



# CITY COUNCIL REGULAR MEETING

**Tuesday, February 3, 2026  
6:00 p.m.**

Snohomish Carnegie, 105 Cedar Avenue  
Remote Option Available via City of Snohomish Zoom. Join Zoom Meeting  
<https://us02web.zoom.us/j/89171772350> Meeting ID: 891 7177 2350 Passcode: 251205

Zoom Meeting Participation Information  
Use link: <https://us02web.zoom.us/j/85772530228>  
Dial in: (253) 215-8782  
Meeting ID: 857 7253 0228

---

## **AGENDA**

1. **CALL TO ORDER**
  - a. Roll Call
  - b. Pledge of Allegiance
2. **PROCLAMATIONS, PRESENTATIONS AND RECOGNITIONS**
  - a. Presentation by Sheriff Susanna Johnson
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 Vouchers and ACH Transactions
  - b. APPROVE Minutes of the January 20, 2026, Regular Meeting
6. **OTHER BUSINESS/INFORMATION ITEMS**
7. **COUNCILMEMBER COMMENTS**
8. **COUNCIL PRESIDENT'S ITEMS/REPORTS**
9. **STAFF BRIEFINGS**
  - a. Kikendall Cabin Update
10. **CITY ADMINISTRATOR'S COMMENTS**
11. **MAYOR'S COMMENTS**
12. **ADJOURN**

**NEXT SCHEDULED MEETING:** Tuesday, February 17, 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:** February 3, 2026

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

**From:**

**Subject:** Presentation by Sheriff Susanna Johnson

---

---



## CITY COUNCIL MEETING STAFF REPORT

**Date:** February 3, 2026

**Agenda Section:** CONSENT ITEMS

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

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

---

**SUMMARY:** Approve issuance of Coastal Community Bank voucher checks #84316 - #84413 in the amount of \$1,017,409.97, issuance of electronic fund transfers in the amount of \$108,153.89, and issuance of a payroll electronic fund transfer in the amount of \$256,616.28.

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

---

**ATTACHMENT(S):**

ACH Council Warrants 02-03-2026 Council Packet.pdf

**Council Warrants - ACH Transactions**

Council Meeting Date: 2/3/2026  
 Date Range: 1/9/2026-1/28/2026

<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
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
1/9/2026	Navia Benefit Solutions	Admin Fees	\$100.00
1/9/2026	Navia Benefit Solutions	Admin Fees	\$100.00
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
1/15/2026	Navia Benefit Solutions	FSA Reimbursements	\$1,666.64
1/15/2026	Navia Benefit Solutions	FSA Reimbursements	\$777.25
1/15/2026	Paycom	Payroll	\$256,616.28
1/22/2026	Dept of Retirement Services	DCP Contributions	\$5,156.42
1/22/2026	Navia Benefit Solutions	FSA Reimbursements	\$439.27
1/23/2026	Dept of Retirement Services	PERS Contributions	\$28,035.86
1/26/2026	Dept of Retirement Services	PERS Contributions	\$228.90
1/26/2026	WA Labour & Industries	Volunteer Reporting	\$47.59
1/27/2026	WA Dept of Revenue	B&O & Excise Taxes	\$29,724.35

1/15/2026	Check Run	#84316-84368	\$ 194,403.39
1/22/2026	Check Run	#84369-84413	\$ 823,006.58

Total Checks: \$ 1,017,409.97  
 Total ACH: \$108,153.89  
 Total Payroll ACH: \$256,616.28  
**Grand Total: \$ 1,382,180.14**

