



CITY OF SNOQUALMIE

CITY COUNCIL REGULAR VIDEO MEETING

Monday, January 10, 2022, at 6:00 PM

MAYOR & COUNCIL MEMBERS

Mayor Katherine Ross
Councilmembers: Ethan Benson, Cara Christensen,
Bryan Holloway, Jolyon Johnson, Matthew Laase,
James Mayhew, and **VACANCY**

LOCATION

Snoqualmie City Hall – Via Zoom
38624 SE River Street | Snoqualmie, WA 98065
Phone: 425.888.1555 | www.snoqualmiewa.gov

This meeting will be conducted remotely using teleconferencing technology provided by Zoom in accordance with Governor Inslee's Proclamation 20-28.

Join by Telephone at 6:00 PM: To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **813 0614 8787** and Password **1800110121** if prompted.
Press *9 to raise your hand to speak. Raising your hand signals the meeting moderator that you have a comment.
Press *6 to mute and unmute.

Join by Internet at 6:00 PM: To watch the meeting over the internet via your computer, follow these steps:

- 1) Click this [link](#)
- 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
- 3) If prompted for Webinar ID, enter **813 0614 8787**; Enter Password **1800110121**
- 4) Please confirm that your audio works prior to participating.

CALL TO ORDER & ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

EXECUTIVE SESSION

To evaluate the qualifications of a candidate for appointment to elective office pursuant to RCW 42.30.110(1)(H).

APPOINTMENTS and PROCLAMATIONS

AB22-009: City Council Vacancy, Position No. 2 – Part 2

Recommendation: Appoint a candidate to fill vacant Position No. 2 on the Snoqualmie City Council.

AB22-011: Oath of Office – Elected Officials and City Administrator

- 1) Mayor Katherine Ross
- 2) Councilmember Ethan Benson, Position No. 1
- 3) Position No. 2 (to be determined)
- 4) Councilmember Bryan Holloway, Position No. 3
- 5) Councilmember Matthew Laase, Position No. 5
- 6) Councilmember Jolyon Johnson, Position No. 7
- 7) City Administrator Michael Sauerwein

[AB22-012](#): 2022 Mayor Pro Tem Election

Recommendation: Nominate a Councilmember to serve as Mayor Pro Tem for the year 2022.

[AB22-013](#): 2022 Council Committee Membership and Liaison Appointments

Recommendations:

- 1) Mayor Pro Tem appoints Councilmembers as the Chair or member of Council Committees and/or Liaison to Advisory Commissions, and community or regional organizations.
- 2) Approve Mayor Pro Tem's appointments to Council Committees and liaisons to advisory commissions, and community of regional organizations.

[AB22-014](#): Proclamation No. 22-02, National Mentoring Month

Recommendation: Proclaim January 2022 as National Mentoring Month in the City of Snoqualmie.

SPECIAL BUSINESS

[AB22-010](#): Resolution No. 1603 honoring Mayor Matthew R. Larson

Recommendation: Approve Resolution No. 1603 recognizing Mayor Matthew Larson's exemplary service to the Snoqualmie community.

PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA

CONSENT AGENDA

Minutes:

Approval of the December 13, 2021, Regular City Council Meeting.

Approval of Warrants

Approval of Claims Report dated January 4, 2022

[AB22-004](#): Executive Staff Recruitment Proposals

Recommendation: Approve a professional services agreement with Strategic Government Resources (SGR) for executive recruitment services and authorize the Mayor to sign.

REPORTS

Committee of the Whole:

[AB22-001](#): Landscape Maintenance Agreements (RES Nos. 1599, 1600, 1601)

Recommendations:

- 1) Approve [Resolution No. 1599](#) awarding Landscape Maintenance Agreement to AtWork Commercial Enterprises, LLC. in the amount of \$731,090.10 for Snoqualmie Parkway & Other ROW's and authorize the Mayor to sign.
- 2) Approve [Resolution No. 1600](#) awarding Landscape Maintenance Agreement to AtWork Commercial Enterprises, LLC. in the amount of \$629,878.47 for Mini Parks and authorize the Mayor to sign.
- 3) Approve [Resolution No. 1601](#) awarding Landscape Maintenance Agreement to AtWork Commercial Enterprises, LLC. in the amount of \$103,735.68 for Facilities and authorize the Mayor to sign.

[AB22-005](#): Resolution No. 1602 Ratifying Emergency Proclamation, dated December 23, 2021

Recommendation: Approve [Resolution No. 1602](#) ratifying the Proclamation of Emergency, dated December 23, 2021, for the Snoqualmie Valley Shelter Services Temporary Overnight Warming Shelter.

[AB22-008](#): Resolution No. 1604 Ratifying Emergency Proclamation No. 22-01, dated January 5, 2022
Recommendation: Approve [Resolution No. 1604](#) ratifying the Proclamation of Emergency, dated January 5, 2022, addressing severe winter weather event and storm removal.

[AB22-007](#): 2022 City Council Procedures for the First Quarter of 2022
Recommendation: Discuss proposals and provide staff direction.

ADJOURNMENT



BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB22-009
January 10, 2022
Appointment

AGENDA BILL INFORMATION

TITLE:	AB22-009: City Council Vacancy, Position No. 2 – Part 2	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Consider appointing a candidate to fill vacant Position No. 2 on the Snoqualmie City Council.	

DEPARTMENT:	City Council	
STAFF:	Deborah Estrada, City Clerk	
COMMITTEE:	n/a	Meeting Date: n/a
COUNCIL LIAISON:	n/a	
EXHIBITS:	1. Oath of Office	

SUMMARY

BACKGROUND

At the January 5, 2022, City Council Special Meeting, Councilmembers interviewed three candidates for vacant Position No. 2 on the Snoqualmie City Council (see [AB22-006](#)). The candidates interviewed included: Catherine Cotton, Tanya Lavoy, and Rob Wotton.

After the interviews concluded, City Council went into Executive Session to evaluate the qualifications of a candidate for appointment to elective office pursuant to [RCW 42.30.110\(1\)\(H\)](#). Council returned to open session and moved to direct staff to place the appointment process and an Executive Session to evaluate the qualifications of the candidates for appointment to elective office on the January 10, 2022, City Council Regular Meeting agenda.

APPOINTMENT PROCESS

The Mayor will recess the meeting for an executive session pursuant to [RCW 42.30.110\(1\)\(H\)](#). The Mayor will resume the meeting following the executive session, at which time Council may choose to take action and appoint an applicant.

SWEARING-IN

The appointed candidate will be immediately sworn in (see Exhibit 1) and take their position for the remainder of the City Council meeting.

RECOMMENDED ACTION

MOVE to appoint a candidate to fill vacant Position No. 2 on the Snoqualmie City Council.



**CITY OF SNOQUALMIE, WASHINGTON
OATH OF OFFICE**

State of Washington)
) SS.
County of King)

I, [Name], having been duly appointed to the office of **City of Snoqualmie, City Council Position No. 2**, do solemnly swear that I will faithfully and impartially perform the duties of my office as prescribed by law to the best of my ability, and that I will support and maintain the ordinances, resolutions, and policies of the City of Snoqualmie, and the Laws and Constitution of the State of Washington and of the United States of America.

Signed:

[Name], Councilmember

city seal

Subscribed and sworn before me this
10th day of January 2022

Deborah Estrada, City Clerk



**BUSINESS OF THE CITY COUNCIL
CITY OF SNOQUALMIE**

**AB22-011
January 10, 2022
Appointment**

AGENDA BILL INFORMATION

TITLE:	AB22-011: Oath of Office – Elected Officials and City Administrator	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Administer the oath of office to the new Mayor, new and re-elected Councilmembers, appointed candidate to Position No. 2, and the new City Administrator.	

DEPARTMENT:	City Council and Administration	
STAFF:	Deborah Estrada, City Clerk	
COMMITTEE:	n/a	Meeting Date: n/a
COUNCIL LIAISON:	n/a	
EXHIBITS:	n/a	

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUESTED	\$ n/a

SUMMARY

Pursuant to Chapter [RCW 35A.12](#) (which governs optional municipal code cities under the Mayor-Council plan of government), the Snoqualmie Municipal Code [Chapter 1.08](#), and the City Council Rules of Procedure Rule 2.1, the Mayor and Councilmembers shall be sworn in by the City Clerk or City Attorney.

OATHS OF OFFICE

In November 2021, Ethan Benson (Position No. 1), Bryan Holloway (Position No. 3), Matthew Laase (Position No. 5), and Jolyon Johnson (Position No. 7) were elected by the registered voters of Snoqualmie to serve on the City Council. General Election results were certified on November 23, 2021. The elected Councilmembers will serve a four-year term until December 31, 2025.

At the January 10, 2022, City Council Regular Meeting, Council intends to appoint a candidate to fill vacant Position No. 2, expiring December 31, 2023, on the Snoqualmie City Council. If appointed, the candidate will take the oath of office and be immediately seated with the City Council.

The new City Administrator, Michael “Mike” Sauerwein, begins his employment January 10, 2022 and will be sworn in at this same time.

The swearing-in ceremony will be conducted by the City Clerk who will administer the oaths of office. Each Councilmember will be asked to repeat the following:

I, _____, having been duly elected to the office of City of Snoqualmie, City Council Position No. _____, do solemnly swear that I will faithfully and impartially perform the duties of my office as prescribed by law to the best of my ability, and that I will support and maintain the ordinances, resolutions, and policies of the City of Snoqualmie, and the Laws and Constitution of the State of Washington and of the United States of America.

NEXT STEPS

- 1) Each Councilmember is required to sign the oath of office and will receive their Certificates of Election as provided by King County Elections.
- 2) The City Clerk will file each oath of office with the King County Auditor's Office as required by [RCW 35A.12.080](#).
- 3) The Washington Cities Insurance Authority (WCIA) will also be notified.

RECOMMENDED ACTION

Administer the new Mayor, new and re-elected Councilmembers, appointed candidate to Position No. 2, and the new City Administrator.



**BUSINESS OF THE CITY COUNCIL
CITY OF SNOQUALMIE**

**AB22-012
January 10, 2022
Appointment**

AGENDA BILL INFORMATION

TITLE:	AB22-012: 2022 Mayor Pro Tem Election	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Nominate a Councilmember to serve as Mayor Pro Tem.	

DEPARTMENT:	City Council	
STAFF:	Deborah Estrada, City Clerk	
COMMITTEE:	n/a	Meeting Date: n/a
COUNCIL LIAISON:	n/a	
EXHIBITS:	1. City Council Rules of Procedure – Rule 4	

SUMMARY

Pursuant to Chapter [RCW 35A.12.065](#) and the City Council Rules of Procedure Rule 4 (See Exhibit 1), biennially at the first meeting of a new council, or periodically, the members, thereof, by majority vote, shall designate one of their number as mayor pro tempore for such period as the council may specify, to serve in the absence or temporary disability of the mayor.

HISTORY

2012	Unknown	2017	Bob Jeans
2013	Kathi Prewitt	2018	Bryan Holloway
2014	Kathi Prewitt	2019	Bryan Holloway
2015	Kathi Prewitt	2020	James Mayhew
2016	Bob Jeans	2021	James Mayhew

The Councilmember nominated to serve as Mayor Pro Tem will appoint the 2022 City Council Liaisons to Boards and Commissions and appoint a Chair and Councilmembers to each Council Committee.

RECOMMENDED ACTION

MOVE to nominate Councilmember _____ to serve as Mayor Pro Tem.

RULE 4 MAYOR PRO TEM

4.1 APPOINTMENT.

Pursuant to RCW 35A.12.065, biennially at the first meeting of a new council, or periodically, the members, thereof, by majority vote, shall designate one of their number as mayor pro tempore for such period as the council may specify, to serve in the absence or temporary disability of the mayor; or, in lieu thereof, the council may, as the need may arise, appoint any qualified person to serve as mayor pro tempore in the absence or temporary disability of the mayor. The mayor pro tem shall have such powers and authority, in the absence or temporary disability of the mayor, as specified in this Rule.

4.2 AUTHORITY

The mayor pro tem shall have authority to preside over meetings of council, sign warrants and written contacts, and perform other administrative duties of the mayor, but only for such period of time as the mayor is absent or temporarily disabled, as defined herein, and only to the extent necessary for the efficient conduct of the business of the city. The mayor pro tem shall have the authority to act as the mayor in the mayor's absence only when the mayor is away and cannot perform duties that cannot await his or her return or that cannot be performed by telephone or other type of communications link. The authority of the mayor pro tem to act under authority of this Rule shall end upon the mayor's return or the removal of any temporary disability. The mayor pro tem shall not delegate authority the authority herein granted to another city official.

The mayor pro tem shall not in any case have the authority to appoint or remove city officers and employees, to adopt or repeal administrative procedures, or to reorganize the administration of the city.

4.3 ABSENCE OR TEMPORARY DISABILITY OF THE MAYOR DEFINED.

For purposes of this Rule, the "absence or temporary disability of the mayor" shall mean that due to absence or illness, the mayor is unable to perform the regular duties of his office. In application of the foregoing definition, the following shall apply:

4.3.1 The mayor shall not be deemed temporarily disabled if due to illness he or she is unable to perform some of the duties, such as attending a council meeting, if he or she is able to perform other duties of the office on an ongoing basis.

4.3.2 During such times as city offices are closed, the mayor pro tem shall have authority to act in the mayor's absence only with respect such emergencies as may requires the mayor's presence.

4.4 MAYOR'S SALARY FOR THE MAYOR PRO TEM DURING EXTENDED ABSENCE OR DISABILITY OF MAYOR.

The mayor pro tem shall not receive the mayor's salary during the extended absence or disability of the mayor, provided, the council may by ordinance provide for such compensation for the mayor pro tem.



**BUSINESS OF THE CITY COUNCIL
CITY OF SNOQUALMIE**

**AB22-013
January 10, 2022
Appointment**

AGENDA BILL INFORMATION

TITLE:	AB22-013: 2022 Council Committee Membership & Liaison Appointments	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Mayor Pro Tem appoints Councilmembers and City Council approves appointments.	

DEPARTMENT:	City Council (Mayor Pro Tem)	
STAFF:	Deborah Estrada, City Clerk	
COMMITTEE:	n/a	Meeting Date: n/a
COUNCIL LIAISON:	n/a	
EXHIBITS:	1. 2021/2022 Council Committee and Liaison Appointments	

SUMMARY

Pursuant to City Council Rules of Procedure, Rule 6, the Mayor Pro Tem, subject to approval of a majority of the Council, shall appoint a chair and members for each Council Committee and each Council Liaison.

NEXT STEPS

The website and email distribution lists will be updated to reflect new appointments and regional organizations will be advised of liaison appointments.

RECOMMENDED ACTIONS

- 1) Mayor Pro Tem appoints Councilmembers as the Chair or member of Council Committees and/or Liaison to Advisory Commissions, and community or regional organizations.
- 2) MOVE to approve Mayor Pro Tem’s appointments to Council Committees and liaisons to advisory commissions, community, or regional organizations.

2021/2022 COUNCIL COMMITTEE AND LIAISON APPOINTMENTS

2021 Mayor Pro Tem: James Mayhew 2022 Mayor Pro Tem _____

COMMITTEE	MEMBERS		DAY	TIME
	2021	2022		
Community Development	Katherine Ross, Chair		1 st and 3 rd Mondays	6 PM
Staff Support: <i>Community Development Director & Staff</i>	Matt Laase			
	Jim Mayhew			
Finance & Administration	Jim Mayhew, Chair		1 st and 3 rd Tuesdays	6:30 PM
Staff Support: <i>Deb Estrada, City Clerk</i>	Bryan Holloway			
	Katherine Ross			
Parks & Public Works	Bryan Holloway, Chair		1 st and 3 rd Tuesday	5 PM
Staff Support: <i>Joan Quade, Administrative Assistant</i>	Bob Jeans			
	Matt Laase			
Public Safety	Bob Jeans, Chair		1 st and 3 rd Mondays	5 PM
Staff Support: <i>Deanna Mihelich, Administrative Coordinator</i>	Katherine Ross			
	Cara Christensen			
ORGANIZATION NAME	LIAISONS		DAY	TIME
	2021	2022		
Arts Commission	Bob Jeans		2 nd Monday	5:30 PM
Economic Development Commission	Jim Mayhew		3 rd Wednesday	8:00 AM
Human Services Advisory Committee	Jim Mayhew		As needed	
Lodging Tax Advisory Committee	Bob Jeans		As needed	
Meadowbrook Farm Preservation - Website	Bryan Holloway		2 nd Monday	4:00 PM
Northwest Railway Museum - Website	Matt Laase		3 rd Thursday	5:30 PM
Parks & Events Commission	Matt Laase		3 rd Monday	7:00 PM
Planning Commission	Katherine Ross		1 st and 3 rd Monday	7:00 PM
PRIMA	Bob Jeans		Quarterly	
Railroad Days Committee - Website	Bob Jeans		2 nd Monday	10 AM
Snoqualmie Valley Chamber of Commerce	Jim Mayhew		2 nd and 4 th Wednesday	9 AM
Sound Cities Association (6:00 Pre-PIC workshop)	Katherine Ross		2 nd Wednesday	7:00 PM
Snoqualmie Valley School District #410	Cara Christensen		Thursdays	
Snoqualmie Valley Hospital District	Bryan Holloway		1 st Thursday	6:30 PM
Snoqualmie Watershed Forum	Bryan Holloway			
Snoqualmie Tribe	Jim Mayhew		As needed (Ad Hoc)	
SE Area Legislative Transportation Coalition (SEAL-TC)	Jim Mayhew		1 st Tuesday	8 AM
Snoqualmie Valley YMCA Board - Website	Unknown			



**BUSINESS OF THE CITY COUNCIL
CITY OF SNOQUALMIE**

**AB22-014
January 10, 2022
Proclamation**

AGENDA BILL INFORMATION

TITLE:	AB22-014: Proclamation No. 22-02, National Mentoring Month	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
	RECOMMENDED ACTION:	
	Mayor proclaims January 2022 as National Mentoring Month in Snoqualmie.	

DEPARTMENT:	Mayor	
STAFF:	Deborah Estrada, City Clerk	
COMMITTEE:	n/a	Meeting Date: n/a
COUNCIL LIAISON:	n/a	
EXHIBITS:	1. Proclamation No. 22-02	

SUMMARY

Every January, the mentoring movement unites in celebration of National Mentoring Month and uses the power of its collective voice to recruit new mentors, advance the mentoring field’s legislative priorities, and drive meaningful change for young people. This month -long celebration of mentoring is full of opportunities to grow the movement and raise awareness about the power of relationships.

For more information about [National Mentoring Month](#), contact Heather Downing, Mentoring Program Manager, at [Empower Youth Network](#) (425) 998-8010

RECOMMENDED ACTION

Mayor proclaims January 2022 National Mentoring Month in Snoqualmie.



Proclamation

WHEREAS, January 2022 will mark the 20th anniversary of National Mentoring Month, an annual campaign to focus attention on the need for mentors, as well as how each of us can work together to increase the number of mentors to help ensure positive outcomes for our young people.

WHEREAS, City of Snoqualmie honors volunteer mentors who support young people by showing up for them every day and demonstrating their commitment to helping them thrive; and

WHEREAS, mentoring programs like Youth Success! Mentoring a program of Empower Youth Network makes our communities and our state stronger by driving impactful relationships that increase social capital for young people and provide invaluable support networks; and

WHEREAS, during the COVID-19 pandemic, mentoring programs have stepped up to fill gaps for young people and families, connecting them with resources and ensuring that mentoring relationships continue; and

WHEREAS, mentoring plays a pivotal role in career exploration and supports workplace skills by helping young people set career goals, equipping mentors with the skills needed to support the professional growth of young people, and drives positive outcomes for young people and businesses; and

WHEREAS, quality mentoring promotes healthy relationships and communication, positive self-esteem, emotional well-being, and growth of a young person and their relationships with other adults; and

WHEREAS, students who meet regularly with their mentors are more than 52 percent less likely than their peers to skip a day of school and youth who face an opportunity gap but have a mentor are 55 percent more likely to be enrolled in college than those who did not have a mentor; and

WHEREAS, youth who meet regularly with their mentors are 46 percent less likely than their peers to start using drugs and 27 percent less likely to start drinking; and

WHEREAS, National Mentoring Month is the time of year to celebrate, elevate, and encourage mentoring across our state and recruit caring adult mentors in City of Snoqualmie.

NOW, THEREFORE, I, Katherine Ross, Mayor of the City of Snoqualmie, do hereby proclamation January 2022, as

NATIONAL MENTORING MONTH

in the City of Snoqualmie.

APPROVED, this 10th day of January 2022

Katherine Ross, Mayor

Proclamation No. 22-02





**BUSINESS OF THE CITY COUNCIL
CITY OF SNOQUALMIE**

**AB22-010
January 10, 2022
Special Business**

AGENDA BILL INFORMATION

TITLE:	AB22-010: Resolution No. 1603 honoring Mayor Matthew R. Larson	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
RECOMMENDED ACTION:	Approve Resolution No. 1603.	

DEPARTMENT:	Mayor	
STAFF:	Deborah Estrada, City Clerk	
COMMITTEE:	n/a	Meeting Date: n/a
COUNCIL LIAISON:	n/a	
EXHIBITS:	1. Resolution No. 1603	

SUMMARY

Matt Larson served the residents of Snoqualmie with distinction in public office since January 2001, specifically as a Councilmember from January 2001 to December 2003, Mayor Pro Tem in 2004, and Mayor from January 2005 to December 2021.

On December 31, 2021, Mayor Larson ended his 20-year career in public service.

RECOMMENDED ACTION

MOVE to approve Resolution No. 1603 recognizing Mayor Matthew Larson’s exemplary service to the Snoqualmie community.

RESOLUTION OF ACKNOWLEDGEMENT AND COMMENDATION FOR MATTHEW R. LARSON'S EXEMPLARY SERVICE TO THE SNOQUALMIE COMMUNITY

WHEREAS, Matt Larson served the residents of Snoqualmie with distinction in public office since January 2002, specifically as a Councilmember from January 2002 to December 2005, Mayor Pro Tem in 2004 and 2005, and Snoqualmie's longest serving Mayor in its 100+ year history from January 2006 to December 2021.

During Mayor Larson's 5 terms in office, the City Council met 610 times, adopted 328 Ordinances, 931 Resolutions, and reviewed an innumerable number of agenda bills on a wide variety of topics. These are just a few highlights from Mayor Larson's tenure:

- Served as Mayor during the global COVID-19 Pandemic, including holding nearly 50 City Council meetings virtually
- Construction of Fire Station 155 in 2004
- Construction of City Hall in 2009
- Construction of Community Center
- Construction of the Sno-King Hockey Arena
- Retention & Construction of the new King County Library System - Snoqualmie Library
- Reconstruction of the Greek Streets and Tree Streets in historic Snoqualmie
- Reconstruction of the historic retail core
- Snoqualmie Ridge Buildout - completion of trail and parks system, residential neighborhoods, retail core on Center Blvd, and business park
- Established new city-wide Green Initiatives and Policies
- State of the art upgrades to Water and Wastewater Systems
- Home Elevations: Over 25% of the most flood prone homes were elevated out of harm's way
- Collaborated with Snoqualmie Valley School District Board of Director to increase elevation restrictions, which allowed for construction of the new Mt. Si High School
- Northwest Railway Museum: carved out several acres for the Conservation and Restoration Center, Exhibit and Storage Hall, new depot, library, administrative offices building, and future Roundhouse with a turntable
- Secured State funds for the SR18/I90 Interchange improvements (\$180M) and SR18 Widening needs (\$650M)
- Annexation of the Old Snoqualmie Mill site
- Development of a decades-long Sister Cities (Peru and Korea) program that provided international experience for hundreds of local high school students
- Completion of the temporary onramp from the Parkway to westbound I90
- Snoqualmie Point Park improvements in partnership with the Mountains to Sound Greenway

The accomplishments during Mayor Larson's distinguished career far exceed the length of this Resolution.

EXHIBIT 1

Mayor Larson has served as a Committee Chair, Member, or Council Liaison for the:

- Parks Board member – 1999
- Planning Commission member, chair and Council liaison – 2000 to 2005
- Public Works Committee – 2002, 2003
- Snoqualmie Valley Youth Hub – 2002, 2003, 2004
- Finance & Administration Committee – 2003, 2004
- Snoqualmie Valley Chamber of Commerce – 2003
- Planning & Parks Committee - 2004

Regionally, Mayor Larson is well recognized for his commitment to public service. Most notably, his term as president of the Sound Cities Association (SCA) will serve as a shining example. As president, he made a point to visit each and every SCA city (all 38). This was symbolic of his commitment to truly understand each community and their unique needs and challenges. In 2021, he was one of only 30 SCA members to receive the Emeritus honor.

With his newfound freedom, Mayor Larson is sure to enjoy more time with his family, particularly his beloved grandson, Kayden.

Mayor Larson will be remembered for his unwavering dedication to the Snoqualmie Valley, his herculean efforts to preserve Snoqualmie’s history, increase funding and engagement to provide significantly greater support to Snoqualmie’s human services partners, his joy in developing and celebrating community events, and fulfilling his mayoral duties with passion and grace.

BE IT RESOLVED by the City Council of the City of Snoqualmie, on behalf of its residents and staff, the City Council commends Matthew Larson for his long-tenured and distinguished public service and extends its sincerest thanks and appreciation for his time and many significant contributions to Snoqualmie over the past 20 years.

APPROVED this 10th day of January 2022.

Katherine Ross, Mayor

ATTEST:

Deborah Estrada, City Clerk

Jodi Warren, Mayor Larson’s City Clerk from January 2002 – June 2021



CITY COUNCIL MINUTES REGULAR VIDEO MEETING December 13, 2021

This meeting was conducted remotely using teleconferencing technology provided by Zoom in accordance with Governor Inslee's Proclamation 20-28.

CALL TO ORDER & ROLL CALL: Mayor Larson called the meeting to order 7:02 PM

City Council:

Mayor Matt Larson, Mayor Pro-Tem James Mayhew and Council members Cara Christensen, Bryan Holloway, Bob Jeans, Matthew Laase, Katherine Ross, and Peggy Shepard were present.

City Staff:

Mark Correira, Interim City Administrator, Bob Sterbank, City Attorney, Deborah Estrada, City Clerk, and several other city staff members participated.

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

It was moved by Mayhew; seconded by Holloway to:
Approve the Agenda, as amended.

It was moved by Laase; seconded by Mayhew to:
Modify the Executive Session to allow for possible action.
PASSED: 7
FOR: 7 (Christensen, Holloway, Jeans, Laase, Mayhew, Ross, and Shepard)

It was moved by Mayhew; seconded by Holloway to:
Add an item under Committee of the Whole to discuss the first meeting in January 2022.
PASSED: 7
FOR: 7 (Christensen, Holloway, Jeans, Laase, Mayhew, Ross, and Shepard)

PASSED: 7
FOR: 7 (Christensen, Holloway, Jeans, Laase, Mayhew, Ross, and Shepard)

PUBLIC HEARINGS, PROCLAMATIONS, & APPOINTMENTS

Recognition of Outgoing Elected Officials:

Mayor Larson recognized the following elected officials with plaques for their service:

Kathy Lambert, King County Councilmember

Bob Jeans, Councilmember

Peggy Shepard, Councilmember

Councilmember Katherine Larson, recognized Mayor Larson with a plaque for his service.

Mayor Larson recognized of 2021 outstanding employees:

2021 Employee Recognition:

1. Carson Hornsby
2. Drew Bouta
3. Gwyn Berry
4. Jeff Hamlin
5. Larry White
6. Lucas Hughes
7. Mike Stevens
8. Theresa Tozier
9. Nicole Wiebe

Mayor Larson recognized Interim City Administrator, Mark Correira, for his service.

Jason Rogers was appointed as Interim Community Development Director.

PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA

Richard Scheel, Snoqualmie – Commented on the timing of the final environmental impact statement for the Mill site and the timing of its release.

CONSENT AGENDA

Council member Shepard requested that the Warrants be removed from the Consent Agenda.

Minutes

Recommendation: Approve the minutes of the November 22, 2021 Regular City Council Meeting.

AB21-082: 2021 Annual Progress Report for the Floodplain Management and Repetitive Loss Plan

Recommendation: Approve the 2021 Annual Progress Report for the Floodplain Management and Repetitive Loss Plan.

AB21-089: Cancellation of December Meetings

Recommendation: Cancel December 20 and 21 Council Committee meetings, December 27, 2021, City Council Regular Meeting, and Board and Commission meetings for the week of December 27-31.

AB21-090: Payment to Jenkins Pipeline Services, LLC. for Invoice Numbers 102626 and 52522

Recommendation: Approve payment to Jenkins Pipeline Services, LLC. for invoice numbers 102626 and 52522.

It was moved by Mayhew; seconded by Holloway to:

Approve the Consent Agenda as amended.

PASSED: 7

FOR: 7 (Christensen, Holloway, Jeans, Laase, Mayhew, Ross, and Shepard)

Approval of Warrants

Recommendation: Approve the Claims Report dated December 7, 2021.

It was moved by Mayhew; seconded by Ross to:

Approve the warrants as outlined in the Claims Report dated December 7, 2021, as presented.

PASSED: 6

FOR: 6 (Christensen, Holloway, Jeans, Laase, Mayhew and Ross)

AGAINST: 1 (Shepard)

REPORTS

Parks and Public Works Committee:

AB21-083: King County Youth and Amateur Sports Grant and agreement for the Centennial Fields All-Inclusive Playground Project.

Public Comment by King County Councilmember Kathy Lambert.

It was moved by Holloway; seconded by Ross to
Adopt Resolution 1598 accepting the terms of the King County Youth and Amateur Sports Grant and agreement for the Centennial Fields All-Inclusive Playground Project and authorize the Mayor to sign.

