



# CITY COUNCIL REGULAR MEETING

**Tuesday, January 20, 2026  
6:00 p.m.**

Snohomish Carnegie, 105 Cedar Avenue  
Remote Option Available

Zoom Meeting Participation Information  
Use link: <https://us02web.zoom.us/j/88315991965>  
Dial in: (253) 215-8782  
Meeting ID: 883 1599 1965

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## AGENDA

1. **CALL TO ORDER**
  - a. Roll Call
  - b. Pledge of Allegiance
2. **PROCLAMATIONS, PRESENTATIONS AND RECOGNITIONS**
  - a. Historic Downtown Snohomish Association (HDSA) Update
3. **PUBLIC COMMENTS** - Members of the public may address the City Council on items not listed as a Public Hearing or Action Item. Comments are limited to three (3) minutes per speaker.
4. **APPROVE AGENDA Contents and Order**
5. **CONSENT ITEMS**
  - a. APPROVE Minutes of the January 6, 2026 Regular Meeting
  - b. APPROVE Vouchers and ACH Transactions
  - c. CONFIRM Mayor's Appointment of Deputy City Treasurer
6. **DISCUSSION ITEMS**
  - a. Snohomish Police Department Q3 Report
7. **OTHER BUSINESS/INFORMATION ITEMS**
8. **COUNCILMEMBER COMMENTS**
9. **COUNCIL PRESIDENT'S ITEMS/REPORTS**
10. **STAFF BRIEFINGS**
  - a. Development Services Quarterly Report
  - b. Summary of December 2025 Flood Event and Associated Damages
  - c. CESI Q4 2025 Quarterly Report
11. **CITY ADMINISTRATOR'S COMMENTS**
12. **MAYOR'S COMMENTS**

**13. RECESS TO EXECUTIVE SESSION** To Discuss Potential Litigation Pursuant to RCW 42.30.110(1)(i), with no action to follow.

**14. ADJOURN**

**NEXT SCHEDULED MEETING:** Tuesday, February 3, 2026 Regular City Council Meeting

**Notice of Accommodations and Equal Opportunity Statement**

Specialized accommodations are available upon request with at least five (5) days' advance notice. To request accommodation, please contact the City Clerk's Office at (360) 568-3115.

This organization is an Equal Opportunity Provider.



## CITY COUNCIL MEETING STAFF REPORT

**Date:** January 20, 2026

**Agenda Section:** PROCLAMATIONS,  
PRESENTATIONS AND  
RECOGNITIONS

**From:** Staff

**Subject:** Historic Downtown Snohomish Association (HDSA) Update

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**SUMMARY:** Executive Director Maygen Hetherington and Board President Ken Coman will provide an update of HDSA data trends and strategic initiatives.

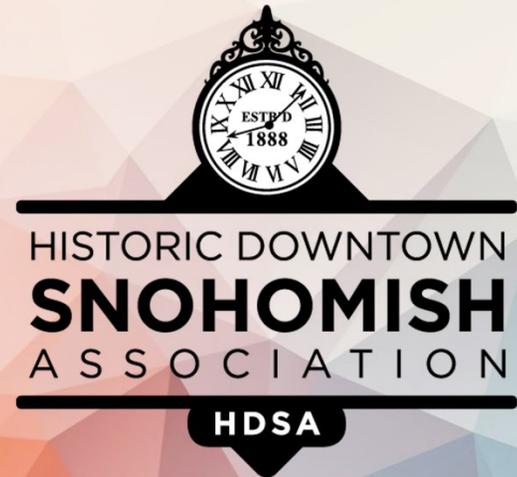
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**ATTACHMENT(S):**  
HDSA January 2026 City Council Presentation.pptx

# City Council Presentation

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JANUARY 20, 2026



# Our Mission

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Our mission is to support those who live, work, and play in the Downtown Historic District through visionary leadership, preservation-focused efforts, outreach, and fostering community in the heart and soul of the city of Snohomish.

# Vision for our District

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Downtown Snohomish is a timeless, one-of-a-kind place full of diverse, surprising, and almost magical experiences enjoyed by individuals, families, and friends from near and far. There is a genuine small town feel that is built on thriving small businesses where owners and staff connect with locals and visitors alike. It is welcoming and familiar yet discoverable which draws people back time and time again. The past is preserved but the present is welcomed, and we innovate for the future.

*In essence, we are working to build a thriving downtown where every business can succeed and every person feels a sense of belonging.*

# Future State Relationships

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- Landlords will turn first to the HDSA before renting out their space because they know and will trust us to give them good counsel as to what type of tenant will best thrive in their space and thus be a viable long-term renter.
- Merchants will know that we are their advocates for a vibrant downtown that is small business focused and well-balanced between retail, food, experiences and services. We are their indispensable partner and expert in creating this downtown by cultivating businesses and ensuring the success and vitality of the entire district.
- Residents will know who the HDSA is, how to reach out about important issues, and will connect the places and experiences they have in our district with the steward of this space.
- Visitors will discover Snohomish through our outreach efforts and return again and again because of the one-of-a-kind experience they have when they visit our town.
- The Government will view the HDSA as an extension of their ability to serve the local community and will understand that when we speak, we speak for our district based on real connections and balanced input. We are a trusted partner in guiding policy and making important things happen.
- Non-profit organizations will view us as the steward of this district and will respect our work and decisions to best promote and serve this area.

# What we did in 2025

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- I ♥ Snohomish Campaign
- Friends of HDSA
- Property Owner's Forum
- A list of property owners!
- Pedestrian Flags
- Our first Hoe Down!
- Parking Challenge (saved over 5,000 parking spots!)
- The downtown bingo card
- Sidewalk sale efforts
- Updating our stakeholders via our website on the work
- Pushing for parking west of D and short term parking
- Value/Acre Analysis
- Mural on Ave C
- Formal strategic marketing plan
- Advocated for the needs of our downtown at Council and the FSMP Advisor Committee
- Candidate Forum

- Beginning of the Key Account Manager model
- Invaluable Data telling our story
- Snohomish Storytellers Podcast
- Partnership with UW Bothell supporting Luxe Salon and Uppercase Books
- Partnership with the city on the FSMP
- Wine Walks (3X)
- Snohomish PRIDE
- Roper Romp
- Weekly Newsletter
- Strong social media presence
- Winterfest
- Solstice Walk (but cancelled due to the floods)
- Safety initiative with police and fire department
- Santa in the Shops
- Winter Open House
- Tree Lighting

We also work to make sure that events work for you.

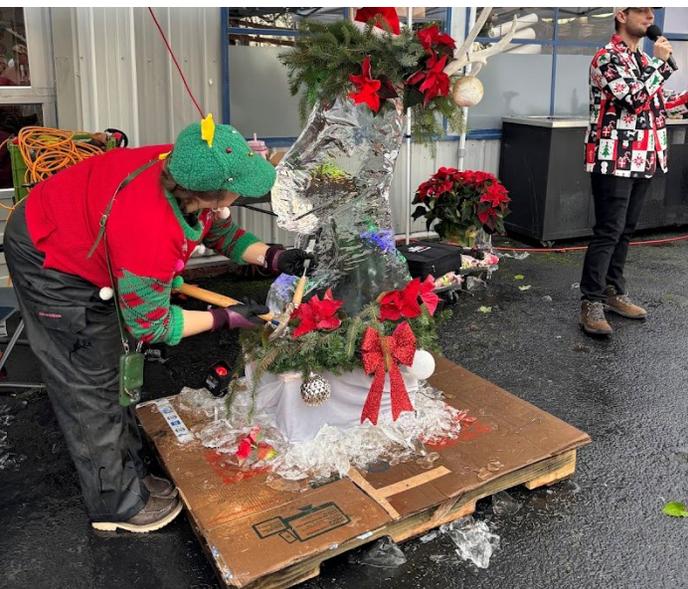
Wine Walks: average of 107% increase for hosting locations.

Q3 Events: \$158,000 for our downtown

Q2: Only \$11,500

By tracking results we can help events benefit everyone.





Historic Downtown Snohomish Association









# Data Trends

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REPORTED BY  
BUSINESSES



HISTORIC DOWNTOWN  
**SNOHOMISH**  
ASSOCIATION

**HDSA**

# Working toward a vibrant, thriving downtown:

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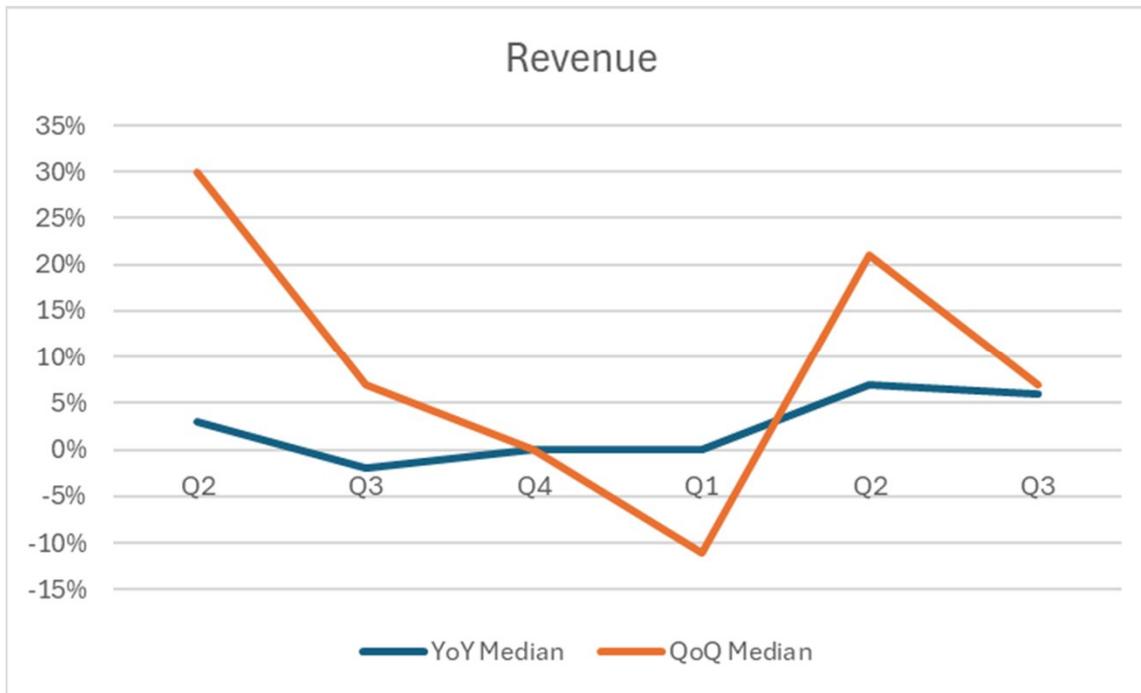
## 2025 Exits

Board & Brush  
Maple House Collective  
Blanc & Rouge  
Picadilly Circus  
Wunderland Antiques  
Tammy's (soon)  
Luxe Salon

## 2025 New

F.R.E.D.S.  
MARIE  
Snohomish Coffee Co  
Visible Coffee  
Eternal Endings  
Chamber of Commerce  
Velvet & Oak  
Raven & the Swan

+1 New business  
came to our  
downtown!