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 10:42 am, Jan 29, 2026

Finance Director/City Treasurer

Date



# Check Report

By Check Number

Date Range: 12/31/2025 - 12/31/2025

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>						
AgiIT <a href="#">2024101382</a>	Agile IT, Inc Invoice	12/31/2025 12/31/2025	12/31/2025 Regular City's Microsoft-365 licenses	0.00 0.00	3,247.38 3,247.38	84316
ArdPri <a href="#">7159</a>	Ardor Printing, LLC Invoice	12/31/2025 12/31/2025	12/31/2025 Regular Communication Trailer Logo	0.00 0.00	1,377.18 1,377.18	84317
BicMot <a href="#">4414</a>	Bickford Motors Invoice	12/31/2025 12/31/2025	12/31/2025 Regular EP238 filter	0.00 0.00	24.48 24.48	84318
CBGCom <a href="#">176-122025</a>	CBG Communications Invoice	12/31/2025 12/31/2025	12/31/2025 Regular Broadband Consulting	0.00 0.00	1,210.00 1,210.00	84319
Comct8258 <a href="#">12.18.25</a>	Comcast (8258) Invoice	12/31/2025 12/31/2025	12/31/2025 Regular 8498 31 008 0758258	0.00 0.00	344.38 344.38	84320
Jouof <a href="#">3415710</a>	Daily Journal of Commerce Invoice	12/31/2025 12/31/2025	12/31/2025 Regular 2nd Street Speed Change	0.00 0.00	174.90 174.90	84321
DataQu <a href="#">26633</a>	DataQuest Invoice	12/31/2025 12/31/2025	12/31/2025 Regular Professional Services - Background Check	0.00 0.00	839.93 839.93	84322
DVAREl <a href="#">1748</a>	Day Vengley & Associates LLC Invoice	12/31/2025 12/31/2025	12/31/2025 Regular Monthly marketing campaign visitor prom	0.00 0.00	506.21 506.21	84323
ESA <a href="#">215111</a>	ESA Invoice	12/31/2025 12/31/2025	12/31/2025 Regular SDP25-0039 CA Rev Svcs	0.00 0.00	198.75 198.75	84324
EurEnv <a href="#">1100004124</a> <a href="#">1100004150</a> <a href="#">1100004158</a> <a href="#">1100004276</a>	Eurofins Environment Testing Northwest, LLC Invoice Invoice Invoice Invoice	12/31/2025 12/31/2025 12/31/2025 12/31/2025	12/31/2025 Regular Wastewater Testing Wastewater Testing Wastewater Testing Labs	0.00 0.00 0.00 0.00	129.50 31.50 35.00 31.50 31.50	84325
FriTec <a href="#">26010609</a>	Frix Technologies LLC D/B/A FreeDoc Invoice	12/31/2025 12/31/2025	12/31/2025 Regular Laserfiche professional services	0.00 0.00	2,046.64 2,046.64	84326
GenCod <a href="#">GCI0019102</a> <a href="#">GCI0019168</a>	General Code, LLC Invoice Invoice	12/31/2025 12/31/2025 12/31/2025	12/31/2025 Regular Advertising-Newspaper (Herald) Advertising-Newspaper (Herald)	0.00 0.00 0.00	3,177.50 350.00 2,827.50	84327
GGLOLL <a href="#">2024084.01-0000</a>	GGLO, LLC Invoice	12/31/2025 12/31/2025	12/31/2025 Regular Homestead Park - GGLO Pay App #11	0.00 0.00	9,108.00 9,108.00	84328
NeoGov <a href="#">INV-150941</a>	Governmentjobs.com, Inc. Invoice	12/31/2025 12/31/2025	12/31/2025 Regular NeoGov Software	0.00 0.00	25,443.04 25,443.04	84329
LemMob <a href="#">4916735S185</a>	Harold LeMay Enterprises, Incorporated Invoice	12/31/2025 12/31/2025	12/31/2025 Regular City Hall Shredding	0.00 0.00	19.95 19.95	84330
MDDCst <a href="#">580118</a>	McDaniel Do It Center - Streets Invoice	12/31/2025 12/31/2025	12/31/2025 Regular Supplies for the RRFB project	0.00 0.00	50.20 50.20	84331
OweEqu <a href="#">00121691</a> <a href="#">00121730</a>	Owen Equipment Company Invoice Invoice	12/31/2025 12/31/2025 12/31/2025	12/31/2025 Regular EP200 Y strainer Sweeper Rental	0.00 0.00 0.00	14,877.04 63.60 14,813.44	84332
PapMac-WA Tractor <a href="#">2412333</a>	Pape Machinery Invoice	12/31/2025 12/31/2025	12/31/2025 Regular EP251 electric brake install controller	0.00 0.00	4,764.42 4,764.42	84333

