



CITY COUNCIL REGULAR MEETING

**Tuesday, February 18, 2025
at 6:00 p.m.**

In person at the Snohomish Carnegie 105 Cedar Avenue
and remote on-line/telephone access via *Zoom*
ONLINE Zoom remote meeting access: <https://us02web.zoom.us/j/82696311054>
or call in at (253) 215-8782 and use Meeting ID # 826 9631 1054

AGENDA

- 1. CALL TO ORDER**
 - a. Roll Call
 - b. Pledge of Allegiance
- 2. PROCLAMATIONS, PRESENTATIONS AND RECOGNITIONS**
 - a. EvergreenHealth 2025 State of the Hospital - Lisa LaPlante, Chief Administrative Officer
- 3. PUBLIC COMMENTS** - Three minutes allowed for those wishing to comment on any matter not listed as a Public Hearing or Action Item.
- 4. APPROVE AGENDA Contents and Order**
- 5. CONSENT ITEMS**
 - a. AUTHORIZE the Mayor to Execute a Contract with Sonsray Machinery for a Boom Mower
 - b. CONFIRM Mayor's Appointment of Kevin Karlson to the Planning Commission
 - c. CONFIRM Mayor's Appointment of Charlcia Krabach and Shintaro Goto to the Design Review Board
 - d. APPROVE minutes of the February 4, 2025 regular meeting
 - e. APPROVE Vouchers and Payroll ACH Transactions
- 6. ACTION ITEMS**
 - a. ACCEPT the bid and AUTHORIZE the Mayor to Execute a Contract with SOLitude Lake Management LLC for the Blackmans Lake 2025 Alum Treatment Project
- 7. DISCUSSION ITEMS**
 - a. Fireworks within City Limits
- 8. OTHER BUSINESS/INFORMATION ITEMS**
- 9. COUNCILMEMBER COMMENTS**
- 10. COUNCIL PRESIDENT'S ITEMS/REPORTS**
- 11. STAFF BRIEFINGS**

- a. Tree Program Update
- b. Update on Publics Works Items

12. CITY ADMINISTRATOR'S COMMENTS

13. MAYOR'S COMMENTS

14. RECESS TO EXECUTIVE SESSION To discuss potential risk of course of action pursuant to RCW 42.30.110(1)(i)(iii), with no action to follow.

15. ADJOURN

NEXT MEETING: The next regular meeting is scheduled for Tuesday, March 4, 2025, at 6 p.m. in person at the Snohomish Carnegie, 105 Cedar Avenue, and online via Zoom.

Specialized accommodations will be provided with 5 days advanced notice. Contact the City Clerk's Office at 360-568-3115. This organization is an Equal Opportunity Provider.



SNOHOMISH CITY COUNCIL STAFF REPORT

Date: February 18, 2025

Agenda Section: CONSENT ITEMS

From: Nova Heaton, PE, Public Works Director

Subject: **AUTHORIZE the Mayor to Execute a Contract with Sonsray Machinery for a Boom Mower**

SUMMARY: Council is asked to authorize the Mayor to execute an agreement with Sonsray Machinery to purchase a replacement boom mower, as approved in the 2025-2026 budget.

BACKGROUND & ANALYSIS: Replacement of the City's boom mower has been an identified need for a number of years. The adopted 2025-2026 budget included \$350,000 for a new boom mower. The purchase request for the mower totals \$349,722.29, and it is being made through the Washington State Department of Enterprise Services Contract #19622. The surplus of the EP180 Boom Mower was approved by Council in Resolution 1468.

Section 4.6 of the adopted Financial Management Policy requires Council approval for capital equipment purchases over \$300,000.

FISCAL IMPACT: The purchase request is within budget. The EP180 Boom Mower being replaced will be sold at auction, which is expected to recover some of the costs associated with the new purchase. The proceeds from the sale of the current EP180 will go into the Fleet Replacement Fund.

SUGGESTED COUNCIL ACTION: AUTHORIZE the Mayor to execute an agreement with Sonsray Machinery for purchase of a boom mower in an amount not to exceed \$349,722.29.

COUNCIL GOAL(S): City Services, Environment

ATTACHMENT(S):

PO 11043_Sonsray Machinery.pdf

CIP Pages.pdf

Res 1468 - Declare Surplus Property.pdf



PURCHASE ORDER

City of Snohomish

116 Union Avenue
 Snohomish, Washington 98290
 Phone: (360) 568-3115
 Website: www.snohomishwa.gov

DATE 2/12/2025
 PO # 11043

VENDOR
Sonsray Machinery
Jeremy Jensen
15111 Smokey Point Blvd.
Marysville, WA 98271
Phone: (360) 651-2171
Fax: (000) 000-0000

SHIP TO
Tim Cross, Public Works Operations Manager
City of Snohomish
1801 First Street
Snohomish, WA 98290
Phone: (425) 328-0056

SHIPPING TERMS	SHIPPING METHOD	DELIVERY DATE
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ITEM #	DESCRIPTION	QTY	UNIT PRICE	TOTAL
1	CASE WX140E 2 Piece Boom Mower		\$281,782.00	\$ 281,782.00
2	Boom Mower Attachments		\$96,730.00	\$ 96,730.00
3	Set Up & Delivery		\$11,500.00	\$ 11,500.00
4	Processing Fee		\$399.00	\$ 399.00
5	Sourcwell/DES Discount		-\$70,445.50	\$ (70,445.50)
Quote:JJENSEN-0262				

Signature & Date	SUBTOTAL	\$ 319,965.50
	TAX	\$ 29,756.79
	SHIPPING	
	TOTAL	\$ 349,722.29

Purchase new boom mower w/attachments to replace EP180, budgeted in the 2025/2026 fiscal year and utilizing DES Contract #19622.
 GL Code: 505-000-594-44-64-00-000

Quoted Price	\$319,566.50
Sales Tax 9.30%	\$29,756.79
Processing Fee	\$ 399.00
Cash Due or Finance Amount	\$349,722.29

1. This is a cash transaction. If the Purchaser so requests prior to acceptance, the Cash Due on Delivery may be financed as a time sale transaction, subject to credit approval. If this transaction becomes a time sale, Purchaser agrees (1) to make payments pursuant to the Sonsray Machinery Accounts Receivable System Agreement, which is incorporated into this Purchase Order by reference, and (2) that Seller retains a security interest in the goods described herein until all obligations of Purchaser are paid in full and discharged.
2. When trade-in equipment is not to be delivered to the Seller until delivery of the equipment purchased by this order, the trade-in equipment may be reappraised at that time and such reappraisal value shall determine the allowance made for such trade-in equipment. When the reappraised value is less than the original trade-in allowance shown on this form, the purchaser may terminate this order; however, this right of termination must be exercised prior to delivery of the equipment by Seller and surrender of the trade-in equipment to Seller.
3. The prices which Purchaser will pay for the new equipment set forth on the reverse side hereof shall be based upon the Case dealer price in effect on date of delivery of the new equipment. In the event Case dealer's price is changed prior to delivery, the purchase price shall be adjusted accordingly. If such price change results in an increase, purchaser has the option of canceling the order in writing immediately on being notified thereof.
4. The Seller shall be excused if delivery is delayed or rendered impossible by differences with workmen, strikes, work stoppages, car shortages, delays in transportation, inability to obtain labor or materials and also by any cause beyond the reasonable control of Seller, including but not restricted to acts of God, floods, fire, storms, acts of civil and military authorities, war and insurrections.
5. Purchaser shall keep the property free of all liens, taxes, encumbrances and seizure or levy, shall not use same illegally, shall not damage, abuse, misuse, abandon or lose said property, shall not part with possession thereof, whether voluntarily or involuntarily or transfer any interest therein or remove same out of the county or filing district in which Purchaser resides as indicated herein without the prior written consent of Seller, shall keep said property insured in such amounts and with such insurer as may be acceptable to Seller with any loss payable to Seller as his interest in the property may appear.
6. Time is of the essence of this contract and if purchaser fails to comply with any of the terms and conditions hereof or defaults in the payment of any installment hereunder or under any renewal or renewals hereof, or in the payment of interest or defaults in the payment of any installment due under any other indebtedness of contract held by the Seller or Assignee, or if proceedings are instituted against Purchaser under any bankruptcy or insolvency law or Purchaser makes an assignment for the benefit of creditors or if for any reason the Seller deems himself insecure and so declares all payments heretofore made by Purchaser shall be retained by the seller and all indebtedness hereunder shall become immediately due and payable, with or without notice, together with all expenses of collection by suit or otherwise, including reasonable attorney fees and Seller may, without notice or demand, take possession of the equipment set forth on the reverse hereof, or any additions to, replacements of, or any proceeds from said equipment or may render the property unusable or Seller may require Purchaser to assemble the property and make it available at a place designated by Seller. Seller may resell the retaken property at public or private Sale in accordance with the Uniform Commercial Code or applicable state or provincial law. After deducting reasonable expenses for retaking, repairing, holding, preparing for sale, other selling expenses including attorney fees and legal expenses, the remaining proceeds of Sale shall be credited upon the amount of indebtedness remaining unpaid hereunder, and Purchaser agrees to pay any deficiency upon demand by Seller, any surplus, however, shall be paid to Purchaser. Said retaking or repossession shall not be deemed rescission of the contract. Seller may exercise any other rights and remedies provided by applicable law.
7. No waivers or modifications hereof shall be valid unless written upon or attached to this contract. Waiver or conditions of any breach or default hereunder shall not constitute a waiver of any other or subsequent breach or default. Payments received by Seller are to be applied first to delinquent interest and then to principal.
8. The remedies provided for herein are not exclusive and any action to enforce payment shall not waive or affect any of the holder's rights to have recourse to the property. The transfer of this contract shall operate to pass a security interest in the property as security for the payment hereof.
9. Any provision of this contract prohibited by the laws of any state, the United States, any province of Canada, shall be ineffective to the extent of such prohibition without invalidating the remaining portions of the contract.
10. Each maker, endorser, guarantor and surety hereon severally waives presentment, demand protest, and notice of non-payment and all defenses of want of diligence in collection and bringing suit. This contract shall be binding upon and shall insure to the benefit of the parties hereto and their respective heirs, personal representative, successors, and signs.
11. Buyer authorizes Seller to insert the Serial and/or model numbers of the goods set forth on the reverse side hereof for the purposes of identifying said goods. The seller may correct patent errors herein.

Engineering Requests

Itemized Requests for 2025-2026

South Zone Reservoir Cover Replacement	\$500,000
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South Zone Reservoir Cover Replacement Project includes replacing the HDPE cover with a structure.

Total: \$500,000

Streets Requests

Itemized Requests for 2025-2026

Fleet - Streets EP 249/250 to replace EP 210/211 Sanders	\$50,000
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Replace two Sanders EP 210 and EP 211 that are currently at end of life. The current sanders are approximately 20 years old and the de-icer that we use is highly corrosive to this equipment.

Fleet - Streets EP 259 to replace EP 180 Boom Mower	\$350,000
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Replacement EP180 - 2004 New Holland/ US Mower Boom Mower with a multi-purpose machine to be more versatile with all departments.

Fleet - Streets EP 260 to replace EP 224 Dump Truck	\$300,000
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Replace EP224 - 2002 International Dump Truck (International Truck) with new. This vehicle has reached end of useful life due to age of the truck parts are no longer available. In order to maintain and operate this vehicle we can no longer maintain...

Fleet - Streets New EP 251 Thermo Installation Equipment	\$20,000
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This machine can cut our staff time in half at each intersection and increase number of thermal pavement markings we need to replace each season.

Total: \$720,000

Fleet - Streets EP 259 to replace EP 180 Boom Mower

Overview

Request Owner	Tim Cross, Public Works Operations Manager
Department	Streets
Request Groups	Fleet
Type	Capital Equipment
Project Number	FL 2025-05

Description

Replacement EP180 - 2004 New Holland/ US Mower Boom Mower with a multi-purpose machine to be more versatile with all departments.

Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	7

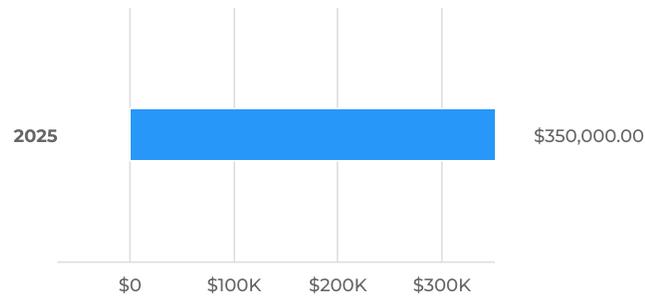
Capital Cost

FY2025 Budget
\$350,000

Total Budget (all years)
\$350K

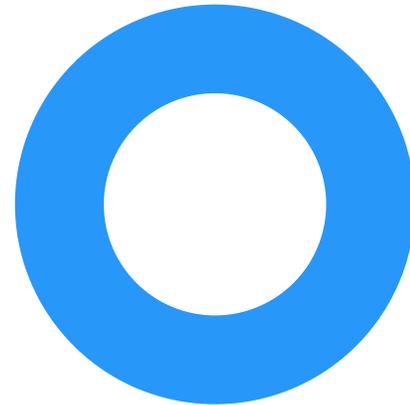
Project Total
\$350K

Capital Cost by Year



● Replacement Fund

Capital Cost for Budgeted Years



● Replacement Fund (100%) \$350,000.00
TOTAL \$350,000.00

Capital Cost Breakdown

Capital Cost	FY2025	Total
Replacement Fund	\$350,000	\$350,000
Total	\$350,000	\$350,000

**CITY OF SNOHOMISH
Snohomish, Washington**

RESOLUTION 1468

**A RESOLUTION OF THE CITY OF SNOHOMISH, WASHINGTON,
APPROVING THE SALE OF CERTAIN PERSONAL PROPERTY
DECLARED TO BE SURPLUS TO THE CURRENT AND
FORESEEABLE FUTURE NEEDS OF THE CITY**

WHEREAS, City staff has certified to the Mayor that certain personal property presently owned by the City is in surplus of City needs, and that the property is of no present or foreseeable future use to the City of Snohomish; and

WHEREAS, the Mayor has certified to the City Council that said property, as set forth on Exhibit A to this resolution, is surplus to City needs and of no present or foreseeable future use to the City of Snohomish; and

WHEREAS, the public interest would be served by the sale of this property, which is surplus to the needs of the City; and

WHEREAS, RCW 35.94.040 and 35.94.030 do not apply to the disposal of surplus personal property or equipment originally obtained for public utility purposes, provided its value does not exceed fifty thousand dollars (\$50,000);

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF SNOHOMISH AS FOLLOWS:**

Section 1. That the property described in Exhibit A may be sold by a public auction held by the City or a public auction held by a private auction company, or by a bid process to be determined by the Mayor, based on which option is likely to result in the greatest net return to the City.

Section 2. That the notice of sale shall be published at least once in a newspaper of general circulation, describing generally the property to be sold, and not less than ten (10) days prior to the sale; and

Section 3. That there may be deducted from the sale proceeds, the costs of conducting the sale and that the net proceeds of sale shall be deposited in the appropriate equipment replacement fund, or, at the discretion of the Mayor, used to offset the cost of replacement equipment.

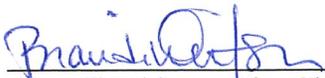
PASSED by the City Council and **APPROVED** by the Mayor this 18th day of June, 2024.

CITY OF SNOHOMISH

By 
Linda Redmon, Mayor

ATTEST:

APPROVED AS TO FORM:

By 
Brandi Whitson, City Clerk

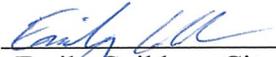
By 
Emily Guildner, City Attorney

EXHIBIT A

License Plate	Equipment #	Equipment Description	Model Year	Funding Stream (Utilities/General Funds)	Vin Numbers	Dollar Value
Storm						
65162D	EP-99	Ravo 5 series Sweeper	2018	U	XL95FEHBSJA020352	\$ 5,000.00
	EP-180	Ford T100A Tractor Boom Mower New Holland	2004	U	NA	\$ 8,000.00
D18278	EP-190	Steam Cleaner Landa - Trailer mount	2009	U	NA	\$ 800.00
Collections						
40155D	EP-102	Ford F-250	2006	U	1FTSX20566ED28238	\$ 3,500.00
D31774	EP-103	Onan Generator - 80 gen set green	1995	U	NA	\$ 2,500.00
52459D	EP-109	F-450 ext cab 2x4 - Gas gen / Compressor and crane	2016	U	1FDOX4GY8GEA04515	\$ 4,500.00
20458D	EP-116	12' alum boat Lund StarCraft SF 14 LW-Calkens trailer	1995	U	STRH82BFC595	\$ 1,500.00
47298D	EP-119	Ford F250 4x4	2008	U	1FTSX21508EE58078	\$ 4,000.00
Water						
50108D	EP-1	Chevrolet Trailblazer	2005	U	1GNDT13S252287887	\$ 2,500.00
51046D	EP-9	Ford Transit Connect van	2013	U	NMOLS7DNZDT158816	\$ 2,500.00
	EP-122	Kubota F3060 Mower	2003	U	31775	\$ 500.00
35464D	EP-131	Trailer - Yellow Tilt Deck - Paros	2004	U	490ES18244S002163	\$ 500.00
NA	EP-11	Nissan Forklift		U	902805 CPH01A15	\$ 2,500.00
Fleet						
47296D	EP-13	Ford Ranger	2008	GF	1FTYR14U88PA96426	
35463D	EP-8	Chevrolet Colorado	2004	GF	1GCCS196248156973	
22729D	EP-10	Chevrolet Pick-Up Sonoma Ext. cab	1999	GF	1GTC519X6XK514057	
64538D	EP-26	Ford F-250 - Flatbed and 250 GAL Water Tank	1996	GF	2FTHF25H8TCA66434	
NA	EP-33	John Deere 6X4 Gator	2004	GF	NA	
24980D	EP-44	Ford F-250	1998	GF	2FTRF27L7WCBO7145	
40149D	EP-52	Cement mixer	2000	GF	S# BA752577	
24915D	EP-101	Chevrolet Pickup Sonoma	1997	GF	1GTC514X6VK5118582	
07167D	EP-178	Nissan Pickup		GF	1N6SD11S8LC403601	
35449D	EP-7	Chevrolet Colorado	2004	GF	1GCCS196748148142	
Parks						
NA	EP-20	John Deere Z920 M w/60" Mod Deck Zero Turn	2013	GF	S#1TC920MCPD1011963	
42331D	EP-21	Ford F-350 4DR 2WD	2008	GF	1FTWW30598EB35286	

License Plate	Equipment #	Equipment Description	Model Year	Funding Stream (Utilities/General Funds)	Vin Numbers	Dollar Value
NA	EP-24	John Deer 1600 Turbo Mower commercial wide	2011	GF	NA	
NA	EP-42	Goossen / Harper TV 40 vac	2011	GF	NA	
51049D	EP-45	Ford F-150 Eco boost 4x4	2014	GF	1FTVX1ETXKE10665	
64537D	EP-46	Ford F-250 2x4 Ext. Cab	2018	GF	1FT7X2A69JEC93510	
22898D	EP-48	Chevrolet Pickup Ext. Cab 2WD	1999	GF	2GCEC19V4X1260739	
47297D	EP-208	18' Signal trailer-Eagle Ultra black	2008	GF	184BU162088007220	
Streets						
22617D	EP-22	Crafco SS125 Crack sealer	2005	GF	1C9SY101841418419	
51050D	EP-57	F-550 Ext.Cab 4x4 - Rugby dump box	2016	GF	1FD0X5HY6GEA04517	
40154D	EP-58	Ford F-250 - Alum box	2006	GF	1FTSX20576EDO2344	
22653D	EP-59	Sulair Compressor	2001	GF	S# 004136814	
35465D	EP-156	Chevrolet C-2500 Silverado	2005	GF	1GCHK24U45E220211	
	EP-209	Patch King -	2004	GF		

Resolution 1468



SNOHOMISH CITY COUNCIL STAFF REPORT

Date: February 18, 2025

Agenda Section: CONSENT ITEMS

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

Subject: CONFIRM Mayor's Appointment of Kevin Karlson to the Planning Commission

SUMMARY: The City Council is asked to confirm the Mayor's appointment of Kevin Karlson to the Planning Commission, Position 3.

BACKGROUND & ANALYSIS: Planning Commissioner Mitch Cornelison's term on the Commission ended in January. An application period to fill the vacancy was opened on December 19, 2024, and closed on January 31, 2025.

SMC 2.16.020 requires Planning Commission members to live within the City or its urban growth area, and states first preference is given to candidates with knowledge in matters of land development, regulatory processes, comprehensive planning, zoning, and who possess qualities of impartiality and broad judgment. The Uniform Policies for Committees membership requirements of SMC 2.06.040 state that the Mayor shall strive to maintain a diverse representation.

Mr. Karlson is a long-term City resident, with professional experience as a wetland ecologist and an arborist. He has experience with the permitting process for private development and public works projects through the Department of Ecology and the Army Corps of Engineers, in addition to preparing Environmental Impact Statements. He is interested in improving the physical environment, and one of his goals as a Planning Commissioner is to see Snohomish grow sustainably and equitably, protecting its charm and character.

Pursuant to SMC 2.16.020, Mayoral appointments to the Planning Commission require confirmation by the City Council.

SUGGESTED COUNCIL ACTION: MOTION to CONFIRM Mayor Redmon's appointment of Kevin Karlson to Position 3 of the Planning Commission, effective immediately and expiring on September 30, 2029.

COUNCIL GOAL(S): Community Involvement

ATTACHMENT(S):

Karlson PlanCom Application.pdf

From: noreply@civicplus.com
To: [City Information Email \(Info\)](#)
Subject: Online Form Submittal: Advisory Board Application
Date: Monday, January 27, 2025 6:11:21 PM

CAUTION : This email originated from outside the City of Snohomish.

Advisory Board Application

Application for which board or commission: Planning Commission

Name: Kevin Karlson

Address:

Home Phone:

Cell:

Work Number: *Field not completed.*

Email:

City Resident: Yes

How long? 24 years (currently)

Urban Growth Area Resident: Yes

How long? 9 years prior

Please list any previous City appointments or offices: None

Other community affiliations or activities you feel would be a benefit to this position: Long-term resident!

Why are you interested in serving on this board or commission? I'm looking for a way to volunteer to help my local community.

What talents or experience would you I have 12 years experience as a Senior Wetland Ecologist, from 2000 to 2012, after completing a certificate in Wetland Science

bring to the position? and Management from the University of Washington. That experience included obtaining permits for a large number of both development and public works projects from federal, state, county and local jurisdictions. The permit acquisition process generally included wetland delineation, critical areas studies, mitigation plans, supervising mitigation installations, biological assessments, preparation of EIS sections relevant to my areas of expertise, habitat management plans, shoreline permitting and post-construction monitoring for local jurisdictions, WA DOE and US Army Corps of Engineers. I'm also a Certified Arborist with experience in hazard tree assessments and tree retention planning/site assessment, although my certification is not current.

What are your primary interests in City Government and City Services? I'm interested in helping City Government function effectively, to provide our citizens with the best physical environment and quality of life in the PNW.

Please relate any special goals you may have for the City: Growth is inevitable and necessary, and I'd like to see Snohomish grow in a way that is sustainable, equitable, and protects the charm and character of our town.

Any other comments or information you wish to provide for Mayor and Council consideration: I'd be so happy to help!

Signature: Kevin Karlson

Date: January 27, 2025

Public Disclosure Act I acknowledge

Email not displaying correctly? [View it in your browser.](#)



SNOHOMISH CITY COUNCIL STAFF REPORT

Date: February 18, 2025

Agenda Section: CONSENT ITEMS

From: Mayor Linda Redmon

Subject: **CONFIRM Mayor's Appointment of Charlcia Krabach and Shintaro Goto to the Design Review Board**

SUMMARY: The City Council is asked to confirm the Mayor's appointment of Charlcia Krabach and Shintaro Goto to the Design Review Board, Positions 2 and 4.