Revenue continues to grow and, through Q3, 2025 was a very successful year.

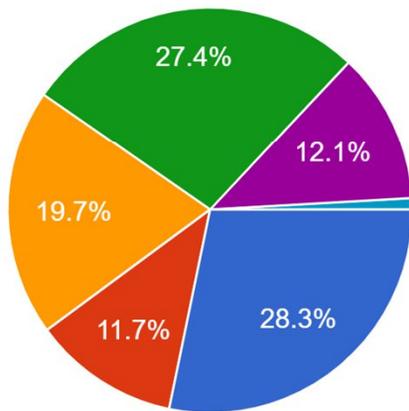
However, when we look at retail specifically, we do have some concerns.

We will continue to find ways to support retail and help them to succeed.

# Parking

During 2025, how often did you come to the downtown but left because you couldn't find parking?

223 responses



- Never, I always find parking
- Almost never
- 1-2 times
- 3 or more times
- I walk to the downtown!
- I use alternate transportation and do not require parking

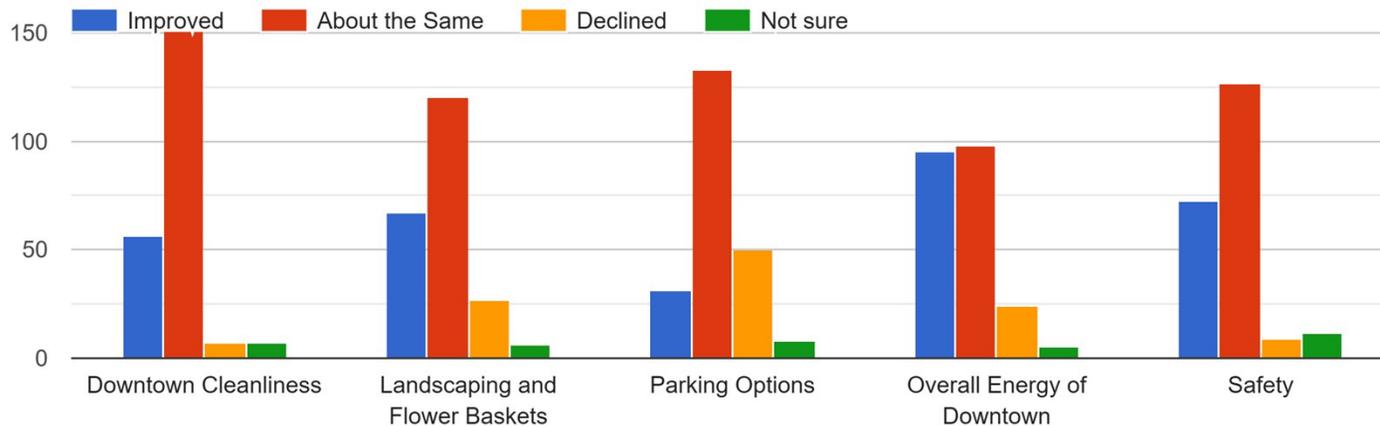
This translates into a weighted average of 1.1 visits per person/year that don't happen, but that should happen.

That likely means local businesses not supported and sales taxes not paid.

# Parking - Continued

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Compared to previous years, how have the following changed in 2025?



# Downtown Data Trends



+100,000 MORE visits in 2025 than in 2024.

Parking is more urgently important now than before.

Based on respondent data, we could have had an additional 724,830 visits in 2025 (or 32%).

There's no need to wait for the FSMP to solve a problem that is happening today.

Visitor data reports are generated by the City of Snohomish using Placer.ai. Visit [the City's website](#) to learn more about how this data can help your business.

# Other Data Trends



What this shows is that the most important part of our community is the HD.

Not all places are created equal and some investments have a greater return to the shareholders than others.

The HD is Snohomish's golden goose. It deserves outsized attention.

## Historic Downtown by the Numbers



 **1,000+**  
people

work part-time or full-time  
in Historic Downtown  
Snohomish, 20% of our  
community's workforce.

 **30,000,000**  
annual wages

Paychecks are spent  
here: schools,  
groceries, services,  
fundraisers.

There's not a more important place for  
our community in all the ways that  
matter than the HD.

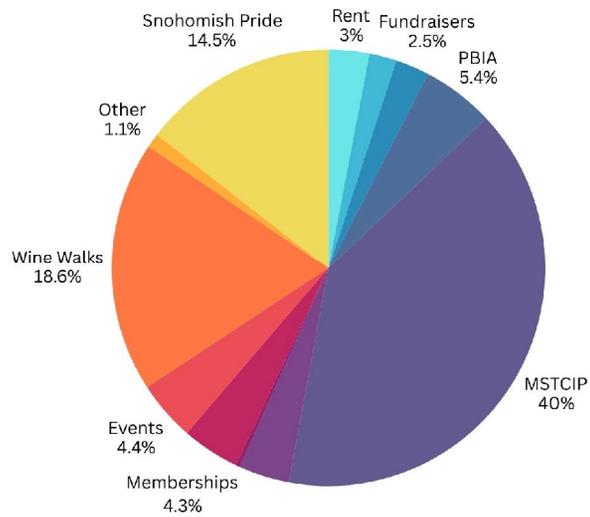
We're grateful to advocate for it.  
Snohomish needs this more than we  
can appreciate.

Fostering locally owned and operated small businesses is the key to building a community that can fund its schools and infrastructure, provide for the safety of its residents, and provide a standard of living that is comfortable relative to expenses. It keeps families together and builds a true community.

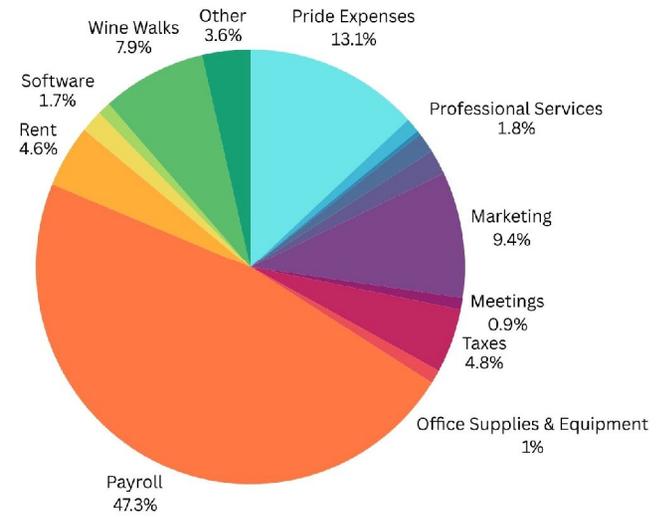


### When we spend money locally, we transfer money to other people locally.

- Local Supplies
- Business Services
- Local Taxes
- Wages
- Community Donation



Income



Expenses

We had our strongest year ever in 2025. Through community buy-in to our mission and wise stewardship of our funds, the organization came out in the black.

# How we feel about our work

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We are so proud of the work we have done!

We were bruised but feel like we came out of it stronger as a downtown

We are excited for the work for 2026!

You will never find an organization with people more dedicated to our historic downtown district than we are.



## What we hope to do in 2026:

Execute on 2nd year of our five-year strategic plan which is:

All of that +:

- Installation of a downtown sound system
- "Locals Only/Valentine's Event" in Q1
- Additional mural at Kla Ha Ya Park
- Partnership with UW Bothell Marketing Department on at least five different market research projects supporting our downtown businesses
- Grants for building owners to beautify their exteriors
- Hire an additional staff member to focus on program execution and outreach
- At least one large scale community gathering (perhaps a pot-luck style?)
- Transfer of Snohomish PRIDE to a new organization for 2026 and going forward
- Create and advocate for a formal legislative agenda for our downtown
- Partnering with the City on supporting America's 250th Birthday
- Regular cleanup efforts of our downtown (grass, garbage, trees, bathroom, etc.)
  - Stretch goal: hire a landscaper

# What you can do to support our work:

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- Clearly identify, mark, and beautify for parking the area on First Street west of D
- Install at least two strategically placed short-term parking spaces to allow for pickups and deliveries
- All this work takes resources - financial and human
  - Keep taxes low-cal and finalize the process to participate in the state approved program for municipalities to donate a portion of its Public Utility Taxes to the Mainstreet Tax Incentive Program and earmark them to our accredited Mainstreet organization
  - It is the only government program I know of that allows businesses and municipal governments to direct where their tax dollars go. Even if the city can't participate directly, your advocacy of this program keeps our taxes local and the burden small
  - Please, make this a priority so that our work can continue
- Consider zoning that discourages service-based businesses on the first floor.
- Have more frequent maintenance of the bathrooms - including on the weekends.



**CITY COUNCIL MEETING STAFF REPORT**

**Date:** January 20, 2026

**Agenda Section:** CONSENT ITEMS

**From:** Melissa Collins, MMC  
City Clerk

**Subject:** **APPROVE Minutes of the January 6, 2026 Regular Meeting**

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**SUMMARY:** APPROVE Minutes of the January 6, 2026 Regular Meeting

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**ATTACHMENT(S):**  
01.06.2026 REG Minutes DRAFT.pdf

**City of Snohomish City Council Meeting Minutes  
Tuesday, January 6, 2026**

1. **CALL TO ORDER:** Mayor Aaron Hoffman called the Snohomish City Council Regular Meeting to order at 6:00 p.m., Tuesday, January 6, 2026. The meeting was held in hybrid format with in-person attendance at the Snohomish Carnegie, 105 Cedar Avenue, Snohomish, and remote online access via Zoom.

a. Roll Call

City Clerk Melissa Collins called the roll with the following Councilmembers Present:

Anup Deol, David Flynn, Gabe Jacobs, Judith Kuleta, Terry Lippincott, Tom Merrill, and Felix Neals.

b. Pledge of Allegiance

Councilmember Merrill shared a few words on behalf of the city staff and city council to recognize those volunteers that stepped up during the recent flood emergency.

2. **PUBLIC COMMENTS**

Public comments were made.

3. **APPROVE AGENDA Contents and Order**

Councilmember Jacobs proposed a motion to remove Action Item 5d, Establishing a Revised Speed Limit for Second Street (Resolution 1495), and bring it forward at the next meeting.

There being no second, the motion failed.