Check Report

Date Range: 12/31/2025 - 12/31/2025

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
PetSol <a href="#">236344</a>	Pet Benefit Solutions Invoice	12/31/2025	12/31/2025 Jan 2026 Inv #236344	Regular	0.00 0.00	18.50 18.50	84334
PicFlo <a href="#">1035</a>	Pickled Flowers Invoice	12/31/2025	12/31/2025 Wayfinding Signage Design	Regular	0.00 0.00	7,900.00 7,900.00	84335
ProSol <a href="#">46934</a> <a href="#">m14939</a>	Process Solutions Invoice Invoice	12/31/2025 12/31/2025	12/31/2025 On-Call Services On-Call Services	Regular	0.00 0.00 0.00	5,696.54 3,226.54 2,470.00	84336
PROLLC <a href="#">148323</a>	PROCUM LLC Invoice	12/31/2025	12/31/2025 Health & Safety	Regular	0.00 0.00	72.00 72.00	84337
RubRef <a href="#">4102067</a>	Rubatino Refuse Removal Inc Invoice	12/31/2025	12/31/2025 Haz container Rental	Regular	0.00 0.00	228.96 228.96	84338
LadBug <a href="#">121625</a>	Shannon Carr Invoice	12/31/2025	12/31/2025 Boards and Commissions Recognition Din	Regular	0.00 0.00	1,981.94 1,981.94	84339
Smarsh <a href="#">INV-322692</a>	Smarsh, Inc Invoice	12/31/2025	12/31/2025 City Text Message and social media archiv	Regular	0.00 0.00	12.89 12.89	84340
SmaSig <a href="#">INV68231</a>	SmartSights Technologies, LLC Invoice	12/31/2025	12/31/2025 SCADA Win-911 software license subscrip	Regular	0.00 0.00	5,000.00 5,000.00	84341
SnoAut <a href="#">804558</a> <a href="#">804670</a> <a href="#">804956</a> <a href="#">805011</a> <a href="#">805382</a>	Snohomish Auto Parts Invoice Invoice Invoice Invoice Invoice	12/31/2025 12/31/2025 12/31/2025 12/31/2025 12/31/2025	12/31/2025 reader board battery concrete mixer oil concrete mixer service parts EP53 light, connectors post hole digger service	Regular	0.00 0.00 0.00 0.00 0.00	360.43 203.63 4.69 36.60 34.52 80.99	84342
SnoCon <a href="#">9551</a>	Snohomish Conservation District Invoice	12/31/2025	12/31/2025 SCD Outreach Work	Regular	0.00 0.00	3,115.72 3,115.72	84343
Snopac <a href="#">8943</a>	Snohomish County 911 Invoice	12/31/2025	12/31/2025 911 Dispatch Services - 2025 Assessment	Regular	0.00 0.00	1,289.00 1,289.00	84344
SCFD <a href="#">26.01</a> <a href="#">26.02</a>	Snohomish County Fire Dist.#4 Invoice Invoice	12/31/2025 12/31/2025	12/31/2025 Civic Campus Infrastructure Civic Campus Infrastructure	Regular	0.00 0.00 0.00	21,698.05 16,477.45 5,220.60	84345
SCPDef <a href="#">5802</a>	Snohomish County Public Defender Association Invoice	12/31/2025	12/31/2025 December 2025 Services	Regular	0.00 0.00	10,145.00 10,145.00	84346
SCDsol <a href="#">90666</a>	Snohomish County Public Works Solid Waste Invoice	12/31/2025	12/31/2025 Stormwater Dump Fee	Regular	0.00 0.00	596.00 596.00	84347
SCPUD1 <a href="#">1900128947</a> <a href="#">1900128948</a>	Snohomish County PUD Invoice Invoice	12/31/2025 12/31/2025	12/31/2025 Install Service Pole @ Ford PO# 11051 Install service pole @ 2nd & Ave B - PO# 1	Regular	0.00 0.00 0.00	15,137.78 9,050.60 6,087.18	84348
TheHer <a href="#">EDH1023648</a>	Sound Publishing Invoice	12/31/2025	12/31/2025 2nd Street Speed Change	Regular	0.00 0.00	58.48 58.48	84349
Staples <a href="#">6051635137</a> <a href="#">6051635139</a>	Staples Advantage Invoice Invoice	12/31/2025 12/31/2025	12/31/2025 2026 calendars-Water Dept. desk calendars-PW shop	Regular	0.00 0.00 0.00	175.13 57.11 118.02	84350
WeeGra <a href="#">4598</a> <a href="#">4599</a>	Thompson, Guildner & Associates Inc P.S. Invoice Invoice	12/31/2025 12/31/2025	12/31/2025 December 2025 litigation expenses December 2025 legal expenses	Regular	0.00 0.00 0.00	9,420.10 46.40 9,373.70	84351
Uline <a href="#">201991766</a>	Uline Invoice	12/31/2025	12/31/2025 New Desk for Project Engineer	Regular	0.00 0.00	1,285.17 1,285.17	84352

