CITY COUNCIL MEETING AGENDA

City of Lake Stevens Vision Statement

By 2030, we are a sustainable community around the lake with a vibrant economy, unsurpassed infrastructure and exceptional quality of life.

January 25, 2022 - 6:00 PM

TWO WAYS TO PARTICIPATE:
Join Zoom Meeting: https://us02web.zoom.us/j/83013336181
or call in at (253) 215-8782 Meeting ID 830 1333 6181
Or In Person: The Sawyers Room, at the Mill Building, 1808 Main Street, Lake Stevens WA 98258

1.	**Call to Order**		Mayor
2.	**Pledge of Allegiance**		Mayor
3.	**Roll Call**		
4.	**Approval of Agenda**		Council President
5.	**Citizen Comments**		
6.	**Council Business**		Council President
7.	**Mayor's Business**		
8.	**City Department Report**		
9.	**Consent Agenda**		
	A.	2022 Vouchers	Barb Stevens
	B.	2021 Vouchers	Barb Stevens
	C.	City Council Meeting Minutes of January 4, 2022	Kelly Chelin
	D.	City Council Meeting Minutes of January 11, 2022	Kelly Chelin
	E.	2022 Long Range PCD Work Program	Russ Wright
	F.	2022 Park Board / Parks Division Work Program	Russ Wright
	G.	Board and Commission Reappointments	Kelly Chelin
10.	**Action Items**		
	A.	Snohomish Conservation District ILA	Shannon Farrant

11. Executive Session (Confidential Session of the Council)

A. Discussion of Potential Litigation per RCW 42.30.110 (1) (i) and Performance of a Public Employee per RCW 42.30.110 (1) (g). There will be action.

12. Adjourn

THE PUBLIC IS INVITED TO ATTEND

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

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

BLANKET VOUCHER APPROVAL

2022

Payroll Direct Deposits	**1/10/2022**	**$256,880.21**
Payroll Checks	**54886-54887**	**$4,830.96**
Electronic Funds Transfers	**ACH**	
Claims	**54888-54889, 54951-54992**	**$801,409.70**
Void Checks	**54434**	**($1,030.00)**
Total Vouchers Approved:		**$1,062,090.87**

This 25th day of January 2022

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

Finance Director/Auditing Officer

Mayor

January 25, 2022

City expenditures by type for this voucher packet			
Other Employer Paid Benefits	$	547	0%
Supplies	$	13,257	2%
Professional Services	$	786,264	98%
Capital *	$	1,342	0%
Total	**$**	**801,410**	**100%**

Large Purchases

City of Lake Stevens Blanket Voucher Report
Checks to be approved for period 01/06/2022 - 01/19/2022

Total for Period
$801,409.70

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Ace Hardware	72370	001 008 521 20 31 01	LE-Fixed Minor Equipment	Gloves	54951	$1,319.52
Ace Hardware	72370	001 008 521 50 30 00	LE-Facilities Supplies	Paper Towels/Toilet Paper/Cleaner/Swiffers	54951	$286.40
Ace Hardware	72372	001 008 521 50 30 02	LE-Fleet Minor Equipment	ZipIt Nylon Kit	54951	$14.16
Ace Hardware	72374	001 008 521 50 30 00	LE-Facilities Supplies	Door Stopper/Swiffers/Clorox Wipes	54951	$104.50
Ace Hardware	72380	001 008 521 20 31 01	LE-Fixed Minor Equipment	Craftsman Socket Set	54951	$38.14
					54951 Total	**$1,762.72**
Amazon Capital Services	13RG-4WL6-MQYW	001 008 521 20 31 01	LE-Fixed Minor Equipment	Shipping Tags	54952	$63.20
Amazon Capital Services	19D9-C9VL-XKR6	001 008 521 20 31 01	LE-Fixed Minor Equipment	Shipping Tags Credit	54952	($63.20)
Amazon Capital Services	1NT6-RKLQ-JM61	001 008 521 20 31 00	LE-Office Supplies	Wireless Mouse (5)	54952	$136.20
Amazon Capital Services	1R1Y-13JY-CW7P	001 008 521 50 48 00	LE-Facility Repair & Maint	Gutter Splash Guard/Wall Calendars	54952	$92.85
Amazon Capital Services	1TMN-77RV-PMFW	001 008 521 20 31 00	LE-Office Supplies	Lithium Batteries	54952	$76.29
Amazon Capital Services	1V7Y-3H6Q-N9H4	001 008 521 20 31 00	LE-Office Supplies	Dual Lock Reclosable Fasteners/Lithium Coin Batteries	54952	$56.83
					54952 Total	**$362.17**
Amazon Capital Services	13Q3-YN7P-CNML	001 003 514 20 31 00	CC-Office Supply	Badge Holders with Carabiner Reel Clip	54953	$14.12
Amazon Capital Services	1FPT-HKLX-7997	510 006 594 18 64 00	Capital - Purch Computer Equip	HP Monitors (2)	54953	$384.86
Amazon Capital Services	1FPT-HKLX-GKQH	001 010 576 80 31 00	PK-Operating Costs	Floor Lamp/Sound Machine/Books/Cables - PW Wellness Room	54953	$55.18
Amazon Capital Services	1FPT-HKLX-GKQH	101 016 544 90 31 02	ST-Operating Cost	Floor Lamp/Sound Machine/Books/Cables - PW Wellness Room	54953	$55.19
Amazon Capital Services	1FPT-HKLX-GKQH	410 016 531 10 31 02	SW - Operating Costs	Floor Lamp/Sound Machine/Books/Cables - PW Wellness Room	54953	$55.19
Amazon Capital Services	1MQF-XJVW-RKR6	001 010 576 80 31 00	PK-Operating Costs	Slider Sign - PW Wellness Room	54953	$13.71
Amazon Capital Services	1MQF-XJVW-RKR6	101 016 544 90 31 02	ST-Operating Cost	Slider Sign - PW Wellness Room	54953	$13.72
Amazon Capital Services	1MQF-XJVW-RKR6	410 016 531 10 31 02	SW - Operating Costs	Slider Sign - PW Wellness Room	54953	$13.72
Amazon Capital Services	1TH1-LQXC-CFHR	001 010 576 80 31 00	PK-Operating Costs	Mug Set/Detergent/Filters/Utensils/Silverware Tray/Knife Block	54953	$68.37
Amazon Capital Services	1TH1-LQXC-CFHR	101 016 544 90 31 02	ST-Operating Cost	Mug Set/Detergent/Filters/Utensils/Silverware Tray/Knife Block	54953	$68.37
Amazon Capital Services	1TH1-LQXC-CFHR	410 016 531 10 31 02	SW - Operating Costs	Mug Set/Detergent/Filters/Utensils/Silverware Tray/Knife Block	54953	$68.37
Amazon Capital Services	1TMN-77RV-WT9K	001 010 576 80 31 00	PK-Operating Costs	Artificial Plants - PW Wellness Room	54953	$10.17
Amazon Capital Services	1TMN-77RV-WT9K	101 016 544 90 31 02	ST-Operating Cost	Artificial Plants - PW Wellness Room	54953	$10.17
Amazon Capital Services	1TMN-77RV-WT9K	410 016 531 10 31 02	SW - Operating Costs	Artificial Plants - PW Wellness Room	54953	$10.17
Amazon Capital Services	1WTQ-KQCW-YVW4	001 005 518 10 31 01	HR-Operating Cost	ThinkPad Tunderbolt Dock (1)	54953	$325.51
Amazon Capital Services	1WTQ-KQCW-YVW4	001 008 521 20 31 05	LE-Equipment - New Officers	ThinkPad Tunderbolt Dock (2)	54953	$651.04
Amazon Capital Services	1WTQ-KQCW-YVW4	510 006 594 18 64 00	Capital - Purch Computer Equip	ThinkPad Tunderbolt Dock (2)	54953	$651.04
					54953 Total	**$2,468.90**
Bernhard	020122 BERNHARD	001 008 521 20 43 00	LE-Travel & Per Diem	Use of Force Training Shelton WA - Meal PerDiem	54954	$144.00
					54954 Total	**$144.00**
Cadman Materials Inc	5810305	410 016 531 10 41 03	SW - Street Cleaning	Street Sweeping Disposal	54955	$2,700.71
					54955 Total	**$2,700.71**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Cintas Loc 460	4106936167	001 010 576 80 41 00	PK-Professional Services	PW Uniform Service	54956	$108.16
Cintas Loc 460	4106936167	101 016 542 30 41 02	ST-Professional Service	PW Uniform Service	54956	$108.16
Cintas Loc 460	4106936167	410 016 531 10 41 01	SW - Professional Services	PW Uniform Service	54956	$108.16
Cintas Loc 460	4107638680	001 010 576 80 41 00	PK-Professional Services	PW Uniform Service	54956	$112.08
Cintas Loc 460	4107638680	101 016 542 30 41 02	ST-Professional Service	PW Uniform Service	54956	$112.08
Cintas Loc 460	4107638680	410 016 531 10 41 01	SW - Professional Services	PW Uniform Service	54956	$112.08
					54956 Total	**$660.72**
Daily Journal of Commerce Inc	3374598	001 010 576 80 41 00	PK-Professional Services	Advertisment - RFQ S Lake Stevens Rd Multi-Use Path Phase II	54957	$283.80
					54957 Total	**$283.80**
Dicks Towing Inc	18195008	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2022-00274	54958	$126.27
Dicks Towing Inc	18196524	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2022-00888	54958	$126.27
					54958 Total	**$252.54**
Dobbs Heavy Duty Holdings LLC	026P28706	001 010 576 80 31 00	PK-Operating Costs	HVAC Control Panel Unit PW78	54959	$230.18
Dobbs Heavy Duty Holdings LLC	026P28706	101 016 544 90 31 02	ST-Operating Cost	HVAC Control Panel Unit PW78	54959	$230.17
Dobbs Heavy Duty Holdings LLC	026P28706	410 016 531 10 31 02	SW - Operating Costs	HVAC Control Panel Unit PW78	54959	$230.17
					54959 Total	**$690.52**
Dunlap Industrial Hardware	351889-1	001 010 576 80 26 00	PK-Clothing - Boot Allowance	Waders/Safety Jacket/Vest/Suspenders/Boots	54960	$182.45
Dunlap Industrial Hardware	351889-1	101 016 542 30 26 00	ST - Clothing - Boot Allowance	Waders/Safety Jacket/Vest/Suspenders/Boots	54960	$182.44
Dunlap Industrial Hardware	351889-1	410 016 531 10 26 00	SW - Clothing - Boot Allowance	Waders/Safety Jacket/Vest/Suspenders/Boots	54960	$182.44
					54960 Total	**$547.33**
Electronic Business Machines	AR209393	001 008 521 50 48 00	LE-Facility Repair & Maint	Copier Copy Cost PD - 2WU09725	54961	$48.79
					54961 Total	**$48.79**
Elite Securities Inc	39225	001 010 576 80 31 00	PK-Operating Costs	Levers	54962	$87.44
Elite Securities Inc	39225	101 016 544 90 31 02	ST-Operating Cost	Levers	54962	$87.44
Elite Securities Inc	39225	410 016 531 10 31 02	SW - Operating Costs	Levers	54962	$87.44
					54962 Total	**$262.32**
Engineering Business Systems Inc	133713	001 007 558 50 31 02	PL-Permit Related Op. Costs	Ink for Plotter for Land Use Signs	54963	$282.89
					54963 Total	**$282.89**
Gailey	010522 GAILEY	001 001 513 10 43 00	Executive - Travel & Mtgs	Consumer Electronic Symposium Conf Airfare	54964	$316.81
Gailey	010522 GAILEY	001 001 513 10 43 00	Executive - Travel & Mtgs	Consumer Electronic Symposium Conf Hotel	54964	$169.24
					54964 Total	**$486.05**
Gardner	841	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Install Setina Prisoner Seat PT-18-78	54965	$217.00
					54965 Total	**$217.00**
Goldman	2022-1091	001 008 521 20 41 00	LE-Professional Services	Pre-Employment Polygraph Exam	54966	$500.00
					54966 Total	**$500.00**
Grainger	9171990311	001 010 576 80 31 00	PK-Operating Costs	Thermostat Guard	54967	$163.96
					54967 Total	**$163.96**
Honey Bucket	552512381	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Swim Beach	54968	$330.89
Honey Bucket	552512382	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Lundeen Park	54968	$274.45
Honey Bucket	552517282	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - North Cove Boat Launch	54968	$274.45
Honey Bucket	552523435	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - 1804 Main St	54968	$165.55
Honey Bucket	552523436	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Frontier Cir W	54968	$218.50
Honey Bucket	552523437	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Callow Rd	54968	$142.50
Honey Bucket	552531552	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Davies Beach	54968	$249.50
Honey Bucket	552533462	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - 8629 20th St SE	54968	$170.50
Honey Bucket	552540379	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - 1806 Main St North Cove	54968	$249.50
					54968 Total	**$2,075.84**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
J Thayer Company Inc	1567692-0	001 008 521 20 31 00	LE-Office Supplies	Paper/Duster/Envelopes/Post Its/Mailers/Card Holder	54969	$572.15
J Thayer Company Inc	1568424-0	001 003 514 20 31 00	CC-Office Supply	Certificate Covers	54969	$47.16
J Thayer Company Inc	1568424-0	001 007 559 30 31 00	PB-Office Supplies	Drawer Organizer	54969	$10.45
J Thayer Company Inc	1568424-0	001 013 518 20 31 00	GG-Operating Costs	Paper/Tissues	54969	$89.90
J Thayer Company Inc	1568857-0	001 010 576 80 31 00	PK-Operating Costs	Batteries	54969	$15.68
J Thayer Company Inc	1568857-0	101 016 544 90 31 01	ST-Office Supplies	Batteries	54969	$15.69
J Thayer Company Inc	1568857-0	410 016 531 10 31 01	SW - Office Supplies	Batteries	54969	$15.69
J Thayer Company Inc	1568857-1	001 010 576 80 31 00	PK-Operating Costs	Batteries	54969	$13.16
J Thayer Company Inc	1568857-1	101 016 544 90 31 01	ST-Office Supplies	Batteries	54969	$13.15
J Thayer Company Inc	1568857-1	410 016 531 10 31 01	SW - Office Supplies	Batteries	54969	$13.15
					54969 Total	**$806.18**
Lake Stevens Sewer District	12326.01 0122	001 010 576 80 47 00	PK-Utilities	Sewer - Boat Launch Restrooms Acct 12326-01	54970	$87.00
Lake Stevens Sewer District	13135.01 0122	101 016 543 50 47 00	ST-Utilities	Sewer - Decant Facility Acct 13135-01	54970	$252.26
Lake Stevens Sewer District	13135.01 0122	410 016 531 10 47 00	SW - Utilities	Sewer - Decant Facility Acct 13135-01	54970	$252.27
Lake Stevens Sewer District	2538.02 0122	001 010 576 80 47 00	PK-Utilities	Sewer - Lundeen Park Acct 2538-02	54970	$172.00
Lake Stevens Sewer District	3628.02 0122	001 010 576 80 47 00	PK-Utilities	Sewer - Davies Beach Acct 3628-01	54970	$86.00
Lake Stevens Sewer District	6294.04 0122	001 008 521 50 47 00	LE-Facility Utilities	Sewer - PD Evidence Bldg Acct 6294-04	54970	$86.00
Lake Stevens Sewer District	6296.03 0122	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Station Acct 6296-03	54970	$172.00
Lake Stevens Sewer District	6390.03 0122	001 013 518 20 47 02	GG-Utilities for Rentals	Sewer - Leased Comm Building Acct 6390-03	54970	$145.63
Lake Stevens Sewer District	6666.01 0122	001 012 575 30 47 00	CS- Museum - Utilities	Sewer - Museum Acct 6666-01	54970	$86.00
Lake Stevens Sewer District	6671.01 0122	001 013 518 20 47 00	GG-Utilities	Sewer - City Hall Acct 6671-01	54970	$86.00
Lake Stevens Sewer District	6810.01 0122	001 012 575 50 47 00	CS- The Mill- Utilities	Sewer - The Mill Acct 6810-01	54970	$172.00
Lake Stevens Sewer District	7002.01 0122	001 010 576 80 47 00	PK-Utilities	Sewer - North Cove Park Restroom 7002-01	54970	$86.00
Lake Stevens Sewer District	8710.03 0122	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Training Bldg Acct 8710-03	54970	$86.00
Lake Stevens Sewer District	9902.01 0122	001 012 572 20 47 00	CS- Library-Utilities	Sewer - Library Grade Rd Acct 9902-01	54970	$86.00
					54970 Total	**$1,855.16**
National Public Employer Labor Relations Assoc	936	001 005 518 10 49 00	HR-Miscellaneous	2022 NPELRA Membership - Good	54971	$225.00
					54971 Total	**$225.00**
Nelson Distributing Inc	0785343-IN	001 007 559 30 32 00	PB-Fuel	Fuel	54972	$67.16
Nelson Distributing Inc	0785343-IN	001 008 521 20 32 00	LE-Fuel	Fuel	54972	$2,711.78
Nelson Distributing Inc	0785343-IN	001 010 576 80 32 00	PK-Fuel Costs	Fuel	54972	$904.60
Nelson Distributing Inc	0785343-IN	101 016 542 30 32 00	ST-Fuel	Fuel	54972	$1,809.19
Nelson Distributing Inc	0785343-IN	410 016 531 10 32 00	SW - Fuel	Fuel	54972	$1,809.19
					54972 Total	**$7,301.92**
Office of the State Treasurer	1221 STATE	633 000 586 00 00 01	State Court Remit	State Court Fees 12-2021	54973	$13,277.87
					54973 Total	**$13,277.87**
Rexel USA Inc	2J99991	001 010 576 80 31 00	PK-Operating Costs	Thermostat	54974	$49.05
Rexel USA Inc	2K04454	001 010 576 80 31 00	PK-Operating Costs	Thermostat	54974	$49.05
					54974 Total	**$98.10**
RP Electronics Inc	6787	001 013 518 20 47 02	GG-Utilities for Rentals	Q1 2022 Alarm Monitoring 1819 S Lake Stevens Rd	54975	$212.55
					54975 Total	**$212.55**
SCCFOA	2022 DUES	001 003 514 20 49 00	CC-Miscellaneous	2022 SCCFOA Membership Dues - Chelin/Weaver	54976	$50.00
SCCFOA	2022 DUES	001 004 514 23 49 00	FI-Miscellaneous	2022 SCCFOA Membership Dues - Stevens B/Heist/Crim	54976	$75.00
					54976 Total	**$125.00**
Six Robblees Inc	14-422497	001 010 576 80 31 00	PK-Operating Costs	Diesel Fuel Additive	54977	$23.76
Six Robblees Inc	14-422497	101 016 544 90 31 02	ST-Operating Cost	Diesel Fuel Additive	54977	$23.75
Six Robblees Inc	14-422497	410 016 531 10 31 02	SW - Operating Costs	Diesel Fuel Additive	54977	$23.75
					54977 Total	**$71.26**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Snohomish County 911	4234	001 008 528 00 41 00	LE - SNO911	Dispatch Services	54978	$31,601.23
					54978 Total	**$31,601.23**
Snohomish County Sheriff & Police Chiefs Assoc	010622 SCSPCA	001 008 521 20 49 00	LE-Dues & Memberships	2022 SCSPCA Membership Dues - Beazizo	54979	$75.00
					54979 Total	**$75.00**
Snohomish County Treasurer	0122 SC TREAS 1	302 010 594 76 61 12	PM - North Cove Phase 3	Recording Fees REET Festival Street Right of Way	54888	$10.00
					54888 Total	**$10.00**
Snohomish County Treasurer	0122 SC TREAS 2	301 016 595 30 60 03	17005- 24th St & 91st Ext	Recording Fees REET 8920 20th St SE	54889	$296.00
					54889 Total	**$296.00**
Snohomish County Treasurer	1221 TREASURER	633 000 586 00 00 02	Crime Victims Comp - SnoCo	Crime Victims Compensation 12-2021	54980	$224.95
					54980 Total	**$224.95**
Sound Publishing Inc	EDH946338	001 007 558 50 41 03	PL-Advertising	Planning Comm Mtg 01/05/22 Cancelled	54981	$19.04
Sound Publishing Inc	EDH946390	001 007 558 50 41 03	PL-Advertising	Planning Comm & Park Board Special Mtg	54981	$39.68
					54981 Total	**$58.72**
Sound Security Inc	1036062	001 010 576 80 41 00	PK-Professional Services	Fire Monitoring/Confidence Testing PW Shop	54982	$196.46
Sound Security Inc	1036062	001 012 575 50 47 00	CS- The Mill- Utilities	Fire & Security Monitoring The Mill	54982	$385.00
Sound Security Inc	1036062	001 013 518 20 41 00	GG-Professional Service	Fire & Security Monitoring CH	54982	$571.04
Sound Security Inc	1036062	101 016 542 30 41 02	ST-Professional Service	Fire Monitoring/Confidence Testing PW Shop	54982	$196.47
Sound Security Inc	1036062	410 016 531 10 41 01	SW - Professional Services	Fire Monitoring/Confidence Testing PW Shop	54982	$196.47
Sound Security Inc	1036063	001 008 521 20 41 01	LE-Professional Serv-Fixed	Access/Instrusion/Fire/Elevator Monitoring PD	54982	$1,125.00
Sound Security Inc	1036064	001 008 521 20 41 01	LE-Professional Serv-Fixed	Fire Monitoring 10518 18th St SE	54982	$65.00
					54982 Total	**$2,735.44**
TargetSolutions Learning LLC	INV40606	001 008 521 20 41 01	LE-Professional Serv-Fixed	PD Scheduling Platform Annual Fees	54983	$8,427.17
					54983 Total	**$8,427.17**
Technological Services Inc	22103	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Tires/Brake Repair PT-19-82	54984	$1,007.92
Technological Services Inc	22211	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Tire Repair PT-20-88	54984	$28.55
					54984 Total	**$1,036.47**
UPS	0000074Y42022	001 008 521 20 42 00	LE-Communication	Evidence Shipping	54985	$33.64
					54985 Total	**$33.64**
Veritone Inc	29455	001 008 521 20 41 01	LE-Professional Serv-Fixed	2022 Veritone Redact Application License Fee	54986	$2,400.00
					54986 Total	**$2,400.00**
Wachtveitl	020122 WACHTVEITL	001 008 521 20 43 00	LE-Travel & Per Diem	Use of Force Training Shelton WA - Meal PerDiem	54987	$144.00
					54987 Total	**$144.00**
Warbis	020122 WARBIS S	001 008 521 20 43 00	LE-Travel & Per Diem	Use of Force Training Shelton WA - Meal PerDiem	54988	$144.00
					54988 Total	**$144.00**
Washington Cities Insurance Authority	15337	001 004 514 23 46 00	FI-Insurance	2022 Liability Program Assesments	54989	$97.33
Washington Cities Insurance Authority	15337	001 008 521 20 46 00	LE-Insurance	2022 Liability Program Assesments	54989	$316,013.40
Washington Cities Insurance Authority	15337	001 010 576 80 46 00	PK-Insurance	2022 Liability Program Assesments	54989	$48,785.97
Washington Cities Insurance Authority	15337	001 013 518 20 46 00	GG-Insurance	2022 Liability Program Assesments	54989	$157,212.00
Washington Cities Insurance Authority	15337	101 016 543 30 46 00	ST-Insurance	2022 Liability Program Assesments	54989	$120,159.67
Washington Cities Insurance Authority	15337	410 016 531 10 46 00	SW-Insurance	2022 Liability Program Assesments	54989	$68,299.63
					54989 Total	**$710,568.00**
Washington Recreation & Park Association	6965	001 007 558 50 49 01	PL-Staff Development	Registration - 2022 WRPA Annual Conf - Meis	54990	$250.00
					54990 Total	**$250.00**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Wave Broadband	103946401-0009242	001 002 513 11 42 00	AD-Communications	Telephone Service	54991	$70.19
Wave Broadband	103946401-0009242	001 003 514 20 42 00	CC-Communications	Telephone Service	54991	$140.38
Wave Broadband	103946401-0009242	001 004 514 23 42 00	FI-Communications	Telephone Service	54991	$140.37
Wave Broadband	103946401-0009242	001 005 518 10 42 00	HR-Communications	Telephone Service	54991	$70.19
Wave Broadband	103946401-0009242	001 006 518 80 42 00	IT-Communications	Telephone Service	54991	$210.57
Wave Broadband	103946401-0009242	001 007 558 50 42 00	PL-Communication	Telephone Service	54991	$456.46
Wave Broadband	103946401-0009242	001 007 559 30 42 00	PB-Communication	Telephone Service	54991	$70.19
Wave Broadband	103946401-0009242	001 008 521 20 42 00	LE-Communication	Telephone Service	54991	$2,387.35
Wave Broadband	103946401-0009242	001 012 575 30 42 00	CS- Museum - Communications	Telephone Service	54991	$70.19
Wave Broadband	103946401-0009242	001 012 575 50 42 00	CS- The Mill- Communication	Telephone Service	54991	$70.19
Wave Broadband	103946401-0009242	001 013 518 20 42 00	GG-Communication	Telephone Service	54991	$280.75
Wave Broadband	103946401-0009242	101 016 543 30 42 00	ST-Communications	Telephone Service	54991	$403.94
Wave Broadband	103946401-0009242	410 016 531 10 42 00	SW - Communications	Telephone Service	54991	$403.94
Wave Broadband	103946401-0009242	510 006 518 80 49 04	LR - WaveBroadband Fiber Lease	Fiber Leases	54991	$632.70
					54991 Total	**$5,407.41**
Wynne and Sons Inc	71227	001 007 558 50 31 00	PL-Office Supplies	Business Cards - Smith/Held	54992	$114.37
					54992 Total	**$114.37**