*Motion by Councilmember Flynn, second by Councilmember Neals to approve the agenda contents and order as presented. **Motion passed unanimously (7-0).***

*Motion by Councilmember Lippincott, second by Councilmember Kuleta to move Consent Item 4d to Action Items 5f. **Motion passed unanimously (7-0).***

4. **CONSENT ITEMS**

- a. APPROVE Minutes of the December 2, 2025 Regular Meeting
- b. APPROVE Minutes of the December 23, 2025 Special Meeting
- c. APPROVE Vouchers and ACH Transactions
- d. AUTHORIZE the Mayor to Execute a Land Use Agreement with Bonneville Power Administration (BPA) for the Homestead Park Project (Removed from Consent Items and Moved to Action Items 5f\*)
- e. AUTHORIZE the Mayor to Execute a Contract with Snohomish County Public Defender's Association for Indigent Defense Services
- f. AUTHORIZE the Mayor to Execute a Grant Agreement with the Department of Ecology

*Motion by Councilmember Neals, second by Councilmember Kuleta to approve the Consent Items as amended. **Motion passed unanimously (7-0).***

## 5. ACTION ITEMS

### a. ELECT City Council President

Mayor Hoffman introduced the selection process and opened the floor to nominations.

Councilmember Merrill nominated Councilmember Neals, seconded by Councilmember Lippincott. Councilmember Neals accepted the nomination.

There were no other nominations.

There were no public comments.

*Motion by Councilmember Merrill, second by Councilmember Kuleta to elect Councilmember Neals as Council President. **Motion passed unanimously (7-0).***

### b. APPOINT Elected Leader Liaisons

Mayor Hoffman shared a list of outside organizations requiring appointed elected officials and delegates, and the Council reviewed each and identified preliminary appointments based on interest.

Councilmember Flynn asked about reinstating Council Liaisons to Boards and Commissions, and City Administrator Heather Thomas-Murphy noted that the municipal code would need to be updated before any formal decisions could occur.

After brief deliberation, the Council selected the following appointments:

Lodging Tax Advisory Commission (LTAC) – Flynn  
Community Transit – Merrill  
Snohomish County Tomorrow (SCT) – Jacobs (primary), Mayor Hoffman (alternate)  
Alliance for Housing Affordability (AHA) – Lippincott (primary), Deol (alternate)  
Association of Washington Cities (AWC) – Kuleta, Flynn, and Neals

*Motion by Councilmember Merrill, second by Councilmember Jacobs to appoint Elected Official Leader Liaisons as identified. **Motion passed unanimously (7-0).***

### c. AUTHORIZE the Mayor to Execute a Grant Agreement with the Washington State Transportation Improvement Board

Public Works Director Nova Heaton provided an overview of the Bickford Sidewalk Gaps Project and requested authorization for the Mayor to execute a Grant Agreement with the Transportation Improvement Board. A handout showing the project location was provided. The project will close missing sidewalk segments along Bickford Avenue and improve pedestrian safety and connectivity.

Director Heaton responded to questions from the Council.

Public comments were made.

*Motion by councilmember Flynn , second by Councilmember Neals to authorize the mayor to execute a grant agreement with the Washington State Transportation Improvement Board.*

***Motion passed unanimously. (7-0)***

- d. Establishing a Revised Speed Limit for Second Street - PASS Resolution 1495

Director Heaton presented the results of an Engineering and Traffic Investigation for Second Street and recommended reducing the posted speed limit from 30 mph to 25 mph to better reflect downtown conditions, pedestrian and bicycle activity, and roadway context. The change would require installation of new signage at an estimated cost of \$500 from the Streets Fund.

Director Heaton responded to questions from Council. Chief Alanis will address this topic further in his quarterly report.

Public comments were made. Written comments were received and provided to the Council.

*Motion by councilmember Flynn, second by Councilmember Lippincott to pass Resolution 1495 establishing a revised speed limit for second street. **Motion passed (6-0). Councilmember Jacobs abstained.***

- e. CONFIRM Mayor's Appointment of Ken Klein as City Administrator

Mayor Hoffman read a statement requesting the appointment of Ken Klein and responded to Council questions. Mr. Klein also answered questions from the Council.

Public comments were made, and one written comment was received and provided to the Council.

During deliberations, Councilmember Merrill requested that performance criteria be established by the end of February and commented on additional expectations of the position.

*Motion by Councilmember Flynn, second by Councilmember Deol to confirm Mayor's appointment of Ken Klein as City Administrator and authorize the Mayor to execute the Employment Contract between the City and Mr. Klein as City Administrator. Councilmembers Kuleta, Neals, Merrill, Flynn, Jacobs, and Deol voted in favor, and Councilmember Lippincott voted against. **Motion passed (6-1).***

- \*f. AUTHORIZE the Mayor to Execute a Land Use Agreement with Bonneville Power Administration (BPA) for the Homestead Park Project (Moved from Consent 4d to Action Item 5f)

Director Heaton provided clarification on Item #15 in Exhibit B and reviewed the Homestead Park project, including the BPA easement and related land use agreement.

Public comments were made.

*Motion by Councilmember Lippincott, second by Councilmember Kuleta to authorize the Mayor to execute a Land Use Agreement with Bonneville Power Administration for a Homestead Park Project. **Motion passed unanimously (7-0).***

**6. OTHER BUSINESS/INFORMATION ITEMS**

Councilmember Kuleta requested an after-action report regarding the flooding. City Administrator Thomas-Murphy responded this is scheduled for an upcoming council briefing.

**7. COUNCILMEMBER COMMENTS**

Councilmembers Lippincott and Kuleta welcomed Mr. Klein and Mayor Hoffman and noted that EvergreenHealth will open a primary care facility in Snohomish at the end of 2026.

Councilmember Merrill expressed appreciation for working with Director Heaton and City Administrator Thomas-Murphy and offered best wishes.

Councilmember Flynn thanked the community for its response during recent flooding, thanked Councilmember Merrill for serving as Council President, and expressed interest in collaboration between Green Snohomish and Parks staff.

Councilmember Jacobs requested updates on the Kikendall cabin and on planned bump-outs on Pine Avenue.

Councilmember Deol thanked Director Heaton and City Administrator Thomas-Murphy for their service and welcomed Mr. Klein.

**8. COUNCIL PRESIDENT'S ITEMS/REPORTS**

Council President Neals reported on the following:

- Snohomish County will hold a public hearing on annexation on January 20 at 6:00 p.m.
- Thanked the Council for their confidence in appointing him as Council President.

**9. CITY ADMINISTRATOR'S COMMENTS**

City Administrator Thomas-Murphy commented on the following:

- The Wastewater Treatment Plant received the Outstanding Plant Award.
- Kikendall cabin briefing is scheduled for February.
- Provided updates on real estate agent agreements, including for the Water Treatment Plant properties in Granite Falls and the need to determine a de-annexation process.
- Update on the WSDOT project on the Bickford bridge.
- Expressed appreciation for her four years at the City.

**10. MAYOR'S COMMENTS**

Mayor Hoffman shared brief remarks regarding the start of his term as Mayor.

**11. ADJOURN**

There being no objection, the meeting adjourned at 8:41 p.m.

CITY OF SNOHOMISH

ATTEST:

\_\_\_\_\_  
Aaron Hoffman, Mayor

\_\_\_\_\_  
Melissa Collins, City Clerk



## CITY COUNCIL MEETING STAFF REPORT

**Date:** January 20, 2026

**Agenda Section:** CONSENT ITEMS

**From:** Alisha Hendren, CPA, Finance Director

**Subject:** **APPROVE Vouchers and ACH Transactions**

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**SUMMARY:** Approve issuance of Coastal Community Bank voucher checks #84224 - #84315 in the amount of \$350,712.52, issuance of electronic fund transfers in the amount of \$241,319.62, and issuance of a payroll electronic fund transfer in the amount of \$260,921.68.

**COUNCIL GOAL(S):** City Services, City Infrastructure

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**ATTACHMENT(S):**

ACH Council Warrants 01-20-2026 Council Packet.pdf

**Council Warrants - ACH Transactions**

Council Meeting Date:

1/20/2026

Date Range:

12/20/2025-1/8/2026

<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
12/23/2025	Dept of Retirement Services	DCP Contributions	\$4,692.78
12/26/2025	Navia Benefit Solutions	FSA Reimbursements	\$47.68
12/29/2025	WA Dept of Revenue	B&O & Excise Taxes	\$27,018.97
12/31/2025	Paycom	Payroll	\$260,921.68
12/31/2025	Dept of Retirement Services	PERS Contributions	\$27,186.37
1/2/2026	Global Payments	Merchant Fees - City Hall	\$399.20
1/2/2026	Global Payments	Merchant Fees - Online	\$34,148.34
1/2/2026	Navia Benefit Solutions	FSA Reimbursements	\$558.42
1/6/2026	Dept of Retirement Services	PERS Contributions	\$13.49
1/7/2026	Dept of Retirement Services	PERS Contributions	\$2,681.67
1/8/2026	Navia Benefit Solutions	FSA Reimbursements	\$1,641.21
1/8/2026	Navia Benefit Solutions	FSA Reimbursements	\$659.82
1/8/2026	AWC Vimly Employee Benefits	Medical Benefits	\$100,194.06
1/9/2026	Navia Benefit Solutions	Admin Fees	\$100.00
1/9/2026	Navia Benefit Solutions	Admin Fees	\$100.00
1/9/2026	Dept of Retirement Services	DCP Contributions	\$5,175.36
1/9/2026	WA Teamsters Wellness	NW Admin Insurance Premiums	\$3,990.40
1/12/2026	Dept of Retirement Services	PERS Contributions	\$28,859.05
1/13/2026	WA Teamsters Wellness	NW Admin Insurance Premiums	\$3,852.80

12/30/2025 #84224-84261 - \$258,247.72

12/31/25 (run on 1/8/26) #84262-84315 - \$92,464.80

Total Checks: \$ 350,712.52  
 Total ACH: \$241,319.62  
 Total Payroll ACH: \$260,921.68

**Grand Total: \$ 852,953.82**

CERTIFICATION: 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 and that the claim is a just, due and unpaid obligation against the City of Snohomish, and that I am authorized to authenticate and to certify to said claim pursuant to Chapter 42.24 RCW.