Check Report

Date Range: 12/31/2025 - 12/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
UtiUnd	Utilities Underground Location	12/31/2025	Regular	0.00	52.65	84353
<a href="#">5120236</a>	Invoice	12/31/2025	Dec 2025 locates	0.00	52.65	
VerWir	Verizon Wireless	12/31/2025	Regular	0.00	4,059.92	84354
<a href="#">6132840801</a>	Invoice	12/31/2025	Verizon wireless, 12/7/2025-1/6/2026	0.00	4,059.92	
Voyage	Voyager	12/31/2025	Regular	0.00	4,616.59	84355
<a href="#">8694747832553</a>	Invoice	12/31/2025	Fleet fuel December 2025	0.00	4,616.59	
WSDEnt4	Washington State Department of Enterprise Ser	12/31/2025	Regular	0.00	43.35	84356
<a href="#">731149602</a>	Invoice	12/31/2025	Office Supplies	0.00	43.35	
Wspatr	Washington State Patrol	12/31/2025	Regular	0.00	12.00	84357
<a href="#">12603160</a>	Invoice	12/31/2025	WSP Finger Printing & Background Checks	0.00	12.00	
PSE	Puget Sound Energy	12/31/2025	Regular	0.00	1,090.09	84358
<a href="#">28364-01062026</a>	Invoice	12/31/2025	1610 Park	0.00	59.02	
<a href="#">28570-01062026</a>	Invoice	12/31/2025	701 18th St	0.00	59.02	
<a href="#">28786-01062026</a>	Invoice	12/31/2025	112 Union	0.00	108.28	
<a href="#">29248-01062026</a>	Invoice	12/31/2025	2100 Baird	0.00	119.39	
<a href="#">62024-01062026</a>	Invoice	12/31/2025	50 Lincoln	0.00	111.05	
<a href="#">94678-01062026</a>	Invoice	12/31/2025	116 Union	0.00	511.98	
<a href="#">97032-01062026</a>	Invoice	12/31/2025	2000 Weaver	0.00	17.07	
<a href="#">97589-01062026</a>	Invoice	12/31/2025	50 Maple	0.00	104.28	
SCPUD1	Snohomish County PUD	12/31/2025	Regular	0.00	17,125.71	84359
<a href="#">106550786</a>	Invoice	12/31/2025	N. Zone tank-121 17th Drive	0.00	86.53	
<a href="#">106553968</a>	Invoice	12/31/2025	lighting-1330 Ferguson Prk Rd	0.00	11.89	
<a href="#">106558160</a>	Invoice	12/31/2025	Carnegie-105 Cedar	0.00	481.66	
<a href="#">109849492</a>	Invoice	12/31/2025	Hill Park lift station-1608 Park Ave	0.00	159.56	
<a href="#">109849493</a>	Invoice	12/31/2025	Champagne lift station-617 18th St	0.00	204.28	
<a href="#">113127685</a>	Invoice	12/31/2025	Terrace inter-tie-2014 Terrace Ave	0.00	58.09	
<a href="#">113131554</a>	Invoice	12/31/2025	signal-1301 Ave D	0.00	63.52	
<a href="#">116431784</a>	Invoice	12/31/2025	Stone Ridge lift station-1930 Stone Ridge	0.00	71.58	
<a href="#">116435589</a>	Invoice	12/31/2025	lighting - 1501 Avenue D	0.00	112.84	
<a href="#">116438070</a>	Invoice	12/31/2025	Commercial lift station-40 Maple Ave	0.00	105.43	
<a href="#">119733371</a>	Invoice	12/31/2025	Ferguson Lift Station-1110 Ferguson Prk R	0.00	299.63	
<a href="#">119736655</a>	Invoice	12/31/2025	signal-1109 1 /2 13th St	0.00	66.31	
<a href="#">119737932</a>	Invoice	12/31/2025	Hill Park restrooms-1610 Park	0.00	194.19	
<a href="#">123034672</a>	Invoice	12/31/2025	WTP-2504 Menzel Lake Rd	0.00	170.12	
<a href="#">126341812</a>	Invoice	12/31/2025	Rainier lift station-505 Rainier	0.00	810.27	
<a href="#">129629207</a>	Invoice	12/31/2025	Rainier lift station-505 Rainier	0.00	79.28	
<a href="#">132934647</a>	Invoice	12/31/2025	signal-9101 56th St SE	0.00	93.52	
<a href="#">136249135</a>	Invoice	12/31/2025	S. reservoir-219 13th St	0.00	238.45	
<a href="#">139457891</a>	Invoice	12/31/2025	signal-700 Ave D	0.00	79.68	
<a href="#">139459830</a>	Invoice	12/31/2025	signal - 1001 Ave D	0.00	94.48	
<a href="#">139463101</a>	Invoice	12/31/2025	Pilchuck Park-169 Cypress	0.00	103.70	
<a href="#">142814003</a>	Invoice	12/31/2025	lighting - 811 1st St	0.00	54.70	
<a href="#">142816520</a>	Invoice	12/31/2025	lighting - various	0.00	1,396.50	
<a href="#">146172094</a>	Invoice	12/31/2025	Rainbow lift station-400 Rainbow Place	0.00	79.91	
<a href="#">146176547</a>	Invoice	12/31/2025	lighting - various	0.00	4,548.74	
<a href="#">146176548</a>	Invoice	12/31/2025	lighting - various	0.00	356.43	
<a href="#">149459886</a>	Invoice	12/31/2025	lighting - various	0.00	83.70	
<a href="#">149479024</a>	Invoice	12/31/2025	lighting - various	0.00	39.24	
<a href="#">149481018</a>	Invoice	12/31/2025	signal - 2749 Bickford	0.00	126.55	
<a href="#">152802896</a>	Invoice	12/31/2025	lighting - various	0.00	83.76	
<a href="#">159246560</a>	Invoice	12/31/2025	lighting - various	0.00	39.24	
<a href="#">162427313</a>	Invoice	12/31/2025	PUD Water - 3125 Robe Menzel Road	0.00	6,347.95	
<a href="#">168711405</a>	Invoice	12/31/2025	lighting - various	0.00	83.76	
<a href="#">168720546</a>	Invoice	12/31/2025	trail house - 1119 Maple Ave	0.00	11.89	
<a href="#">168723464</a>	Invoice	12/31/2025	PW Pit - 6408 123rd Ave SE	0.00	76.24	
<a href="#">168728702</a>	Invoice	12/31/2025	signal - 501 2nd St	0.00	128.39	

