LE-Fuel	Fuel	66278	$299.97
Petrocard Inc	0589764-IN	001 010 576 80 32 00	PK-Fuel Costs	Fuel	66278	$1,510.18
Petrocard Inc	0589764-IN	101 016 542 30 32 00	ST-Fuel	Fuel	66278	$1,067.10
Petrocard Inc	0589764-IN	410 016 531 10 32 00	SW - Fuel	Fuel	66278	$2,000.10
					66278 Total	**$4,956.08**

Vendor	Invoice #	Account #	Account Name	Description	Check #	Amount
Pitney Bowes Global Financial Services	3322672029	001 013 518 20 45 00	GG-Rental & Services	Postage Machine Rental 04/23/26 - 07/22/26	66279	$13.25
Pitney Bowes Global Financial Services	3322672029	001 013 591 18 70 01	Lease Agreements	Postage Machine Rental 04/23/26 - 07/22/26	66279	$202.74
					66279 Total	**$215.99**
PrintWest Inc	268427	001 007 558 70 31 00	PL - Citywide Beautification	Road Stencils for America 250 Creative	66280	$1,021.96
PrintWest Inc	268428	001 007 558 70 31 00	PL - Citywide Beautification	4th of July Pole Banners Creative	66280	$1,954.28
PrintWest Inc	268623	001 007 558 70 31 00	PL - Citywide Beautification	4th of July Pole Banners	66280	$4,570.31
PrintWest Inc	268624	001 007 558 70 31 00	PL - Citywide Beautification	Road Stencil	66280	$886.73
					66280 Total	**$8,433.28**
Prizm Consulting Inc	377	120 016 595 61 60 05	TBP05: 91st - 20th to 12th	91st St SE Phase 2	66281	$47,576.40
					66281 Total	**$47,576.40**
Puget Sound Energy	200003723810 06-2026	001 012 575 30 47 00	CS- Museum - Utilities	Natural Gas - Museum	66282	$242.89
Puget Sound Energy	200024316495 06-2026	001 010 576 80 47 00	PK-Utilities	Natural Gas - PW Shop	66282	$5.50
Puget Sound Energy	200024316495 06-2026	101 016 543 50 47 00	ST-Utilities	Natural Gas - PW Shop	66282	$5.51
Puget Sound Energy	200024316495 06-2026	410 016 531 10 47 00	SW - Utilities	Natural Gas - PW Shop	66282	$5.51
Puget Sound Energy	220022339471 06-2026	001 012 575 50 47 00	CS- The Mill- Utilities	Natural Gas - The Mill	66282	$157.52
Puget Sound Energy	220024770236 06-2026	001 008 521 50 47 00	LE-Facility Utilities	Natural Gas - Police Dept Evidence Bldg	66282	$123.99
Puget Sound Energy	220028663866 06-2026	001 008 521 50 47 00	LE-Facility Utilities	Natural Gas - Police Dept	66282	$116.54
Puget Sound Energy	220028663874 06-2026	005 000 518 20 40 01	Rental Property Utilities	Natural Gas - 1819 S Lake Stevens Rd	66282	$69.68
Puget Sound Energy	220037870619 06-2026	005 000 518 20 40 01	Rental Property Utilities	Natural Gas - 10519 20th St SE #106	66282	$69.68
Puget Sound Energy	220040604898 06-2026	001 013 518 20 41 00	GG-Professional Service	Natural Gas - 10515 20th St #130	66282	$116.54
Puget Sound Energy	220041285655 06-2026	001 013 518 20 47 00	GG-Utilities	Natural Gas - 10515 20th St SE #100	66282	$143.49
					66282 Total	**$1,056.85**
Pye-Barker Fire & Safety LLC	8376565	001 008 521 20 41 01	LE-Professional Serv-Fixed	Security Monitoring Svcs 10518 18th St 06-2026	66283	$120.01
					66283 Total	**$120.01**
Sansaver	060526 SANSAVER	001 013 518 20 42 00	GG-Communication	Postage Reimb for Mailing City Flag to AWC	66284	$17.34
Sansaver	061026 RONDI	001 005 518 10 42 00	HR-Communications	Postage Reimb for HR Package	66284	$11.00
					66284 Total	**$28.34**
Sebring	LUA2026-0089	001 007 558 50 41 04	Permit Related Professional Sr	LUA2026-0089 Fees Credit	66285	$137.50
					66285 Total	**$137.50**
Service Electric Co Inc	5673-01 RELEASE	101 016 582 20 00 00	PW Retainage Release	2025 Lundeen Street Light Repair Retainage Release	66286	$5,012.60
					66286 Total	**$5,012.60**
Shannon & Wilson Inc	165601	411 016 594 31 60 13	Hartford Crossings/Cath Creek	Lower Stevens Creek Restoration	66287	$51,377.30
					66287 Total	**$51,377.30**
Sherwin-Williams Co	72731185640626	410 016 531 10 31 02	SW - Operating Costs	Paint	66288	$70.74
Sherwin-Williams Co	74166185640626	306 013 594 18 60 00	FC - Municipal Campus GG	Paint	66288	$62.57
					66288 Total	**$133.31**
Snohomish County Dept of Info Technology	I000705613	510 006 518 80 49 51	Sft Lcns & Maint - Infra Srvs	Enterprise Infrastructure Services	66289	$1,384.74
Snohomish County Dept of Info Technology	I000705613	510 006 518 80 49 51	Sft Lcns & Maint - Infra Srvs	GIS Services	66289	$2,250.20
					66289 Total	**$3,634.94**
Snohomish County Human Services Dept	I000706669	001 013 566 00 41 00	GG - Liquor Tax to SnoCo	Q1 2026 Liquor Excise Tax	66290	$2,962.06
					66290 Total	**$2,962.06**
Snohomish County PUD	113222509	001 010 576 80 47 00	PK-Utilities	201487055 2424 Soper Hill Mobile Water/Electric	66291	$117.67
Snohomish County PUD	113225556	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Admin Electric	66291	$162.06
Snohomish County PUD	113225556	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Electric	66291	$270.99
Snohomish County PUD	113225556	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Water	66291	$2,370.87
Snohomish County PUD	113225556	001 010 576 80 47 00	PK-Utilities	200206019 North Cove Park Electric	66291	$59.04

Vendor	Invoice #	Account #	Account Name	Description	Check #	Amount
Snohomish County PUD	113225556	001 010 576 80 47 00	PK-Utilities	200206019 Parks Electric	66291	$78.91
Snohomish County PUD	113225556	001 010 576 80 47 00	PK-Utilities	200206019 Parks Water	66291	$84.38
Snohomish County PUD	113225556	101 016 542 63 47 00	ST-Lighting - Utilities	200206019 Street Lights	66291	$63.05
Snohomish County PUD	113225556	001 012 575 50 47 00	CS- The Mill- Utilities	200206019 The Mill Electric	66291	$648.17
Snohomish County PUD	113225556	001 012 575 50 47 00	CS- The Mill- Utilities	200206019 The Mill Water	66291	$76.51
Snohomish County PUD	139561470	001 010 576 80 47 00	PK-Utilities	222205049 Oak Park Electric	66291	$57.59
Snohomish County PUD	142913186	001 010 576 80 47 00	PK-Utilities	222191298 North Cove Park Water	66291	$87.66
Snohomish County PUD	146275833	001 013 518 20 47 00	GG-Utilities	222931883 Row Club Wtr/Electric 12308 17th Pl NE	66291	$100.51
Snohomish County PUD	149579611	001 010 576 80 47 00	PK-Utilities	222625881 Frontier Circle Water	66291	$76.51
Snohomish County PUD	149580195	001 010 576 80 47 00	PK-Utilities	221860174 Frontier Park Electric	66291	$61.07
Snohomish County PUD	152903047	005 000 518 20 40 01	Rental Property Utilities	222450314 - 1819 S Lake Stevens	66291	$467.72
Snohomish County PUD	162534853	001 010 576 80 47 00	PK-Utilities	222942633 North Cove BBQ Shelter Electric	66291	$427.78
Snohomish County PUD	168827646	001 010 576 80 47 00	PK-Utilities	223477167 Mill Spur Electric	66291	$122.72
					66291 Total	**$5,333.21**
Snohomish County Sheriffs Office	I000704589	001 008 521 30 41 00	LE-Task Force	2026 SRDTF Contributions	66292	$11,292.00
					66292 Total	**$11,292.00**
Snohomish County Treasurer	05-2026 TREASURER	633 000 586 00 00 02	Crime Victims Comp - SnoCo	Crime Victims Compensation 05-2026	66293	$190.80
					66293 Total	**$190.80**
Sommerseth	1729	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Wash/Wax PD Vehicle	66294	$71.05
					66294 Total	**$71.05**
Sound Mettle Inc	1071521	001 008 521 50 30 00	LE-Facilities Supplies	Aluminum Tread Plate	66295	$490.16
					66295 Total	**$490.16**
Sound Publishing Inc	EDH1029932	001 007 558 50 41 03	PL-Advertising	2025 Comp Plan Docket NOPH	66296	$192.88
Sound Publishing Inc	EDH1031364	001 007 558 50 41 04	Permit Related Professional Sr	LUA2026-0078 Steinruck Dock Replacement	66296	$108.48
Sound Publishing Inc	EDH1031658	306 013 594 18 60 00	FC - Municipal Campus GG	Civic Campus Ad for Bids	66296	$53.44
					66296 Total	**$354.80**
Sprague Pest Solutions	6200772	001 013 518 20 41 00	GG-Professional Service	Pest Control - CH	66297	$162.74
Sprague Pest Solutions	6200799	001 013 518 20 41 00	GG-Professional Service	Pest Control - VIC	66297	$112.57
					66297 Total	**$275.31**
Stone Security LLC	90227	510 006 518 80 49 51	Sft Lcns & Maint - Infra Srvs	Care Plus & Premium Renewal 2026-2027	66298	$5,762.52
					66298 Total	**$5,762.52**
Summit Law Group PLLC	172104	001 011 515 41 41 03	Ext Consult - Labor Relations	Collective Bargaining	66299	$1,245.00
Summit Law Group PLLC	172104	001 005 518 10 41 00	HR-Professional Services	Handbook Drafting	66299	$972.00
					66299 Total	**$2,217.00**
Teamsters Local No 763	May-26	001 000 284 00 00 00	Payroll Liability Other	Union Dues	66220	$2,315.00
					66220 Total	**$2,315.00**
Teamsters Welfare Trust Dental EFT	Jul-26	001 000 283 00 00 00	Payroll Liability Medical	Teamsters Dental Premium	EFT	$3,577.60
					EFT Total	**$3,577.60**
Teresa D Johnson CPA Inc	7971	001 004 514 23 41 00	FI-Professional Service	2025 Cash Basis Reporting	66300	$2,934.54
Teresa D Johnson CPA Inc	7971	001 004 514 23 41 00	FI-Professional Service	2025 Cash Basis Reporting - Portal Uploads	66300	$11.40
Teresa D Johnson CPA Inc	7971	001 004 514 23 41 00	FI-Professional Service	2025 Compensated Absenses Calculation	66300	$109.60
					66300 Total	**$3,055.54**
The Wide Format Co	153053	101 016 544 90 31 01	ST-Office Supplies	Printer Ink	66301	$97.55
The Wide Format Co	153053	410 016 531 10 31 01	SW - Office Supplies	Printer Ink	66301	$97.55
					66301 Total	**$195.10**
Transpo Group USA Inc	37875	001 007 558 50 41 00	PL-Professional Servic	LS Streets and Parking Code	66302	$237.50
					66302 Total	**$237.50**

Vendor	Invoice #	Account #	Account Name	Description	Check #	Amount
Universal Field Services Inc	506913	411 016 594 31 60 13	Hartford Crossings/Cath Creek	Property Appraisals on Hartford Dr	66303	$8,000.00
					66303 Total	**$8,000.00**
Valdez Construction Inc	04 MUSEUM	306 000 594 75 60 00	Culture Facility Cap - Museum	Historical Museum Project	66304	$271,702.86
Valdez Construction Inc	04 MUSEUM	306 000 382 20 00 00	Retainage	Historical Museum Project Retainage	66304	($12,429.23)
Valdez Construction Inc	05 MUSEUM	306 000 594 75 60 00	Culture Facility Cap - Museum	Historical Museum Project	66304	$156,090.57
Valdez Construction Inc	05 MUSEUM	306 000 382 20 00 00	Retainage	Historical Museum Project Retainage	66304	($7,140.47)
					66304 Total	**$408,223.73**
Verizon Wireless	6145012695	001 010 576 80 42 00	PK-Communication	Sunset Beach Cradlepoint	66305	$199.74
					66305 Total	**$199.74**
Volunteers of America	180-APR2026-4195	001 012 565 10 49 00	CS- Human Services	Housing Assistance 04-2026	66306	$10,190.32
Volunteers of America	180-MAY2026-4195	001 012 565 10 49 00	CS- Human Services	Housing Assistance 05-2026	66306	$11,102.65
Volunteers of America	190-FEB2026-4195	001 012 565 10 49 00	CS- Human Services	Housing Assistance 02-2026	66306	$13,965.68
Volunteers of America	190-JAN2026-4195	001 012 565 10 49 00	CS- Human Services	Housing Assistance 01-2026	66306	$14,227.89
Volunteers of America	190-MAR2026-4195	001 012 565 10 49 00	CS- Human Services	Housing Assistance 03-2026	66306	$12,338.90
					66306 Total	**$61,825.44**
Waltz	061626 WALTZ	410 016 531 10 42 00	SW - Communications	Postage Reimb - NOI Certification Letter to DOE	66307	$12.90
					66307 Total	**$12.90**
Washington Assoc of Sheriffs and Police Chiefs	DUES 2026-00584	001 008 521 20 49 00	LE-Dues & Memberships	WASPC Associate Dues - Ubert	66308	$75.00
					66308 Total	**$75.00**
Washington State Support Registry	6102026	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	EFT	$1,054.46
Washington State Support Registry	6252026	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	EFT	$1,054.46
					EFT Total	**$2,108.92**
Western Conference of Teamsters Pension Trust	6102026	001 000 282 00 00 00	Payroll Liability Retirement	Employee Contribution-Teamster Pension	66223	$4,974.09
					66223 Total	**$4,974.09**
WR Lake Stevens LLC	05-2026 PD	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Car Washes for PD Vehicles	66309	$660.00
					66309 Total	**$660.00**
Wright	101626 WRIGHT	001 007 558 50 49 01	PL-Staff Development	ICMA Conf Flight Reimb - R Wright	66310	$186.80
					66310 Total	**$186.80**
Ziply Fiber	06-2026 ZIPLY CH	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Control Modem	66311	$86.31
Ziply Fiber	06-2026 ZIPLY CH	001 002 513 11 42 00	AD-Communications	Ziply Internet/Telecom Services	66311	$5.53
Ziply Fiber	06-2026 ZIPLY CH	001 003 514 20 42 00	CC-Communications	Ziply Internet/Telecom Services	66311	$11.05
Ziply Fiber	06-2026 ZIPLY CH	001 004 514 23 42 00	FI-Communications	Ziply Internet/Telecom Services	66311	$11.04
Ziply Fiber	06-2026 ZIPLY CH	001 005 518 10 42 00	HR-Communications	Ziply Internet/Telecom Services	66311	$5.52
Ziply Fiber	06-2026 ZIPLY CH	001 006 518 80 42 00	IT-Communications	Ziply Internet/Telecom Services	66311	$16.57
Ziply Fiber	06-2026 ZIPLY CH	001 007 558 50 42 00	PL-Communication	Ziply Internet/Telecom Services	66311	$35.93
Ziply Fiber	06-2026 ZIPLY CH	001 007 559 30 42 00	PB-Communication	Ziply Internet/Telecom Services	66311	$5.52
Ziply Fiber	06-2026 ZIPLY CH	001 008 521 20 42 00	LE-Communication	Ziply Internet/Telecom Services	66311	$187.91
Ziply Fiber	06-2026 ZIPLY CH	001 012 575 30 42 00	CS- Museum - Communications	Ziply Internet/Telecom Services	66311	$5.53
Ziply Fiber	06-2026 ZIPLY CH	001 012 575 50 42 00	CS- The Mill- Communication	Ziply Internet/Telecom Services	66311	$5.53
Ziply Fiber	06-2026 ZIPLY CH	001 013 518 20 42 00	GG-Communication	Ziply Internet/Telecom Services	66311	$22.10
Ziply Fiber	06-2026 ZIPLY CH	101 016 543 30 42 00	ST-Communications	Ziply Internet/Telecom Services	66311	$31.80
Ziply Fiber	06-2026 ZIPLY CH	410 016 531 10 42 00	SW - Communications	Ziply Internet/Telecom Services	66311	$31.79
Ziply Fiber	06-2026 ZIPLY CH	005 000 518 20 40 01	Rental Property Utilities	Ziply Internet/Telecom Services 10515 20th St	66311	$68.12
Ziply Fiber	06-2026 ZIPLY CH	001 012 575 30 47 00	CS- Museum - Utilities	Ziply Internet/Telecom Services Museum	66311	$108.27
Ziply Fiber	06-2026 ZIPLY PD	001 008 521 20 42 00	LE-Communication	Ethernet Internet Access 1825 S Lake Stevens Rd	66311	$728.00
					66311 Total	**$1,366.52**

CITY OF LAKE STEVENS
CITY COUNCIL SPECIAL MEETING MINUTES
June 2, 2026, at 6:00 p.m.
Hybrid Meeting - By Remote Participation via Zoom & in Person at The Mill Building

CALL ORDER:	6:00 p.m. Mayor Pro Tem Jorstad
ELECTED OFFICIALS PRESENT:	Councilmembers Anji Jorstad, Ryan Donoghue, Sabina Araya, Brian McManus, Tosha Edwards, Kymm Shipman and Nathan Packard

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Call to Order
Mayor Pro Tem Jorstad called the meeting to order at 6:00 p.m.

Pledge of Allegiance
Mayor Pro Tem Jorstad led the Pledge of Allegiance.

Roll Call
All Councilmembers were present.

Approval of Agenda
Mayor Pro Tem Jorstad requested that Consent Agenda Item 8A (Staff Cost Reimbursement Agreement with the City of Everett for FIFA) move to consent and add Litigation and Collective Bargaining as additional topics to the Executive Session.

MOTION. Councilmember McManus made a motion, seconded by Councilmember Araya, to approve the agenda as amended. The motion passed 7-0-0-0.

Consent Agenda

MOTION. Councilmember Donoghue made a motion, seconded by Councilmember McManus, to approve the consent agenda as amended. The motion passed 7-0-0-0.

The consent agenda items approved are listed below:

Lease Agreement - Lake Stevens Rowing Club
Fee Resolution 2026-06
Police CJTC Wellness Grant
Staff Cost Reimbursement Agreement with The City of Everett for FIFA

Citizen Comments
Jacob Bilbo, Lake Stevens. Jacob spoke about the facility use agreement with the Rowing Club.
Gary Petershagen, Lake Stevens. Gary spoke about the landscaping in the roundabouts.