**APPROVED**  
*By Alisha Hendren at 10:22 am, Jan 14, 2026*

Finance Director/City Treasurer

Date



City of Snohomish

# Check Report

By Check Number

Date Range: 12/20/2025 - 01/14/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<b>Bank Code: AP Bank 2-AP Bank Coastal Community Bank</b>						
AACTes <a href="#">16492</a>	AACRA Testing Invoice	12/30/2025	Regular backflow testing for water department	0.00	420.00	84224
FoxFen <a href="#">INV307</a>	Andrew Lamond Invoice	12/30/2025	Regular Repair fence damaged by storm	0.00	1,060.21	84225
BHCCon <a href="#">0023945</a>	BHC Consultants Invoice	12/30/2025	Regular WWTP Motor Control Center	0.00	6,067.50	84226
CimSys <a href="#">6534</a>	Cimco-GC Systems LLC Invoice	12/30/2025	Regular PRV Maintenance	0.00	18,950.43	84227
COEnv <a href="#">125006185</a>	City of Everett Environmental Lab Invoice	12/30/2025	Regular routine drinking water testing	0.00	270.00	84228
COEFin <a href="#">125006426</a>	City of Everett Finance Invoice	12/30/2025	Regular Animal Impound Fees - November 2025	0.00	235.00	84229
COEuti <a href="#">010157 12.12.25</a>	City of Everett Utilities Invoice	12/30/2025	Regular 6600 109TH AVE SE	0.00	58,372.54	84230
EurEnv <a href="#">1100003416</a> <a href="#">1100003547</a>	Eurofins Environment Testing Northwest, LLC Invoice Invoice	12/30/2025	Regular Wastewater Testing Wastewater Testing	0.00	1,550.70	84231
Gra& O <a href="#">21632.00 47</a> <a href="#">21632.00 48</a> <a href="#">23474.00 30</a> <a href="#">24446.00 21</a> <a href="#">24446.00 22</a> <a href="#">25424.00 7</a> <a href="#">25435.00 7</a> <a href="#">25435.00 8</a>	Gray & Osborne, Inc. Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice	12/30/2025	Regular Pilchuck Park Bank Stabilization Design/Pe Pilchuck Park Bank Stabilization Design/Pe Swiftly Creek Storm Improvement 2nd St Bridge Water Main Improvement 2nd St Bridge Water Main Improvement On-Call Services Water System Plan Amendment Water System Plan Amendment	0.00	22,898.36	84232
HerCon <a href="#">60879</a>	Herrera Environmental Consultants, Inc. Invoice	12/30/2025	Regular Blackmans Lake Alum Treatment	0.00	9,496.88	84233
InlEnv <a href="#">2025-2132</a>	Inland Environmental Resources, Inc. Invoice	12/30/2025	Regular Magnesium Hydroxide	0.00	11,252.44	84234
LawArc <a href="#">5780</a>	Lawhead Architects P.S. Invoice	12/30/2025	Regular Civic Campus Architectural Services	0.00	9,190.00	84235
MDDCwt <a href="#">580528</a>	McDaniel Do It Center - Water Invoice	12/30/2025	Regular Water Operating Supplies Equip	0.00	87.40	84236
PacPub <a href="#">112138</a>	Pacific Publishing Company Invoice	12/30/2025	Regular 2nd Speed Change Public Notice	0.00	72.28	84237
PacTre <a href="#">7239</a>	Pacific Tree Management, LLC Invoice	12/30/2025	Regular Hazardous Tree Removal	0.00	2,076.70	84238
ProSol <a href="#">m14882</a>	Process Solutions Invoice	12/30/2025	Regular SCADA System Upgrade	0.00	22,428.36	84239
PROLLC	PROCUM LLC	12/30/2025	Regular	0.00	72.00	84240

Check Report

Date Range: 12/20/2025 - 01/14/2026

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
<a href="#">146860</a>	Invoice	12/30/2025	Health & Safety		0.00	72.00	
RobHalf <a href="#">65735727</a>	Robert Half Invoice	12/30/2025	12/30/2025 Jennifer Spelliscy	Regular	0.00	3,603.59	84241
SCDpub <a href="#">1000692923</a>	Snohomish County Department of Public Works Invoice	12/30/2025	12/30/2025 Signal Maintenance	Regular	0.00	3,360.21	84242
SCDOIT <a href="#">1000695048</a>	Snohomish County Dept of IT Invoice	12/30/2025	12/30/2025 Aerial imagery	Regular	0.00	1,895.36	84243
SCFD <a href="#">25.62</a>	Snohomish County Fire Dist.#4 Invoice	12/30/2025	12/30/2025 Civic Campus Infrastructure	Regular	0.00	2,787.40	84244
SCSOCor <a href="#">12025-8931</a>	Snohomish County Sheriff's Office Corrections Invoice	12/30/2025	12/30/2025 November 2025 Jail Services Fees	Regular	0.00	22,123.07	84245
TheHer <a href="#">EDH1021752</a> <a href="#">EDH1022556</a> <a href="#">EDH1022557</a> <a href="#">EDH1023001</a> <a href="#">EDH1023047</a> <a href="#">EDH1023602</a>	Sound Publishing Invoice Invoice Invoice Invoice Invoice Invoice	12/30/2025 12/30/2025 12/30/2025 12/30/2025 12/30/2025 12/30/2025	12/30/2025 Advertising-(Herald)-Notice of Vacancy-co Advertising-(Herald) - 2026 Prop Tax Levy Advertising-(Herald) Revisions to 2025-26 Advertising-Newspaper (Herald)-NOPH Advertising-Newspaper (Herald)-Ordinanc Advertising-Newspaper (Herald)-Ordinanc	Regular	0.00 0.00 0.00 0.00 0.00 0.00	371.52 144.48 41.28 41.28 72.24 27.52	84246
TraGro <a href="#">36435</a>	TranspoGroup Invoice	12/30/2025	12/30/2025 Second and Pine Intersection	Regular	0.00	7,212.83	84247
UniSit <a href="#">INV-5641636</a> <a href="#">INV-5696454</a> <a href="#">INV-5756005</a>	United Site Services Invoice Invoice Invoice	12/30/2025 12/30/2025 12/30/2025	12/30/2025 Portable Restrooms @ the Gravel Pit Portable Restrooms @ the Gravel Pit Portable Restrooms @ the Gravel Pit	Regular	0.00 0.00 0.00	747.03 249.01 249.01 249.01	84248
UsaBlu <a href="#">INV00914305</a> <a href="#">INV00917308</a>	Usa Bluebook Inc Invoice Invoice	12/30/2025 12/30/2025 12/30/2025	12/30/2025 Lab Supplies Lab Supplies	Regular	0.00 0.00 0.00	989.22 512.59 476.63	84249
WSOMin <a href="#">30315052</a>	Washington State Office of Minority & Women Invoice	12/30/2025	12/30/2025 OMWBE invoice	Regular	0.00	956.01	84250
WhiWor <a href="#">INV2010020939</a>	Whistle Workwear Invoice	12/30/2025	12/30/2025 Safety Boots & High-Vis Jackets for the En	Regular	0.00	1,340.14	84251
SCPUD1 <a href="#">113124416</a> <a href="#">113124417</a> <a href="#">116427377</a> <a href="#">129617296</a> <a href="#">149467635</a> <a href="#">162411120</a> <a href="#">162411121</a>	Snohomish County PUD Invoice Invoice Invoice Invoice Invoice Invoice Invoice	12/30/2025 12/30/2025 12/30/2025 12/30/2025 12/30/2025 12/30/2025 12/30/2025	12/30/2025 WWTP N. lab building - 2115 2nd St WWTP S. chlorine building - 2115 2nd St Shop portable - 1801 1st St Shop pole building - 1801 1st St Shadowood lift station - 2181 Cady Dr CSO 1 Overflow - 1305 1st St CSO 2 Overflow - 1705 2nd St	Regular	0.00 0.00 0.00 0.00 0.00 0.00 0.00	5,831.71 4,055.18 1,181.19 224.24 117.42 163.66 57.08 32.94	84252
ChrSor <a href="#">121825CS</a>	Chris Soren Invoice	12/30/2025	12/30/2025 Parks Continuing Educ. Credit class	Regular	0.00	46.00	84253
ColCav <a href="#">121825CC</a>	Cole Cavanah Invoice	12/30/2025	12/30/2025 Parks Continuing Educ. Credit classes	Regular	0.00	46.00	84254
DanNor <a href="#">INV22160</a>	Daniel Norgaard Invoice	12/30/2025	12/30/2025 Refund deposit - Carenie event Dec 20/2	Regular	0.00	250.00	84255
ForExp <a href="#">INV22584</a>	Forest Explorers School attn: Amy Hughes Invoice	12/30/2025	12/30/2025 Refund deposit - Carnegie event 12/18/25	Regular	0.00	250.00	84256
HisDow	Historic Downtown Snohomish	12/30/2025	12/30/2025	Regular	0.00	2,959.83	84257

Check Report

Date Range: 12/20/2025 - 01/14/2026

Vendor Number Payable #	Vendor Name Payable Type	Payment Date Post Date	Payment Type Payable Description	Discount Amount	Payment Amount Payable Amount	Number
<a href="#">122225HDSA</a>	Invoice	12/30/2025	2025 LTAC Grant	0.00	2,959.83	
NatPar <a href="#">102325NP</a>	Nathan Parker Invoice	12/30/2025	12/30/2025 WWCS Training	0.00	78.00	84258
SnoSoc <a href="#">121925SYSC</a>	Snohomish Youth Soccer Invoice	12/30/2025	12/30/2025 2025 LTAC Grant	0.00	5,000.00	84259
SteEle <a href="#">INV22479</a>	Steele Electric Invoice	12/30/2025	12/30/2025 Refund deposit - Carnegie event 12/19/25	0.00	500.00	84260
TakSte <a href="#">122025TTNS</a>	Take The Next Step Invoice	12/30/2025	12/30/2025 Rental Assistance HB 1406	0.00	33,399.00	84261

Bank Code AP Bank 2 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	60	38	0.00	258,247.72
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>60</b>	<b>38</b>	<b>0.00</b>	<b>258,247.72</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	60	38	0.00	258,247.72
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>60</b>	<b>38</b>	<b>0.00</b>	<b>258,247.72</b>

### Fund Summary

Fund	Name	Period	Amount
998	Pooled Cash (Incode)	12/2025	258,247.72
			<b>258,247.72</b>