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BLANKET VOUCHER APPROVAL

2021

Payroll Direct Deposits		
Payroll Checks		
Electronic Funds Transfers	**ACH**	**$519,013.06**
Claims	**54890-54950**	**$408,471.89**
Void Checks		
Total Vouchers Approved:		**$927,484.95**

This 25th day of January 2022

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

Finance Director/Auditing Officer

Mayor

January 25, 2022

City expenditures by type for this voucher packet			
Payroll Federal Taxes	$	182,934	20%
Retirement Benefits - Employer	$	112,464	12%
Medical Benefits - Employer	$	168,149	18%
Other Employer Paid Benefits	$	5,041	1%
Employee Paid Benefits	$	50,634	5%
Supplies	$	47,319	5%
Professional Services	$	130,706	14%
Refunds	$	1,305	0%
Capital *	$	228,935	25%
Total	**$**	**927,485**	**100%**

Large Purchases

* Festival Street Project 20006 - $225,405

City of Lake Stevens Blanket Voucher Report
Checks to be approved for period 12/31/2021 - 12/31/2021

Total for Period
$927,484.95

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
A Worksafe Service Inc	314449	001 008 521 20 41 00	LE-Professional Services	Alcohol Test	54899	$35.00
A Worksafe Service Inc	314449	410 016 531 10 41 01	SW - Professional Services	Drug Test	54899	$55.00
					54899 Total	$90.00
Ace Hardware	72049	001 010 576 80 31 00	PK-Operating Costs	Fasteners	54900	$23.49
Ace Hardware	72049	101 016 544 90 31 02	ST-Operating Cost	Fasteners	54900	$23.48
Ace Hardware	72049	410 016 531 10 31 02	SW - Operating Costs	Fasteners	54900	$23.48
Ace Hardware	72082	001 010 576 80 31 00	PK-Operating Costs	Bolt Cutters	54900	$16.34
Ace Hardware	72082	101 016 544 90 31 02	ST-Operating Cost	Bolt Cutters	54900	$16.35
Ace Hardware	72082	410 016 531 10 31 02	SW - Operating Costs	Bolt Cutters	54900	$16.35
Ace Hardware	72089	001 010 576 80 31 00	PK-Operating Costs	Screwdrivers/Tamper Bit Sets	54900	$13.06
Ace Hardware	72089	101 016 544 90 31 02	ST-Operating Cost	Screwdrivers/Tamper Bit Sets	54900	$13.07
Ace Hardware	72089	410 016 531 10 31 02	SW - Operating Costs	Screwdrivers/Tamper Bit Sets	54900	$13.07
Ace Hardware	72103	001 010 576 80 31 00	PK-Operating Costs	Spraypaint/Flex Seal	54900	$7.12
Ace Hardware	72103	101 016 544 90 31 02	ST-Operating Cost	Spraypaint/Flex Seal	54900	$7.11
Ace Hardware	72103	410 016 531 10 31 02	SW - Operating Costs	Spraypaint/Flex Seal	54900	$7.11
Ace Hardware	72108	001 008 521 20 31 00	LE-Office Supplies	Tree/Wreath Prelit	54900	$294.25
Ace Hardware	72122	001 010 576 80 31 00	PK-Operating Costs	Screwdriver Set/Box Cover	54900	$6.24
Ace Hardware	72122	101 016 544 90 31 02	ST-Operating Cost	Screwdriver Set/Box Cover	54900	$6.25
Ace Hardware	72122	410 016 531 10 31 02	SW - Operating Costs	Screwdriver Set/Box Cover	54900	$6.25
Ace Hardware	72124	001 010 576 80 31 00	PK-Operating Costs	Totes	54900	$20.33
Ace Hardware	72124	101 016 544 90 31 02	ST-Operating Cost	Totes	54900	$20.34
Ace Hardware	72124	410 016 531 10 31 02	SW - Operating Costs	Totes	54900	$20.34
Ace Hardware	72149	101 016 544 90 31 02	ST-Operating Cost	Snow Blower Gloves	54900	$29.41
Ace Hardware	72149	410 016 531 10 31 02	SW - Operating Costs	Snow Blower Gloves	54900	$29.42
Ace Hardware	72150	001 010 576 80 31 00	PK-Operating Costs	Rubber Paste/Super Glue	54900	$7.98
Ace Hardware	72150	101 016 544 90 31 02	ST-Operating Cost	Rubber Paste/Super Glue	54900	$7.99
Ace Hardware	72150	410 016 531 10 31 02	SW - Operating Costs	Rubber Paste/Super Glue	54900	$7.99
Ace Hardware	72165	001 010 576 80 31 00	PK-Operating Costs	Tower Space Heater	54900	$108.98
Ace Hardware	72193	001 010 576 80 31 00	PK-Operating Costs	Hedge Shear Power Lever/Tarp	54900	$71.92
Ace Hardware	72230	101 016 544 90 31 02	ST-Operating Cost	Digital Heat Gun	54900	$87.18
Ace Hardware	72251	410 016 531 10 31 02	SW - Operating Costs	Cable Saw/PVC Coupling	54900	$14.77
Ace Hardware	72253	101 016 544 90 31 02	ST-Operating Cost	PVC Coupling	54900	$3.67
Ace Hardware	72275	101 016 544 90 31 02	ST-Operating Cost	Antifreeze	54900	$10.88
					54900 Total	$934.22
AFLAC	442227	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Insurance Prem	0	$1,094.62
					0 Total	$1,094.62
Amazon Capital Services	13WD-PP36-7FVC	001 005 517 90 41 00	HR-Wellness Program	Wall Sconces - PW Wellness Room	54901	$75.96
Amazon Capital Services	1773-FHX9-4P4D	001 010 576 80 31 00	PK-Operating Costs	Spark Plugs	54901	$19.26
Amazon Capital Services	1773-FHX9-4P4D	101 016 544 90 31 02	ST-Operating Cost	Spark Plugs	54901	$19.26
Amazon Capital Services	1773-FHX9-4P4D	410 016 531 10 31 02	SW - Operating Costs	Spark Plugs	54901	$19.26
Amazon Capital Services	19FM-JM6P-VN6L	001 005 517 90 41 00	HR-Wellness Program	Furniture - PW Wellness Rm	54901	$637.14
Amazon Capital Services	1CGP-FCY4-CGYL	001 005 518 10 31 00	HR-Office Supplies	Protective Decal for ThinkPad/Stick Notes	54901	$43.85
Amazon Capital Services	1CGP-FCY4-CGYL	004 013 518 20 30 00	ARPA - Supplies	Disposable Face Masks - ARPA	54901	$54.45
Amazon Capital Services	1LX1-DPWG-KQRW	001 005 517 90 41 00	HR-Wellness Program	Furniture Credit - PW Wellness Room	54901	($86.06)