PASSED: 7

FOR: 7 (Christensen, Holloway, Jeans, Laase, Mayhew, Ross, and Shepard)

Community Development Committee – No reports to review.

Finance and Administration Committee:

AB21-087: Vaccine Incentive Policy

It was moved by Mayhew; seconded by Holloway to:

Approve the Vaccine Incentive Policy as presented in the agenda packet.

PASSED: 7

FOR: 7 (Christensen, Holloway, Jeans, Laase, Mayhew, Ross, and Shepard)

AB21-088: 2022 Classification Rates and Salary Schedule for Management and Professional Positions

It was moved by Mayhew; seconded by Ross to

Approve the 2022 Classification Rates and Salary Schedule for Management and Professional positions.

PASSED: 6

FOR: 6 (Christensen, Holloway, Jeans, Laase, Mayhew, and Ross)

AGAINST: 1 (Shepard)

Public Safety Committee:

AB21-084: Issaquah Municipal Court Services Interlocal Agreement

It was moved by Jeans; seconded by Ross to

Approve the amended and restated Interlocal Agreement between the cities of North Bend, Snoqualmie, and Issaquah for Municipal Court Services and Facilities.

PASSED: 7

FOR: 7 (Christensen, Holloway, Jeans, Laase, Mayhew, Ross, and Shepard)

Committee of the Whole:

AB21-086: Employment Agreement - City Administrator

It was moved by Mayhew; seconded by Holloway to:

Confirm Michael Sauerwein as City Administrator effective January 10, 2022, approve the employment agreement with Mr. Sauerwein, and authorize the Mayor and Mayor Elect to sign.

PASSED: 6
FOR: 6 (Christensen, Holloway, Jeans, Laase, Mayhew, and Ross)
AGAINST: 1 (Shepard)

January 2022 Council Committee Meetings

There was Council Consensus to hold the January 3 and 4, 2022 Council Committee meetings under the Committee of the Whole on January 4 from 6 to 8 PM and that a Special City Council meeting would be scheduled to select the Mayor Pro Tem and administer the Oath of Office to new and re-elected Councilmembers.

EXECUTIVE SESSION

City Council recessed at 8:35 PM for five minutes and then went into Executive Session at approximately 8:40 PM to discuss litigation and potential litigation with legal counsel under RCW 42.30.110(1)(i)(i) and .110(i)(ii) for approximately 20 minutes.

At 9:03 PM, the City Clerk reported that Council would continue in Executive Session for an additional 10 minutes.

At 9:23 PM, the Executive Session was adjourned, and City Council went back into Open Session.

It was moved by Mayhew; seconded by Ross to
Approve and authorize mayor to sign a settlement agreement and release of all claims in a form acceptable to the city attorney in the Coffing v. Snoqualmie matter.

PASSED: 6
FOR: 6 (Christensen, Holloway, Jeans, Laase, Mayhew, and Ross)
ABSTAIN: 1 (Shepard)

ADJOURNMENT

It was moved by Jeans; seconded by Shepard to
Adjourn the meeting.

PASSED: 7
FOR: 7 (Christensen, Holloway, Jeans, Laase, Mayhew, Ross, and Shepard)

Mayor Larson adjourned the meeting at 9:26 PM

CITY OF SNOQUALMIE

Matthew R. Larson, Mayor

Attest:

Deborah A. Estrada, City Clerk

CLAIMS APPROVAL

To: Snoqualmie City Council
Finance and Administration Committee

From: Andrew Drew Bouta, Interim Director of Finance

Date: January 4th, 2022

Subject: Approval of payment of claims for the period:
December 9th – December 30th, 2021. And ACH December 1st – December 30th, 2021

BACKGROUND

RCW 42.24.080 requires that all claims presented against the city by persons furnishing materials, rendering services, or performing labor must be certified by the appropriate official to ensure that the materials have been furnished, the services rendered, or the labor performed as described, and that the claims are just, due and unpaid obligations against the City, before payment can be made.

The Snoqualmie Municipal Code Chapter 3.85, Claims, Demands and Vouchers Against the City, provides that the Finance Director or his/her designee will examine all claims prior to payment.

RCW 42.24.180 allows expedited processing of the payment of claims when certain conditions have been met. The statute allows the issuance of warrants or checks in payment of claims before the legislative body has acted to approve the claims when: (1) the appropriate officers have furnished official bonds; (2) the legislative body has adopted policies that implement effective internal control; (3) the legislative body has provided for review of the documentation supporting the claims within a month of issuance; and (4) that if claims are disapproved, they shall be recognized as receivables and diligently pursued. The City of Snoqualmie meets all of these requirements.

SMC 3.85.040 provides for the Finance Director's periodic reporting of the payments and/or the Finance Director's objection thereto, to the Council for approval. To meet these requirements, the Finance Director schedules payment of claims and payroll for monthly Finance & Administration Committee review followed by full City Council approval on the Consent Calendar. Per SMC Section 3.85.050, documentation supporting claims paid and the Finance Director's written report are made available to all city council members at City Hall for 48 hours prior to the Finance and Administration Council Committee's regular meeting. Following the 48-hour review period, the Finance and Administration Council Committee considers the claims as part of its regular agenda and recommends to the full city council whether to approve or disapprove the claims.

Consistent with these requirements, this report seeks City Council approval of payment of claims [and payroll, if applicable] for the period of:
December 9th – December 30th, 2021. And ACH December 1st – December 30th, 2021

The Finance and Administration Council Committee recommends approval [or disapproval, as applicable].

ANALYSIS

The information presented in the Fiscal Impact section covers all claims and payroll payments during the month prior to the date of the council meeting, as required by RCW 42.24.180.

All payments made during this period were found to be valid claims against the City. Details are available in the documentation provided for City Council member review prior to the Finance and Administration Council Committee meeting. The City's internal controls include certification of the validity of all payments by the appropriate department prior to submission for payment. The Finance Director has delegated authority for the examination of vouchers and authorization of payments to the City's Accountant and Finance accounting and payroll staff. Finance Department staff review all claims payments, and payroll staff performs system validation and exception reviews to validate payroll records. Department Directors and the City Administrator review all expense reimbursement claims. In addition, the Finance Director performs a random sampling review of supporting documentation for claims payments to ensure validity. The Finance Department regularly reviews its processes to ensure appropriate internal controls are in place.

Payments Issued by Finance Director:

The City issues disbursements for claims and payroll via the following methods:

- Warrants: Warrants are paper negotiable instruments, very much like, although legally distinct from, Checks.
- Electronic Funds Transfer (EFT): EFTs are electronic banking transactions (no paper instrument) of two basic types:
 1. Automated Clearing House (ACH): The ACH Network is the national automated clearing house for EFTs. It processes routine electronic financial transactions for banks, consumers, businesses, and federal, state and local governments in the United States of America. ACH transactions function essentially like an electronic personal or business check.
 2. Wire Transfer: Wire Transfer is a method of EFT that requires contacting a bank and ordering the electronic movement of money to another bank. It functions more like an electronic cashier's check. The City of Snoqualmie limits the use of Wire Transfers to infrequent or unusual transactions, such as real estate purchases or debt service payments.

CITY OF SNOQUALMIE
Disbursements for Council Approval
Claims, Payroll and Miscellaneous

CLAIMS							
Batch ID	Date	Warrants			ACH		CLAIMS TOTAL
		From #	Thru #	Amount	Qty	Amount	
53	12/9/2021	56688	56761	\$ 1,416,908.03			\$ 1,416,908.03
54	12/16/2021	56762	56808	\$ 357,953.57			357,953.57
55	12/23/2021	56809	56863	\$ 1,178,693.84			1,178,693.84
Grand Total							2,953,555.44

PAYROLL (including Payroll Benefits)							
Batch ID	Date	Warrants			ACH		PAYROLL TOTAL
		From #	Thru #	Amount	Qty	Amount	
D12-2021	12/15/2021				63	\$ 111,495.00	\$ 111,495.00
P12-2021	12/30/2021	72718	72731	\$ 8,590.35	97	\$ 502,848.07	\$ 511,438.42
PV12-2021	12/30/2021	56864	56876	\$ 62,726.95	10	\$ 531,204.44	\$ 593,931.39
Grand Total							1,216,864.81

MISCELLANEOUS DISBURSEMENTS					
Date	Description	ACH		MISC TOTAL	
		Amount	Wire Amount		
12/1/2021	Merchant Card Fees - Bankcard	\$ 5,659.12		\$ 5,659.12	
12/2/2021	Merchant Card Fees - Bluefin	\$ 610.58		\$ 610.58	
12/2/2021	Merchant Card Fees - Merchant Transact	\$ 651.80		\$ 651.80	
12/6/2021	Merchant Card Fees - American Express	\$ 757.30		\$ 757.30	
12/6/2021	DOL Firearm Fees	\$ 414.00		\$ 414.00	
12/15/2021	Navia - FSA Benefits	\$ 2,300.00		\$ 2,300.00	
12/15/2021	Navia - HRA Benefits	\$ 2,541.83		\$ 2,541.83	
12/15/2021	Navia - HRA Benefits	\$ 3,161.07		\$ 3,161.07	
12/15/2021	Navia - HRA Benefits	\$ 4,169.80		\$ 4,169.80	
12/15/2021	Navia - HRA Benefits	\$ 4,363.48		\$ 4,363.48	
12/15/2021	Navia - HRA Benefits	\$ 4,574.80		\$ 4,574.80	
12/15/2021	Navia - HRA Benefits	\$ 5,635.53		\$ 5,635.53	
12/15/2021	Navia - HRA Benefits	\$ 5,744.60		\$ 5,744.60	
12/15/2021	Navia - HRA Benefits	\$ 6,899.60		\$ 6,899.60	
12/15/2021	Navia - HRA Benefits	\$ 9,134.77		\$ 9,134.77	
12/15/2021	Navia - HRA Benefits	\$ 12,565.09		\$ 12,565.09	
Grand Total					69,183.37

Total **4,239,603.62**

Payments/Claims Objected to by Finance Director:

_____ [Itemize claims/demands amounts and circumstances, and summarize reasons for objection]

BUDGET

The foregoing amounts were budgeted in the 2020-2021 budgets, and sufficient funds have been transferred from the General Fund and others into the Claims Clearing Fund [or Payroll Clearing Fund] to cover these payments, as appropriate.

I, the undersigned, do hereby certify under penalty of perjury that the claims and payroll warrants and/or checks itemized above were issued to pay just, due and unpaid obligations of the City of Snoqualmie for materials furnished, services rendered, or labor performed, and that I am authorized to authenticate and certify the foregoing.

Drew Bouta

 Andrew Drew Bouta, Interim Director of Finance
 Auditing Officer

FINANCE AND ADMINISTRATION COUNCIL COMMITTEE RECOMMENDATION

[x] Approve payment of claims and payroll as documented in this report

[] Do not approve and provide alternate direction to staff

THE FINANCE AND ADMINISTRATION COUNCIL COMMITTEE RECOMMENDS COUNCIL APPROVAL.

January 4th, 2022
Date

James Mayhew, Mayor ProTem/Committee Chair

Accounts Payable

Blanket Voucher Approval Document



User: sluhman
 Printed: 12/09/2021 - 3:12PM
 Warrant Request Date: 12/9/2021
 DAC Fund:

Batch: 00002.12.2021 - 12-9-21

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$ 1,416,908.03
 for claims warrants numbered 56688 through 56761 & dated 12/9/21.

Line	Claimant	Voucher No.	Amount
1	911 Supply Inc.	000056688	364.21
2	All Purpose Door Repair	000056689	3,486.01
3	Allied 100, LLC	000056690	1,399.91
4	Amazon	000056691	1,347.87
5	Axon Enterprise, Inc.	000056692	375.00
6	BKP Property III LLC	000056693	17.35
7	Bride,Paul and Lauren	000056694	200.16
8	Bud Clary Ford Hyundai	000056695	39,946.48
9	CenturyLink	000056696	4,986.37
10	CenturyLink PD	000056697	168.94
11	City of Issaquah Finance Dept.	000056698	132,556.50
12	City of Redmond	000056699	3,234.90
13	Clark's Towing East	000056700	405.48
14	Complete Office (Fin. Acct.)	000056701	228.32
15	Complete Office (PD Acct.)	000056702	302.10
16	Corporate Payment Systems	000056703	4,242.03
17	Crystal Springs	000056704	151.30
18	Cumming,Jaime & Kevin	000056705	2.47
19	Daily Journal of Commerce	000056706	1,470.60
20	Dept. of Ecology	000056707	392.00
21	Eyre,Autumn	000056708	161.37
22	Fire King of Seattle, Inc.	000056709	955.28
23	First American Title	000056710	565.00
24	Fraser,Dustin and Serena	000056711	91.67
25	Galls, LLC FD	000056712	255.43
26	Grainger	000056713	141.51
27	Judah,Ryan & Anisha	000056714	312.51
28	KC Finance	000056715	3,083.85
29	KLB Construction, Inc.	000056716	750,343.61
30	Kramer,Georgia	000056717	111.91
31	Kurita America Inc.	000056718	1,014.36
32	L.N. Curtis & Sons	000056719	535.35
33	Les Schwab Tires, Inc.	000056720	1,267.88
34	LoudEdge, Inc.	000056721	1,425.00
35	Lowe's Business Account	000056722	742.61
36	Macdonald-Miller	000056723	2,993.84
37	Minuteman Press	000056724	3,198.25
38	Morse,Michael	000056725	161.37
39	Nelson Truck	000056726	19,721.86
40	Net Transcripts, Inc.	000056727	147.26
41	NHC	000056728	41,302.29

Page Total: \$1,023,810.21

Line	Claimant	Voucher No.	Amount
42	NLS	000056729	26,086.95
43	Olsen,John and Elizabeth	000056730	234.38
44	OTAK Inc.	000056731	25,853.92
45	P.S.T. Investigations, Inc.	000056732	4,028.00
46	Pacific Office Automation (OR)	000056733	1,250.19
47	Pacific Office Automation (PA)	000056734	255.75
48	Parametrix	000056735	40,791.91
49	Parikh,Shehul	000056736	152.34
50	Pride Electric Inc.	000056737	326.10
51	Pro-Tow	000056738	629.75
52	Puget Sound Energy - PSE	000056739	13,325.55
53	R.A.D Systems	000056740	175.00
54	Rainier Asphalt & Concrete	000056741	232,448.28
55	SCORE	000056742	1,447.00
56	Simpson,Karin	000056743	2,834.71
57	Snoq. Petty Cash: Kyla Henderson	000056744	8.55
58	Snoqualmie Valley Chamber of Commerce	000056745	775.00
59	Sonsray Machinery LLC	000056746	5,225.12
60	Stericycle, Inc. (PD)	000056747	10.36
61	Swenson,Eric	000056748	165.52
62	Thawornaweewong,Tip	000056749	928.74
63	The Workwear Place	000056750	156.86
64	Thomas J. Tree & Garden Care LLC	000056751	1,386.28
65	TSI Traffic Signs, Inc.	000056752	489.15
66	US Postmaster	000056753	342.00
67	Vanbogart,Peter	000056754	56.18
68	VanWinkle,Jeffrey	000056755	320.77
69	Ventilation Power Cleaning, Inc.	000056756	22,748.19
70	Verizon Wireless (Central Srvcs.)	000056757	6,891.39
71	WA ST DOT-Cashier	000056758	274.59
72	WA ST Patrol - B & F Servs	000056759	119.25
73	Yakima County D. O. Corr.	000056760	2,679.98
74	Ziger,Rachel	000056761	680.06
Page Total:			\$393,097.82
Grand Total:			\$1,416,908.03

#53

Accounts Payable

Computer Check Register

User: sluhman
Printed: 12/09/2021 - 3:06PM
Batch: 00002.12.2021 - 12-9-21
Bank Account: KWR



Check	Vendor No	Vendor Name	Date	Invoice No	amount
56688	911 supp	911 Supply Inc.	12/9/2021		
				inv-2-14707	264.15
				inv-2-14508	58.22
				inv-2-14509	41.84
		Check 56688 Total:			364.21
56689	allpurp	All Purpose Door Repair	12/9/2021		
				27553	332.62
				27542	3,153.39
		Check 56689 Total:			3,486.01
56690	allied	Allied 100, LLC	12/9/2021		
				2038332	997.39
				2038777	402.52
		Check 56690 Total:			1,399.91
56691	amazon	Amazon	12/9/2021		
				459438974745	48.90
				443763644568	1,298.97
		Check 56691 Total:			1,347.87
56692	taser	Axon Enterprise, Inc.	12/9/2021		
				si-1743731	375.00
		Check 56692 Total:			375.00
56693	UB*02801	BKP Property III LLC	12/9/2021		
					17.35
		Check 56693 Total:			17.35
56694	UB*02802	Paul and Laurena Bride	12/9/2021		
					200.16
		Check 56694 Total:			200.16
56695	bcfh	Bud Clary Ford Hyundai	12/9/2021		
				3mp095 p095	39,946.48
		Check 56695 Total:			39,946.48
56696	century	CenturyLink	12/9/2021		
				12/9/21	4,986.37
		Check 56696 Total:			4,986.37
56697	cenlink	CenturyLink PD	12/9/2021		

Check	Vendor No	Vendor Name	Date	Invoice No	amount
				11/21	168.94
					<hr/>
				Check 56697 Total:	168.94
56698	coi	City of Issaquah Finance Dep	12/9/2021		
				20000466	26,770.80
				20000466	17,847.20
				20000465	15,035.00
				19000493	23,825.17
				19000493	19,493.33
				20000733	15,035.00
				20000781	14,550.00
					<hr/>
				Check 56698 Total:	132,556.50
56699	cored	City of Redmond	12/9/2021		
				00003605	3,234.90
					<hr/>
				Check 56699 Total:	3,234.90
56700	clarktow	Clark's Towing East	12/9/2021		
				67905 nb	405.48
					<hr/>
				Check 56700 Total:	405.48
56701	co	Complete Office (Fin. Acct.)	12/9/2021		
				2095299-0	228.32
					<hr/>
				Check 56701 Total:	228.32
56702	comp pd	Complete Office (PD Acct.)	12/9/2021		
				2091123-0	36.90
				2091123-0	115.33
				2089104-1	43.94
				2094116-0	41.46
				2094116-0	22.99
				2094116-0	41.48
					<hr/>
				Check 56702 Total:	302.10
56703	corppay	Corporate Payment Systems	12/9/2021		
				11/21 MC	73.65
				11/21 MB	300.15
				11/21 MB	86.86
				11/21 MB	254.50
				11/21 MB	45.57
				11/21 MB	26.45
				11/21 BCS	118.33
				11/21 DM	187.94
				11/21 DM	193.99
				11/21 DM	232.00
				11/21 DM	297.54
				11/21 DM	53.22
				11/21 NW	1,109.89
				11/21 NW	284.81
				11/21 NW	423.93
				11/21 NW	28.77
				11/21 NA	163.05
				11/21 NA	352.38
				11/21 NA	9.00

Check	Vendor No	Vendor Name	Date	Invoice No	amount
					4,242.03
		Check 56703 Total:			
56704	cryspr	Crystal Springs	12/9/2021		
				5310053 091221	151.30
					151.30
		Check 56704 Total:			
56705	UB*02812	Jaime & Kevin Cumming	12/9/2021		
					2.47
					2.47
		Check 56705 Total:			
56706	djc	Daily Journal of Commerce	12/9/2021		
				3373427	365.50
				3373428	365.50
				3373429	378.40
				3373430	120.40
				3373430	120.40
				3373430	120.40
					1,470.60
		Check 56706 Total:			
56707	doe	Dept. of Ecology	12/9/2021		
				22Holmes6854	98.00
				22Dalziel8623	98.00
				22George9277	98.00
				22Miller8985	98.00
					392.00
		Check 56707 Total:			
56708	UB*02804	Autumn Eyre	12/9/2021		
					161.37
					161.37
		Check 56708 Total:			
56709	fireking	Fire King of Seattle, Inc.	12/9/2021		
				si-0002499	314.22
				110725968	564.97
				10726039	76.09
					955.28
		Check 56709 Total:			
56710	UB*02807	First American Title	12/9/2021		
					565.00
					565.00
		Check 56710 Total:			
56711	UB*02810	Dustin and Serena Fraser	12/9/2021		
					91.67
					91.67
		Check 56711 Total:			
56712	gallsfd	Galls, LLC FD	12/9/2021		
				019675405	255.43
					255.43
		Check 56712 Total:			
56713	grainger	Grainger	12/9/2021		
				9130829147	141.51

Check	Vendor No	Vendor Name	Date	Invoice No	amount
					141.51
		Check 56713 Total:			
56714	UB*02809	Ryan & Anisha Judah	12/9/2021		312.51
					312.51
		Check 56714 Total:			
56715	kcf201	KC Finance	12/9/2021		
				35005526	880.00
				2137623	18.00
				3003459	630.57
				115392-115392	430.24
				115429-115431	1,125.04
					3,083.85
		Check 56715 Total:			
56716	klb	KLB Construction, Inc.	12/9/2021		
				4	750,343.61
					750,343.61
		Check 56716 Total:			
56717	UB*02814	Georgia Kramer	12/9/2021		
					111.91
					111.91
		Check 56717 Total:			
56718	kurita	Kurita America Inc.	12/9/2021		
				inv613368	507.18
				inv613367	507.18
					1,014.36
		Check 56718 Total:			
56719	incs	L.N. Curtis & Sons	12/9/2021		
				inv547340	535.35
					535.35
		Check 56719 Total:			
56720	lst	Les Schwab Tires, Inc.	12/9/2021		
				36300569824	1,267.88
					1,267.88
		Check 56720 Total:			
56721	loudedge	LoudEdge, Inc.	12/9/2021		
				cos-120121-b	350.00
				cos-120121-a	1,075.00
					1,425.00
		Check 56721 Total:			
56722	lba	Lowe's Business Account	12/9/2021		
				62298634	742.61
					742.61
		Check 56722 Total:			
56723	macdmill	Macdonald-Miller	12/9/2021		
				svc216718	951.15
				svc216326	2,042.69
					2,993.84
		Check 56723 Total:			
56724	mp	Minuteman Press	12/9/2021		
				87337	212.74

Check	Vendor No	Vendor Name	Date	Invoice No	amount
				87337	212.74
				87337	212.75
				87336	180.53
				87303	363.75
				87336	180.52
				87336	180.53
				87256	1,654.69
				<hr/>	
				Check 56724 Total:	3,198.25
56725	UB*02805	Michael Morse	12/9/2021		161.37
				<hr/>	
				Check 56725 Total:	161.37
56726	nelson	Nelson Truck	12/9/2021		
				727225	19,721.86
				<hr/>	
				Check 56726 Total:	19,721.86
56727	net tran	Net Transcripts, Inc.	12/9/2021		
				nt692/8	41.79
				nt5505	105.47
				<hr/>	
				Check 56727 Total:	147.26
56728	nhc	NHC	12/9/2021		
				27441	41,302.29
				<hr/>	
				Check 56728 Total:	41,302.29
56729	nls	NLS	12/9/2021		
				cd50172286	6,362.09
				cd50172286	626.57
				cd50172286	19,098.29
				<hr/>	
				Check 56729 Total:	26,086.95
56730	UB*02815	John and Elizabeth Olsen	12/9/2021		
				<hr/>	
				Check 56730 Total:	234.38
56731	otak	OTAK Inc.	12/9/2021		
				112100191	21,593.17
				112100405	4,260.75
				<hr/>	
				Check 56731 Total:	25,853.92
56732	pst	P.S.T. Investigations, Inc.	12/9/2021		
				psti21-176	4,028.00
				<hr/>	
				Check 56732 Total:	4,028.00
56733	poa-or	Pacific Office Automation (O)	12/9/2021		
				8c08108-30	177.68
				8c12960-20	224.02
				690812	50.12
				8c08106-30	600.38
				8c06949-35	197.99

Check	Vendor No	Vendor Name	Date	Invoice No	amount
					Check 56733 Total: 1,250.19
56734	poa	Pacific Office Automation (PA	12/9/2021	74551685	255.75
					Check 56734 Total: 255.75
56735	paramet	Parametrix	12/9/2021	30752	40,791.91
					Check 56735 Total: 40,791.91
56736	UB*02816	Shehul Parikh	12/9/2021		152.34
					Check 56736 Total: 152.34
56737	prideele	Pride Electric Inc.	12/9/2021	426245	326.10
					Check 56737 Total: 326.10
56738	pro-tow	Pro-Tow	12/9/2021	30438	629.75
					Check 56738 Total: 629.75
56739	pse	Puget Sound Energy - PSE	12/9/2021	431306-12-21	14.37
				004220-12-21	10,233.70
				004220-12-21	3,077.48
					Check 56739 Total: 13,325.55
56740	rad	R.A.D Systems	12/9/2021	22RCT 1086	175.00
					Check 56740 Total: 175.00
56741	rainasph	Rainier Asphalt & Concrete	12/9/2021	15244	236,376.23
				15244	-10,872.87
				15340	6,944.92
					Check 56741 Total: 232,448.28
56742	score	SCORE	12/9/2021	5581	1,447.00
					Check 56742 Total: 1,447.00
56743	UB*02788	Karin Simpson	12/9/2021		2,834.71
					Check 56743 Total: 2,834.71
56744	spckh	Snoq. Petty Cash: Kyla Hende	12/9/2021	PCV 001-02	8.55
					Check 56744 Total: 8.55

Check	Vendor No	Vendor Name	Date	Invoice No	amount
56745	snoq vc	Snoqualmie Valley Chamber c	12/9/2021	4751	775.00
		Check 56745 Total:			775.00
56746	sonsray	Sonsray Machinery LLC	12/9/2021	p46718-08	5,225.12
		Check 56746 Total:			5,225.12
56747	stericyc	Stericycle, Inc. (PD)	12/9/2021	3005770206	10.36
		Check 56747 Total:			10.36
56748	UB*02811	Eric Swenson	12/9/2021		165.52
		Check 56748 Total:			165.52
56749	UB*02808	Tip Thawornataweewong	12/9/2021		928.74
		Check 56749 Total:			928.74
56750	twwp	The Workwear Place	12/9/2021	1393	52.29
				1393	52.29
				1393	52.28
		Check 56750 Total:			156.86
56751	tje	Thomas J. Tree & Garden Car	12/9/2021	534	1,386.28
		Check 56751 Total:			1,386.28
56752	tsi carn	TSI Traffic Signs, Inc.	12/9/2021	19008	489.15
		Check 56752 Total:			489.15
56753	usp	US Postmaster	12/9/2021	'O Box 987 2022	342.00
		Check 56753 Total:			342.00
56754	UB*02813	Peter Vanbogat	12/9/2021		56.18
		Check 56754 Total:			56.18
56755	UB*02803	Jeffrey VanWinkle	12/9/2021		109.75
					141.36
					43.17
					3.89
					12.72
					9.88
		Check 56755 Total:			320.77

Check	Vendor No	Vendor Name	Date	Invoice No	amount
56756	ventilat	Ventilation Power Cleaning, I	12/9/2021	60411	22,748.19
					<hr/>
		Check 56756 Total:			22,748.19
56757	verizcs	Verizon Wireless (Central Srv	12/9/2021	9892991719	6,891.39
					<hr/>
		Check 56757 Total:			6,891.39
56758	dot47305	WA ST DOT-Cashier	12/9/2021	re313atb1111502	274.59
					<hr/>
		Check 56758 Total:			274.59
56759	wsp bf	WA ST Patrol - B & F Servs	12/9/2021	i22003246	119.25
					<hr/>
		Check 56759 Total:			119.25
56760	ydoc	Yakima County D. O. Corr.	12/9/2021	10/21	2,679.98
					<hr/>
		Check 56760 Total:			2,679.98
56761	UB*02806	Rachel Ziger	12/9/2021		680.06
					<hr/>
		Check 56761 Total:			680.06
					<hr/>
		Report Total:			1,416,908.03
					<hr/> <hr/>

Accounts Payable

Check Detail

User: sluhman
 Printed: 12/09/2021 - 4:18PM



Check Number	Check Date		Amount
911 supp - 911 Supply Inc. Line Item Account			
56688	12/09/2021		
Inv	inv-2-14508		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/15/2021	Jason Gall	001-08-009-521-50-35-900	58.22
Inv inv-2-14508 Total			58.22
Inv	inv-2-14509		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/15/2021	Hand cuff keys, inventory	001-08-009-521-22-31-050	41.84
Inv inv-2-14509 Total			41.84
Inv	inv-2-14707		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/23/2021	C. Werre outer vest	014-08-012-521-22-31-050	264.15
Inv inv-2-14707 Total			264.15
56688 Total:			364.21
911 supp - 911 Supply Inc. Total:			364.21
allpurp - All Purpose Door Repair Line Item Account			
56689	12/09/2021		
Inv	27542		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/30/2021	PD	510-24-053-518-20-48-000	3,153.39
Inv 27542 Total			3,153.39
Inv	27553		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2021	PD	510-24-053-518-20-48-000	332.62
Inv 27553 Total			332.62
56689 Total:			3,486.01