BACKGROUND & ANALYSIS: I am pleased to nominate two new members to the Design Review Board. Charlcia Krabach is nominated to fill the unexpired Position 2 term to run until October 31, 2025. Shintaro Goto is nominated to Position 4, filling the expired term of Joan Robinett Wilson, who served on the Board for 12 years. This term will run until October 31, 2028.

Ms. Krabach is a board member of the Snohomish Historical Society and a professional real estate agent. She also has personal experience in renovating and maintaining an historic home in town. She is interested in preserving the historic and cultural identity of Snohomish while supporting sustainable growth. She brings a unique perspective to the Board as a member of the Historical Society, and opportunity for collaboration.

Mr. Goto is a professional architect with many years of experience in the community. He is interested in assisting property owners, designers, and developers navigate the design review process. He brings a critical expertise in architecture to the Board.

SMC 2.14.020 states that desired qualifications include "expertise in the fields of architecture, history, building trades, landscape architecture, graphic, interior and industrial design and/or land development".

SUGGESTED COUNCIL ACTION: Motion to CONFIRM the Mayor's appointment of Charlcia Krabach to the Design Review Board, Position 2, and Shintaro Goto to the Design Review Board, Position 4, effective immediately.

COUNCIL GOAL(S): Economic Vitality, Community Involvement

ATTACHMENT(S):

Krabach DRB Application.pdf

Goto DRB Application.pdf

From: noreply@civicplus.com
To: [City Information Email \(Info\)](#)
Subject: Online Form Submittal: Advisory Board Application
Date: Friday, January 3, 2025 12:49:38 PM

CAUTION : This email originated from outside the City of Snohomish.

Advisory Board Application

Application for which board or commission:	Design Review Board
Name:	Charlcia Krabach
Address:	[REDACTED]
Home Phone:	[REDACTED]
Cell:	<i>Field not completed.</i>
Work Number:	[REDACTED]
Email:	[REDACTED]
City Resident:	Yes
How long?	2 years
Urban Growth Area Resident:	<i>Field not completed.</i>
How long?	<i>Field not completed.</i>
Please list any previous City appointments or offices:	<i>Field not completed.</i>
Other community affiliations or activities you feel would be a benefit to this position:	I am actively involved with the Snohomish Historical Society, serving as a board member and treasurer.
Why are you interested in serving on this board or commission?	I am passionate about preserving the integrity of our historic district. I believe the Design Review Board plays a crucial role in protecting the character of our community while fostering thoughtful development.
What talents or	I bring an understanding of historic architecture from living in and

experience would you bring to the position?

maintaining a 136-year-old historic home. I have hands-on experience in historic property restoration, both personally and as part of the Snohomish Historical Society's efforts to preserve local landmarks and archives. Additionally, as a real estate agent, I have professional expertise in design, zoning, and understanding how property improvements impact value.

What are your primary interests in City Government and City Services?

My primary interests lie in preserving the historic and cultural identity of Snohomish while supporting sustainable growth. I value initiatives that protect and enhance our historic assets, promote responsible development, and engage residents in shaping the future of our community.

Please relate any special goals you may have for the City:

One of my goals is to strengthen the City's commitment to preserving and enhancing the historic district by ensuring that design review processes are transparent, fair, and accessible to residents and developers

Any other comments or information you wish to provide for Mayor and Council consideration:

I am committed to serving the community with integrity, collaboration, and a deep appreciation for Snohomish's heritage. I believe my diverse experiences as a nonprofit leader, historic homeowner, and real estate professional provide a well-rounded perspective that would be an asset to the Design Review Board

Signature:

Charlcia Krabach

Date:

01/03/2025

Public Disclosure Act

I acknowledge

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [City Information Email \(Info\)](#)
Subject: Online Form Submittal: Advisory Board Application
Date: Wednesday, January 8, 2025 2:53:19 PM

CAUTION : This email originated from outside the City of Snohomish.

Advisory Board Application

Application for which board or commission:	Design Review Board
Name:	[REDACTED]
Address:	[REDACTED]
Home Phone:	[REDACTED]
Cell:	<i>Field not completed.</i>
Work Number:	<i>Field not completed.</i>
Email:	[REDACTED]
City Resident:	No
How long?	<i>Field not completed.</i>
Urban Growth Area Resident:	No
How long?	<i>Field not completed.</i>
Please list any previous City appointments or offices:	<i>Field not completed.</i>
Other community affiliations or activities you feel would be a benefit to this position:	member of Seattle AIA
Why are you interested in serving on this board or commission?	As resident of Snohomish county very close to the city of Snohomish, I am a frequent visitor. For the nearly 10 years I have lived in the area, I have seen fair amount of growth and development in the city, as well as in nearby Lake Stevens. By serving on this board, I hope to have a small hand in guiding future development that reflects the character of the city, namely

the historic logging and early of the settlers of this region.

What talents or experience would you bring to the position?

As an architect with over 25 years of experience, I have been involved in many projects that had positive impacts to the community they were located in. I believe my insights gained from past projects can be a positive asset in helping to maintain or advancing the development goals of Snohomish.

What are your primary interests in City Government and City Services?

Often time city governemnt may seem intimidating to some members of the public - for example for property owners, designers and developers there seem to exists apprehension when dealing with design review. I hope that having an architect like myself who has had experience with design review will be able to assuage some of these fears.

Please relate any special goals you may have for the City:

Field not completed.

Any other comments or information you wish to provide for Mayor and Council consideration:

Field not completed.

Signature:

Shintaro Goto

Date:

1.8.2025

Public Disclosure Act

I acknowledge

Email not displaying correctly? [View it in your browser.](#)

**Snohomish City Council Meeting Minutes
Tuesday, February 4, 2025**

1. **CALL TO ORDER:** Mayor Redmon called the Snohomish City Council Meeting to order at 6:00 p.m., Tuesday, February 4, 2025. 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

Present: Councilmembers Lea Anne Burke, David Flynn, Karen Guzak, Maygen Hetherington, Judith Kuleta, Tom Merrill, and Felix Neals; Mayor Linda Redmon

- b. Pledge of Allegiance

2. **PUBLIC COMMENTS** - Public comment was taken.

3. **APPROVE AGENDA Contents and Order**

MOTION by Burke, second by Guzak to approve the agenda as presented. Motion passed (7-0).

4. **CONSENT ITEMS**

- a. ADD SMC Section 15.16.025 Requiring Blackmans Lake Watershed Phosphorus Treatments - ADOPT Ordinance 2514
- b. AMEND the 2025 Master Fee Schedule - PASS Resolution 1484
- c. APPROVE minutes of the January 21, 2025 regular meeting
- d. APPROVE Vouchers and Payroll ACH Transactions

MOTION by Guzak, second by Neals to approve the Consent Items as presented. Motion passed (7-0).

5. **ACTION ITEMS**

- a. AUTHORIZE Mayor to Execute an Amendment to the Interlocal Agreement with Snohomish County Sheriff's Office for the Provision of Law Enforcement Services

City Administrator Heather Thomas-Murphy shared an amendment to the interlocal agreement (ILA) with the Snohomish County Sheriff's Office to address more than 1% cost increase for law enforcement services. City Administrator Thomas-Murphy and Police Chief Nathan Alanis described where some of the cost increases and savings occurred. Council asked questions related to staffing levels and comparisons to other contract cities.

Public comment was taken.

MOTION by Guzak, second by Flynn to authorize the Mayor to execute Amendment #2 to the Interlocal Agreement with the Snohomish County Sheriff's Office for the provision of law enforcement services.

Council President Merrill supported maintaining a full complement of staff, as the department has had in the past., based on professional estimates.

VOTE ON MOTION: Motion passed (7-0).

6. DISCUSSION ITEMS

a. City Brand Refresh & Wayfinding Signage Design Project

Community Engagement and Strategic Initiatives (CESI) Director Shari Ireton introduced Mary Bisenius-Ferugson, with Pickled Flower Collaborative, who provided a presentation on brand refresh and signage design. Suggestions towards changes to the logo and area signage were provided, including design goals and timing of deliverables. Public outreach has been and will continue to be included in the process, with a final design presentation to the Council anticipated for June.

Council discussed the proposals, when suggested designs would be presented, and how and where the design and signage would be incorporated.

b. Rental Assistance Pilot Program Update

Community Navigator Velvet Franz provided background on the pilot program and its funding from state sales tax. From July through December of 2024, 17 households, consisting of 44 individuals, were helped and connected with various community services. and Sarah Morgan from Take the Next Step--the organization contracted to assist with the program--provided details of the agency, and how they have assisted the Snohomish and Monroe communities

Council discussed the accomplishments and future of the program, including the unmet needs of the community, identifying where gaps existed, anticipated efforts of the Human Services Advisory Board in relation to this program, future and potential funding sources, and other City services available to individuals.

c. Tenant Protections Research Update

Community Navigator Franz shared information on tenant protections in Washington State and Snohomish County, and explained the importance of those protections. The City did not currently have its own protections. Neighboring municipalities did enact some protections, but faced challenges in doing so. New state legislation was also being debated, which could impact how and what local communities could do, but could also offer protections in a uniform way.

Council discussed the protections, and generally concurred to wait for state legislative actions before determining in what direction the City should go.

7. OTHER BUSINESS/INFORMATION ITEMS -.

Councilmember Guzak inquired about what impact recent federal government changes would have on the City, namely federal grants. City Administrator Thomas-Murphy reported having conversations with several state agencies, which all seemed to indicate the City's grant awards would not be affected by the federal funding freeze. Staff has also reached out to community partners to inquire about potential impacts they might face, for which staff could provide feedback and updates to state and federal partners.

Councilmember Flynn inquired about having a workshop to discuss the Public Safety and Civic Services Campus project in more detail in a less-formal setting. Council discussed, and generally concurred a workshop would be favorable.

Councilmember Flynn proposed a resolution declaring Snohomish as a "sanctuary city," similar to what the City of Olympia recently passed. Council was generally supportive of the idea after extensive discussion, but was cautious as to what that would actually mean. City Attorney Emily Guildner provided some considerations on Council's actions and enforceability, indicating Olympia's resolution was more a statement about where their council and city government would place priority resources. City Administrator Thomas-Murphy proposed a workshop to discuss this topic in further detail.

Councilmember Burke remarked for attention about vehicles parking in the bike lane on First Street west of Avenue D. City Administrator Thomas-Murphy stated Public Works was already considering suggestions and code enforcement, and would be sharing that information in the future.

8. COUNCILMEMBER COMMENTS

Councilmember Neals remarked on February as Black History Month.

Councilmember Guzak commented on current national events.

9. COUNCIL PRESIDENT'S ITEMS/REPORTS - None.

10. STAFF BRIEFINGS - A briefings on the Point-in-Time (PIT) Count for the City was provided in the agenda packet.

11. CITY ADMINISTRATOR'S COMMENTS - City Administrator Thomas-Murphy said the next edition of the Snohomish Quarterly was released, and stated a community event was scheduled for March 20 to share information about the City's capital projects with the public.

12. MAYOR'S COMMENTS - Mayor Redmon thanked Council for their discussions and staff for their work to provide community services.

13. ADJOURN - There being no objection, the meeting adjourned at 7:51 p.m.

CITY OF SNOHOMISH

ATTEST:

Linda Redmon, Mayor

Brandi Whitson, City Clerk

*Snohomish City Council Meeting Minutes
February 4, 2025*



SNOHOMISH CITY COUNCIL STAFF REPORT

Date: February 18, 2025

Agenda Section: CONSENT ITEMS

From: Alisha Hendren, CPA, Finance Director

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

SUMMARY: Approve issuance of Coastal Community Bank voucher checks #82225 - #82355 in the amount of \$360,994.45. Approve issuance of electronic fund transfers in the amount of \$99,057.82 and issuance of a payroll electronic fund transfer in the amount of \$249,427.81.