City of Snohomish

# Check Report

By Check Number

Date Range: 12/20/2025 - 01/14/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<b>Bank Code: AP Bank 2-AP Bank Coastal Community Bank</b>						
DuaLea	Duane Leach	12/31/2025	Regular	0.00	-25.00	84262
DuaLea	Duane Leach	12/31/2025	Regular	0.00	25.00	84262
<a href="#">WWCPA-D.Leach</a>	Invoice	12/31/2025	Duane WWCPA Renewal	0.00	25.00	
EmeEle	Emerson Elementary PTA	12/31/2025	Regular	0.00	250.00	84263
<a href="#">Deposit Refund r</a>	Invoice	12/31/2025	Refund damage deposit following special	0.00	250.00	
EveRur	Evergreen Rural Water of Wa	12/31/2025	Regular	0.00	75.00	84264
<a href="#">4632</a>	Invoice	12/31/2025	Karen Dues	0.00	75.00	
Gra& O	Gray & Osborne, Inc.	12/31/2025	Regular	0.00	4,291.58	84265
<a href="#">21632.00 44</a>	Invoice	09/11/2025	Pilchuck Park Bank Stabilization Design/Pe	0.00	3,056.58	
<a href="#">25435.00 6</a>	Invoice	09/11/2025	Water System Plan Amendment	0.00	1,235.00	
JamMil	James Mills	12/31/2025	Regular	0.00	2,814.00	84266
<a href="#">123125JM-DM</a>	Invoice	12/31/2025	James Mill's Dental Maintenance - 11/10/	0.00	493.00	
<a href="#">123125JM-DT</a>	Invoice	12/31/2025	James Mill's Dental Treatment - 11/10/25	0.00	2,062.00	
<a href="#">123125JM-SS</a>	Invoice	12/31/2025	Mill's SS Permiums 12/2025	0.00	259.00	
JAMPUL	James Pullen	12/31/2025	Regular	0.00	46.00	84267
<a href="#">123125JP</a>	Invoice	12/31/2025	Pesticide License Training- Lynnwood, WA	0.00	46.00	
MicLiv	Michael Lively	12/31/2025	Regular	0.00	185.00	84268
<a href="#">123125ML</a>	Invoice	12/31/2025	Michael Lively's SS Premiums 12/2025	0.00	185.00	
SnoPar	Snohomish Block Party	12/31/2025	Regular	0.00	250.00	84269
<a href="#">Deposit Refund</a>	Invoice	12/31/2025	Refund damage/cleaning deposit followin	0.00	250.00	
TeaLoc	Teamsters Local 763	12/31/2025	Regular	0.00	3,129.00	84270
<a href="#">Dec 2025</a>	Invoice	12/31/2025	Teamsters Union Dues Dec 2025	0.00	3,129.00	
WesCon	Western Conference of Teamsters Pension Trus	12/31/2025	Regular	0.00	10,817.68	84271
<a href="#">Dec 2025</a>	Invoice	12/31/2025	Dec 2025 Teamsters Pension Trust Fund	0.00	10,817.68	
AFLAC	AFLAC	12/31/2025	Regular	0.00	298.61	84272
<a href="#">394099</a>	Invoice	12/31/2025	Inv #394099 Dec 2025	0.00	298.61	
IntTel	Allstream	12/31/2025	Regular	0.00	304.48	84273
<a href="#">22076327</a>	Invoice	12/31/2025	Analog line for PD alarm system	0.00	304.48	
AmePub	American Fidelity Assurance Company	12/31/2025	Regular	0.00	29.10	84274
<a href="#">D921460</a>	Invoice	12/31/2025	Inv #D921460 Dec 2025	0.00	29.10	
AFTS	Automatic Funds Transfer Services, Inc	12/31/2025	Regular	0.00	1,774.69	84275
<a href="#">135450</a>	Invoice	12/31/2025	December 2025 Utility Billing Inserts	0.00	526.51	
<a href="#">135511</a>	Invoice	12/31/2025	Dec 2025 Utility Billing Printing	0.00	1,248.18	
BicMot	Bickford Motors	12/31/2025	Regular	0.00	1,574.98	84276
<a href="#">1441</a>	Invoice	12/31/2025	EP45 keys	0.00	122.39	
<a href="#">1866</a>	Invoice	12/31/2025	EP102 gasket, throttle body	0.00	412.86	
<a href="#">2922</a>	Invoice	12/31/2025	EP53 parking break repair	0.00	279.81	
<a href="#">3274</a>	Invoice	12/31/2025	EP145 lighting	0.00	113.85	
<a href="#">3450</a>	Invoice	12/31/2025	stock wiper blades	0.00	110.78	
<a href="#">3817</a>	Invoice	12/31/2025	EP145 lighting	0.00	99.82	
<a href="#">5510</a>	Invoice	12/31/2025	EP229 service	0.00	118.84	
<a href="#">5648</a>	Invoice	12/31/2025	EP45 handle	0.00	25.84	
<a href="#">5657</a>	Invoice	12/31/2025	EP45 control	0.00	74.04	

Check Report

Date Range: 12/20/2025 - 01/14/2026

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
<a href="#">6616</a>	Invoice	12/31/2025	EP26 keys		0.00	117.91	
<a href="#">7936</a>	Invoice	12/31/2025	EP45 lighting		0.00	98.84	
CIVPLU <a href="#">359274</a>	CivicPlus LLC Invoice	12/31/2025	12/31/2025 Add of CivicSend module to our acct thr 3	Regular	0.00	1,511.09	84277
Comcas <a href="#">7405 12/22/2025</a>	Comcast Invoice	12/31/2025	12/31/2025 Comcast Cable TV adaptors at PD	Regular	0.00	49.80	84278
KelCre <a href="#">5036884644</a> <a href="#">5037089554</a> <a href="#">IN2115119</a>	Kelley Create Co Invoice Invoice Invoice	12/31/2025 12/31/2025 12/31/2025	12/31/2025 Public Works,Engineering&City Hall copier Public Works copier Replacment staple cart for city hall copier	Regular	0.00 0.00 0.00	749.40 326.00 260.54 162.86	84279
PrePai <a href="#">0106628/Dec 202</a>	Legal Shield Invoice	12/31/2025	12/31/2025 Jan 2026 (for Dec 2025 Activity)	Regular	0.00	418.00	84280
MDDCfc <a href="#">580466</a> <a href="#">580512</a> <a href="#">580672</a>	McDaniel Do It Center - Facilities Invoice Invoice Invoice	12/31/2025 12/31/2025 12/31/2025 12/31/2025	12/31/2025 Operating Supplies-Roundabout supplies Operating Supplies-Garage picker PW Air Freshener	Regular	0.00 0.00 0.00	130.05 49.22 32.78 48.05	84281
MDDCwt <a href="#">580354</a>	McDaniel Do It Center - Water Invoice	12/31/2025	12/31/2025 Water Operating Supplies	Regular	0.00	101.06	84282
MSNWGro <a href="#">85451</a>	MSNW GROUP LLC Invoice	12/31/2025	12/31/2025 Janitorial	Regular	0.00	6,984.00	84283
PitBow <a href="#">1028681805</a>	Pitney Bowes Invoice	12/31/2025	12/31/2025 Office Supplies	Regular	0.00	99.78	84284
USPos <a href="#">12-1 to 12-21.20</a>	Pitney Bowes Bank Inc. Reserve Account Invoice	12/31/2025	12/31/2025 Postage Meter 12-1 to 12-21.2025	Regular	0.00	314.28	84285
PlaEle <a href="#">6W57392</a>	Platt Electric Supply Invoice	12/31/2025	12/31/2025 PW Replacement	Regular	0.00	917.17	84286
RobHalf <a href="#">65761471</a> <a href="#">65780507</a>	Robert Half Invoice Invoice	12/31/2025 12/31/2025 12/31/2025	12/31/2025 Jennifer Spelliscy Jennifer Spelliscy	Regular	0.00 0.00 0.00	4,903.61 2,007.06 2,896.55	84287
SecNor <a href="#">392944</a> <a href="#">392950</a>	Security Solutions Northwest LLC Invoice Invoice	12/31/2025 12/31/2025 12/31/2025	12/31/2025 Carnegie Alarm Intrusion,Fire Alarm,Eleva Police Station Fire Alarm	Regular	0.00 0.00 0.00	229.48 169.36 60.12	84288
SnoSrs <a href="#">3913</a>	Snohomish Seniors Invoice	12/31/2025	12/31/2025 Senior Center Funding - December 2025	Regular	0.00	1,250.00	84289
TheHer <a href="#">EDH1023598/12-</a>	Sound Publishing Invoice	12/31/2025	12/31/2025 10th St Improvements	Regular	0.00	96.32	84290
SouSaf <a href="#">718347.1</a>	Sound Safety Products Co. Invoice	12/31/2025	12/31/2025 Scott Cox 2025 Uniforms	Regular	0.00	592.66	84291
TylTec <a href="#">025-539313</a> <a href="#">025-539764</a>	Tyler Technologies, Inc Invoice Invoice	12/31/2025 12/31/2025 12/31/2025	12/31/2025 Insite Transaction Fees-UB Q4 2025 UB Notification Calls	Regular	0.00 0.00 0.00	7,563.02 7,518.00 45.02	84292
USBank <a href="#">8548-12/26/2025</a>	US Bank CPS Invoice	12/31/2025	12/31/2025 December 2025 Statement	Regular	0.00	11,425.23	84293
VerWir <a href="#">6130324393</a> <a href="#">6130627608</a>	Verizon Wireless Invoice Invoice	12/31/2025 12/31/2025 12/31/2025	12/31/2025 Verizon wireless, 11/7/2025-12/6/2025 Utilities M2M, 11/11/2025-12/10/2025	Regular	0.00 0.00	4,113.60 75.06	84294
WhiWor	Whistle Workwear		12/31/2025	Regular	0.00	250.00	84295