Check Number	Check Date		Amount
allpurp - All Purpose Door Repair Total:			3,486.01
allied - Allied 100, LLC Line Item Account			
56690	12/09/2021		
Inv	2038332		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/19/2021	HeartSart device and supplies	001-09-014-522-45-43-000	997.39
Inv 2038332 Total			997.39
Inv	2038777		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/22/2021	HeartSart supplies	001-09-014-522-45-43-000	402.52
Inv 2038777 Total			402.52
56690 Total:			1,399.91
allied - Allied 100, LLC Total:			1,399.91
amazon - Amazon Line Item Account			
56691	12/09/2021		
Inv	443763644568		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/29/2021	Mitsubishi slim hand dryer	001-12-028-576-80-31-300	1,298.97
Inv 443763644568 Total			1,298.97
Inv	459438974745		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/29/2021	Stereo speakers	511-25-054-518-50-31-000	48.90
Inv 459438974745 Total			48.90
56691 Total:			1,347.87
amazon - Amazon Total:			1,347.87
taser - Axon Enterprise, Inc. Line Item Account			
56692	12/09/2021		
Inv	si-1743731		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/07/2021	C. Smith, Taser instructor	014-08-012-521-40-43-000	375.00
Inv si-1743731 Total			375.00
56692 Total:			375.00

taser - Axon Enterprise, Inc. Total:	375.00
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UB*02801 - BKP Property III LLC Line Item Account

56693	12/09/2021		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Refund Check	401-00-000-213-10-00-000	17.35
Inv Total			17.35

56693 Total:	17.35
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UB*02801 - BKP Property III LLC Total:	17.35
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UB*02802 - Bride, Paul and Laurena Line Item Account

56694	12/09/2021		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Refund Check	401-00-000-213-10-00-000	200.16
Inv Total			200.16

56694 Total:	200.16
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UB*02802 - Bride, Paul and Laurena Total:	200.16
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bcfh - Bud Clary Ford Hyundai Line Item Account

56695	12/09/2021		
Inv 3mp095 p095			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/01/2021	#233 replacement.	501-23-052-594-48-64-000	39,946.48
Inv 3mp095 p095 Total			39,946.48

56695 Total:	39,946.48
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bcfh - Bud Clary Ford Hyundai Total:	39,946.48
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century - CenturyLink Line Item Account 511-25-054-518-50-42-000

56696	12/09/2021		
Inv 12/9/21			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/09/2021		511-25-054-518-50-42-000	4,986.37
Inv 12/9/21 Total			4,986.37

56696 Total:	4,986.37
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century - CenturyLink Total:	4,986.37
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cenlink - CenturyLink PD Line Item Account 511-25-054-518-50-42-000

56697 12/09/2021

Inv 11/21

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/08/2021		511-25-054-518-50-42-000	168.94

Inv 11/21 Total	168.94
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56697 Total:	168.94
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cenlink - CenturyLink PD Total:	168.94
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coi - City of Issaquah Finance Dept. Line Item Account

56698 12/09/2021

Inv 19000493

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/26/2019	5/2019 Dispatch	001-08-009-521-22-41-511	23,825.17
06/26/2019	5/2019 Dispatch	014-08-012-521-22-41-511	19,493.33

Inv 19000493 Total	43,318.50
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Inv 20000465

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/16/2020	5/2020 Jail	001-08-009-523-60-41-502	15,035.00

Inv 20000465 Total	15,035.00
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Inv 20000466

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/16/2020	5/2020 Dispatch	001-08-009-521-22-41-511	26,770.80
06/16/2020	5/2020 Dispatch	014-08-012-521-22-41-511	17,847.20

Inv 20000466 Total	44,618.00
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Inv 20000733

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/02/2020	10/2020 Jail	001-08-009-523-60-41-502	15,035.00

Inv 20000733 Total	15,035.00
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Inv 20000781

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/02/2020	11/2020 Jail	001-08-009-523-60-41-502	14,550.00

Inv 20000781 Total	14,550.00
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Check Number	Check Date	Amount
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56698 Total:	132,556.50
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coi - City of Issaquah Finance Dept. Total:	132,556.50
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cored - City of Redmond Line Item Account

56699 12/09/2021

Inv 00003605

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2021	Q3 2021 MIH Services	001-09-014-522-10-41-000	3,234.90

Inv 00003605 Total	3,234.90
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56699 Total:	3,234.90
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cored - City of Redmond Total:	3,234.90
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clarktow - Clark's Towing East Line Item Account

56700 12/09/2021

Inv 67905 nb

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/15/2021	PD Vehicle #103	001-08-009-521-22-41-000	405.48

Inv 67905 nb Total	405.48
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56700 Total:	405.48
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clarktow - Clark's Towing East Total:	405.48
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co - Complete Office (Fin. Acct.) Line Item Account 511-25-054-518-50-31-000

56701 12/09/2021

Inv 2095299-0

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/29/2021		511-25-054-518-50-31-000	228.32

Inv 2095299-0 Total	228.32
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56701 Total:	228.32
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co - Complete Office (Fin. Acct.) Total:	228.32
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comp pd - Complete Office (PD Acct.) Line Item Account

56702 12/09/2021

Inv 2089104-1

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/12/2021		511-25-054-518-50-31-340	43.94

Inv 2089104-1 Total	43.94
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Inv 2091123-0

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2021		511-25-054-518-50-31-000	115.33
11/09/2021		511-25-054-518-50-31-340	36.90

Inv 2091123-0 Total	152.23
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Inv 2094116-0

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/19/2021		511-25-054-518-50-31-340	41.46
11/19/2021		014-08-012-521-22-31-000	41.48
11/19/2021		511-25-054-518-50-31-000	22.99

Inv 2094116-0 Total	105.93
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56702 Total:	302.10
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comp pd - Complete Office (PD Acct.) Total:	302.10
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corppay - Corporate Payment Systems Line Item Account

56703 12/09/2021

Inv 11/21 BCS

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/23/2021	Law360	001-04-004-515-31-49-200	118.33

Inv 11/21 BCS Total	118.33
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Inv 11/21 DM

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/23/2021		511-25-054-518-50-49-300	232.00
11/23/2021		001-08-009-521-22-31-050	193.99
11/23/2021		511-25-054-518-50-42-300	187.94
11/23/2021		001-08-009-521-40-43-000	53.22
11/23/2021		001-08-009-521-22-31-910	297.54

Inv 11/21 DM Total	964.69
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Inv 11/21 MB

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/23/2021	boots and jacket	001-09-014-522-20-31-050	300.15
11/23/2021	GoPro accessories	001-09-014-522-50-31-820	26.45
11/23/2021	rope bag	001-09-014-522-20-31-910	86.86
11/23/2021	Dillanos Coffee	001-09-014-522-20-31-340	254.50
11/23/2021	R & M	001-09-014-522-50-31-300	45.57

Inv 11/21 MB Total	713.53
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Check Number	Check Date		Amount
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Inv 11/21 MC

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/23/2021	Valley FD Chiefs Mtg.	001-09-014-522-45-43-000	73.65

Inv 11/21 MC Total 73.65

Inv 11/21 NA

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/23/2021		501-23-051-548-68-32-100	352.38
11/23/2021		001-08-009-521-10-49-200	163.05
11/23/2021		001-08-009-521-22-41-000	9.00

Inv 11/21 NA Total 524.43

Inv 11/21 NW

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/23/2021		001-02-002-511-60-41-000	423.93
11/23/2021		001-07-008-557-20-41-000	28.77
11/23/2021		001-03-003-513-10-49-100	1,109.89
11/23/2021		001-28-056-571-20-31-900	284.81

Inv 11/21 NW Total 1,847.40

56703 Total: 4,242.03

corppay - Corporate Payment Systems Total: 4,242.03

cryspr - Crystal Springs Line Item Account 001-08-009-521-50-45-000

56704 12/09/2021

Inv 5310053 091221

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/12/2021		001-08-009-521-50-45-000	151.30

Inv 5310053 091221 Total 151.30

56704 Total: 151.30

cryspr - Crystal Springs Total: 151.30

UB*02812 - Cumming, Jaime & Kevin Line Item Account

56705 12/09/2021

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Refund Check	401-00-000-213-10-00-000	2.47

Inv Total 2.47

56705 Total: 2.47

UB*02812 - Cumming, Jaime & Kevin Total: 2.47

djc - Daily Journal of Commerce Line Item Account

56706	12/09/2021		
Inv	3373427		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/22/2021	Landscape maintenance	510-24-053-518-20-41-000	365.50
Inv 3373427 Total			365.50
Inv	3373428		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/22/2021	Mini Parks	001-12-029-576-80-41-390	365.50
Inv 3373428 Total			365.50
Inv	3373429		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/22/2021	Snoqualmie Parkway	001-16-019-542-90-41-390	378.40
Inv 3373429 Total			378.40
Inv	3373430		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/22/2021	Landscape	001-16-019-542-90-41-390	120.40
11/22/2021	Landscape	510-24-053-518-20-41-000	120.40
11/22/2021	Landscape	001-12-029-576-80-41-390	120.40
Inv 3373430 Total			361.20
56706 Total:			1,470.60

djc - Daily Journal of Commerce Total: 1,470.60

doe - Dept. of Ecology Line Item Account

56707	12/09/2021		
Inv	22Dalziel8623		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Ryan A. Dalziel	402-20-019-535-10-23-300	98.00
Inv 22Dalziel8623 Total			98.00
Inv	22George9277		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Jason A. George	402-20-019-535-10-23-300	98.00
Inv 22George9277 Total			98.00

Inv 22Holmes6854

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Thomas E. Holmes	402-20-019-535-10-23-300	98.00

Inv 22Holmes6854 Total 98.00

Inv 22Miller8985

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Matthew L. Miller	402-20-019-535-10-23-300	98.00

Inv 22Miller8985 Total 98.00

56707 Total: 392.00

doe - Dept. of Ecology Total: 392.00

UB*02804 - Eyre, Autumn Line Item Account

56708 12/09/2021

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Refund Check	401-00-000-213-10-00-000	161.37

Inv Total 161.37

56708 Total: 161.37

UB*02804 - Eyre, Autumn Total: 161.37

fireking - Fire King of Seattle, Inc. Line Item Account

56709 12/09/2021

Inv 10726039

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/18/2021	2-Annual exam, old library	510-24-053-518-20-48-000	76.09

Inv 10726039 Total 76.09

Inv 110725968

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/18/2021	Annual exam and 2 new fire extinguishers	510-24-053-518-20-48-000	564.97

Inv 110725968 Total 564.97

Inv si-0002499

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2021	#3-hydrotest	001-09-014-522-10-41-000	314.22

Inv si-0002499 Total 314.22

56709 Total:	955.28
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fireking - Fire King of Seattle, Inc. Total:	955.28
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UB*02807 - First American Title Line Item Account

56710 12/09/2021

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Refund Check	401-00-000-213-10-00-000	565.00

Inv Total	565.00
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56710 Total:	565.00
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UB*02807 - First American Title Total:	565.00
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UB*02810 - Fraser, Dustin and Serena Line Item Account

56711 12/09/2021

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Refund Check	401-00-000-213-10-00-000	91.67

Inv Total	91.67
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56711 Total:	91.67
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UB*02810 - Fraser, Dustin and Serena Total:	91.67
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gallsfd - Galls, LLC FD Line Item Account

56712 12/09/2021

Inv 019675405

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2021	M. Correia	001-09-014-522-20-31-050	255.43

Inv 019675405 Total	255.43
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56712 Total:	255.43
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gallsfd - Galls, LLC FD Total:	255.43
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grainger - Grainger Line Item Account

56713 12/09/2021

Inv 9130829147

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/23/2021	FD, parts	510-24-053-518-20-31-300	141.51

Check Number	Check Date		Amount
Inv 9130829147	Total		141.51
56713 Total:			141.51
grainger - Grainger Total:			141.51
UB*02809 - Judah, Ryan & Anisha Line Item Account			
56714	12/09/2021		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Refund Check	401-00-000-213-10-00-000	312.51
Inv Total			312.51
56714 Total:			312.51
UB*02809 - Judah, Ryan & Anisha Total:			312.51
kcf201 - KC Finance Line Item Account			
56715	12/09/2021		
Inv	115392-115392		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2021	bridge inspections	001-16-035-542-50-41-070	430.24
Inv 115392-115392	Total		430.24
Inv	115429-115431		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2021	signal maint.	001-16-035-542-63-48-801	1,125.04
Inv 115429-115431	Total		1,125.04
Inv	2137623		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/08/2021	animal control fees 1/1-12/31/2020	001-08-009-554-30-41-521	18.00
Inv 2137623	Total		18.00
Inv	3003459		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/10/2021	sno inmates-10/21	001-08-009-523-60-41-503	630.57
Inv 3003459	Total		630.57
Inv	35005526		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/21/2021	roads, permits and utility inspect	001-16-035-542-30-48-000	880.00
Inv 35005526	Total		880.00

Check Number	Check Date	Amount
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56715 Total:		3,083.85
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kcf201 - KC Finance Total:		3,083.85
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klb - KLB Construction, Inc. Line Item Account

56716 12/09/2021

Inv 4

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/12/2021	Record Office Revetment Repair	417-13-405-594-31-41-040	750,343.61

Inv 4 Total		750,343.61
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56716 Total:		750,343.61
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klb - KLB Construction, Inc. Total:		750,343.61
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UB*02814 - Kramer, Georgia Line Item Account

56717 12/09/2021

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Refund Check	401-00-000-213-10-00-000	111.91

Inv Total		111.91
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56717 Total:		111.91
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UB*02814 - Kramer, Georgia Total:		111.91
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kurita - Kurita America Inc. Line Item Account

56718 12/09/2021

Inv inv613367

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2021	CH, radiant floor	510-24-053-518-20-48-000	507.18

Inv inv613367 Total		507.18
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Inv inv613368

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2021	FD, radiant floor	510-24-053-518-20-48-000	507.18

Inv inv613368 Total		507.18
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56718 Total:		1,014.36
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kurita - Kurita America Inc. Total:		1,014.36
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Check Number	Check Date		Amount
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Incs - L.N. Curtis & Sons Line Item Account 001-09-014-522-20-31-050

56719	12/09/2021		
Inv	inv547340		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/29/2021	body harness	001-09-014-522-20-31-910	535.35
Inv inv547340 Total			535.35

56719 Total: 535.35

Incs - L.N. Curtis & Sons Total: 535.35

Ist - Les Schwab Tires, Inc. Line Item Account 501-23-051-548-68-31-400

56720	12/09/2021		
Inv	36300569824		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/02/2021	402	501-23-051-548-68-31-400	1,267.88
Inv 36300569824 Total			1,267.88

56720 Total: 1,267.88

Ist - Les Schwab Tires, Inc. Total: 1,267.88

loudedge - LoudEdge, Inc. Line Item Account 001-07-008-557-20-41-000

56721	12/09/2021		
Inv	cos-120121-a		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/01/2021	11/21 creative design & marketing events	001-28-057-573-90-41-390	1,075.00
Inv cos-120121-a Total			1,075.00

Inv	cos-120121-b		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/01/2021	11/21 creative	001-07-008-557-20-49-300	350.00

Inv cos-120121-b Total 350.00

56721 Total: 1,425.00

loudedge - LoudEdge, Inc. Total: 1,425.00

Iba - Lowe's Business Account Line Item Account

56722	12/09/2021		
Inv	62298634		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
11/30/2021	GE Dishwasher	510-24-053-518-20-31-300	742.61
Inv 62298634 Total			742.61
56722 Total:			742.61
lba - Lowe's Business Account Total:			742.61
macdmill - Macdonald-Miller Line Item Account			
56723	12/09/2021		
Inv	svc216326		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2021	HVAC, old library	510-24-053-518-20-48-000	2,042.69
Inv svc216326 Total			2,042.69
Inv	svc216718		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2021	HVAC FD	510-24-053-518-20-48-000	951.15
Inv svc216718 Total			951.15
56723 Total:			2,993.84
macdmill - Macdonald-Miller Total:			2,993.84
mp - Minuteman Press Line Item Account 511-25-054-518-50-31-000			
56724	12/09/2021		
Inv	87256		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/24/2021	Fall Flood Report 2021	001-07-008-557-20-49-300	1,654.69
Inv 87256 Total			1,654.69
Inv	87303		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/02/2021	Plien Air poster	012-13-115-573-20-49-300	363.75
Inv 87303 Total			363.75
Inv	87336		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	11/21 UB	401-18-037-534-81-31-000	180.53
12/07/2021	11/21 UB	403-22-050-531-30-31-000	180.53
12/07/2021	11/21 UB	402-20-040-535-80-31-000	180.52
Inv 87336 Total			541.58

Check Number	Check Date			Amount
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Inv 87337

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	11/21 UB	402-20-040-535-80-49-300	212.74
12/07/2021	11/21 UB	401-18-037-534-81-49-300	212.74
12/07/2021	11/21 UB	403-22-050-531-30-49-300	212.75

Inv 87337 Total 638.23

56724 Total: 3,198.25

mp - Minuteman Press Total: 3,198.25

UB*02805 - Morse, Michael Line Item Account

56725 12/09/2021

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Refund Check	401-00-000-213-10-00-000	161.37

Inv Total 161.37

56725 Total: 161.37

UB*02805 - Morse, Michael Total: 161.37

nelson - Nelson Truck Line Item Account

56726 12/09/2021

Inv 727225

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/22/2021	236, replace truck mounted crane	501-23-051-548-68-31-301	19,721.86

Inv 727225 Total 19,721.86

56726 Total: 19,721.86

nelson - Nelson Truck Total: 19,721.86

net tran - Net Transcripts, Inc. Line Item Account

56727 12/09/2021

Inv nt5505

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/15/2021	transcription	001-08-009-521-22-41-000	105.47

Inv nt5505 Total 105.47

Inv nt692/8

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2021	transcription	014-08-012-521-22-41-000	41.79

Check Number	Check Date		Amount
Inv nt692/8 Total			41.79
56727 Total:			147.26
net tran - Net Transcripts, Inc. Total:			147.26
nhc - NHC Line Item Account 130-14-032-558-60-41-080			
56728	12/09/2021		
Inv	27441		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/21/2021	Record Office Revetment	417-13-405-594-31-41-040	41,302.29
Inv 27441 Total			41,302.29
56728 Total:			41,302.29
nhc - NHC Total:			41,302.29
nls - NLS Line Item Account			
56729	12/09/2021		
Inv	cd50172286		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2021	10/21	001-16-035-542-70-48-150	19,098.29
10/31/2021	10/21	510-24-053-518-20-48-150	626.57
10/31/2021	10/21	001-12-028-576-80-48-150	6,362.09
Inv cd50172286 Total			26,086.95
56729 Total:			26,086.95
nls - NLS Total:			26,086.95
UB*02815 - Olsen, John and Elizabeth Line Item Account			
56730	12/09/2021		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Refund Check	401-00-000-213-10-00-000	234.38
Inv Total			234.38
56730 Total:			234.38
UB*02815 - Olsen, John and Elizabeth Total:			234.38
otak - OTAK Inc. Line Item Account 130-14-032-558-60-41-080			
56731	12/09/2021		

Check Number	Check Date	Amount
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Inv 112100191

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	Amount
11/12/2021	Town Center Phase 3	310-17-506-595-30-41-060	21,593.17

Inv 112100191 Total 21,593.17

Inv 112100405

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	Amount
11/24/2021	City Hall stair evaluation	329-13-701-594-18-41-060	4,260.75

Inv 112100405 Total 4,260.75

56731 Total: 25,853.92

otak - OTAK Inc. Total: 25,853.92

pst - P.S.T. Investigations, Inc. Line Item Account

56732 12/09/2021

Inv psti21-176

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	Amount
08/24/2021	M. Liebetrau & B. Young	001-08-009-521-22-41-000	4,028.00

Inv psti21-176 Total 4,028.00

56732 Total: 4,028.00

pst - P.S.T. Investigations, Inc. Total: 4,028.00

poa-or - Pacific Office Automation (OR) Line Item Account 511-25-054-518-50-45-200

56733 12/09/2021

Inv 690812

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	Amount
10/05/2021		511-25-054-518-50-45-200	50.12

Inv 690812 Total 50.12

Inv 8c06949-35

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	Amount
11/15/2021		511-25-054-518-50-45-200	197.99

Inv 8c06949-35 Total 197.99

Inv 8c08106-30

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	Amount
11/15/2021		511-25-054-518-50-45-200	600.38

Inv 8c08106-30 Total 600.38

Check Number	Check Date		Amount
Inv	8c08108-30		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/15/2021		511-25-054-518-50-45-200	177.68
Inv 8c08108-30 Total			177.68
Inv	8c12960-20		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/15/2021		511-25-054-518-50-45-200	224.02
Inv 8c12960-20 Total			224.02
56733 Total:			1,250.19
poa-or - Pacific Office Automation (OR) Total:			1,250.19
poa - Pacific Office Automation (PA) Line Item Account 511-25-054-518-50-45-200			
56734	12/09/2021		
Inv	74551685		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/20/2021		511-25-054-518-50-45-200	255.75
Inv 74551685 Total			255.75
56734 Total:			255.75
poa - Pacific Office Automation (PA) Total:			255.75
paramet - Parametrix Line Item Account			
56735	12/09/2021		
Inv	30752		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2021	Record Office Revetment	417-13-405-594-31-41-040	40,791.91
Inv 30752 Total			40,791.91
56735 Total:			40,791.91
paramet - Parametrix Total:			40,791.91
UB*02816 - Parikh, Shehul Line Item Account			
56736	12/09/2021		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Refund Check	401-00-000-213-10-00-000	152.34
Inv Total			152.34

56736 Total:	152.34
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UB*02816 - Parikh, Shehul Total:	152.34
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prideele - Pride Electric Inc. Line Item Account

56737 12/09/2021

Inv 426245

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/18/2021	Snoq. Point	001-12-028-576-80-31-300	326.10

Inv 426245 Total	326.10
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56737 Total:	326.10
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prideele - Pride Electric Inc. Total:	326.10
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pro-tow - Pro-Tow Line Item Account

56738 12/09/2021

Inv 30438

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/18/2021	21N-5954	014-08-012-521-22-41-000	629.75

Inv 30438 Total	629.75
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56738 Total:	629.75
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pro-tow - Pro-Tow Total:	629.75
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pse - Puget Sound Energy - PSE Line Item Account 001-08-009-521-50-47-100

56739 12/09/2021

Inv 004220-12-21

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/29/2021	Electricity - Water Dist - Nov	401-18-037-534-81-47-100	10,233.70
11/29/2021	Electricity - Water Trt - Nov	401-18-037-534-82-47-100	3,077.48

Inv 004220-12-21 Total	13,311.18
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Inv 431306-12-21

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/02/2021	Street Lighting - Gove St - Nov	001-16-035-542-63-47-100	14.37

Inv 431306-12-21 Total	14.37
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56739 Total:	13,325.55
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pse - Puget Sound Energy - PSE Total: 13,325.55

rad - R.A.D Systems Line Item Account

56740 12/09/2021

Inv 22RCT 1086

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/09/2021	N. Draveling	001-08-009-521-10-49-200	175.00

Inv 22RCT 1086 Total 175.00

56740 Total: 175.00

rad - R.A.D Systems Total: 175.00

rainasph - Rainier Asphalt & Concrete Line Item Account

56741 12/09/2021

Inv 15244

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/11/2021	2021 Overlay-Reinig, Mill Pond & Schusman	310-17-500-595-30-63-000	236,376.23
10/11/2021	Retainage - 2021 Overlay-Reinig, Mill Pond & Schusman	310-00-000-223-40-00-000	-10,872.87

Inv 15244 Total 225,503.36

Inv 15340

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2021	UF Impr. Program-Stellar Way, asphalt repair.	417-13-471-594-31-48-155	6,944.92

Inv 15340 Total 6,944.92

56741 Total: 232,448.28

rainasph - Rainier Asphalt & Concrete Total: 232,448.28

score - SCORE Line Item Account 001-08-009-523-60-41-504

56742 12/09/2021

Inv 5581

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/10/2021	10/2021	001-08-009-523-60-41-504	1,447.00

Inv 5581 Total 1,447.00

56742 Total: 1,447.00

score - SCORE Total: 1,447.00

UB*02788 - Simpson, Karin Line Item Account

56743 12/09/2021

Check Number	Check Date		Amount
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Refund Check	401-00-000-213-10-00-000	2,834.71
Inv Total			2,834.71
56743 Total:			2,834.71
UB*02788 - Simpson, Karin Total:			2,834.71
spckh - Snoq. Petty Cash: Kyla Henderson Line Item Account			
56744	12/09/2021		
Inv PCV 001-02			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/08/2021	Mail Deeds for Recording	130-14-031-558-60-42-300	8.55
Inv PCV 001-02 Total			8.55
56744 Total:			8.55
spckh - Snoq. Petty Cash: Kyla Henderson Total:			8.55
snoq vc - Snoqualmie Valley Chamber of Commerce Line Item Account			
56745	12/09/2021		
Inv 4751			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/01/2021	Dues 2022	001-01-001-513-10-49-200	775.00
Inv 4751 Total			775.00
56745 Total:			775.00
snoq vc - Snoqualmie Valley Chamber of Commerce Total:			775.00
sonsray - Sonsray Machinery LLC Line Item Account			
56746	12/09/2021		
Inv p46718-08			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/30/2021	310	501-23-051-548-68-31-301	5,225.12
Inv p46718-08 Total			5,225.12
56746 Total:			5,225.12
sonsray - Sonsray Machinery LLC Total:			5,225.12

Check Number	Check Date		Amount
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stericyc - Stericycle, Inc. (PD) Line Item Account 001-08-009-521-22-41-000

56747 12/09/2021

Inv 3005770206

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2021		001-08-009-521-22-41-000	10.36

Inv 3005770206 Total 10.36

56747 Total: 10.36

stericyc - Stericycle, Inc. (PD) Total: 10.36

UB*02811 - Swenson, Eric Line Item Account

56748 12/09/2021

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Refund Check	401-00-000-213-10-00-000	165.52

Inv Total 165.52

56748 Total: 165.52

UB*02811 - Swenson, Eric Total: 165.52

UB*02808 - Thaworntaweewong, Tip Line Item Account

56749 12/09/2021

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Refund Check	401-00-000-213-10-00-000	928.74

Inv Total 928.74

56749 Total: 928.74

UB*02808 - Thaworntaweewong, Tip Total: 928.74

twwp - The Workwear Place Line Item Account

56750 12/09/2021

Inv 1393

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2021	A. Vinning	401-18-019-534-10-23-100	52.29
04/22/2021	A. Vinning	402-20-019-535-10-23-100	52.29
04/22/2021	A. Vinning	403-22-019-531-10-23-100	52.28

Inv 1393 Total 156.86

56750 Total: 156.86

Check Number	Check Date		Amount
twwp - The Workwear Place Total:			156.86
tje - Thomas J. Tree & Garden Care LLC Line Item Account			
56751	12/09/2021		
Inv	534		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/18/2021	Restoration on Haugen	403-22-030-531-90-41-000	1,386.28
Inv 534 Total			1,386.28
56751 Total:			1,386.28
tje - Thomas J. Tree & Garden Care LLC Total:			1,386.28
tsi carn - TSI Traffic Signs, Inc. Line Item Account			
56752	12/09/2021		
Inv	19008		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/08/2021		001-16-035-542-30-31-300	489.15
Inv 19008 Total			489.15
56752 Total:			489.15
tsi carn - TSI Traffic Signs, Inc. Total:			489.15
usp - US Postmaster Line Item Account			
56753	12/09/2021		
Inv	PO Box 987 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/09/2021	Annual PO Box 987 Rental Fee - 2022	511-25-054-518-50-42-300	342.00
Inv PO Box 987 2022 Total			342.00
56753 Total:			342.00
usp - US Postmaster Total:			342.00
UB*02813 - Vanbogart, Peter Line Item Account			
56754	12/09/2021		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Refund Check	401-00-000-213-10-00-000	56.18
Inv Total			56.18

Check Number	Check Date		Amount
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56754 Total:			56.18
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UB*02813 - Vanbogart, Peter Total:			56.18
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UB*02803 - VanWinkle, Jeffrey Line Item Account

56755 12/09/2021

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Refund Check	403-00-000-213-10-00-000	43.17
12/07/2021	Refund Check	001-00-000-213-10-00-000	3.89
12/07/2021	Refund Check	001-00-000-213-10-00-000	12.72
12/07/2021	Refund Check	001-00-000-213-10-00-000	9.88
12/07/2021	Refund Check	401-00-000-213-10-00-000	109.75
12/07/2021	Refund Check	402-00-000-213-10-00-000	141.36

Inv Total			320.77
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56755 Total:			320.77
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UB*02803 - VanWinkle, Jeffrey Total:			320.77
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ventilat - Ventilation Power Cleaning, Inc. Line Item Account 402-20-045-535-60-48-801

56756 12/09/2021

Inv 60411

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2021	clean sewers	402-20-045-535-60-48-801	22,748.19

Inv 60411 Total			22,748.19
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56756 Total:			22,748.19
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ventilat - Ventilation Power Cleaning, Inc. Total:			22,748.19
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verizcs - Verizon Wireless (Central Srvcs.) Line Item Account 511-25-054-518-50-42-010

56757 12/09/2021

Inv 9892991719

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2021		511-25-054-518-50-42-010	6,891.39

Inv 9892991719 Total			6,891.39
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56757 Total:			6,891.39
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verizcs - Verizon Wireless (Central Srvcs.) Total:			6,891.39
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dot47305 - WA ST DOT-Cashier Line Item Account

56758 12/09/2021

Check Number	Check Date		Amount
Inv	re313atb1111502		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/15/2021	I-90 Interim Ramp Project	310-17-228-595-30-41-040	274.59
Inv re313atb1111502 Total			274.59
56758 Total:			274.59
dot47305 - WA ST DOT-Cashier Total:			274.59
wsp bf - WA ST Patrol - B & F Servs Line Item Account			
56759	12/09/2021		
Inv	i22003246		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/01/2021	finger print fees	001-00-000-237-16-00-000	119.25
Inv i22003246 Total			119.25
56759 Total:			119.25
wsp bf - WA ST Patrol - B & F Servs Total:			119.25
ydoc - Yakima County D. O. Corr. Line Item Account 001-08-009-523-60-41-501			
56760	12/09/2021		
Inv	10/21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/10/2021	10/21 inmates	001-08-009-523-60-41-501	2,679.98
Inv 10/21 Total			2,679.98
56760 Total:			2,679.98
ydoc - Yakima County D. O. Corr. Total:			2,679.98
UB*02806 - Ziger, Rachel Line Item Account			
56761	12/09/2021		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Refund Check	401-00-000-213-10-00-000	680.06
Inv Total			680.06
56761 Total:			680.06
UB*02806 - Ziger, Rachel Total:			680.06

Check Number	Check Date	Amount
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Total:		1,416,908.03
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Accounts Payable

Blanket Voucher Approval Document

#54



User: sluhman
 Printed: 12/16/2021 - 12:38PM
 Warrant Request Date: 12/16/2021
 DAC Fund:

Batch: 00003.12.2021 - 12-16-21

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$ 357,953.57,
 for claims warrants numbered 56762 through 56808 & dated 12-16-21.