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Amazon Capital Services	1M7R-DYWF-W9JR	001 005 517 90 41 00	HR-Wellness Program	Wall Sconces Credit - PW Wellness Room	54901	($75.96)
Amazon Capital Services	1MHY-XKC7-JXR9	001 005 517 90 41 00	HR-Wellness Program	Furniture Credit - PW Wellness Room	54901	($106.74)
					54901 Total	**$600.42**
Assoc of Washington Cities EFT	26505	001 000 283 00 00 00	Payroll Liability Medical	Medical Insurance Premium	0	$165,534.29
Assoc of Washington Cities EFT	26505	001 010 576 80 20 00	PK-Benefits	Medical Insurance Premium	0	($8.45)
Assoc of Washington Cities EFT	26505	001 013 518 30 20 00	GG-Benefits	Medical Insurance Premium	0	($14.34)
Assoc of Washington Cities EFT	26505	101 016 542 30 20 00	ST-Benefits	Medical Insurance Premium	0	($34.62)
Assoc of Washington Cities EFT	26505	410 016 531 10 20 00	SW-Benefits	Medical Insurance Premium	0	($34.60)
					0 Total	**$165,442.28**
Bramhall	123021 BRAMHALL	001 000 362 00 00 14	Boat Launch Annual Pass	Boat Launch Annual Permit Elizabeth Bramhall - Refund	54902	$75.00
					54902 Total	**$75.00**
Business Card	BARNES 0122	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Phantom Omni Antennas	54903	$915.25
Business Card	BARNES 0122	001 008 521 50 30 02	LE-Fleet Minor Equipment	Standard Long Arm Car Opening Tool Kit	54903	$87.90
Business Card	BARNES 1221	001 008 521 40 49 01	LE-Registration Fees	Drone Training - Bryant	54903	$204.97
Business Card	BEAZIZO 0122	001 008 521 20 31 00	LE-Office Supplies	APEX Printer Ribbon	54903	$296.22
Business Card	BEAZIZO 0122	001 008 521 20 31 01	LE-Fixed Minor Equipment	Steel Shelving/Utility Hooks	54903	$345.83
Business Card	BEAZIZO 0122	001 008 521 20 31 02	LE-Minor Equipment	PD Vechile Tactical Seats Covers - Partial Payment (1)	54903	$1,000.00
Business Card	BEAZIZO 0122	001 008 521 20 31 02	LE-Minor Equipment	PD Vechile Tactical Seats Covers - Partial Payment (2)	54903	$1,000.00
Business Card	BEAZIZO 0122	001 008 521 20 31 04	LE-Donation Exp - Other	PD Banquet Dinner Catering	54903	$3,040.38
Business Card	BEAZIZO 0122	001 008 521 20 43 00	LE-Travel & Per Diem	Hotel Reservation - 2022 Spring WASPC Conf - Beazizo	54903	$184.90
Business Card	BEAZIZO 0122	001 008 521 20 43 00	LE-Travel & Per Diem	Hotel Reservation - 2022 Spring WASPC Conf - Young	54903	$184.90
Business Card	BRAZEL 0122	001 001 513 10 43 00	Executive - Travel & Mtgs	Leadership Tour Skagit County Historical Museum - Gailey	54903	$4.00
Business Card	BRAZEL 0122	001 002 513 11 43 00	AD-Travel & Meetings	Fuel PW41	54903	$52.62
Business Card	BRAZEL 0122	001 002 513 11 43 00	AD-Travel & Meetings	Leadership Tour Skagit County Historical Museum - Brazel	54903	$4.00
Business Card	BRAZEL 0122	001 002 513 11 49 01	AD-Miscellaneous	2022 Waterworks Manager Certificate Renewal - Brazel	54903	$42.00
Business Card	BRAZEL 0122	001 002 513 11 49 01	AD-Miscellaneous	WA Wastewater Collection Certificate Renewal - Brazel	54903	$20.00
Business Card	BRAZEL 0122	001 003 514 20 43 00	CC-Travel & Meetings	Leadership Tour Skagit County Historical Museum - Chelin/Weaver	54903	$8.00
Business Card	BRAZEL 0122	001 004 514 23 43 00	FI-Travel & Meetings	Leadership Tour Skagit County Historical Museum - Stevens B	54903	$4.00
Business Card	BRAZEL 0122	001 005 518 10 43 00	HR-Travel & Meetings	Leadership Tour Skagit County Historical Museum - Warrington	54903	$4.00
Business Card	BRAZEL 0122	001 006 518 80 43 00	IT-Travel & Meetings	Leadership Tour Skagit County Historical Museum - Stevens T	54903	$4.00
Business Card	BRAZEL 0122	001 007 558 50 43 00	PL-Travel & Mtgs	Leadership Tour Skagit County Historical Museum - Wright	54903	$2.00
Business Card	BRAZEL 0122	001 007 559 30 43 00	PB-Travel & Mtgs	Leadership Tour Skagit County Historical Museum - Wright	54903	$2.00
Business Card	BRAZEL 0122	001 008 521 20 43 00	LE-Travel & Per Diem	Leadership Tour Skagit County Historical Museum - Beazizo	54903	$4.00
Business Card	BRAZEL 0122	001 010 576 80 43 00	PK-Travel & Meetings	Leadership Tour Skagit County Historical Museum - Halverson	54903	$1.33
Business Card	BRAZEL 0122	001 013 518 20 31 00	GG-Operating Costs	Batteries - Emergency Supplies	54903	$89.76
Business Card	BRAZEL 0122	001 013 518 20 31 00	GG-Operating Costs	Leadership Tour Skagit County Historical Museum - Erickson	54903	$4.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Business Card	BRAZEL 0122	101 016 543 30 43 00	ST-Travel & Meetings	Leadership Tour Skagit County Historical Museum - Halverson	54903	$1.33
Business Card	BRAZEL 0122	410 016 531 10 43 00	SW - Travel & Meetings	Leadership Tour Skagit County Historical Museum - Halverson	54903	$1.34
Business Card	BROOKS 0122	001 008 521 20 31 01	LE-Fixed Minor Equipment	Handgun Accessories	54903	$548.27
Business Card	BROOKS 0122	001 008 521 40 49 01	LE-Registration Fees	Smartphone Forensic Analysis In-Depth Course - Parnell	54903	$4,683.71
Business Card	CHELIN 0122	001 001 513 10 43 00	Executive - Travel & Mtgs	Hotel/Conf Room Admin Retreat - Gailey	54903	$134.90
Business Card	CHELIN 0122	001 002 513 11 43 00	AD-Travel & Meetings	Hotel/Conf Room Admin Retreat - Brazel	54903	$134.90
Business Card	CHELIN 0122	001 003 514 20 43 00	CC-Travel & Meetings	Hotel/Conf Room Admin Retreat - Chelin	54903	$134.90
Business Card	CHELIN 0122	001 003 514 20 43 00	CC-Travel & Meetings	Hotel/Conf Room Admin Retreat - Weaver	54903	$293.90
Business Card	CHELIN 0122	001 004 514 23 43 00	FI-Travel & Meetings	Hotel/Conf Room Admin Retreat - Stevens B	54903	$134.90
Business Card	CHELIN 0122	001 005 518 10 43 00	HR-Travel & Meetings	Hotel/Conf Room Admin Retreat - Warrington	54903	$134.90
Business Card	CHELIN 0122	001 006 518 80 43 00	IT-Travel & Meetings	Hotel/Conf Room Admin Retreat - Stevens T	54903	$134.90
Business Card	CHELIN 0122	001 007 558 50 43 00	PL-Travel & Mtgs	Hotel/Conf Room Admin Retreat - Wright	54903	$67.44
Business Card	CHELIN 0122	001 007 559 30 43 00	PB-Travel & Mtgs	Hotel/Conf Room Admin Retreat - Wright	54903	$67.44
Business Card	CHELIN 0122	001 008 521 20 43 00	LE-Travel & Per Diem	Hotel/Conf Room Admin Retreat - Beazizo	54903	$134.90
Business Card	CHELIN 0122	001 010 576 80 43 00	PK-Travel & Meetings	Hotel/Conf Room Admin Retreat - Halverson	54903	$44.96
Business Card	CHELIN 0122	001 013 518 20 41 00	GG-Professional Service	Zoom - Standard Monthly/Webinar 01-2022	54903	$261.49
Business Card	CHELIN 0122	001 013 518 20 41 00	GG-Professional Service	Zoom - Standard Monthly/Webinar 12-2021	54903	$261.49
Business Card	CHELIN 0122	101 016 543 30 43 00	ST-Travel & Meetings	Hotel/Conf Room Admin Retreat - Halverson	54903	$44.96
Business Card	CHELIN 0122	410 016 531 10 43 00	SW - Travel & Meetings	Hotel/Conf Room Admin Retreat - Halverson	54903	$44.96
Business Card	DREHER 0122	001 005 518 10 49 02	HR-Employee Recognition	Candy/Hand Sanitizer/Markers/Cleaners - Emp Recognition	54903	$82.45
Business Card	DREHER 0122	001 008 521 20 31 00	LE-Office Supplies	Surface Pro Case	54903	$33.78
Business Card	DREHER 0122	001 008 521 20 31 01	LE-Fixed Minor Equipment	Bissell Steam Cleaner/PACT Club Timer/White Board	54903	$548.31
Business Card	DREHER 0122	001 008 521 20 31 01	LE-Fixed Minor Equipment	D-Wipe Towels	54903	$143.59
Business Card	DREHER 0122	001 008 521 20 31 01	LE-Fixed Minor Equipment	Dry Erase Marker Storage Holder	54903	$25.06
Business Card	DREHER 0122	001 008 521 20 31 01	LE-Fixed Minor Equipment	Shooting Safety Glasses/Magazine Loader Polymer/Magazine Loader	54903	$1,019.13
Business Card	DREHER 0122	001 008 521 20 31 02	LE-Minor Equipment	Glass Display Wall Units (2)	54903	$1,909.06
Business Card	DREHER 0122	001 008 521 20 31 04	LE-Donation Exp - Other	Posters/KoolAid/Stamper/Sticky Notes/Lollipops Awards Banquet	54903	$63.24
Business Card	DREHER 0122	001 008 521 20 31 04	LE-Donation Exp - Other	Soda/Water/Cookies/Cupcakes/Brownies PD Awards Banquet	54903	$108.59
Business Card	DREHER 0122	001 008 521 20 31 04	LE-Donation Exp - Other	Tablecovers for PD Awards Banquet	54903	$32.70
Business Card	DREHER 0122	001 008 521 20 43 00	LE-Travel & Per Diem	Hotel - Basic Collision Investigation Kennewick - Marshall	54903	$595.65
Business Card	DREHER 0122	001 008 521 20 43 00	LE-Travel & Per Diem	Hotel Reservation - Use of Force Core Principles - Bernhard	54903	$105.60
Business Card	DREHER 0122	001 008 521 20 43 00	LE-Travel & Per Diem	Hotel Reservation - Use of Force Core Principles - Wachtveitl	54903	$105.60
Business Card	DREHER 0122	001 008 521 20 43 00	LE-Travel & Per Diem	Hotel Reservation - Use of Force Core Principles-Warbis S	54903	$105.60
Business Card	DREHER 0122	001 008 521 20 43 01	LE-Business Meetings	PD Sergeant Testing Meal	54903	$81.69
Business Card	DREHER 0122	001 008 521 20 43 01	LE-Business Meetings	Trailmix/Kind Bars/SunChips/Cookies for PD Sergeant Meeting	54903	$58.06
Business Card	DREHER 0122	001 008 521 40 49 01	LE-Registration Fees	Registration - Essential of RIM Certificate Program -	54903	$974.25
Business Card	DREHER 0122	001 008 521 40 49 01	LE-Registration Fees	Registration - PRA Case Law Highlights 2022 - Fox	54903	$35.00
Business Card	DREHER 0122	001 008 521 40 49 01	LE-Registration Fees	Registration - PRA Case Law Highlights 2022 - LeBlanc	54903	$35.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Business Card	DREHER 0122	001 008 521 40 49 01	LE-Registration Fees	Registration - PRA Deep Dive - Fox	54903	$35.00
Business Card	HALVERSON 0122	101 016 542 70 31 01	ST Beautification Street Signs	Sandblasted/Prepped/Poweder Coated Pipes	54903	$411.48
Business Card	HALVERSON 0122	410 016 531 10 41 03	SW - Street Cleaning	UTV Snow Plow Kit	54903	$1,719.85
Business Card	KNOEPFLE 0122	001 005 517 90 41 00	HR-Wellness Program	Cube Organizer Shelf/Bins/Nursery Glider for PW Wellness Room	54903	$348.79
Business Card	KNOEPFLE 0122	001 005 517 90 41 00	HR-Wellness Program	Mini Fridge for PW Wellness Room	54903	$152.59
Business Card	KNOEPFLE 0122	001 005 517 90 41 00	HR-Wellness Program	Wall Art Mt Rainier National Park for PW Wellness Room	54903	$154.21
Business Card	KNOEPFLE 0122	001 010 576 80 49 01	PK-Staff Development	APWA Membership - Knoepfle	54903	$80.00
Business Card	KNOEPFLE 0122	001 012 575 50 31 00	CS- The Mill- Ops	Acoustic Panels for The Mill Sawyers Room	54903	$1,275.25
Business Card	KNOEPFLE 0122	001 013 518 20 31 00	GG-Operating Costs	Acoustic Art Panels with Custom Graphics	54903	$713.22
Business Card	KNOEPFLE 0122	001 013 518 20 31 00	GG-Operating Costs	PODS Rental for Museum Storage at PW Shop	54903	$257.62
Business Card	KNOEPFLE 0122	101 016 542 30 49 01	ST-Staff Development	APWA Membership - Knoepfle	54903	$80.00
Business Card	KNOEPFLE 0122	410 016 531 10 31 02	SW - Operating Costs	Postage for Water Meter Return to Forestry Suppliers	54903	$62.76
Business Card	KNOEPFLE 0122	410 016 531 10 31 02	SW - Operating Costs	Vertical Water Sampler/Lowering Line Upgrade	54903	$808.00
Business Card	KNOEPFLE 0122	410 016 531 10 49 01	SW - Staff Development	APWA Membership - Knoepfle	54903	$80.00
Business Card	STEVENS B 0122	001 004 514 23 41 01	FI-Advertising	Job Posting on GFOA website for Accountant	54903	$150.00
Business Card	UBERT 0122	001 008 521 20 41 01	LE-Professional Serv-Fixed	FUBO TV for Police Station	54903	$1.00
Business Card	UBERT 0122	001 008 521 20 41 01	LE-Professional Serv-Fixed	FUBO TV for Police Station Credit	54903	($1.00)