Check Report

Date Range: 12/20/2025 - 01/14/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">INV2010021364</a>	Invoice	12/31/2025	Boots for year 2025 Scott	0.00	250.00	
ZipFi	ZiPLY Fiber	12/31/2025	Regular	0.00	716.13	84296
<a href="#">050323-5 12.1.25</a>	Invoice	12/31/2025	ZiPLY Internet for Carnegie	0.00	240.00	
<a href="#">060217-5 12.01.2</a>	Invoice	12/31/2025	City Hall analog lines with ZiPLY	0.00	476.13	
BicMot	Bickford Motors	12/31/2025	Regular	0.00	1,518.74	84297
<a href="#">100569</a>	Invoice	12/31/2025	Mobile inspection	0.00	163.89	
<a href="#">1290434</a>	Invoice	12/31/2025	ep51 service parts	0.00	29.68	
<a href="#">1290435</a>	Invoice	12/31/2025	EP51 fastener	0.00	11.13	
<a href="#">1290595</a>	Invoice	12/31/2025	EP51 service parts	0.00	109.26	
<a href="#">1290923</a>	Invoice	12/31/2025	EP236 cover	0.00	47.60	
<a href="#">1291099</a>	Invoice	12/31/2025	EP238 service part	0.00	34.93	
<a href="#">1291213</a>	Invoice	12/31/2025	EP238 fuse	0.00	4.45	
<a href="#">1291230</a>	Invoice	12/31/2025	EP2 module, filter	0.00	82.00	
<a href="#">1291346</a>	Invoice	12/31/2025	EP123 keys	0.00	188.94	
<a href="#">1292917</a>	Invoice	12/31/2025	EP227 element	0.00	51.26	
<a href="#">1294331</a>	Invoice	12/31/2025	EP117 Spacer	0.00	6.19	
<a href="#">1295101</a>	Invoice	12/31/2025	ep228 service parts	0.00	131.93	
<a href="#">1295161</a>	Invoice	12/31/2025	EP228 oil plug	0.00	24.13	
<a href="#">1295249</a>	Invoice	12/31/2025	stock oil plugs	0.00	20.77	
<a href="#">1297727</a>	Invoice	12/31/2025	EP49 wiper blades	0.00	69.33	
<a href="#">1298378</a>	Invoice	12/31/2025	EP13 motor assy	0.00	71.80	
<a href="#">1301236</a>	Invoice	12/31/2025	service parts	0.00	118.84	
<a href="#">1301695</a>	Invoice	12/31/2025	EP126 switch	0.00	69.83	
<a href="#">1303442</a>	Invoice	12/31/2025	EP232 service parts	0.00	118.84	
<a href="#">968338</a>	Invoice	12/31/2025	EP123 ReKeyed	0.00	163.94	
CasMac	Cascade Machinery & Electric Inc.	12/31/2025	Regular	0.00	765.10	84298
<a href="#">INV17599</a>	Invoice	12/31/2025	Troubleshoot Sand filter Compressors	0.00	765.10	
CenWel	Central Welding Supply Inc.	12/31/2025	Regular	0.00	23.66	84299
<a href="#">0002576673</a>	Invoice	12/31/2025	acetylene	0.00	23.66	
EnvRes	Environmental Resource Association	12/31/2025	Regular	0.00	200.10	84300
<a href="#">133632</a>	Invoice	12/31/2025	WWTP Supplies for Unknowns	0.00	200.10	
EurEnv	Eurofins Environment Testing Northwest, LLC	12/31/2025	Regular	0.00	31.50	84301
<a href="#">1100004021</a>	Invoice	12/31/2025	Wastewater Testing	0.00	31.50	
FerWat	Ferguson Waterworks #3156	12/31/2025	Regular	0.00	1,985.63	84302
<a href="#">0106091</a>	Invoice	12/31/2025	Water System Operating Supplies	0.00	1,985.63	
GirRes	Girard Resources & Recycling, LLC	12/31/2025	Regular	0.00	1,863.43	84303
<a href="#">9139574</a>	Invoice	12/31/2025	Sand for Sandbags	0.00	1,863.43	
HonBuc	Honey Bucket	12/31/2025	Regular	0.00	174.85	84304
<a href="#">0555296089</a>	Invoice	12/31/2025	South Reservoir Bathroom	0.00	174.85	
MDDCst	McDaniel Do It Center - Streets	12/31/2025	Regular	0.00	27.31	84305
<a href="#">580552</a>	Invoice	12/31/2025	Street Operating Supplies	0.00	27.31	
MDDCWW	McDaniel Do It Center - Wastewater	12/31/2025	Regular	0.00	19.11	84306
<a href="#">580641</a>	Invoice	12/31/2025	Operating Supplies	0.00	19.11	
NelRei	Nelson-Reisner	12/31/2025	Regular	0.00	672.57	84307
<a href="#">0013233-IN</a>	Invoice	12/31/2025	Oil for Compressors	0.00	672.57	
AllWas	Republic Services	12/31/2025	Regular	0.00	2,070.99	84308
<a href="#">0197-003629885</a>	Invoice	12/31/2025	Screenings	0.00	2,070.99	
SixRob	Six Robblees	12/31/2025	Regular	0.00	16.57	84309
<a href="#">14P55574</a>	Invoice	12/31/2025	spill response trailer service	0.00	16.57	
SnoAut	Snohomish Auto Parts	12/31/2025	Regular	0.00	9.97	84310

Check Report

Date Range: 12/20/2025 - 01/14/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">804691</a>	Invoice	12/31/2025	shop tools	0.00	4.16	
<a href="#">804776</a>	Invoice	12/31/2025	light bulbs	0.00	5.81	
SnoCou	Snohomish County Public Works Dept. Road Ma	12/31/2025	Regular	0.00	3,231.77	84311
<a href="#">1000698909</a>	Invoice	12/31/2025	Signal Maintenance	0.00	3,231.77	
Staples	Staples Advantage	12/31/2025	Regular	0.00	240.42	84312
<a href="#">6051634140</a>	Invoice	12/31/2025	office supplies-Finance	0.00	85.25	
<a href="#">6051635138</a>	Invoice	12/31/2025	white board packs	0.00	99.44	
<a href="#">6051635141</a>	Invoice	12/31/2025	wate can-Finance	0.00	10.93	
<a href="#">6051635142</a>	Invoice	12/31/2025	wall erase calendar-Finance	0.00	44.80	
UniSit	United Site Services	12/31/2025	Regular	0.00	3,942.06	84313
<a href="#">INV-5812277</a>	Invoice	12/31/2025	Portable Restrooms @ the Gravel Pit	0.00	249.01	
<a href="#">INV-5825049</a>	Invoice	12/31/2025	United Site Services INV-58205049	0.00	429.00	
<a href="#">INV-5825283</a>	Invoice	12/31/2025	United Site Services INV-5825283	0.00	444.00	
<a href="#">INV-5825507</a>	Invoice	12/31/2025	United Site Services INV-5825507	0.00	858.00	
<a href="#">INV-5827507</a>	Invoice	12/31/2025	United Site Services INV-5827507	0.00	429.00	
<a href="#">INV-5827576</a>	Invoice	12/31/2025	United Site Services INV-5827576	0.00	639.00	
<a href="#">INV-5827594</a>	Invoice	12/31/2025	United Site Services INV-5827594	0.00	894.05	
VicSta	Victor Stanley, LLC	12/31/2025	Regular	0.00	6,790.38	84314
<a href="#">SI59689</a>	Invoice	12/31/2025	Memorial Bench Purchase	0.00	6,790.38	
WhiWor	Whistle Workwear	12/31/2025	Regular	0.00	625.84	84315
<a href="#">INV2010020315</a>	Invoice	12/31/2025	Murphy-Boots	0.00	250.00	
<a href="#">INV2010021480</a>	Invoice	12/31/2025	Murphy-partial uniform(Shaun)	0.00	375.84	

Bank Code AP Bank 2 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	107	54	0.00	92,489.80
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-25.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>107</b>	<b>55</b>	<b>0.00</b>	<b>92,464.80</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	107	54	0.00	92,489.80
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-25.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>107</b>	<b>55</b>	<b>0.00</b>	<b>92,464.80</b>

### Fund Summary

Fund	Name	Period	Amount
998	Pooled Cash (Incode)	12/2025	92,464.80
			<b>92,464.80</b>



## CITY COUNCIL MEETING STAFF REPORT

**Date:** January 20, 2026

**Agenda Section:** CONSENT ITEMS

**From:** Aaron Hoffman, Mayor  
Alisha Hendren, Finance Director

**Subject:** CONFIRM Mayor's Appointment of Deputy City Treasurer

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**SUMMARY:** Mayor Aaron Hoffman wishes to appoint Ken Klein as one of the City's Deputy City Treasurers, consistent with Snohomish Municipal Code 2.30.040.

**BACKGROUND & ANALYSIS:** The City Treasurer is Alisha Hendren, and with two Deputy Treasurers: Heather Thomas-Murphy and Alex Hamm. This action will appoint Ken Klein as a Deputy City Treasurer and allow the City to officially remove Ms. Thomas-Murphy from all banking-related services.

**SUGGESTED COUNCIL ACTION:** Motion to CONFIRM the Mayor's appointment of Ken Klein as Deputy City Treasurer as per SMC 2.30.040 and take actions necessary to remove Heather Thomas-Murphy from all banking-related services.

**COUNCIL GOAL(S):** City Services

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## CITY COUNCIL MEETING STAFF REPORT

**Date:** January 20, 2026

**Agenda Section:** DISCUSSION ITEMS

**From:** Nathan Alanis, Police Chief

**Subject:** Snohomish Police Department Q3 Report

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**SUMMARY:** Chief Alanis will present the 2025 year-end report to Council.

**COUNCIL GOAL(S):** Public Safety

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**ATTACHMENT(S):**  
JAN20 Report.pdf



*City of Snohomish  
In Partnership With  
Snohomish County  
Sheriff's Office*



*Council Report for January, 2026*

**ACTIVITY REPORT:**

Calls for service decreased slightly from October to December as Snohomish Deputies responded to 1,056 calls for service over the course of October compared to 944 calls for service in December. The number of thefts increased from 5 in October to 12 in November, however vehicle prowls decreased from 6 to 2 while burglaries and auto thefts remained consistently low over the three months (with highs of 2 burglaries and 3 motor vehicle thefts in November).

The number of behavior health calls (BHC) and domestic violence calls dropped significantly with deputies responding to 32 BHC calls (100 less than the prior three months) and 10 DV calls. The dramatic decrease was in part due to finding assistance for an individual who had been repeatedly calling 911. Between October and December of 2024, Deputies responded to 39 BHC calls and 16 DV calls.

The December flooding likely impacted some of the overall numbers as Deputies did not conduct as much proactive enforcement due to assisting with road closures and other flood related events. Additionally, people impacted by flooding were less likely to report incidents at the time of occurrence due to being preoccupied. This is a common occurrence when extreme weather conditions hit.

**TRAFFIC REPORT:**

Snohomish Deputies continued to focus on traffic safety through the end of 2025, as Deputies were brought in on overtime several times a week to conduct traffic enforcement. Deputies conducted 736 traffic stops and issued 199 traffic/parking infractions between October and December. Snohomish Deputies also responded to 35 DUI calls and 108 collisions, and handled 24 abandoned vehicle calls and 62 parking complaints.

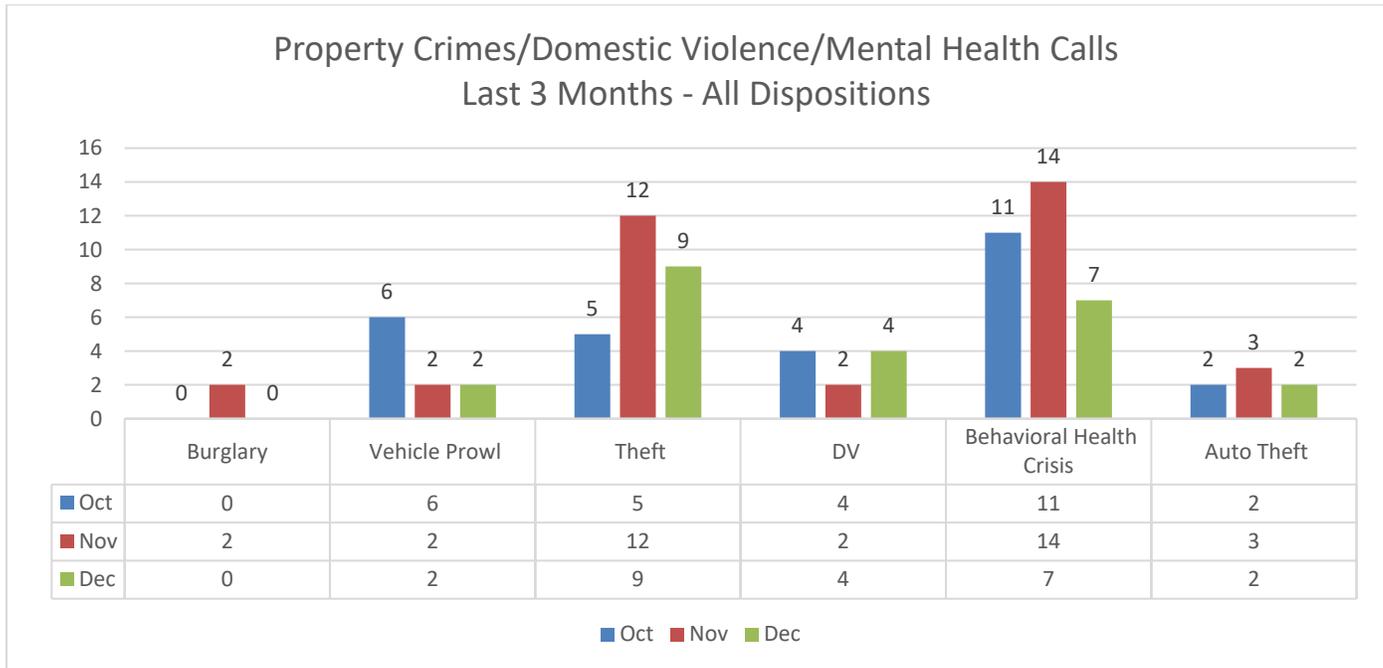
**MISC**

The police department currently has one vacancy on patrol that we hope to be filled in 2026. Sgt. Brent Reid was assigned to Snohomish in November and is supervising the weekend nights crew, while Sgt. Ter-Veen has been transferred to day shift.