COUNCIL GOAL(S): City Services, City Infrastructure

ATTACHMENT(S):

ACH Council Warrants 02-18-2025 Council Packet.pdf

Council Warrants - ACH Transactions

Council Meeting Date: 2/18/2025
 Date Range: 01/24/2025 - 02/10/2025

Date	Vendor	Description	Amount
1/24/2025	Dept of Retirement Services	DCP Contributions	\$ 6,403.45
1/28/2025	Dept of Retirement Services	PERS Contributions	\$ 35,525.95
1/29/2025	WA Dept of Revenue	B&O & Excise Taxes	\$ 19,062.41
1/30/2025	Navia Benefit Solutions	FSA Reimbursements	\$ 39.36
1/31/2025	Dept of Retirement Services	PERS Contributions	\$ 385.78
2/3/2025	Global Payments	Merchant Fees - City Hall	\$ 327.55
2/3/2025	Global Payments	Merchant Fees - Online	\$ 37,227.14
2/4/2025	Paycom	Payroll	\$ 249,427.81
2/6/2025	Navia Benefit Solutions	FSA Reimbursements	\$ 36.18
2/6/2025	Navia Benefit Solutions	HSA Contributions	\$ 50.00

UB Refund Checks Cycle 1 #82225-#82237
 UB Refund Checks Cycle 1 #82281-#82295
 AP Checks #82238-#82280; #82296-#82355

Total Checks:	\$	360,994.45
Total ACH:	\$	99,057.82
Total Payroll ACH:	\$	249,427.81
Grand Total:	\$	348,485.63

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 9:14 am, Feb 14, 2025

Finance Director/City Treasurer

Date



City of Snohomish

Check Report

By Check Number

Date Range: 01/01/2025 - 02/13/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP Bank 2-AP Bank Coastal Community Bank						
AFLAC 823614	AFLAC Invoice	01/29/2025	01/30/2025 Regular Inv #823614 Jan 2025	0.00	298.61	82238
AgilIT 202410577	Agile IT, Inc Invoice	01/29/2025	01/30/2025 Regular City's Microsoft - 365 Licenses	0.00	3,238.02	82239
IntTel 21203596	Allstream Invoice	01/29/2025	01/30/2025 Regular City hall conference room analog line	0.00	230.07	82240
AmePub D808825	American Fidelity Assurance Company Invoice	01/30/2025	01/30/2025 Regular Jan 2025	0.00	29.10	82241
AstSol 103950001-0011...	Astound Business Solutions, LLC/WAVE Invoice	01/29/2025	01/30/2025 Regular City hall broadband srv	0.00	631.33	82242
CANFIN 37556355	Canon Financial Services, INC Invoice	01/29/2025	01/30/2025 Regular Public Works Canon Copier	0.00	136.12	82243
CDWG AC49N5G	CDW G Invoice	01/29/2025	01/30/2025 Regular AutoCAD-LT for city engineer	0.00	510.51	82244
CheSea 8992850	Chemsearch Invoice	01/29/2025	01/30/2025 Regular Biological degreaser	0.00	408.78	82245
COEuti 010157 1-13-25 016739 1-13-25 017410 1-13-25 019546 1-13-25	City of Everett Utilities Invoice Invoice Invoice Invoice	01/29/2025 01/29/2025 01/29/2025 01/29/2025	01/30/2025 Regular 6600 109th Ave SE 99th St SE/5 Line 6203 107th Ave SE 3300 Blk Bickford Ave	0.00 0.00 0.00 0.00	67,303.88 33,524.77 13,697.43 4,678.13 15,403.55	82246
CIVPLU 325259	CivicPlus LLC Invoice	01/29/2025	01/30/2025 Regular GIS Software license renewal for planning ...	0.00	3,350.00	82247
ClaTec 38621	Clarix Technologies, Inc. Invoice	01/30/2025	01/30/2025 Regular Adobe sign software	0.00	2,742.00	82248
Comcas 2016 1-1-2025 5077 1-1-2025 5627 1-3-2025 8258 1-18-2025	Comcast Invoice Invoice Invoice Invoice	01/29/2025 01/29/2025 01/29/2025 01/29/2025	01/30/2025 Regular Acct# 8498310080482016 Acct# 8498310080475077 Acct# 8498310080755627 Acct # 8498310080758258	0.00 0.00 0.00 0.00	872.64 163.24 108.24 272.54 328.62	82249
HDSup U047174	Core & Main LP Invoice	01/30/2025	01/30/2025 Regular Misc brass	0.00	1,346.90	82250
Jouof 3406136 3406314	Daily Journal of Commerce Invoice Invoice	01/30/2025 01/30/2025	01/30/2025 Regular Surveying/cultural resources RFP ad Blackmans Lake alum treatment bid ad	0.00 0.00	1,346.20 445.20 901.00	82251
Esri 94885803 94885804	esri Invoice Invoice	01/30/2025 01/30/2025	01/30/2025 Regular GIS software renewal - planning dept GIS software renewal - utilities GIS server	0.00 0.00	8,421.57 7,055.32 1,366.25	82252
EurEnv 25-00025 25-00674 25-01388	Eurfins Environment Testing Northwest, LLC Invoice Invoice Invoice	01/30/2025 01/30/2025 01/30/2025	01/30/2025 Regular Labs Labs Labs	0.00 0.00 0.00	467.55 357.30 31.50 31.50	82253

Check Report

Date Range: 01/01/2025 - 02/13/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
25-01988	Invoice	01/30/2025	Labs	0.00	47.25	
HD	H. D. Fowler Company	01/30/2025	Misc brass	0.00	2,225.35	82254
16911185	Invoice	01/30/2025	Misc brass	0.00	2,225.35	
HonBuc	Honey Bucket	01/30/2025	South zone reservoir	0.00	174.85	82255
0554660549	Invoice	01/30/2025	South zone reservoir	0.00	174.85	
InlEnv	Inland Environmental Resources, Inc.	01/30/2025	Mag	0.00	12,365.76	82256
2025-0026	Invoice	01/30/2025	Mag	0.00	12,365.76	
KellWel	Kelley Connect	01/30/2025	City Hall copier	0.00	440.14	82257
5032668075	Invoice	01/30/2025	City Hall copier	0.00	440.14	
KelCre	Kelley Create Co	01/30/2025	Engineering copier	0.00	147.45	82258
IN1840115	Invoice	01/30/2025	Engineering copier	0.00	147.45	
MDDCwt	McDaniel Do It Center - Water	01/30/2025	Pipe tape	0.00	73.74	82259
571760	Invoice	01/30/2025	Pipe tape	0.00	29.64	
571984	Invoice	01/30/2025	Misc brass	0.00	44.10	
NeoGov	NeoGov	01/30/2025	NeoGov software license renewal	0.00	6,393.89	82260
INV-129435	Invoice	01/30/2025	NeoGov software license renewal	0.00	6,393.89	
PlaEle	Platt Electric Supply	01/30/2025	Breaker	0.00	535.22	82261
5W31398	Invoice	01/30/2025	Breaker	0.00	535.22	
PSE	Puget Sound Energy	01/30/2025	PSE 2100 baird	0.00	210.21	82262
29248 1-7-25	Invoice	01/30/2025	PSE 2100 baird	0.00	105.25	
62024 1/7/2025	Invoice	01/30/2025	PSE 50 Lincoln Ave	0.00	89.98	
97032 1-7-2025	Invoice	01/30/2025	PSE 2000 Weaver	0.00	14.98	
RobHalf	Robert Half	01/30/2025	Andrea Schaaf	0.00	16,590.43	82263
64558126	Invoice	01/30/2025	Andrea Schaaf	0.00	6,361.74	
64578426	Invoice	01/30/2025	Jennifer Spelliscy	0.00	2,919.36	
64578427	Invoice	01/30/2025	Stephanie Richards	0.00	2,342.40	
64578429	Invoice	01/30/2025	Gabriella Ling	0.00	2,688.13	
64580320	Invoice	01/30/2025	Andrea Schaaf	0.00	2,278.80	
RubRef	Rubatino Refuse Removal Inc	01/30/2025	Decant container rental	0.00	230.46	82264
3988261	Invoice	01/30/2025	Decant container rental	0.00	230.46	
SnoAut	Snohomish Auto Parts	01/30/2025	Napa oil change equipment	0.00	144.73	82265
773396	Invoice	01/30/2025	Napa oil change equipment	0.00	77.96	
773907	Invoice	01/30/2025	Napa oil change	0.00	66.77	
Sccler	Snohomish County Clerks And Finance Officers	01/30/2025	SCCFOA Finance & Clerk Membership	0.00	90.00	82266
2025 Annual Dues	Invoice	01/30/2025	SCCFOA Finance & Clerk Membership	0.00	90.00	
EveDis	Snohomish County District Court	01/30/2025	Sno County District Court	0.00	2,778.73	82267
1000666179	Invoice	01/30/2025	Sno County District Court	0.00	2,778.73	
SCPAtt	Snohomish County Prosecuting Attorney	01/30/2025	Q4 2024 Services	0.00	4,444.19	82268
2024-4 SNO	Invoice	01/30/2025	Q4 2024 Services	0.00	4,444.19	
SCSOCor	Snohomish County Sheriff's Office Corrections	01/30/2025	Dec 2024 jail medical services fees	0.00	192.38	82269
2024-8544	Invoice	01/30/2025	Dec 2024 jail medical services fees	0.00	192.38	
TheHer	Sound Publishing	01/30/2025	Surveying/cultural resources RFP ad	0.00	474.72	82270
EDH1007510	Invoice	01/30/2025	Surveying/cultural resources RFP ad	0.00	141.04	
EDH1007604	Invoice	01/30/2025	Ordinance publication	0.00	24.08	
EDH1007811	Invoice	01/30/2025	Blackmans Lake alum treatment bid ad	0.00	309.60	
SpeTap	Speer Taps Inc	01/30/2025	New valve	0.00	9,793.28	82271
23117	Invoice	01/30/2025	New valve	0.00	9,793.28	

Check Report

Date Range: 01/01/2025 - 02/13/2025

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
SumLaw 160142	Summit Law Group PLLC Invoice	01/30/2025	01/30/2025 Outside legal - Personnel matter	Regular	0.00 0.00	2,210.00 2,210.00	82272
TerEng 26477	Terraphase Engineering, Inc Invoice	01/30/2025	01/30/2025 Civic Campus Geotechnical site assessment	Regular	0.00 0.00	3,421.60 3,421.60	82273
TylTec 025-488790 025-489822	Tyler Technologies, Inc Invoice Invoice	01/30/2025 01/30/2025	01/30/2025 Tyler Energov annual renewal Tyler ERP annual renewal	Regular	0.00 0.00 0.00	66,621.24 18,360.45 48,260.79	82274
UsaBlu INV00601844	Usa Bluebook Inc Invoice	01/30/2025	01/30/2025 Lab supplies	Regular	0.00 0.00	481.11 481.11	82275
VerWir 6102924408 6103219876	Verizon Wireless Invoice Invoice	01/30/2025 01/30/2025	01/30/2025 12/7/24-1/6/25 Utilities M2M 12/11/24-1/10/25	Regular	0.00 0.00 0.00	4,349.73 4,274.67 75.06	82276
WSDEhaz 24-WA0029548B...	Washington State Department of Ecology Invoice	01/30/2025	01/30/2025 NPDES Permit	Regular	0.00 0.00	3,888.00 3,888.00	82277
WesCon Dec 2024 Adj	Western Conference of Teamsters Pension Trus Invoice	01/30/2025	01/30/2025 Adj Dec 2024	Regular	0.00 0.00	100.00 100.00	82278
XerCor 022609535-B	Xerox Corporation Invoice	01/30/2025	01/30/2025 Late fee charge on invoice #022609535	Regular	0.00 0.00	25.00 25.00	82279
ZipFi 0503235 1/1/25 0503235 12/1/24 0602175 1/1/25	Ziply Fiber Invoice Invoice Invoice	01/30/2025 01/30/2025 01/30/2025	01/30/2025 Internet for Carnegie Internet for Carnegie Analog services for city facilities	Regular	0.00 0.00 0.00	1,137.53 240.00 240.00 657.53	82280
AllBat 300-10157192	All Battery Sales & Service Invoice	02/06/2025	02/06/2025 EP22 Crack Sealer battery	Regular	0.00 0.00	195.70 195.70	82296
IntTel 21228724	Allstream Invoice	02/06/2025	02/06/2025 Analog line for PD alarm system	Regular	0.00 0.00	260.70 260.70	82297
ARGInd N071495-01	ARG Industrial Invoice	02/06/2025	02/06/2025 EP211 Plug	Regular	0.00 0.00	24.80 24.80	82298
ArrCon 13910	Arrow Construction Supply, LLC Invoice	02/06/2025	02/06/2025 EP22 Heater	Regular	0.00 0.00	295.72 295.72	82299
BHCCon 0022166	BHC Consultants Invoice	02/06/2025	02/06/2025 WWTP Filtration Upgrade	Regular	0.00 0.00	6,447.50 6,447.50	82300
BicMot 1288413	Bickford Motors Invoice	02/06/2025	02/06/2025 EP226 Srv Parts	Regular	0.00 0.00	110.95 110.95	82301
BuiExc 1078845	Builders Exchange of Washington Invoice	02/06/2025	02/06/2025 North Sewer Trunkline Bid Ad	Regular	0.00 0.00	6.45 6.45	82302
CenPar 762721 763729A	Central Parts Warehouse Invoice Invoice	02/06/2025 02/06/2025	02/06/2025 EP211 Gearbox, bearings, spinner EP210 Door Feed Gate	Regular	0.00 0.00 0.00	2,660.71 2,454.61 206.10	82303
Comcas 1347 01.02.2025 1347 02.02.2025 2016 02.01.2025 5077 02.01.2025	Comcast Invoice Invoice Invoice Invoice	02/06/2025 02/06/2025 02/06/2025 02/06/2025	02/06/2025 8498310080731347 8498310080731347 8498310080482016 849831008475077	Regular	0.00 0.00 0.00 0.00	582.15 144.17 154.17 155.57 128.24	82304
ConPre 33449 33469	Consolidated Press LLC Invoice Invoice	02/06/2025 02/06/2025	02/06/2025 Mail prep and print of winter 2025 snoho... Postcard printing & mail prep for Homeste...	Regular	0.00 0.00 0.00	5,057.83 4,452.50 605.33	82305