Line	Claimant	Voucher No.	Amount
1	911 Supply Inc.	000056762	479.33
2	Advance Marking Systems	000056763	15.70
3	Alpine Coachworks, Inc.	000056764	2,005.22
4	Amazon	000056765	190.74
5	Apsco LLC	000056766	457.97
6	Ashbaugh Beal	000056767	241.75
7	Bailey, Deputy Chief Michael	000056768	1,121.60
8	Builders Hardware & Supply	000056769	69.18
9	BVH Groundworks, LLC	000056770	6,956.80
10	Carmichael's True Value	000056771	182.25
11	Chinook Lumber, Inc.	000056772	258.13
12	Cintas Fas Lockbox 636525	000056773	617.84
13	Complete Office (P & PW Acct.)	000056774	11.69
14	Complete Office (Fin. Acct.)	000056775	291.92
15	Evergreen Chevrolet	000056776	504.57
16	Fire King	000056777	702.94
17	H.D. Fowler Co.	000056778	5,459.96
18	Helping Hands Ministry	000056779	11,333.00
19	Herrera	000056780	1,466.31
20	Husqvarna	000056781	530.45
21	Issaquah Honda Kubota	000056782	133.58
22	KC Office of Finance-Fac. Mgt. Div.	000056783	200.00
23	KC Radio Comm. Services	000056784	975.04
24	Lakeside Industries	000056785	381.03
25	Les Schwab Tires, Inc.	000056786	459.77
26	McMaster-Carr	000056787	829.34
27	Minuteman Press	000056788	89.55
28	NORCOM 911	000056789	14,198.65
29	Pacific Fire & Security Inc.	000056790	998.95
30	Pertect Engineering, Inc.	000056791	4,577.50
31	Puget Sound Energy - PSE	000056792	2,023.39
32	R.E. Sides Landscaping, Inc.	000056793	253,028.00
33	Salish Lodge & Spa	000056794	2,515.53
34	Sams, Peter	000056795	750.00
35	Seattle Automotive Distributing	000056796	1,237.90
36	Setina Mfg. Co., Inc.	000056797	3,530.03
37	Snoqualmie Valley School Dist. #410	000056798	6,935.00
38	SOLV Buisiness Solutions - Safeguard	000056799	316.99
39	State Auditor's Office	000056800	15,760.70
40	Stericycle, Inc.	000056801	329.52
41	Stericycle, Inc. (FD)	000056802	10.36

Page Total: \$342,178.18

Line	Claimant	Voucher No.	Amount
42	Strategic Government Resources	000056803	10,311.66
43	Summit Law Group	000056804	268.00
44	The Goodyear Tire & Rubber Co.	000056805	2,955.11
45	The Workwear Place	000056806	262.43
46	Verizon (PD)	000056807	1,728.19
47	Waltos,Trever	000056808	250.00
Page Total:			\$15,775.39
Grand Total:			\$357,953.57

Accounts Payable

Computer Check Register



User: sluhman
 Printed: 12/16/2021 - 12:37PM
 Batch: 00003.12.2021 - 12-16-21
 Bank Account: KWR

Check	Vendor No	Vendor Name	Date	Invoice No	amount
56762	911 supp	911 Supply Inc.	12/16/2021		
				inv-2-14917	456.56
				inv-2-14918	22.77
					479.33
		Check 56762 Total:			
56763	ams	Advance Marking Systems	12/16/2021		
				i-686025-1	15.70
					15.70
		Check 56763 Total:			
56764	aci 1	Alpine Coachworks, Inc.	12/16/2021		
				11418	2,005.22
					2,005.22
		Check 56764 Total:			
56765	amazon	Amazon	12/16/2021		
				53579503	48.90
				53508534	51.86
				53546430	29.99
				53546430	29.99
				53546430	30.00
					190.74
		Check 56765 Total:			
56766	apsco	Apsco LLC	12/16/2021		
				22668	423.93
				22640	34.04
					457.97
		Check 56766 Total:			
56767	stanisla	Ashbaugh Beal	12/16/2021		
				35708	241.75
					241.75
		Check 56767 Total:			
56768	bailm	Deputy Chief Michael Bailey	12/16/2021		
				12/1-8/21	665.60
				12/1-8/21	456.00
					1,121.60
		Check 56768 Total:			
56769	bhs	Builders Hardware & Supply	12/16/2021		
				s3818651.001	.69,18
					.69,18
		Check 56769 Total:			
56770	bvh	BVH Groundworks, LLC	12/16/2021		
				206-07-114	2,826.20
				206-07-114	2,826.20
				206-07-113	1,304.40

Check	Vendor No	Vendor Name	Date	Invoice No	amount
					6,956.80
		Check 56770 Total:			
56771	ctv	Carmichael's True Value	12/16/2021		
				21690 11/21	46.71
				21690 11/21	20.64
				21690 11/21	31.02
				21690 11/21	15.20
				21690 11/21	30.43
				21690 11/21	38.25
		Check 56771 Total:			182.25
56772	cl	Chinook Lumber, Inc.	12/16/2021		
				1784501	174.75
				1786712	83.38
		Check 56772 Total:			258.13
56773	cintas	Cintas Fas Lockbox 636525	12/16/2021		
				5086152394	617.84
		Check 56773 Total:			617.84
56774	co p&pw	Complete Office (P & PW Ac	12/16/2021		
				2094230-1	11.69
		Check 56774 Total:			11.69
56775	co	Complete Office (Fin. Acct.)	12/16/2021		
				2095669-2	38.35
				2095669-1	71.80
				2095669-0	181.77
		Check 56775 Total:			291.92
56776	evchev	Evergreen Chevrolet	12/16/2021		
				5050857	504.57
		Check 56776 Total:			504.57
56777	fkport	Fire King	12/16/2021		
				10725885	702.94
		Check 56777 Total:			702.94
56778	hdf	H.D. Fowler Co.	12/16/2021		
				15963984	5,459.96
		Check 56778 Total:			5,459.96
56779	hhm	Helping Hands Ministry	12/16/2021		
				1014	11,333.00
		Check 56779 Total:			11,333.00
56780	herrera	Herrera	12/16/2021		
				49999	1,466.31
		Check 56780 Total:			1,466.31
56781	husqv	Husqvarna	12/16/2021		

Check	Vendor No	Vendor Name	Date	Invoice No	amount
				14968157	530.45
				Check 56781 Total:	530.45
56782	ihk	Issaquah Honda Kubota	12/16/2021	42999i	133.58
				Check 56782 Total:	133.58
56783	kc 500-2	KC Office of Finance-Fac. Ml	12/16/2021	211201.2_1p083	200.00
				Check 56783 Total:	200.00
56784	kc radio	KC Radio Comm. Services	12/16/2021		
				17888	205.47
				17888	769.57
				Check 56784 Total:	975.04
56785	lii	Lakeside Industries	12/16/2021	180845	381.03
				Check 56785 Total:	381.03
56786	lst	Les Schwab Tires, Inc.	12/16/2021	36300570838	459.77
				Check 56786 Total:	459.77
56787	mcmaster	McMaster-Carr	12/16/2021	68842655	829.34
				Check 56787 Total:	829.34
56788	mp	Minuteman Press	12/16/2021	87290	44.77
				87290	44.78
				Check 56788 Total:	89.55
56789	norcam	NORCOM 911	12/16/2021	1210	13,857.32
				1151	341.33
				Check 56789 Total:	14,198.65
56790	pf&sinc	Pacific Fire & Security Inc.	12/16/2021	81321	326.10
				81601	672.85
				Check 56790 Total:	998.95
56791	pei	Pertect Engineering, Inc.	12/16/2021	0160013.030031	3,355.00
				0160013.030032	1,222.50
				Check 56791 Total:	4,577.50
56792	pse	Puget Sound Energy - PSE	12/16/2021	12/16/21	1,821.05
				12/16/21	202.34

Check	Vendor No	Vendor Name	Date	Invoice No	amount
					2,023.39
		Check 56792 Total:			
56793	RESIDES	R.E. Sides Landscaping, Inc.	12/16/2021		
				1194	265,228.00
				1194	-12,200.00
					253,028.00
		Check 56793 Total:			
56794	sls	Salish Lodge & Spa	12/16/2021		
				184	849.72
				177	816.09
				183	849.72
					2,515.53
		Check 56794 Total:			
56795	samsp	Peter Sams	12/16/2021		
				547	750.00
					750.00
		Check 56795 Total:			
56796	seaauto	Seattle Automotive Distributi	12/16/2021		
				s5-6859603	1,237.90
					1,237.90
		Check 56796 Total:			
56797	setina	Setina Mfg. Co., Inc.	12/16/2021		
				236579	1,400.59
				236578	2,129.44
					3,530.03
		Check 56797 Total:			
56798	snoq vs	Snoqualmie Valley School Di	12/16/2021		
				7271	5,384.25
				7271	1,550.75
					6,935.00
		Check 56798 Total:			
56799	solv	SOLV Buisness Solutions - S	12/16/2021		
				414711	316.99
					316.99
		Check 56799 Total:			
56800	auditor	State Auditor's Office	12/16/2021		
				1145402	15,760.70
					15,760.70
		Check 56800 Total:			
56801	shredit	Stericycle, Inc.	12/16/2021		
				8000287658	329.52
					329.52
		Check 56801 Total:			
56802	steri fd	Stericycle, Inc. (FD)	12/16/2021		
				3005809007	10.36
					10.36
		Check 56802 Total:			
56803	strateg	Strategic Government Resour	12/16/2021		
				2021-104127	8,940.97
				2021-104127	1,370.69

Check	Vendor No	Vendor Name	Date	Invoice No	amount
					10,311.66
		Check 56803 Total:			
56804	Summlg	Summit Law Group	12/16/2021		
				131780	268.00
					268.00
		Check 56804 Total:			
56805	goodyear	The Goodyear Tire & Rubber	12/16/2021		
				195-1160442	2,955.11
					2,955.11
		Check 56805 Total:			
56806	twwp	The Workwear Place	12/16/2021		
				1688	262.43
					262.43
		Check 56806 Total:			
56807	veriz 3	Verizon (PD)	12/16/2021		
				9893029410	1,728.19
					1,728.19
		Check 56807 Total:			
56808	waltost	Trever Waltos	12/16/2021		
				120421	250.00
					250.00
		Check 56808 Total:			
					357,953.57
		Report Total:			

Accounts Payable

Check Detail

User: sluhman
 Printed: 12/16/2021 - 1:07PM



Check Number	Check Date		Amount
911 supp - 911 Supply Inc. Line Item Account			
56762	12/16/2021		
Inv	inv-2-14917		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/02/2021	B. Young-jumpsuit	001-08-009-521-22-31-050	456.56
Inv	inv-2-14917 Total		456.56
Inv	inv-2-14918		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/02/2021	J. Aguirre	001-08-009-521-22-31-050	22.77
Inv	inv-2-14918 Total		22.77
56762 Total:			479.33
911 supp - 911 Supply Inc. Total:			479.33
ams - Advance Marking Systems Line Item Account			
56763	12/16/2021		
Inv	i-686025-1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	nametags	001-09-014-522-20-31-050	15.70
Inv	i-686025-1 Total		15.70
56763 Total:			15.70
ams - Advance Marking Systems Total:			15.70
aci 1 - Alpine Coachworks, Inc. Line Item Account			
56764	12/16/2021		
Inv	11418		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/24/2021	PD 107	501-23-051-548-68-48-000	2,005.22
Inv	11418 Total		2,005.22
56764 Total:			2,005.22

aci 1 - Alpine Coachworks, Inc. Total: 2,005.22

amazon - Amazon Line Item Account

56765 12/16/2021

Inv 53508534

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/01/2021	brine tank safety	401-18-037-534-52-31-300	51.86

Inv 53508534 Total 51.86

Inv 53546430

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/02/2021	Johnson level & tool	403-22-050-531-30-31-300	30.00
12/02/2021	Johnson level & tool	401-18-037-534-81-35-900	29.99
12/02/2021	Johnson level & tool	402-20-040-535-50-35-900	29.99

Inv 53546430 Total 89.98

Inv 53579503

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	speakers	511-25-054-518-50-31-000	48.90

Inv 53579503 Total 48.90

56765 Total: 190.74

amazon - Amazon Total: 190.74

apsco - Apsco LLC Line Item Account

56766 12/16/2021

Inv 22640

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/21/2021	flat seal	402-20-040-535-80-31-300	34.04

Inv 22640 Total 34.04

Inv 22668

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2021	puller sleeve	402-20-040-535-80-31-300	423.93

Inv 22668 Total 423.93

56766 Total: 457.97

apsco - Apsco LLC Total: 457.97

stanisla - Ashbaugh Beal Line Item Account 001-04-004-515-41-102

Check Number	Check Date		Amount
56767	12/16/2021		
Inv 35708			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2021	CA Carey	001-04-004-515-41-41-102	241.75
Inv 35708 Total			241.75
56767 Total:			241.75
stanisla - Ashbaugh Beal Total:			241.75
bailm - Bailey, Deputy Chief Michael Line Item Account			
56768	12/16/2021		
Inv 12/1-8/21			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/14/2021	Airfare 3/21-25/22	001-09-014-522-45-43-000	665.60
12/14/2021	Dept. recognition coins	001-09-014-522-20-23-100	456.00
Inv 12/1-8/21 Total			1,121.60
56768 Total:			1,121.60
bailm - Bailey, Deputy Chief Michael Total:			1,121.60
bhs - Builders Hardware & Supply Line Item Account			
56769	12/16/2021		
Inv s3818651.001			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/19/2021		510-24-053-518-20-31-300	69.18
Inv s3818651.001 Total			69.18
56769 Total:			69.18
bhs - Builders Hardware & Supply Total:			69.18
bvh - BVH Groundworks, LLC Line Item Account			
56770	12/16/2021		
Inv 206-07-113			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/29/2021	decant pond clean	403-22-050-531-45-48-001	1,304.40
Inv 206-07-113 Total			1,304.40
Inv 206-07-114			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	sewer access road mowing	403-22-050-531-30-48-150	2,826.20
12/06/2021	sewer access road mowing	402-20-040-535-80-48-000	2,826.20

Check Number	Check Date		Amount
Inv 206-07-114	Total		5,652.40
56770	Total:		6,956.80
bvh - BVH Groundworks, LLC	Total:		6,956.80
ctv - Carmichael's True Value Line Item Account			
56771	12/16/2021		
Inv 21690	11/21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/25/2021	keys	014-08-012-521-22-31-910	38.25
11/25/2021	nails	001-09-014-522-50-31-300	20.64
11/25/2021	garbage can and car wash nozel	014-08-012-521-22-31-910	30.43
11/25/2021	nails & bulbs	001-09-014-522-50-31-300	46.71
11/25/2021	custodial	511-25-054-518-50-31-340	31.02
11/25/2021	garbage can and car wash nozel	001-08-009-521-22-31-910	15.20
Inv 21690	11/21	Total	182.25
56771	Total:		182.25
ctv - Carmichael's True Value	Total:		182.25
cl - Chinook Lumber, Inc. Line Item Account			
56772	12/16/2021		
Inv 1784501			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/07/2021	treated lumber	001-12-028-576-80-31-300	174.75
Inv 1784501	Total		174.75
Inv 1786712			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/14/2021	treated post	401-18-037-534-81-31-300	83.38
Inv 1786712	Total		83.38
56772	Total:		258.13
cl - Chinook Lumber, Inc.	Total:		258.13
cintas - Cintas Fas Lockbox 636525 Line Item Account 511-25-054-518-50-31-000			
56773	12/16/2021		
Inv 5086152394			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/02/2021		511-25-054-518-50-31-000	617.84

Check Number	Check Date		Amount
Inv 5086152394	Total		617.84
56773 Total:			617.84
cintas - Cintas Fas Lockbox 636525 Total:			617.84
co p&pw - Complete Office (P & PW Acct.) Line Item Account			
56774	12/16/2021		
Inv	2094230-1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/02/2021	scissors	511-25-054-518-50-31-000	11.69
Inv 2094230-1 Total			11.69
56774 Total:			11.69
co p&pw - Complete Office (P & PW Acct.) Total:			11.69
co - Complete Office (Fin. Acct.) Line Item Account 511-25-054-518-50-31-000			
56775	12/16/2021		
Inv	2095669-0		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/30/2021	various	511-25-054-518-50-31-000	181.77
Inv 2095669-0 Total			181.77
Inv	2095669-1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/01/2021	various	511-25-054-518-50-31-000	71.80
Inv 2095669-1 Total			71.80
Inv	2095669-2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	can liner	511-25-054-518-50-31-000	38.35
Inv 2095669-2 Total			38.35
56775 Total:			291.92
co - Complete Office (Fin. Acct.) Total:			291.92
evchev - Evergreen Chevrolet Line Item Account			
56776	12/16/2021		
Inv	5050857		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	455	501-23-051-548-68-31-301	504.57

Check Number	Check Date		Amount
Inv 5050857	Total		504.57
56776 Total:			504.57
evchev - Evergreen Chevrolet Total:			504.57
fkport - Fire King Line Item Account			
56777	12/16/2021		
Inv	10725885		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/18/2021		510-24-053-518-20-48-000	702.94
Inv 10725885 Total			702.94
56777 Total:			702.94
fkport - Fire King Total:			702.94
hdf - H.D. Fowler Co. Line Item Account			
56778	12/16/2021		
Inv	i5963984		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/17/2021	Irrig. supplies	401-19-039-539-35-31-300	5,459.96
Inv i5963984 Total			5,459.96
56778 Total:			5,459.96
hdf - H.D. Fowler Co. Total:			5,459.96
hhm - Helping Hands Ministry Line Item Account			
56779	12/16/2021		
Inv	1014		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Rental Assistancer Services - City & Helping Hands	131-13-112-551-00-49-421	11,333.00
Inv 1014 Total			11,333.00
56779 Total:			11,333.00
hhm - Helping Hands Ministry Total:			11,333.00
herrera - Herrera Line Item Account 130-14-032-558-60-41-080			
56780	12/16/2021		

Check Number	Check Date		Amount
Inv 49999			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/13/2021	NPDES Phase II	403-22-050-531-45-41-040	1,466.31
Inv 49999 Total			1,466.31
56780 Total:			1,466.31
herrera - Herrera Total:			1,466.31
husqv - Husqvarna Line Item Account			
56781	12/16/2021		
Inv 14968157			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/30/2021	top handle saw 16"	401-18-037-534-81-31-300	530.45
Inv 14968157 Total			530.45
56781 Total:			530.45
husqv - Husqvarna Total:			530.45
ihk - Issaquah Honda Kubota Line Item Account			
56782	12/16/2021		
Inv 42999i			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/10/2021	shoe, skid	001-12-028-576-80-31-300	133.58
Inv 42999i Total			133.58
56782 Total:			133.58
ihk - Issaquah Honda Kubota Total:			133.58
kc 500-2 - KC Office of Finance-Fac. Mgt. Div. Line Item Account			
56783	12/16/2021		
Inv 211201.2_1p083			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/01/2021	ROWA21-1268	417-13-401-594-34-63-000	200.00
Inv 211201.2_1p083 Total			200.00
56783 Total:			200.00
kc 500-2 - KC Office of Finance-Fac. Mgt. Div. Total:			200.00

Check Number	Check Date		Amount
kc radio - KC Radio Comm. Services Line Item Account 001-08-009-521-50-48-000			
56784	12/16/2021		
Inv	17888		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/30/2021		001-09-014-522-10-42-900	769.57
11/30/2021		001-10-017-525-60-42-900	205.47
Inv 17888 Total			975.04
56784 Total:			975.04
kc radio - KC Radio Comm. Services Total:			975.04
lii - Lakeside Industries Line Item Account			
56785	12/16/2021		
Inv	180845		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/20/2021	asphalt patch	001-16-035-542-64-31-300	381.03
Inv 180845 Total			381.03
56785 Total:			381.03
lii - Lakeside Industries Total:			381.03
lst - Les Schwab Tires, Inc. Line Item Account 501-23-051-548-68-31-400			
56786	12/16/2021		
Inv	36300570838		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/08/2021	230	501-23-051-548-68-31-400	459.77
Inv 36300570838 Total			459.77
56786 Total:			459.77
lst - Les Schwab Tires, Inc. Total:			459.77
mcmaster - McMaster-Carr Line Item Account			
56787	12/16/2021		
Inv	68842655		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/23/2021	water-removal pump	402-20-040-535-80-31-300	829.34
Inv 68842655 Total			829.34
56787 Total:			829.34

mcmaster - McMaster-Carr Total: 829.34

mp - Minuteman Press Line Item Account 511-25-054-518-50-31-000

56788 12/16/2021

Inv 87290

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/30/2021		014-08-012-521-22-41-000	44.78
11/30/2021		511-25-054-518-50-49-300	44.77

Inv 87290 Total 89.55

56788 Total: 89.55

mp - Minuteman Press Total: 89.55

norcam - NORCOM 911 Line Item Account 001-09-014-522-20-41-511

56789 12/16/2021

Inv 1151

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	NFORS software annual fees reimbursement	001-09-014-522-20-41-511	341.33

Inv 1151 Total 341.33

Inv 1210

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Fire Operting Assessment	001-09-014-522-20-41-511	13,857.32

Inv 1210 Total 13,857.32

56789 Total: 14,198.65

norcam - NORCOM 911 Total: 14,198.65

pf&sinc - Pacific Fire & Security Inc. Line Item Account

56790 12/16/2021

Inv 81321

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/14/2021	fire alarm repair	402-20-040-535-55-48-000	326.10

Inv 81321 Total 326.10

Inv 81601

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/17/2021	fire alarm repair	402-20-040-535-55-48-000	672.85

Inv 81601 Total 672.85

Check Number	Check Date		Amount
56790 Total:			998.95
pf&sinc - Pacific Fire & Security Inc. Total:			998.95
pei - Perteet Engineering, Inc. Line Item Account 130-14-032-558-60-41-040			
56791	12/16/2021		
Inv	20160013.030031		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/13/2021		417-13-401-594-31-41-060	3,355.00
Inv 20160013.030031 Total			3,355.00
Inv	20160013.030032		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/11/2021		417-13-401-594-34-41-060	1,222.50
Inv 20160013.030032 Total			1,222.50
56791 Total:			4,577.50
pei - Perteet Engineering, Inc. Total:			4,577.50
pse - Puget Sound Energy - PSE Line Item Account 001-08-009-521-50-47-100			
56792	12/16/2021		
Inv	12/16/21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/16/2021	FD	001-10-017-525-60-47-100	202.34
12/16/2021	FD	001-09-014-522-50-47-100	1,821.05
Inv 12/16/21 Total			2,023.39
56792 Total:			2,023.39
pse - Puget Sound Energy - PSE Total:			2,023.39
RESIDES - R.E. Sides Landscaping, Inc. Line Item Account			
56793	12/16/2021		
Inv	1194		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2021	Retainage - Urban Forestry Impr. program-Steller Way	417-00-000-223-40-00-000	-12,200.00
10/22/2021	Urban Forestry Impr. program-Steller Way	417-13-471-594-31-48-155	265,228.00
Inv 1194 Total			253,028.00
56793 Total:			253,028.00

Check Number	Check Date		Amount
RESIDES - R.E. Sides Landscaping, Inc. Total:			253,028.00
sls - Salish Lodge & Spa Line Item Account			
56794	12/16/2021		
Inv	177		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2021	Folio No. 14091, J. Durbin	001-03-003-513-10-43-000	816.09
Inv 177 Total			816.09
Inv	183		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2021	Folio No. 14951, N. Villano	001-03-003-513-10-43-000	849.72
Inv 183 Total			849.72
Inv	184		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2021	Folio No. 14952, M. Brown	001-03-003-513-10-43-000	849.72
Inv 184 Total			849.72
56794 Total:			2,515.53
sls - Salish Lodge & Spa Total:			2,515.53
samsp - Sams, Peter Line Item Account			
56795	12/16/2021		
Inv	547		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/04/2021	Sound system - SWL	001-28-057-573-90-41-000	750.00
Inv 547 Total			750.00
56795 Total:			750.00
samsp - Sams, Peter Total:			750.00
seauto - Seattle Automotive Distributing Line Item Account 501-23-051-548-68-31-301			
56796	12/16/2021		
Inv	s5-6859603		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	PD Tahoe	501-23-051-548-68-31-301	1,237.90
Inv s5-6859603 Total			1,237.90
56796 Total:			1,237.90

seaauto - Seattle Automotive Distributing Total:	1,237.90
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setina - Setina Mfg. Co., Inc. Line Item Account

56797 12/16/2021

Inv 236578

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	104	501-23-051-548-68-48-000	2,129.44

Inv 236578 Total	2,129.44
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Inv 236579

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	107 & 109	501-23-051-548-68-48-000	1,400.59

Inv 236579 Total	1,400.59
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56797 Total:	3,530.03
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setina - Setina Mfg. Co., Inc. Total:	3,530.03
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snoq vs - Snoqualmie Valley School Dist. #410 Line Item Account 501-23-051-548-68-32-100

56798 12/16/2021

Inv 7271

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/08/2021	11/21	501-23-051-548-68-32-100	5,384.25
12/08/2021	11/21	014-08-012-521-22-32-100	1,550.75

Inv 7271 Total	6,935.00
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56798 Total:	6,935.00
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snoq vs - Snoqualmie Valley School Dist. #410 Total:	6,935.00
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solv - SOLV Business Solutions - Safeguard Line Item Account

56799 12/16/2021

Inv 414711

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2021	W2 & 1099 forms	001-06-007-514-23-31-000	316.99

Inv 414711 Total	316.99
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56799 Total:	316.99
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solv - SOLV Business Solutions - Safeguard Total:	316.99
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auditor - State Auditor's Office Line Item Account 511-25-019-514-23-41-091

Check Number	Check Date		Amount
56800	12/16/2021		
Inv	1145402		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/10/2021	audit services - 2020	511-25-019-514-23-41-091	15,760.70
Inv 1145402 Total			15,760.70
56800 Total:			15,760.70
auditor - State Auditor's Office Total:			15,760.70
shredit - Stericycle, Inc. Line Item Account 511-25-054-518-50-41-000			
56801	12/16/2021		
Inv	8000287658		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2021	shredding services	511-25-054-518-50-41-000	329.52
Inv 8000287658 Total			329.52
56801 Total:			329.52
shredit - Stericycle, Inc. Total:			329.52
steri fd - Stericycle, Inc. (FD) Line Item Account 001-09-014-522-10-41-000			
56802	12/16/2021		
Inv	3005809007		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/30/2021		001-09-014-522-10-41-000	10.36
Inv 3005809007 Total			10.36
56802 Total:			10.36
steri fd - Stericycle, Inc. (FD) Total:			10.36
strateg - Strategic Government Resources Line Item Account			
56803	12/16/2021		
Inv	2021-104127		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	CA recruiting/travel	001-03-003-513-10-43-000	1,370.69
12/07/2021	CA recruiting/travel	001-03-003-513-10-41-000	8,940.97
Inv 2021-104127 Total			10,311.66
56803 Total:			10,311.66

Check Number	Check Date		Amount
strateg - Strategic Government Resources Total:			10,311.66
Summlg - Summit Law Group Line Item Account 001-13-117-518-10-41-130			
56804	12/16/2021		
Inv	131780		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/24/2021	emply. advice	001-13-117-515-41-41-112	268.00
Inv 131780 Total			268.00
56804 Total:			268.00
Summlg - Summit Law Group Total:			268.00
goodyear - The Goodyear Tire & Rubber Co. Line Item Account			
56805	12/16/2021		
Inv	195-1160442		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	PD SUV	501-23-051-548-68-31-400	2,955.11
Inv 195-1160442 Total			2,955.11
56805 Total:			2,955.11
goodyear - The Goodyear Tire & Rubber Co. Total:			2,955.11
twwp - The Workwear Place Line Item Account			
56806	12/16/2021		
Inv	1688		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/23/2021	M. Hedger	401-18-037-534-81-23-100	262.43
Inv 1688 Total			262.43
56806 Total:			262.43
twwp - The Workwear Place Total:			262.43
veriz 3 - Verizon (PD) Line Item Account 511-25-054-518-50-42-010			
56807	12/16/2021		
Inv	9893029410		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2021		511-25-054-518-50-42-010	1,728.19
Inv 9893029410 Total			1,728.19

Check Number	Check Date	Amount
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56807 Total:		1,728.19
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veriz 3 - Verizon (PD) Total:		1,728.19
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waltost - Waltos, Trever Line Item Account

56808 12/16/2021

Inv 120421

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/04/2021	Santa Trever	001-28-057-573-90-41-000	250.00

Inv 120421 Total		250.00
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56808 Total:		250.00
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waltost - Waltos, Trever Total:		250.00
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Total:		357,953.57
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#55

Accounts Payable

Blanket Voucher Approval Document



User: sluhman
Printed: 12/23/2021 - 2:20PM
Warrant Request Date: 12/23/2021
DAC Fund:

Batch: 00004.12.2021 - 12-23-21

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$ \$1,178,693.84
for claims warrants numbered 56809 through 56863 & dated 12/23/21.