Respectfully,

Nathan Alanis  
Chief of Police  
Snohomish Police Department

The following tables and charts compare incident types of service reported by the Snohomish Police Department for the past three months. Data was obtained from a LERMS “Data Analysis and Mapping” query for incidents assigned the Originating Agency Identifier (ORI) of WA0310700. The Incident Call Source table shows ORI data for all beats. The remaining tables and charts show only SNO (within Snohomish City Limits) data.



### Incident Call Source

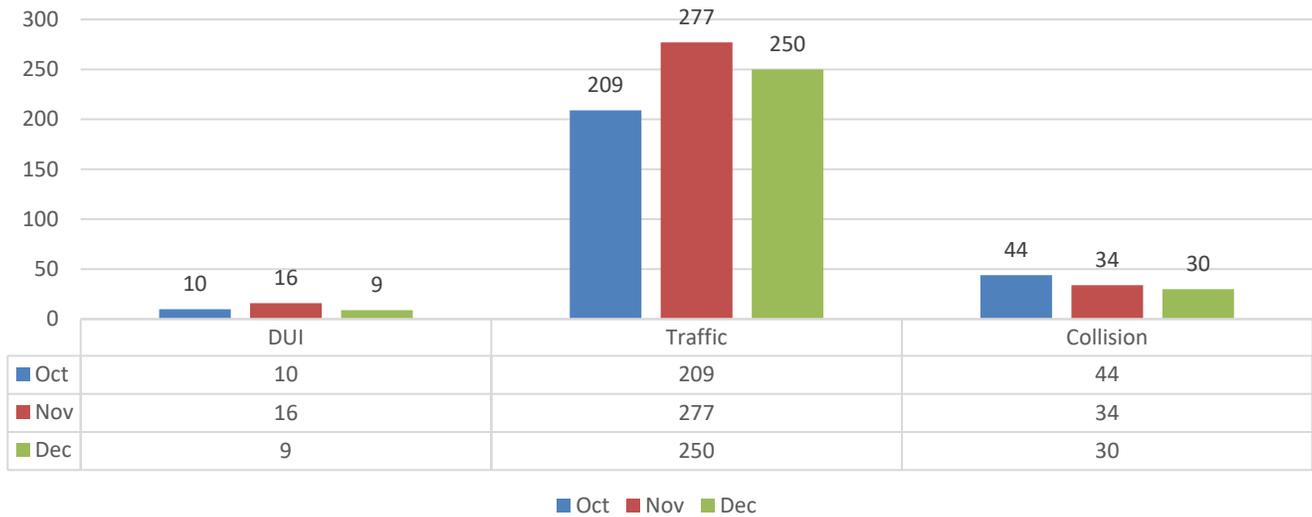
Beat & Call Source	Oct	Nov	Dec	Totals
SNOHOMISH	1,056	1,049	944	3,049
911 Dispatched Calls for Service	466	439	425	1,330
Officer-Initiated	575	600	505	1,680

### Tickets Reported

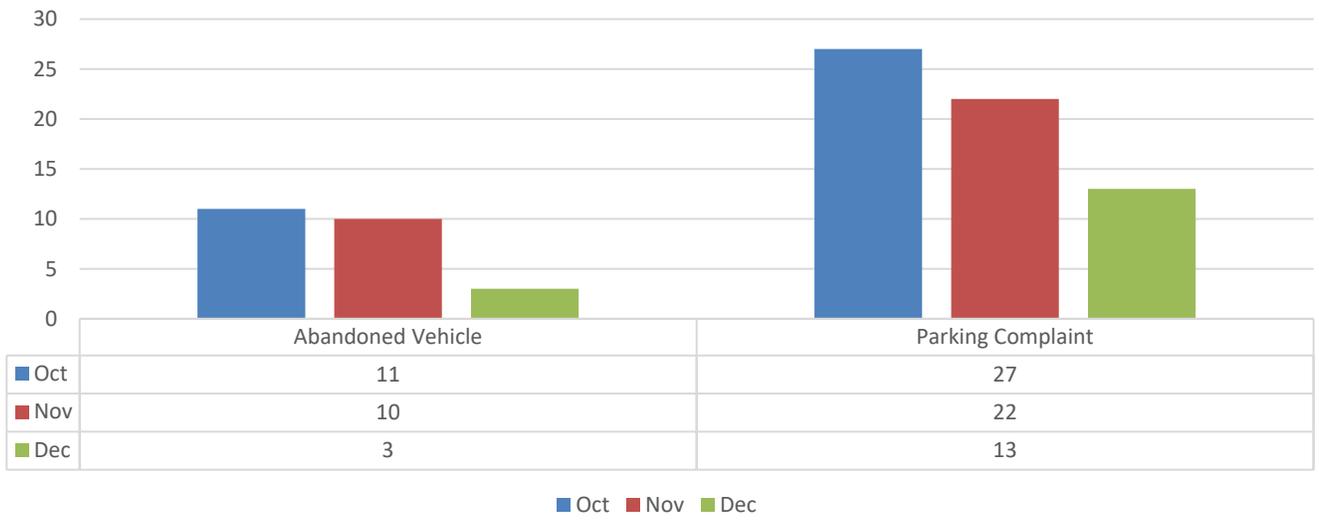
Tickets	Oct	Nov	Dec	Totals
SPEED	3	8	9	20
NO INSURANCE	10	12	19	41
NO VALID OPERATORS LICENSE	4	9	10	23
NEGLIGENT DRIVING	2	0	2	4
FAILURE TO WEAR SEAT BELT	0	0	0	0

FAIL TO OBEY TRAFFIC CONTROL DEVICE	0	0	7	7
TEXT/PHONE USE WHILE DRIVING	2	10	3	15
FAIL TO STOP AT STOP SIGN	3	2	4	9
EXPIRED VEHICLE REGISTRATION	6	9	9	24
FOLLOW TOO CLOSELY	1	3	1	5
OTHER	9	13	10	32
PARKING TICKETS	6	5	8	19
<b>Totals</b>	<b>46</b>	<b>71</b>	<b>82</b>	<b>199</b>

Traffic Related Calls for Service  
Last 3 Months - All Dispositions



### Traffic Related Calls for Service (Non-moving Violations) Last 3 Months - All Dispositions





## CITY COUNCIL MEETING STAFF REPORT

**Date:** January 20, 2026

**Agenda Section:** STAFF BRIEFINGS

**From:** Brooke Eidem, AICP, Planning & Development Services Director

**Subject:** Development Services Quarterly Report

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**SUMMARY:** Staff provides quarterly updates to the City Council on development services permitting and inspection activities. The information below is from the 4th quarter of 2025.

**BACKGROUND & ANALYSIS:** There were 146 total permits issued between October and December of 2025, which is slightly less than those issued during the same time period in 2024 but is an increase over Q1. For this period in 2025, the types of permits issued were more various, with a number of residential additions and remodels, commercial tenant improvements (interior work for new businesses building to suit a tenant space), new commercial signs, accessory dwelling units, and one multi-story commercial structure, including permits for the associated site work.

The most common type of permit issued during this quarter was mechanical, which includes HVAC systems, furnaces, A/C units, water heaters, and heat pumps. While these permits used to be issued without any plan review, recent changes in applicable state codes require staff to take a look at many of them. The next most common type of permit was residential alterations, which can include additions and remodels, followed by plumbing work.

Inspection activity has continued at a pace similar to last quarter. Inspection requests continue to be fulfilled within a day of the request with the exception of Wednesdays, the designated day set aside for plan review, public counter availability, and meetings in the office.

Land Use development review is the permitting phase that occurs before construction permits are issued. In the last quarter, a Site Development approval was issued for a new commercial development on Avenue D and review was continued on several other projects. The PDS department issues notices of new applications to the City's website, and information can also be found on the [Development Activity webpage](#).

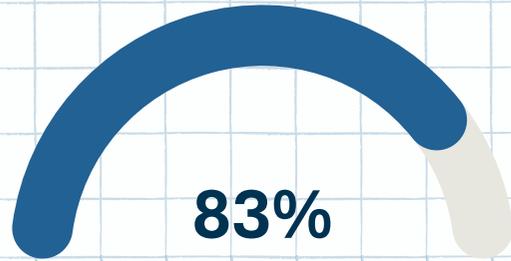
**COUNCIL GOAL(S):** City Services

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**ATTACHMENT(S):**  
PDS Report Q4 2025



# DEVELOPMENT SERVICES REPORT



83%

83.3% inspections PASSED

At-a-Glance



INSPECTIONS  
538



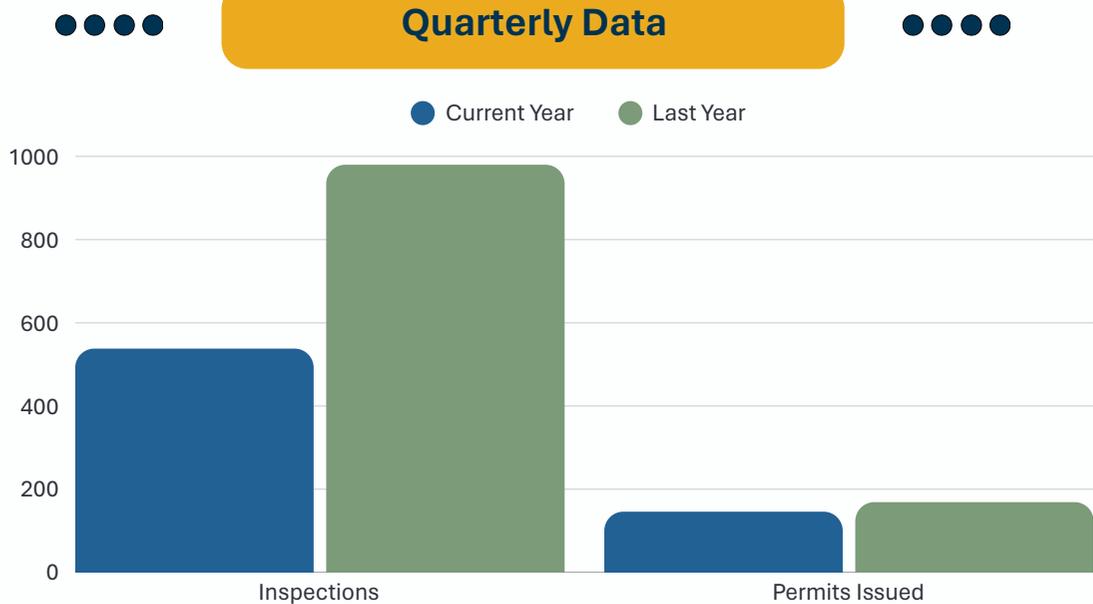
PERMITS ISSUED  
146



NEW CONSTRUCTION  
1 3-story Commercial  
4 Tenant improvement  
9 Residential additions  
2 ADUs