Check Report

Date Range: 12/31/2025 - 12/31/2025

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="#">168730506</a>	Invoice	12/31/2025	lighting - various	0.00	83.70	
	**Void**		12/31/2025 Regular	0.00	0.00	84360
DenPos	Denae' Poss		12/31/2025 Regular	0.00	250.00	84361
<a href="#">INV22537</a>	Invoice	12/31/2025	Refund cleaning/dmg deposit - Carn even	0.00	250.00	
FisCon	Fisher Construction		12/31/2025 Regular	0.00	2,000.00	84362
<a href="#">010826FC</a>	Invoice	12/31/2025	Reimbursement of deposit under Hydrant	0.00	2,000.00	
FraSch	Frank Schorsch		12/31/2025 Regular	0.00	161.00	84363
<a href="#">123125FS-CDL</a>	Invoice	12/31/2025	CDL Physical	0.00	161.00	
SCToth	Snohomish County Treasurer		12/31/2025 Regular	0.00	70.46	84364
<a href="#">011426SCToth</a>	Invoice	12/31/2025	Dec 2025 Crime Victims Pass Through Fee	0.00	70.46	
SusCru	Susan Burke-Crum		12/31/2025 Regular	0.00	250.00	84365
<a href="#">INV22590</a>	Invoice	12/31/2025	Refund damage/cleaning deposit - Cargen	0.00	250.00	
VolAme	Volunteers of America Western Washington		12/31/2025 Regular	0.00	7,500.00	84366
<a href="#">660-DEC2025-43</a>	Invoice	12/31/2025	2025 Cold Weather Shelter reimbursmt fo	0.00	7,500.00	
Wstrea	Washington State Treasurer		12/31/2025 Regular	0.00	5,415.43	84367
<a href="#">011426Wstrea</a>	Invoice	12/31/2025	Dec 2025 Pass Through Funds Public Safet	0.00	5,415.43	
WWCPA	Washington Wastewater Collection Personnel /		12/31/2025 Regular	0.00	25.00	84368
<a href="#">123125WWCPA</a>	Invoice	12/31/2025	Duane WWCPA Renewal	0.00	25.00	

Bank Code AP Bank 2 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	109	52	0.00	194,403.39
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>109</b>	<b>53</b>	<b>0.00</b>	<b>194,403.39</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	109	52	0.00	194,403.39
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>109</b>	<b>53</b>	<b>0.00</b>	<b>194,403.39</b>

### Fund Summary

Fund	Name	Period	Amount
998	Pooled Cash (Incode)	12/2025	194,403.39
			<b>194,403.39</b>



City of Snohomish

# Check Report

By Check Number

Date Range: 01/09/2026 - 01/28/2026

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="#">17186</a>	AACRA Testing Invoice	01/22/2026	01/23/2026 Regular backflow repair	0.00	136.63	84369
AWC <a href="#">167826</a>	Association of Washington Cities Invoice	01/22/2026	01/23/2026 Regular AWC 2026 Annual Membership	0.00	8,640.00	84370
CheSea <a href="#">9461160</a>	Chemsearch Invoice	01/22/2026	01/23/2026 Regular biological degreaser	0.00	426.18	84371
COEuti <a href="#">016739 01.12.26</a> <a href="#">017410 01.12.26</a> <a href="#">019546 01.12.26</a>	City of Everett Utilities Invoice Invoice Invoice	01/22/2026 01/22/2026 01/22/2026	01/23/2026 Regular 99TH ST SE/5 LINE 6203 107TH AVE SE 3300 BLK BICKFORD AVE	0.00 0.00 0.00	7,803.71 1,550.55 539.84 5,713.32	84372
ClaTec <a href="#">38969</a>	Clarix Technologies, Inc. Invoice	01/22/2026	01/23/2026 Regular Adobe Sign software license renewal	0.00	2,824.00	84373
CleGov <a href="#">2025-18821</a>	ClearGov Inc Invoice	01/22/2026	01/23/2026 Regular 2026 ClearGov Annual Subscription	0.00	33,565.83	84374
Comct1347 <a href="#">01.02.26</a>	Comcast (1347) Invoice	01/22/2026	01/23/2026 Regular 8498 31 008 0731347	0.00	152.45	84375
Comct2016 <a href="#">01.01.26</a>	Comcast (2016) Invoice	01/22/2026	01/23/2026 Regular 8498 31 008 0482016	0.00	153.24	84376
Comct2709 <a href="#">01.02.26</a>	Comcast (2709) Invoice	01/22/2026	01/23/2026 Regular 8498 31 009 0892709	0.00	113.24	84377
Comct5627 <a href="#">01.03.26</a>	Comcast (5627) Invoice	01/22/2026	01/23/2026 Regular 8498 31 008 0755627	0.00	272.54	84378
Esri <a href="#">900170190</a> <a href="#">900170211</a>	esri Invoice Invoice	01/22/2026 01/22/2026	01/23/2026 Regular GIS software license renewal ArcGIS Enterprise softw lic renwl util GIS s	0.00 0.00	13,657.04 7,111.06 6,545.98	84379
EvrShe <a href="#">55553</a>	Evergreen State Sheet Metal, Inc Invoice	01/22/2026	01/23/2026 Regular VIC HVAC Repair	0.00	638.31	84380
Gralnc <a href="#">9764040581</a> <a href="#">9764790227</a> <a href="#">9765882957</a> <a href="#">9774372834</a>	Grainger Inc. Invoice Invoice Invoice Invoice	01/22/2026 01/22/2026 01/22/2026 01/22/2026	01/23/2026 Regular Filters marking paint zip-ties and lock out wheels paint	0.00 0.00 0.00 0.00	1,121.35 80.42 787.88 85.29 167.76	84381
HerRen <a href="#">35537786-001</a>	Herc Rentals Inc Invoice	11/20/2025	01/23/2026 Regular Fischer Park Improvements	0.00	82.43	84382
InlEnv <a href="#">2026-6016</a>	Inland Environmental Resources, Inc. Invoice	01/22/2026	01/23/2026 Regular Mag	0.00	12,509.39	84383
JTha <a href="#">1742266-0</a>	J Thayer Company Invoice	01/22/2026	01/23/2026 Regular Office Supplies	0.00	368.49	84384
KelCre <a href="#">5037254923</a>	Kelley Create Co Invoice	01/22/2026	01/23/2026 Regular Public Works, Engineering, and City Hall c	0.00	362.00	84385
MDDCfc	McDaniel Do It Center - Facilities		01/23/2026 Regular	0.00	65.51	84386