Check Report

Date Range: 01/01/2025 - 02/13/2025

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
DogWas 744735	Dog Waste Depot Invoice	02/06/2025	02/06/2025 Dog waste bags	Regular	0.00 0.00	537.54 537.54	82306
EnnFli 288061	Ennis-Flint, Inc Invoice	02/06/2025	02/06/2025 Purchase Thermoplastic Material Invoice	Regular	0.00 0.00	4,936.04 4,936.04	82307
EnvCle 24-64233	Enviro-Clean Equipment, Inc. Invoice	02/06/2025	02/06/2025 EP99/EP100 brooms & quick clamps	Regular	0.00 0.00	1,524.83 1,524.83	82308
EquInt 24-1077	Equinox Research & Consulting International In Invoice	02/06/2025	02/06/2025 Homestead Park - Cultural Resources	Regular	0.00 0.00	9,133.63 9,133.63	82309
EurEnv 25-00845	Eurfins Environment Testing Northwest, LLC Invoice	02/06/2025	02/06/2025 DBP required testing	Regular	0.00 0.00	1,532.00 1,532.00	82310
EvrShe 52909	Evergreen State Sheet Metal Invoice	02/06/2025	02/06/2025 HVAC Repair PD	Regular	0.00 0.00	426.27 426.27	82311
FriTec 25020403	Frix Technologies LLC D/B/A FreeDoc Invoice	02/06/2025	02/06/2025 Laserfiche professional	Regular	0.00 0.00	2,835.50 2,835.50	82312
GenCod GC00128882	General Code, LLC Invoice	02/06/2025	02/06/2025 Code Publishing Annual Web Fees	Regular	0.00 0.00	830.00 830.00	82313
Gralnc 9374376847	Grainger Inc. Invoice	02/06/2025	02/06/2025 Tac Brooms	Regular	0.00 0.00	95.22 95.22	82314
GraCont 2882840	Granite Construction Company Invoice	02/06/2025	02/06/2025 Hot Mix	Regular	0.00 0.00	463.12 463.12	82315
GraCon 105437 105481 105593	Granite Construction Supply Invoice Invoice Invoice	02/06/2025 02/06/2025 02/06/2025	02/06/2025 Signs Signs Banner for Public Safety board pedestrian ...	Regular	0.00 0.00 0.00	428.61 98.91 65.94 263.76	82316
HBJae U2516003800	ICONIX Waterworks (US) Inc Invoice	02/06/2025	02/06/2025 Misc Brass	Regular	0.00 0.00	692.79 692.79	82317
IroMou 14942	Iron Mountain Quarry Invoice	02/06/2025	02/06/2025 Rock	Regular	0.00 0.00	2,493.09 2,493.09	82318
JTha 1713675-0	J Thayer Company Invoice	02/06/2025	02/06/2025 Calendar	Regular	0.00 0.00	140.25 140.25	82319
KellWel 5033054022	Kelley Connect Invoice	02/06/2025	02/06/2025 City Hall copier	Regular	0.00 0.00	440.14 440.14	82320
KelCre 5032989585	Kelley Create Co Invoice	02/06/2025	02/06/2025 Public Works shop copier	Regular	0.00 0.00	260.54 260.54	82321
KelCre IN1869065	Kelley Create Co Invoice	02/06/2025	02/06/2025 Engineering Copier	Regular	0.00 0.00	147.45 147.45	82322
KnowBe INV365905	KnowBe4, Inc Invoice	02/06/2025	02/06/2025 KnowBe4 cybersecurity awareness training..	Regular	0.00 0.00	1,673.27 1,673.27	82323
LakInd 301627 301628 302216	Lakeside Industries Invoice Invoice Invoice	02/06/2025 02/06/2025 02/06/2025	02/06/2025 Cold Mix tac Hot mix	Regular	0.00 0.00 0.00	1,288.91 924.74 82.05 282.12	82324
PrePai January 2025	Legal Shield Invoice	02/06/2025	02/06/2025 Feb 2025 (for Jan 2025 activity)	Regular	0.00 0.00	420.00 420.00	82325
MDDCfc 571549	McDaniel Do It Center - Facilities Invoice	02/06/2025	02/06/2025 Carnegie Plugs for sidewalk Xmas display	Regular	0.00 0.00	65.89 17.63	82326

Check Report

Date Range: 01/01/2025 - 02/13/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
571553	Credit Memo	02/06/2025	Carnegie supplies	0.00	-4.24	
571632	Invoice	02/06/2025	Furniture glides for the couch	0.00	4.36	
571917	Invoice	02/06/2025	Stock, Batteries	0.00	20.76	
572045	Invoice	02/06/2025	Averill Park Supplies	0.00	12.10	
572093	Invoice	02/06/2025	Averill Playground supplies	0.00	15.28	
MDDCpk	McDaniel Do It Center - Parks	02/06/2025	Regular	0.00	66.79	82327
572027	Invoice	02/06/2025	Mcdaniels Inv#572027	0.00	18.00	
572068	Invoice	02/06/2025	Mcdaniels Inv#572068	0.00	48.79	
MDDCsf	McDaniel Do It Center - Shop/Fleet (Support)	02/06/2025	Regular	0.00	29.49	82328
571730	Invoice	02/06/2025	EP200 tape, steel sheet	0.00	29.49	
MDDCst	McDaniel Do It Center - Streets	02/06/2025	Regular	0.00	39.32	82329
571718	Invoice	02/06/2025	Supplies	0.00	39.32	
MDDCWW	McDaniel Do It Center - Wastewater	02/06/2025	Regular	0.00	102.70	82330
571770	Invoice	02/06/2025	Tools	0.00	102.70	
MSNWGro	MSNW GROUP LLC	02/06/2025	Regular	0.00	6,812.00	82331
B3942	Invoice	02/06/2025	Janitorial	0.00	6,812.00	
NCPowe	NC Power Systems	02/06/2025	Regular	0.00	1,140.81	82332
PSW00164060	Invoice	02/06/2025	Battery Replaced for Generator	0.00	1,140.81	
NelRei	Nelson-Reisner	02/06/2025	Regular	0.00	1,567.96	82333
0881391-IN	Invoice	02/06/2025	Crack Seal petroleum -streets	0.00	1,567.96	
OweEqu	Owen Equipment Company	02/06/2025	Regular	0.00	4,344.92	82334
00117628	Invoice	02/06/2025	EP200 Elbow Weldment	0.00	2,019.18	
00117649	Invoice	02/06/2025	EP200 Gasket	0.00	163.20	
00117791	Invoice	02/06/2025	Elbow weldment gasket	0.00	2,162.54	
PlaEle	Platt Electric Supply	02/06/2025	Regular	0.00	1,785.05	82335
5W38095	Invoice	02/06/2025	North Zone she shed supplies	0.00	138.89	
5W49750	Invoice	02/06/2025	Averill Field Camera pipe/supplies	0.00	1,066.18	
5W93213	Invoice	02/06/2025	North zone tower shed breakers	0.00	579.98	
PSE	Puget Sound Energy	02/06/2025	Regular	0.00	407.35	82336
94678 01072025	Invoice	02/06/2025	PSE City Hall	0.00	407.35	
RobHalf	Robert Half	02/06/2025	Regular	0.00	13,710.21	82337
64602693	Invoice	02/06/2025	Jennifer Spelliscy	0.00	3,649.20	
64602694	Invoice	02/06/2025	Stephanie Richards	0.00	2,745.00	
64602696	Invoice	02/06/2025	Gabriella Ling	0.00	3,268.76	
64606026	Invoice	02/06/2025	Andrea Schaaf	0.00	4,047.25	
Sce365	Scenic365 LLC	02/06/2025	Regular	0.00	2,170.44	82338
25-027	Invoice	02/06/2025	Publishing the Winter 2025 Snohomish Qu...	0.00	2,170.44	
Smarsh	Smarsh, Inc	02/06/2025	Regular	0.00	23.44	82339
INV-249031	Invoice	02/06/2025	City Text Message and Social Media Archiv...	0.00	23.44	
SnoAut	Snohomish Auto Parts	02/06/2025	Regular	0.00	2,116.53	82340
768770	Credit Memo	12/12/2024	Filter returns	0.00	-83.44	
769163	Credit Memo	12/12/2024	Air filter, radiator return	0.00	-194.77	
772131	Credit Memo	02/06/2025	Billing Corrections credit	0.00	-8.69	
772565	Invoice	02/06/2025	Air gun	0.00	54.64	
772865	Invoice	02/06/2025	EP22 crack sealer service	0.00	52.33	
773050	Invoice	02/06/2025	Stock batteries	0.00	293.01	
773073	Invoice	02/06/2025	EP22 crack sealer service	0.00	23.47	
773323	Invoice	02/06/2025	EP101 Battery	0.00	138.33	
773393	Invoice	02/06/2025	EP10 belt, battery, cables	0.00	192.98	
773434	Invoice	02/06/2025	EP101 distributor cap, rotor	0.00	61.73	