Line	Claimant	Voucher No.	Amount
1	All Play Systems	000056809	1,126.18
2	Allied Electronics Inc.	000056810	52.49
3	Allied Roofing Installation Services, LLC	000056811	20,435.60
4	AM Test Inc.	000056812	95.00
5	ASHI & 24-7 EMS Remittance	000056813	1,006.72
6	Aspect Consulting LLC	000056814	1,387.00
7	Calportland Company	000056815	574.11
8	Carlson Construction	000056816	19,131.00
9	Chinook Lumber, Inc.	000056817	258.33
10	City of Bellevue	000056818	2,096.90
11	City of Snoqualmie	000056819	501.00
12	City of Snoqualmie (UB)	000056820	27,143.19
13	Concentra	000056821	732.50
14	Corporate Payment Systems	000056822	437.86
15	Elite Roofing and Remodel	000056823	26,948.90
16	Fire King	000056824	314.22
17	Flynn BEC LP	000056825	1,188.09
18	Fry,Patrick	000056826	454.38
19	Gensco, Inc.	000056827	1,122.41
20	Girard Resources & Recycling, LLC	000056828	354.07
21	Grainger	000056829	3,605.92
22	Hach Company, Inc.	000056830	9,563.18
23	Hamlin,Jeff	000056831	205.55
24	Herc Rentals Inc.	000056832	5,543.70
25	Lawson Products	000056833	175.16
26	McMaster-Carr	000056834	1,737.72
27	Millipore Corporation	000056835	853.30
28	North Bend Auto Parts, Inc. (Gen.)	000056836	330.32
29	Orkin	000056837	367.40
30	Pacific Civil and Infrastructure	000056838	959,754.07
31	Pacific Fire & Security Inc.	000056839	644.60
32	PFM Financial Advisors LLC	000056840	3,000.00
33	Platt 135890	000056841	1,745.40
34	Platt 152997	000056842	4,609.53
35	Puget Sound Energy - PSE	000056844	2,303.37
36	Puget Sound Energy - PSE	000056843	46,998.90
37	Puget Sound Regional Fire Authority	000056845	4,683.11
38	R & R Rentals	000056846	624.67
39	Smith,Chase	000056847	50.39
40	Solenis	000056848	9,459.07
41	Storm Lake Growers, Inc.	000056849	522.94

Page Total: \$1,162,138.25

Line	Claimant	Voucher No.	Amount
42	Tenelco Inc.	000056850	5,968.58
43	The Bindlestick	000056851	500.00
44	The Seattle Times	000056852	1,317.35
45	The Workwear Place	000056853	1,296.84
46	TSI - Technical Systems, Inc.	000056854	1,891.38
47	Uline	000056855	447.75
48	United Rentals (N.A.) Inc.	000056856	1,128.00
49	Verizon Wireless (F.D.)	000056857	48.04
50	VisionQuest Window Cleaning, Inc.	000056858	950.00
51	VWR International LLC	000056859	336.10
52	WA ST Treasurer	000056860	1,497.00
53	Waste Management - AS Payment Agent	000056861	140.85
54	Water Management Labs Inc	000056862	531.00
55	Westlake Ace Hardware	000056863	502.70
Page Total:			\$16,555.59
Grand Total:			\$1,178,693.84

Accounts Payable

Computer Check Register



User: sluhman
 Printed: 12/23/2021 - 2:20PM
 Batch: 00004.12.2021 - 12-23-21
 Bank Account: KWR

Check	Vendor No	Vendor Name	Date	Invoice No	amount
56809	allplay	All Play Systems	12/23/2021	2021-080F	1,126.18
		Check 56809 Total:			1,126.18
56810	alliede	Allied Electronics Inc.	12/23/2021	9015112317	52.49
		Check 56810 Total:			52.49
56811	alliedr	Allied Roofing Installation Se	12/23/2021	1340	20,435.60
		Check 56811 Total:			20,435.60
56812	am test	AM Test Inc.	12/23/2021	124294	95.00
		Check 56812 Total:			95.00
56813	ashi	ASHI & 24-7 EMS Remittanc	12/23/2021	1481931	1,006.72
		Check 56813 Total:			1,006.72
56814	aspect	Aspect Consulting LLC	12/23/2021	43495	1,387.00
		Check 56814 Total:			1,387.00
56815	calportl	Calportland Company	12/23/2021	95256884	279.32
				95257726	294.79
		Check 56815 Total:			574.11
56816	carlsonc	Carlson Construction	12/23/2021	33402	19,131.00
		Check 56816 Total:			19,131.00
56817	cl	Chinook Lumber, Inc.	12/23/2021	1788615	258.33
		Check 56817 Total:			258.33
56818	cob	City of Bellevue	12/23/2021	39630	2,096.90
		Check 56818 Total:			2,096.90
56819	citysnoq	City of Snoqualmie	12/23/2021		

Check	Vendor No	Vendor Name	Date	Invoice No	amount
				BillingtonB&O	501.00
					<hr/>
				Check 56819 Total:	501.00
56820	cos	City of Snoqualmie (UB)	12/23/2021		
				11/21 UB	820.37
				11/21 UB	750.35
				11/21 UB	10,473.74
				11/21 UB	112.39
				11/21 UB	1,190.52
				11/21 UB	787.66
				11/21 UB	224.77
				11/21 UB	7,018.27
				11/21 UB	157.23
				11/21 UB	5,450.66
				11/21 UB	157.23
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				Check 56820 Total:	27,143.19
56821	concen	Concentra	12/23/2021		
				73395778	732.50
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				Check 56821 Total:	732.50
56822	corppay	Corporate Payment Systems	12/23/2021		
				11/21 IT	437.86
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				Check 56822 Total:	437.86
56823	eliter	Elite Roofing and Remodel	12/23/2021		
				ER-12598	26,948.90
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				Check 56823 Total:	26,948.90
56824	fkport	Fire King	12/23/2021		
				si-0002499	314.22
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				Check 56824 Total:	314.22
56825	flynn	Flynn BEC LP	12/23/2021		
				079353	1,188.09
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				Check 56825 Total:	1,188.09
56826	fryp	Patrick Fry	12/23/2021		
				11/18/21 PNW	454.38
					<hr/>
				Check 56826 Total:	454.38
56827	gensco	Gensco, Inc.	12/23/2021		
				83220688	439.64
				853069919	682.77
					<hr/>
				Check 56827 Total:	1,122.41
56828	girard	Girard Resources & Recycling	12/23/2021		
				78074	25.25
				78075	328.82
					<hr/>
				Check 56828 Total:	354.07
56829	grainger	Grainger	12/23/2021		

Check	Vendor No	Vendor Name	Date	Invoice No	amount
				9066825754	192.13
				9075092172	602.18
				9077335819	693.56
				9116850034	87.52
				9129898004	181.25
				9130397103	-451.86
				9136404598	234.74
				9130397079	465.64
				9139236369	201.09
				9139236377	1,116.41
				913970312	187.81
				9139857834	36.10
				9143072545	59.35
				Check 56829 Total:	3,605.92
56830	hci	Hach Company, Inc.	12/23/2021		
				12720025	773.51
				12741721	2,034.19
				12741891	3,148.23
				12744738	372.85
				12744759	856.52
				12746912	1,876.29
				12749988	183.24
				12752155	160.76
				12754182	157.59
				Check 56830 Total:	9,563.18
56831	hamlinj	Jeff Hamlin	12/23/2021		
				JH-12-2021	119.68
				JH-12-2021	85.87
				Check 56831 Total:	205.55
56832	thc	Herc Rentals Inc.	12/23/2021		
				31174508-022	2,771.85
				31174508-024	2,771.85
				Check 56832 Total:	5,543.70
56833	lawsonpr	Lawson Products	12/23/2021		
				9308990926	175.16
				Check 56833 Total:	175.16
56834	mcmaster	McMaster-Carr	12/23/2021		
				67030944	1,164.30
				67753090	297.90
				69558573	275.52
				Check 56834 Total:	1,737.72
56835	mc	Millipore Corporation	12/23/2021		
				10075414	853.30
				Check 56835 Total:	853.30
56836	nb autog	North Bend Auto Parts, Inc. (12/23/2021		
				924653	282.90
				925533	47.42

Check	Vendor No	Vendor Name	Date	Invoice No	amount
					330.32
		Check 56836 Total:			
56837	orkin	Orkin	12/23/2021		
				218635183	183.70
				220046954	183.70
					367.40
		Check 56837 Total:			
56838	pacificc	Pacific Civil and Infrastructur	12/23/2021		
				5	320,054.11
				6	156,905.81
				6	300,996.47
				5	230,301.87
				5	-26,236.99
				6	-22,267.20
					959,754.07
		Check 56838 Total:			
56839	pf&sinc	Pacific Fire & Security Inc.	12/23/2021		
				80017	461.98
				80725	182.62
					644.60
		Check 56839 Total:			
56840	pfm fin	PFM Financial Advisors LLC	12/23/2021		
				118431	3,000.00
					3,000.00
		Check 56840 Total:			
56841	plattes	Platt 135890	12/23/2021		
				2a11674	1,546.46
				2g61335	198.94
					1,745.40
		Check 56841 Total:			
56842	platt	Platt 152997	12/23/2021		
				Z986166	4,609.53
					4,609.53
		Check 56842 Total:			
56843	pse	Puget Sound Energy - PSE	12/23/2021		
				001499-12-21	238.75
				133972-12-21	386.78
				005615-12-21	266.23
				001499-12-21-2	5,019.39
				002042-12-21	771.03
				007124-12-21	73.27
				007355-12-21	2,989.80
				002042-12-21	51.47
				005615-12-21	140.55
				010474-12-21	1,240.26
				198066-12-21	102.68
				103385-12-21	11.81
				037989-12-21	18.54
				794782-12-21	12.65
				198082-12-21	30.52
				241392-12-21	89.03
				400820-12-21	11.42
				444983-12-21	12.31
				456550-12-21	11.81

Check	Vendor No	Vendor Name	Date	Invoice No	amount
				010474-12-21	1,263.45
				010656-12-21	22,478.77
				549936-12-21	16.04
				577403-12-21	32.48
				241418-12-21	294.15
				577445-12-21	33.44
				010656-12-21	9,653.21
				617464-12-21	163.72
				639966-12-21	1,437.07
				742043-12-21	32.84
				780111-12-21	103.30
				780137-12-21	12.13
				Check 56843 Total:	46,998.90
56844	pse	Puget Sound Energy - PSE	12/23/2021		
				002083-11-21-2	483.67
				885592-12-21	1,785.21
				943807-12-21	34.49
				Check 56844 Total:	2,303.37
56845	psrfa	Puget Sound Regional Fire Au	12/23/2021		
				981	3,239.26
				1026	1,443.85
				Check 56845 Total:	4,683.11
56846	r & r	R & R Rentals	12/23/2021		
				666468-2	366.89
				666507-2	257.78
				Check 56846 Total:	624.67
56847	smithc	Chase Smith	12/23/2021		
				CSmith-12-21	50.39
				Check 56847 Total:	50.39
56848	solenis	Solenis	12/23/2021		
				131900284	9,459.07
				Check 56848 Total:	9,459.07
56849	stormlk	Storm Lake Growers, Inc.	12/23/2021		
				21-1010	317.58
				21-1181	205.36
				Check 56849 Total:	522.94
56850	tenelco	Tenelco Inc.	12/23/2021		
				78515	1,974.29
				78681	1,940.69
				78809	2,053.60
				Check 56850 Total:	5,968.58
56851	thebind	The Bindlestick	12/23/2021		
				12/14/21	500.00
				Check 56851 Total:	500.00

Check	Vendor No	Vendor Name	Date	Invoice No	amount
56852	seatimes	The Seattle Times	12/23/2021		
				12221	173.94
				12221	180.63
				12221	49.06
				12221	110.01
				12221	110.01
				12221	110.02
				12221	46.83
				12221	66.90
				12221	293.78
				12221	176.17
					<hr/>
				Check 56852 Total:	1,317.35
56853	twwp	The Workwear Place	12/23/2021		
				1473	281.80
				1677	372.05
				1678	222.93
				1685	400.25
				1689	6.60
				1689	6.60
				1689	6.61
					<hr/>
				Check 56853 Total:	1,296.84
56854	tsi lw	TSI - Technical Systems, Inc.	12/23/2021		
				7406-099	1,891.38
					<hr/>
				Check 56854 Total:	1,891.38
56855	uline	Uline	12/23/2021		
				141612617	447.75
					<hr/>
				Check 56855 Total:	447.75
56856	urnw	United Rentals (N.A.) Inc.	12/23/2021		
				171658022-031	564.00
				171658022-032	564.00
					<hr/>
				Check 56856 Total:	1,128.00
56857	veriz fd	Verizon Wireless (F.D.)	12/23/2021		
				9444609121	48.04
					<hr/>
				Check 56857 Total:	48.04
56858	visionq	VisionQuest Window Cleanin	12/23/2021		
				140	700.00
				141	250.00
					<hr/>
				Check 56858 Total:	950.00
56859	vwr	VWR International LLC	12/23/2021		
				8806481234	336.10
					<hr/>
				Check 56859 Total:	336.10
56860	wst	WA ST Treasurer	12/23/2021		
				3LDGFEES2021	1,497.00
					<hr/>
				Check 56860 Total:	1,497.00

Check	Vendor No	Vendor Name	Date	Invoice No	amount
56861	wastemgm	Waste Management - AS Payr	12/23/2021	0238975-2677-0	140.85
Check 56861 Total:					140.85
56862	wml	Water Management Labs Inc	12/23/2021	198619	420.00
				198951	86.00
				199089	25.00
Check 56862 Total:					531.00
56863	wlace	Westlake Ace Hardware	12/23/2021	15303836	5.98
				15303864	5.98
				15303915	5.98
				15304014	16.34
				15304049	125.30
				15304080	15.25
				15304096	47.94
				15304124	65.11
				15304125	52.31
				15304163	20.88
				15304166	52.30
				15304186	32.68
				15304195	39.22
				15304212	17.43
Check 56863 Total:					502.70
Report Total:					1,178,693.84

Accounts Payable

Check Detail

User: sluhman
 Printed: 12/23/2021 - 2:45PM



Check Number	Check Date		Amount
allplay - All Play Systems Line Item Account			
56809	12/23/2021		
Inv	2021-080F		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2021	R5 System Panel Replacement	001-12-028-576-80-31-300	1,126.18
Inv 2021-080F Total			1,126.18
56809 Total:			1,126.18
allplay - All Play Systems Total:			1,126.18
alliede - Allied Electronics Inc. Line Item Account			
56810	12/23/2021		
Inv	9015112317		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/08/2021	WIN911 Power Supply Units	402-20-040-535-50-31-300	52.49
Inv 9015112317 Total			52.49
56810 Total:			52.49
alliede - Allied Electronics Inc. Total:			52.49
alliedr - Allied Roofing Installation Services, LLC Line Item Account			
56811	12/23/2021		
Inv	1340		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/14/2021	Re-Roof Old Library Bldg	329-13-701-594-18-63-000	20,435.60
Inv 1340 Total			20,435.60
56811 Total:			20,435.60
alliedr - Allied Roofing Installation Services, LLC Total:			20,435.60
am test - AM Test Inc. Line Item Account 402-20-040-535-85-41-000			
56812	12/23/2021		

Check Number	Check Date		Amount
Inv	124294		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2021	Lab Testing - Nitrogen, Nitrates, Phosporous, Alkalinity	402-20-040-535-85-41-000	95.00
Inv 124294 Total			95.00
56812 Total:			95.00
am test - AM Test Inc. Total:			95.00
ashi - ASHI & 24-7 EMS Remittance Line Item Account			
56813	12/23/2021		
Inv	1481931		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/20/2021	CPR train matts	001-09-014-522-45-43-000	1,006.72
Inv 1481931 Total			1,006.72
56813 Total:			1,006.72
ashi - ASHI & 24-7 EMS Remittance Total:			1,006.72
aspect - Aspect Consulting LLC Line Item Account			
56814	12/23/2021		
Inv	43495		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2021	Water right source and supply	417-13-423-594-34-41-070	1,387.00
Inv 43495 Total			1,387.00
56814 Total:			1,387.00
aspect - Aspect Consulting LLC Total:			1,387.00
calportl - Calportland Company Line Item Account			
56815	12/23/2021		
Inv	95256884		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2021	Ditch repair - hwy 202	403-22-050-531-30-31-300	279.32
Inv 95256884 Total			279.32
Inv	95257726		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2021	Ditch repair - hwy 202	403-22-050-531-30-31-300	294.79
Inv 95257726 Total			294.79

Check Number	Check Date		Amount
56815 Total:			574.11
calportl - Calportland Company Total:			574.11
carlsonc - Carlson Construction Line Item Account			
56816	12/23/2021		
Inv	33402		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/10/2021	PD roofing	329-13-701-594-18-63-000	19,131.00
Inv 33402 Total			19,131.00
56816 Total:			19,131.00
carlsonc - Carlson Construction Total:			19,131.00
cl - Chinook Lumber, Inc. Line Item Account			
56817	12/23/2021		
Inv	1788615		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/21/2021	Cover Seal Coat	402-20-040-535-80-31-300	258.33
Inv 1788615 Total			258.33
56817 Total:			258.33
cl - Chinook Lumber, Inc. Total:			258.33
cob - City of Bellevue Line Item Account			
56818	12/23/2021		
Inv	39630		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2021	2020 Hazmat Consortium Fee	001-09-014-522-50-41-542	2,096.90
Inv 39630 Total			2,096.90
56818 Total:			2,096.90
cob - City of Bellevue Total:			2,096.90
citysnoq - City of Snoqualmie Line Item Account			
56819	12/23/2021		
Inv	BillingtonB&O		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/27/2018	B&O Tax re Billington/Events 2015-2017	001-28-056-571-20-41-000	501.00

Check Number	Check Date		Amount
		Inv BillingtonB&O Total	501.00
		56819 Total:	501.00
		citysnoq - City of Snoqualmie Total:	501.00
		cos - City of Snoqualmie (UB) Line Item Account	
56820	12/23/2021		
		Inv 11/21 UB	
		<u>Line Item Date</u>	<u>Line Item Description</u>
			<u>Line Item Account</u>
		12/03/2021	001-08-009-521-50-47-300
		12/03/2021	001-12-028-576-80-47-300
		12/03/2021	402-20-040-535-80-47-300
		12/03/2021	001-16-035-542-30-47-300
		12/03/2021	401-18-037-534-81-47-300
		12/03/2021	001-09-014-522-50-47-300
		12/03/2021	511-25-054-518-50-47-300
		12/03/2021	001-16-035-542-70-47-300
		12/03/2021	001-13-000-518-20-47-300
		12/03/2021	401-19-039-539-35-47-300
		12/03/2021	403-22-050-531-30-47-300
		Inv 11/21 UB Total	27,143.19
		56820 Total:	27,143.19
		cos - City of Snoqualmie (UB) Total:	27,143.19
		concen - Concentra Line Item Account 001-09-014-522-10-41-000	
56821	12/23/2021		
		Inv 73395778	
		<u>Line Item Date</u>	<u>Line Item Description</u>
			<u>Line Item Account</u>
		11/15/2021	B. Young
		Inv 73395778 Total	732.50
		56821 Total:	732.50
		concen - Concentra Total:	732.50
		corppay - Corporate Payment Systems Line Item Account	
56822	12/23/2021		
		Inv 11/21 IT	
		<u>Line Item Date</u>	<u>Line Item Description</u>
			<u>Line Item Account</u>
		11/23/2021	502-11-020-518-88-41-030
		Inv 11/21 IT Total	437.86

Check Number	Check Date		Amount
56822	Total:		437.86
corppay - Corporate Payment Systems Total:			437.86
eliter - Elite Roofing and Remodel Line Item Account			
56823	12/23/2021		
Inv	ER-12598		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/12/2021	Snoq. Pt. view shelter	303-12-607-594-76-63-000	26,948.90
Inv ER-12598	Total		26,948.90
56823	Total:		26,948.90
eliter - Elite Roofing and Remodel Total:			26,948.90
fkport - Fire King Line Item Account			
56824	12/23/2021		
Inv	si-0002499		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2021	Fire Truck	510-24-053-518-20-48-000	314.22
Inv si-0002499	Total		314.22
56824	Total:		314.22
fkport - Fire King Total:			314.22
flynn - Flynn BEC LP Line Item Account			
56825	12/23/2021		
Inv	079353		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/16/2021	FD flat roof repair.	510-24-053-518-20-31-300	1,188.09
Inv 079353	Total		1,188.09
56825	Total:		1,188.09
flynn - Flynn BEC LP Total:			1,188.09
fryp - Fry, Patrick Line Item Account			
56826	12/23/2021		
Inv	11/18/21 PNW		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/08/2021	rain jacket & pants	001-12-028-576-80-23-100	454.38

Check Number	Check Date		Amount
		Inv 11/18/21 PNW Total	454.38
		56826 Total:	454.38
		fryp - Fry, Patrick Total:	454.38
gensco - Gensco, Inc. Line Item Account			
56827	12/23/2021		
Inv	83220688		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2021	protective air scrubber	402-20-040-535-80-31-050	439.64
	Inv 83220688 Total		439.64
Inv	853069919		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/08/2021	Repair Solids Heater	402-20-040-535-80-31-300	682.77
	Inv 853069919 Total		682.77
	56827 Total:		1,122.41
	gensco - Gensco, Inc. Total:		1,122.41
girard - Girard Resources & Recycling, LLC Line Item Account			
56828	12/23/2021		
Inv	78074		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/18/2021	storm pond clean	403-22-050-531-45-48-000	25.25
	Inv 78074 Total		25.25
Inv	78075		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/18/2021	sandbagging sand	001-16-035-542-30-31-911	328.82
	Inv 78075 Total		328.82
	56828 Total:		354.07
	girard - Girard Resources & Recycling, LLC Total:		354.07
grainger - Grainger Line Item Account			
56829	12/23/2021		
Inv	9066825754		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/27/2021	Repair Winch/Crane Cables	402-20-040-535-80-31-300	192.13

Check Number	Check Date		Amount
Inv 9066825754	Total		192.13
Inv 9075092172			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/05/2021	office air filter	402-20-040-535-80-31-050	602.18
Inv 9075092172	Total		602.18
Inv 9077335819			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/06/2021	Replace Clothes Dryer	402-20-040-535-80-31-300	693.56
Inv 9077335819	Total		693.56
Inv 9116850034			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/10/2021	breakroom supplies	402-20-040-535-80-31-340	87.52
Inv 9116850034	Total		87.52
Inv 9129898004			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/23/2021	nitrile gloves	402-20-040-535-80-31-050	181.25
Inv 9129898004	Total		181.25
Inv 9130397079			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/23/2021	Work Gloves, Pipe Insulation	402-20-040-535-85-31-050	465.64
Inv 9130397079	Total		465.64
Inv 9130397103			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/23/2021	Return Damaged Bookcase/Shelf	402-20-040-535-80-31-300	-451.86
Inv 9130397103	Total		-451.86
Inv 9136404598			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/01/2021	impact driver	402-20-040-535-50-35-900	234.74
Inv 9136404598	Total		234.74
Inv 9139236369			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/03/2021	filter air cleaner	402-20-040-535-80-31-340	201.09
Inv 9139236369	Total		201.09

Check Number	Check Date		Amount
Inv	9139236377		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/03/2021	various batterie stock	402-20-040-535-80-31-510	1,116.41
Inv 9139236377 Total			1,116.41
Inv	913970312		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/03/2021	carbon media tray	402-20-040-535-80-31-340	187.81
Inv 913970312 Total			187.81
Inv	9139857834		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/03/2021	moveable shelf mount	402-20-040-535-80-31-000	36.10
Inv 9139857834 Total			36.10
Inv	9143072545		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	torque wrench	402-20-045-535-65-35-900	59.35
Inv 9143072545 Total			59.35
56829 Total:			3,605.92
grainger - Grainger Total:			3,605.92
hci - Hach Company, Inc. Line Item Account			
56830	12/23/2021		
Inv	12720025		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/29/2021	Salt Bridge for Lab	402-20-040-535-80-31-510	773.51
Inv 12720025 Total			773.51
Inv	12741721		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/10/2021	lab supply	402-20-040-535-85-31-510	2,034.19
Inv 12741721 Total			2,034.19
Inv	12741891		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/11/2021	lab supply	402-20-040-535-85-31-510	3,148.23
Inv 12741891 Total			3,148.23
Inv	12744738		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
11/12/2021	lab supply	402-20-040-535-85-31-510	372.85
Inv 12744738 Total			372.85
Inv 12744759			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/12/2021	lab supply	402-20-040-535-85-31-510	856.52
Inv 12744759 Total			856.52
Inv 12746912			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/15/2021	wtr trt chem	401-18-037-534-82-31-500	1,876.29
Inv 12746912 Total			1,876.29
Inv 12749988			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2021	wtr trt chem	401-18-037-534-82-31-500	183.24
Inv 12749988 Total			183.24
Inv 12752155			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/18/2021	DPD total bulk dispenser + powder	401-18-037-534-82-31-500	160.76
Inv 12752155 Total			160.76
Inv 12754182			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/19/2021	DPD total bulk dispenser + powder	401-18-037-534-82-31-500	157.59
Inv 12754182 Total			157.59
56830 Total:			9,563.18
hci - Hach Company, Inc. Total:			9,563.18
hamlinj - Hamlin, Jeff Line Item Account			
56831	12/23/2021		
Inv JH-12-2021			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/21/2021	Work Clothing & Gloves - J Hamlin	401-18-037-534-81-23-100	119.68
12/21/2021	WSO Water Dist Handbook	401-18-037-534-81-31-040	85.87
Inv JH-12-2021 Total			205.55
56831 Total:			205.55

Check Number	Check Date		Amount
hamlinj - Hamlin, Jeff Total:			205.55
thc - Herc Rentals Inc. Line Item Account			
56832	12/23/2021		
Inv	31174508-022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/17/2021	Rent Generator for Lift Station #1	501-23-051-548-68-45-100	2,771.85
Inv	31174508-022 Total		2,771.85
Inv	31174508-024		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2021	ER gen set rental	501-23-051-548-68-45-100	2,771.85
Inv	31174508-024 Total		2,771.85
56832 Total:			5,543.70
thc - Herc Rentals Inc. Total:			5,543.70
lawsonpr - Lawson Products Line Item Account			
56833	12/23/2021		
Inv	9308990926		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/10/2021	restock supplies	402-20-040-535-80-31-300	175.16
Inv	9308990926 Total		175.16
56833 Total:			175.16
lawsonpr - Lawson Products Total:			175.16
mcmaster - McMaster-Carr Line Item Account			
56834	12/23/2021		
Inv	67030944		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/21/2021	Chemical Scales & Pail	402-20-040-535-80-31-510	1,164.30
Inv	67030944 Total		1,164.30
Inv	67753090		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2021	repair parts	402-20-040-535-80-31-300	297.90
Inv	67753090 Total		297.90
Inv	69558573		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
12/08/2021	repair parts	402-20-040-535-80-31-300	275.52
Inv 69558573 Total			275.52
56834 Total:			1,737.72
mcmaster - McMaster-Carr Total:			1,737.72
mc - Millipore Corporation Line Item Account			
56835	12/23/2021		
Inv	10075414		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/11/2021	Lab Water Installation	402-20-040-535-80-31-510	853.30
Inv 10075414 Total			853.30
56835 Total:			853.30
mc - Millipore Corporation Total:			853.30
nb autog - North Bend Auto Parts, Inc. (Gen.) Line Item Account			
56836	12/23/2021		
Inv	924653		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/15/2021	Work Gloves, Glass Cleaner	403-22-050-531-30-31-300	282.90
Inv 924653 Total			282.90
Inv	925533		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/22/2021	Cricket Lits	401-18-037-534-81-31-300	47.42
Inv 925533 Total			47.42
56836 Total:			330.32
nb autog - North Bend Auto Parts, Inc. (Gen.) Total:			330.32
orkin - Orkin Line Item Account			
56837	12/23/2021		
Inv	218635183		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/18/2021	Rodent Control - WWTP - Oct	402-20-040-535-80-48-200	183.70
Inv 218635183 Total			183.70

Check Number	Check Date		Amount
Inv	220046954		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/23/2021	Rodent Control - WWTP - Nov	402-20-040-535-80-48-200	183.70
Inv 220046954 Total			183.70
56837 Total:			367.40
orkin - Orkin Total:			367.40
pacifice - Pacific Civil and Infrastructure Line Item Account			
56838	12/23/2021		
Inv	5		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2021	Util Infrastructure Proj Ph 2 - Water - Oct	417-13-236-594-34-63-000	320,054.11
10/31/2021	Util Infrastructure Proj Ph 2 - Retainage - Oct	417-00-000-223-40-00-000	-26,236.99
10/31/2021	Util Infrastructure Proj Ph 2 - Storm - Oct	417-13-236-594-31-63-000	230,301.87
Inv 5 Total			524,118.99
Inv	6		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/30/2021	Pay Req #6 - Util Infrastructure Ph 2	417-13-236-594-31-63-000	300,996.47
11/30/2021	Pay Req #6 - Util Infrastructure Ph 2	417-13-236-594-34-63-000	156,905.81
11/30/2021	Pay Req #6 - Util Infrastructure Ph 2 - Retainage	417-00-000-223-40-00-000	-22,267.20
Inv 6 Total			435,635.08
56838 Total:			959,754.07
pacifice - Pacific Civil and Infrastructure Total:			959,754.07
pf&sinc - Pacific Fire & Security Inc. Line Item Account			
56839	12/23/2021		
Inv	80017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/27/2021	Fire/Burglar Alarm Repair - Fire Station	510-24-053-518-20-48-000	461.98
Inv 80017 Total			461.98
Inv	80725		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/21/2021	Fire/Burglar Alarm Monitoring Q4 2021 - Fire Station	510-24-053-518-20-48-000	182.62
Inv 80725 Total			182.62
56839 Total:			644.60