Business Card	UBERT 0122	001 008 521 20 49 00	LE-Dues & Memberships	2022 IACP Membership Dues - Ubert J	54903	$190.00
Business Card	UBERT 0122	001 008 521 40 49 01	LE-Registration Fees	ARMA Membership - Cooper	54903	$175.00
Business Card	UBERT 0122	001 008 521 40 49 01	LE-Registration Fees	Registration - A 360 Overview of Office365	54903	$33.75
Business Card	UBERT 0122	001 008 521 40 49 01	LE-Registration Fees	Registration - PRA and OPMA Case Law Update 2021-Fox	54903	$30.00
Business Card	WARRINGTON 0122	001 005 518 10 41 00	HR-Professional Services	AWC Job Posting 10-pack	54903	$350.00
Business Card	WRIGHT 0122	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers LUA2021-0197 Phase II SR9/SR204	54903	$30.64
Business Card	WRIGHT 0122	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers LUA2021-0201 Major Preliminary Plate Vinje	54903	$60.10
Business Card	WRIGHT 0122	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers Maddalena Major Land Disturbance	54903	$11.67
Business Card	WRIGHT 0122	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers Patterson	54903	$17.50
Business Card	WRIGHT 0122	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers West Lake Townhomes1 NOPH	54903	$66.51
Business Card	WRIGHT 0122	001 007 558 50 49 01	PL-Staff Development	Registration - CAEC Pro Webinar - Meis	54903	$30.00
					54903 Total	**$28,157.95**
Calliope Consulting LLC	183	001 005 518 10 41 00	HR-Professional Services	City Wide Lean Training Contract Services 12-2021	54904	$1,593.75
					54904 Total	**$1,593.75**
Central Welding Supply Co Inc	EV298228	001 010 576 80 31 00	PK-Operating Costs	Ranger 260MPX Welder/Wire Feeders/Cables/Gauges	54905	$4,426.33
Central Welding Supply Co Inc	EV298228	101 016 544 90 31 02	ST-Operating Cost	Ranger 260MPX Welder/Wire Feeders/Cables/Gauges	54905	$4,426.33
Central Welding Supply Co Inc	EV298228	410 016 531 10 31 02	SW - Operating Costs	Ranger 260MPX Welder/Wire Feeders/Cables/Gauges	54905	$4,426.33
Central Welding Supply Co Inc	RN12211002	001 010 576 80 31 00	PK-Operating Costs	Argon Gas/Centrashield/Propane	54905	$21.68
Central Welding Supply Co Inc	RN12211002	101 016 544 90 31 02	ST-Operating Cost	Argon Gas/Centrashield/Propane	54905	$21.69
Central Welding Supply Co Inc	RN12211002	410 016 531 10 31 02	SW - Operating Costs	Argon Gas/Centrashield/Propane	54905	$21.69
					54905 Total	**$13,344.05**
Cintas Loc 460	4106153072	001 010 576 80 41 00	PK-Professional Services	PW Uniform Service	54906	$116.95
Cintas Loc 460	4106153072	101 016 542 30 41 02	ST-Professional Service	PW Uniform Service	54906	$116.95
Cintas Loc 460	4106153072	410 016 531 10 41 01	SW - Professional Services	PW Uniform Service	54906	$116.94
					54906 Total	**$350.84**
City of Marysville	LKS21-12	001 011 515 91 41 00	LG-General Public Defender	Marysville Court Citations 12-2021	54907	$6,725.87
City of Marysville	POLIN 21-0041	001 008 523 60 41 00	LE-Jail	Prisoner Housing SNCO 11-2021	54907	$742.98
					54907 Total	**$7,468.85**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Colacurcio Brothers Inc	PE 3 FESTIVAL	304 016 595 30 60 03	Festival Street/Mill Spur	Festival Street Project 20006	54908	$225,404.73
					54908 Total	**$225,404.73**
Daily Journal of Commerce Inc	3374250	001 010 576 80 41 00	PK-Professional Services	Advertisment - RFP Safety Training PW	54909	$80.26
Daily Journal of Commerce Inc	3374250	101 016 542 30 41 01	ST-Advertising	Advertisment - RFP Safety Training PW	54909	$80.27
Daily Journal of Commerce Inc	3374250	410 016 531 10 41 05	SW - Advertising	Advertisment - RFP Safety Training PW	54909	$80.27
					54909 Total	**$240.80**
DataQuest LLC	17041	001 005 518 10 41 00	HR-Professional Services	Background Checks - New Employees	54910	$79.50
DataQuest LLC	17041	101 016 542 30 41 02	ST-Professional Service	Background Checks - New Employees	54910	$39.75
DataQuest LLC	17041	410 016 531 10 41 01	SW - Professional Services	Background Checks - New Employees	54910	$39.75
					54910 Total	**$159.00**
Dept of Licensing	010822 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 12/19/21 thru 01/08/22	54911	$765.00
Dept of Licensing	121121 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 12/05/21 thru 12/11/21	54911	$42.00
					54911 Total	**$807.00**
Dept of Retirement (Deferred Comp)	122321	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferre	0	$3,593.71
					0 Total	**$3,593.71**
Dept of Retirement (Deferred Comp)	011022	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferre	1	$3,593.71
					1 Total	**$3,593.71**
Dept of Retirement PERS LEOFF	122321	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	0	$55,562.19
Dept of Retirement PERS LEOFF	122321S	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions-State	0	$375.96
					0 Total	**$55,938.15**
Dept of Retirement PERS LEOFF	011022	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	0	$56,483.68
Dept of Retirement PERS LEOFF	011022	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions-State	0	$41.72
					0 Total	**$56,525.40**
Dept of Revenue EFT	NOV2021	001 013 518 90 49 06	GG-Excise Tax	Excise Taxes - November 2021	0	$429.84
Dept of Revenue EFT	NOV2021	410 016 531 10 44 00	SW-Excise Taxes	Excise Taxes - November 2021	0	$26,223.14
					0 Total	**$26,652.98**
EFTPS	32074234	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	0	$88,592.38
					0 Total	**$88,592.38**
EFTPS	11022	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	0	$94,341.56
					0 Total	**$94,341.56**
Electronic Business Machines	AR209392	001 010 576 80 48 00	PK-Repair & Maintenance	Copier Copy Cost PW - QNN08471	54912	$6.43
Electronic Business Machines	AR209392	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Copy Cost PW - QNN08471	54912	$6.42
Electronic Business Machines	AR209392	410 016 531 10 48 00	SW - Repairs & Maintenance	Copier Copy Cost PW - QNN08471	54912	$6.43
					54912 Total	**$19.28**
Engineering Business Systems Inc	131931	001 007 558 50 31 02	PL-Permit Related Op. Costs	Ink for Plotter	54913	$93.81
					54913 Total	**$93.81**
Farmers Equipment Co	BUR-20002905	101 016 542 30 48 00	ST-Repair & Maintenance	Tractor Repair	54914	$2,795.76
					54914 Total	**$2,795.76**
Florida State Disbursement Unit	200000082DR3	001 000 284 00 00 00	Payroll Liability Other	200000082DR34 Child Support	54890	$177.57
					54890 Total	**$177.57**
Glens Welding & Machine Inc	S15387	001 010 576 80 31 00	PK-Operating Costs	Bolts/Blower Rep	54915	$29.94
					54915 Total	**$29.94**
Grainger	9161448296	001 010 576 80 31 00	PK-Operating Costs	Roller Chain	54916	$11.11
Grainger	9161448296	101 016 544 90 31 02	ST-Operating Cost	Roller Chain	54916	$11.12
Grainger	9161448296	410 016 531 10 31 02	SW - Operating Costs	Roller Chain	54916	$11.12
					54916 Total	**$33.35**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Granite Construction Supply	93734	001 010 576 80 26 00	PK-Clothing - Boot Allowance	Rain Jacket/Surveyors Vest/Pants/Hoodie	54917	$117.21
Granite Construction Supply	93734	101 016 542 30 26 00	ST - Clothing - Boot Allowance	Rain Jacket/Surveyors Vest/Pants/Hoodie	54917	$117.21
Granite Construction Supply	93734	410 016 531 10 26 00	SW - Clothing - Boot Allowance	Rain Jacket/Surveyors Vest/Pants/Hoodie	54917	$117.20
Granite Construction Supply	93758	101 016 542 64 31 00	ST-Traffic Control - Supply	Right Posts/Base/Handicap Parking Signs/Hardware Kit	54917	$1,015.65
Granite Construction Supply	93770	101 016 542 64 31 00	ST-Traffic Control - Supply	Heavy Duty Anchors	54917	$3,413.13
Granite Construction Supply	93794	101 016 544 90 31 02	ST-Operating Cost	Amerizorb Throw & Go Absorbent	54917	$1,972.28
Granite Construction Supply	93801	101 016 542 64 31 00	ST-Traffic Control - Supply	Signs - Subject to Flooding	54917	$230.58
					54917 Total	**$6,983.26**
HRA VEBA Trust YA20192	11022	001 000 283 00 00 00	Payroll Liability Medical	Employee VEBA Contributions	54891	$2,862.37
					54891 Total	**$2,862.37**
HSA Bank	11022	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contriubutions	54892	$15,125.00
					54892 Total	**$15,125.00**
J Thayer Company Inc	1566900-0	001 010 576 80 31 00	PK-Operating Costs	Disinfecting Wipes	54918	$31.24
J Thayer Company Inc	1566900-0	101 016 544 90 31 01	ST-Office Supplies	Disinfecting Wipes	54918	$31.24
J Thayer Company Inc	1566900-0	410 016 531 10 31 01	SW - Office Supplies	Disinfecting Wipes	54918	$31.24
					54918 Total	**$93.72**
Lake Stevens Police Guild	11022	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	54893	$1,122.00
					54893 Total	**$1,122.00**
Land Development Consultants Inc	25983	302 010 594 76 61 12	PM - North Cove Phase 3	Festival Street Design	54919	$2,440.00
					54919 Total	**$2,440.00**
Law Office of Richard H Kaiser PLLC	4085	001 010 576 80 41 00	PK-Professional Services	Investigation Services	54920	$518.76
Law Office of Richard H Kaiser PLLC	4085	101 016 542 30 41 02	ST-Professional Service	Investigation Services	54920	$259.37
Law Office of Richard H Kaiser PLLC	4085	410 016 531 10 41 01	SW - Professional Services	Investigation Services	54920	$259.37
					54920 Total	**$1,037.50**
Lemay Mobile Shredding Inc	4729740	001 013 518 20 41 00	GG-Professional Service	Shredding Services CH	54921	$12.33
Lemay Mobile Shredding Inc	4731545	001 010 576 80 41 00	PK-Professional Services	Shredding Services PW	54921	$1.26
Lemay Mobile Shredding Inc	4731545	101 016 542 30 41 02	ST-Professional Service	Shredding Services PW	54921	$1.26
Lemay Mobile Shredding Inc	4731545	410 016 531 10 41 01	SW - Professional Services	Shredding Services PW	54921	$1.26
					54921 Total	**$16.11**
Les Schwab Tire Center	40200585854	001 010 576 80 48 00	PK-Repair & Maintenance	New Tires (4) PW58	54922	$524.50
Les Schwab Tire Center	40200585854	101 016 542 30 48 00	ST-Repair & Maintenance	New Tires (4) PW58	54922	$524.49
Les Schwab Tire Center	40200585854	410 016 531 10 48 00	SW - Repairs & Maintenance	New Tires (4) PW58	54922	$524.49
					54922 Total	**$1,573.48**
Nationwide Retirement Solution	122321	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	0	$9,829.52
					0 Total	**$9,829.52**
Nationwide Retirement Solution	011022	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	0	$5,735.37
					0 Total	**$5,735.37**
New York Life	11022	001 000 284 00 00 00	Payroll Liability Other	Whole Life Insurance Premiums	54894	$199.00
					54894 Total	**$199.00**
New York Life EFT	DEC2021	001 002 513 11 20 00	AD-Benefits	Life/Disability Ins Premiums	0	$57.47
New York Life EFT	DEC2021	001 003 514 20 20 00	CC-Benefits	Life/Disability Ins Premiums	0	$50.17
New York Life EFT	DEC2021	001 004 514 23 20 00	FI-Benefits	Life/Disability Ins Premiums	0	$175.88
New York Life EFT	DEC2021	001 005 518 10 20 00	HR-Benefits	Life/Disability Ins Premiums	0	$84.98
New York Life EFT	DEC2021	001 006 518 80 20 00	IT-Benefits	Life/Disability Ins Premiums	0	$146.46
New York Life EFT	DEC2021	001 007 558 50 20 00	PL-Benefits	Life/Disability Ins Premiums	0	$396.21
New York Life EFT	DEC2021	001 007 559 30 20 00	PB-Benefits	Life/Disability Ins Premiums	0	$304.24
New York Life EFT	DEC2021	001 008 521 20 20 00	LE-Benefits	Life/Disability Ins Premiums	0	$1,421.37
New York Life EFT	DEC2021	001 010 576 80 20 00	PK-Benefits	Life/Disability Ins Premiums	0	$209.40