Guest Business
Lake Stevens School District Career and Technical Education Program

Action Items
Cost-sharing Agreement with Snohomish County and Department of Natural Resources

Director Stevens asked the Council for authorization for the City to enter into an Intergovernmental Services Agreement with Snohomish County to participate in a regional cost-share for high-resolution LiDAR data acquisition. The agreement enables the City to receive updated geospatial data through the County's contract with DNR and NV5, supporting stormwater management, planning, and environmental analysis. The City's $4,362 cost share will be paid entirely from existing budgeted funds.

MOTION. Councilmember McManus made a motion, seconded by Councilmember Araya, to authorize the Mayor to execute an Intergovernmental Services Agreement between the City of Lake Stevens and Snohomish County to participate in the regional cost-share for high-definition LiDAR data acquisition in the amount of $4,362. The motion passed 7-0-0-0.

Discussion Items
WinterFest Ornaments
Director Garceau discussed this year's WinterFest ornaments.

Council Business

Executive Session
At 7:25 p.m., the meeting recessed to Executive Session to Evaluate the Qualifications of a Candidate for Appointment to Elective office, Collective Bargaining and Litigation for 20 minutes. No action is expected to follow. The regular meeting will resume at 7:45 p.m. Councilmember McManus refused himself from the Executive Session.

The meeting reconvened at 7:45 p.m.

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

The meeting adjourned at 7:47 p.m.

Anji Jortsad, Mayor Pro Tem	Kelly M. Chelin, City Clerk

CITY OF LAKE STEVENS
CITY COUNCIL SPECIAL MEETING MINUTES
June 10, 2026, at 6:00 p.m.
Hybrid Meeting - By Remote Participation via Zoom & in Person at The Mill Building

CALL ORDER:	6:00 p.m. Mayor Pro Tem Jorstad
ELECTED OFFICIALS PRESENT:	Councilmembers Anji Jorstad, Ryan Donoghue, Sabina Araya, Brian McManus, Tosha Edwards, Kymm Shipman and Nathan Packard

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Call to Order
Mayor Pro Tem Jorstad called the meeting to order at 6:00 p.m.

Pledge of Allegiance
Mayor Pro Tem Jorstad led the Pledge of Allegiance.

Roll Call
All Councilmembers were present.

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

Mayor Interviews
6:05 p.m. Brian McManus
6:35 p.m. Gary Petershagen
7:05 p.m. Kurt Hilt

MOTION. Councilmember Donoghue made a motion, seconded by Councilmember Shipman, to extend the meeting to 8:30 p.m.

Executive Session
The meeting was recessed to Executive Session at 7:35 p.m. to Evaluate the Qualifications of a Candidate for Appointment to Elective Office for approximately 45 minutes. The meeting will reconvene at 8:20 p.m. There is action expected to follow. Councilmember McManus recused himself from the Executive Session.

The meeting was reconvened at 8:17 p.m.

MOTION. Councilmember Edwards made a motion, seconded by Councilmember Araya, to extend the meeting up to 9:00 p.m. The motion passed 7-0-0-0.

Council discussed the Mayor candidates.

Mayor Pro Tem Jorstad opened the floor for nominations for Mayor.

NOMINATION. Councilmember Edwards nominated Kurt Hilt for Mayor. The nomination was seconded by Councilmember Packard.

NOMINATION. Councilmember Araya nominated Brian McManus for Mayor. There was no second.

VOTE. The nomination for Kurt Hilt passed 7-0-0-0.

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

The meeting adjourned at 8:40 p.m.

Anji Jorstad, Mayor Pro Tem	Kelly M. Chelin, City Clerk

CITY OF LAKE STEVENS
CITY COUNCIL SPECIAL MEETING MINUTES
Tuesday, June 16, 2026, at 6:00 p.m.
Hybrid Meeting - By Remote Participation via Zoom & in Person at The Mill Building

CALL ORDER:	6:00 p.m. Mayor Pro Tem Jorstad
ELECTED OFFICIALS PRESENT:	Councilmembers Anji Jorstad, Ryan Donoghue, Sabina Araya, Brian McManus, Tosha Edwards, Kymm Shipman and Nathan Packard

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Call to Order
Mayor Pro Tem Jorstad called the meeting to order at 6:00 p.m.

Pledge of Allegiance
Mayor Pro Tem Jorstad led the Pledge of Allegiance.

Roll Call
All Councilmembers were present.

Oath of Office
Representative Sam Low administered the Oath of Office for the Office of Mayor to Kurt Hilt. Council took a 5-minute break for photos at 6:03 p.m.

Council returned to session at 6:08 p.m., joined by Mayor Kurt Hilt.

Approval of Agenda
Staff requested that the agenda be amended by removing item 8. Council Training and moving item 9. Executive Session to the end of the meeting.

MOTION. Councilmember Jorstad made a motion, seconded by Councilmember Donoghue, to approve the agenda as amended. The motion passed 7-0-0-0.

Guest Business
New Employee Introduction
Director Troy Stevens introduced IT Applications Data Analyst Sharrief Shabazz.

Market Street Mural
John Spencer and Kate MacKenzie from the Arts and Parks Foundation presented an update on the Market Street mural being installed this summer.

Citizen Comments

Darlene Salo. Spoke about the North Cascades Row Club.
Sam Thompson. Spoke about safety at North Cove Park.
Steve Ewing. Spoke about the appointment of Kurt Hilt.
Mary Swenson. Spoke about the positive development in downtown.

Consent Agenda

MOTION. Councilmember Jorstad made a motion, seconded by Councilmember Shipman, to approve the consent agenda. The motion passed 7-0-0-0.

The consent agenda items were as follows:

- 2026 Vouchers
- City Council Meeting Minutes of May 26, 2026
- Interlocal Agreement for Allied Law Enforcement Response Team (ALERT)
- Hiring Incentive Settlement Agreement

Department Report

Upcoming Council Review
Deputy Clerk Weaver reviewed the council agenda planning schedule.

MOTION. Councilmember McManus made a motion seconded by Councilmember Donoghue to extend the council meeting to 8:10 p.m.

Executive Session

The meeting was recessed to Executive Session at 6:47 p.m. to discuss Collective Bargaining for 1 hour with a return time of 7:50 p.m. with no action to follow. A few minutes were allocated to reset the sound system and clear the room.

At 7:55 p.m. the Council requested an extension of 15 minutes and a return time of 8:10 p.m. with no action to follow. A few minutes were allocated to reset the sound system and clear the room.

At 8:10 p.m. the Council requested an extension of approximately 15 minutes with a return time of 8:25 p.m. with no action to follow. A few minutes were allocated to reset the sound system and clear the room.

The meeting reconvened at 8:26 p.m.

Adjournment

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

The meeting adjourned at 8:27 p.m.

Kurt Hilt, Mayor	Caitlin Weaver, Deputy City Clerk

CITY COUNCIL STAFF REPORT

Agenda Date: 7/7/2026

Subject: Evergreen HVAC Removal and Replacement Contract Award - Johansen Mechanical Inc

Contact Person/Department: Curtis Clifton, Aaron Halverson, Public Works

Budget Impact: Contract: $247,297.81. The adopted budget for this project in 2026 is $300,000. No budget amendment is requested.

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Authorize the Mayor to sign the public works contract with Johansen Mechanical, Inc. for the removal and replacement of the HVAC system at the Evergreen Building on the new civic campus.

SUMMARY/BACKGROUND:

The HVAC units at the Evergreen building (10519 20th Street SE), on the new civic campus, have reached the end of their life cycle and need to be removed and replaced. This project was included in the 2026 budget. The contract award does not exceed the adopted budget, and no budget amendment is needed for this project.

The Public Works Department solicited competitive bids for the removal and replacement of all HVAC units at the Evergreen building on May 25, 2026. A total of five (5) bids were received, and the lowest responsive bidder was Johansen Mechanical, Inc. The contractor will replace five (5) existing HVAC units serving a 7,200-square-foot commercial building. Before work begins, City staff and the contractor will coordinate the work to minimize disruption to building occupants and operations. This includes scheduling shutdowns, protecting existing finishes and equipment, and maintaining temporary heating, cooling, or ventilation as required.

The City's procurement policy requires City Council authorization for any contract valued at $250,000 or more, and although staff does not anticipate the final cost of this contract will exceed the current estimate of $247,297.81, the amount is close enough to the threshold that staff is bringing it forward for Council approval at this time. Additionally, because the policy allows the City

Administrator to approve change orders up to 20% of the contract value, any such change order could increase the total contract amount beyond the $250,000 limit, making advance Council authorization the appropriate and precautionary step.

APPLICABLE CITY POLICIES:
302 Procurement Policy, 2026 Budget

ATTACHMENTS:
1. 26003 Evergreen HVAC Removal and Replacement REBID Contract

SMALL PUBLIC WORKS CONTRACT (Under $350,000)

THIS SMALL PUBLIC WORKS CONTRACT ("Contract") is made and entered into this ________ day of __________, _____, by and between the City of Lake Stevens, Washington, a Washington State municipal corporation ("City"), and Johansen Mechanical, Inc., a Washington Incorporated Company licensed to do business in Washington State (Contractor).

WHEREAS, RCW 39.04.151 through 39.04.154 authorizes local governments to contract for public works by soliciting quotations (referred to herein as Bid Proposals) from contractors on the appropriate small works roster; and

WHEREAS, the City has by Resolution 2007-24 adopted procedures to implement the provisions of RCW 39.04.155 as required by law; and

WHEREAS, the City has contracted with Municipal Research and Services Center ("MRSC") to use MRSC Rosters in lieu of maintaining its own small works roster; and

WHEREAS, the City desires to accomplish certain public works entitled Project# 26003 Evergreen HVAC Removal and Replacement REBID ("the Project") having an estimated cost $350,000 or less using the small works roster procedures; and

WHEREAS, the City solicited written Bid Proposals for the Project from

☒ all contractors on the appropriate MRSC small works roster

☐ at least five contractors on the appropriate MRSC small works roster who have indicated the capability of performing the kind of work being contracted; and

WHEREAS, whereas the City received and reviewed written Bid Proposals for the Project, and has determined that Contractor is the lowest responsible bidder; and

WHEREAS, the Contractor and the City desire to enter into this Contract for the Project in accordance with the terms and conditions of this Contract.

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

1. Scope of Work—the Project.

The Contractor shall perform, carry out and complete the 26003 Evergreen HVAC Removal and Replacement REBID ("Project") in accordance with this Contract and the incorporated Contract Documents specified in Section 2. The Project shall be substantially complete no later than August 24, 2026.

2. Contract Documents.

The following documents are incorporated into the Contract by this reference:

A. ☒ Plans and Contract Drawings.

B. ☒ Scope of Work.

C. ☒ Proposal/Bid Submittal (attached).

D. ☒ 2025 Standard Specifications for Road, Bridge, and Municipal Construction (WSDOT/APWA) ("Standard Specifications") (referenced but not attached).

E. ☒ WSDOT Amendments to the Standard Specifications (referenced but not attached)

F. ☒ 2025 APWA Supplement General Special Provisions (referenced but not attached).

G. ☒ City of Lake Stevens Engineering Standards (referenced but not attached)

H. ☐ Addenda **(if any)**

I. ☒ Payment and Performance Bond (attached).

J. ☒ Retainage Bond (attached) (optional-see Section 5).

In the event of any inconsistencies or conflicts between the language of this Contract and these incorporated documents, the language of the Contract shall prevail over the language of the documents.

3. <u>Commencement of Work</u>.

Work shall not proceed under this Contract until the Contractor has met following conditions:

A. Contract has been signed and fully executed by the parties.

B. The Contractor has provided the City with the certificates of insurance required under Section 22.

C. The Contractor has obtained a City of Lake Stevens Business License.

D. The Contractor has provided the City with satisfactory documentation that Contractor is licensed and bonded as a contractor in the Washington State.

These conditions shall be satisfied within ten (10) calendar days of the City's Notice of Award of the Contract to the Contractor. Upon satisfaction of these conditions, the City shall issue a Notice to Proceed and Contractor shall commence work within five (5) calendar days of the date of said Notice.

4. <u>Time is of the Essence/Liquidated Damages.</u>

Time is of the essence in the performance of this Contract. The Contractor shall diligently pursue the Project work to physical completion by the date specified in Section 1. If said work is not completed within the time specified, the Contractor agrees to pay the City as liquidated damages the sum set forth in Section 1-08.9 of the Standard Specifications for each and every calendar day said work remains uncompleted after expiration of the specified time.

5. **Payment for Project.**

A. **Total Contract Sum for Project.** Excluding approved change orders, the City shall pay the Contractor for satisfactory completion of the Project under the Contract a total Contract Sum not to exceed $247,297.81 (Two Hundred Forty Seven Thousand Two Hundred Ninety Seven Dollars and Eighty One Cents) in accordance with the bid price in the bid Proposal or proposal price in the Proposal and including all applicable Washington State Sales Tax. The total Contract Sum includes all expenses and costs incurred in planning, designing and constructing the Project, including, but not limited to, applicable sales and use taxes, costs and expenses for overhead, profit, labor, materials, supplies, permits, subcontractors, consultants, and professional services necessary to construct and complete the Project.

B. **Payments shall be for Performance of Project Work.** Payments for work provided hereunder shall be made following the performance of such work, unless otherwise permitted by law and approved in writing by the City. No payment shall be made for any work rendered by the Contractor except as identified and set forth in this Contract.

C. **Right to Withhold Payments if Work is Unsatisfactory.** If during the course of the Contract, the work rendered does not meet the requirements set forth in the Contract, the Contractor shall correct or modify the required work to comply with the requirements of the Contract. The City shall have the right to withhold payment for such work until it meets the requirements of the Contract.

D. **Payments**. Subject to F below, progress payments shall be based on the timely submittal by the Contractor of the City's standard payment request form. The form shall be appropriately completed and signed by the Contractor. Applications for payment not signed and/or completed shall be considered incomplete and ineligible for payment consideration. The City shall initiate authorization for payment after receipt of a satisfactorily completed payment request form and shall make payment to the Contractor within approximately thirty (30) calendar days thereafter.

E. **Payments for Alterations and/or Additions**. Requests for change orders and/or payments for any alterations in or additions to the work provided under this Contract shall be in accordance with the change order process set forth in Section 1-04.4 of the Standard Specifications.

F. **Final Payment.** Pursuant to RCW Chapter 60.28, a sum equal to five percent (5%) of the monies earned by the Contractor will be retained from payments made by the City to the Contractor under this Contract. This retainage shall be used as a trust fund for the protection and payment (1) to the State with respect to taxes imposed pursuant to RCW Title 82 and (2) the claims of any person arising under the Contract.

Monies retained under the provisions of RCW Chapter 60.28 shall, at the option of the Contractor, be:

1. Retained in a fund by the City; or

2. Deposited by the City in an escrow (interest-bearing) account in a bank, mutual saving bank, or savings and loan association (interest on monies so retained shall be paid to the Contractor). Deposits are to be in the name of the City and are not to be allowed to be withdrawn without the City's written authorization. The City will issue a check representing the sum of the monies reserved, payable to the bank or trust company. Such

check shall be converted into bonds and securities chosen by the Contractor as the interest accrues.

At or before the time the Contract is executed, the Contractor shall designate the option desired. The Contractor in choosing option (2) agrees to assume full responsibility to pay all costs that may accrue from escrow services, brokerage charges or both, and further agrees to assume all risks in connection with the investment of the retained percentages in securities. The City may also, at its option, accept a bond in lieu of retainage.

Release of the retainage will be made sixty (60) calendar days following the Final Acceptance of the Project provided the following conditions are met:

1. A release has been obtained from the Washington State Department of Revenue.

2. Affidavits of Wages Paid for the Contractor and all Subcontractors are on file with the Contracting Agency (RCW 39.12.040).

3. A certificate of Payment of Contributions Penalties and Interest on Public Works Contract is received from the Washington State Employment Security Department.

4. Washington State Department of Labor and Industries (per Section 1-07.10 of the Standard Specifications) shows the Contractor is current with payments of industrial insurance and medical premiums.

5. All claims, as provided by law, filed against the retainage have been resolved.

6. If requested by the City, the Contractor shall provide the City with proof that insurance required under Section 22 remains in effect.

G. **Final Acceptance.** Final Acceptance of the Project occurs when the Public Works Director has determined that the Project is one hundred percent (100%) complete and has been constructed in accordance with the Plans and Specifications.

H. **Payment in the Event of Termination**. In the event this Contract is terminated by the either party, the Contractor shall not be entitled to receive any further amounts due under this Contract until the work specified in the Scope of Work is satisfactorily completed, as scheduled, up to the date of termination. At such time, if the unpaid balance of the amount to be paid under the Contract exceeds the expense incurred by the City in finishing the work, and all damages sustained by the City or which may be sustained by the City or which may be sustained by the reason of such refusal, neglect, failure or discontinuance of Contractor performing the work, such excess shall be paid by the City to the Contractor. If the City's expense and damages exceed the unpaid balance, Contractor and his surety shall be jointly and severally liable therefore to the City and shall pay such difference to the City. Such expense and damages shall include all reasonable legal expenses and costs incurred by the City to protect the rights and interests of the City under the Contract.

I. **Maintenance and Inspection of Financial Records**. The Contractor and its subcontractors shall maintain reasonable books, accounts, records, documents and other evidence pertaining to the costs and expenses allowable, and the consideration paid under this Contract, in accordance with reasonable and customary accepted accounting practices. All such books of account and records required to be maintained by this Contract shall be subject to inspection and audit by representatives of City and/or of the Washington State Auditor at all reasonable times, and the Contractor shall afford the proper facilities for such inspection and audit to the extent such books and records are under control of the Contractor, and all Project Contracts shall similarly provide for such inspection and audit rights. Such books of account and records may be copied by representatives of City and/or of the Washington State Auditor where necessary to conduct or document an audit. The Contractor shall preserve and make available all such books of account and records in its control for a period of three (3) years after final payment under this Contract, and Bunker Repair Project subcontracts shall impose similar duties on the subcontractors.

6. **Term of Contract.**

The term of this Contract shall commence upon full execution of this Contract by the City and Contractor and shall terminate upon final payment by the City to the Contractor, unless sooner terminated by either party under Section 7 or applicable provision of the Contract.

7. Termination of Contract.

A. Except as otherwise provided under this Contract, either party may terminate this Contract upon ten (10) working days' written notice to the other party in the event that said other party is in default and fails to cure such default within that ten-day period, or such longer period as provided by the non-defaulting party. The notice of termination shall state the reasons therefore and the effective date of the termination.

B. The City may also terminate this Contract in accordance with the provisions of Section 1-08.10 of the Standard Specifications.

8. Status of Contractor.

The Contractor is a licensed, bonded and insured contractor as required and in accordance with the laws of the State of Washington. Contractor is acting as an independent contractor in the performance of each and every part of this Contract. No officer, employee, volunteer, and/or agent of either party shall act on behalf of or represent him or herself as an agent or representative of the City. Contractor and its officers, employees, volunteers, agents, contractors and/or subcontractors shall make no claim of City employment nor shall claim against the City any related employment benefits, social security, and/or retirement benefits. Nothing contained herein shall be interpreted as creating a relationship of servant, employee, partnership or agency between Contractor and the City.