Check Number	Check Date		Amount
pf&sinc - Pacific Fire & Security Inc. Total:			644.60
pfm fin - PFM Financial Advisors LLC Line Item Account			
56840	12/23/2021		
Inv	118431		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/17/2021	Financial Advisory Svcs - Q4 2021	001-06-007-514-23-41-090	3,000.00
Inv 118431 Total			3,000.00
56840 Total:			3,000.00
pfm fin - PFM Financial Advisors LLC Total:			3,000.00
plattes - Platt 135890 Line Item Account			
56841	12/23/2021		
Inv	2a11674		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/19/2021	light fixtures	510-24-053-518-20-31-300	1,546.46
Inv 2a11674 Total			1,546.46
Inv	2g61335		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/24/2021	elec. supplies	401-18-037-534-81-31-300	198.94
Inv 2g61335 Total			198.94
56841 Total:			1,745.40
plattes - Platt 135890 Total:			1,745.40
platt - Platt 152997 Line Item Account			
56842	12/23/2021		
Inv	Z986166		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/15/2021	Aerator Repair	402-20-040-535-80-31-300	4,609.53
Inv Z986166 Total			4,609.53
56842 Total:			4,609.53
platt - Platt 152997 Total:			4,609.53
pse - Puget Sound Energy - PSE Line Item Account 001-08-009-521-50-47-100			
56843	12/23/2021		

Check Number	Check Date		Amount
Inv	001499-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Street Lighting - Nov	001-16-035-542-63-47-100	238.75
Inv	001499-12-21 Total		238.75
Inv	001499-12-21-2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/09/2021	Street Lighting - Nov	001-16-035-542-63-47-100	5,019.39
Inv	001499-12-21-2 Total		5,019.39
Inv	002042-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/09/2021	Electricity - Parks - Nov	001-12-028-576-80-47-100	771.03
12/09/2021	Electricity - Irrig - Nov	001-12-028-576-80-47-100	51.47
Inv	002042-12-21 Total		822.50
Inv	005615-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/09/2021	Electricity - Facilities - Nov	511-25-054-518-50-47-100	140.55
12/09/2021	Natural Gas - Facilities - Nov	511-25-054-518-50-47-100	266.23
Inv	005615-12-21 Total		406.78
Inv	007124-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/10/2021	Electricity - Sewer Coll - Nov	402-20-045-535-65-47-100	73.27
Inv	007124-12-21 Total		73.27
Inv	007355-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/10/2021	Electricity - Parks - Nov	001-12-028-576-80-47-100	2,989.80
Inv	007355-12-21 Total		2,989.80
Inv	010474-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/09/2021	Natural Gas - Facilities - Nov	511-25-054-518-50-47-100	1,263.45
12/09/2021	Electricity - WWTF - Nov	402-20-040-535-80-47-100	1,240.26
Inv	010474-12-21 Total		2,503.71
Inv	010656-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/09/2021	Electricity - Sewer - Nov	402-20-040-535-80-47-100	22,478.77
12/09/2021	Gas & Electricity - Lift Sta - Nov	402-20-045-535-65-47-100	9,653.21
Inv	010656-12-21 Total		32,131.98

Check Number	Check Date		Amount
Inv	037989-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/07/2021	Electricity - Water Dist - Nov	401-18-037-534-81-47-100	18.54
Inv 037989-12-21 Total			18.54
Inv	103385-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Electricity - Irrig - Nov	401-19-039-539-35-47-100	11.81
Inv 103385-12-21 Total			11.81
Inv	133972-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Electricity - WWTF - Nov	402-20-040-535-80-47-100	386.78
Inv 133972-12-21 Total			386.78
Inv	198066-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Electricity - Facilities - Nov	511-25-054-518-50-47-100	102.68
Inv 198066-12-21 Total			102.68
Inv	198082-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Electricity - Facilities - Nov	511-25-054-518-50-47-100	30.52
Inv 198082-12-21 Total			30.52
Inv	241392-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Natural Gas - Sewer Coll - Nov	402-20-045-535-65-47-100	89.03
Inv 241392-12-21 Total			89.03
Inv	241418-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Electricity - Sewer Coll - Nov	402-20-045-535-65-47-100	294.15
Inv 241418-12-21 Total			294.15
Inv	400820-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Electricity - Tokul Roundabout - Nov	001-16-035-542-70-47-100	11.42
Inv 400820-12-21 Total			11.42
Inv	444983-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Electricity - Water Dist - Nov	401-18-037-534-81-47-100	12.31

Check Number	Check Date		Amount
Inv 444983-12-21	Total		12.31
Inv 456550-12-21			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Electricity - St Lights - Nov	001-16-035-542-63-47-100	11.81
Inv 456550-12-21	Total		11.81
Inv 549936-12-21			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Electricity - Facilities - Nov	511-25-054-518-50-47-100	16.04
Inv 549936-12-21	Total		16.04
Inv 577403-12-21			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Electricity - St Lights - Nov	001-16-035-542-63-47-100	32.48
Inv 577403-12-21	Total		32.48
Inv 577445-12-21			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Electricity - St Lights - Nov	001-16-035-542-63-47-100	33.44
Inv 577445-12-21	Total		33.44
Inv 617464-12-21			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Electricity - St Lights - Nov	001-16-035-542-63-47-100	163.72
Inv 617464-12-21	Total		163.72
Inv 639966-12-21			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Street Lighting - Nov	001-16-035-542-63-47-100	1,437.07
Inv 639966-12-21	Total		1,437.07
Inv 742043-12-21			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Electricity - St Lights - Nov	001-16-035-542-63-47-100	32.84
Inv 742043-12-21	Total		32.84
Inv 780111-12-21			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Electricity - St Lights - Nov	001-16-035-542-63-47-100	103.30
Inv 780111-12-21	Total		103.30

Check Number	Check Date		Amount
Inv	780137-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Electricity - St Lights - Nov	001-16-035-542-63-47-100	12.13
Inv	780137-12-21 Total		12.13
Inv	794782-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021	Electricity - Irrig - Nov	401-19-039-539-35-47-100	12.65
Inv	794782-12-21 Total		12.65
56843 Total:			46,998.90
56844	12/23/2021		
Inv	002083-11-21-2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/29/2021	Natural Gas - Police Station - Oct	001-08-009-521-50-47-100	483.67
Inv	002083-11-21-2 Total		483.67
Inv	885592-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/13/2021	Electricity - City Hall - Nov	511-25-054-518-50-47-100	1,785.21
Inv	885592-12-21 Total		1,785.21
Inv	943807-12-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/15/2021	Electricity - St Lights- Nov	001-16-035-542-63-47-100	34.49
Inv	943807-12-21 Total		34.49
56844 Total:			2,303.37
pse - Puget Sound Energy - PSE Total:			49,302.27
psrfa - Puget Sound Regional Fire Authority Line Item Account 501-23-051-548-68-48-000			
56845	12/23/2021		
Inv	1026		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/24/2021	604	501-23-051-548-68-48-000	1,443.85
Inv	1026 Total		1,443.85
Inv	981		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2021	602	501-23-051-548-68-48-000	3,239.26

Check Number	Check Date		Amount
		Inv 981 Total	3,239.26
		56845 Total:	4,683.11
		psrfa - Puget Sound Regional Fire Authority Total:	4,683.11
		r & r - R & R Rentals Line Item Account	
56846	12/23/2021		
		Inv 666468-2	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		11/04/2021 Stump Grinder Rental 403-22-030-531-90-45-200	366.89
		Inv 666468-2 Total	366.89
		Inv 666507-2	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		11/05/2021 Compact Loader Rental 403-22-030-531-90-45-200	257.78
		Inv 666507-2 Total	257.78
		56846 Total:	624.67
		r & r - R & R Rentals Total:	624.67
		smithc - Smith, Chase Line Item Account	
56847	12/23/2021		
		Inv CSmith-12-21	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		12/13/2021 Fuel - NB - Moses Lake - C Smith 014-08-012-521-40-43-000	50.39
		Inv CSmith-12-21 Total	50.39
		56847 Total:	50.39
		smithc - Smith, Chase Total:	50.39
		solenis - Solenis Line Item Account	
56848	12/23/2021		
		Inv 131900284	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		11/17/2021 Biosolids Chemicals 402-20-040-535-55-31-500	9,459.07
		Inv 131900284 Total	9,459.07
		56848 Total:	9,459.07

Check Number	Check Date		Amount
solenis - Solenis Total:			9,459.07
stormlk - Storm Lake Growers, Inc. Line Item Account			
56849	12/23/2021		
Inv	21-1010		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2021	Shrubs & Bushes	403-22-030-531-90-31-300	317.58
Inv 21-1010 Total			317.58
Inv	21-1181		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/10/2021	Shrubs & Bushes	403-22-030-531-90-31-300	205.36
Inv 21-1181 Total			205.36
56849 Total:			522.94
stormlk - Storm Lake Growers, Inc. Total:			522.94
tenelco - Tenelco Inc. Line Item Account			
56850	12/23/2021		
Inv	78515		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/11/2021	BUF Solids Disposal	402-20-040-535-55-48-000	1,974.29
Inv 78515 Total			1,974.29
Inv	78681		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/22/2021	BUF Solids Disposal	402-20-040-535-55-48-000	1,940.69
Inv 78681 Total			1,940.69
Inv	78809		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/30/2021	BUF Solids Disposal	402-20-040-535-55-48-000	2,053.60
Inv 78809 Total			2,053.60
56850 Total:			5,968.58
tenelco - Tenelco Inc. Total:			5,968.58
thebind - The Bindlestick Line Item Account			
56851	12/23/2021		
Inv	12/14/21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
12/14/2021	Cocoa & cookies, winter lights	001-28-057-573-90-31-900	500.00
Inv 12/14/21 Total			500.00
56851 Total:			500.00
thebind - The Bindlestick Total:			500.00
seatimes - The Seattle Times Line Item Account			
56852	12/23/2021		
Inv	12221		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/30/2021	16778 mid biennial budget review	001-05-005-514-20-41-330	293.78
11/30/2021	17274 inv. to bid	001-16-019-542-90-41-390	180.63
11/30/2021	17381 inv to bid	001-12-029-576-80-41-390	110.01
11/30/2021	17851 prop tax	001-05-005-514-20-41-330	66.90
11/30/2021	17350 prop tax	001-05-005-514-20-41-330	46.83
11/30/2021	17272 inv. to bid	001-12-029-576-80-41-390	173.94
11/30/2021	17315 ameding 2021-2022 budget	001-05-005-514-20-41-330	49.06
11/30/2021	17381 inv to bid	510-24-053-518-20-41-000	110.01
11/30/2021	17271	510-24-053-518-20-41-000	176.17
11/30/2021	17381 inv to bid	001-16-019-542-90-41-390	110.02
Inv 12221 Total			1,317.35
56852 Total:			1,317.35
seatimes - The Seattle Times Total:			1,317.35
twwp - The Workwear Place Line Item Account			
56853	12/23/2021		
Inv	1473		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/30/2021	Work Clothes - J Battles	403-22-030-531-90-23-100	281.80
Inv 1473 Total			281.80
Inv	1677		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/18/2021	Work Clothes - D Harris	501-23-051-548-68-23-100	372.05
Inv 1677 Total			372.05
Inv	1678		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/18/2021	Work Clothes - K Knowles	510-24-053-518-20-23-100	222.93
Inv 1678 Total			222.93

Check Number	Check Date		Amount
Inv 1685			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/20/2021	Work Clothes - J George	402-20-040-535-80-23-100	400.25
Inv 1685 Total			400.25
Inv 1689			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/23/2021	Hard Hat - P Fry	402-20-040-535-80-23-100	6.60
11/23/2021	Hard Hat - P Fry	403-22-030-531-90-23-100	6.61
11/23/2021	Hard Hat - P Fry	401-18-037-534-81-23-100	6.60
Inv 1689 Total			19.81
56853 Total:			1,296.84
twwp - The Workwear Place Total:			1,296.84
tsi lw - TSI - Technical Systems, Inc. Line Item Account			
56854	12/23/2021		
Inv 7406-099			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2021	Telemetry Calibrations	402-20-040-535-80-48-000	1,891.38
Inv 7406-099 Total			1,891.38
56854 Total:			1,891.38
tsi lw - TSI - Technical Systems, Inc. Total:			1,891.38
uline - Uline Line Item Account			
56855	12/23/2021		
Inv 141612617			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/19/2021	Shipping Supplies for Lab	402-20-040-535-80-31-510	447.75
Inv 141612617 Total			447.75
56855 Total:			447.75
uline - Uline Total:			447.75
urnw - United Rentals (N.A.) Inc. Line Item Account			
56856	12/23/2021		
Inv 171658022-031			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/19/2021	Rent Scissor Lift - BUF Solids - Oct	402-20-040-535-55-45-200	564.00

Check Number	Check Date		Amount
Inv 171658022-031 Total			564.00
Inv 171658022-032			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2021	Rent Scissor Lift - BUF Solids - Nov	402-20-040-535-55-45-200	564.00
Inv 171658022-032 Total			564.00
56856 Total:			1,128.00
urnw - United Rentals (N.A.) Inc. Total:			1,128.00
veriz fd - Verizon Wireless (F.D.) Line Item Account 511-25-054-518-50-42-010			
56857	12/23/2021		
Inv 9444609121			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/06/2021		511-25-054-518-50-42-010	48.04
Inv 9444609121 Total			48.04
56857 Total:			48.04
veriz fd - Verizon Wireless (F.D.) Total:			48.04
visionq - VisionQuest Window Cleaning, Inc. Line Item Account 510-24-053-518-20-48-000			
56858	12/23/2021		
Inv 140			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/23/2021	Window/Louver Cleaning - City Hall	510-24-053-518-20-48-000	700.00
Inv 140 Total			700.00
Inv 141			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/23/2021	Window Cleaning - Police Station	510-24-053-518-20-48-000	250.00
Inv 141 Total			250.00
56858 Total:			950.00
visionq - VisionQuest Window Cleaning, Inc. Total:			950.00
vwr - VWR International LLC Line Item Account			
56859	12/23/2021		
Inv 8806481234			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/21/2021	Salt for Lab Washer	402-20-040-535-85-31-510	336.10

Check Number	Check Date		Amount
Inv 8806481234		Total	336.10
56859 Total:			336.10
vwr - VWR International LLC Total:			336.10
wst - WA ST Treasurer Line Item Account			
56860	12/23/2021		
Inv	BLDGFEEES2021		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/16/2021	Remit Bldg Code Fees for 2021	633-13-000-589-30-10-100	1,497.00
Inv BLDGFEEES2021 Total			1,497.00
56860 Total:			1,497.00
wst - WA ST Treasurer Total:			1,497.00
wastemgm - Waste Management - AS Payment Agent Line Item Account 402-20-040-535-50-48-000			
56861	12/23/2021		
Inv	0238975-2677-0		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/01/2021	Solids Disposal Fees	402-20-040-535-50-48-000	140.85
Inv 0238975-2677-0 Total			140.85
56861 Total:			140.85
wastemgm - Waste Management - AS Payment Agent Total:			140.85
wml - Water Management Labs Inc Line Item Account			
56862	12/23/2021		
Inv	198619		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/13/2021	Coliform Testing	401-18-037-534-81-41-000	420.00
Inv 198619 Total			420.00
Inv	198951		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/24/2021	Copper, Lead, Coliform Testing	401-18-037-534-81-41-000	86.00
Inv 198951 Total			86.00
Inv	199089		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
11/30/2021	Arsenic Testing	401-18-037-534-81-41-000	25.00
Inv 199089 Total			25.00
56862 Total:			531.00
wml - Water Management Labs Inc Total:			531.00
wlace - Westlake Ace Hardware Line Item Account			
56863	12/23/2021		
Inv 15303836			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/28/2021	Distilled Water for Lab	402-20-040-535-85-31-510	5.98
Inv 15303836 Total			5.98
Inv 15303864			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2021	Distilled Water for Lab	402-20-040-535-85-31-510	5.98
Inv 15303864 Total			5.98
Inv 15303915			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/07/2021	Distilled Water for Lab	402-20-040-535-85-31-510	5.98
Inv 15303915 Total			5.98
Inv 15304014			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/19/2021	Mirror	402-20-040-535-80-31-340	16.34
Inv 15304014 Total			16.34
Inv 15304049			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2021	Fence Repair - Saw Blades, Tools	403-22-050-531-30-31-300	125.30
Inv 15304049 Total			125.30
Inv 15304080			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/27/2021	Dessicant	510-24-053-518-20-31-300	15.25
Inv 15304080 Total			15.25
Inv 15304096			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/29/2021	Work Gloves, Tie-Down	401-18-037-534-81-31-300	47.94

Check Number	Check Date		Amount
		Inv 15304096 Total	47.94
		Inv 15304124	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2021	Markers, Files, Shovel	401-18-037-534-81-31-300	65.11
		Inv 15304124 Total	65.11
		Inv 15304125	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2021	Work Clothes - K Aspy	401-18-037-534-81-23-100	52.31
		Inv 15304125 Total	52.31
		Inv 15304163	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2021	Faucet Covers, Utility Knife	510-24-053-518-20-31-300	20.88
		Inv 15304163 Total	20.88
		Inv 15304166	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2021	Stud Sensor, Deck Screws	510-24-053-518-20-31-300	52.30
		Inv 15304166 Total	52.30
		Inv 15304186	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/12/2021	Shovel, Bungee Cord	401-18-037-534-81-31-300	32.68
		Inv 15304186 Total	32.68
		Inv 15304195	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/12/2021	Switch & Wall Plate	510-24-053-518-20-31-300	39.22
		Inv 15304195 Total	39.22
		Inv 15304212	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2021	Work Gloves	401-18-037-534-81-31-300	17.43
		Inv 15304212 Total	17.43
		56863 Total:	502.70
		wlace - Westlake Ace Hardware Total:	502.70

Check Number	Check Date	Amount
Total:		1,178,693.84

D 12 - 2021



Payroll
Blanket Voucher Document

Claims presented to the City to be paid on 12 / 15 / 2021 in the amount of \$ 111,495.00
which includes claim warrants numbered — through —,
totaling \$ 0.00, and direct deposits totaling \$ 111,495.00.

Payroll

ACH Check Register



User: 'THolden'
 Printed: 12/14/2021 - 11:31AM
 Batch: 00001.12.2021 - D12-2021
 Include Partial: TRUE

Check Date	Check Number	Partial	ACH	Employee Name	Amount
12/15/2021	0	False		Reina McCauley	2,400.00
12/15/2021	0	False		Bob Sterbank	4,475.00
12/15/2021	0	False		Anna Astrakhan	3,200.00
12/15/2021	0	False		Tania Holden	700.00
12/15/2021	0	False		Kevin Smith	4,100.00
12/15/2021	0	False		Jimmie Betts Jr.	1,400.00
12/15/2021	0	False		Brendon Ecker	1,775.00
12/15/2021	0	False		Andrew Latham	1,700.00
12/15/2021	0	False		Sarah Reeder	3,050.00
12/15/2021	0	False		Christopher Miller	2,000.00
12/15/2021	0	False		Shawn Somers	2,000.00
12/15/2021	0	False		Susan Luhman	500.00
12/15/2021	0	False		Debbie Kinsman	1,500.00
12/15/2021	0	False		Gerald Knutsen	400.00
12/15/2021	0	False		Kyla Henderson	2,000.00
12/15/2021	0	False		Tami Wood	1,500.00
12/15/2021	0	False		Nick Almquist	3,440.00
12/15/2021	0	False		Scott Bruton	2,300.00
12/15/2021	0	False		Richard Cary	1,600.00
12/15/2021	0	False		Melinda Black	1,600.00
12/15/2021	0	False		Jakob Gall	1,000.00
12/15/2021	0	False		Austin Gutwein	2,100.00
12/15/2021	0	False		Pamela Mandery	2,000.00
12/15/2021	0	False		James Aguirre	2,500.00
12/15/2021	0	False		Ricardo Velasquez	2,750.00
12/15/2021	0	False		Michael Liebetrau	1,800.00
12/15/2021	0	False		Deanna Mihelich	1,780.00
12/15/2021	0	False		Craig Miller	2,350.00
12/15/2021	0	False		Chase Smith	2,000.00
12/15/2021	0	False		Rotnee Smith	1,900.00
12/15/2021	0	False		Kim Stonebraker-Weiss	2,000.00
12/15/2021	0	False		James Kaae	2,000.00
12/15/2021	0	False		Jason Weiss	2,000.00
12/15/2021	0	False		Nigel Draveling	1,500.00
12/15/2021	0	False		Dmitriy Vladis	2,000.00
12/15/2021	0	False		Joseph Beach	1,200.00
12/15/2021	0	False		Philip Bennett	1,440.00
12/15/2021	0	False		Jason Battles	1,800.00
12/15/2021	0	False		Neil MacVicar	1,700.00
12/15/2021	0	False		Larry White	1,650.00
12/15/2021	0	False		Ryan Barnet	1,775.00
12/15/2021	0	False		Kevin Aspy	1,585.00
12/15/2021	0	False		Andrew Vining	2,950.00
12/15/2021	0	False		Thomas Holmes	1,100.00
12/15/2021	0	False		Joan Quade	1,150.00
12/15/2021	0	False		Ryan Dalziel	1,200.00

12/15/2021	0	False	Jason George	1,400.00
12/15/2021	0	False	Kevin Halbert	1,350.00
12/15/2021	0	False	Donald Harris	200.00
12/15/2021	0	False	Kevin Snyder	1,500.00
12/15/2021	0	False	Todd Shinn	1,000.00
12/15/2021	0	False	John Cooper	800.00
12/15/2021	0	False	Gwynith Berry	600.00
12/15/2021	0	False	Ilyse Treptow	950.00
12/15/2021	0	False	Jason Rogers	2,500.00
12/15/2021	0	False	Dylan Gamble	1,875.00
12/15/2021	0	False	Michael Bailey	1,400.00
12/15/2021	0	False	Jacob Fouts	600.00
12/15/2021	0	False	Steven Randall	2,000.00
12/15/2021	0	False	Michael Stevens	2,350.00
12/15/2021	0	False	Darby Summers	1,200.00
12/15/2021	0	False	Matthew West	1,500.00
12/15/2021	0	False	Robert Lasswell	1,400.00
				0.00
		Total Employees:	63	111,495.00
				111,495.00

P12-2021



Payroll
Blanket Voucher Document

Claims presented to the City to be paid on 12/30/2021 in the amount of \$ 511,438.42
which includes claim warrants numbered 72718 through 72732,
totaling \$ 8,590.35, and direct deposits totaling \$ 502,848.07.

Computer Check Register



User: THolden
Printed: 12/28/2021 - 4:58PM
Batch: 00002.12.2021 - EOM 12-30-2021

Check No	Check Date	Employee	Amount
72718	12/30/2021	Catherine Cotton	550.28
72719	12/30/2021	Jesse Curlee	529.55
72720	12/30/2021	Mark Mulligan	547.97
72721	12/30/2021	John-Louis Solms	722.96
72722	12/30/2021	John-Paul Likes	492.71
72723	12/30/2021	Robert Angrisano	676.91
72724	12/30/2021	Lorrie Jones	538.77
72725	12/30/2021	Kristina Myers	621.65
72726	12/30/2021	Anthony Ohrazda	547.97
72727	12/30/2021	Justin Venezia	713.75
72728	12/30/2021	Thomas Walker	492.71
72729	12/30/2021	Sara York	520.35
72730	12/30/2021	Anna Meehan	603.23
72731	12/30/2021	Joshua Demetrescu	529.61
72732	12/30/2021	Adrian Otterness	501.93
Total		Total for	8,590.35

Payroll

ACH Check Register



User: 'THolden'
Printed: 12/28/2021 - 5:06PM
Batch: 00002.12.2021 - EOM 12-30-2021
Include Partial: TRUE

Check Date	Check Number	Partial ACH	Employee Name	Amount
12/30/2021	0	False	Matthew Larson	2,420.49
12/30/2021	0	False	Bob Jeans	539.81
12/30/2021	0	False	James Mayhew	781.91
12/30/2021	0	False	Bryan Holloway	689.81
12/30/2021	0	False	Matthew Laase	689.81
12/30/2021	0	False	Mary Shepard	689.81
12/30/2021	0	False	Cara Christensen	689.81
12/30/2021	0	False	Katherine Ross	689.81
12/30/2021	0	False	Reina McCauley	2,157.31
12/30/2021	0	False	Bob Sterbank	9,871.73
12/30/2021	0	False	Anna Astrakhan	4,025.03
12/30/2021	0	False	Deborah Estrada	5,330.37
12/30/2021	0	False	Tania Holden	4,602.60
12/30/2021	0	False	Kevin Smith	6,054.18
12/30/2021	0	False	Jimmie Betts Jr.	3,693.91
12/30/2021	0	False	Brendon Ecker	2,230.16
12/30/2021	0	False	Mark Gerken	391.09
12/30/2021	0	False	Andrew Latham	3,148.55
12/30/2021	0	False	Sarah Reeder	3,204.86
12/30/2021	0	False	Christopher Miller	7,577.28
12/30/2021	0	False	Shawn Somers	2,461.02
12/30/2021	0	False	Andrew Bouta	7,416.26
12/30/2021	0	False	Kimberly Johnson	3,246.38
12/30/2021	0	False	Nicole Wiebe	6,203.51
12/30/2021	0	False	Carson Hornsby	6,335.57
12/30/2021	0	False	Susan Luhman	1,099.21
12/30/2021	0	False	Debbie Kinsman	2,315.03
12/30/2021	0	False	Gerald Knutsen	7,050.17
12/30/2021	0	False	Kyla Henderson	3,013.11
12/30/2021	0	False	Tami Wood	2,372.43
12/30/2021	0	False	Gail Folkins	2,509.21
12/30/2021	0	False	Nick Almquist	6,252.93
12/30/2021	0	False	Scott Bruton	5,262.71
12/30/2021	0	False	Richard Cary	6,582.15
12/30/2021	0	False	Melinda Black	2,757.77
12/30/2021	0	False	Jakob Gall	5,556.63
12/30/2021	0	False	Austin Gutwein	5,384.02
12/30/2021	0	False	Pamela Mandery	6,854.13
12/30/2021	0	False	James Aguirre	4,351.67
12/30/2021	0	False	Ricardo Velasquez	6,615.34
12/30/2021	0	False	Michael Liebetau	1,883.10
12/30/2021	0	False	Deanna Mihelich	3,249.59
12/30/2021	0	False	Craig Miller	8,513.13
12/30/2021	0	False	Daniel Moate	9,438.23
12/30/2021	0	False	Perry Phipps	12,616.39
12/30/2021	0	False	Brian Young	4,326.03

12/30/2021	0	False	Chase Smith	6,837.52
12/30/2021	0	False	Rotnee Smith	2,511.58
12/30/2021	0	False	Kim Stonebraker-W	4,692.76
12/30/2021	0	False	James Kaae	7,919.16
12/30/2021	0	False	Jason Weiss	14,319.66
12/30/2021	0	False	Nigel Draveling	15,010.62
12/30/2021	0	False	Dmitriy Vladis	9,603.79
12/30/2021	0	False	Christopher Werre	5,477.85
12/30/2021	0	False	Joseph Beach	4,529.93
12/30/2021	0	False	Philip Bennett	3,999.17
12/30/2021	0	False	Jason Battles	2,581.82
12/30/2021	0	False	Neil MacVicar	3,004.37
12/30/2021	0	False	Jorge Orozco	4,617.46
12/30/2021	0	False	Larry White	4,337.72
12/30/2021	0	False	Ryan Barnet	3,475.38
12/30/2021	0	False	Kevin Aspy	3,056.03
12/30/2021	0	False	Lyle Beach	7,250.80
12/30/2021	0	False	Patrick Fry	5,316.95
12/30/2021	0	False	Jeffrey Hamlin	6,891.95
12/30/2021	0	False	Andrew Vining	4,113.32
12/30/2021	0	False	Thomas Holmes	10,943.51
12/30/2021	0	False	Joan Quade	2,525.61
12/30/2021	0	False	Ryan Dalziel	3,572.52
12/30/2021	0	False	Jason George	6,022.31
12/30/2021	0	False	Kevin Halbert	2,979.59
12/30/2021	0	False	Donald Harris	8,848.10
12/30/2021	0	False	Kevin Snyder	4,960.51
12/30/2021	0	False	Kenneth Knowles	5,631.74
12/30/2021	0	False	Matthew Miller	6,650.19
12/30/2021	0	False	Todd Shinn	5,145.85
12/30/2021	0	False	Matthew Hedger	7,000.76
12/30/2021	0	False	Daniel Snell	6,123.95
12/30/2021	0	False	John Cooper	6,905.04
12/30/2021	0	False	Gwynith Berry	3,732.84
12/30/2021	0	False	Ilyse Treptow	3,491.26
12/30/2021	0	False	Jason Rogers	5,024.80
12/30/2021	0	False	Dylan Gamble	2,745.72
12/30/2021	0	False	Michael Bailey	10,389.63
12/30/2021	0	False	Thomas Munro	1,965.85
12/30/2021	0	False	Mark Correira	11,316.49
12/30/2021	0	False	Jacob Fouts	7,671.38
12/30/2021	0	False	Lucas Hughes	10,885.30
12/30/2021	0	False	Steven Randall	4,125.90
12/30/2021	0	False	Michael Stevens	6,645.45
12/30/2021	0	False	Darby Summers	3,322.15
12/30/2021	0	False	Theresa Tozier	7,295.19
12/30/2021	0	False	Matthew West	6,299.70
12/30/2021	0	False	William Wisham	6,586.69
12/30/2021	0	False	Robert Lasswell	6,771.45
12/30/2021	0	False	Benjamin Parker	8,167.44
12/30/2021	0	False	Peter O'Donnell	6,409.26