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
New York Life EFT	DEC2021	001 013 518 30 20 00	GG-Benefits	Life/Disability Ins Premiums	0	$137.59
New York Life EFT	DEC2021	101 016 542 30 20 00	ST-Benefits	Life/Disability Ins Premiums	0	$495.58
New York Life EFT	DEC2021	410 016 531 10 20 00	SW-Benefits	Life/Disability Ins Premiums	0	$690.63
					0 Total	**$4,169.98**
O Reilly Auto Parts	2960-301520	101 016 544 90 31 02	ST-Operating Cost	Copper Plugs	54923	$84.15
O Reilly Auto Parts	2960-304051	101 016 544 90 31 02	ST-Operating Cost	Fuel Filter PW18	54923	$14.71
O Reilly Auto Parts	2960-304051	410 016 531 10 31 02	SW - Operating Costs	Fuel Filter PW18	54923	$14.71
O Reilly Auto Parts	2960-304377	001 010 576 80 31 00	PK-Operating Costs	Quick-Strut/Coil Spring Assembly	54923	$127.51
O Reilly Auto Parts	2960-304377	101 016 544 90 31 02	ST-Operating Cost	Quick-Strut/Coil Spring Assembly	54923	$127.52
O Reilly Auto Parts	2960-304377	410 016 531 10 31 02	SW - Operating Costs	Quick-Strut/Coil Spring Assembly	54923	$127.52
					54923 Total	**$496.12**
Office of the State Treasurer	1221 STATE	633 000 589 30 00 03	State Building Permit Remit	Building Code Fees 12-2021	54924	$581.00
					54924 Total	**$581.00**
Outcomes by Levy LLC	2021-12-LS	001 013 511 70 40 00	Lobbying Services	Legislative/Regulatory Consulting 12-2021	54925	$5,123.05
					54925 Total	**$5,123.05**
Panther Backflow Testing	417060	410 016 531 10 48 00	SW - Repairs & Maintenance	Backflow Testing City Devices	54926	$1,100.00
					54926 Total	**$1,100.00**
PB Parent Holdco LP	PSI661944	001 010 576 80 48 00	PK-Repair & Maintenance	Annual Fire Extinguisher Service	54927	$357.68
PB Parent Holdco LP	PSI661944	101 016 542 30 48 00	ST-Repair & Maintenance	Annual Fire Extinguisher Service	54927	$357.68
PB Parent Holdco LP	PSI661944	410 016 531 10 48 00	SW - Repairs & Maintenance	Annual Fire Extinguisher Service	54927	$357.69
PB Parent Holdco LP	PSI661947	001 013 518 20 31 00	GG-Operating Costs	First Aid Supplies - CH	54927	$92.05
					54927 Total	**$1,165.10**
PM Design Group	102621 PMDESIGN	003 000 345 81 00 00	Zoning-Subdivision Fees	Refund LUA2021-0169 Application Withdrawn	54928	$1,000.00
PM Design Group	102621 PMDESIGN	510 000 341 81 00 00	Technology Fee	Refund LUA2021-0169 Application Withdrawn	54928	$30.00
					54928 Total	**$1,030.00**
Public Safety Testing Inc	2021-861	001 008 521 20 41 00	LE-Professional Services	Q4 2021 Recruiting Assostance - Police Officer	54929	$476.00
Public Safety Testing Inc	PSTI21-294	001 008 521 20 41 00	LE-Professional Services	Background Investigation/Rerpot	54929	$2,021.75
					54929 Total	**$2,497.75**
Redefined Corp	382202	001 006 518 80 41 00	IT-Professional Services	Contract IT Services 12-2021	54930	$6,440.00
					54930 Total	**$6,440.00**
Retail Strategies LLC	862-1A	004 013 518 20 40 00	ARPA - Professional Services	Consultant Services re Retail Market/Recruitment	54931	$11,250.00
					54931 Total	**$11,250.00**
San Diego Police Equipment Co Inc	650263	001 008 521 20 31 01	LE-Fixed Minor Equipment	Ammo	54932	$4,079.68
					54932 Total	**$4,079.68**
Smarsh Inc	INV00690819	510 006 518 80 49 05	LR - Smarsh	Archiving Platform	54933	$730.08
					54933 Total	**$730.08**
Snohomish Co-Op Inc	306249	001 010 576 80 31 00	PK-Operating Costs	Fuel	54934	$19.40
Snohomish Co-Op Inc	306249	101 016 544 90 31 02	ST-Operating Cost	Fuel	54934	$19.39
Snohomish Co-Op Inc	306249	410 016 531 10 31 02	SW - Operating Costs	Fuel	54934	$19.39
					54934 Total	**$58.18**
Snohomish County Conservation Dist	5904	410 016 531 50 31 16	DOE - Capacity Exp 17-19	Grant Reimbursement Oct-Dec 2021	54935	$2,425.24
Snohomish County Conservation Dist	5944	410 016 531 50 31 16	DOE - Capacity Exp 17-19	Stormwater Youth Education Q4 2021	54935	$1,650.00
					54935 Total	**$4,075.24**
Snohomish County Public Works	I000579420	101 016 544 90 31 02	ST-Operating Cost	Signal/Sign Repair & Maint 12-2021	54936	$2,939.26
					54936 Total	**$2,939.26**
Snohomish County PUD	105708768	001 012 575 30 47 00	CS- Museum - Utilities	200558690 Museum Electric/Water	54937	$113.94
Snohomish County PUD	105714182	001 010 576 80 47 00	PK-Utilities	221860174 Frontier Park Electric	54937	$17.65
Snohomish County PUD	105715179	001 010 576 80 47 00	PK-Utilities	222625881 Froniter Circle Water	54937	$53.18

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Snohomish County PUD	112303671	001 010 576 80 47 00	PK-Utilities	200206019 North Cove Park Electric	54937	$18.21
Snohomish County PUD	112303671	001 010 576 80 47 00	PK-Utilities	200206019 Parks Electric	54937	$86.39
Snohomish County PUD	112303671	001 010 576 80 47 00	PK-Utilities	200206019 Parks Water	54937	$53.46
Snohomish County PUD	112303671	001 012 575 50 47 00	CS- The Mill- Utilities	200206019 The Mill Electric	54937	$554.05
Snohomish County PUD	112303671	001 012 575 50 47 00	CS- The Mill- Utilities	200206019 The Mill Water	54937	$53.18
Snohomish County PUD	112303671	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Admin Electric	54937	$308.03
Snohomish County PUD	112303671	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Electric	54937	$504.11
Snohomish County PUD	112303671	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Water	54937	$248.53
Snohomish County PUD	112303671	101 016 542 63 47 00	ST-Lighting - Utilities	200206019 Street Lights	54937	$36.92
Snohomish County PUD	115592991	001 013 518 20 47 00	GG-Utilities	223034448 Old WWTP Area Lighting	54937	$8.37
Snohomish County PUD	115592991	001 013 518 20 47 00	GG-Utilities	223034448 Old WWTP Electric	54937	$496.35
Snohomish County PUD	115597472	001 010 576 80 47 00	PK-Utilities	222947715 Hartford Industrial Electric/Water	54937	$63.01
Snohomish County PUD	115597472	101 016 543 50 47 00	ST-Utilities	222947715 Hartford Industrial Electric/Water	54937	$63.01
Snohomish County PUD	115597472	410 016 531 10 47 00	SW - Utilities	222947715 Hartford Industrial Electric/Water	54937	$63.01
Snohomish County PUD	118903879	101 016 542 63 47 00	ST-Lighting - Utilities	204719074 Catherine Creek Bridge Lights	54937	$28.37
Snohomish County PUD	132112691	001 010 576 80 47 00	PK-Utilities	221908015 City Shop Mechanic	54937	$71.89
Snohomish County PUD	132112691	101 016 543 50 47 00	ST-Utilities	221908015 City Shop Mechanic	54937	$71.87
Snohomish County PUD	132112691	410 016 531 10 47 00	SW - Utilities	221908015 City Shop Mechanic	54937	$71.87
Snohomish County PUD	138623337	101 016 542 63 47 00	ST-Lighting - Utilities	202013249 Traffic Signal 1933 79th Ave SE	54937	$144.45
Snohomish County PUD	138623337	101 016 542 64 47 00	ST-Traffic Control -Utility	202013249 Traffic Signal 7441 20th St SE	54937	$94.75
Snohomish County PUD	138626552	101 016 542 63 47 00	ST-Lighting - Utilities	202988481 Street Lights	54937	$98.50
Snohomish County PUD	138627567	001 010 576 80 47 00	PK-Utilities	201487055 2424 Soper Hill Mobile Water/Electric	54937	$142.48
Snohomish County PUD	138627568	101 016 542 63 47 00	ST-Lighting - Utilities	201595113 Street Lights	54937	$147.40
Snohomish County PUD	141948058	001 010 576 80 47 00	PK-Utilities	222191314 20th St Ballfield Water	54937	$53.18
Snohomish County PUD	141948597	001 010 576 80 47 00	PK-Utilities	202340527 Decant Yard	54937	$17.15
Snohomish County PUD	141948597	101 016 543 50 47 00	ST-Utilities	202340527 Decant Yard	54937	$17.15
Snohomish County PUD	141948597	410 016 531 10 47 00	SW - Utilities	202340527 Decant Yard	54937	$17.16
					54937 Total	**$3,717.62**
Snohomish County PUD	141953921	101 016 542 63 47 00	ST-Lighting - Utilities	201973682 Street Lights	54938	$126.69
Snohomish County PUD	145283735	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Electric	54938	$149.72
Snohomish County PUD	145283735	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Water	54938	$732.16
Snohomish County PUD	145283735	001 012 557 30 40 01	CS- VIC Utilities	203582010 Visitor Information Center Electric	54938	$170.39
Snohomish County PUD	145283735	101 016 542 63 47 00	ST-Lighting - Utilities	203582010 Street Lights	54938	$45.03
Snohomish County PUD	145289345	001 013 518 20 47 00	GG-Utilities	222931883 Row Club Electric 12308 17th Pl NE	54938	$133.25
Snohomish County PUD	145289345	001 013 518 20 47 00	GG-Utilities	222931883 Row Club Water 12308 17th Pl NE	54938	$25.51
Snohomish County PUD	148573422	101 016 542 63 47 00	ST-Lighting - Utilities	203728159 Traffic Signal	54938	$64.28
Snohomish County PUD	151869053	101 016 542 63 47 00	ST-Lighting - Utilities	203731153 Traffic Signals	54938	$181.76
Snohomish County PUD	151872941	001 010 576 80 47 00	PK-Utilities	222942633 North Cove BBQ Shelter Electric	54938	$143.82
Snohomish County PUD	155125962	101 016 542 63 47 00	ST-Lighting - Utilities	201860178 Traffic Signal 9101 Market Pl	54938	$57.64
Snohomish County PUD	155129032	001 013 518 20 47 02	GG-Utilities for Rentals	222450314 Commercial Bldg 1819 S Lake Stevens Rd	54938	$580.61
Snohomish County PUD	158310201	001 010 576 80 47 00	PK-Utilities	203599006 City Shop Electric/Water	54938	$291.85
Snohomish County PUD	158310201	101 016 543 50 47 00	ST-Utilities	203599006 City Shop Electric/Water	54938	$291.84
Snohomish County PUD	158310201	410 016 531 10 47 00	SW - Utilities	203599006 City Shop Electric/Water	54938	$291.84
Snohomish County PUD	161487198	101 016 542 63 47 00	ST-Lighting - Utilities	202624367 Street Lights	54938	$10,998.67
Snohomish County PUD	161487199	101 016 542 63 47 00	ST-Lighting - Utilities	202648101 Street Lights Soper Hill Annex	54938	$1,503.44
Snohomish County PUD	161487200	101 016 542 63 47 00	ST-Lighting - Utilities	202670725 Street Lights	54938	$1,254.76
Snohomish County PUD	161490118	001 010 576 80 47 00	PK-Utilities	222191298 North Cove Park Water	54938	$57.30
					54938 Total	**$17,100.56**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Snohomish County Sheriffs Office	2021-7127	001 008 523 60 41 00	LE-Jail	Jail Services Medical 11-2021	54939	$629.45
					54939 Total	**$629.45**
Snohomish High School ASB	SNO HS ASB	001 000 362 00 00 05	The Mill - Rental	Refund - Mill Rental 06/04/22 Due to Event Cancelled LS21-Picket	54940	$200.00
					54940 Total	**$200.00**
Sound Publishing Inc	EDH945113	001 013 518 30 41 01	GG-Advertising	RFP City Services Software	54941	$125.20
Sound Publishing Inc	EDH945576	001 010 576 80 41 00	PK-Professional Services	RFP Safety Training PW	54941	$28.46
Sound Publishing Inc	EDH945576	101 016 542 30 41 01	ST-Advertising	RFP Safety Training PW	54941	$28.47
Sound Publishing Inc	EDH945576	410 016 531 10 41 05	SW - Advertising	RFP Safety Training PW	54941	$28.47
Sound Publishing Inc	EDH946092	001 013 518 30 41 01	GG-Advertising	CC Special Meeting	54941	$30.80
					54941 Total	**$241.40**
Steffan	010722 STEFFAN	302 010 594 76 61 03	PM -20th SE Fields/Poweline TR	Quail Court Easement Acquisition	54942	$100.00
					54942 Total	**$100.00**
Stericycle Inc	3005846802	001 008 521 20 41 01	LE-Professional Serv-Fixed	Hazardous Waste Disposal	54943	$10.36
					54943 Total	**$10.36**
Teamsters Local No 763	011022	001 000 284 00 00 00	Payroll Liability Other	Union Dues	54895	$1,150.00
					54895 Total	**$1,150.00**
Teamsters Welfare Trust Dental EFT	011022	001 000 282 00 00 00	Payroll Liability Retirement	Teamsters Dental Premium	0	$2,614.40
					0 Total	**$2,614.40**
TransUnion Risk and Alternative Data Solutions Inc	4016011-202112-1	001 008 521 20 41 01	LE-Professional Serv-Fixed	TILO - Information Gathering Services	54944	$81.76
					54944 Total	**$81.76**
TranTech Engineering LLC	2020004-16	411 016 594 31 60 05	Catherine Creek/36th St Bridge	Catherine Creek Bridge Monitoring/Replacement	54945	$989.88
					54945 Total	**$989.88**
ULINE	142722966	001 010 576 80 31 00	PK-Operating Costs	Floor Cleaner	54946	$14.71
ULINE	142722966	101 016 544 90 31 02	ST-Operating Cost	Floor Cleaner	54946	$14.72
ULINE	142722966	410 016 531 10 31 02	SW - Operating Costs	Floor Cleaner	54946	$14.72
ULINE	142725224	001 010 576 80 31 00	PK-Operating Costs	Foam Eraser/Seal Lid/Pail	54946	$68.86
ULINE	142725224	101 016 544 90 31 02	ST-Operating Cost	Foam Eraser/Seal Lid/Pail	54946	$68.86
ULINE	142725224	410 016 531 10 31 02	SW - Operating Costs	Foam Eraser/Seal Lid/Pail	54946	$68.85
					54946 Total	**$250.72**
Urban 3 LLC	AC000145	004 013 518 20 40 00	ARPA - Professional Services	Economic Analysis Consulting - ARPA	54947	$13,232.00
					54947 Total	**$13,232.00**
Vantagepoint Transfer Agents - 108991	675532	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	54896	$412.35
					54896 Total	**$412.35**
Vantagepoint Transfer Agents - 307428	675537	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	54897	$1,710.60
					54897 Total	**$1,710.60**
Washington State Support Registry	122321	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	0	$544.50
					0 Total	**$544.50**
Washington State Support Registry	011022	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	0	$344.50
					0 Total	**$344.50**
Weed Graafstra & Associates Inc PS	524	001 011 515 45 41 00	Ext Litigation - City Atty	Legal Services - Litigation	54948	$3,491.75
					54948 Total	**$3,491.75**
West Coast Code Consultants Inc	2021-LKS-DEC	001 007 558 50 41 04	Permit Related Professional Sr	Plan Review Services 12-2021	54949	$5,913.61
					54949 Total	**$5,913.61**
West Coast Pet Memorial Services	WA70314-I-0037	101 016 542 30 41 02	ST-Professional Service	Animal Cremation Services 12-2021	54950	$95.00
					54950 Total	**$95.00**
Western Conference of Teamsters Pension Trust	11022	001 000 282 00 00 00	Payroll Liability Retirement	Employee Contributions - Teamster Pension	54898	$3,750.61
					54898 Total	**$3,750.61**