9. Permits.

The Contractor will apply for, pay for and obtain any and all City, county, state and federal permits necessary to commence, construct and complete the Project. All required permits and associated costs shall be included in the Total Contract Sum for Project.

10. Business License Required.

The Contractor shall obtain a City of Lake Stevens business license prior to commencement of work under this Contract.

11. Work Ethic.

The Contractor shall perform all work and services under and pursuant to this Contract in timely, professional and workmanlike manner.

12. City Ownership of Work Products.

All work products (reports, maps, designs, specifications, etc.) prepared by or at the request of Contractor regarding the planning, design and construction of the Project shall be the property of the City. Contractor shall provide the City with paper and electronic copies of all work products in possession or control of Contractor at the request of final payment from Contractor or upon written request from the City.

13. Job Safety.

A. **General Job Safety**. Contractor shall take all necessary precaution for the safety of employees on the work site and shall comply with all applicable provisions of federal, state and local regulations, ordinances and codes. Contractor shall erect and properly maintain, at all times, as required by the conditions and progress of the work, all necessary safeguards for the protection of workers and the public and shall post danger signs warning against known and unusual hazards.

B. **Trench Safety Systems.** The Contractor shall ensure that all trenches are provided with adequate safety systems as required by RCW Chapter 49.17 and WAC 296-155-650 and -655. The Contractor is responsible for providing the competent person and registered professional engineer required by WAC 296-155-650 and -655.

14. Prevailing Wages.

Contractor shall pay its employees, and shall require its subcontractors to pay their employees, prevailing wages as required by and in compliance with applicable state and/or federal law and/or regulations, including but not limited to RCW Chapter 39.12 and RCW Chapter 49.28. Prior to final payment under this Contract, Contractor shall certify in writing that prevailing wages have been paid for all work on the Project as required and in accordance with applicable law and/or regulations.

15. Taxes and Assessments.

The Contractor shall be solely responsible for compensating its employees, agents, and/or subcontractors and for paying all related taxes, deductions, and assessments, including, but not limited to, applicable use and sales taxes, federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Contract.

16. Nondiscrimination Provision.

During the performance of this Contract, the Contractor shall comply with all applicable equal opportunity laws and/or regulations and shall not discriminate on the basis of race, age, color, sex, sexual orientation, religion, national origin, creed, veteran status, marital status, political affiliation, or the presence of any sensory, mental or physical handicap. This provision shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, selection for training, and the provision of work and services under this Contract. The Contractor further agrees to maintain notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Contractor understands that violation of this provision shall be cause for immediate termination of this Contract and the Contractor may be barred from performing any services or work for the City in the future unless the Contractor demonstrates to the satisfaction of the City that discriminatory practices have been eliminated and that recurrence of such discriminatory practices is unlikely.

17. The Americans with Disabilities Act.

The Contractor shall comply, and shall require its subcontractors to comply, with the Americans with Disabilities Act of 1990, 42 U.S.C. § 12101 et seq. (ADA), and its implementing regulations, and Washington State's anti-discrimination law as contained in RCW Chapter 49.60 and its implementing regulations, with regard to the work and services provided pursuant to this Contract. The ADA provides comprehensive civil rights to individuals with disabilities in the area of employment, public accommodations, public transportation, state and local government services, and telecommunications.

18. Compliance With Law.

The Contractors shall perform all work and services under and pursuant to this Contract in full compliance with any and all applicable laws, rules, and regulations adopted or promulgated by any governmental agency or regulatory body, whether federal, state, local, or otherwise.

19. Guarantee of Work.

A. The Contractor guarantees and warrants all of its work, materials, and equipment provided and utilized for this Project to be free from defects for a period of one (1) year from the date of final acceptance of the Project work. The Contractor shall remedy any defects in its Project work, and the materials, and equipment utilized in the Project and pay for any damages resulting therefrom which shall appear within a period of one (1) year from the date of final acceptance of the Project work unless a longer period is specified. The City will give notice of observed defects with reasonable promptness.

B. The guarantee/warranty period shall be suspended from the time a significant defect is first documented by the City until the work or equipment is repaired or replaced by the Contractor and accepted by the City. In the event that fewer than ninety (90) calendar days remain in the guarantee period after acceptance of such repair or replacement (after deducting the period of suspension above), the guarantee period shall be extended to allow for at least ninety (90) calendar days guarantee of the work from the date of acceptance of such repair or equipment.

C. The Contractor shall also provide the City with manufacturer's warranties for all components, materials and equipment installed as part of the Project.

D. Any repairs or replacement required during the warranty period shall be performed within 30 calendar days following notification by the City.

20. Contractor's Risk of Loss.

It is understood that the whole of the work under this Contract is to be done at the Contractor's risk, and that he has familiarized himself with all existing conditions and other contingencies likely to affect the work, and has made his bid accordingly, and that he shall assume the responsibility and risk of all loss or damage to materials or work which may arise from any cause whatsoever prior to completion.

21. **Indemnification and Hold Harmless.**

A. The Contractor shall indemnify, defend and hold the City, its elected officials, agents, officers and/or employees and volunteers harmless from and against any and all claims, demands, liabilities, losses, costs, damages or expenses of any nature whatsoever (including all costs and attorneys' fees) to or by third parties arising from, resulting from or connected with the work and services performed or to be performed under this Contract by the Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors to the fullest extent permitted by law and subject to the limitations provided below.

B. The Contractor's duty to indemnify the City shall not apply to liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the City or its elected officials, agents, officers and/or employees.

C. The Contractor's duty to indemnify the City for liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the concurrent negligence of (a) the City and/or its elected officials, agents, officers and/or employees, and (b) the Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors, shall apply only to the extent of negligence of Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors.

D. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Contractor and the City, its officers, officials, employees, and volunteers, the Contractor's liability hereunder shall be only to the extent of the Contractor's negligence.

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

E. Nothing contained in this section or Contract shall be construed to create a liability or a right of indemnification by any third party.

F. The provisions of this section shall survive the expiration or termination of this Contract with respect to any event occurring prior to such expiration or termination.

22. **Insurance.**

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

B. **No Limitation.**
Contractor's maintenance of insurance, its scope of coverage and limits as required herein shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. **<u>Minimum Scope of Insurance</u>.**

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

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

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

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

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

5. ☐ Required. <u>Contractors Pollution Liability</u> insurance covering losses caused by pollution conditions that arise from the operations of the Contractor. Contractors Pollution Liability insurance shall be written in an amount of at least $1,000,000 per loss, with an annual aggregate of at least $1,000,000. Contractors Pollution Liability shall cover bodily injury, property damage, cleanup costs and defense including costs and expenses incurred in the investigation, defense, or settlement of claims.

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

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

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

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

D. **Minimum Amounts of Insurance.**

The Contractor shall maintain the following insurance limits:

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

2. Commercial General Liability insurance shall be written with limits no less than $2,000,000 each occurrence, $2,000,000 general aggregate and a $2,000,000 products-completed operations aggregate limit.

3. ☐ Required. Builders Risk insurance shall be written in the amount of the completed value of the project with no coinsurance provisions.

4. ☐ Required. Contractors Pollution Liability shall be written in the amounts set forth above.

E. **City Full Availability of Contractor Limits.**

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

F. **Other Insurance Provisions.**

The Contractor's insurance coverage shall be primary insurance with respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be in excess of the Contractor's insurance and shall not contribute with it.

G. **Acceptability of Insurers.**

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

H. **Verification of Coverage.**

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

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

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

I. **Contractor's Insurance for Other Losses.**

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

J. **Subcontractors.**

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

The Contractor shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Contractor-provided insurance as set forth herein. The Contractor shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as ISO Additional Insured endorsement CG 20 38 04 13.

K. **Waiver of Subrogation.**

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

L. **Notice of Cancellation of Insurance.**

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

M. **Failure to Maintain Insurance.**

Failure on the part of the Contractor to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five (5) business days' notice to the Contractor to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Contractor from the City.

23. Assignment and Subcontractors.

A. The Contractor shall not assign this Contract or any interest herein, nor any money due to or to become due hereunder, without first obtaining the written consent of the City.

B. The Contractor shall not subcontract any part of the services to be performed hereunder without first obtaining the consent of the City and complying with the provisions of this section.

C. In the event the Contractor does assign this Contract or employ any subcontractor, the Contractor agrees to bind in writing every assignee and subcontractor to the applicable terms and conditions of the Contract documents.

D. The Contractor shall, before commencing any work, notify the City in writing of the names of any proposed subcontractors. The Contractor shall not employ any subcontractor or other person or organization (including those who are to furnish the principal items or materials or equipment), whether initially or as a substitute, against whom the City may have reasonable objection. Each subcontractor or other person or organization shall be identified in writing to the City by the Contractor prior to the date this Contract is signed by the Contractor. Acceptance of any subcontractor or assignee by the City shall not constitute a waiver of any right of the City to reject defective work or work not in conformance with the contract documents. If the City, at any time, has reasonable objection to a subcontractor or assignee, the Contractor shall submit an acceptable substitute.

E. The Contractor shall be fully responsible for all acts and omissions of its assignees, subcontractors and of persons and organization directly or indirectly employed by it and of persons and organizations for whose acts any of them may be liable to the same extent that it is responsible for the acts and omissions of person directly employed by it.

F. The Contract does not and shall not create or be construed to create any relationship, contractual or otherwise, between the City and any subcontractor or assignee. Nothing in the Contract shall create any obligation on the part of the City to pay or to assure payment of any monies due any subcontractor or assignee.

24. Severability.

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

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

25. Integration and Supersession.

This Contract sets forth all of the terms, conditions, and Contracts of the parties relative to the Project, and supersedes any and all such former Contracts which are hereby declared terminated and of no further force and effect upon the execution and delivery hereof. There are no terms, conditions, or Contracts with respect thereto except as provided herein, and no amendment or modification of this Contract shall be effective unless reduced to writing and executed by the parties. In the event of any conflicts or inconsistencies between this Contract and the Declaration, the terms of this Contract shall control in all cases.

26. Non-Waiver.

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

27. Survival.

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

28. Contract Representatives and Notices.

This Contract shall be administered for the City by the ***Mitch Anderson*** and shall be administered for the Contractor by the Contractor's Contract Representative, ***Derek Holm*** unless stated otherwise herein, all notices and demands shall be in writing and sent or hand-delivered to the parties at their addresses as follows:

To City:

City of Lake Stevens
Attn: City Clerk
1812 Main Street (Physical Address)
Post Office Box 257 (Mailing Address)
Lake Stevens, WA 98258
Telephone: 425.622.9400

To Contractor:

Johansen Mechanical, Inc.
16372 177th AVE SE
Monroe, WA 98272
425-481-2266

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

29. <u>Third Parties</u>.

The City and Contractor are the only parties to this Contract and are the only parties entitled to enforce its terms. Nothing in this Contract gives, is intended to give, or shall be construed to give or provide, any right or benefit, whether directly or indirectly or otherwise, to third persons.

30. <u>Governing Law</u>.

This Contract shall be governed by and construed in accordance with the laws of the State of Washington.

31. <u>Venue</u>.

The venue for any action to enforce or interpret this Contract shall lie in the Superior Court of Washington for Snohomish County, Washington.

32. <u>Attorney Fees</u>.

Should either the City or the Contractor commence any legal action relating to the provisions of this Contract or the enforcement thereof, the prevailing party shall be awarded judgment for all costs of litigation including, but not limited to, costs, expert witnesses, and reasonable attorney fees.

33. <u>Authority</u>.

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

34. <u>Counterparts and Signatures</u>.

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

35. ☐ <u>Debarment and Uniform Guidance</u>. If this contract involves the use, in whole or in part, of federal award(s), the Contractor must certify that it, and its subcontractors, have not been and are not currently on the Federal or the Washington State Debarment List and if the Contractor or its subcontractors become listed on the Federal or State Debarment List, the City will be notified immediately. Additionally, if this contract involves the use, in whole or in part, of federal award(s), provisions (A)-(K) in Appendix II to Part 200 of the Uniform Guidance (2 CFR Ch. 11 (1-1-14 edition) are hereby incorporated, as applicable, as if fully set forth herein. See attached Exhibit A, if applicable.

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

CITY OF LAKE STEVENS	Johansen Mechanical, Inc.
By:______________________________ Kurt Hilt, Mayor	By:______________________________
	______________________________ *Print Name*

Attest:

____

Kelly Chelin, City Clerk

Approved as to Form:

____

Greg Rubstello, City Attorney

Acknowledgement of Waiver of Contractor's Industrial Insurance Immunity:

__________________________	__________________________
City	Contractor

ATTACHMENTS:

EXHIBIT A:

Item #	Spec. Section	Item Description	Unit	Quantity	Unit Price	Total
1	1-04	Minor Change	1	FA	$25,000	$25,000
2		Lump Sum*	1	LS	$ 201,256	$ 226,256 (201,256 + 25,000)
3		Sales Tax (9.3%)	1	LS	$ 21,041.82	$ 21,041.82
					Total Bid:	$ 247,297.82

BID PROPOSAL - EVERGREEN HVAC REMOVAL AND REPLACEMENT
CITY OF LAKE STEVENS, WASHINGTON

***Lump Sum includes all expenses necessary to deliver the full scope of services, including but not limited to:**

Mechanical Equipment Procurement
Other Materials Procurement
Electrical Disconnection and Reconnection
Electrical Work
Plumbing Installation/Work

Equipment Costs for Installation or Delivery
Labor Cost (Prevailing Wages for Labor)
Permit Application Preparation
Permit Fees (Non-City issued permits)
Administrative Cost/Fees
Mobilization
Traffic Control
Project Management/Fees
Coordination with Affected Tenants

Bid Tab for 26003 - Evergreen HVAC Removal and Replacement REBID

			Johansen Mechanical Inc	
Bid Item	Spec Section	Item Description	Unit Price	Total
1	1-04	Minor Change	$ 25,000.00	$ 25,000.00
2		Lump Sum	$ 201,256.00	$ 201,256.00
3		Sales Tax (9.3%)	$ 21,041.82	$ 21,041.81
		Total		$ 247,297.81

Note: Unit prices for all items, all extensions, and the total amount bid must be shown. Where conflict occurs between the unit price and the total amount named for any item, the unit price shall prevail, and totals shall be corrected to conform thereto. All entries must be typed or entered in ink.

IN WITNESS hereto, the undersigned bidder:

a) Agrees to the conditions of this bid;

b) Certifies that this bid has not been restricted, modified or conditioned;

c) Acknowledges receipt of addenda 1 to 1

d) Attests to the absence of collusion in the Non-Collusion Affidavit above and agrees to be bound by its provisions;

e) Certifies and agrees concerning non-segregated facilities in the Non-Segregated Facilities statement above;

f) Covenants, stipulates and agrees in accordance with the Anti-Discrimination Certification above;

g) Declares, accepts and understands in accordance with the Bidder's Declarations and Understanding above;

h) Agrees as to Washington State Sales Tax as above;

i) Understands and agrees as to the completion time and liquidated damages as above, and

j) With the full authority of the firm submitting this bid has signed below this 12th day of June, 2026.

X [signature]
Signature of bidder

Derek Holm
Printed Name

President
Title

Johansen Mechanical Inc.
Company Name

Address at which to direct correspondence

16372 177th Ave SE

Monroe, WA 98272
City State Zip

Phone: 425-481-2266
Fax:
Email: derekh@Johansenmech.com
License No.: JOHANMI173PK

The successful bidder will be required to execute a contract substantially in the form attached as Attachment E

BID DEPOSIT

A Bid Deposit shall be made payable to the City of Lake Stevens in the amount of five percent (5%) of the Total Bid Amount(s) for all schedules, based upon the Lump Sum of Bid Schedule qualities at the unit prices, including applicable taxes, and in the form indicated below and on the following page.

- ☐ Cashier's Check
- ☐ Certified Check
- ☒ Bid Bond

Amount: $ 5% of Total Bid Amount

PROPOSED CONTRACT PERFORMANCE BOND SURETY

If the bidder is awarded a construction contract on this bid, the Surety who will provide the Contract Performance Bond will be

Merchants Bonding Comany (Mutual) / Propel Insurance

Whose address is:

1201 Pacific Ave, Suite 1000

Street

City	State	Zip Code
Tacoma	WA	98402

253-759-2200

Phone

City of Lake Stevens 26003
EVERGREEN HVAC REMOVAL AND REPLACEMENT

DEPOSIT OR BID FORM

Deposit Statement

Herewith find deposit in the form of certified check or cashier's check in the amount of
$ ______________________ , which amount is not less than five percent (5%) of the total bid.

____
SIGN HERE

****

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

That we, Johansen Mechanical, Inc. , as Principal, and Merchants Bonding Company (Mutual) , as Surety, are held firmly bound unto the CITY OF LAKE STEVENS, Washington, as Obligee, in the penal sum of Five Percent (5%) of Bid Amount dollars, for the payment of which the Principal and the Surety bind themselves, their heirs, executors, administrators, successors, and assigns, jointly and severally by these presents.

The condition of this obligation is such that, if the Obligee shall make any award to the Principal for Evergreen HVAC Removal and Replacement Re-Bid 26003, according to the terms of the bid made by the Principal therefore, the Principal shall duly make and enter into a contract with Obligee in accordance with the terms of said proposal or bid and award and shall give bond for the faithful performance thereof, with Surety or Sureties approved by the Obligee, or if the Principal shall, in case of failure to so do, pay and forfeit to the Obligee the penal amount of the deposit specified in the call for bids, then this obligation shall be null and void; otherwise, it shall be and remain in full force and effect, and the Surety shall forthwith pay and forfeit to the Obligee, as penalty and liquidated damages, the amount of this bond.

SIGNED, SEALED, AND DATED THIS 12th DAY OF June , 20 26

Johansen Mechanical, Inc.

Principal

Merchants Bonding Company (Mutual)

Surety Charla M Boadle

Charla M Boadle, Attorney-in-Fact

June 12 , 20 26

MERCHANTS BONDING COMPANY (MUTUAL) INCORPORATED 1933

Received return of deposit in the sum of $ ______________________

City of Lake Stevens 26003
EVERGREEN HVAC REMOVAL AND REPLACEMENT

MERCHANTS
BONDING COMPANY™

POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, and MERCHANTS NATIONAL INDEMNITY COMPANY , an assumed name of Merchants National Bonding, Inc., (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Aliceon A Keltner; Alyssa J Lopez; Amelia G Burrill; Annelies M Richie; Brandon K Bush; Brent E Heilesen; Bryan Richard Ludwick; Carley Espiritu; Celeste M Van Vliet; Charla M Boadle; Christopher Kinyon; Eric A Zimmerman; Holli Lagerquist; Jacob T Haddock; James B Binder; Jamie L Marques; Julie A Craker; Justin Dean Price; Katharine J Snider; Lindsey Elaine Jorgensen; Lois F Weathers; Sarah Whitaker; Sharree Sutherland

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the By-Laws adopted by the Board of Directors of the Companies.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship o obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner - Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 20th day of January , 2026 .

MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
MERCHANTS NATIONAL INDEMNITY COMPANY

By Larry Taylor

STATE OF IOWA
COUNTY OF DALLAS ss.
On this 20th day of January 2026 , before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL), MERCHANTS NATIONAL BONDING, INC., and MERCHANTS NATIONAL INDEMNITY COMPANY; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.

Penni Miller
Commission Number 787952
My Commission Expires
January 20, 2027

Notary Public

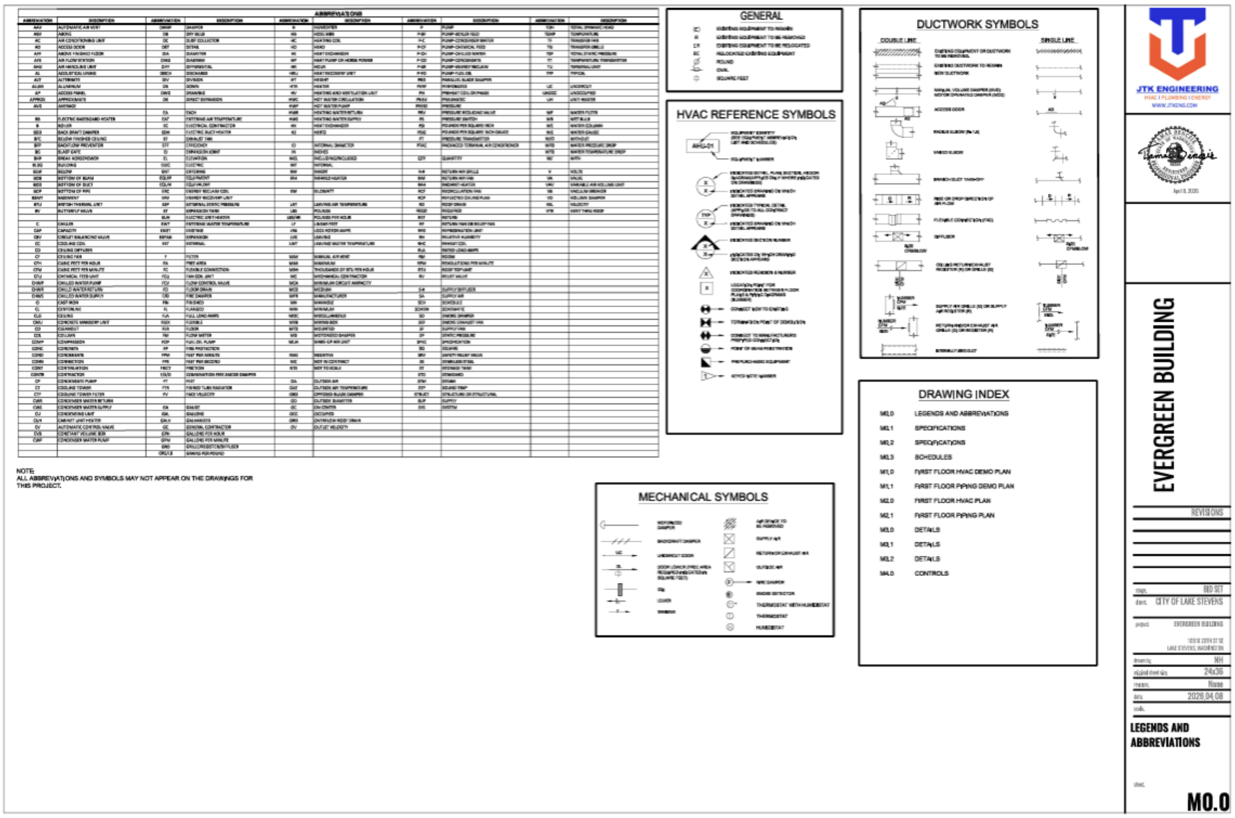
(Expiration of notary's commission does not invalidate this instrument)

I, Elisabeth Sandersfeld, Secretary of MERCHANTS BONDING COMPANY (MUTUAL), MERCHANTS NATIONAL BONDING, INC., and MERCHANTS NATIONAL INDEMNITY COMPANY do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 12th day of June , 2026 .

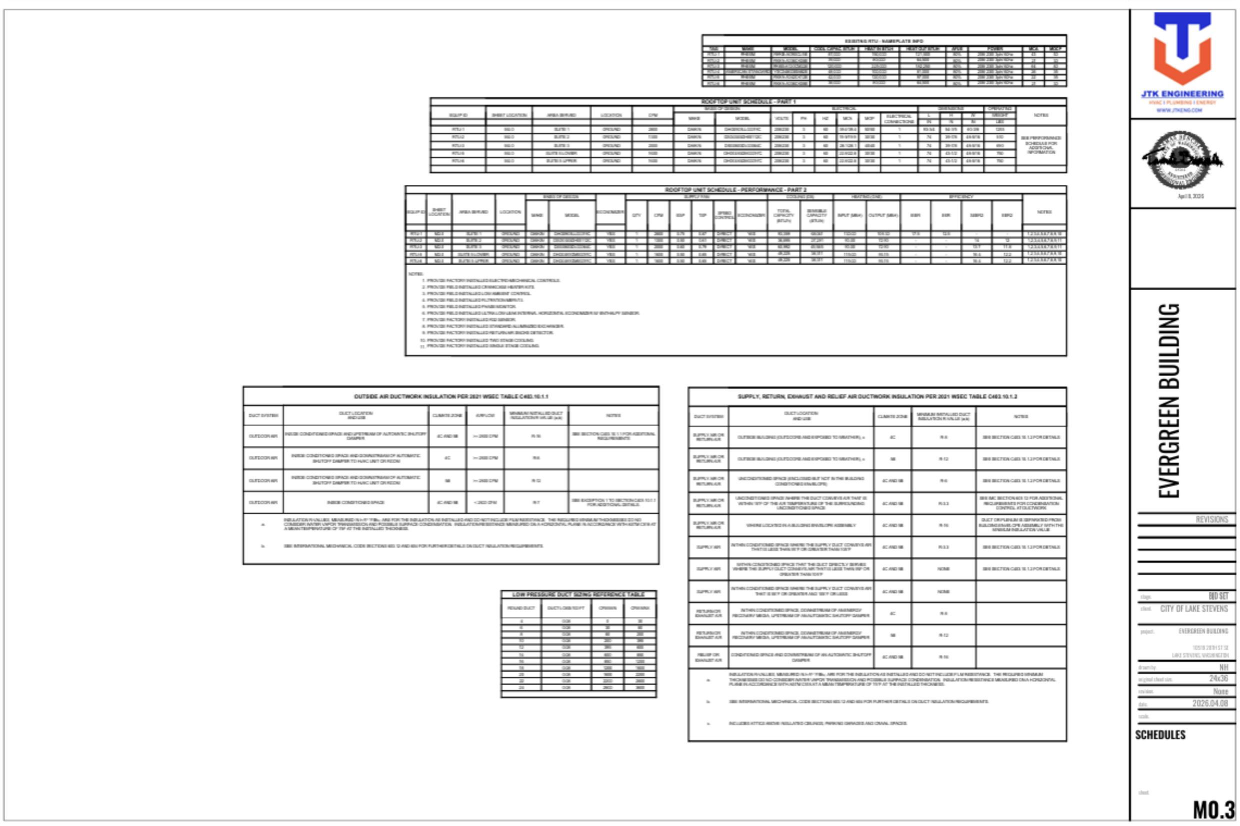
Secretary

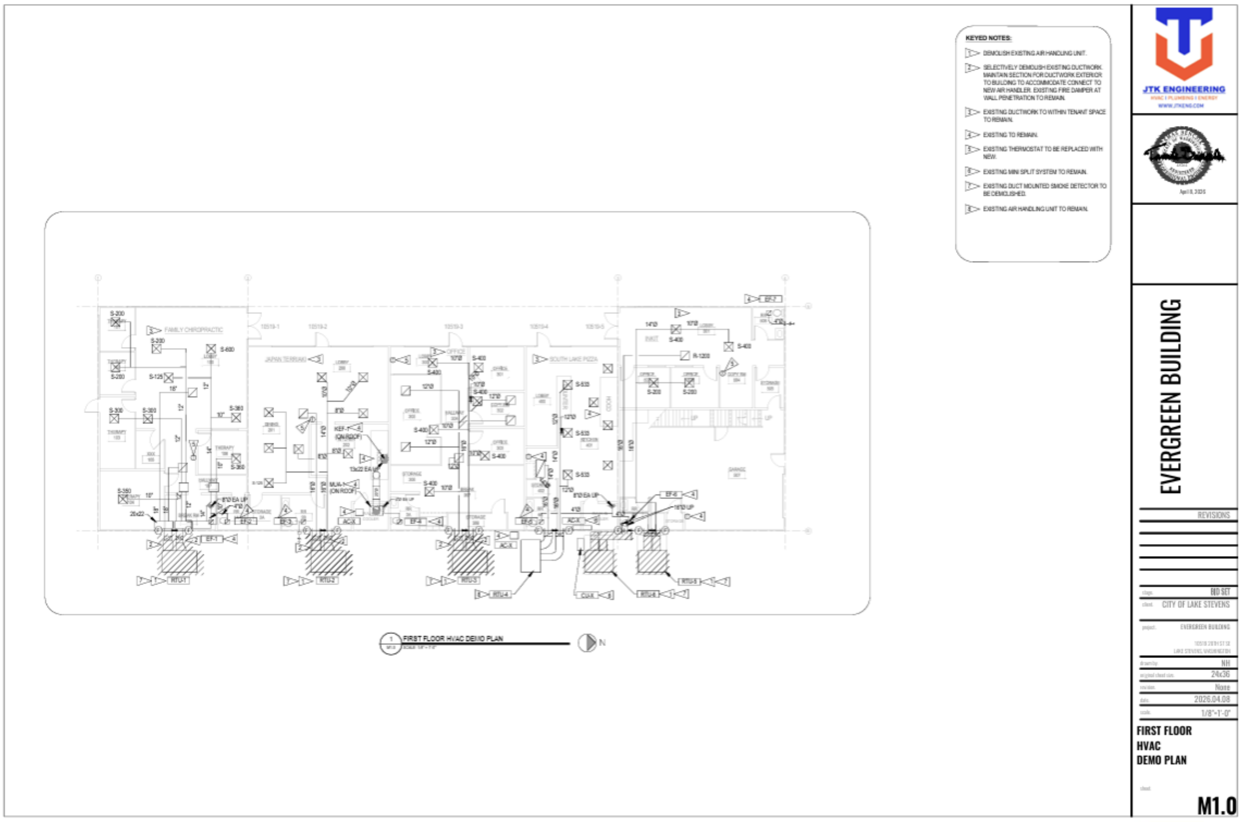
POA 0018 (5/25)

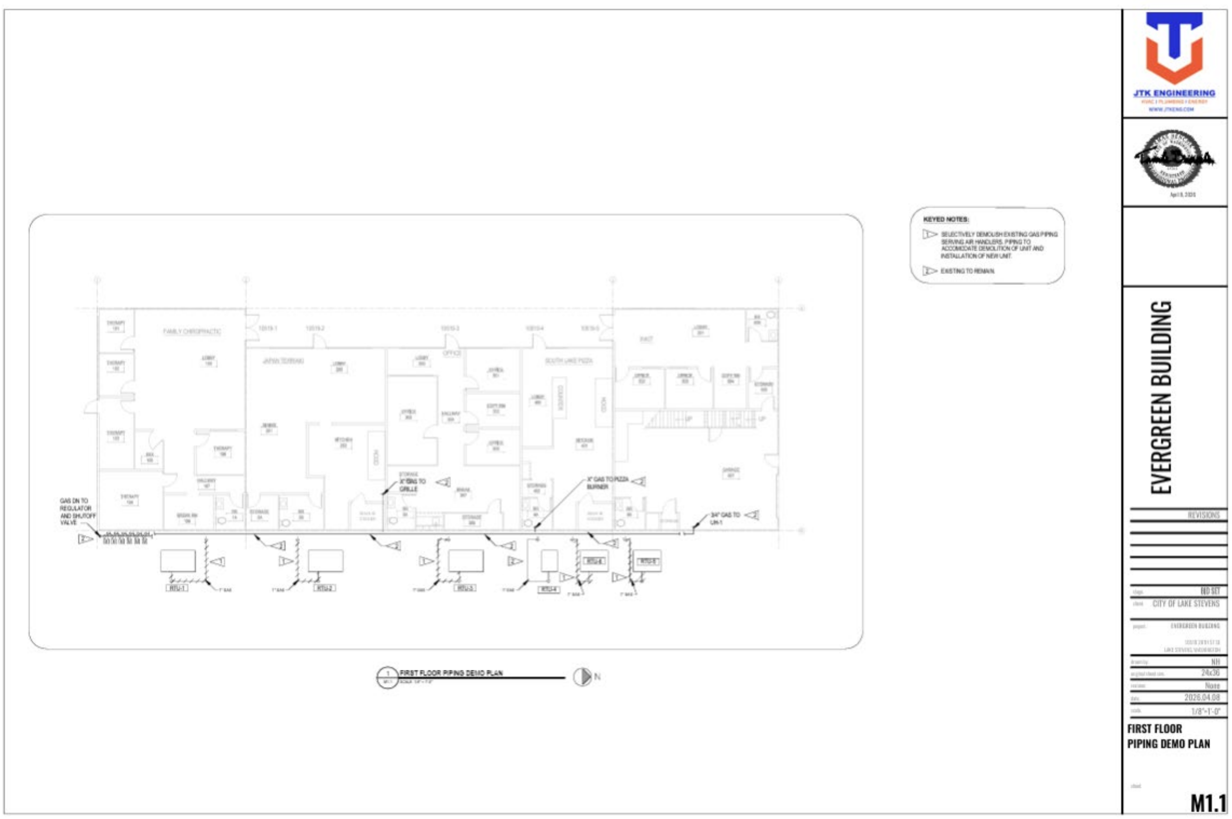

ABBREVIATIONS
NOTE:
ALL ABBREVIATIONS AND SYMBOLS MAY NOT APPEAR ON THE DRAWINGS FOR THIS PROJECT.
GENERAL
DUCTWORK SYMBOLS
DOUBLE LINE
SINGLE LINE
HVAC REFERENCE SYMBOLS
MECHANICAL SYMBOLS
DRAWING INDEX
M0.0 LEGENDS AND ABBREVIATIONS
M0.1 SPECIFICATIONS
M0.2 SPECIFICATIONS
M0.3 SCHEDULES
M1.0 FIRST FLOOR HVAC DEMO PLAN
M1.1 FIRST FLOOR PIPING DEMO PLAN
M2.0 FIRST FLOOR HVAC PLAN
M2.1 FIRST FLOOR PIPING PLAN
M3.0 DETAILS
M3.1 DETAILS
M3.2 DETAILS
M4.0 CONTROLS
JTK ENGINEERING
EVERGREEN BUILDING
REVISIONS
stage. BID SET
client. CITY OF LAKE STEVENS
project. EVERGREEN BUILDING
drawn by. NH
original sheet size. 24x36
revision. None
date. 2026.04.08
LEGENDS AND ABBREVIATIONS
sheet.
M0.0


SPECIFICATIONS
JTK ENGINEERING
EVERGREEN BUILDING
REVISIONS
stage. BID SET
client. CITY OF LAKE STEVENS
project. EVERGREEN BUILDING
drawn by. NH
original sheet size. 24x36
revision. None
date. 2026.04.08
SPECIFICATIONS
sheet.
M0.1


JTK ENGINEERING
HVAC | PLUMBING | ENERGY
EVERGREEN BUILDING
REVISIONS
BID SET
CITY OF LAKE STEVENS
NH
24x36
None
2026.04.08
SPECIFICATIONS
M0.2


EXISTING RTU - NAMEPLATE INFO
ROOFTOP UNIT SCHEDULE - PART 1
ROOFTOP UNIT SCHEDULE - PERFORMANCE - PART 2
OUTSIDE AIR DUCTWORK INSULATION PER 2021 WSEC TABLE C403.10.1.1
SUPPLY, RETURN, EXHAUST AND RELIEF AIR DUCTWORK INSULATION PER 2021 WSEC TABLE C403.10.1.2
LOW PRESSURE DUCT SIZING REFERENCE TABLE
JTK ENGINEERING
HVAC | PLUMBING | ENERGY
EVERGREEN BUILDING
REVISIONS
BID SET
CITY OF LAKE STEVENS
NH
24x36
None
2026.04.08
SCHEDULES
M0.3


KEYED NOTES:
1 DEMOLISH EXISTING AIR HANDLING UNIT.
2 SELECTIVELY DEMOLISH EXISTING DUCTWORK. MAINTAIN SECTION FOR DUCTWORK EXTERIOR TO BUILDING TO ACCOMMODATE CONNECT TO NEW AIR HANDLER. EXISTING FIRE DAMPER AT WALL PENETRATION TO REMAIN.
3 EXISTING DUCTWORK TO WITHIN TENANT SPACE TO REMAIN.
4 EXISTING TO REMAIN.
5 EXISTING THERMOSTAT TO BE REPLACED WITH NEW.
6 EXISTING MINI SPLIT SYSTEM TO REMAIN.
7 EXISTING DUCT MOUNTED SMOKE DETECTOR TO BE DEMOLISHED.
8 EXISTING AIR HANDLING UNIT TO REMAIN.
JTK ENGINEERING
EVERGREEN BUILDING
REVISIONS
BID SET
CITY OF LAKE STEVENS
1/8"=1'-0"
FIRST FLOOR HVAC DEMO PLAN
FIRST FLOOR
HVAC
DEMO PLAN
M1.0