Check Report

Date Range: 01/09/2026 - 01/28/2026

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="#">580714</a>	Invoice	01/22/2026	Facilities Operating, Lamp Supplies	0.00	7.64	
<a href="#">580834</a>	Invoice	01/22/2026	Facilities Operating, Lamp Supplies	0.00	57.87	
MDDCst	McDaniel Do It Center - Streets	01/23/2026	Regular	0.00	27.65	84387
<a href="#">580752</a>	Invoice	01/22/2026	Streets Operating Supplies	0.00	27.65	
MDDCWW	McDaniel Do It Center - Wastewater	01/23/2026	Regular	0.00	124.51	84388
<a href="#">580829</a>	Invoice	01/22/2026	sheet metal tools	0.00	108.13	
<a href="#">580838</a>	Invoice	01/22/2026	sheet metal roll	0.00	16.38	
MDDCwt	McDaniel Do It Center - Water	01/23/2026	Regular	0.00	49.17	84389
<a href="#">580958</a>	Invoice	01/22/2026	Flame Torch	0.00	49.17	
OraAme	Oracle America, Inc	01/23/2026	Regular	0.00	21,947.33	84390
<a href="#">102188587</a>	Invoice	01/22/2026	Oracle Q4 2025 Subscription	0.00	21,947.33	
PapMac-WA Tractor	Pape Machinery	01/23/2026	Regular	0.00	495.23	84391
<a href="#">16590373</a>	Invoice	01/22/2026	universal drive-post hole digger	0.00	495.23	
RobHalf	Robert Half	01/23/2026	Regular	0.00	7,298.40	84392
<a href="#">65800925</a>	Invoice	01/22/2026	Jennifer Spelliscy	0.00	3,649.20	
<a href="#">65830031</a>	Invoice	01/22/2026	Jennifer Spelliscy	0.00	3,649.20	
SeyFar	Seyfarth Shaw LLP	01/23/2026	Regular	0.00	906.00	84393
<a href="#">50383764</a>	Invoice	01/22/2026	Outside legal - Personnel Matter	0.00	906.00	
SnoAut	Snohomish Auto Parts	01/23/2026	Regular	0.00	1,230.42	84394
<a href="#">805579</a>	Invoice	01/22/2026	EP60 bulb	0.00	19.08	
<a href="#">805772</a>	Invoice	01/22/2026	post hole digger service	0.00	9.62	
<a href="#">805868</a>	Invoice	01/22/2026	sockets	0.00	9.61	
<a href="#">805869</a>	Invoice	01/22/2026	socket set	0.00	25.84	
<a href="#">806006</a>	Invoice	01/22/2026	shop oil	0.00	1,146.81	
<a href="#">806007</a>	Invoice	01/22/2026	EP225 air filter	0.00	19.46	
Snopac	Snohomish County 911	01/23/2026	Regular	0.00	13,642.27	84395
<a href="#">9035</a>	Invoice	01/22/2026	911 Dispatch Services - January 2026	0.00	13,642.27	
SouTel	Sound Telecom	01/23/2026	Regular	0.00	219.94	84396
<a href="#">000038-805-221</a>	Invoice	01/22/2026	Standby Phone	0.00	219.94	
TMGSer	TMG Services, Inc.	01/23/2026	Regular	0.00	4,806.57	84397
<a href="#">0054512-IN</a>	Invoice	01/22/2026	PAA	0.00	4,393.86	
<a href="#">0054559-IN</a>	Invoice	01/22/2026	PAA	0.00	412.71	
UnuLif	Unum Life Insurance	01/23/2026	Regular	0.00	232.00	84398
<a href="#">JAN 2026</a>	Invoice	01/22/2026	LEOFF Insurance	0.00	232.00	
UsaBlu	Usa Bluebook Inc	01/23/2026	Regular	0.00	2,190.67	84399
<a href="#">INV00924076</a>	Invoice	01/22/2026	Lab Supplies	0.00	1,420.80	
<a href="#">INV00935969</a>	Invoice	01/22/2026	Lab Supplies	0.00	54.37	
<a href="#">INV00936058</a>	Invoice	01/22/2026	Lab Supplies	0.00	715.50	
VerWir	Verizon Wireless	01/23/2026	Regular	0.00	75.06	84400
<a href="#">6133141951</a>	Invoice	01/22/2026	Utilities M2M, 12/11/2025-1/10/2026	0.00	75.06	
WCIA	Washington Cities Insurance Authority	01/23/2026	Regular	0.00	665,167.00	84401
<a href="#">200756</a>	Invoice	01/22/2026	Annual Liability Insurance 2025	0.00	665,167.00	
WSESDU	Washington State Employment Security Depart	01/23/2026	Regular	0.00	5,966.10	84402
<a href="#">Q4/2025</a>	Invoice	01/22/2026	Unemployment Expense	0.00	5,966.10	
AstSol	WaveDivision Holdings, LLC	01/23/2026	Regular	0.00	631.33	84403
<a href="#">103950001-0011</a>	Invoice	01/22/2026	City Hall broadband service	0.00	631.33	
WhiWor	Whistle Workwear	01/23/2026	Regular	0.00	327.36	84404
<a href="#">INV2010021785</a>	Invoice	01/22/2026	Work jacket & gear	0.00	179.01	