Q4: OCT 2025 - DEC 2025

Quarterly Data





## CITY COUNCIL MEETING STAFF REPORT

**Date:** January 20, 2026

**Agenda Section:** STAFF BRIEFINGS

**From:** Nova Heaton, P.E., Public Works Director  
Shari Ireton, CESI Director

**Subject:** Summary of December 2025 Flood Event and Associated Damages

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**SUMMARY:** In December 2025, an atmospheric river combined with unusually high mountain temperatures that led to rapid snowmelt, pushing the Snohomish River to record flood stage levels. The river crested at 34.10 feet, surpassing the previous record and inundating large portions of the river valley. Flooding affected businesses, City facilities, residences, utility infrastructure, and recreational assets, including four parks and the Riverfront Trail. City staff carried out advance preparations, emergency response actions, and post-event damage assessments to protect public safety and maintain essential services.

Preparedness, response, and recovery efforts were led by the Emergency Management Coordinator (CESI Director Shari Ireton) in coordination with Public Works, Finance, Snohomish Fire District 4, the Snohomish Police Department, and the Snohomish County Department of Emergency Management (DEM). Proactive planning ensured staffing resources during and after the event, protection of critical infrastructure, continuity of essential utility services, and mitigation of damage. While some facilities and assets were impacted, recovery actions are underway and opportunities to enhance resilience against future flooding events have been identified.

**BACKGROUND & ANALYSIS:** On December 5, 2025, DEM and the National Weather Service alerted City emergency management staff to an incoming flood event, forecasting major river levels between December 10–11 and again December 15–17. The state issued an incident number on December 8, prompting County Emergency Operations Center (EOC) activation. City staff elevated DOCs to Level 2, Mayor Linda Redmon issued an emergency proclamation, and the state activated its EOC on December 9.

Public Works began flood preparations on December 8 by staging road closure signage for rapid deployment, relocating vehicles and equipment from the floodplain, and securing facilities. As conditions worsened on December 10, operations temporarily shifted to the Carnegie Building to maintain continuity. On December 10, WSDOT closed US Highway 2 from MP 35–99 due to washouts, mudslides, and cracked pavement. At 2 p.m. on December 11, the Snohomish River peaked at 34.1 feet—surpassing the previous record of 33.5—and flowed at over 150K cubic feet per second (cfs), compared to the normal 10K–30K cfs.

Snohomish PD monitored and enforced road closures, while Snohomish FD4 coordinated the evacuation of eight adults and eight children from flooded residences. The Avenue D bridge was closed from December 11–13 which, in addition to closures on SR9, Marsh and Airport Roads, and sections of First Street, caused significant traffic issues.

Throughout the event, crews monitored and documented floodwaters across the City. During the flood, Public Works distributed sandbagging materials at two community locations, enforced closures of roads, sidewalks, and parks, and monitored lift stations and waterways for safety and water quality. Following receding waters, crews inspected roads, facilities, and infrastructure for damage, cleared mud and debris, and reopened parks and trails as conditions allowed.

Despite overtopping at two stormwater dams near the wastewater treatment plant, no wastewater intrusion occurred, and treatment operations remained fully functional. A fallen tree damaged fencing at the North Zone Water Reservoir, requiring repair. At the Public Works yard, floodwaters reached the gate and surrounded buildings without entering them; however, the automatic gate motor was submerged and damaged. Crews are replacing the mechanism and elevating the new motor to reduce future risk.

Most City vehicles and large equipment were relocated outside flood-prone areas before inundation. However, smaller items such as mowers, pumps, and trailers sustained damage. A section of asphalt along the Riverfront Trail was also damaged; it has been temporarily patched with gravel, with permanent repairs scheduled for summer.

City emergency management staff communicated internally and externally through established channels (NewsFlash and Facebook), participated in daily EOC calls, and monitored river conditions throughout the incident. From December 10–11, City Facebook posts reached over 500K accounts and generated 2.2M views (a 536% increase) focusing on closures and impact visuals.

City staff coordinated tours for state legislators, including Senator John Lovick, Rep. Brandy Donaghy, and County Councilmember Megan Dunn, and worked with DEM to capture drone footage of impacted facilities such as the Wastewater Treatment Plant, Public Works shop, and Pilchuck Park. Emergency management and economic development staff visited all seven impacted businesses and five homes to document damage and connect owners with recovery resources.

Public Works is working with the City's insurance provider to document damages and process claims for affected facilities, vehicles, and equipment. Finance and administrative staff are tracking response and recovery costs, while CESI coordinates with DEM on recovery efforts and partners with County tourism initiatives to support businesses impacted by flooding and the extended Hwy 2 closure.

Next steps include completing permanent infrastructure repairs, elevating vulnerable equipment to improve flood resilience, finalizing insurance and recovery documentation, and integrating lessons learned into future preparedness plans. Staff are also collaborating with the recently formed Hwy 2 Work Group and the Economic Alliance of Snohomish County (EASC) to address corridor-specific economic needs, focusing on how climate-related emergencies affect tourism and retail.

**COUNCIL GOAL(S):** Public Safety, City Infrastructure

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## CITY COUNCIL MEETING STAFF REPORT

**Date:** January 20, 2026

**Agenda Section:** STAFF BRIEFINGS

**From:** Shari Ireton, Director of Community Engagement and Strategic Initiatives

**Subject:** **CESI Q4 2025 Quarterly Report**

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**SUMMARY:** Following is the Q4 2025 Quarterly Report for the Community Engagement & Strategic Initiatives team.

**COUNCIL GOAL(S):** Community Involvement, Economic Vitality

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**ATTACHMENT(S):**  
Q4 2025 CESI QUARTERLY REPORT.pdf



# CESI QUARTERLY REPORT Q4 2025

*October - December 2025*

## **Community Engagement & Support**

- Coordinated the first Dia de Muertos celebration in partnership with community leaders, strengthening cultural inclusivity and community pride through a well-attended event.
- Partnered with Historic Downtown Snohomish Association, Snohomish Police Department, and Snohomish Fire District 4 for First Street Trick or Treat, enhancing public safety and supporting local businesses during a high-traffic seasonal event.
- Hosted the Snohomish Sparkles Annual Tree Lighting event, increasing community engagement and boosting downtown foot traffic during the holiday season.
- Supported Snohomish Police Department Coffee with a Cop outreach, improving trust and communication between residents and our law enforcement partners.
- Continued support of the First Street Master Plan with the Community Walking Tour and Master Plan Mondays, fostering transparency and public input on major infrastructure projects.
- Coordinated with Public Works on messaging for other projects including the Civic Campus construction, 10th Street improvements, and WSDOT's SR9 Snohomish River Bridge project, reducing confusion and improving public awareness.
- Developed and instituted a weekly communication plan for community partners related to construction impacts, streamlining information sharing and minimizing disruption for businesses and residents.
- Responded to 115 Snohomish Carnegie inquiries, resulting in over 300 reservation hours and \$15,000 in revenue, providing excellent customer service for private events and ensuring effective use of government facilities and resources.
- Partnered with Finance to create an engaging one-page document addressing utility rate increases that is easy to read and visually appealing, improving transparency and helping residents understand changes clearly.

## **Emergency Management**

- Council promulgated the 2025 Comprehensive Emergency Management Plan, ensuring City readiness for disasters, aligning with county, state, and federal requirements, and reducing risk while improving whole-community recovery capabilities.
- Council adopted the revised SMC for Emergency Management drafted by CESI, strengthening the legal framework for emergency response and clarifying roles for efficient operations.
- Coordinated responses to weather-related incidents including the historic December 2025 flood, managing City emergency activation, supporting residents and businesses, documenting damage for recovery funding, and engaging legislative leaders to mitigate long-term impacts.



## CESI QUARTERLY REPORT Q4 2025

- Finalized the City’s staff and facility evacuation and shelter-in-place SOP, increasing staff safety and operational continuity during emergencies and ensuring compliance with OSHA requirements.
- Received project approval for “Resilient Snohomish”, a community-centered initiative to build local capacity for climate preparedness and response, focusing on the climate-related hazards identified in the City’s 2025 (CEMP) to strengthen readiness across neighborhoods, households, small businesses, and nonprofit organizations that serve vulnerable populations.
- Served as a municipal stakeholder in updating the Snohomish County Hazard Mitigation Plan and commenced work on the City’s HMP for 2026, positioning the City for future grant eligibility and risk reduction.

### **Economic Development**

- Council adopted Ordinance 2528, reducing barriers for home-based businesses, mobile food vendors, and park concessions, encouraging entrepreneurship and economic diversity.
- Collected reports from 2025 Lodging Tax Grant Program awardees and processed reimbursements, ensuring accountability and compliance for tourism-related projects.
- Submitted the 2025 Hotel-Motel Small Fund grant report and reimbursement request to Snohomish County and secured 2026 funding for a third round of microsite digital advertising, sustaining tourism marketing efforts.
- Published the “World Cup Resources” webpage, positioning Snohomish as a visitor-friendly destination during a global event and providing timely information for travelers.
- Met with Facilities staff to identify potential locations and logistical considerations for Snohomish County’s “Great Soccer Ball Hunt” public art project, promoting arts and cultural engagement tied to World Cup activities.
- Coordinated business licensing onboarding and training for Finance and Planning staff, improving efficiency and accuracy in licensing processes.
- Conducted mass email outreach and in-person visits to businesses impacted by the December flood, documenting impacts to inform recovery strategies.
- Acquired an email marketing tool to enable the launch of a new business newsletter in January 2026, enhancing communication with local businesses and supporting EDAB collaboration.
- Met with EASC to discuss priorities for the 2026 Washington State legislative session, advancing advocacy for economic development initiatives.