KEYED NOTES:
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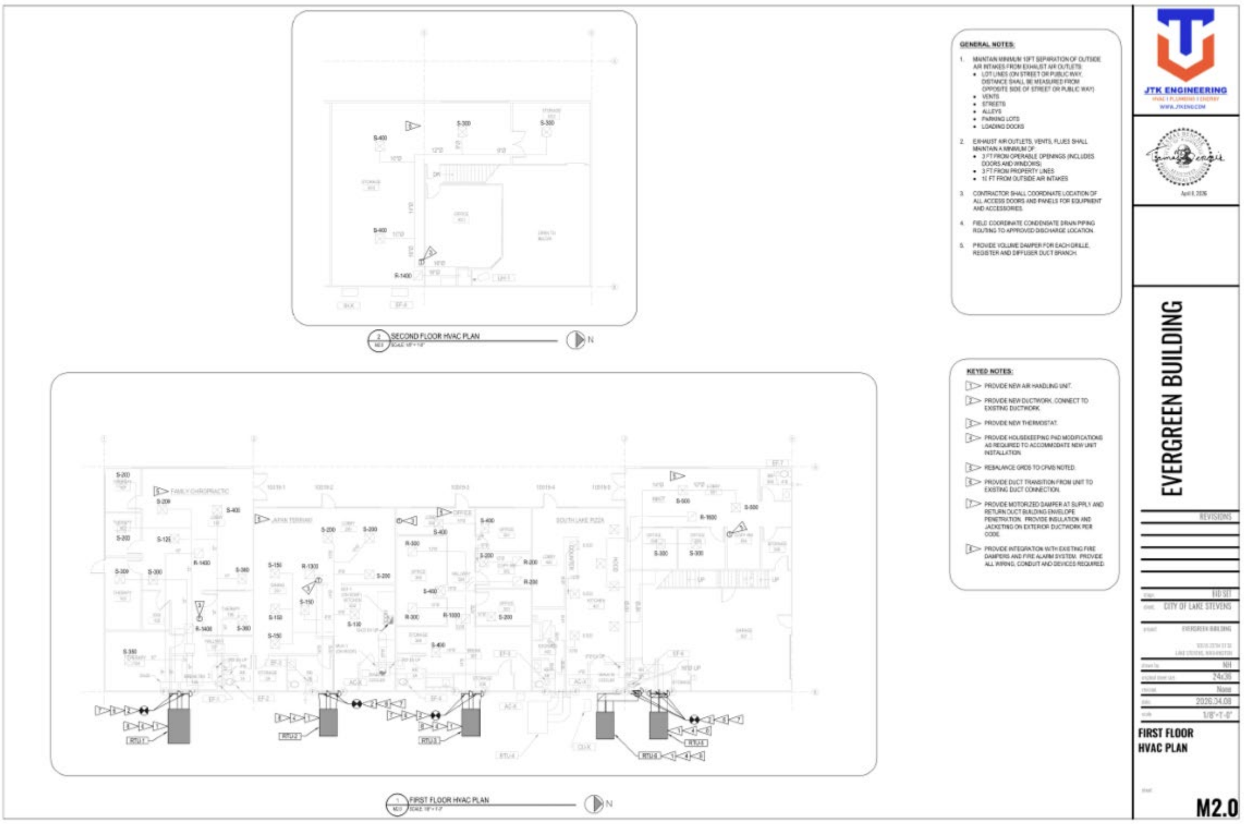
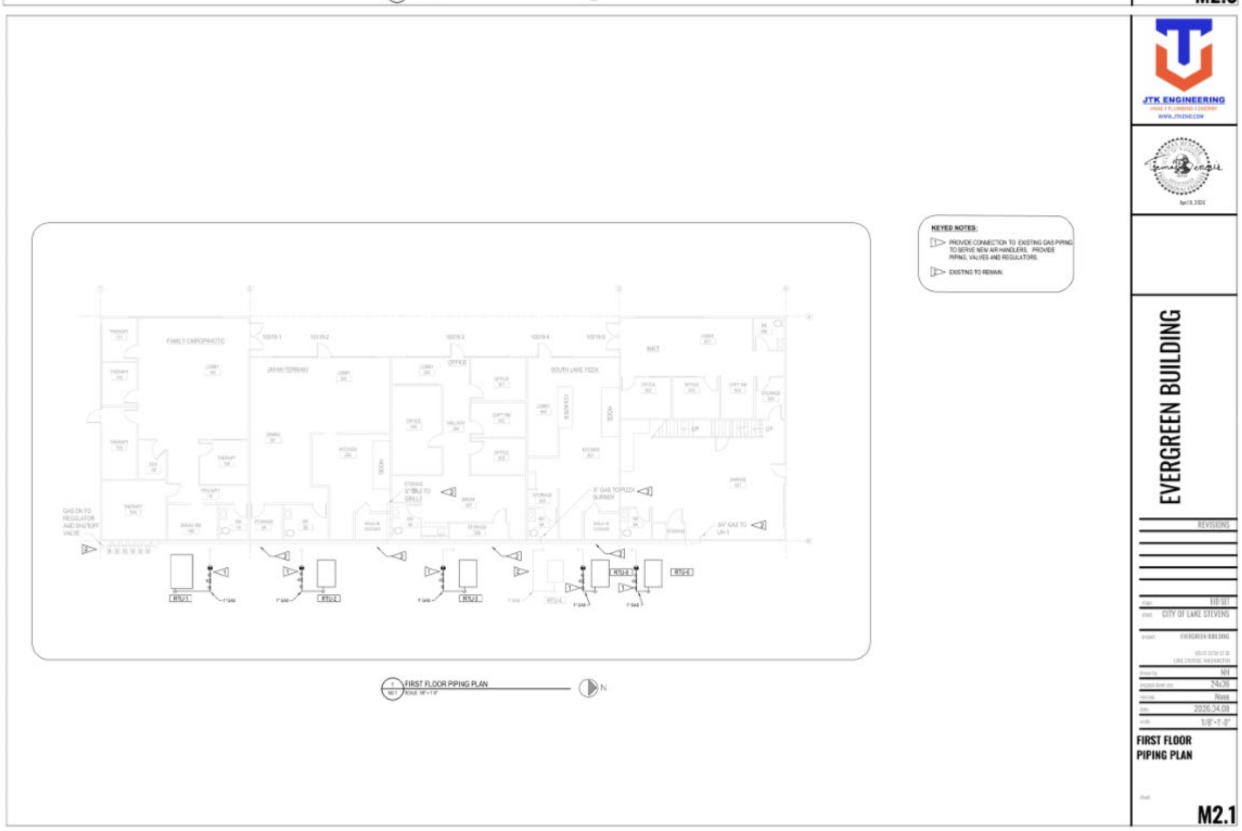
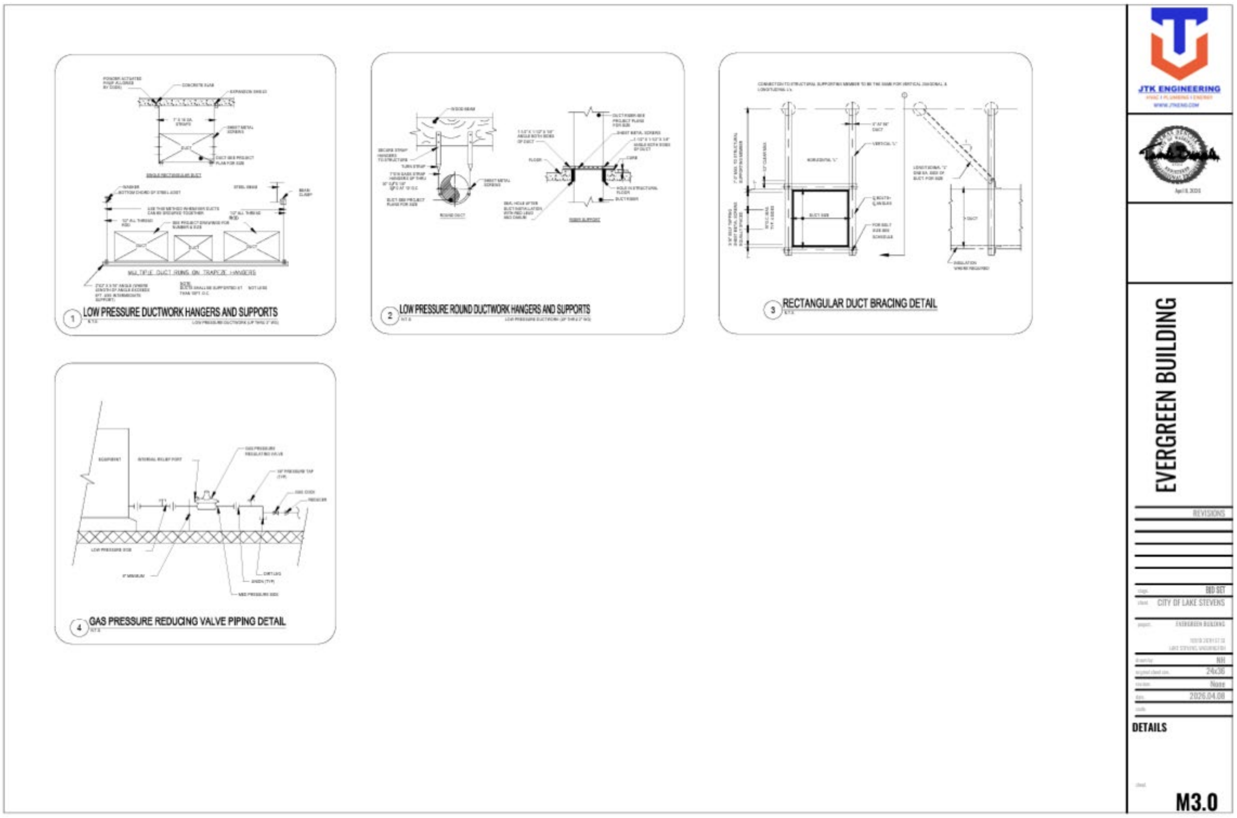
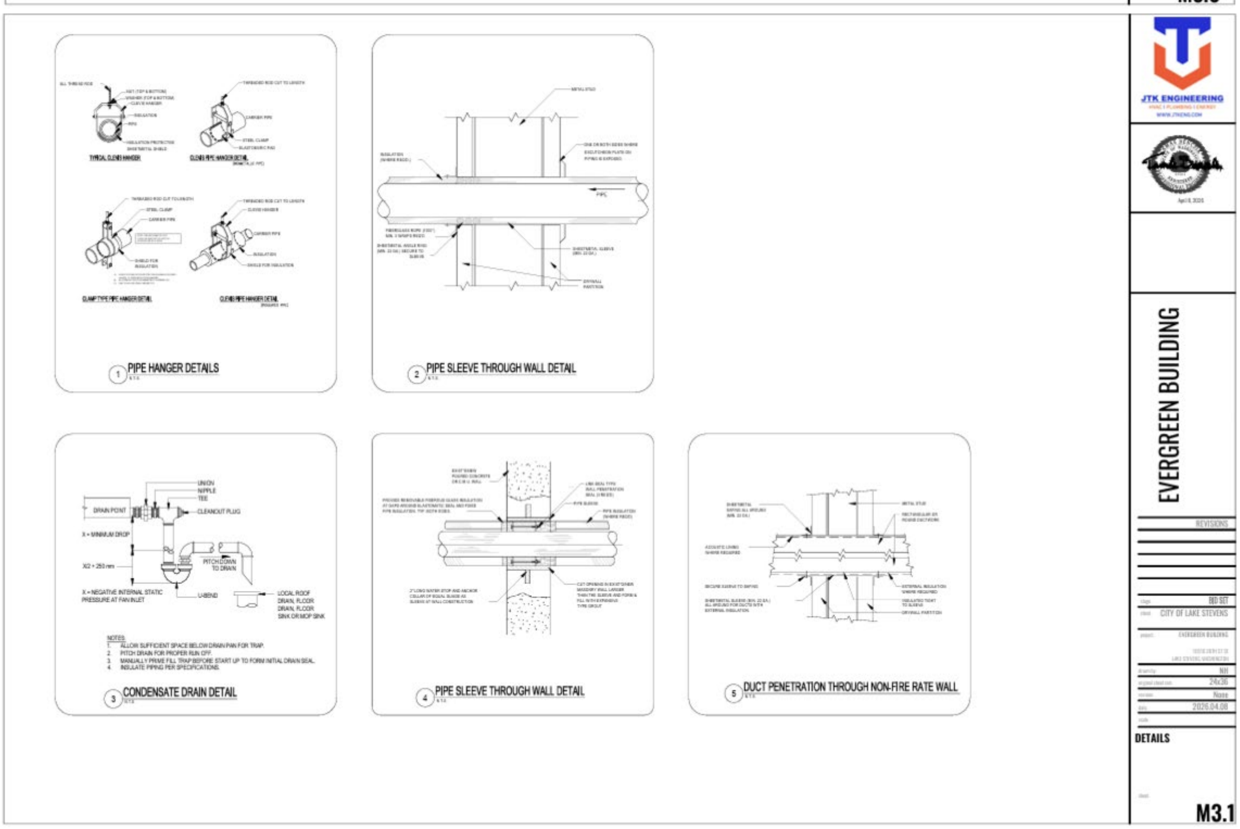
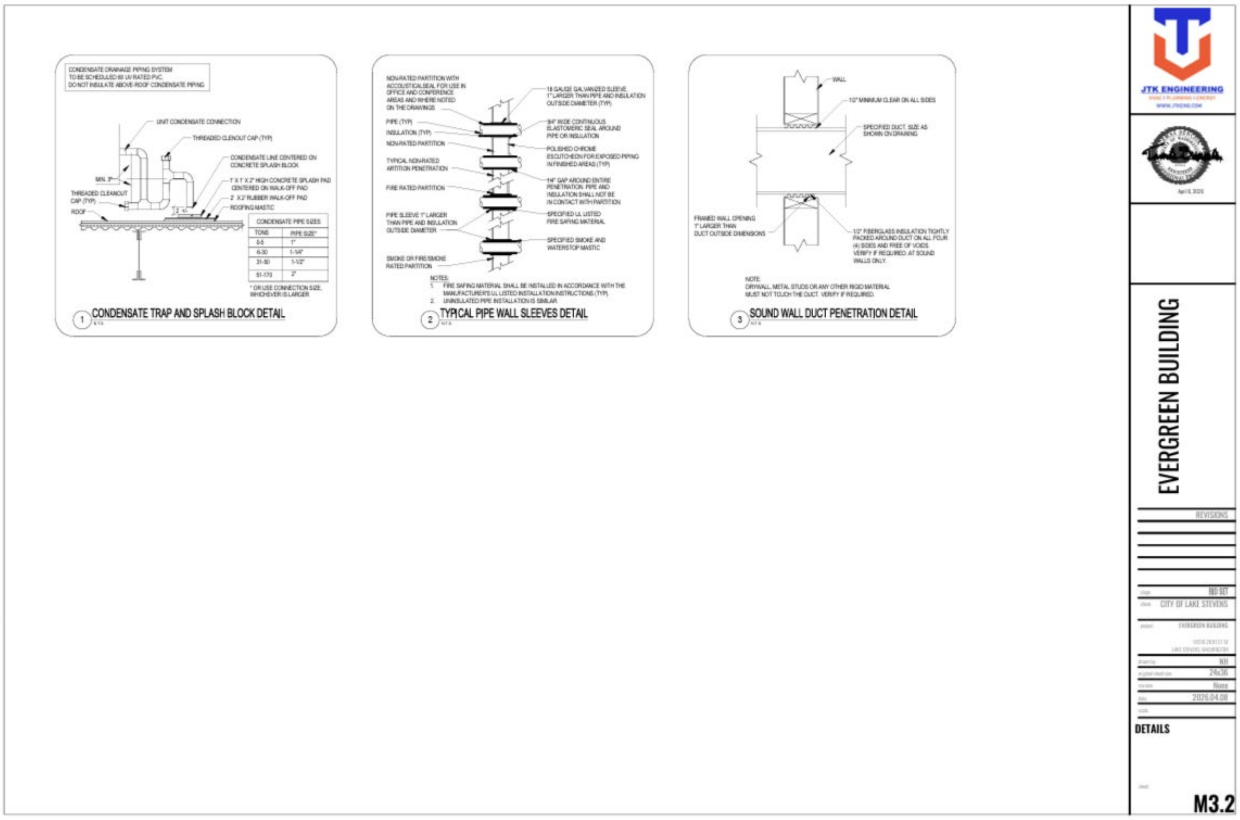
2 EXISTING TO REMAIN.
JTK ENGINEERING
EVERGREEN BUILDING
REVISIONS
BID SET
CITY OF LAKE STEVENS
1/8"=1'-0"
FIRST FLOOR PIPING DEMO PLAN
FIRST FLOOR
PIPING DEMO PLAN
M1.1

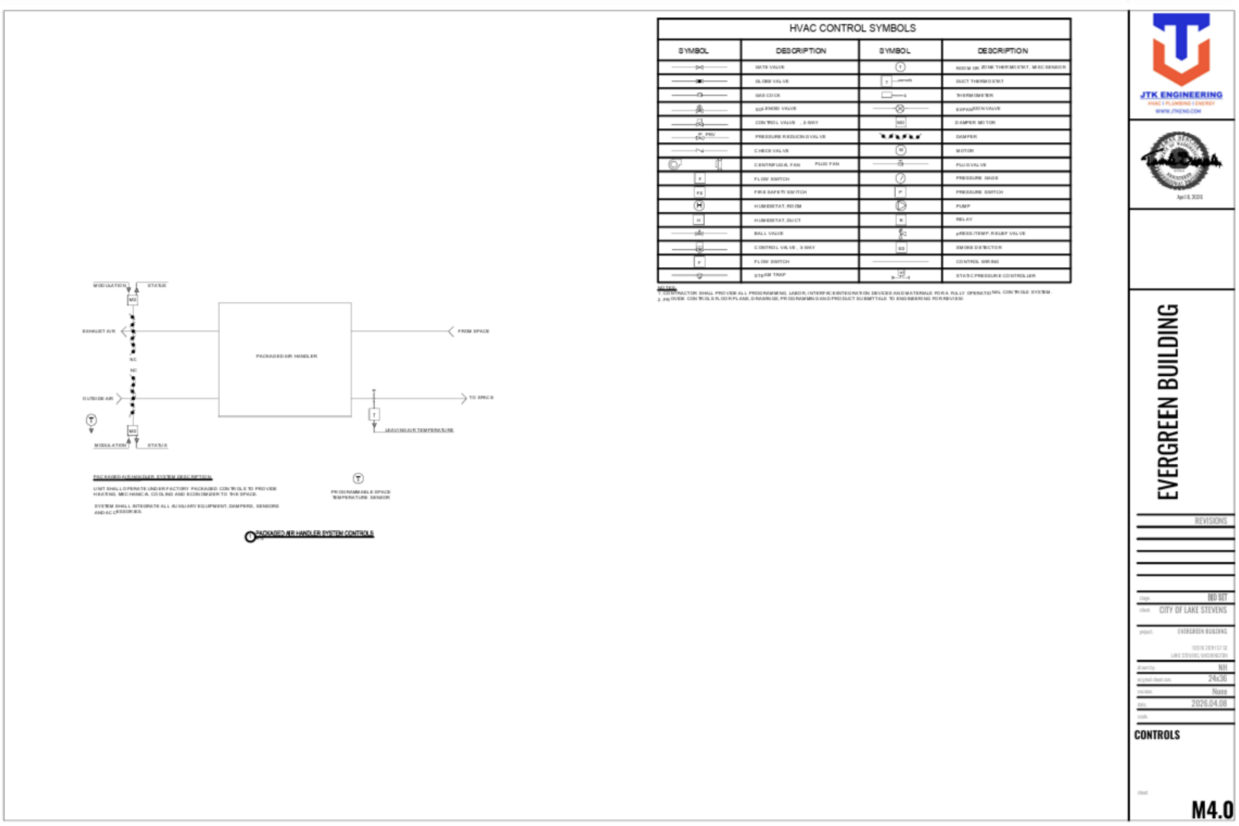





LOW PRESSURE DUCTWORK HANGERS AND SUPPORTS
LOW PRESSURE ROUND DUCTWORK HANGERS AND SUPPORTS
RECTANGULAR DUCT BRACING DETAIL
GAS PRESSURE REDUCING VALVE PIPING DETAIL
JTK ENGINEERING
EVERGREEN BUILDING
REVISIONS
BID SET
CITY OF LAKE STEVENS
2026.04.08
DETAILS
M3.0


PIPE HANGER DETAILS
PIPE SLEEVE THROUGH WALL DETAIL
DRAIN POINT
UNION
NIPPLE
TEE
CLEANOUT PLUG
X = MINIMUM DROP
X2 = 250 mm
PITCH DOWN TO DRAIN
X = NEGATIVE INTERNAL STATIC PRESSURE AT FAN INLET
U-BEND
LOCAL ROOF DRAIN, FLOOR DRAIN, FLOOR SINK OR MOP SINK
NOTES:
1. ALLOW SUFFICIENT SPACE BELOW DRAIN PAN FOR TRAP.
2. PITCH DRAIN FOR PROPER RUN OFF.
3. MANUALLY PRIME FILL TRAP BEFORE START UP TO FORM INITIAL DRAIN SEAL.
4. INSULATE PIPING PER SPECIFICATIONS.
CONDENSATE DRAIN DETAIL
PIPE SLEEVE THROUGH WALL DETAIL
DUCT PENETRATION THROUGH NON-FIRE RATE WALL
JTK ENGINEERING
EVERGREEN BUILDING
REVISIONS
BID SET
CITY OF LAKE STEVENS
2026.04.08
DETAILS
M3.1


CONDENSATE TRAP AND SPLASH BLOCK DETAIL
TYPICAL PIPE WALL SLEEVES DETAIL
SOUND WALL DUCT PENETRATION DETAIL
JTK ENGINEERING
EVERGREEN BUILDING
REVISIONS
BID SET
CITY OF LAKE STEVENS
DETAILS
M3.2


HVAC CONTROL SYMBOLS
PACKAGED AIR HANDLER SYSTEM CONTROLS
JTK ENGINEERING
EVERGREEN BUILDING
REVISIONS
BID SET
CITY OF LAKE STEVENS
CONTROLS
M4.0

CITY COUNCIL STAFF REPORT

Agenda Date: 7/7/2026

Subject: City Campus Bid Award

Contact Person/Department: Russ Wright, Community Development

Budget Impact: Existing Funding Sources have been identified not to exceed $6.8 million.