Check Report

Date Range: 01/01/2025 - 02/13/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
773546	Invoice	02/06/2025	EP100 ZRX Concentrate	0.00	49.40	
773776	Invoice	02/06/2025	EP178 Service	0.00	78.71	
773779	Invoice	02/06/2025	EP100/Stock Batteries	0.00	843.26	
773801	Invoice	02/06/2025	EP178 Spark plug	0.00	29.49	
773809	Invoice	02/06/2025	Shop tool	0.00	20.94	
773921	Invoice	02/06/2025	EP56 battery	0.00	146.51	
774305	Invoice	02/06/2025	EP45 Service parts	0.00	54.73	
774464	Invoice	02/06/2025	EP236 Hyd Fluid	0.00	116.84	
774629	Invoice	02/06/2025	windshield wash	0.00	42.89	
774667	Invoice	02/06/2025	EP100 grease	0.00	204.17	
SCDpub	Snohomish County Department of Public Works	02/06/2025	Regular	0.00	1,767.84	82341
I000666645	Invoice	02/06/2025	Signal Maintenance	0.00	1,767.84	
SouEqu	Sound Equipment Rental and Sales	02/06/2025	Regular	0.00	2,114.57	82342
26504	Invoice	02/06/2025	Lift Rental	0.00	625.95	
26586	Invoice	02/06/2025	Sound Equipment	0.00	844.52	
26623	Invoice	02/06/2025	Mini Rental	0.00	644.10	
Staples	Staples Advantage	02/06/2025	Regular	0.00	89.33	82343
6020491298	Invoice	02/06/2025	Office Supplies	0.00	28.66	
6020491299	Invoice	02/06/2025	Office supplies	0.00	39.80	
6020491300	Invoice	02/06/2025	Office supplies	0.00	20.87	
UniSit	United Site Services	02/06/2025	Regular	0.00	5,044.30	82344
INV-4893659	Invoice	02/06/2025	Restroom Rental	0.00	249.01	
INV-4903676	Invoice	02/06/2025	United Site Services	0.00	1,673.00	
INV-4958747	Invoice	02/06/2025	Restroom Rental	0.00	249.01	
INV-4965602	Invoice	02/06/2025	United Site Services	0.00	1,290.26	
INV-5021390	Invoice	02/06/2025	Restroom Rental	0.00	249.01	
INV-5034342	Invoice	02/06/2025	United Site Services	0.00	656.00	
INV-5080258	Invoice	02/06/2025	Restroom Rental	0.00	249.01	
INV-5101979	Invoice	02/06/2025	United Site Services	0.00	429.00	
UnuLif	Unum Life Insurance	02/06/2025	Regular	0.00	232.00	82345
January 2025	Invoice	02/06/2025	Leoff Ins	0.00	232.00	
WasAla	Washington Alarm	02/06/2025	Regular	0.00	123.17	82346
642016	Invoice	02/06/2025	Carnegie Fire Alarm	0.00	68.14	
642017	Invoice	02/06/2025	Carnegie Security	0.00	55.03	
WSDhea	Washington State Department of Health	02/06/2025	Regular	0.00	6,016.20	82347
809158 1/30/2025	Invoice	02/06/2025	Water Operating Permit	0.00	6,016.20	
WhiWor	Whistle Workwear	02/06/2025	Regular	0.00	5,398.27	82348
CM2010000761	Credit Memo	11/21/2024	Dwayne Smith returned rain gear	0.00	-252.20	
INV2010017305	Invoice	02/06/2025	Partial uniform	0.00	98.89	
INV2010017306	Invoice	02/06/2025	Safety boots-J Fjeld	0.00	202.75	
INV2010017307	Invoice	02/06/2025	Partial Uniforms - K. Peters	0.00	260.08	
INV2010017308	Invoice	02/06/2025	Safety Boots - S. Miller	0.00	250.00	
INV2010017309	Invoice	02/06/2025	partial uniforms - S.Miller	0.00	267.99	
INV2010017537	Invoice	02/06/2025	Safety boots - J.Olson	0.00	250.00	
INV2010017539	Invoice	02/06/2025	Safety boots - M.Surdyk	0.00	250.00	
INV2010017540	Invoice	02/06/2025	Partial uniform - M.Surdyk	0.00	885.15	
INV2010017545	Invoice	02/06/2025	Partial Uniform - J.Pullen	0.00	324.38	
INV2010017547	Invoice	02/06/2025	Safety boots - C. Cavanah	0.00	197.81	
INV2010017548	Invoice	02/06/2025	Safety Boots - K. Blaine	0.00	247.26	
INV2010017550	Invoice	02/06/2025	partial uniform - C. Soren	0.00	155.27	
INV2010017552	Invoice	02/06/2025	Safety Boos - C. Soren	0.00	227.56	
INV2010017560	Invoice	02/06/2025	Partial Uniform - K.Caldwell	0.00	113.72	
INV2010017562	Invoice	02/06/2025	Safety Boots - J.Palmer	0.00	222.54	
INV2010017563	Invoice	02/06/2025	Partial Uniform - J.Palmer	0.00	422.28	

Check Report

Date Range: 01/01/2025 - 02/13/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV2010017567	Invoice	02/06/2025	Safety Boots - D.Leach	0.00	202.75	
INV2010017568	Invoice	02/06/2025	Safety Boots - F.Schorsch	0.00	202.75	
INV2010017569	Invoice	02/06/2025	Partial Uniforms - D.Leach	0.00	420.30	
INV2010017570	Invoice	02/06/2025	Partial Uniform - F.Schorsch	0.00	448.99	
XerCor	Xerox Corporation	02/06/2025	Regular	0.00	9.01	82349
022963702	Invoice	02/06/2025	Public Works Shop Printer	0.00	9.01	
RacJon	Rachael Johnson	02/06/2025	Regular	0.00	500.00	82350
RJ01.25.2025	Invoice	02/06/2025	Refund damage/cleaning deposit following..	0.00	500.00	
SCToth	Snohomish County Treasurer	02/06/2025	Regular	0.00	111.82	82351
Oct 2024	Invoice	02/06/2025	Monthly traffic violation fees collected by ...	0.00	111.82	
USPS	USPS	02/06/2025	Regular	0.00	2,578.54	82352
33598	Invoice	02/06/2025	Postage for 2025 Spring City Projects Open...	0.00	2,578.54	
Wstrea	Washington State Treasurer	02/06/2025	Regular	0.00	6,444.40	82353
Oct 2024	Invoice	02/06/2025	Monthly traffic violation fees collected by ...	0.00	6,444.40	
SCPUD1	Snohomish County PUD	02/06/2025	Regular	0.00	4,925.42	82354
106365925	Invoice	02/06/2025	201293982	0.00	67.29	
109657105	Invoice	02/06/2025	201685211	0.00	49.07	
112926168	Invoice	02/06/2025	202139150	0.00	11.17	
112938055	Invoice	02/06/2025	202518510	0.00	79.08	
112942801	Invoice	02/06/2025	201549318	0.00	66.65	
112943411	Invoice	02/06/2025	201302361	0.00	1,866.10	
119541065	Invoice	02/06/2025	202139143	0.00	9.86	
119541066	Invoice	02/06/2025	202139150	0.00	9.86	
119541067	Invoice	02/06/2025	202250544	0.00	9.86	
119542303	Invoice	02/06/2025	202137170	0.00	38.48	
119542931	Invoice	02/06/2025	200346922	0.00	182.11	
122843110	Invoice	02/06/2025	201076114	0.00	971.57	
126155784	Invoice	02/06/2025	200865525	0.00	67.99	
139256866	Invoice	02/06/2025	203710900	0.00	64.24	
139257088	Invoice	02/06/2025	203484118	0.00	154.96	
142591739	Invoice	02/06/2025	202894762	0.00	103.98	
142594982	Invoice	02/06/2025	220322705	0.00	703.80	
145956678	Invoice	02/06/2025	204907620	0.00	85.85	
162178578	Invoice	02/06/2025	222912750	0.00	60.66	
165367479	Invoice	02/06/2025	202081428	0.00	49.54	
168498132	Invoice	02/06/2025	201940830	0.00	185.68	
168498724	Invoice	02/06/2025	222311748	0.00	36.15	
168498725	Invoice	02/06/2025	222322620	0.00	20.94	
168502497	Invoice	02/06/2025	204635668	0.00	30.53	
SCPUD1	Snohomish County PUD	02/10/2025	Regular	0.00	9,639.09	82355
106370423	Invoice	02/10/2025	201543238	0.00	37.31	
109661497	Invoice	02/10/2025	201908738	0.00	41.89	
112945952	Invoice	02/10/2025	200325173	0.00	45.52	
116245607	Invoice	02/10/2025	200588382	0.00	247.06	
122844906	Invoice	02/10/2025	202021309	0.00	5,271.41	
122844907	Invoice	02/10/2025	202073995	0.00	2,326.62	
126156350	Invoice	02/10/2025	200368603	0.00	203.86	
132745238	Invoice	02/10/2025	200562023	0.00	268.25	
142596926	Invoice	02/10/2025	203937321	0.00	962.20	
149249781	Invoice	02/10/2025	220038632	0.00	150.22	

Check Report

Date Range: 01/01/2025 - 02/13/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
168502496	Invoice	02/10/2025	204011530	0.00	84.75	

Bank Code AP Bank 2 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	234	103	0.00	356,191.59
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
	234	103	0.00	356,191.59

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	234	103	0.00	356,191.59
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
	234	103	0.00	356,191.59

Fund Summary

Fund	Name	Period	Amount
998	Pooled Cash (Incode)	1/2025	230,873.02
998	Pooled Cash (Incode)	2/2025	125,318.57
			356,191.59



UBPKT02897 - 01-2025 Cycle 2 UB Refunds

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
02-06593-00	Gable, Gary	1/21/2025	82225	70.02			70.02	Deposit
02-06670-00	Barrows, Renee	1/21/2025	82226	203.42			203.42	Deposit
02-06927-01	Vida Nova Group LLC	1/21/2025	82227	241.70			241.70	Deposit
02-07101-01	Page Bowers/Tyler Boadway	1/21/2025	82228	36.69			36.69	Deposit
02-07242-01	Wahlman, Gerard & Alice	1/21/2025	82229	13.82			13.82	Deposit
02-07248-00	Kammer, Christina & Garrison	1/21/2025	82230	250.00			250.00	Deposit
02-07436-00	Sanchez, Dawna	1/21/2025	82231	203.42			203.42	Deposit
02-07470-03	HPA US1 LLC	1/21/2025	82232	180.09			180.09	Deposit
02-07516-00	Carlsen, Kathleen	1/21/2025	82233	149.62			149.62	Deposit
02-08231-00	Melgard, Erin	1/21/2025	82234	83.35			83.35	Deposit
02-08738-03	Occupant - Soren Stone	1/21/2025	82235	0.18			0.18	Deposit
02-08944-02	Green, Terri	1/21/2025	82236	320.11			320.11	Deposit
02-18074-00	SSHI dba DR Horton	1/21/2025	82237	142.16			142.16	Deposit
Total Refunds: 13				Total Refunded Amount:			1,894.58	

Revenue Code Summary

Revenue Code	Amount
996 - Unapplied Credits / Refunds	1894.58
Revenue Total:	1894.58

General Ledger Distribution

Posting Date: 01/30/2025

Account Number	Account Name	Posting Amount	IFT
Fund: 401 - Water Utility			
401-000-343-40-00-00	Water Billings	1,894.58	
401-111-00-19-90-00	Claim on Cash Fund 401	-1,894.58	Yes
401 Total:		0.00	
Fund: 998 - Pooled Cash (Incode)			
998-111-00-10-00-00	CIB - Pooled Coastal Cash	-1,894.58	
998-225-00-00-00-00	Due to Other Funds	1,894.58	Yes
998 Total:		0.00	
Distribution Total:		0.00	



UBPKT02898 - 01-2025 Cycle 1 UB Refunds

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
01-05285-00	Tinney, C Bingham & Sue	1/21/2025	82281	232.13			232.13	Deposit
01-05315-00	Johnson, Robert	1/21/2025	82282	232.11			232.11	Deposit
01-05740-00	Anderson, R Michael	1/21/2025	82283	300.00			300.00	Deposit
01-06223-02	Newman, Brock	1/21/2025	82284	266.77			266.77	Deposit
01-06267-02	Ford, Bryanna	1/21/2025	82285	233.42			233.42	Deposit
01-06289-00	Perecz, Frances	1/21/2025	82286	59.18			59.18	Deposit
01-06303-01	LaGrange, Scott	1/21/2025	82287	212.99			212.99	Deposit
01-06328-03	Lowery, Ashleigh	1/21/2025	82288	187.95			187.95	Deposit
01-06440-00	Scott, James	1/21/2025	82289	287.23			287.23	Deposit
01-06521-01	Darcie King/Bradley Campbell	1/21/2025	82290	299.21			299.21	Deposit
01-08374-00	Smith, Corilei	1/21/2025	82291	80.86			80.86	Deposit
01-08650-00	Hagen, Jeff And Libby	1/21/2025	82292	28.71			28.71	Deposit
01-08731-00	Glaser, Zachary	1/21/2025	82293	36.09			36.09	Deposit
01-12474-00	Hofer, Dustin	1/21/2025	82294	347.97			347.97	Deposit
01-63332-00	Bickford Landing LLC - IRR	1/21/2025	82295	103.66			103.66	Deposit
Total Refunds: 15				Total Refunded Amount:			2,908.28	

Revenue Code Summary

Revenue Code	Amount
996 - Unapplied Credits / Refunds	2908.28
Revenue Total:	2908.28

General Ledger Distribution

Posting Date: 02/06/2025

Account Number	Account Name	Posting Amount	IFT
Fund: 401 - Water Utility			
401-000-343-40-00-00	Water Billings	2,908.28	
401-111-00-19-90-00	Claim on Cash Fund 401	-2,908.28	Yes
401 Total:		0.00	
Fund: 998 - Pooled Cash (Incode)			
998-111-00-10-00-00	CIB - Pooled Coastal Cash	-2,908.28	



SNOHOMISH CITY COUNCIL STAFF REPORT

Date: February 18, 2025

Agenda Section: ACTION ITEMS

From: Yoshihiro Monzaki, PE, City Engineer

Subject: **ACCEPT the bid and AUTHORIZE the Mayor to Execute a Contract with SOLitude Lake Management LLC for the Blackmans Lake 2025 Alum Treatment Project**

SUMMARY: City Council approval is requested to authorize the Mayor to execute an agreement with SOLitude Lake Management LLC, the apparent lowest responsive bidder, for the Blackmans Lake 2025 Alum Treatment Project. The Blackmans Lake 2025 Alum Treatment Project will be implemented to address the cyanobacteria (also known as blue-green algae) issue.