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CITY OF LAKE STEVENS
CITY COUNCIL SPECIAL/WORKSHOP MEETING MINUTES
Tuesday, January 4, 2022, at 6:00 p.m.
By Remote Participation via Zoom

CALL TO ORDER:	6:00 p.m. by Mayor Brett Gailey
ELECTED OFFICIALS PRESENT:	Mayor Brett Gailey, Councilmembers Kim Daughtry, Gary Petershagen, Shawn Frederick, Mary Dickinson, Anji Jorstad, Steve Ewing and Marcus Tageant
STAFF MEMBERS PRESENT:	City Administrator Gene Brazel, Finance Director Barb Stevens, Community Development Director Russ Wright, Interim Public Works Director Aaron Halvorson, Human Resources Director Anya Warrington, City Clerk Kelly Chelin, Deputy City Clerk Caitlin Weaver, IT Director Troy Stevens and Police Chief Jeffery Beazizo

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The meeting was called to order at 6:00 p.m. by Mayor Brett Gailey.

Oath of Office for returning Councilmembers Daughtry, Tageant, Ewing and Petershagen
County Councilmember Low conducted the Oath of Office.

Election:
Council President and Council Vice President

NOMINATION: Councilmember Petershagen made a motion to nominate Councilmember Steve Ewing for Council President for the 2022 term and Councilmember Frederick as Vice President, Councilmember Tageant seconded the motion. The motion passed 7-0-0-0.

Discussion Items:
Board & Commission Liaisons and Committee Assignments for 2022
Council reviewed the list of liaisons and selected representatives for 2022.

Adjourn:
There being no further business, the meeting was adjourned at 6:37 p.m.

Brett Gailey, Mayor

Kelly M. Chelin, City Clerk

CITY OF LAKE STEVENS
CITY COUNCIL REGULAR MEETING MINUTES
January 11, 2022, at 6:00 p.m.
By Remote Participation via Zoom

CALL TO ORDER:	6:00 p.m. by Mayor Brett Gailey
ELECTED OFFICIALS PRESENT:	Mayor Brett Gailey, Councilmembers Kim Daughtry, Gary Petershagen, Shawn Frederick, Mary Dickinson, Marcus Tageant, Anji Jorstad and Steve Ewing
STAFF MEMBERS PRESENT:	City Administrator Gene Brazel, Finance Director Barb Stevens, Community Development Director Russ Wright, Interim Public Works Director Aaron Halvorson, Police Chief Jeff Beazizo, Human Resources Director Anya Warrington, City Clerk Kelly Chelin, Deputy City Clerk Caitlin Weaver, Planning Manager David Levitan, Parks Coordinater Jill Meis and City Attorney Greg Rubstello

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

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

Roll Call:
All Councilmembers were present.

Approval of Agenda:
City Clerk Chelin mentioned the addition of the executive session.

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

Executive Session:
The meeting recessed to executive session at 6:04 p.m. to discuss potential litigation per RCW 42.30.110(1)(i) for approximately 10 minutes. There will be no action.

At 6:14 p.m., the executive session was extended for 5 minutes.

Reconvene to Regular Session:
The meeting reconvened to regular session at 6:19 p.m.

Guest Business:
Introduction of Antoinette Morales-Tanner, new Library Manager

Citizen Comments:
There were no public comments.

Council Business:
Councilmember Jorstad discussed the report from Dr. Spitters from the Snohomish Health District. The Covid numbers are increasing.

Councilmember Dickinson reported that she attended the Senior Center Board meeting.

Councilmember Frederick attended the last Veterans Commission meeting.

Councilmember Petershagen thanked the Police Department for adding the recent drone technology.

Councilmember Tageant thanked City staff for working around the clock with the recent snow/ice event.

Councilmember Daughtry attended the Veterans Commission meeting and the Youth Advisory Council meeting. He also reported on the Puget Sound Regional Council.

Councilmember Ewing thanked the Youth Advisory Council for great work. He mentioned Suicide Awareness and Blood Donor Awareness Month.

Mayor Business:
Mayor Gailey reported on several City updates. Work is kicking off for 2022. He recently attended a Consumer Electronics Symposium that featured smart cities.

City Department Report:
Director Wright reported on a few property acquisitions and the 2021-year end report that was included in the packet.

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

The consent agenda included the following items:

Vouchers:
- 2021 Vouchers
- 2022 Vouchers
- City Council Meeting Minutes of December 14, 2021
- Region 1 SWAT Addendum to Add in Additional Party – Marysville PD

Joint Meetings:
Planning Commission and City Council

Planning Manager Levitan explained that each year, staff develops a Long-Range Planning Work Program that is reviewed and approved by City Council and includes items such as Comprehensive Plan amendments, development code amendments, annexations, and other long-range planning projects. Council discussed the work plan with the Planning Commission. All Planning Commission members were in attendance except for Commissioner Huxford.

This work plan will come back for approval at the January 25, 2022 meeting.

Park Board and City Council
Director Wright and Parks Coordinator Meis explained that each year, staff develops a work program that is reviewed and approved by City Council and includes different types of parks and recreation projects for the year including community outreach, project design, recreation events, capital projects and process updates. Council discussed the work plan with the Park Board. All Park Board members were in attendance except for Boardmember Marlene Sweet.

This work plan will come back for approval at the January 25, 2022 meeting.

Adjournment:
MOTION. Councilmember Frederick made a motion, seconded by Councilmember Daughtry, to adjourn the meeting. The motion passed 7-0-0-0. The meeting adjourned at 7:23 p.m.

______________________________ __________________________________

Brett Gailey, Mayor Kelly M. Chelin, City Clerk

CITY COUNCIL STAFF REPORT

Council Agenda Date: 1/25/2022

Subject: 2022 Long Range PCD Work Program

Contact Person/Department: Russ Wright, Community Development

Budget Impact: Direct budget impacts will require project specific funding to be approved by the Council as needed.

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Approve the 2022 Long-Range PCD Work Program by consent.

SUMMARY/BACKGROUND:

BACKGROUND

The Planning Commission and City Council held a joint meeting on January 11, 2022 to discuss the proposed 2022 work plan and review 2021 accomplishments. There were no stated objections to the 2022 work plan, as presented. The 2022 work program primarily consists of the Planning Commission's and department's (PCD's) proposed long-range work plan (**Attachment 1**). It includes three carryover code amendments from the 2021 work program and new projects. Dates identified in the work program are subject to change, depending on feedback from the Planning Commission and City Council that may result in additional research, workshops or committees.

Code Amendments

The 2022 work plan contains the following carry-over and new code amendment projects:

- **Park Impact Fee Review** – Review the park impact fee code, including how impacts and park mitigation fees are calculated.
- **Short-Term Rental** (carryover) – Staff have become aware of several Air BNB rentals on the lake through code enforcement actions. Many of these rentals cannot meet the city's current tourist home regulations. This amendment would address this emerging market and develop performance standards to ensure compatibility with neighboring residences for different types of short-term rentals.
- **General code clean-up** (carryover) – This project would be a comprehensive overview of the zoning code to identify inconsistencies and clarify any ambiguous sections.

- **Tiny House / Micro Housing** (carryover) – The city allows tiny homes that meet building code and zoning standards for manufactured homes. This project would explore specific land use policies to permit tiny houses. Proposed changes to the Growth Management Act (GMA) will provide more guidance on tiny homes.
- **Review Process Code** (carryover) – Audit processing sections of the city's zoning code to make sure it is streamlined while providing ample opportunity for public input. Recent proposed changes to GMA will consider public engagement. If these amendments are passed, this amendment will need to be pushed out to implement state level changes.
- **Storage Facilities** – Based on feedback from the City Council during its briefings and public hearings on the Permissible Uses code amendment, staff will evaluate objective standards for siting and sizing storage facilities to be consistent with land use and economic development goals of the comprehensive plan.
- **Tree Retention** – The city's existing tree retention code is out of date and has significant conflicts with practical implementation.
- **Stormwater Manual –** The city intends to adopt the 2019 Stormwater Management Manual for Western Washington. In addition, by August 1, 2022, the city is required to adopt an ordinance that requires the application of source control best management practices (BMPs) for pollution generating sources associated with existing land uses and activities.
- **Mixed-Use Regulations (if time allows) –** City staff would like to review the city's mixed-use regulations both within subareas and the city's designated mixed-use zoning districts to provide more clarity on topics such as horizontal vs. vertical mixed-use components and required amount of commercial to residential.
- **Streets and Sidewalk Code (If time allows) –** City staff have identified needed changes to Chapter 14.56.

Comprehensive Plan Docket

The City will process the following amendments to the Comprehensive Plan:

- Land Use Element
- Parks Element
- Capital Facilities Element
- Shoreline Master Program – limited amendments to remove references to multifamily housing in the Waterfront Residential District to harmonize with the zoning code and address recent annexations. The city also received state funding to develop user guides for shoreline development.

In addition, staff will conduct two studies for the Hartford / Machias industrial areas focused on infrastructure needs and economic development using ARPA funds. As early actions for the city's 2024 Comprehensive Plan update, staff will work with consultants to develop a Housing Action Plan and a Comprehensive Transportation Analysis. Staff will continue to process annexations, including annexing the remaining portion of the northern UGA.

The work plan is subject to change and addition as the city receives citizen-initiated code amendments that the City Council may want to consider, or other code changes initiated by the city in response to case law or legislative changes.

APPLICABLE CITY POLICIES:

The City Council gives the Planning Commission direction on work activities as an advisory body.