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

1. Approve Faber Construction Corporation as the selected contractor for the Lake Stevens Civic Campus as the responsive low bidder.
2. Adopt a construction budget not to exceed $4,793,955 for construction costs, soft costs and supplemental costs as identified in Attachment 1, acknowledging the total project budget is higher, as identified in the staff report, subject to a future budget amendment.

SUMMARY/BACKGROUND:

Summary

This staff report summarizes the background of the Lake Stevens Civic Campus, highlights its importance to the community, project milestones, stakeholder engagement, budget considerations and the recommended award of the project to Faber Construction (Attachment 1) as the low bidder. The project will enhance access to public service and improve city operational efficiency within a modern campus.

Importance of the Lake Stevens Civic Campus

The Lake Stevens Civic Campus has been planned for many years, recognizing the growth of the city population and corresponding city staff. Most of the city's administrative staff have worked in temporary buildings since 2018. Currently, there are more employees than workspaces, inadequate meeting rooms and competition for use of the Mill as a community space. The new Civic Campus will house City Administration, Finance, Human Resources, Information Technology and Planning and Community Development. Most departments will occupy a single building, while the Permit Center and the Council Chambers will be in a different building next to the Police Station.

Staff completed an updated employee needs assessment based on projected growth, presented alternative locations and budgets to the City Council. Early outreach gathered vital feedback from staff and the Council to shape program requirements and workspace planning effectively. Key Council decisions included site selection, bond authorization, and budget approval. After the property was purchased, the city selected an architectural firm for the project and completed an infrastructure analysis along with scoping for different uses. Preliminary design included program alternatives evaluation and cost estimates. After reducing scope and cost, staff selected a final layout, leading to the development of construction plans, which are under final permit review.

Budget Overview

Funding for the Civic Campus includes diverse revenue sources including city bonds, property sales, REET funds, a state grant and pandemic recovery funds. The identified budget for the project from these funds is nearly $6.8 million, including dedicated general-purpose bonds. The final project estimate is within scope and budget.

Construction-related costs are $3,985,000. Additional project costs include taxes, contingency costs for unknown issues, furniture and public art totaling $808,955 along with maintenance costs for siding repair and painting (estimated at $250,000). Previously approved design and engineering costs, including construction management, are $728,880. The total project cost is estimated to be approximately $5,772,835 subject to a budget amendment.

The overall budget is conservative and accounts for maximum design costs, construction estimates, public art, contingency allocations, and utility costs to ensure the project remains viable and can be constructed responsibly. The final project will likely cost less than the maximum requested budget. A budget amendment will follow in 2026 to reallocate funding sources.

Public Works Bidding Process & Procurement Policy

The Lake Stevens Procurement Policy 302, adopted via Resolution No. 2024-08, outlines procedures for a formal competitive process for public works projects. The City Council must approve the contract and budget due to the cost. City staff issued a formal invitation to bid on June 02, 2026, with a closing date of July 01, 2026. The project was noticed in the Everett Herald, Puget Sound Business Journal and Builders Exchange of Washington. The city received eight responsive bids for the project with base bids ranging between $3.7 million and $4.8 million. The city reviewed the bids on July 01, 2026 and started conducting reference checks.

The project scope includes the renovation of two buildings and associated site improvements at 1819 South Lake Stevens Road and 10519 20th Street SE. In addition to the construction project, the city has undertaken separate maintenance projects to repair siding and paint all buildings on the campus.

Following a competitive bidding process and reference checks, Faber Construction was the low bidder and is recommended as the contractor to construct the project. Their proposal included the required cost breakdown for base construction and alternatives. Their proposal meets technical and financial requirements and public works standards for bidding. Faber has built many public and commercial projects, including libraries and civic centers. The most comparable project was a recent project in Whatcom County renovating the civic center annex. Our architect confirmed the bid meets the award criteria as advertised. Upon Council approval, the city will issue a Notice to Proceed.

Conclusion

The Lake Stevens Civic Campus is a significant investment in the city and civic infrastructure. Its development advances the city's level of service and inclusive access to community spaces. With a comprehensive budget and the selection of a qualified construction partner in Faber Construction, the project is poised for successful implementation.

APPLICABLE CITY POLICIES:
Procurement Policy 302

ATTACHMENTS:
1. Recommendation_to_Award_7-2-2026

Attachment 1

RECOMMENDATION TO AWARD

Following our review of the FABER CONSTRUCTION CORPORATION bid and attached exhibits, it is staff's opinion that the city of Lake Stevens should accept the qualified low bid from FABER CONSTRUCTION CORPORATION, of Lynden, WA and award them the Contract for Construction of the new Lake Stevens Civic Campus (Capital Project 26011).

All submitted documents are deemed acceptable and reference check responses received to date have been positive. We have found no reason to reject the Low Bidder for reasons of poor performance or inability to complete the work.

Upon acceptance of this recommendation, the city will issue a formal Notice of Intent to Award this contract to the selected Bidder. The selected Bidder will submit supplementary documentation to the city as part of contract execution.

Base Construction Budget

Base Bid: $3,697,600

Bid Alternates:

Alternate #1 (Wetland Trail) – Accepted - $64,600

Alternate #2 (Dumpster Enclosure) – Rejected

Alternate #3 (Site Luminaires) – Accepted - $49,900

Alternate #4 (LED Fixtures) – Accepted - $54,300

Alternate #5 (Replace Ceiling Tiles) – Accepted - $63,300

Alternate #6 (Dais) – Accepted - $55,300

Alternate # 7 (Cat 6a cabling) – Rejected

Construction Contract Subtotal: $3,985,000

Additional Budget Items

Local and State Sales Tax (9.3%): $370,605

Recommended Contingency (10%): $398,500

Inclusion of 1% Construction Cost for Artwork (1%): $39,850

Total Construction Budget: $4,793,955.00

JUL 01 2026

CITY OF LAKE STEVENS

9:58 AM

TO:

LAKE STEVENS CITY HALL

1812 MAIN STREET

LAKE STEVENS, WA 98258

BID PROPOSAL FOR:

Capital Project No. 26011

LAKE STEVENS CIVIC CAMPUS

10:00AM, WEDNESDAY, JULY 01, 2026

BIDDER:

FABER CONSTRUCTION CORPORATION

6951 HANNEGAN RD.

LYNDEN, WA 98264

SECTION 00 10 10 - BIDDER'S CHECKLIST FORM

The omission or deletion of any bid item may be considered non-responsive and may be cause for the rejection of the bid.

1. [X] Has a bid bond or certified check been enclosed with your bid? Is the amount of the bid guaranty at least 5 percent of the total amount of the bid?

2. [X] Has the proposal been properly completed and signed? Do written amounts on the proposal agree with the amounts shown in the figures?

3. [X] Have you bid on all items including, if applicable, all alternates?

4. [X] Have you acknowledged all addenda, if any, in the Bid Form (Section 00 41 00)

5. [X] Do not submit any of the forms still attached to the Project Manual. Remove or copy the forms and submit in the sealed envelope as directed.

6. [X] Are you and all your subcontractors familiar with the schedule of value requirements including but not limited to the required placement of 5% of the bid for work between substantial completion and final completion?

7. [X] Have you reviewed the Bidder's Qualifications and Bidder Responsibility Criteria forms and understand these obligations if you are selected as the apparent low bidder?

8. The following items must be completed and included with the Bid Form within the sealed envelope:

   A. [X] **Bid Form (00 41 00)** The bid price must be shown in the space provided. Show price in both words and figures. The bid form must be completed in full, signed, and dated.

   B. [X] **Bidder's Qualifications Form (00 10 20):** This form must be filled in and signed. The owner reserves the right to check all statements and to judge the adequacy of the bidder's qualifications.

   C. [X] **Bid Bond Security Form (00 43 30):** A surety issued bid bond must be executed by the bidder and its surety company. The amount of the bid bond shall be not less than five (5%) of the total bid and may be shown in dollars or on a percentage basis. A cashier's check payable to City of Lake Stevens and issued for an amount not less than 5% of the total bid may be submitted in lieu of a bid bond.

   D. [X] **Non-Collusion, Bidder Responsibility, and Minimum Wage Certification Form (00 15 40):** This form must be filled in, signed, and notarized.

   per addendum 03

   E. [X] **Subcontractor Listing (00 44 00):** This form must be filled in and signed if the estimated bid amount exceeds $1,000,000 as required by RCW 39.30.060. ~~(One hour after published~~ At bid submittal time for HVAC and electrical subcontractors; 48 hours after published bid submittal time for structural steel installation and rebar installation subcontractors.)

9. The following forms are to be executed after the contract is awarded:

   F. [ ] **AGREEMENT FORM (00 52 00):** This agreement to be executed by the successful bidder.

   G. [ ] **PERFORMANCE BOND (00 61 40):** One hundred percent of the Contract Price to be executed by the successful bidder and his surety company. The surety on such bonds shall be a duly authorized surety company satisfactory of the Owner.

   H. [ ] **LABOR MATERIALS AND TAXES BOND (PAYMENT BOND) (00 61 41):** One hundred percent of the Contract Price to be executed by the successful bidder and his surety company. The surety on such bonds shall be a duly authorized surety company satisfactory of the Owner.

   I. [ ] **RETAINAGE INVESTMENT OPTION (00 45 80):** This agreement to be executed by the successful bidder.

J. ☐ **CERTIFICATES OF INSURANCE (00 60 00):** To be executed by the successful bidder and by an acceptable insurance company. City of Lake Stevens must be named as an additional insured.

K. ☐ **STATEMENT OF APPRENTICE / JOURNEYMAN PARTICIPATION (00 73 01):** The Contractor must list the subcontractors and apprentices/programs to be used on the Project and how the apprentice utilization requirements will be met on the total Contract labor hours.

L. ☐ **CONTRACTOR'S CERTIFICATION (00 83 00):** Concerning Labor Standards and Prevailing Wage Requirements. Submit Statement of Intent to Pay Prevailing Wages.

10. ☐ Special Note: Prior to commencing work, the Contractor and all subcontractors must have applied and paid for a City of Lake Stevens Business License.

END OF SECTION 00 10 10

SECTION 00 10 20 - BIDDER'S QUALIFICATIONS

Each bidder submitting a proposal for this Project shall submit, as part of its bid, the following information:

1. Name of Bidder: FABER CONSTRUCTION CORPORATION
2. Business Address: 6951 HANNEGAN RD.,LYNDEN, WA 98264
3. Telephone Number and Area Code: 360.354.3500
4. IRS Federal Employer's Identification Number: 91-1507485
5. Current State Unified Business Identification Number 601-268-821
6. Number of years engaged in the contraction business under the present firm

   Name: 14 yrs.
7. Total value of contracts in force: Current is $224,962,908 with $155,507,632 billed. Remaining is $69,455,276
8. To qualify for bidding for this project the General Contractor as the legal entity bidding the project shall have constructed two (2) interior tenant improvement / site improvement projects with a total value of two million ($2,000,000) dollars or greater within the past (5) five years <or> demonstrated body of work of similar complexity and similar construction cost.
9. List below project(s) which meet items outlined in item 8 above:

   Project Name: Edmonds Library Renovation
   Project Value: $2,224,935.01
   Reference/Contact Name: R.D. Burley
   Reference Phone Number: 360.651.7046
   Reference e-mail: rburley@sno-isle.org

   Project Name: Casino Road Building Renovation
   Project Value: $28,914,800.00
   Reference Name: Dan Jerome
   Reference Phone Number: 425.348.2312
   Reference e-mail: dan.jerome@commtrans.org

   Project Name: Civic Center Annex Renovation
   Project Value: $4,401,252.77
   Reference Name: Rusty Noble
   Reference Phone Number: 360.778.5389
   Reference e-mail: rnoble@co.whatcom.wa.us
10. Washington State Contractor Registration Number: FABERCC887B8
11. Bonding Reference: HUB International, Chad Epple - 425.489.4500
12. Bonding Capacity: single project in excess of $30M, aggregate in excess of $125M

Bidder: FABER CONSTRUCTION CORPORATION

By: ______________ DARREN LEYENHORST Title: VICE PRESIDENT Date: 07.01.2026

This Form Must Be Submitted with the Bid.

END OF SECTION 00 10 20

SECTION 00 15 40 – NON-COLLUSION, BIDDER RESPONSIBILITY, AND MINIMUM WAGE CERTIFICATION FORM

In accordance with the Contract Documents and Instructions to Bidder, the Bidder must provide the following sworn statement and certification:

Name of Bidder: FABER CONSTRUCTION CORPORATION

Address: 6951 HANNEGAN RD., LYNDEN, WA 98264

Telephone No. 360.354.3500

E-Mail: BEN@FABERCONSTRUCTION.COM

I, DARREN LEYENHORST, the undersigned declarant, as the duly authorized representative on behalf of FABER CONSTRUCTION CORPORATION (herein the "Bidder") hereby make this declaration on the basis of facts within the scope of my first hand knowledge and authority to which I am competent to testify:

1. I hereby certify, swear and affirm under penalty of perjury, that the Bidder, as of the date of this declaration (below) meets all of the minimum bidder responsibility qualifications of RCW 39.04.250, as amended.

2. I hereby certify, swear and affirm under penalty of perjury, that the Bidder, as of the date of this declaration (below) meets all of the minimum project bidding requirements outlined in the Bidder's Qualifications Form (Section 00 10 20) Item 8, if any.

3. I hereby certify, swear and affirm under penalty of perjury, that the Bidder, as of the date of this declaration (below) meets all of the supplemental bidder responsibility criteria as set forth in the Bidder's Responsibility Criteria (Section 00 15 30), Section B.

4. I hereby certify, swear and affirm under penalty of perjury, that the undersigned is the person that submitted the bid herewith, that such bid is genuine and not a sham or collusive, or made in the interest of any person not therein named; and he/she further says that said Bidder has not directly or indirectly induced or solicited any Bidder on the above work or supplies to put in a sham bid, or any other person or corporation to refrain from bidding; and that said Bidder has not in any manner sought by collusion to secure to himself or to any other person an advantage over any other Bidder or Bidders.

5. I hereby certify, swear and affirm under penalty of perjury, that in connection with the performance of the work of this Project, if awarded, I will pay each classification of laborer, workman, or mechanic employed in the performance of such work; not less than the prevailing rate of wage or not less than the minimum rate of wages as specified in the Contract Documents.

Signed under penalty of perjury under the laws of the State of Washington this 1st day of JULY 2026, at LYNDEN, Washington.

Name of Bidder/Contractor: FABER CONSTRUCTION CORPORATION

Signature: DK
Print Name: DARREN LEYENHORST
Title: VICE PRESIDENT

STATE OF WASHINGTON }
} ss.
COUNTY OF WHATCOM }

I certify that I know or have satisfactory evidence that DARREN LEYENHORST is the person who appeared before me, and said person acknowledged that they signed this instrument, on oath stated that they were duly authorized execute the instrument and acknowledged it as the VICE PRESIDENT of FABER CONSTRUCTION CORPORATION 2026 to be the free and voluntary act of such party for the uses and purposes herein mentioned.

DATED this 1st day of JULY, 2026.

(SEAL)

KARRISSA VELDMAN
Commission Expires 02-11-2029
NOTARY PUBLIC
License Number 21009620
STATE OF WASHINGTON

Karrissa Veldman
Notary Public
Print name: KARRISSA VELDMAN
Residing at LYNDEN, WA

My commission expires 02.11.2029

NOTICE TO ALL BIDDERS

To report bid rigging activities call: 1-800-424-9071

The U.S. Department of Transportation (USDOT) operates the above toll-free "hotline" Monday through Friday, 8:00 a.m. to 5:00 p.m., ET. Anyone with knowledge of possible bid rigging, bidder collusion, or other fraudulent activities should use the "hotline" to report such activities.

The "hotline" is part of USDOT's continuing effort to identify and investigate highway construction contract fraud and abuse and is operated under the direction of the USDOT Inspector General. All information will be treated confidentially and caller anonymity will be respected.

END OF SECTION 00 15 40

SECTION 00 41 00 - BID FORM

Bidder's Firm Name: FABER CONSTRUCTION CORPORATION Date: 07.01.2026

Address: 6951 HANNEGAN RD., LYNDEN, WA 98264

Phone No.: 360.354.3500

TO: City of Lake Stevens
1812 Main St, Lake Stevens, WA 98258

Lake Stevens Civic Campus
1819 SOUTH LAKE STEVENS ROAD, 10515 20TH STREET SE, LAKE STEVENS, WA 98258
Capital Project Number 26011

GENERAL PROPOSAL

The undersigned, hereinafter called the Bidder, declares that the only persons or parties interested in this proposal are those named herein; that this proposal is in all respects fair and without fraud; that it is made without collusion with any official or employee of the Owner; and that the proposal is made without any connection or collusion with any person making another proposal on this contract.

The Bidder further declares that they have carefully examined the contract documents for the construction of the project; that they have personally inspected the site, if made available; that they have satisfied themselves as to the quantities involved, including materials and equipment and conditions of work involved, including the fact that the description of the quantities of work materials, as included herein, is brief and is intended only to indicate the general nature of the work and to identify the said quantities with the detailed requirements of the contract documents; and that this proposal is made according to the provisions and under the terms of the contract documents, which documents are hereby made a part of this proposal.