0.00

502,848.07

Total Employees: 97 502,848.07

Accounts Payable

Blanket Voucher Approval Document



User: THolden
 Printed: 12/29/2021 - 12:18PM
 Warrant Request Date: 12/30/2021
 DAC Fund:

Batch: 00005.12.2021 - PV 12-2021

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$ 593,931.39 (incl. ACH)
 for claims warrants numbered 56864 through 56876 & dated 12/30/2021

Line	Claimant	Voucher No.	Amount
1	AFLAC	00000000	78.13
2	AWC Benefits	00000000	143,458.12
3	AWC Benefits Standard Life Ins.	00000000	120.00
4	City of Snoqualmie	000056864	200.00
5	Dept of Retirement Syst.-PERS	00000000	76,812.20
6	Dept. of Labor & Industries	000056865	23,993.08
7	Dept. of Retirement Syst. - DCP	00000000	34,525.00
8	Dept. of Retirement Syst. - PSERS	00000000	2,230.44
9	Dept. of Retirement Syst.-LEOFF	00000000	53,719.71
10	DiMartino Associates	000056866	346.50
11	Employment Security Dept.	000056867	1,746.62
12	Employment Security Dept.	000056868	2,848.45
13	IAFF Firepac-Political Affairs Dept.	000056869	8.36
14	IAFF LOCAL #2878	000056870	2,408.17
15	ICMA Retirement Trust -303907	00000000	10,391.00
16	IRS-Payroll EFTPS	00000000	207,864.91
17	NWFFT TRUST	000056871	24,845.27
18	Office of Support Enforcement - DSHS	00000000	2,004.93
19	Snoqualmie Police Association	000056872	1,600.00
20	Teamsters Local Union #763	000056873	2,593.00
21	Voya Institutional Trust Company	000056874	450.00
22	Western States Police Medical Trust	000056875	862.50
23	WSCFF	000056876	825.00

Page Total: \$593,931.39

Grand Total: \$593,931.39

Accounts Payable

Computer Check Register

User: THolden
 Printed: 12/29/2021 - 12:17PM
 Batch: 00005.12.2021 - PV 12-2021
 Bank Account: KWR



Check	Vendor No	Vendor Name	Date	Invoice No	amount
56864	90099	City of Snoqualmie	12/30/2021		200.00
		Check 56864 Total:			200.00
56865	90010	Dept. of Labor & Industries	12/30/2021		4,194.71
					19,798.37
		Check 56865 Total:			23,993.08
56866	90300	DiMartino Associates	12/30/2021		346.50
		Check 56866 Total:			346.50
56867	90020	Employment Security Dept.	12/30/2021		1,746.62
		Check 56867 Total:			1,746.62
56868	90022	Employment Security Dept.	12/30/2021		1,803.90
					1,044.55
		Check 56868 Total:			2,848.45
56869	90035	IAFF Firepac-Political Affairs	12/30/2021		8.36
		Check 56869 Total:			8.36
56870	90045	IAFF LOCAL #2878	12/30/2021		2,408.17
		Check 56870 Total:			2,408.17
56871	90310	NWFFT TRUST	12/30/2021		2,213.56
					22,631.71
		Check 56871 Total:			24,845.27
56872	90180	Snoqualmie Police Associatio	12/30/2021		1,600.00
		Check 56872 Total:			1,600.00
56873	90040	Teamsters Local Union #763	12/30/2021		2,593.00

Check	Vendor No	Vendor Name	Date	Invoice No	amount
					2,593.00
		Check 56873 Total:			
56874	90095	Voya Institutional Trust Comp	12/30/2021		200.00
					250.00
					450.00
		Check 56874 Total:			
56875	90400	Western States Police Medica	12/30/2021		862.50
					862.50
		Check 56875 Total:			
56876	90120	WSCFF	12/30/2021		165.00
					660.00
					825.00
		Check 56876 Total:			
					62,726.95
		Report Total:			

Clearing House

Electronic AP Proof List

User: THolden
 Printed: 12/29/2021 - 1:40PM
 Batch: 00001.12.2021



Source	Vendor	Name	Transfer/Route	Check Digit	Account No	amount
AP5 005-12-2021	90000	AWC Benefits,	/		999999999	143,458.12
AP5 005-12-2021	90070	Dept of Retirement Syst.-PERS,	/		999999999	76,812.20
AP5 005-12-2021	90060	Office of Support Enforcement - DSHS,	/		999999999	2,004.93
AP5 005-12-2021	90110	AFLAC,	/		999999999	78.13
AP5 005-12-2021	90030	Dept. of Retirement Syst.-LEOFF,	/		999999999	53,719.71
AP5 005-12-2021	90100	ICMA Retirement Trust -303907,	/		999999999	10,391.00
AP5 005-12-2021	90105	Dept. of Retirement Syst.- DCP,	/		999999999	34,525.00
AP5 005-12-2021	90085	IRS-Payroll EFTPS,	/		999999999	207,864.91
AP5 005-12-2021	90075	Dept. of Retirement Syst.- PSERS,	/		999999999	2,230.44
AP5 005-12-2021	90005	AWC Benefits Standard Life Ins,	/		999999999	120.00
Records Printed:	10					531,204.44

Kyla Henderson

From: ACH_Direct_Do_Not_Respond@keybank.com
Sent: Wednesday, December 1, 2021 3:19 AM
To: Kyla Henderson
Subject: E100 ACH Direct Notification

CAUTION: This email originated from outside the City of Snoqualmie. **Do not click links or open attachments** unless you recognize the sender and know the content is safe.

Transaction matched to an authorization during collection

The following ACH transaction was authorized during the last collection cycle and will be posted to the designated account.

Authorization information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxx1285
Transaction Type: 27
Company ID: 9000477845
Reference Number:

Transaction Information

Originating Company Name: BKCD PROCESSING
Originating Company ID: 9000477845
Entry Description: SETTLEMENT
Effective Date: 11/30/21
Individual Name: CITY OF SNOQUALMIE
Individual ID: 030950000567431
Amount: 5,659.12

Transaction Reference Number: 21335009388296

Please call the Commercial and Business Banking Contact Center at 1-800-821-2829 for any questions related to this notification.

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Kyla Henderson

From: ACH_Direct_Do_Not_Respond@keybank.com
Sent: Wednesday, December 1, 2021 9:29 PM
To: Kyla Henderson
Subject: E100 ACH Direct Notification

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Transaction matched to an authorization during collection

The following ACH transaction was authorized during the last collection cycle and will be posted to the designated account.

Authorization information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxx1293
Transaction Type: 27
Company ID: 4518088064
Reference Number:

Transaction Information

Originating Company Name: BANKCARD
Originating Company ID: 4518088064
Entry Description: MTOT DISC
Effective Date: 12/02/21
Individual Name: CITY OF SNOQUALMIE
Individual ID: 510159340058130
Amount: 610.58
Transaction Reference Number: 21335013223489
Please call the Commercial and Business Banking Contact Center at 1-800-821-2829 for any questions related to this notification.

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Authorization information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxx1293
Transaction Type: 27
Company ID: 1870370820
Reference Number:

Transaction Information

Originating Company Name: MERCHANT TRANSAC
Originating Company ID: 1870370820
Entry Description: 8662429933
Effective Date: 12/02/21
Individual Name: CITY OF SNOQUALMIE
Individual ID: 1780701708
Amount: 651.80
Transaction Reference Number: 21335013696581

Please call the Commercial and Business Banking Contact Center at 1-800-821-2829 for any questions related to this notification.

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Kyla Henderson

From: ACH_Direct_Do_Not_Respond@keybank.com
Sent: Monday, December 6, 2021 5:11 AM
To: Kyla Henderson
Subject: E100 ACH Direct Notification

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Transaction matched to an authorization during collection

The following ACH transaction was authorized during the last collection cycle and will be posted to the designated account.

Authorization information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxx1285
Transaction Type: 27
Company ID: 1134992250
Reference Number:

Transaction Information

Originating Company Name: AMERICAN EXPRESS
Originating Company ID: 1134992250
Entry Description: AXP DISCNT
Effective Date: 12/06/21
Individual Name: CITY OF SNOQ5461380206
Individual ID: 5461380206
Amount: 757.30

Transaction Reference Number: 21340003406258

Please call the Commercial and Business Banking Contact Center at 1-800-821-2829 for any questions related to this notification.

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Kyla Henderson

From: ACH_Direct_Do_Not_Respond@keybank.com
Sent: Friday, December 3, 2021 6:55 AM
To: Kyla Henderson
Subject: E100 ACH Direct Notification

WARNING: The sender of this email could not be validated and may not match the person in the "From" field.

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Transaction matched to an authorization during collection

The following ACH transaction was authorized during the last collection cycle and will be posted to the designated account.

Authorization information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxx1285
Transaction Type: 27
Company ID: 9916001071
Reference Number:

Transaction Information

Originating Company Name: DOL FIREARMS
Originating Company ID: 9916001071
Entry Description: LICENSING
Effective Date: 12/06/21
Individual Name: KEY BANK
Individual ID: CITY OF SNOQUAL
Amount: 414.00
Transaction Reference Number: 21337009558319

Please call the Commercial and Business Banking Contact Center at 1-800-821-2829 for any questions related to this notification.

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Kyla Henderson

From: ACH_Direct_Do_Not_Respond@keybank.com
Sent: Tuesday, December 14, 2021 7:54 PM
To: Kyla Henderson
Subject: E100 ACH Direct Notification

CAUTION: This email originated from outside the City of Snoqualmie. **Do not click links or open attachments** unless you recognize the sender and know the content is safe.

Transaction matched to an authorization during collection

The following ACH transaction was authorized during the last collection cycle and will be posted to the designated account.

Authorization information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxx1285
Transaction Type: 27
Company ID: 1911467758
Reference Number:

Transaction Information

Originating Company Name: NAVIA BENEFIT SO
Originating Company ID: 1911467758
Entry Description: FLEXIBLE B
Effective Date: 12/15/21
Individual Name: CITY OF SNOQUALMIE
Individual ID: CSQ
Amount: 2,300.00
Transaction Reference Number: 21348012914671

Please call the Commercial and Business Banking Contact Center at 1-800-821-2829 for any questions related to this notification.

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Kyla Henderson

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Sent: Tuesday, December 14, 2021 7:54 PM
To: Kyla Henderson
Subject: E100 ACH Direct Notification

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Transaction matched to an authorization during collection

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Authorization information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxx1285
Transaction Type: 27
Company ID: 1911467758
Reference Number:

Transaction Information

Originating Company Name: NAVIA BENEFIT SO
Originating Company ID: 1911467758
Entry Description: FLEXIBLE B
Effective Date: 12/15/21
Individual Name: CITY OF SNOQUALMIE
Individual ID: CSQ
Amount: 2,541.83
Transaction Reference Number: 21348012914673

Please call the Commercial and Business Banking Contact Center at 1-800-821-2829 for any questions related to this notification.

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Kyla Henderson

From: ACH_Direct_Do_Not_Respond@keybank.com
Sent: Tuesday, December 14, 2021 7:54 PM
To: Kyla Henderson
Subject: E100 ACH Direct Notification

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Transaction matched to an authorization during collection

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Authorization information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxx1285
Transaction Type: 27
Company ID: 1911467758
Reference Number:

Transaction Information

Originating Company Name: NAVIA BENEFIT SO
Originating Company ID: 1911467758
Entry Description: FLEXIBLE B
Effective Date: 12/15/21
Individual Name: CITY OF SNOQUALMIE
Individual ID: CSQ
Amount: 3,161.07
Transaction Reference Number: 21348012914672

Please call the Commercial and Business Banking Contact Center at 1-800-821-2829 for any questions related to this notification.

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Kyla Henderson

From: ACH_Direct_Do_Not_Respond@keybank.com
Sent: Tuesday, December 14, 2021 7:54 PM
To: Kyla Henderson
Subject: E100 ACH Direct Notification

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Transaction matched to an authorization during collection

The following ACH transaction was authorized during the last collection cycle and will be posted to the designated account.

Authorization information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxx1285
Transaction Type: 27
Company ID: 1911467758
Reference Number:

Transaction Information

Originating Company Name: NAVIA BENEFIT SO
Originating Company ID: 1911467758
Entry Description: FLEXIBLE B
Effective Date: 12/15/21
Individual Name: CITY OF SNOQUALMIE
Individual ID: CSQ
Amount: 4,169.80
Transaction Reference Number: 21348012914670

Please call the Commercial and Business Banking Contact Center at 1-800-821-2829 for any questions related to this notification.

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Kyla Henderson

From: ACH_Direct_Do_Not_Respond@keybank.com
Sent: Tuesday, December 14, 2021 7:54 PM
To: Kyla Henderson
Subject: E100 ACH Direct Notification

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Transaction matched to an authorization during collection

The following ACH transaction was authorized during the last collection cycle and will be posted to the designated account.

Authorization information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxx1285
Transaction Type: 27
Company ID: 1911467758
Reference Number:

Transaction Information

Originating Company Name: NAVIA BENEFIT SO
Originating Company ID: 1911467758
Entry Description: FLEXIBLE B
Effective Date: 12/15/21
Individual Name: CITY OF SNOQUALMIE
Individual ID: CSQ
Amount: 4,363.48
Transaction Reference Number: 21348012914674

Please call the Commercial and Business Banking Contact Center at 1-800-821-2829 for any questions related to this notification.

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Authorization information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxx1285
Transaction Type: 27
Company ID: 1911467758
Reference Number:

Transaction Information

Originating Company Name: NAVIA BENEFIT SO
Originating Company ID: 1911467758
Entry Description: FLEXIBLE B
Effective Date: 12/15/21
Individual Name: CITY OF SNOQUALMIE
Individual ID: CSQ
Amount: 4,574.80
Transaction Reference Number: 21348012914667

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Authorization information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxx1285
Transaction Type: 27
Company ID: 1911467758
Reference Number:

Transaction Information

Originating Company Name: NAVIA BENEFIT SO
Originating Company ID: 1911467758
Entry Description: FLEXIBLE B
Effective Date: 12/15/21
Individual Name: CITY OF SNOQUALMIE
Individual ID: CSQ
Amount: 5,635.53
Transaction Reference Number: 21348012914665

Please call the Commercial and Business Banking Contact Center at 1-800-821-2829 for any questions related to this notification.

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Transaction matched to an authorization during collection

The following ACH transaction was authorized during the last collection cycle and will be posted to the designated account.

Authorization information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxx1285
Transaction Type: 27
Company ID: 1911467758
Reference Number:

Transaction Information

Originating Company Name: NAVIA BENEFIT SO
Originating Company ID: 1911467758
Entry Description: FLEXIBLE B
Effective Date: 12/15/21
Individual Name: CITY OF SNOQUALMIE
Individual ID: CSQ
Amount: 5,744.60
Transaction Reference Number: 21348012914666
Please call the Commercial and Business Banking Contact Center at 1-800-821-2829 for any questions related to this notification.

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Kyla Henderson

From: ACH_Direct_Do_Not_Respond@keybank.com
Sent: Tuesday, December 14, 2021 7:54 PM
To: Kyla Henderson
Subject: E100 ACH Direct Notification

CAUTION: This email originated from outside the City of Snoqualmie. **Do not click links or open attachments** unless you recognize the sender and know the content is safe.

Transaction matched to an authorization during collection

The following ACH transaction was authorized during the last collection cycle and will be posted to the designated account.

Authorization information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxx1285
Transaction Type: 27
Company ID: 1911467758
Reference Number:

Transaction Information

Originating Company Name: NAVIA BENEFIT SO
Originating Company ID: 1911467758
Entry Description: FLEXIBLE B
Effective Date: 12/15/21
Individual Name: CITY OF SNOQUALMIE
Individual ID: CSQ
Amount: 6,899.60

Transaction Reference Number: 21348012914669

Please call the Commercial and Business Banking Contact Center at 1-800-821-2829 for any questions related to this notification.

Please do not send e-mails to nor reply to the e-mailbox from which this message was sent. Incoming e-mail to this address is not monitored nor read. For inquiries, please contact the Commercial Business Banking Contact Center @ 800-821-2829.

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Authorization information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxx1285
Transaction Type: 27
Company ID: 1911467758
Reference Number:

Transaction Information

Originating Company Name: NAVIA BENEFIT SO
Originating Company ID: 1911467758
Entry Description: FLEXIBLE B
Effective Date: 12/15/21
Individual Name: CITY OF SNOQUALMIE
Individual ID: CSQ
Amount: 9,134.77
Transaction Reference Number: 21348012914668

Please call the Commercial and Business Banking Contact Center at 1-800-821-2829 for any questions related to this notification.

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Kyla Henderson

From: ACH_Direct_Do_Not_Respond@keybank.com
Sent: Wednesday, December 15, 2021 6:01 PM
To: Kyla Henderson
Subject: E201 ACH Direct Notification

CAUTION: This email originated from outside the City of Snoqualmie. **Do not click links or open attachments** unless you recognize the sender and know the content is safe.

Reject transaction approved via ACH Direct

The following ACH transaction was rejected for a missing or unqualified authorization record and was subsequently APPROVED via the Reject Decisioning feature.

This transaction will be posted to the account identified below.

Transaction information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxx1285
Transaction Type: 27
Amount: 12,565.09
Originating Company ID: 1911467758
Originating Company Name: NAVIA BENEFIT SO
Entry Description: FLEXIBLE B
Standard Entry Class Code: PPD
Effective Date: 12/15/21
Individual Name: CITY OF SNOQUALMIE
Individual ID: CSQ
Transaction Reference Number: 21348012914664

Approval User ID: X13895

Date / Time of Approval: 12/15/2021 11:38:11

Please call the Commercial and Business Banking Contact Center at 1-800-821-2829 for any questions related to this notification.

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Kyla Henderson

From: ACH_Direct_Do_Not_Respond@keybank.com
Sent: Monday, December 20, 2021 8:23 PM
To: Kyla Henderson
Subject: E100 ACH Direct Notification

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Transaction matched to an authorization during collection

The following ACH transaction was authorized during the last collection cycle and will be posted to the designated account.

Authorization information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxxxx1285
Transaction Type: 27
Company ID: 1911467758
Reference Number:

Transaction Information

Originating Company Name: NAVIA BENEFIT SO
Originating Company ID: 1911467758
Entry Description: FLEXIBLE B
Effective Date: 12/21/21
Individual Name: CITY OF SNOQUALMIE
Individual ID: CSQ
Amount: 6,393.50
Transaction Reference Number: 21354010012364

Please call the Commercial and Business Banking Contact Center at 1-800-821-2829 for any questions related to this notification.

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Kyla Henderson

From: ACH_Direct_Do_Not_Respond@keybank.com
Sent: Tuesday, December 28, 2021 1:31 PM
To: Kyla Henderson
Subject: E100 ACH Direct Notification

CAUTION: This email originated from outside the City of Snoqualmie. **Do not click links or open attachments** unless you recognize the sender and know the content is safe.

Transaction matched to an authorization during collection

The following ACH transaction was authorized during the last collection cycle and will be posted to the designated account.

Authorization information

Bank Transit Routing Number: 125000574
Bank Account Number: xxxxxxxxxxxx1285
Transaction Type: 27
Company ID: 9916001118
Reference Number:

Transaction Information

Originating Company Name: WA DEPT REVENUE
Originating Company ID: 9916001118
Entry Description: TAX PYMT
Effective Date: 12/29/21
Individual Name: SUE LUHMAN
Individual ID: 7936506
Amount: 39,497.05
Transaction Reference Number: 21362010255925

Please call the Commercial and Business Banking Contact Center at 1-800-821-2829 for any questions related to this notification.

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**BUSINESS OF THE CITY COUNCIL
CITY OF SNOQUALMIE**

**AB22-004
January 10, 2022
Consent Agenda**

AGENDA BILL INFORMATION

TITLE:	AB22-004: Executive Staff Recruitment Proposals	<input checked="" type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Approve a professional services agreement with Strategic Government Resources (SGR) for executive recruitment services and authorize the Mayor to sign.	

DEPARTMENT:	Administration	
STAFF:	Mark Correira, Interim City Administrator	
COMMITTEE:	Committee of the Whole	Meeting Date: January 4, 2022
COUNCIL LIAISON:	n/a	
EXHIBITS:	n/a	

AMOUNT OF EXPENDITURE	\$ 94,600
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUESTED	\$ n/a

SUMMARY

SUMMARY STATEMENT

The City of Snoqualmie has several senior level positions that are currently vacant and or filled by interim appointments including the Finance Director, Community Development Director, and Resources Manager. Staff requested proposals from ten recruiting firms to fill these vacancies and received proposals from two: Prothman Company and Strategic Government Resources (SGR). Staff is recommending SGR as the preferred vendor for these recruitments.

BACKGROUND

The City of Snoqualmie has several senior level positions that are currently vacant and/or filled by interim appointments including Finance Director, Community Development Director, and Human Resources Manager. The City has used executive recruitment firms to handle senior level recruitment in the past and is recommending following this same path to fill these vacancies and other vacancies that may occur in 2022. Staff requested proposals from ten recruiting firms and received proposals from Prothman Company and Strategic Government Resources (SGR). Staff analyzed both proposals and is recommending SGR as the preferred vendor.

ANALYSIS

Prothman Company (Prothman) is an executive recruitment firm based in Washington and predominantly focuses on communities in the western United States. The Prothman team has conducted over 550 recruitments and interim placements for cities, counties, districts, and other government agencies in the western United States. The City of Snoqualmie has worked with Prothman before, most recently to recruit for an IT Director, Community Development Director, and Police Chief. Prothman quoted the City \$66,000 plus an estimated \$24,000 in expenses (\$90,000 estimated total) for four recruitments, reflecting an \$8,000 discount compared to the cost of four individual recruitments. Prothman has a one-year guarantee from the date of hire for executive recruitments.

Strategic Government Resources (SGR) is a full-service firm based in Texas that specializes in executive recruitment. SGR has over 700 local government clients in 47 states. The City of Snoqualmie has worked with SGR before, most recently to recruit for a City Administrator and Parks and Public Works Director. SGR quoted the City \$94,600 for four full-service recruitments, reflecting a discount of \$5,000 compared to the cost of four individual recruitments. SGR has an 18-month guarantee from the date of hire for executive recruitments.

	Prothman	SGR
Client Total	550	700
Snoqualmie Recruitment History	3+	2+
Hiring Guarantee	12 months	18 months
Cost for Four Recruitments	\$90,000	\$96,000

Staff recommends selecting the proposal from SGR due to their nationwide recruiting network, comprehensive evaluation, and vetting process, and longer hiring guarantee period of 18 months. Lynn Barboza, the proposed designated recruiter, recently completed Snoqualmie’s search for a City Administrator and is currently recruiting for the Parks and Public Works Director. Ms. Barboza is familiar with the community, organizational culture, and hiring needs of the City.

BUDGET

No appropriation is needed. There is sufficient salary savings in each of the departments to cover the costs.

RECOMMENDED ACTION

MOVE to approve a professional services agreement with Strategic Government Resources (SGR) for executive recruitment services and authorize the Mayor to sign.



**BUSINESS OF THE CITY COUNCIL
CITY OF SNOQUALMIE**

**AB22-001
January 10, 2022
Reports**

AGENDA BILL INFORMATION

TITLE:	AB22-001: Landscape Maintenance Agreements for Snoqualmie Parkway and Other ROWs, Mini Parks, and Facilities	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
	RECOMMENDED ACTION:	
	Approve Resolution Nos. 1599, 1600, and 1601 awarding Landscape Maintenance Agreements to AtWork Commercial Enterprises, LLC. for Snoqualmie Parkway & Other ROW's, Mini Parks, and Facilities, and authorize the Mayor to sign.	

DEPARTMENT:	Parks & Public Works	
STAFF:	Steve Clark, Interim Parks & Public Works Director	
COMMITTEE:	Committee of the Whole	Meeting Date: 01/04/2022
COUNCIL LIAISON:	n/a	
EXHIBITS:	1. Financial Summary Table 2. Bid Tabs, Combined 3. Snoqualmie Parkway & Other ROWs Bid Tab a. Resolution No. 1599 & Agreement attached as Exhibit A b. Snoqualmie Parkway & Other ROWs Bid Documents & Appendices (On the website) c. Snoqualmie Parkway & Other ROWs Addendum #1 (On the website) 4. Mini-Parks Bid Tab a. Resolution No. 1600 & Agreement attached as Exhibit A b. Mini Parks Bid Documents & Appendices (On the website) 5. Facilities Bid Tab a. Resolution No. 1601 & Agreement attached as Exhibit A b. Facilities Bid Documents & Appendices (On the website)	

AMOUNT OF EXPENDITURE	\$ 488,235 (2022), 976,469 (2023-24)
AMOUNT BUDGETED	\$ 623,905 (Est. Remaining 2021-22 Budget after 2021 NLS Contract)
APPROPRIATION REQUESTED	\$ n/a

SUMMARY

SUMMARY STATEMENT

The most recent agreement with Northwest Landscape Services (NLS, aka Monarch Landscaping WA, LLC), for landscape maintenance services, expired December 31, 2021. For 2022 – 2024, Parks and Public Works advertised Invitations to Bid for three smaller Landscape Maintenance Agreements, separating the work that previously was combined in one agreement. The agreements were for landscape maintenance for

Snoqualmie Parkway and Other ROW's, Mini Parks, and Facilities. For all three agreements, AtWork Commercial Enterprises, LLC. (AtWork) was the apparent low bidder.

Parks & Public works seeks Council approval to award the three Landscape Maintenance Agreements to AtWork.

BACKGROUND

On May 25, 2021, the City received and opened bids for Landscape Maintenance Services for the period of 2021 – 2022. Only one bid was received, and it was \$395,637 over the City’s biennial budget of \$949,509. Given the then current lack of an agreement and an immediate need for landscape maintenance services throughout the city, the department negotiated an agreement with NLS for reduced services for the period of July 1 to December 31, 2021. This allowed Parks & Public Works time to regroup and rebid in the fall of 2021 for maintenance services from 2022 - 2024.

In the belief that it would garner more competition and better rates, Parks & Public Works split the 2022 – 2024 Landscape Maintenance Services into three separate agreements, one for Snoqualmie Parkway and Other ROW's, one for Mini Parks, and one for Facilities. On December 13, 2021, the City received and opened bids for the three Landscape Maintenance Agreements. Three companies submitted bids for each of the three agreements. For all three, AtWork was the apparent lowest, and responsive bidder. AtWork’s bidder qualifications were checked by City staff, who determined them to be a responsible bidder.

Comparing NLS’s 2021 ½-year rate of \$258,821 for 2021 (equating to \$517,642 for the year) with AtWork’s combined yearly rate of \$488,234.75, the City will save approximately \$29,407.25 per year, for a total savings of \$88,221.75 over the three-year term of the agreements (see Table 1).

TABLE 1: COST SAVINGS		
Company Name	1-Year	3-Years
NLS, aka Monarch Landscaping WA, LLC	\$517,642.00	
AtWork Commercial Enterprises, LLC	\$488.234.75	
Estimate of Cost Savings	\$29,407.25	\$88,221.75

Therefore, Parks & Public Works recommends City Council award the three Landscape Maintenance Agreements to AtWork Commercial Enterprises, LLC.

BUDGET IMPACTS

Administration recommends awarding the contracts to AtWork Commercial Enterprises, LLC in an amount totaling \$1,464,704.25 to provide landscape maintenance services through December 31, 2024. The City expects to spend approximately \$488,235 on the agreement for each of the three years (\$1,464,704 divided by 3; see Table 2).

TABLE 2: TOTAL PROJECT BUDGET				
Landscape Maintenance	2022	2023	2024	TOTAL
Snoqualmie Parkway & Other ROWs	\$243,696.70	\$243,696.70	\$243,696.70	\$731,090.10
Mini Parks	\$209,959.49	\$209,959.49	\$209,959.49	\$629,878.47
Facilities	\$34,578.56	\$34,578.56	\$34,578.56	\$103.735.68
TOTAL	\$488,234.75	\$488,234.75	\$488,234.75	\$1,464.704.25

The City budgeted a total of \$949,509 for landscape services during the 2021-22 biennium, with an estimated \$470,054 in 2021 and \$479,455 in 2022. The City will likely incur approximately \$325,604 against the landscape services budget in 2021. As a result, the City is expected to have a remaining landscape services budget of \$623,905 available for 2022. After accounting for the proposed 2022 AtWork's agreement, the City anticipates underspending its estimated budget for the biennium by approximately \$135,671. Therefore, sufficient appropriation exists within the current 2021-22 biennial budget to fund the agreement (see Exhibit 1, Financial Summary Table, for the various buckets, funds, and functional classifications involved).

Approval of the agreement(s) (see Exhibits 3a, 4a, and 5a) would obligate the City to fund the agreement in the next biennium (2023-24). The increase between the proposed agreements for 2023-24 and the 2021-22 Biennial Budget is nearly \$27,000 or roughly 2.8%. However, and using past agreement allocation practices, the increase would not be spread evenly across the various buckets, funds, and functional classifications. Consequently, and for example, the "General Governmental" bucket (General Fund #001) may see an increase of approximately \$65,000 while the "Utilities" bucket (Stormwater Operations Fund #403) may see a decrease of \$20,000. Because of this potential scenario, the Parks and Public Works Department will review the cost allocation of the AtWork Landscape Maintenance Agreements carefully and methodically to accurately allocate costs to their proper bucket, fund, and functional classification.