ATTACHMENTS:

1. Attachment 2 - 2022 Long Range Work Program_1-25-2022

DRAFT 2022 Long Range Work Program

Lake Stevens 2022 Long Range Work Program					
Amendments	**1st quarter**	**2nd quarter**	**3rd quarter**	**4th quarter**	**Status / Notes**
Zoning Code					
1. Park Impact Fee Update		PC	CC		Streamline Code
2. Tourist Home Update (Air BNB)	PC	CC			Several under code enforcement Carryover
3. Review Process Code 14.16A and 14.16B	PC	CC			Streamline Code Carryover
4. Storage Facilities		PC	CC		Economic Development
5. Code Clean Up			PC	CC	Carryover
6. Tiny Houses			PC	CC	Housing Options Carryover
7. Tree Retention		PC	PC/CC	CC	Update
8. Mixed-Use	TBD – if time allows				Review mixed-use code inside/outside subareas.
9. Streets and Sidewalk Code	TBD – if time allows				Update
10. Stormwater Manual Update	TBD				Adopt 2019 Stormwater Manual for Western WA.
Comprehensive Plan / Economic Development					
1. Annual Docket (if needed) a. Land Use Element b. Capital Facilities	PC / CC	PC	PC	PC / CC	Annual Update
2. Shoreline Master Program	PC / CC	PC / CC	PC	PC / CC	Amend multifamily housing sections, zone changes and integrate 2021 annexation Carryover
3. Hartford / Machias Infrastructure & Market Analyses	PC / CC	PC	PC / CC		Economic Development
4. Housing Action Plan		PC / CC	PC	PC / CC	2024 Comp Plan
5. Transportation Analysis		PC / CC	PC	PC / CC	2024 Comp Plan
6. RUTA Analysis	Ongoing				
7. Economic Development Marketing Materials	Ongoing				

Annexations	1st quarter	2nd quarter	3rd quarter	4th quarter	Status / Notes
1. Northeastern Annexation	PC	PC/CC	CC		Implement Annexation Plan
2. Petition Placeholder					

1st Quarter January through March

2nd Quarter April through June

3rd Quarter July through September

4th Quarter October through December

CITY COUNCIL STAFF REPORT

Council Agenda Date: 1/25/2022

Subject: 2022 Park Board / Parks Division Work Program

Contact Person/Department: Russ Wright, Community Development

Budget Impact: Direct budget impacts will require project specific funding to be approved by the Council as needed.

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:
Approve the 2022 Park Board / Parks Division Work Program by consent.

SUMMARY/BACKGROUND:
Each year, staff develops a Work Program that is reviewed and approved by City Council and includes different types of parks and recreation projects for the year, including community outreach, project design, recreation events, capital projects and process updates. The draft 2022 work program was discussed by the Park Board at their December meeting and at a joint meeting with the City Council in January (**Attachment 1**). The annual outreach section deals with community and volunteer coordination. Recreation events include planning annual city-sponsored and community events and festivals. Several projects will begin their design phase in 2022 (e.g., Sunset Park, Eagle Ridge, Centennial Woods and the Cedarwood Clubhouse). A few other projects will be under construction in 2022 (e.g., 20th Street Ballfields / Westside Trail, Frontier Heights, Sunset Park and the Cedarwood Clubhouse). Dates identified in the work program are subject to change, depending on project feedback, community outreach and funding availability.

APPLICABLE CITY POLICIES:
The City Council gives the Park Board direction on work activities as an advisory body.

ATTACHMENTS:

1. 2022 Work Program

PROJECT	DESCRIPTION	SCHEDULE	PROJECT MANAGER
COMMUNITY OUTREACH			
1. **Coordination with other groups**	Coordination with the City Council, School District, Snohomish County and affected community groups on parks & recreation activities.	On-going	Jill / Russ
2. **Park and Trail Naming**	1. Name "westside trail" . 2. Recommend names for 20th Street Ballfield	1st Quarter	Jill / Park Board
3. **Adopt-A-Community**	Facilitate volunteer assistance with community projects in parks and events with service clubs, scouting groups and other volunteers. • This includes developing a list of projects, schedules and appreciation/recognition for volunteers. • Increase outreach to community businesses to partner on volunteer opportunities.	On-going	Jill / Park Board
4. **Arts & Parks Foundation**	The Park Board elects 2 members from the board to serve on the Arts & Parks Foundation board and provide updates	January 2021 / On-going	Park Board
5. **Volunteering at Events**	The Park Board will have volunteer opportunities at events and festivals	On-going	Park Board

PARK / PROJECT DESIGN			
1. **Sunset Park**	Review design and provide feedback. Park amenities to include a parking, landscaping, view areas, dock/beach improvements, and retaining walls.	1st Quarter	Jill / Russ Parks Board
2. **Eagle Ridge**	Review design and provide feedback. Park amenities to include a parking area, landscaping, interpretive areas, playground and ampitheater. Future/separate phases will include planning the lower portions for mountain bike and hiking trails.	2nd Quarter	Jill / Russ Parks Board
3. **Centennial Park**	Review 10% design and provide feedback. Park amenities to include a parking area, pump track, climbing wall and picnic areas. Early action is wetland reconissance and property acquisition 1st Quarter.	3rd Quarter	Jill / Russ Parks Board
4. **Cedarwood Community Center**	Solicit community input for long term use of the Cedarwood Community Center leading to architectural design.	4th Quarter	Jill / Russ Parks Board
RECREATION / EVENTS			
1. **Annual Events**	Develop and work on the coordination of special community events including but not limited to festivals, sporting events and other events.	Quarterly	Jill / Dawn Park Board
2. **Issue Annual Recreation Request for Proposal (RFP)**	Review and provide feedback for recreation programming to be included in RFP.	1st Quarter	Jill / Parks Board

Capital Projects Under Construction			
1. **20th Street Ball Fields**	20th Street Ballfields and Phase 1 Powerline Trail to be constructed. Staff will provide regular updates.	2nd Quarter	Jill
2. **Frontier Heights**	Parking lot and landscaping to be completed. Pickleball court will be added. Staff will provide regular updates.	1st Quarter	Jill
3. **Sunset Park**	Construct retaining wall, dock repairs and site improvements. Staff will provide regular updates.	3rd Quarter	Jill
4. **Cedarwood Community Center**	Replace roof, windows and siding.	2nd to 3rd Quarter	Jill

PROCESS			
1. **Code Review** (carryover)	Review and/or make recommendations on proposed municipal code amendments including park impact fees, review of Title 10 Parks and Recreation, recommendations on open spaces, commercial park uses, etc.	3rd Quarter	TBD
2. **Plaques and Memorials in Parks**	Adopt standards for plaques and memorials within parks	1st Quarter	Jill / Parks Board
3. **Art in the Parks**	Develop evaluation and siting criteria for installation of public art in parks and other public spaces.	On-going	Jill / Russ Parks Board

2021 Schedule will be every month unless additional meetings are required and requested with advance notice.

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

CITY COUNCIL STAFF REPORT

Council Agenda Date: 1/25/2022

Subject: Board and Commission Reappointments

Contact Person/Department: Kelly Chelin, Administration

Budget Impact: n/a

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Confirm the Mayor's reappointment of the incumbents listed below to the Salary Commission, Veterans Commission and Park Board.

SUMMARY/BACKGROUND:

The 7 incumbents listed below have terms that have expired. Each have expressed a desire to stay on their respective board or commission and have asked to be reappointed. The Mayor has agreed to the reappointment of each of these incumbents.

	Position #	Name	Term Length	New Term Expires
Salary Commission	4	Michele Hampton	3 years	12/31/2024
	5	Dixie Behn	3 years	12/31/2024
Veterans Commission	4	Samara Heydon	3 years	12/31/2024
	6	Kevin McLarnon	3 years	12/31/2024
Park Board	6	Marlene Sweet	4 years	12/31/2025
	7	Susan Green	4 years	12/31/2025
	2	Connor Davis	4 years	12/31/2025

APPLICABLE CITY POLICIES:

n/a

ATTACHMENTS:
None

LAKE STEVENS CITY COUNCIL

STAFF REPORT

Council Agenda Date: January 25, 2022

Subject: Renew Interlocal Agreement with the Snohomish Conservation District

Contact Person/Department: Shannon Farrant, Public Works

Budget Impact: $24,800

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the Mayor to execute a 5-year (2022-2026) Interlocal Agreement (ILA) with the Snohomish Conservation District and approve the attached scope of services to be performed in 2022 for the amount of $24,800.

SUMMARY/BACKGROUND: The City has partnered with the Snohomish Conservation District (SCD) for 9 years on a variety of different projects and technical assistance. In the past 5 years, the SCD has been working with the City to implement and execute programs, education and outreach, and project specific implementation to assist the City with NPDES permit compliance and other operations and maintenance tasks (e.g., beaver deterrent infrastructure implementation).

Each year the City and SCD will outline a scope of services to be performed by the SCD. The annual scope of services will depend on the City's need for assistance in carrying out NPDES required programs or technical assistance. The scope of services for 2022 has been presented as Appendix 2022 – 1. The programs and technical assistance tasks outlined in this appendix will help the City fulfill NPDES Education and Outreach and Public Participation requirements. The SCD will contribute a portion of their funds for each of the programs through its rate base funding. Tasks as part of each of the programs outlined in the scope of services have been identified where SCD will contribute funds or services that are not factored into the overall cost of the program that will be paid by the City.

Scope of services will be reviewed and amended on an annual basis based on the City's need and budget. An amendment to the ILA for proposed services in subsequent years will be presented to council for approval.

APPLICABLE CITY POLICIES: NPDES Phase II Municipal Permit

BUDGET IMPACT: $24,800

ATTACHMENTS:

- ILA SCD 2022-2026
- Appendix 2022 – 1
- City attorney opinion

INTERLOCAL AGREEMENT
BETWEEN
CITY OF LAKE STEVENS
AND
SNOHOMISH CONSERVATION DISTRICT
FOR JOINT OR COOPERATIVE SERVICES

Execution Date through December 31, 2026

This Interlocal Agreement (hereinafter "Agreement") is entered into by and between the City of Lake Stevens (hereinafter "City"), a political subdivision of the State of Washington, and the Snohomish Conservation District (hereinafter "District"), a Washington municipal corporation established pursuant to Chapter 89.08 RCW.

WHEREAS, the District was established pursuant to Chapter 89.08 RCW to undertake a variety of activities relating to the conservation, management, and sustainability of natural resources; and

WHEREAS, the District and City are authorized pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW, to enter into agreements with one another for joint or cooperative action; and

WHEREAS, the District's boundaries include all of the City; and

WHEREAS, for over 80 years the District has assisted landowners and local governments as they face resource management challenges relating to water quality and other natural resource issues; and

WHEREAS, increasing demands for resource management programs, resulting from more stringent regulations, urban development pressures, and public interest and awareness, has put a strain on both District and City financial resources; and

WHEREAS, the District has outlined long term goals and objectives in its 5-Year Plan; and

WHEREAS, the City shares responsibility for conserving and managing the City's natural resources; and

WHEREAS, the District and City support and concur in the need to continually refine and coordinate their long and short term goals, objectives, and programs for managing and conserving the City's natural resources; and

WHEREAS, the revenue from special assessments imposed by Snohomish County (County) pursuant to RCW 89.08.400 will allow the District to work in partnership with the City to obtain grant funding and support the County and the City in addressing requirements of the National Pollutant Discharge Elimination System (NPDES), Endangered Species Act (ESA) listing of salmon species, and other natural resource protection requirements and needs;

NOW, THEREFORE, the District and City mutually agree as follows:

I. PURPOSE

A. The recitals set forth above are incorporated herein by this reference.

B. The purpose of this Agreement is to establish and define the terms and conditions for the cooperative efforts to be undertaken by the City and the District to promote, facilitate, and undertake certain conservation programs and activities.

C. This Agreement shall be implemented through an annual scope of work as provided in Articles IV and V.

II. DURATION OF AGREEMENT

A. This Agreement shall commence on the date of execution of this agreement and terminate December 31, 2026, unless otherwise modified or terminated in accordance with the terms of this Agreement.

The Parties hereby agree to and ratify any work performed and payments made between the Date of this agreement and December 31, 2026.

B. The activities described in Appendix 2022-1 that are performed after the execution date of this agreement, shall be eligible for funding under this Agreement.

III. FUNDING

Funds for the resource management and conservation programs provided for in this Agreement shall be defined within the annual Scope of Work and Budget negotiated between the City and the District.

In the event funding is not appropriated in the City budget this Agreement may be suspended until funding becomes available, or at the option of either party, this Agreement may be terminated as provided in Section VIII.

IV. RESPONSIBILITIES OF THE DISTRICT

A. Scope of Work

This Agreement shall be implemented through an annual Scope of Work. The City and District shall negotiate a scope of work and budget for each year of this Agreement, which scope of work and budget will coordinate and describe the conservation programs and activities to be undertaken using funds from the City and District. The first scope of work and budget is set out in Appendix 2022-1, attached hereto and incorporated herein by this reference, which shall take effect on the date of execution of this agreement. Subsequent annual scope of work and budget will be attached to this Agreement labeled as the subsequent years, for example Appendix 2023-1.

B. Future Scope of Work

On or before December 31 of each year, the District will submit to the City, a proposed annual scope of work and budget that describes the District's conservation programs and activities proposed for the following year. The scope of work will be coordinated with City conservation programs and activities. The District shall actively involve constituents and partners in the development of proposed scope of work.

C. Program Reporting

With each quarterly invoice, the District shall prepare and submit to the City, a quarterly report which shall summarize the work performed and expenditures incurred during the preceding months for funding provided by the City and evaluate the performance and results of the work performed. The reports shall also include, but not be limited to, the following:

1. A description of work performed during the period and progress made to date.

2. A description of any adverse conditions that affected the program objectives and/or time schedules, and actions taken to resolve them.

V. RESPONSIBILITIES OF THE CITY

A. Cooperation with the District

The City shall assist the District in a timely manner in the preparation, review, modification, and implementation of the scope of work, including accommodation of sensitive District timelines and assistance in identifying and making plan modifications that are reasonably consistent with the mission and goals of the District.

B. Payment of Billing Requests

The City shall provide payment within 30 days of an approved billing request submitted by the District for work activities and expenditures identified by the agreed to scope of work and budget.

VI. ENTIRETY OF AGREEMENT

This Agreement constitutes the entire agreement between the City and the District and supersedes all proposals, oral and written, and all other communication between the parties in relation to the subject matter of this Agreement. No other agreement exists between the City and the District with regards to the instant subject matter except as expressly set forth in this instrument. Except as otherwise provided herein, no modification of this Agreement shall be effective until reduced to writing and executed by both parties.

VII. MAINTENANCE OF RECORDS

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

VIII. TERMINATION

The City or District may terminate this agreement at any time with or without cause providing 15 days advance notification in writing. In the event of termination, the City shall pay the District a pro-rated amount for work completed to the date of termination. All work products shall be delivered to the City and shall become the property of the City.

IX. AMENDMENTS AND MODIFICATIONS OF PROGRAM EXPENDITURES

A. Changes in Approved Projects or Program Activities

The City must approve the removal, modification, or addition of work identified in the annual scope of work.

B. Delays

Spending for some projects or program activities may be delayed because of extended timeframes for obtaining supporting grant funds, holdups in the permit review/approval processes, or other unforeseen circumstances. Variations in the scope of work or budget for these reasons shall be documented between the District and the City.