The Bidder further agrees that they have exercised their own judgment regarding the interpretation of subsurface information and have utilized all data which they believe is pertinent from the Architect, Owner, and other sources in arriving at their conclusions.

The Bidder agrees to hold their bid proposal open for sixty (60) calendar days after the actual date of bid opening and to accept the provisions of the Instructions to Bidders regarding disposition of bid bond.

The Bidder agrees that if this bid is accepted through Award of Contract, it will, within ten (10) calendar days after notification of acceptance, execute the contract with the Owner in the form of contract included in the contract documents, and will, at the time of execution of the Contract, deliver to the Owner the Performance and Payment Bonds and all Certificates of Insurance required therein, and will, to the extent of its proposals, furnish all machinery, tools, apparatus, and other means of construction and do the work in the manner, in the time, and according to the requirements as specified in the contract documents and required by the Architect or other project manager designated thereunder.

TIME OF COMPLETION:

The Owner can issue Notice to Proceed at any time after contract execution. The undersigned understands and agrees that Substantial Completion of the work shall be no later than 244 consecutive calendar days after the Notice to Proceed, and that Final Completion of the work shall be no later than 30 consecutive calendar days after Substantial Completion.

PERMITS, FEES AND INSPECTIONS:

The Owner will apply for and pay for the general building permit. The contractor is required to meet the requirements and conditions of any owner-procured permits, to post the permits, and for the scheduling and inspections related to these permits. The Contractor is responsible for all other required permits for the project in their entirety: including, but not limited to the plumbing, electrical, mechanical, right-of-way and utility permits. The Contractor will need to comply with requirements of working in the right of way, such as, but not limited to, having an approved traffic control plan. Utility connection fees, if incurred by the contractor to facilitate the work, shall be paid back to the contractor by the Owner within the contact document change order process without markup of any kind. All other State of Washington or local agency permits and requirements are the financial and administrative responsibility of the Contractor at no cost to the Owner.

BASE BID:

The Bidder further proposes to accept as full payment for the work proposed herein the amounts computed under the provisions of the contract documents and based upon the bid price for fully completed work as included in the proposal and the Bid Price represents a true measure of the labor, equipment, and materials required to perform and complete the work, including all allowances for overhead and profit for each type of work called for in these contract documents, as well as all use taxes, overhead, profit, bond premiums, insurance premiums and all other miscellaneous and incidental expenses. The amounts shall be shown in both words and figures. In case of discrepancy, the amount shown in words shall govern.

The undersigned bids for complete construction of the Project as follows:

For the **Total for Base Bid,** which does not include Washington State sales tax, the sum of:

Three Million, six hundred and ninety seven thousand, six hundred DOLLARS
(Please print dollar amount in words in space above.)

$ 3,697,600.00
(Please write dollar figure in numerals in space above.)

ALTERNATE BIDS

Alternate #1 Wetland per section 01 23 00. Bidder shall provide the differential amount to the Total Base Bid. Deductive amounts shall be shown enclosed in parentheses [ex: ($1,000)]. The bidder must bid on Alternate #1. The undersigned bids for complete construction of Alternate #1 for a differential amount to the Total for Base Bid, which does not include Washington State sales tax, the sum of:

Sixty Four Thousand six hundred DOLLARS
(Please print dollar amount in words in space above.)

$ 64,600.00
(Please write dollar figure in numerals in space above.)

Alternate #2 Dumpster Enclosure per section 01 23 00. Bidder shall provide the differential amount to the Total Base Bid. Deductive amounts shall be shown enclosed in parentheses [ex: ($1,000)]. The bidder must bid on Alternate #2. The undersigned bids for complete construction of Alternate #2 for a differential amount to the Total for Base Bid, which does not include Washington State sales tax, the sum of:

fifty thousand, three hundred DOLLARS
(Please print dollar amount in words in space above.)

$ 50,300.00
(Please write dollar figure in numerals in space above.)

Alternate #3 Site Luminaries per section 01 23 00. Bidder shall provide the differential amount to the Total Base Bid. Deductive amounts shall be shown enclosed in parentheses [ex: ($1,000)]. The bidder must bid on Alternate #3. The undersigned bids for complete construction of Alternate #3 for a differential amount to the Total for Base Bid, which does not include Washington State sales tax, the sum of:

Forty nine thousand nine hundred ———— DOLLARS
(Please print dollar amount in words in space above.)

$ 49,900.00
(Please write dollar figure in numerals in space above.)

Alternate #4 Replace Existing Lighting to Remain in Building 2 with LED Fixtures per section 01 23 00. Bidder shall provide the differential amount to the Total Base Bid. Deductive amounts shall be shown enclosed in parentheses [ex: ($1,000)]. The bidder must bid on Alternate #5. The undersigned bids for complete construction of Alternate #5 for a differential amount to the Total for Base Bid, which does not include Washington State sales tax, the sum of:

Fifty-Four thousand three hundred ———— DOLLARS
(Please print dollar amount in words in space above.)

$ 54,300.00
(Please write dollar figure in numerals in space above.)

Alternate #5 Replace all ceiling tiles within area of work per section 01 23 00. Bidder shall provide the differential amount to the Total Base Bid. Deductive amounts shall be shown enclosed in parentheses [ex: ($1,000)]. The bidder must bid on Alternate #4. The undersigned bids for complete construction of Alternate #4 for a differential amount to the Total for Base Bid, which does not include Washington State sales tax, the sum of:

Sixty-three thousand three hundred ———— DOLLARS
(Please print dollar amount in words in space above.)

$ 63,300.00
(Please write dollar figure in numerals in space above.)

Alternate #6 Add Dais casework per section 01 23 00. Bidder shall provide the differential amount to the Total Base Bid. Deductive amounts shall be shown enclosed in parentheses [ex: ($1,000)]. The bidder must bid on Alternate #4. The undersigned bids for complete construction of Alternate #4 for a differential amount to the Total for Base Bid, which does not include Washington State sales tax, the sum of:

Fifty-Five thousand three hundred — DOLLARS
(Please print dollar amount in words in space above.)

$ 55,300.00
(Please write dollar figure in numerals in space above.)

* Alt #7 upgrade to Cat 6A Data Cabling $46,600.00 Forty six thousand, six hundred dollars

ADDENDA

Receipt of the following Addenda is hereby acknowledged.

Addendum No.	01	dated	06.09.2026
Addendum No.	02	dated	06.17.2026
Addendum No.	03	dated	06.24.2026
Addendum No.		dated	

BID REVIEW MEETING:

The Undersigned agrees that if they are the successful bidder, they will be available for a bid review meeting with the Architect and the Owner at the Owner's office, at a time to be agreed upon.

Within the three-year period immediately preceding the date of the bid solicitation for this Project, bidder has not been determined by a final and binding citation and notice of assessment issued by the department of labor and industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of chapter 49.46, 49.48, or 49.52 RCW.

I certify (or declare) under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct:

FABER CONSTRUCTION CORPORATION
CONTRACTOR (Firm Name)

By (Signature)

DARREN LEYENHORST - VICE PRESIDENT
Printed Name/Title of Signatory

N/A CORPORATION - WA
(Indicate whether Contractor is Partnership)

FABERCC887B8
Washington State Contractor's Registration Number

655,607-00
Contractor's Industrial Insurance Account Number

6951 HANNEGAN RD., LYNDEN, WA 98264
Contractor's Address:

360.354.3500
Telephone Number

BID FORM TO BE SUBMITTED IN A SEALED ENVELOPE

END OF SECTION 00 41 00

SECTINON 00 43 30 - BID BOND SECURITY FORM

DEPOSIT

Herewith find deposit in the form of a cashier's check or certified check in the amount of

$__________________ which amount is not less than five percent (5%) of the total bid.

SIGN HERE________________________________

BID BOND

KNOW ALL INDIVIDUALS BY THESE PRESENTS:

That we, Faber Construction Corporation, as Principal, and The Ohio Casualty Insurance Company, as Surety, are held and firmly bound unto the Owner, as Obligee, in the penal sum of __________ five percent (5%) of the total amount bid dollars, for the payment of which the Principal and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, by these presents.

The condition of this obligation is such that if the Obligee shall make any award to the Principal for

Lake Stevens Civic Campus	26011
Project Name	Project Number

according to the terms of the proposal or bid made by the Principal therefor, and the Principal shall duly make and enter into a contract with the Obligee in accordance with the terms of said proposal or bid and award and shall give bond for faithful performance thereof, with Surety or Sureties approved by the Obligee; or if the Principal shall, in case of failure to do so, pay and forfeit to the Obligee the penal amount of the deposit specified in the call for bids, then this obligation shall be null and void; otherwise it shall be and remain in full force and effect and the Surety shall forthwith pay and forfeit to the Obligee, as penalty and liquidated damages, the amount of this bond.

SIGNED, SEALED AND DATED THIS 1st DAY OF July, 20 26.

Faber Construction Corporation
PRINCIPAL:

Darren Leyenhorst - V.Pres.

FABER CONSTRUCTION CORPORATE SEAL EST. 1987 STATE OF WASHINGTON

The Ohio Casualty Insurance Company
SURETY:

Jim S. Kuich, Attorney-in-fact

Note: If a Bid Bond is provided, it must be accompanied by a power of attorney which appoints the Surety's true and lawful attorney-in-fact to make, execute, seal and deliver this Bid Bond.

END OF SECTION 00 43 30

Liberty Mutual. SURETY

POWER OF ATTORNEY

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8214474-969315

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Adam Howard; Carol Lowell; Chad M. Epple; Ching Yan Natalie Chau; Dana Brown; Danielle Bergere; Emma C. Doleshel; Grant E. Ingalls; Heather L. Allen; Jim S. Kuich; Jim W. Doyle; Kirsten K. Jordan; Mark Shinstrom; Michael A. Murphy; Mikal F. Norman; Scott A. Shinstrom; Steve Shinstrom; Ted Baran; Theresa A. Lamb; Veronica McKay

all of the city of Bothell state of WA each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 22nd day of July, 2025.

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: Nathan J. Zangerle, Assistant Secretary

State of PENNSYLVANIA ss
County of MONTGOMERY

On this 22nd day of July, 2025 before me personally appeared Nathan J. Zangerle, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.

Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2029
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: Teresa Pastella, Notary Public

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV – OFFICERS: Section 12. Power of Attorney.
Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII – Execution of Contracts: Section 5. Surety Bonds and Undertakings.
Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes Nathan J. Zangerle, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 1st day of July, 2026

By: Renee C. Llewellyn, Assistant Secretary

LMS-12873 LMIC OCIC WAIC Multi Co 02/24

SECTION 00 44 00 - SUBCONTRACTOR IDENTIFICATION FORM*

*FOR CONTRACTS ESTIMATED TO BE IN EXCESS OF ONE MILLION DOLLARS ($1,000,000.00)

RCW 39.30.060 requires the following:

> "(1) Every invitation to bid on a prime contract that is expected to cost one million dollars or more for the construction, alteration, or repair of any public building or public work of the state or a state agency or municipality as defined under RCW 39.04.010 ... shall require each prime contract bidder to submit:
>
> per addendum 03 (a) ~~**Within one hour after**~~ At **the published bid submittal time**, the names of the subcontractors with whom the bidder, if awarded the contract, will subcontract for performance of the work of: HVAC (heating, ventilation, and air conditioning); plumbing as described in chapter 18.106 RCW; and electrical as described in chapter 19.28 RCW, or to name itself for the work; or
>
> (b) **Within forty-eight hours after the published bid submittal time**, the names of the subcontractors with whom the bidder, if awarded the contract, will subcontract for performance of the work of structural steel installation and rebar installation.
>
> The prime contract bidder shall not list more than one subcontractor for each category of work identified, unless subcontractors vary with bid alternates, in which case the prime contract bidder must indicate which subcontractor will be used for which alternate. Failure of the prime contract bidder to submit as part of the bid the names of such subcontractors or to name itself to perform such work or the naming of two or more subcontractors to perform the same work shall render the prime contract bidder's bid non-responsive and, therefore, void."

To turn in this Subcontractor Identification form, please deliver to the same bid submittal location identified in the Invitation to Bid (section 00 00 10). The Owner will accept, and date/time stamp the form.

Each bidder shall submit a list of:

1. HVAC, plumbing, electrical, structural steel installation, and rebar installation subcontractors; and
2. The specific items of work those subcontractors will perform on the contract; and
3. The specific items of work that will be performed by the bidder on the contract relating to work described in RCW 39.30.060.

SUBCONTRACTOR IDENTIFICATION LIST

*REQUIRED ONLY IF ESTIMATE AMOUNT EXCEEDS $1,000,000 (*Reference RCW 39.30.060 RCW*).
If any of the following category(s) do not apply, note as not applicable (N/A).

Proposed Subcontractors and items of work to be performed:

Subcontractor Name: Emerald Aire
HVAC Work to be Performed: # EMERAA1055BL
Building mechanical modification and additions.

Subcontractor Name: Reign NW
Plumbing Work to be Performed: # REIGNNW776J4
Building & Site plumbing modification + additions

Subcontractor Name: Haggard Electric
Electrical Work to be Performed: # HAGGAEC8610J
Building and Site Electrical modification & additions

Subcontractor Name:
Structural Steel Installation Work to be Performed:

Subcontractor Name:
Rebar Installation Work to be Performed:

- make additional pages if necessary -

Work to be performed by Prime Contractor:

Work to be Performed:

END OF SECTION 00 44 00

X DARREN LEYENHORST - VICE PRESIDENT

RECEIVED
JUL 01 2026
CITY OF LAKE STEVENS

11:17 AM

TO:

LAKE STEVENS CITY HALL
1812 MAIN STREET
LAKE STEVENS, WA 98258

BID SUBCONTRACTOR LIST FOR:

Capital Project No. 26011

LAKE STEVENS CIVIC CAMPUS

10:00AM, WEDNESDAY, JULY 01, 2026

BIDDER:

FABER CONSTRUCTION CORPORATION
6951 HANNEGAN RD.
LYNDEN, WA 98264

SUBCONTRACTOR IDENTIFICATION LIST

*REQUIRED ONLY IF ESTIMATE AMOUNT EXCEEDS $1,000,000 (*Reference RCW 39.30.060 RCW*).
If any of the following category(s) do not apply, note as not applicable (N/A).

Proposed Subcontractors and items of work to be performed:

Subcontractor Name: ______________________

HVAC Work to be Performed: ______________________

Subcontractor Name: ______________________

Plumbing Work to be Performed: ______________________

Subcontractor Name: ______________________

Electrical Work to be Performed: ______________________

Subcontractor Name: Iron Star Welding #IRONSSW931NT

Structural Steel Installation Work to be Performed: Supply, Fabrication + erection.

Subcontractor Name: Faber Construction #FABERCC889B8

Rebar Installation Work to be Performed: Supply, and Install

- make additional pages if necessary -

Work to be performed by Prime Contractor:

Work to be Performed: ______________________

END OF SECTION 00 44 00

X DARREN LEYENHORST - VICE PRESIDENT

CITY COUNCIL STAFF REPORT

Agenda Date: 7/7/2026

Subject: Strategic Plan Review: Projects & Initiatives – Part 1

Contact Person/Department: Lori Erickson, Human Resources

Budget Impact: N/A

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

N/A

SUMMARY/BACKGROUND:

At the February 2026 City Council Retreat, City Council requested a deeper review and discussion of the City's Strategic Plan. In response to that request, this agenda item represents Part 1 of a two-part Strategic Plan discussion, with a focus on reviewing the City's key projects and initiatives and positioning City Council to provide guidance for 2026–2027 priorities.

While earlier presentations have emphasized the overall framework of the plan, this session is intended to give City Council a more detailed look at the specific projects and initiatives that align with the plan's strategic priorities and goals.

The purpose of this discussion is to:

1. Deepen City Council's understanding of the project and initiative portfolio tied to the Strategic Plan;
2. Provide space for clarifying questions about the projects and initiatives

Strategic Plan Review: Projects & Initiatives – Part 2 will follow at a future City Council meeting in July 2026. This discussion will help ensure that the city-wide Strategic Plan reflects City Council's priorities and that upcoming budget cycles and work plans are aligned with the community's long-term vision and mission, organizational values, and the City's operational capacity.