Check Report

Date Range: 01/09/2026 - 01/28/2026

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="#">INV2010021786</a>	Invoice	01/22/2026	Work jacket	0.00	148.35	
WhiEqui	Whitney Equipment Company, Inc	01/23/2026	Regular	0.00	1,538.94	84405
<a href="#">PS-INV114774</a>	Invoice	01/22/2026	CSO monitor Start-up	0.00	1,538.94	
ZipFi	ZiPLY Fiber	01/23/2026	Regular	0.00	955.42	84406
<a href="#">050323-5 01.01.2</a>	Invoice	01/22/2026	Service Period: 01.01.26-01.31.26	0.00	240.00	
<a href="#">060217-5 01.01.2</a>	Invoice	01/22/2026	Service Period: 01.01.26-01.31.26	0.00	715.42	
SCPUD1	Snohomish County PUD	01/23/2026	Regular	0.00	7,624.77	84407
<a href="#">109854159</a>	Invoice	01/22/2026	CSO 1 Overflow - 1305 1st St	0.00	60.20	
<a href="#">109854160</a>	Invoice	01/22/2026	CSO 2 Overflow - 1705 2nd St	0.00	38.24	
<a href="#">119744997</a>	Invoice	01/22/2026	WWTP N. Lab Building - 2115 2nd St	0.00	4,573.73	
<a href="#">123043789</a>	Invoice	01/22/2026	Shop pole building - 1801 1st St	0.00	201.55	
<a href="#">136261602</a>	Invoice	01/22/2026	Shop portable - 1801 1st St	0.00	274.06	
<a href="#">139465031</a>	Invoice	01/22/2026	Lincoln Lift Station - 50 Lincoln Ave	0.00	177.03	
<a href="#">152809971</a>	Invoice	01/22/2026	CSO lift station - 1819 1st St	0.00	669.25	
<a href="#">156083094</a>	Invoice	01/22/2026	Shadowood lift station - 2181 Cady Dr	0.00	193.60	
<a href="#">202073995</a>	Invoice	01/22/2026	WWTP S. Chlorine Building - 2115 2nd St	0.00	1,437.11	
EleBah	Elena Bahr	01/23/2026	Regular	0.00	500.00	84408
<a href="#">INV22554</a>	Invoice	01/22/2026	Refund damage/clean deposit Carnegie 1	0.00	500.00	
PanGeo	PanGEO, Inc.	01/23/2026	Regular	0.00	2,000.00	84409
<a href="#">011326PG</a>	Invoice	01/22/2026	Reimburse Hydrant Use Permit deposit	0.00	2,000.00	
USPos	Pitney Bowes Bank Inc. Reserve Account	01/23/2026	Regular	0.00	313.66	84410
<a href="#">12.22.25-01.05.2</a>	Invoice	01/22/2026	Postage Meter	0.00	313.66	
ShaMur	Shaun Murphy	01/23/2026	Regular	0.00	46.00	84411
<a href="#">121025SM-PLT</a>	Invoice	01/22/2026	Pesticide License Training	0.00	46.00	
WSDLic	Washington State Department of Licensing	01/23/2026	Regular	0.00	309.00	84412
<a href="#">012026WSDLic</a>	Invoice	01/22/2026	Concealed Pistol License Fees	0.00	309.00	
WSDRLea	Washington State Department of Revenue	01/23/2026	Regular	0.00	1,489.44	84413
<a href="#">L0032672326</a>	Invoice	01/22/2026	4th Qtr 2025 Leasehold Tax	0.00	1,489.44	

Bank Code AP Bank 2 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	72	45	0.00	823,006.58
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>72</b>	<b>45</b>	<b>0.00</b>	<b>823,006.58</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	72	45	0.00	823,006.58
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>72</b>	<b>45</b>	<b>0.00</b>	<b>823,006.58</b>

### Fund Summary

Fund	Name	Period	Amount
998	Pooled Cash (Incode)	1/2026	823,006.58
			<b>823,006.58</b>



**CITY COUNCIL MEETING STAFF REPORT**

**Date:** February 3, 2026

**Agenda Section:** CONSENT ITEMS

**From:** City Clerk's Office

**Subject:** **APPROVE Minutes of the January 20, 2026, Regular Meeting**

---

**SUMMARY:** Minutes of the January 20, 2026, Regular Meeting

---

**ATTACHMENT(S):**

01.20.2026 City Council Meeting Minutes.pdf

**City Council Regular Meeting  
Minutes  
JANUARY 20, 2026**

**1. CALL TO ORDER** Mayor Aaron Hoffman called the Snohomish City Council Regular Meeting to order at :00 p.m., Tuesday, January 2, 202. 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.