BACKGROUND & ANALYSIS:

Blackmans Lake has experienced blue green algae blooms more frequently in recent years. City Council approved the Blackmans Lake Cyanobacteria Management Plan (Plan), completed by Herrera Environmental Consultants, Inc. (Herrera), on August 20, 2024. Phosphorus inactivation methods were identified in the Plan as a recommendation to address the cyanobacteria issue. Alum treatment was the recommended phosphorus inactivation method for Blackmans Lake at the meeting. Alum treatment has been an effective phosphorus inactivation method to address cyanobacteria at lakes in Snohomish County. Herrera developed the specifications for the alum treatment of Blackmans Lake.

The project cost estimate was \$300,000 to \$360,000. The project was advertised for bids on January 9, 2025, through Builders Exchange of Washington, Everett Daily Herald, and Daily Journal of Commerce. After the project was advertised for bids, Herrera informed the City that the cost of materials had increased, and the project cost estimate was approximately \$400,000.

A bid opening was held on February 4, 2025. One bid was received for the Blackmans Lake 2025 Alum Treatment Project as follows:

1. SOLitude Lake Management LLC – \$460,555.31

It was determined that SOLitude Lake Management LLC, located in Arkansas, was the lowest responsive bidder for the project in the amount of \$460,555.31. The project is expected to begin in April. Project start and substantial completion is dependent on approval of the Aquatic Plant and Algae Management General Permit by the Washington State Department of Ecology. Staff will award the project as soon as the required submittals are received which would be anticipated within the next few weeks.

FISCAL IMPACT:

Staff is requesting a 5% contingency for this project for a proposed authorization not to exceed \$483,583.08. A 5% contingency is being requested to cover the cost of any additional materials needed during the treatment process.

The Blackmans Lake 2025 Alum Treatment Project was included in the 2025-2026 Budget, with \$500,000 from the Stormwater Fund. Approximately \$60,000 of this budget will fund Herrera's consultant cost to provide lake monitoring services during and after treatment, leaving a remainder of \$440,000 for treatment.

A budget adjustment of approximately \$44,000 may be needed from the Stormwater Fund to cover the project contingency and additional cost. However, the City submitted an application to the Department of Ecology for the Freshwater Algae Control Grant for the post-treatment monitoring costs, in the amount of \$50,000. This is the same program that awarded a grant to the City for the development of the Blackmans Lake Cyanobacteria Management Plan in 2023. The grant award will be announced in the spring. If the grant is awarded to the City, this would cover most of Herrera's lake monitoring costs and a budget adjustment would not be needed. Staff will keep Council apprised of the project progress and whether an adjustment is needed later this year.

SUGGESTED COUNCIL ACTION: Motion to ACCEPT the bid and AUTHORIZE the Mayor to execute a contract with SOLitude Lake Management LLC, in an amount not to exceed \$483,583.08 including a 5% contingency, for the implementation of the Blackmans Lake 2025 Alum Treatment Project.

REFERENCE(S):

- [December 7, 2021 Council Meeting – Blackmans Lake Water Quality Monitoring Staff Report, page 15](#)
- [June 21, 2022 Council Meeting - Blackmans Lake Aquatic Plants Staff Report, page 119](#)
- [August 16, 2022 Council Meeting - Herrera Environmental PSA Blackmans Lake Cyanobacteria Management Plan, Page 7 - 28](#)
- [August 20, 2024 Council Meeting - Approve Blackmans Lake Cyanobacteria Management Plan, Page 8 - 12](#)
- [2021 State of the Lakes Update \(Blackmans Lake\)](#)
- [Blackmans Lake 2024 Health Report](#)
- [Blackmans Lake Water Quality Webpage](#)
- [Snohomish County Water Quality Data Viewer](#)
- [Blackmans Lake 2025 Alum Treatment Project Manual](#)

COUNCIL GOAL(S): Environment, City Infrastructure

ATTACHMENT(S):

Blackmans Lake Alum Treatment Bid Tab



City of Snohomish

Blackmans Lake 2025 Alum Treatment

By: Yoshihiro Monzaki

Date: February 4, 2025

Bid Item	Description	Quantity	Units	SOLitude Lake Management LLC	
				Unit Price	Amount
1	Minor Changes	1	FA	\$15,000.00	\$15,000.00
2	Mobilization	1	LS	\$89,617.00	\$89,617.00
3	Alum Treatment	1	LS	\$316,751.08	\$316,751.08
SUBTOTAL:					\$421,368.08
9.3% WSST:					\$39,187.23
TOTAL AMOUNT BID:					\$460,555.31



SNOHOMISH CITY COUNCIL STAFF REPORT

Date: February 18, 2025

Agenda Section: DISCUSSION ITEMS

From: Heather Thomas-Murphy, MPA, MA, City Administrator

Subject: Fireworks within City Limits

SUMMARY: Council will be discussing a draft ordinance regarding fireworks within City limits.

BACKGROUND & ANALYSIS: At the City Council meeting on April 18, 2023, staff was requested by Council to do community outreach and education about fireworks and fire prevention leading up to the 4th of July holiday. Council also requested follow up discussions in July 2023 and August 2024 to review feedback from the community, updated data, and policy options for consideration.

Current Regulations

Fireworks regulations vary widely based on location. [RCW 70.77.395](#) sets the allowable dates and times for sale or discharge of fireworks statewide, but this does not apply to tribal lands. As Snohomish has done, cities and counties can further restrict the days and times when fireworks may be sold and discharged. They can also prohibit the sale and discharge of fireworks entirely, but any local regulations that are more restrictive than state law cannot go into effect until one year after adoption.

Within City limits, Snohomish Municipal Code (SMC) 5.54 permits the sale of fireworks, with an approved fireworks stand permit, from 9 a.m. to 10 p.m. on July 1-4. The discharge of legal fireworks is permitted from 9 a.m. to 10 p.m. on July 4 only.

Fireworks can currently legally be sold in unincorporated Snohomish County between noon on June 28 and noon on July 6 of each year. However, in May 2024, [the Snohomish County Council unanimously approved an ordinance banning the sale of fireworks in areas where the discharge of fireworks is prohibited](#). This law goes into effect in May 2025, so firework sales will no longer be legal in unincorporated Snohomish County and other cities where fireworks are banned.

Available Data

The City routinely receives three fireworks stand permit applications each year, which are issued for \$75 plus a technology fee. There are multiple fireworks stands that operate just outside of City limits.

The Snohomish Police Department has a special code to track all calls that come in related to fireworks.

- In 2022, they received eight calls, ranging from nearly 3 p.m. to almost midnight.
- In 2023, there were five complaints about fireworks and PD assisted Fire with a small grass fire.
- In 2024, there were six complaints received, but no reports of damage.

Based on data from Snohomish Fire District #4, the last fireworks related call within City limits was in 2021. In addition to that grass fire, the Fire District responded to:

- One medical emergency and three other grass/brush fires outside of City limits in 2021.
- Two calls involving property damage from fireworks outside of City limits in 2022.

- One small fire in the City, and two outside City limits in 2023.
- No fireworks-related calls in the City; two small grass fires and one illegal burn outside City limits in 2024.

Policy Options Considered

Council held a workshop on August 27, 2024, to further discuss options, including:

- Request a nonbinding advisory vote. This was done by the City in 2016, with approximately 54% of those that voted opposed to a ban at that time. Snohomish County did an advisory vote in 2019, which had 56% of those that voted in support of a countywide ban on fireworks. Council discussed this in 2023 and opted not to pursue this option. Council did not seem interested in doing another advisory vote.
- Adopt an ordinance banning the discharge of fireworks. Council could proceed with a ban, either with or without an advisory vote. Any ban would go into effect one year after the ordinance was adopted, meaning a fireworks ban done in this year would not impact future fireworks until June 2026.
- Adopt an ordinance with a modified fireworks ban. One resident proposed that Council consider allowing ground-based fireworks, like fountains and other novelty fireworks that stay on or near the ground. Fireworks that go up into the air prior to "exploding" would be banned.
- Adopt an ordinance allowing the City to prohibit the discharge of fireworks during extreme fire danger. This is a narrower scope, but some cities and counties have started to adopt ordinances that allow fireworks be prohibited if fire dangers reach extreme levels. (See the MRSC link under References for examples of those ordinances.) Similar to a citywide ban, this type of ordinance would likely still require the one-year waiting period before going into effect.
- Adopt an ordinance banning the sale of fireworks within City limits. Council could further restrict the sales of fireworks by prohibiting fireworks stands within City limits. The financial impact to the City is minimal, with less than \$300 in total permit fees collected annually. Again, any action taken this year would not have an impact until the June-July 2026 sales at the earliest.
- Adopt a resolution urging the Snohomish County Council to reconsider a full or expanded ban countywide. Following the advisory vote in 2019, the Snohomish County Council passed an ordinance banning fireworks in part of unincorporated Snohomish County. The City could pass a resolution urging that the County Council expand the current ban to include more areas or move to a countywide ban. Note that any County action is also subject to the one-year period before going into effect.

After extensive conversations, there seemed to be a consensus to move forward with an outright ban on discharge and sale of restrictions. Council requested that staff bring back a draft ordinance in spring of 2025 so that it would go into effect before June/July 2026.

RECOMMENDATION TO COUNCIL: Staff have worked with legal counsel and the Fire District to draft the proposed revision of SMC 5.54, as attached.

FISCAL IMPACT: If adopted, there would be an approximate reduction to revenues in 2026 of \$200-300 in total permit fees collected annually.

SUGGESTED COUNCIL ACTION: For Council to discuss the draft code and provide feedback to staff. A final ordinance is anticipated to be brought before Council for a Public Hearing on March 4, 2025.

REFERENCE(S):

- [August 27, 2024 Workshop](#)
- [Snohomish Municipal Code 5.54 - Fireworks](#)
- [MRSC - Fireworks Regulation](#)

COUNCIL GOAL(S): Public Safety, Community Involvement

ATTACHMENT(S):

SMC 5.54 Fireworks Proposed Draft.pdf

DRAFT
Chapter 5.54
FIREWORKS

Sections:

5.54.010	Statutes Incorporated by Reference
5.54.020	Purchase, Sale, Discharge and Use of Fireworks Prohibited
5.54.030	Application for Public Display Permit
5.54.040	Issuance of Permit--Non-transferable
5.54.050	Fees
5.54.060	Enforcement Revocation of Permit
5.54.070	Standards for Public Fireworks Displays
5.54.080	Special Effects for Entertainment Media
5.54.090	Penalty for Violation
5.54.100	Purpose and Intent Liability
5.54.110	Severability

5.54.010 Statutes Incorporated by Reference.

This chapter is intended to implement Chapter 70.77 RCW, and shall be construed in connection with that law and any and all rules or regulations issued pursuant thereto.

5.54.020 Purchase, Sale, Discharge and Use of Fireworks Prohibited.

- A. It is unlawful for any person, firm or corporation to purchase, sell or manufacture any fireworks within the City.