X. PROPERTY

Title to property purchased by the District in carrying out the scope of work shall vest in the District.

XI. GENERAL PROVISIONS

A. Notice

Except as set forth elsewhere in this Agreement, notice for purposes of this Agreement, except service of process, shall be given by the District to the City by delivery to the Public Works Director, 1812 Main St., Lake Stevens, WA 98258. Notice to the District for purposes of this Agreement, except service of process, shall be given to the Executive Director, 528 – 91^{st} Ave. NE. Lake Stevens, WA 98258.

Receipt of any notice shall be deemed effective three (3) days after deposit of written notice in the U.S. mail with proper postage and address.

B. Compliance with Laws

The District and the City shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations applicable to the performance of this Agreement. The District and the City agree to comply with all the provisions of the Americans with Disabilities Act and all regulations interpreting or enforcing such acts.

C. Indemnification

The District and the City agree to protect, defend and hold harmless each other, its elected and appointed officials, employees and agents, from and against all claims, demands and causes of action of any kind or character, including any cost of defense and attorney's fees, arising out of any actions, errors or omissions of the other party, its officials, employees and agents in performing this Agreement except for those arising out of the sole negligence of the other party.

D. Insurance

The City and the District shall each obtain, and maintain at all times, hereunder (i) a commercial general liability insurance policy with a minimum policy limit of $1,000,000 per occurrence and $1,000,000 combined single limit per occurrence, (ii) a minimum umbrella coverage of $3,000,000 each occurrence and $5,000,000 annual aggregate, and (iii) errors and omissions coverage including employment practices liability $1,000,000 per occurrence and $1,000,000 annual aggregate. Each party's policy shall provide that such policy shall not be terminated or reduced without thirty (30) days prior notice to the other party. The City and the District will provide a certificate of insurance to the other party evidencing the aforementioned coverage. In the alternative either party to this agreement may fulfill the insurance obligations contained herein by maintaining membership in and coverage provided by a self-insurance program pursuant to Chapter 48.62 RCW. In this regard, the parties understand that the party to this agreement who is a member of such program is not able to name the other party as an "additional insured" under its coverage provided by the self-insurance program.

E. Non-assignment

The District shall not subcontract, assign, or delegate any of the rights, duties or obligations covered by this Agreement without prior express written approval by the City.

F. Independent Contractor

The District will perform the services under this Agreement as an independent contractor and not as an agent, employee, or servant of the City. The parties agree that the District is not entitled to any benefits or rights enjoyed by employees of the City. The District specifically has the right to direct and control the District's own activities in implementing the scope of work in accordance with the terms of this Agreement. The City shall only have the right to ensure performance.

G. Interlocal Cooperation Act

The parties agree that no separate legal or administrative entities are necessary to carry out this Agreement. If determined by a court to be necessary for purposes of the Interlocal Cooperation Act, Ch. 39.34 RCW, an administrator, or joint board responsible for administering the Agreement, will be established by mutual agreement. Any real or personal property used by either party in connection with this Agreement will be acquired, held, and disposed of by that party in its discretion, and the other party will have no joint or other interest herein. No partnership or joint venture between the parties is created by this Agreement.

XII. MISCELLANEOUS

A. No obligation in this Agreement shall limit the District or the City in fulfilling its responsibilities otherwise defined by law.

B. The City shall cause this Agreement to be recorded with the Snohomish County Auditor.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the latest date written below.

SNOHOMISH CONSERVATION DISTRICT

Accepted and executed this ____ day of ________________, 2022

By: ____________________________
Mark Craven, Chair
Snohomish Conservation District

CITY OF LAKE STEVENS

Accepted and executed this ____ day of ________________, 2022

By: ____________________________
Gene Brazel, City Administrator
City of Lake Stevens

APPROVED AS TO FORM:

____
Greg Rubstello, City Attorney

OGDEN MURPHY WALLACE ATTORNEYS

OGDEN MURPHY WALLACE, PLLC
901 FIFTH AVENUE, SUITE 3500
SEATTLE, WA 98164-2008

T 206.447.7000
F 206.447.0215

OMWLAW.COM

MEMORANDUM

DATE: January 19, 2022

TO: Mayor, Council, Administrator

FROM: Greg A. Rubstello

RE: Legal Review - Proposed ILA with Snohomish Conservation District

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The Interlocal Cooperation Act in Ch. 39.34 RCW allows for a public agency of this state to jointly exercise with any other public agency of this any shared powers, authority, or responsibilities. Any two or more public agencies may enter into agreements with one another for joint or cooperative action pursuant to the provisions of this chapter. The proposed agreement between the City and the District would provide funding from the City to the District over and above the revenues it receives from special assessments or rates and charges to District real property owners authorized by the Snohomish County Council as well as grants[1], for the services designated in the scope of work (Exhibit A to the Agreement). The Scope of Work describes conservation programs and activities to be undertaken by the District using the additional City funding. The extent to which District funding received from other sources, including City property owners may provide funding to these same programs and activities or other programs and activities within the City is not addressed in the proposed agreement. The District's promise is to perform the listed programs and activities in return for the receipt of the City agreed funding amounts. These mutual promises are consistent with Ch. 39.34 RCW.

The duration of the Agreement is a six year period commencing on execution and running through December 31, 2026. However, it may be terminated on 15 day advance written notice by either party at any time with or without cause. This is good for the City if dis-satisfied with the performance of the District, but potentially a problem if the City was depending upon the District's performance in its staffing, budgeting, and performance of NPDES or other permit obligations.

The mutual "Indemnification" and "Insurance" provisions are appropriate for this type of agreement. If the District is negligent in its performance of services, it bears responsibility for third party claims.

The proposed agreement is compliant with Ch. 39.34 RCW.

If the proposed agreement is thin anywhere in its provisions it is in the description of the resources of the District, including employees, that the District will dedicate to its performance

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[1] See RCW 89.04.400, .405, and .410.

obligations and in the timing of the listed programs and activities. If the City is counting on the District contributing any of its own funds needed for the performance of the listed programs and activities, those contributions should also be identified.

GAR:

Snohomish Conservation District
working together for better ground since 1941

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Appendix 2022-1 Scope of Proposed Work

Table A: Budget

Task	Description	City Costs
Administration	Project administration: Assist with grant reporting, billing and general project management. SCD with its base rate funding, will cover any additional time to support and document the work stated below.	$ 1,000
Technical Assistance	Living with Beavers: Beavers play an important role in establishing and maintaining wetlands, which improves water quality by controlling the slowing the flow of water. SCD provides services for homeowners and the city with beaver issues to help keep the beaver in place while mitigating damage or undesired flooding. SCD will provide technical assistance and complete site visits using its rate based funding. The city's funding of this task will cover the implementation costs - materials (variable), permitting, and labor (WCC crew of 6 for one or two days plus program lead) - for up to 2 implementation projects. A webinar or workshop focused on how to manage beavers as a homeowner, or community, will be conducted at an agreed upon time. SCD will also utilize partner resources where available, and grant funding to subsidize this task.	$ 6,000
Technical Assistance	Green Stormwater Infrastructure is a term used to describe nature based management practices used to capture and treat urban stormwater runoff. SCD will, per its rate, provide technical assistance and site visits to Lake Stevens residents. To support the city's NPDES permit, this task will focus on addressing private stormwater infrastructure, such detention ponds, maintenance standards. The intent of this task is to provide technical assistance, recommendations, and training to residential private stormwater facility home owners to achieve mainenance standards and ultimately improving the facility's stormwater detention ability and improving water quality. These ponds can have other ecological benefits, such as habitat for birds and amphibians, therefore, this technical assistance program can help achieve a balance between stormwater management and other ecological benefits. SCD will provide stormwater education - a webinar about detention ponds (2-3 staff, 2 hours each), or onsite workshop 2-3 staff, 3 hours each), and other printed materials and outreach (10 hours of design time and support) to bring awareness to residential detention ponds. Most assistance for this task will be completed by our district engineer.	$ 4,300

Technical Assistance	Lawns to Lettuce is a program created to create stewardship opportunities that encourages community engagement in addressing ways to reduce pollution stormwater runoff from lawns. Converting backyard lawns to vegetable gardens increases the diversity of the landscape which has a positive impact on water quality by decreasing runoff, reducing lawn fertilizers, and decreasing over watering.	$ 2,000
	SCD, with its base funding, will do site visits and provide technical assistance to Lake Stevens Residents regarding growing food sustainably, and continue its monthly educational Lawns to Lettuce newsletter. With city funding, SCD will deliver and install raised beds and compost to up to 10 residents (20 hours, plus material costs). Our priority list of recipients will be provided in coordination with Hungry Hearts, a food security nonprofit based in Lake Stevens. A webinar or onsite workshop will be held to educate residents about site suitability, plant options, and timing (2 hours). We may also host a booth at the farmers market to distribute educational materials to residents about how they can reduce their lawns and grow their own food (4 hours). SCD will also utilize partner resources where available, and grant funding to subsidize this task.	
Community Outreach and Behavior Change	The 'I Love Lake' Campaign began as a partnership between SCD and the City of Lake Stevens to improve the water quality of Lake Stevens. This task is intended to build general awareness about methods to address and reduce impacts from stormwater runoff on urban landscapes. The goal of this program is to promote behavior change centered around yard care and impacts of certain practices to water quality. This program also yields an opportunity that encourages community engagement in addressing the impacts from stormwater runoff. Activities tied to the I Love Lake Campaign include the following tasks:	
	Through its rate funding, SCD will continue to provide water quality, native plant, and stormwater education to Lake Stevens residents. Through the city funding, SCD will coordinate the city's lake-friendly gardening awards known as the Cascade Award, established in 2018. This includes the coordination, promotion, and execution of the State of the Lake event. This celebration educates participants about ways to be lake-friendly, and includes the presentation of the Cascade Award. This award recognizes residents who meet lake-friendly criteria in three categories - lakefront, forested land, and suburb. This celebration may be tied into a Lake Stevens community event like Harvest Fest to engage a larger audience. Outreach for the various natural yard care practices, lawns to lettuce, and use of native plants will be shared. SCD will create 2022 nomination forms, and promote the award through its newsletter, website, I Love Lake Facebook page, and local news to secure enough nominations for each category to keep it competitive (7-10 hours). SCD and Lake Stevens staff will jointly complete site visits to nominee homes (6 hours). SCD will take photos of good examples to encourage more participation, and prepare a story to share through similar media venues as noted above (2-5 hours). Participants and winners will be recognized through similar media. We will also design and produce the winners' certificates (4-5 hours), and order the Cascade Award winners' signs (approximately $300).	

Community Outreach	SCD maintains its own website that is full of educational resources about natural yard care, backyard habitat, stormwater mitigation, and other conservation-minded practices. We will continue to create and modify those resources with rate funding. To support Lake Stevens, we will use city funds to maintain the ILoveLake.org page on the SCD website, as well as publish a natural yard care tip four times a month to the I Love Lake Facebook page, and ensure that ILoveLake.org includes accurate and engaging content, and provides details about programs available to Lake Stevens residents. (25-40 hours)	$ 9,500
Community Outreach and Behavior Change	Near Shore / Lakeside Property Outreach - Residents living on the lake edge have a direct impact on lake health, and can utilize practices like natural yard care, reducing fertilizer use, planting native plants, and installing rain barrels to keep contaminants from reaching the lake. SCD, with its rate funding, will continuet to provide technical assistance and complete site visits within Lake Stevens. With city funding, SCD will reinstitute a Landscaping Cost Share Program to encourage residents to increase vegetation at the lake's edge. Up to a total of $2500 will be distributed to residents who install native plant buffers. The maximum individual allowance will be $250. This is a receipt based reimbursement program. SCD will create (5-10 hours of staff time to design and send to printer) and mail postcards (approximately $.50 per household) to all lakeside residents (addresses provided by city staff) to bring awareness to the program and to provide opporunity to all. The postcard will also include a brief survey to help gauge awareness of stormwater issues, and tips for mitigating its impacts.	
Community Outreach and Participation	SCD will co-host, with Lake Stevens staff, a family-oriented painting event during the summer months. Participants will preorder their barrels (for $55 plus tax) from SCD, and then the district will prepare a maximum number of 12 rain barrels - fully built, sanded, and primed - for family or friend groups to paint on site at North Shore Park. All painting supplies will be provided by SCD's rate funding. Education about how to install rain barrels, and how they can help slow water, and filter stormwater, will be presented to attendees. Staffing for this event is based on 3 hours of prep with multiple team members, 2 hours of active painting and educating, and 1 hour of cleanup. The cost of the barrel building will be borne by the participants of the event. Promotion of the event and planning will add another 5-10 hours. At the event, we will bring and display free resources for participants to take home using our rate funding.	
	Stormwater focused education for youth: Examples include classroom lessons (in-person, virtual, or asynchronous), high school education and	

Youth Education	mentoring for Envirothon, field trips and outdoor environmental education, conservation centered art contest, service learning projects, hands-on science kit distribution, etc. See addendum for price list by activity. As schools, and COVID-19 protocols allow, we will aim to achieve 50% of this task through grouped classrooms lessons since they are the most effective way to impact the understanding and action driven outcomes for youth. SCD will continue to use its base rate funding to improve and create new lessons to engage students with Next Generation Science Standards (NGSS).	$ 2,000
Travel	Mileage is built into the above tasks as required, and will be charged at the IRS rate for 2022 per mile.	
25% Overhead is calculated within the staff time of each task		**$ 24,800**

Table B: Youth Education Task Breakdown

Classroom Lessons (Package of 4 Stormwater Lessons by Grade)	Prep/Communications	$ 100.00
	4 lessons delivered	$ 500.00
	Feedback/Billing	$ 100.00
Classroom Lesson (Individual Lesson)		$ 175.00
Hands-On Science Kit (Per Student)		$ 3.00
Virtual Lesson	Utilizing SCD's Zoom or School Provided Technology Platform	$ 175.00
Asynchronous Lessons	Salmon - value of two lessons	$ 350.00
	MacroMayhem - value of one lesson	$ 175.00
Mentoring	For Envirothon (High School Age Focus), Conservation Centered Art Contest (PreK-12 Age Focus)	$50 per hour

Service Learning Project	Coordination, Lessons, Mentoring, Partner Meetings Supplies	$50 per hour variable
Field Trip	Maximum of 25 students per educator; bp 10 per) includes 10 hours for the lead instructor, 5-6 hours for other educators, and 3-5 for third educator Actual lesson time is 1.5 hours	$ 500.00