**1a. Roll Call**

Deputy City Clerk Rebekah Park called the roll with all current Councilmembers and Council President Present.

**1b. PLEDGE OF ALLIGIANCE**

**2. PROCLAMATIONS, PRESENTATIONS AND RECOGNITIONS**

Presentation by Ken Coman and Maygen Heatherington to provide an update from the Historic Downtown Snohomish Association. Council members made comments and asked questions.

**3. PUBLIC COMMENTS**

Public comments were made.

**4. APPROVE AGENDA CONTENTS AND ORDER**

Motioned by Councilmember Flynn, seconded by Councilmember Lippincott to approve the agenda contents and order. Motion passes unanimously. (7-0)

**5. CONSENT ITEMS**

All items listed for consent were approved.

Motioned by Councilmember Neals, seconded by Councilmember Kuleta. Motion passes unanimously. (7-0)

**6. DISCUSSION ITEMS**

Chief Alanis provided the Snohomish Police Department Q3 report. Councilmembers made comments, asked questions, and Chief Alanis responded.

**7. OTHER BUSINESS / INFORMATION ITEMS**

Councilmembers Kuleta, Merrill, and Flynn commented.

**8. COUNCILMEMBER COMMENTS**

**City Council Regular Meeting  
Minutes  
JANUARY 20, 2026**

Councilmembers Kuleta, Merrill, Jacobs and Deol commented.

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

Council President Neals commented on discussions & priorities.

**10. STAFF BRIEFINGS**

**11. CITY ADMINISTRATOR'S COMMENTS**

City Administrator Ken Klein made comments.

**12. MAYOR'S COMMENTS**

Mayor Aaron Hoffmen made comments.

**13. RECESS TO EXECUTIVE SESSION**

Motioned by Councilmember Lippincott, seconded by Councilmember Kuleta.

It is now 7:51 p.m., and the City Council will recess into Executive Session, pursuant to RCW 42.30.110(1)(i) to discuss Potential Litigation. The Executive Session is estimated to last approximately 5 minutes with no action to follow. It is anticipated the Executive Session will end at approximately 7:56 p.m.

Executive Session was extended to another 5 minutes and the meeting adjourned at 8:01 p.m.



## CITY COUNCIL MEETING STAFF REPORT

**Date:** February 3, 2026

**Agenda Section:** STAFF BRIEFINGS

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

**Subject:** Kikendall Cabin Update

---

**SUMMARY:** This item provides a brief status update on where the City is in the process of declaring the Kikendall Cabin surplus, including actions taken to date and next steps.

**BACKGROUND & ANALYSIS:** The Kikendall Cabin was originally privately owned and gifted to the City of Snohomish. It was included within the Pioneer Village, formerly leased to the Snohomish Historical Society (SHS). When that lease ended, the cabin became City property.

In August 2010, the City Council approved the sale of the cabin as a consent item. However, the interested parties who had expressed intent to purchase and relocate the cabin ultimately did not follow through. As a result, the cabin remained in place. Subsequent efforts were made by community members to relocate the cabin for preservation. Those plans were not realized, and the cabin was left abandoned. During this time, the cabin sustained significant damage, including vandalism and deterioration due to unauthorized access.

The City has worked with legal counsel and the Snohomish Historical Society to clarify ownership and appropriate next steps. In June 2025, the City and SHS entered into a formal agreement, with SHS relinquishing all ownership and claims to the cabin. The agreement acknowledges that the City may pursue preservation, salvage, or disposal as appropriate. The City has since undergone the formal RFQ process to surplus the cabin and work with a qualified applicant to relocate the cabin from city property.

As part of the agreement between the City and the Snohomish Historical Society, a representative from the Historical Society, along with several volunteers, removed historical furniture and artifacts from the Cabin. Any remaining items or materials left behind are considered abandoned and will be included in the surplus declaration for proper disposal by the City.

Staff continue to work with the qualified applicant to finalize the relocation agreement terms and conditions. The applicant has submitted a detailed relocation plan that prioritizes preservation of the historic structure while allowing for future public access through guided tours and educational opportunities. In addition, the applicant has committed to exercising the utmost care to avoid disturbance to the land on which the cabin currently sits, as well as adjacent natural features and cultural resources, throughout the relocation process. Staff will continue to coordinate with the applicant to ensure all conditions are met prior to relocation.

**REFERENCE(S):** [Declaring the Kikendall Cabin as Surplus - PASS Resolution 1491](#)

**COUNCIL GOAL(S):** Community Involvement

---