The purpose of that work session is to:

1. Enable City Council to set project and initiative priority direction for 2026 and 2027 in a way that aligns with upcoming budget planning and implementation capacity

APPLICABLE CITY POLICIES:

N/A

ATTACHMENTS:

1. Projects_Initiatives_Council
2. City-Wide Strategic Planning

Strategic Priority 1: Community Vitality	*Strategic Priority 2:* Accessible and Optimal Infrastructure	*Strategic Priority 3:* Financial Stewardship and Economic Success	*Strategic Priority 4:* Organizational Innovation and Excellence	*Strategic Priority 5:* Environmental Stewardship
Goals:	***Goals:***	***Goals:***	***Goals:***	***Goals:***
1a - Sustain and promote public safety	2a - Design thoughtful, forward-thinking, and creative infrastructure while balancing cost and efficiency	3a - Promote diverse jobs and industries leading to a balanced economy	4a - Promote exceptional service as the top priority	5a - Protect and improve natural habitats
1b - Draw people to the community	2b - Proactively maintain existing infrastructure while balancing the needs of new projects	3b - Promote open communication and encourage financial	4b - Build governmental excellence through internal and external relationships	5b - Make conscious decisions to promote climate sustainability
1c - Promote a positive business environment/community through efficient City processes	2c - Provide infrastructure to optimize the greatest public impact	3c - Balance financial decisions with long term goals	4c - Invest in employee professional development	5c - Enhance access to public spaces
1d - Engage community groups and individuals to expand and improve services	2d - Continue to maintain and build out safe and accessible sidewalks, shared roadways, and connected trails		4d - Promote problem-solving and thoughtful improvement of processes	5d - Improve Lake Stevens watershed clarity and quality

Projects and Initiatives: ID, Name, Description	Status	***Projects and Initiatives:*** ID, Name, Description	Status	***Projects and Initiatives:*** ID, Name, Description	Status	***Projects and Initiatives:*** ID, Name, Description	Status	***Projects and Initiatives:*** ID, Name, Description	Status
PI.1.1 - Emergency Management (CERT etc.) Description: This initiative strengthens the City's preparedness and community resilience by expanding emergency response training, coordinating Community Emergency Response Team (CERT) volunteer participation, and establishing a consistent emergency management training baseline for all City staff.	In-Process	**PI.2.1 - 6 Year CIP** Description: The 6 Year Capital Improvement Plan is the City's ongoing planning tool that identifies, prioritizes, and schedules infrastructure projects over the next six years to guide maintenance, improvements, and long term investment.	In-Process / On-going	**PI.3.1 - Zoning Analysis for Industrial Area** Description: Evaluates the Lake Stevens Industrial Center (LSIC) to determine how zoning, land use regulations, and infrastructure conditions can be updated to support redevelopment, expand employment capacity, and attract modern industrial and flex space users.	Paused Until 2027	**PI.4.1 - Artificial Intelligence (AI)** Description: A city-wide effort to adopt artificial intelligence in a safe, structured, and methodical way to streamline staff workflows, automate repetitive tasks, enhance research and communication, and build a secure, future ready framework for using AI across City operations	In-Process	**PI.5.1 - Regulatory Protection** Description: Compliance with federal, state, and local environmental regulations to ensure the protection and improvement of sensitive natural resources, and supporting long term watershed health and climate sustainability.	In-Process
PI.1.2 - Traffic Calming and Cameras Description: Initiative combines data driven traffic calming measures with automated safety cameras to reduce speeding, improve safety for pedestrians and school children, and create a consistent, enforceable framework around schools.	In-Process	**PI.2.2 - CPTED** Description: Crime Prevention Through Environmental Design (CPTED) is a general philosophy to make sure design is safe for individuals and largely deals with placement of vegetation, on-site obstructions and maintenance practices to ensure a clear line of site in the outdoor environment. This is a general review in landscape layout and city facilities, such as parks.	In-Process	**PI.3.2 - ClearGov Communication** Description: ClearGov is used to improve transparency around the budget, and this initiative is aimed at improving communication to the public.	Not Started	**PI.4.2 - Permit Workshop for Community** Description: An Initiative designed to help residents, business owners, and applicants better understand the City's permitting process by offering accessible, educational sessions that clarify requirements, timelines, and how to successfully navigate land use and building permits.	In-Process	**PI.5.2 - Environmental Education Initiatives** Description: Expands community understanding of watershed health, stormwater impacts, and environmentally responsible behaviors by delivering school programs, public workshops, stewardship opportunities, and outreach campaigns that empower residents to protect Lake Stevens and its surrounding ecosystems.	In-Process
PI.1.3 - Security Cameras (for facilities) Description: Enhances safety, reduces vandalism, and strengthens liability protection by installing modern, analytics enabled security cameras at City facilities and parks to provide comprehensive coverage, support police response, and protect public assets. This initiative is awaiting direction on the next area(s) to prioritize.	In-Process	**PI.2.3 - EDDS and Code Updates** Description: An overhaul of the City's Engineering Design and Development Standards to improve clarity, align with current regulations and practices, and provide consistent, modern guidance for transportation, drainage, and utility infrastructure.	In-Process	**PI.3.3 - Assume Sewer District** Description: Long term plan to consolidate the Lake Stevens Sewer District into City operations, creating a unified sewer utility that improves efficiency, aligns infrastructure and land use planning, eliminates duplicative governance, and provides better long term service and cost control for ratepayers.	Paused	**PI.4.3 - Professional Network Resources** Description: A workforce development effort focused on identifying who is in the City's extended professional network and strengthening those connections to support knowledge sharing, collaboration, and succession planning	Paused	**PI.5.3 - NPDES and Subbasin Planning** Description: Fulfills the City's stormwater permit requirements by collecting watershed data, identifying water quality and habitat problems, and developing subbasin level plans and prioritized capital projects that improve stormwater management, protect natural resources, and support long term watershed health.	In-Process
PI.1.4 - Enhance and Publicize Volunteer Opportunities Description: Expands the City's volunteer programs by improving outreach, increasing visibility of opportunities, and strengthening community engagement to support parks, events, public safety, and other city services.	Paused	**PI.2.4 - TBP (Transportation Benefit Program)** Description: Initiative funds and delivers high priority multimodal transportation improvements—sidewalks, non motorized connections, complete street upgrades, and pavement preservation—using voter approved sales tax revenues to create a safer, more accessible, and better maintained city-wide transportation network.	In-Process	**PI.3.4 - Sell City Properties** Description: Evaluates and disposes of City owned real estate that is no longer needed for current or future municipal use, reducing maintenance burdens and debt while generating revenue that can be reinvested in priority capital projects.	In-Process	**PI.4.4 - Records Management** Description: City-wide effort to modernize, organize, and standardize how the City creates, stores, classifies, and retrieves its records—ensuring compliance with public records laws, improving findability, reducing clutter, and supporting a sustainable, well governed digital workspace.	In-Process	**PI.5.4 - Lake Monitoring and Shoreline Erosion Monitoring** Description: tracks Lake Stevens' water quality, shoreline conditions, and erosion trends to identify environmental changes, guide restoration and management actions, and protect long term lake health, habitat, and water clarity.	In-Process

PI.1.5 - Simplify and Reduce Regulations Description: Streamlines City processes and removes unnecessary regulatory barriers to make it easier for residents, businesses, and applicants to navigate requirements, ultimately improving efficiency, clarity, and the overall customer experience.	In-Process	**PI.2.5 - ADA Transition Plan** Description: The City's comprehensive roadmap for identifying physical and procedural barriers to accessibility, prioritizing and scheduling their removal, and ensuring that all City programs, facilities, rights of way, and pedestrian infrastructure comply with the Americans with Disabilities Act.	In-Process / On-going	**PI.3.5 - Fleet and Facilities Management Plans** Description: Long term, data driven plans for maintaining, replacing, and investing in the City's vehicles, heavy equipment, and facilities so the organization can accurately forecast budget needs, extend asset life, and ensure reliable service delivery.	In-Process	**PI.4.5 - Improve Utilization Rate of Technology** Description: Maximizes the value of its existing technology—software, hardware, and digital tools—by increasing staff adoption, eliminating under utilized or obsolete systems, and strengthening operational efficiency across departments.	In-process	**PI.5.5 - Property Acquisition and Gaps in Amenities** Description: Identifies where the community lacks parks, open spaces, and environmental amenities, and strategically acquires land or restores existing spaces to preserve natural areas, and improve public access.	In-Process
PI.1.6 - Maximize Use of the City Booth Description: Strengthens community engagement by increasing the City's presence at local events, using the booth as a hub to share information, promote services, gather public feedback, and build stronger connections with residents.	In-Process	**PI.2.6 - Plan for Maintaining and Replacing Infrastructure** Description: The Plan for Maintaining and Replacing Infrastructure initiative creates a structured, long term approach for proactively maintaining, assessing condition, and replacing the City's infrastructure—ensuring reliability, extending asset life, and guiding investment decisions that balance preservation needs with new project demands.	In-Process			**PI.4.6 - Professional Development with Succession Planning** Description: Cultivate a skilled, future ready workforce by expanding employee training, strengthening career development pathways, and building intentional succession plans/training that ensure organizational continuity and leadership readiness.	Paused	**PI.5.6 - Repair What We Have** Description: Focuses on maintaining and restoring the City's existing environmental assets—such as degraded natural areas, damaged shoreline segments, stormwater infrastructure, and park or open space features—to extend their life, and improve ecological function.	In-Process
PI.1.7 - PROS Plan Description: The PROS Plan is a 10 year comprehensive vision that guides how Lake Stevens will enhance, expand, and maintain its parks, open spaces, trails, and recreation services to meet community needs. The plan was formally adopted by Council in 2026.	Complete					**PI.4.7 - Wellness 360 (Holistic Health and Wellbeing)** Description: An initiative designed to support staff across physical, mental, social, financial, and workplace wellbeing so they can deliver exceptional service.	In-Process	**PI.5.7 - Internal Recycling and Sustainability Program** Description: Improves the City's environmental footprint by strengthening internal recycling practices, increasing staff driven sustainability actions, and expanding the use of environmentally friendly supplies and materials across City facilities.	Not Started

City-Wide Strategic Plan Review
July 2026

VISION STATEMENT

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

Created by community members and adopted by City Council in Fall 2023

MISSION STATEMENT

Provide a safe and desirable community with open communication and dedicated public service.

Created by City Council and City Leadership in Spring 2024

VALUES

1. *Act with Integrity*
2. *Deliver Excellent Service*
3. *Collaborate with Purpose*
4. *Embrace a Strategic Mindset*
5. *Practice Engaged Leadership*

Created by City Leadership with Employee Input in Spring 2025

PLAN FOR THIS REVIEW

JULY 7, 2026

Strategic Plan Review: Projects & Initiatives - Part 1

The purpose of this discussion is to:

1. Deepen City Council's understanding of the projects and initiatives portfolio tied to the Strategic Plan
2. Provide space for clarifying questions about the projects and initiatives

JULY 14, 2026

Strategic Plan Review: Projects & Initiatives - Part 2

The purpose of this discussion is to:

1. Enable City Council to set project and initiative priorities for 2026 and 2027 in a way that aligns with upcoming budget planning and implementation capacity

Format:

This will be a facilitated, interactive discussion with City Council. A visual reference will be virtually visible to the public during the discussion, and the facilitator will help the audience follow along verbally during the discussion to aid with transparency. A photo of the physical outcome from the discussion will be posted in a revised City Council packet.

DEFINITIONS

VISION STATEMENT
The "true north" for the City and the ultimate direction the community wants to achieve

MISSION STATEMENT
Addresses how the City will work towards the Vision

BALANCED SCORECARD
The holistic strategic planning methodology Lake Stevens uses

STRATEGIC PRIORITIES
Categories that answer "What are our main areas of focus?"

GOALS
These are desired results that help make the Vision of our community come to life

PROJECTS
Specific and temporary efforts to create a unique product, service, or result

INITIATIVES
Broad plans that often involve multiple projects and activities

Projects and initiatives should help the City achieve the goals

CITY DEPARTMENT REPORT

Agenda Date: 7/7/2026

Contact Person/Department: Anya Warrington, Human Resources

Background:

The City of Lake Stevens launched its Internship Program in 2024 to support the development of emerging public service professionals and to enhance city operations through project-based work. Now entering its third year, the program has continued to grow, providing interns with direct mentorship, professional experience, and opportunities for meaningful contributions to city departments.

The program is designed to give interns exposure to day-to-day municipal operations, pairing each intern with a departmental supervisor and incorporating structured learning experiences such as attending at least one City Council meeting, participating in a community event, and delivering a capstone presentation to the Executive Team. The City provides role-specific safety training, personal protective equipment as needed, and flexible scheduling aligned with academic demands. To support continuous improvement, staff gather feedback from both interns and supervisors each year to refine the program experience and increase its value for participants and departments.

Executive Summary:

The 2025 Internship Program Executive Summary provides a detailed overview of the program's accomplishments, project outcomes, and key data from the most recent intern cohort. This summary will be reviewed with Council during the meeting to highlight the program's impact, showcase measurable results, and support discussion about the program's continued development as it enters its third year.

Recommended Review:

Internship Program Reflection - 2025: www.lakestevenswa.gov/710/Internship-Program

Internship Program

Executive Summary 2025

The City of Lake Stevens launched its first structured internship program in 2025 to develop future public service leaders and enhance city operations. Five Interns worked across multiple departments and functions—Human Resources, Community Development, IT, Risk and Emergency Management—while participating in mentorship, learning sessions, and civic engagement activities.

2025 Interns, pictured above from left to right: Miranda, Cameron, Dylan, Ella and Jackson.

How the Program Works

1. Schedule & Duration

Internships typically run 10-20 weeks with flexible shifts based on academic commitments.

2. Program Setup

Each intern is paired with a department supervisor for mentoring, and exposure to day-to-day city operations.

3. Safety & Training

Role-specific safety training is provided. Personal protective equipment (such as field boots for stormwater work) is supplied as needed.

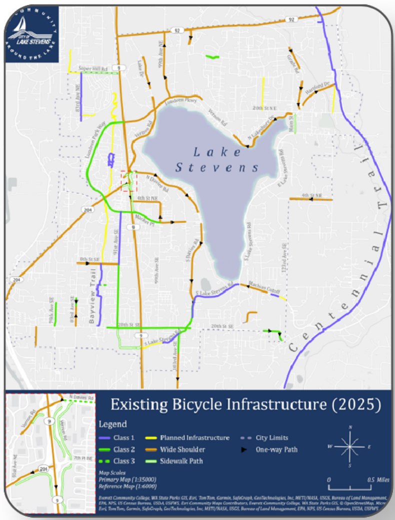
4. Public Service Experience

Each intern attends at least one City Council Meeting, participates in one community event, and delivers a capstone presentation to the Executive Team.

5. Program Review & Improvements

Gather and review data and insights from the interns and the supervising staff to improve experience and value for all.

Dylan's favorite project in 2025 was creating the **bicylcle infrastructure map**



"It's a really cool project to work on, being able to do work for something that I love as a hobby as well as making a positive contribution to the city that people can use as well." - Dylan

Key Accomplishments

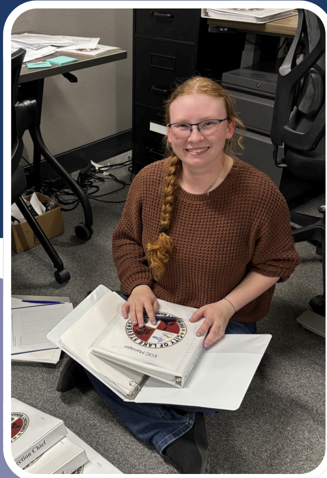
- Inspected, organized and improved Emergency Operations Center & updated the website
- Digitized Stormwater As-Builts and Facilities As-Builts
- Digitized Impervious Surfaces for Stormwater Fee Management
- Conducted analyses for wellness survey and workforce retention
- Created HR Analytics tool & dashboard
- Created maps of at-risk housing for Emergency Operations Center
- Created map of existing bicycle infrastructure
- Developed the Internship Handbook (2024)

Program Statistics

WOULD YOU WORK IN LOCAL GOVERNMENT AFTER THIS INTERNSHIP?

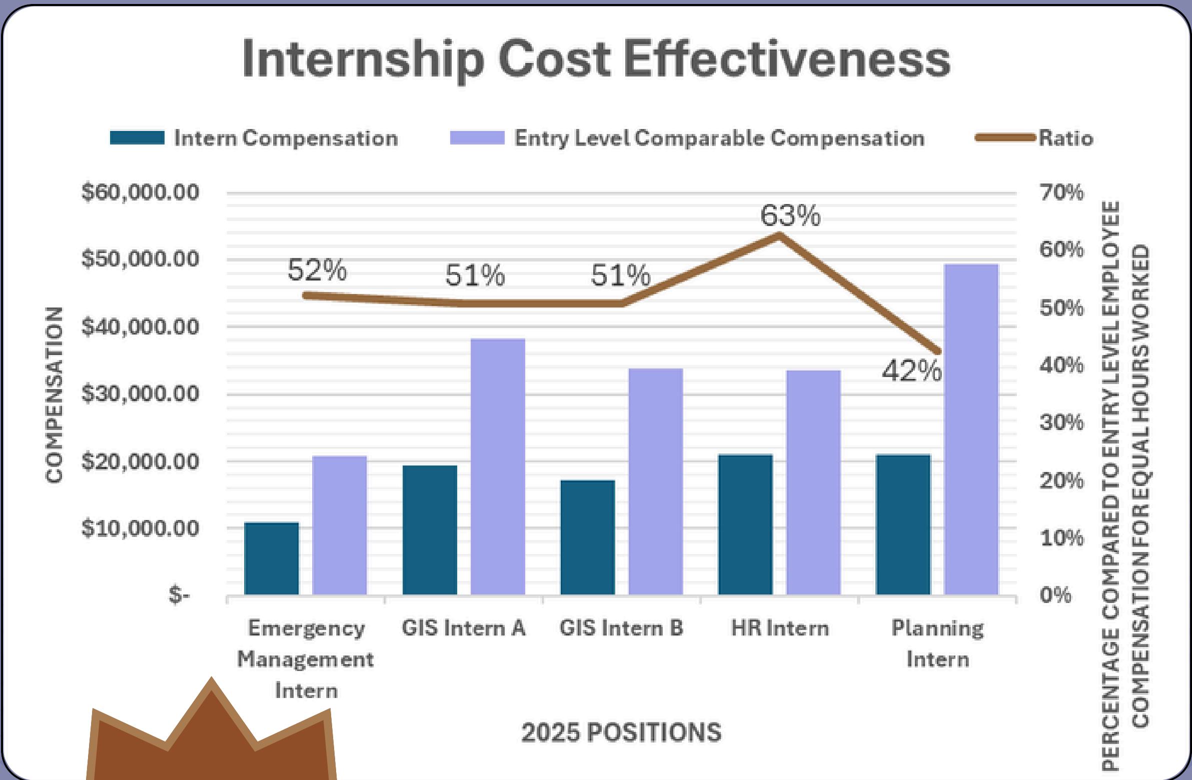
"Yeah, definitely. I don't think I really knew that local Government was something that I was interested in before doing this internship."

-Jackson, 2025 GIS Intern



Pictured Above: Ella, 2025 Emergency Management Intern

CONGRATULATONS to Jackson for his new job at the City of Wenatchee. Miranda also landed a position at Pinellas County, FL. Hollee now works for Snohomish County.



Total Costs for Tech and PPE

Cost = $510

Most is reusable for future staff or interns

Intern Summary

Interns = 5

Hours = 3,383

Salaries= $89,234

Support and Training

Staff = 20

Hours = 740

Cost = $68,900

"Its a great program, and it offers a lot of great opportunities. I really enjoyed being here and I learned more in 5 months of this internship then I did all of college." - Cameron CD Intern

Future Vision

The goal of our program is more than just gaining meaningful work experience.— **It's about building CONFIDENCE, developing SKILLS, and INSPIRING the next generation of civic leaders**.

CITY DEPARTMENT REPORT

Agenda Date: 7/7/2026

Contact Person/Department: Maximilian Roth, Human Resources

This staff report informs the City Council that the City of Lake Stevens will increase its cyber ransomware and cyber extortion sublimit under the Washington Cities Insurance Authority (WCIA) Cyber Liability Program from $500,000 to $1,000,000 for the 2026–2027 policy term. The annual cost for this enhanced coverage is $1,830.

Background

Lake Stevens currently participates in WCIA's Cyber Liability Program (underwritten by AIG), which provides a $5 million insurance pool aggregate limit, a $1 million per-member limit, and a $500,000 ransomware and cyber extortion sublimit. This base coverage is included as part of the City's Liability Insurance Program and has no directly allocated cost to the City.

Due to increasing and evolving cyber threats, WCIA and AIG now offer an optional upgrade allowing members to increase their ransomware and cyber extortion sublimit to $1 million. The additional premium is determined by agency budget size. Based on the City's 2026 budget of $77 million, the annual cost for this higher limit amounts to $1,830.

Eligibility Requirements

WCIA requires participating agencies to meet defined cybersecurity control standards in order to qualify for the increased limit. The City currently meets these requirements, which include:

- Multi-factor authentication for remote access
- Deployment of Endpoint Detection and Response (EDR)
- Monthly backups of critical information
- Privileged credentials protected with multi-factor authentication

Decision Considerations

The decision to increase the ransomware sublimit was made in coordination with IT Director Troy Stevens, who advised that a $1 million limit is more appropriate to cover potential equipment replacement, system restoration, and data loss compensation associated with a modern ransomware event.

The City Administrator has reviewed and supports this decision.

Key considerations included:
- The relatively low additional annual cost
- The significant improvement in financial protection for the City

For further questions, please reach out to the City's Risk Manager, Max Roth.