- B. Except as authorized by state license and City permit granted pursuant to RCW 70.77.260(2) (public display) or RCW 70.77.311(2) (use by group or individual for religious or other specific purpose on approved date and at an approved location), it is unlawful for any person, firm or corporation to engage in the retail sale of, or to sell, possess, store, use, transfer, discharge or explode, any fireworks of any kind in the City.

- C. This chapter does not prohibit the use of flares or fuses in connection with the operation of motor vehicles, railroads, or other transportation agencies for signal, warning or illumination purposes.

5.54.030 Application for Public Display Permit.

Applications for a permit to hold, conduct, or operate a public display of fireworks as defined under Chapter [70.77](#) RCW shall be made to the Building Official for a permit. Such a permit shall also require the approval of the Fire Official. Applications shall be made at least fourteen days prior to the scheduled event. Applicants shall meet all qualifications and requirements of state law regarding public display of fireworks and all fire and safety requirements as set forth in the standards for public display and, in particular, shall hold a pyrotechnic operator license issued by the state of Washington as defined by Chapter [70.77](#) RCW and Chapter [212-17](#) WAC.

5.54.040 Issuance of Permit--Non-transferable.

No public display permit shall be transferable without express approval by the local Fire Official or their designee.

5.54.050 Fees.

The City Council shall establish the fees for permits and/or clean up fees issued pursuant to this chapter by resolution.

5.54.060 Enforcement Revocation of Permit.

The local Fire Official shall be authorized to enter and inspect all authorized public fireworks displays to assure compliance with the provisions of this chapter and to protect the public health, safety and welfare. The Fire Official is authorized to temporarily revoke any permit, for cause.

5.54.070 Standards for Public Fireworks Displays.

All public fireworks displays shall conform to the following minimum standards and conditions:

- A. All public fireworks displays must be planned, organized, and discharged by a state-licensed pyrotechnician.
- B. A permit must be obtained from the City and approved by the Fire Marshal or designee prior to any display of public fireworks. The permit shall include the name of the applicant and their address, the name of the pyrotechnician and their address, the exact location, date and time of the proposed display, the number, type and class of fireworks to be displayed, the manner in which the fireworks are being stored prior to the public fireworks display.
- C. The applicant for a public display of fireworks permit shall include with the application evidence of a bond issued by an authorized surety or a certificate of public liability insurance. Such bond or certificate shall conform to the requirements set forth in RCW [70.77.285](#) and [70.77.355](#).
- D. A drawing shall be submitted with the application to the Fire Department showing a plan view of the fireworks discharge site and the surrounding area within a five-hundred-foot radius. The drawing shall include all structures, fences, barricades, streets, fields, streams, and any other significant factors that may be subjected to ignition or that may inhibit firefighting capabilities.
- E. When, at the discretion of the Building or Fire Official or their designee, such requirement is necessary to preserve the public health, safety and welfare, the permit may, at the direction of the Fire Chief or designee, require that a Snohomish fire pumper and necessary firefighters shall be on site thirty minutes prior to and after the conclusion of the display. All compensation for fire personnel and apparatus will be paid by the applicant in an amount calculated according to the Washington State Association of Fire Chiefs fee schedule and shall be designated to Snohomish County Fire District No. 4.
- F. All combustible debris and trash shall be removed by the applicant from the area of discharge for a distance of three hundred feet in all directions.

- G. Applicant shall dispose of all unfired or “dud” fireworks in a safe manner.
- H. Applicant shall provide the fireworks discharge site a minimum of two 2A-rated pressurized water fire extinguishers and one fire blanket.
- I. The permit may be immediately revoked at any time deemed necessary by the Fire Department or designee due to any noncompliance, and/or weather conditions such as extremely low humidity or wind factor. The display may also be canceled by accidental ignition of combustible or flammable material in the vicinity due to fall debris from the display.
- J. Areas of public access shall be determined by the Fire Department or designee and maintained by the applicant in an approved manner.

5.54.080 Special Effects for Entertainment Media.

This chapter does not prohibit the assembling, compounding, use and display of special effects of whatever nature by any person engaged in the production of motion pictures, radio or television productions, theatricals or operas when such use and display are a necessary part of the production and such person possesses a valid permit issued by the City to purchase, possess, transport or use such fireworks.

5.54.090 Penalty for Violation.

Any person, firm, partnership, corporation, association or other group violating any provision of this chapter shall be guilty of a misdemeanor, punishable by a fine not exceeding one thousand dollars, or by imprisonment for a period not exceeding ninety days, or by both such fine and imprisonment. The fireworks display permit of any violator shall be revoked.

5.54.100 Purpose and Intent Liability.

- A. It is expressly the purpose of this chapter to provide for and promote the health, safety and welfare of the general public, and not to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of this chapter.
- B. It is the specific intent of this chapter that no provision nor any term used in this chapter is intended to impose any duty whatsoever upon the City or any of its officers or employees, for whom the implementation or enforcement of this chapter shall be discretionary and not mandatory.
- C. Nothing contained in this chapter is intended to be nor shall be construed to create or form the basis for any liability on the part of the City, or its officers, employees or agents, for any injury or damage resulting from the failure of a permittee to comply with the provisions of this chapter, or by reason or in consequence of any inspection, notice, order, certificate, permission or approval authorized or issued or done in connection with the implementation or enforcement pursuant to this chapter, or by reason of any action or inaction on the part of

the City related in any manner to the enforcement of this chapter by its officers, employees or agents.

5.54.110 Severability.

The provisions of this chapter are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section or portion of this chapter or the invalidity of the application thereof to any person or circumstances shall not affect the validity of the remainder of this chapter, or the validity of its application to other persons or circumstances.



SNOHOMISH CITY COUNCIL STAFF REPORT

Date: February 18, 2025

Agenda Section: STAFF BRIEFINGS

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

Subject: Tree Program Update

SUMMARY: This staff briefing is intended to update the City Council on the status of the ongoing Tree Program, a project that has been in progress since 2022.

BACKGROUND & ANALYSIS: In 2021, the City Council requested work to be done to prioritize the City's urban forest, and to consider applying for [Tree City USA](#) recognition from the Arbor Day Foundation. [Staff kicked off the multi-year program](#) to accomplish this direction with a grant from the Community Forestry program through the Department of Natural Resources. The purpose was to conduct an inventory of all trees located within the public right-of-way (private trees were not included due to lack of access to private property), in order to establish a baseline of conditions to begin planning efforts. The grant was awarded in 2022 and the inventory was completed in the spring of 2023.

Analysis of the geospatial data and additional research of local soil conditions, "right tree, right place" methodology, and other best practices led to adoption of the [Urban Forestry Plan](#) in December 2023 (Resolution 1457).

Park and Forestry Board

Also in 2023, the "Park and Recreation Board" was renamed to the "Park and Forestry Board". Their modified purpose and objectives, including those related to public parks, now include to "serve as the Tree Committee within the City, advising staff on protecting, strengthening, and expanding the urban forest through education, planning, and stewardship" ([SMC 2.12.030\(B\)](#)). The Board spent the majority of their 2024 work program reviewing the City's existing tree-related regulations and identifying gaps, particularly in light of the eligibility requirements for Tree City USA, conducting extensive outreach to the community, and [making a list of recommendations](#) for the Planning Commission to consider for amending the code. Their hard work was critical for moving this project forward.

Current Efforts

The geospatial database has also been improved, with the addition of canopy polygon data to the initial inventory point data. The database is designed to be maintained by the City's GIS Specialist, with trees added/removed over time. The canopy data was obtained through high-resolution aerial imagery and includes private property as well as urban growth areas. Based on this data the canopy coverage of the City (not including unincorporated UGAs) was calculated to be approximately 23%, which, based on staff's comparative research, is similar to other urban and suburban areas.

At their [January meeting](#), the Planning Commission began discussing proposed amendments to Title 14 SMC, based on the recommendations made by the Park and Forestry Board, in addition to several issues related to the landscaping standards that staff has been tracking for many years. The current [Chapter 14.240 SMC](#) consolidates regulations for fences, retaining walls, tree preservation, and

landscape standards for new development. Staff is proposing to separate these into three different chapters, with the most substantive changes being those related to tree preservation, where the current code is relatively weak.

The Planning Commission has held two work sessions on this item and received very constructive input from the public. They are scheduled to hold a public hearing on this item at their meeting on March 5 to make a recommendation to the City Council.

Future Efforts

After adoption of the tree regulations in Title 14, the Urban Forestry Plan will need to be updated and revised. This was anticipated, as the initial document laid out preliminary plans for programs and efforts that still needed to be vetted and codified. Through that process, those preliminary plans will require modification to match what is ultimately adopted in the code. Other programs have also subsequently established that weren't included, such as the [tree and bench sponsorship program](#). Additionally, the Park and Forestry Board will be asked to consider and recommend a canopy coverage goal, or set of goals, that should be included. Based on their work program, this will likely occur in 2026 or 2027.

Additionally, as the City continues to discuss sidewalk and planter strip maintenance, street trees will be considered. The drafts are flexible in this regard, leaving room for potential changes in policy without needing to make revisions.

REFERENCE(S):

- [Urban Forestry Plan](#)
- [November 20, 2024 Park & Forestry Board Agenda](#)
- [January 2, 2025 Planning Commission Agenda](#)
- [February 5, 2025 Planning Commission Agenda](#)

COUNCIL GOAL(S): Environment



SNOHOMISH CITY COUNCIL STAFF REPORT

Date: February 18, 2025

Agenda Section: STAFF BRIEFINGS

From: Nova Heaton, Public Works Director

Subject: Update on Publics Works Items

SUMMARY: Based on recent questions, staff wanted to provide an update on a few Public Works related items.

BACKGROUND & ANALYSIS:

Winter Weather

City crews have been busy working in response to the winter weather events this month. This includes plowing, application of deicer, and maintenance of fleet equipment. Please drive carefully and be sure to give plows plenty of distance on the roadways. Visit the City's website for a map that displays the main and secondary plowing routes: [Street Maintenance | Snohomish, WA - Official Website](#)

Glass Recycling

A concern was raised by a community member at the February 4 Council meeting regarding Republic's glass recycling program. Staff reached out to Republic and they assured the City that they are still collecting curbside glass for recycling. It is true that one end market glass recycler in the state stopped accepting recycled glass regularly several months ago, so Republic and other recycled glass processors have been stockpiling the material as regulatory capacity allows, as well as using it for allowed beneficial use like road bed.

Attached are Republic's recycling tips for Valentines Day. Also shared here is the link to Republic's webpage that is specifically for service to the City of Snohomish: [Snohomish, WA Waste & Recycling Services | Republic Services](#)

Parking on First Street West of Avenue D

Questions came up at the last Council meeting regarding parking on the bike lanes west of Avenue D on First Street. There has been a persistent issue with vehicles parking in the bike lane. Staff and the community can reach out to the Police Department and report vehicles parked illegally when they see it. The Police Department will also be doing some education for cars parked illegally and then enforcement for repeat or prolonged occurrences.

Public Works has also included this area in the long-term plan for non-motorized connectivity and the First Street Master Plan. The intention will be to use the existing sidewalk and bike-lane width to extend the mixed-use trail to the intersection at Avenue D. The curb will be relocated to the current edge of the bike lane, making the whole mixed-use trail raised up to sidewalk height. This provides consistency with the existing mixed-use trail on First Street west of Avenue D, and removes the temptation for vehicles to park in the bike lane.

COUNCIL GOAL(S): Public Safety, City Services

ATTACHMENT(S):
Recycle-Tips-Valentines-Day.pdf

How to Recycle Valentine's Edition

Show your love for the environment by following these simple recycling tips.



Chocolate Boxes

If the box isn't dirty, recycle. If it is, throw it out with the rest of the candy wrappers.



Candy Wrappers

Eat up those heart candies, then toss the wrappers in the trash.



Musical Cards

Electronic cards contain batteries. Remove the batteries before tossing them into the trash.

Check with your city or visit RepublicServices.com for more information about battery recycling.



Envelopes

Sealed with a kiss and some Blue Planet love for easy recycling.



Paper Cards

Hang them on your refrigerator for display or toss them into the recycling cart.



Flowers

Enjoy your flowers for a week or two. When they start to wilt, place them in your compost bin or trash cart.

Recycling *Simplified*



REPUBLIC
SERVICES

Visit RecyclingSimplified.com for more information about recycling.