RECOMMENDED ACTIONS

MOVE TO:

- 1) Approve Resolution No. 1599 awarding Landscape Maintenance Agreement to AtWork Commercial Enterprises, LLC. in the amount of \$731,090.10 for Snoqualmie Parkway & Other ROW's and authorize the Mayor to sign.
- 2) Approve Resolution No. 1600 awarding Landscape Maintenance Agreement to AtWork Commercial Enterprises, LLC. in the amount of \$629,878.47 for Mini Parks and authorize the Mayor to sign.
- 3) Approve Resolution No. 1601 awarding Landscape Maintenance Agreement to AtWork Commercial Enterprises, LLC. in the amount of \$103,735.68 for Facilities and authorize the Mayor to sign.

Proposed Landscape Services Contract (2022-2024)

Financial Summary Table

Financial Bucket	Fund	P&PW Division	(A) 2019-2020 NLS Contract	(B) 2021-2022 Budget	(C) 2021 Est. Expenditures (NLS Contract)	(D) 2022 Proposed Contract (At Work)	(E = B - C - D) Remaining 2021-2022 Budget	(F) 2023-2024 Proposed Contract (At Work)	\$ Change from 2021- 22 Budget (B) to 2023-24 Proposed Contract (F)	% Change from 2021- 22 Budget (B) to 2023-24 Proposed Contract (F)
General Governmental	General Fund (#001)	Parks Maint, Streets Maint.	573,330	590,644	222,975	328,009	39,661	656,018	65,374	11.1%
Utilities ("Enterprise")	Stormwater Ops. (#403)	Stormwater Ops.	263,429	271,384	76,233	125,647	69,504	251,295	(20,089)	-7.4%
Internal Services	Facilities Maint. (#510), Shared Services (#511)	Facilities Maint., Shared Services	84,916	87,481	26,396	34,579	26,506	69,157	(18,324)	-20.9%
Total =			\$ 921,675	\$ 949,509	\$ 325,604	\$ 488,235	\$ 135,671	\$ 976,469	\$ 26,960	2.8%

LANDSCAPE MAINTENANCE AGREEMENT -Combined Grand Totals

Bid Tabulation

12/13/2021

	Monarch Landscape Services (NLS)	Brightview Landscape Services	At Work Commercial Enterprise, LLC
Landscape Maintenance Agreement	(Grand Total Cost)	(Grand Total Cost)	(Grand Total Cost)
Mini Parks	\$ 744,831	\$ 717,060	\$ 629,878
Snoqualmie Pky & ROW's	\$ 907,968	\$ 846,884	\$ 731,090
Facilities	\$ 135,859	\$ 144,860	\$ 103,736
2022-2024 Grand Total of Landscape Maintenance Agreements	\$ 1,788,657	\$ 1,708,805	\$ 1,464,704

LANDSCAPE MAINTENANCE AGREEMENT - SNOQUALMIE PKWY & OTHER ROW's
 Bid Tabulation
 12/13/2021

Description	Monarch Landscape Services (NLS)			Brightview Landscape Services			At Work Commercial Enterprise, LLC		
	2022	2023	2024	2022	2023	2024	2022	2023	2024
Mowing - Turf	\$ 45,397	\$ 47,667	\$ 49,097	\$ 60,626	\$ 62,506	\$ 64,438	\$ 26,180	\$ 26,180	\$ 26,180
Trimming - Turf	\$ 6,759	\$ 7,097	\$ 7,310	\$ 7,062	\$ 7,274	\$ 7,492	\$ 18,700	\$ 18,700	\$ 18,700
Fertilization - Turf	\$ 696	\$ 731	\$ 753	\$ 897	\$ 924	\$ 951	\$ 12,000	\$ 12,000	\$ 12,000
Weed Spraying - Turf	\$ 593	\$ 623	\$ 642	\$ 897	\$ 924	\$ 951	\$ 1,320	\$ 1,320	\$ 1,320
Mowing - Bio-swale(s) - Sides of Snoqualmie Parkway	\$ 9,509	\$ 9,509	\$ 9,509	\$ 27,353	\$ 28,174	\$ 29,019	\$ 3,300	\$ 3,300	\$ 3,300
Edging - Bio-swale(s) - Sides of Snoqualmie Parkway	\$ 1,876	\$ 1,970	\$ 2,029	\$ 2,282	\$ 2,351	\$ 2,422	\$ 1,320	\$ 1,320	\$ 1,320
Trimming - Bio-swale(s) - Sides of Snoqualmie Parkway	\$ 1,877	\$ 1,971	\$ 2,030	\$ 2,282	\$ 2,351	\$ 2,422	\$ 2,640	\$ 2,640	\$ 2,640
Weeding/Raking - Trees/Shrubs/Beds	\$ 40,985	\$ 42,756	\$ 44,038	\$ 5,824	\$ 5,999	\$ 6,179	\$ 16,280	\$ 16,280	\$ 16,280
Weed/Spray - Trees/Shrubs/Beds	\$ 4,265	\$ 4,392	\$ 4,524	\$ 11,333	\$ 11,673	\$ 12,023	\$ 3,960	\$ 3,960	\$ 3,960
Prune Ground Cover - Trees/Shrubs/Beds	\$ 3,395	\$ 3,564	\$ 3,671	\$ 12,592	\$ 12,970	\$ 13,359	\$ 3,630	\$ 3,630	\$ 3,630
Fertilization - Trees/Shrubs/Beds	\$ 1,082	\$ 1,136	\$ 1,170	\$ 1,156	\$ 1,191	\$ 1,226	\$ 2,000	\$ 2,000	\$ 2,000
Crack Weeds - Hard Surfaces	\$ 849	\$ 891	\$ 918	\$ 1,571	\$ 1,618	\$ 1,667	\$ 1,320	\$ 1,320	\$ 1,320
Leaf Cleanup - Other	\$ 7,002	\$ 7,350	\$ 7,580	\$ 5,666	\$ 5,836	\$ 6,011	\$ 11,880	\$ 11,880	\$ 11,880
Traffic Control - Other	\$ 12,215	\$ 12,825	\$ 13,201	\$ 18,231	\$ 19,580	\$ 21,003	\$ 5,280	\$ 5,280	\$ 5,280
Pre-emergent - Other	\$ 1,627	\$ 1,708	\$ 1,759	\$ 1,156	\$ 1,191	\$ 1,227	\$ 2,420	\$ 2,420	\$ 2,420
Subtotal	\$ 138,127	\$ 144,190	\$ 148,231	\$ 158,928	\$ 164,562	\$ 170,390	\$ 112,230	\$ 112,230	\$ 112,230

Description	Monarch Landscape Services (NLS)			Brightview Landscape Services			At Work Commercial Enterprise, LLC		
	2022	2023	2024	2022	2023	2024	2022	2023	2024
Mowing	\$ 1,052	\$ 1,109	\$ 1,142	\$ 3,019	\$ 3,111	\$ 3,205	\$ 10,890	\$ 10,890	\$ 10,890
Trimming	\$ 514	\$ 540	\$ 556	\$ 472	\$ 502	\$ 535	\$ 7,260	\$ 7,260	\$ 7,260
Weeding, mechanical - Trees/Shrubs/Beds	\$ 1,295	\$ 1,362	\$ 1,397	\$ -	\$ -	\$ -	\$ 5,775	\$ 5,775	\$ 5,775
Weed, spraying - Trees/Shrubs/Beds	\$ 125	\$ 129	\$ 133	\$ -	\$ -	\$ -	\$ 1,650	\$ 1,650	\$ 1,650
Bed Raking - Trees/Shrubs/Beds	\$ 524	\$ 540	\$ 556	\$ -	\$ -	\$ -	\$ 3,850	\$ 3,850	\$ 3,850
Subtotal	\$ 3,511	\$ 3,680	\$ 3,785	\$ 3,491	\$ 3,613	\$ 3,740	\$ 29,425	\$ 29,425	\$ 29,425

Description	Monarch Landscape Services (NLS)			Brightview Landscape Services			At Work Commercial Enterprise, LLC		
	2022	2023	2024	2022	2023	2024	2022	2023	2024
Mowing - Turf	\$ 42,279	\$ 44,393	\$ 45,723	\$ 15,645	\$ 15,848	\$ 16,402	\$ 8,349	\$ 8,349	\$ 8,349
Rough mow - Turf	\$ 2,660	\$ 2,793	\$ 2,879	\$ 5,126	\$ 5,180	\$ 5,361	\$ 1,320	\$ 1,320	\$ 1,320
Edging - Turf	\$ 6,446	\$ 6,768	\$ 6,971	\$ 3,030	\$ 3,950	\$ 4,088	\$ 1,485	\$ 1,485	\$ 1,485
Trimming - Turf	\$ 6,446	\$ 6,768	\$ 6,971	\$ 5,555	\$ 5,672	\$ 5,871	\$ 4,356	\$ 4,356	\$ 4,356
Fertilization - Turf	\$ 520	\$ 546	\$ 562	\$ 2,152	\$ 2,167	\$ 2,243	\$ 1,400	\$ 1,400	\$ 1,400
Weed Spraying - Turf	\$ 2,790	\$ 2,930	\$ 3,016	\$ 1,523	\$ 1,569	\$ 1,624	\$ 440	\$ 440	\$ 440
Weeding - Trees/Shrubs/Beds	\$ 14,339	\$ 15,016	\$ 15,437	\$ 3,678	\$ 3,738	\$ 3,868	\$ 1,870	\$ 1,870	\$ 1,870
Weed Spraying - Trees/Shrubs/Beds	\$ 486	\$ 501	\$ 516	\$ 3,555	\$ 3,612	\$ 3,738	\$ 990	\$ 990	\$ 990
Leaf Cleanup - Other	\$ 3,333	\$ 3,425	\$ 3,598	\$ 1,777	\$ 1,780	\$ 1,843	\$ 1,980	\$ 1,980	\$ 1,980
Pre-emergent - Other	\$ 172	\$ 181	\$ 186	\$ 363	\$ 372	\$ 386	\$ 220	\$ 220	\$ 220
Subtotal	\$ 79,471	\$ 83,321	\$ 85,859	\$ 42,404	\$ 43,888	\$ 45,424	\$ 22,410	\$ 22,410	\$ 22,410

Description	Monarch Landscape Services (NLS)			Brightview Landscape Services			At Work Commercial Enterprise, LLC		
	2022	2023	2024	2022	2023	2024	2022	2023	2024
Mowing - Turf	\$ 1,416	\$ 1,487	\$ 1,531	\$ 4,047	\$ 4,260	\$ 4,487	\$ 6,171	\$ 6,171	\$ 6,171
Rough mow - Turf	\$ 3,947	\$ 4,144	\$ 4,268	\$ 2,256	\$ 2,330	\$ 2,407	\$ 1,320	\$ 1,320	\$ 1,320
Edging - Turf	\$ 109	\$ 114	\$ 117	\$ 2,193	\$ 2,260	\$ 2,328	\$ 2,541	\$ 2,541	\$ 2,541
Trimming - Turf	\$ 109	\$ 114	\$ 117	\$ 2,193	\$ 2,260	\$ 2,328	\$ 3,630	\$ 3,630	\$ 3,630
Fertilization - Turf	\$ 184	\$ 194	\$ 199	\$ 1,052	\$ 1,083	\$ 1,116	\$ 1,200	\$ 1,200	\$ 1,200
Weed Spraying - Turf	\$ 335	\$ 352	\$ 363	\$ 263	\$ 271	\$ 280	\$ 220	\$ 220	\$ 220
Weeding/Raking - Trees/Shrubs/Beds	\$ 162	\$ 170	\$ 176	\$ 1,765	\$ 1,818	\$ 1,872	\$ 2,035	\$ 2,035	\$ 2,035
Weed/Spray - Trees/Shrubs/Beds	\$ 126	\$ 130	\$ 134	\$ 1,718	\$ 1,770	\$ 1,823	\$ 693	\$ 693	\$ 693
Prune Ground Cover - Trees/Shrubs/Beds	\$ 225	\$ 236	\$ 243	\$ 3,817	\$ 3,931	\$ 4,049	\$ 660	\$ 660	\$ 660
Fertilization - Trees/Shrubs/Beds	\$ 75	\$ 78	\$ 81	\$ 177	\$ 183	\$ 189	\$ 440	\$ 440	\$ 440
Crack Weeds - Hard Surfaces	\$ 840	\$ 885	\$ 911	\$ 393	\$ 405	\$ 417	\$ 330	\$ 330	\$ 330
Leaf Cleanup - Hard Surfaces	\$ 118	\$ 124	\$ 127	\$ 858	\$ 885	\$ 911	\$ 2,178	\$ 2,178	\$ 2,178
Pre-emergent - Hard Surfaces	\$ 89	\$ 94	\$ 97	\$ 177	\$ 185	\$ 191	\$ 220	\$ 220	\$ 220
Subtotal	\$ 7,735	\$ 8,122	\$ 8,366	\$ 20,909	\$ 21,641	\$ 22,398	\$ 21,638	\$ 21,638	\$ 21,638

Description	Monarch Landscape Services (NLS)			Brightview Landscape Services			At Work Commercial Enterprise, LLC		
	2022	2023	2024	2022	2023	2024	2022	2023	2024
Mowing - Turf				\$ 2,808	\$ 2,997	\$ 3,189	\$ 14,520	\$ 14,520	\$ 14,520
Rough mow - Turf				\$ -	\$ -	\$ -	\$ 1,320	\$ 1,320	\$ 1,320
Edging - Turf				\$ 1,556	\$ 1,602	\$ 1,650	\$ 1,815	\$ 1,815	\$ 1,815
Trimming - Turf				\$ 1,556	\$ 1,602	\$ 1,650	\$ 9,075	\$ 9,075	\$ 9,075
Fertilization - Turf				\$ 548	\$ 564	\$ 581	\$ 3,600	\$ 3,600	\$ 3,600
Weed Spraying - Turf				\$ 138	\$ 148	\$ 152	\$ 880	\$ 880	\$ 880
Weeding/Raking - Trees/Shrubs/Beds				\$ 2,285	\$ 2,353	\$ 2,424	\$ 330	\$ 330	\$ 330
Weed/Spray - Trees/Shrubs/Beds				\$ 2,213	\$ 2,279	\$ 2,347	\$ 693	\$ 693	\$ 693
Prune Ground Cover - Trees/Shrubs/Beds				\$ 9,833	\$ 10,128	\$ 10,432	\$ 1,815	\$ 1,815	\$ 1,815
Fertilization - Trees/Shrubs/Beds				\$ 225	\$ 232	\$ 239	\$ 750	\$ 750	\$ 750
Crack Weeds - Hard Surfaces				\$ 392	\$ 403	\$ 416	\$ 220	\$ 220	\$ 220
Pre-emergent - Hard Surfaces				\$ 225	\$ 233	\$ 251	\$ 110	\$ 110	\$ 110
Subtotal	\$ 34,587	\$ 36,137	\$ 37,142	\$ 21,779	\$ 22,541	\$ 23,331	\$ 35,128	\$ 35,128	\$ 35,128

Description	Monarch Landscape Services (NLS)			Brightview Landscape Services			At Work Commercial Enterprise, LLC		
	2022	2023	2024	2022	2023	2024	2022	2023	2024
Weeding, mechanical - Trees/Shrubs/Beds	\$ 2,020	\$ 2,121	\$ 2,185	\$ 1,620	\$ 1,688	\$ 1,745	\$ 440	\$ 440	\$ 440
Weed/Spraying - Trees/Shrubs/Beds	\$ -	\$ -	\$ -	\$ 551	\$ 567	\$ 584	\$ 55	\$ 55	\$ 55
3 inch thick mulch - Trees/Shrubs/Beds	\$ 1,440	\$ 1,512	\$ 1,558	\$ -	\$ -	\$ -	\$ 1,975	\$ 1,975	\$ 1,975
Bed Raking - Trees/Shrubs/Beds	\$ 327	\$ 343	\$ 353	\$ 648	\$ 668	\$ 688	\$ 231	\$ 231	\$ 231
Mechanical Sweeping - Hard surfaces	\$ 375	\$ 394	\$ 405	\$ 421	\$ 430	\$ 454	\$ 660	\$ 660	\$ 660
Subtotal	\$ 4,162	\$ 4,370	\$ 4,501	\$ 3,240	\$ 3,353	\$ 3,471	\$ 3,361	\$ 3,361	\$ 3,361

BID PROPOSAL TOTALS	Monarch Landscape Services (NLS)			Brightview Landscape Services			At Work Commercial Enterprise, LLC		
	2022	2023	2024	2022	2023	2024	2022	2023	2024
Schedule A -- Snoqualmie Parkway (ROW, Bio-swales & Raised medians)	\$ 138,127	\$ 144,190	\$ 148,231	\$ 158,928	\$ 164,562	\$ 170,390	\$ 112,230	\$ 112,230	\$ 112,230
Schedule B -- Alman Ave & Snoqualmie Parkway - Stormwater Detention Site	\$ 3,511	\$ 3,680	\$ 3,785	\$ 3,491	\$ 3,613	\$ 3,740	\$ 29,425	\$ 29,425	\$ 29,425
Schedule C -- Various Rights of Way (Both Sides of ROW)	\$ 79,471	\$ 83,321	\$ 85,859	\$ 42,404	\$ 43,888	\$ 45,424	\$ 22,410	\$ 22,410	\$ 22,410
Schedule D - SR202 (SR202 Truss Bridge to 39133 Railroad Ave SE)	\$ 7,735	\$ 8,122	\$ 8,366	\$ 20,909	\$ 21,641	\$ 22,398	\$ 21,638	\$ 21,638	\$ 21,638
Schedule E - Tokul Roundabout -- ADDENDUM	\$ 34,587	\$ 36,137	\$ 37,142	\$ 21,779	\$ 22,541	\$ 23,331	\$ 35,128	\$ 35,128	\$ 35,128
Schedule F - Northern Lid Bioretention	\$ 4,162	\$ 4,370	\$ 4,501	\$ 3,240	\$ 3,353	\$ 3,471	\$ 3,361	\$ 3,361	\$ 3,361
Subtotal	\$ 267,593	\$ 279,820	\$ 287,884	\$ 250,751	\$ 259,598	\$ 268,754	\$ 224,192	\$ 224,192	\$ 224,192
WA State Tax @8.7%	\$ 23,281	\$ 24,344	\$ 25,046	\$ 21,815	\$ 22,585	\$ 23,382	\$ 19,505	\$ 19,505	\$ 19,505
Yearly Total	\$ 290,873	\$ 304,165	\$ 312,930	\$ 272,566	\$ 282,183	\$ 292,136	\$ 243,697	\$ 243,697	\$ 243,697
GRAND TOTAL, 2022, 2023, and 2024	\$ 907,967.63			\$ 846,884.96			\$ 731,090.10		

These figures were off from the submitted bid calculations.

**CITY OF SNOQUALMIE
RESOLUTION NO. 1599**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SNOQUALMIE,
WASHINGTON APPROVING THE LANDSCAPE MAINTENANCE AGREEMENT FOR
SNOQUALMIE PARKWAY & OTHER RIGHTS OF WAY**

WHEREAS, the City advertised a call for bids for the 2022-2024 Snoqualmie Parkway & Other Rights of Way Landscape Maintenance Services; and

WHEREAS, the City received three responsive bids, in the amount of \$907,967.63, \$845,884.37, and \$731,090.10; and

WHEREAS, the bid proposal submitted by ATWORK! Commercial Enterprises, LLC (“ATWORK”), in the amount of \$731,090.10, was the lowest responsive and responsible bid;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Snoqualmie, Washington that the Council approves a Snoqualmie Parkway & Other Rights of Way Landscape Maintenance Agreement with ATWORK, attached hereto as Exhibit A, for the period of January 2022-December 2024 in the amount of \$731,090.10, and authorizes the Mayor to sign.

PASSED by the City Council of the City of Snoqualmie, Washington, this _____ day of January 2022.

CITY OF SNOQUALMIE

Katherine Ross, Mayor

Attest:

Deborah A. Estrada, City Clerk

Approved as to form:

Bob C. Sterbank, City Attorney

Section 00 05 00

LANDSCAPE MAINTENANCE AGREEMENT SNOQUALMIE PARKWAY & OTHER RIGHTS OF WAY

THIS AGREEMENT is made by and between the City of Snoqualmie, a Washington municipal corporation (hereinafter the "City"), and AtWork Commercial Enterprises, LLC., organized under the laws of the State of Washington, located and doing business at 1935 152nd PI NE, Bellevue, Washington (hereinafter the "Contractor" or "Vendor").

1. **DESCRIPTION OF WORK.** The Contractor shall do all the work and furnish all labor, materials, tools and equipment for the performance of the work (the "Work") in full compliance with the contract documents entitled **2022-2024 Landscape Maintenance (Snoqualmie Parkway & Other Rights of Way)** ("Contract Documents"), including this Agreement, Invitation to Bid, Instructions to Bidders, General Provisions, Specifications for Landscape Maintenance, Prevailing Wage Rate Requirements, Bid Form and Bid Schedules, Bid Guarantee Bond, Bidder Qualification/Responsibility Information, Performance and Payment Bond, Executed Retainage Forms, and Appendices A-C, all of which are incorporated by reference and made a part of this Agreement.
2. **TIME OF COMPLETION.** Upon the effective date of this Agreement, Vendor shall commence work, and complete the work and provide all goods, materials, and services according to the intervals and on the schedule set forth in the Contract Documents.
3. **COMPENSATION.** The City shall pay the Vendor an amount not to exceed the amount of \$243,696.70 in year 2022, \$243,696.70 in year 2023, and \$243,696.70 in year 2024, including applicable Washington State Sales Tax, for the goods, materials, and services contemplated in this Agreement. The City shall pay the Vendor the annual "not to exceed amount" in twelve (12) equal monthly installments per year.
 - A. **Defective or Unauthorized Work.** The City reserves its right to withhold payment from Vendor and to assess penalties for any defective, incomplete or unauthorized goods, materials or services, as described in the General Provisions. In the event of errors or omissions by the Vendor in the performance of any Work required under this Contract, the Vendor shall make any and all necessary corrections without additional compensation.
 - B. **Replacement Work.** If Vendor is unable, for any reason, to complete any part of this Agreement, the City may obtain the goods, materials or services from other sources, and Vendor shall be liable to the City for any additional costs incurred by the City. "Additional costs" shall mean all reasonable costs, including legal costs and attorney fees, incurred by the City beyond the maximum Agreement price specified above. The City further reserves its right to deduct these additional costs incurred to complete this Agreement from any and all amounts due or to become due the Vendor.

4. **CHANGES.** The City reserves the right to direct Vendor to change the frequency of services, add services or deduct services, as described in the General Provisions. In the event of any such changes, the City will adjust the monthly fee paid to Vendor to reflect the changes. All change directives will be issued in writing, and all services changes shall be itemized separately in the Vendor's monthly invoice.
5. **INVOICING AND PAYMENT.** The Vendor shall submit a monthly invoice on the last day of the month to the Parks and Public Works Department. Each invoice must contain an invoice number, site name, billing period, amount due for each site, and Washington Sales Tax if applicable. Each invoice must itemize any changes due to addition or deduction of services, or to changes in service frequency. Each invoice must also be accompanied by properly filled-out Supervisor's Inspection Reports. Any submitted invoice that is not accompanied by the Supervisor's Inspection Reports will not be processed.
6. **PREVAILING WAGES.** Vendor shall file a Statement of Intent to Pay Prevailing Wages with the State of Washington Department of Labor & Industries prior to commencing the Contract work. Vendor shall pay prevailing wages in effect on the date the bid is accepted or executed by Vendor, and comply with Chapter 39.12 of the Revised Code of Washington, as well as any other applicable prevailing wage rate provisions. At the completion of the Work, Vendor and its subcontractors shall submit Affidavits of Wages Paid to the Department of Labor and Industries for certification. Final payment on the Contract shall be withheld until the City receives certification from the Department of Labor and Industries that prevailing wage requirements have been satisfied.
7. **TERM AND TERMINATION.**
 - A. **Term.** This Agreement shall remain in effect until December 31, 2024 ("Initial Term"). At the City's option, this Agreement may be extended for up to two (2) one-year terms. Compensation for the renewal terms shall be the amount paid per month for the last twelve (12) months of the Initial Term plus an increase equal to the annual increase in the Consumer Price Index for Seattle-Bremerton for each year of the renewal term(s).
 - B. **Termination.** Either party may terminate this Agreement, with or without cause, upon providing the other party thirty (30) days written notice at its address set forth on the signature block of this Agreement. In addition, the City has a right to immediately terminate this Contract upon written notice to the Vendor if: (1) the Vendor fails to comply with any provisions of this Contract and fails to timely cure the deficiency, as described in the General Provisions; or (2) the Vendor becomes insolvent or is adjudged bankrupt.
8. **WARRANTY.** Vendor warrants that it will faithfully and satisfactorily perform all work provided under this Agreement in accordance with the provisions of this Agreement and further warrants that the Work shall be free from defects in workmanship and material. The Vendor

shall promptly correct all defects in workmanship and materials: (1) when Vendor knows or should have known of the defect, or (2) upon Vendor's receipt of notification from the City of the existence or discovery of the defect.

9. **INDEMNIFICATION.** Vendor shall defend, indemnify and hold the City, its officers, officials, employees, agents and volunteers harmless from any and all claims, injuries, damages, losses or suits, including all legal costs and attorney fees, arising out of or in connection with the Vendor's performance of this Agreement, except for that portion of the injuries and damages caused by the City's negligence. The City's inspection or acceptance of any of Vendor's work when completed shall not be grounds to avoid any of these covenants of indemnification. It is further specifically and expressly understood that the indemnification provided herein constitutes the vendor's waiver of immunity under industrial insurance, Title 51 RCW, solely for the purposes of this indemnification. The parties further acknowledge that they have mutually negotiated this waiver. In the event Vendor refuses tender of defense in any suit or any claim, if that tender was made pursuant to this indemnification clause, and if that refusal is subsequently determined by a court having jurisdiction (or other agreed tribunal) to have been a wrongful refusal on the Vendor's part, then Vendor shall pay all the City's costs for defense, including all reasonable expert witness fees and reasonable attorneys' fees, plus the City's legal costs and fees incurred because there was a wrongful refusal on the Vendor's part. The provisions of this section shall survive the expiration or termination of this Agreement.

10. **INDEPENDENT CONTRACTOR.** The parties intend that an Independent Contractor-Employer Relationship will be created by this Agreement. By their execution of this Agreement, and in accordance with Ch. 51.08 RCW, the parties make the following representations:
 - A. The Vendor has the ability to control and direct the performance and details of its work, the City being interested primarily in the results obtained under this Agreement.
 - B. The Vendor maintains and pays for its own place of business from which Vendor's services under this Agreement will be performed.
 - C. The Vendor has an established and independent business that is eligible for a business deduction for federal income tax purposes that existed before the City retained Vendor's services, or the Vendor is engaged in an independently established trade, occupation, profession, or business of the same nature as that involved under this Agreement.
 - D. The Vendor is responsible for filing as they become due all necessary tax documents with appropriate federal, state and local agencies, including the Internal Revenue Service, the state Department of Revenue and the City of Snoqualmie.
 - E. The Vendor has registered and/or licensed its business and established an account with the state Department of Revenue, the City of Snoqualmie and other state and/or local agencies as may be required by Vendor's business, and has obtained a Unified Business

Identifier (UBI) number from the State of Washington and a business license from the City of Snoqualmie.

- F. The Vendor maintains a set of books dedicated to the expenses and earnings of its business.
11. **BOND.** Contractor shall provide a performance and payment bond for the faithful performance and payment of all its obligations under this Contract and in accordance with RCW 39.08.010. The performance bond shall remain in effect to guarantee the repair and replacement of defective equipment, materials, and workmanship and payment of damages sustained by the City on account of such defects, discovered within one (1) year after final acceptance by the City.
12. **RETAINAGE.** The City shall retain monies as required by RCW 60.28 and pay the retainage as provided therein.
13. **DISCRIMINATION.** In the hiring of employees for the performance of work under this Agreement or any sub-contract, the Vendor, its sub-contractors, or any person acting on behalf of the Vendor or sub-contractor shall not, by reason of race, religion, color, sex, age, sexual orientation, national origin, or the presence of any sensory, mental, or physical disability, discriminate against any person who is qualified and available to perform the work to which the employment relates.
14. **LIMITATION OF ACTIONS.** Vendor must file any lawsuit arising from or connected with this Agreement within 120 days from the date the contract work is complete or vendor's ability to file that suit shall be forever barred. This section further limits any applicable statutory limitations period.
15. **INSURANCE.** A. Consultant shall comply with the following conditions and procure and keep in force at all times during the term of this Agreement, at Consultant's expense, the following policies of insurance with companies authorized to do business in the State of Washington. The Consultant's insurance shall be rated by A. M. Best Company at least "A" or better with a numerical rating of no less than seven (7) and otherwise acceptable to the City.
- A. Workers' Compensation Insurance as required by Washington law and Employer's Liability Insurance with limits not less than \$1,000,000 per occurrence. If the City authorizes sublet work, the Consultant shall require each sub-consultant to provide Workers' Compensation Insurance for its employees, unless the Consultant covers such employees.
- B. Commercial General Liability Insurance on an occurrence basis in an amount not less than \$2,000,000 per occurrence and at least \$5,000,000 in the annual aggregate, including but not limited to: premises/operations (including off-site operations), blanket contractual liability and broad form property damage.

- C. Business Automobile Liability Insurance in an amount not less than \$1,000,000 per occurrence, extending to any automobile. A statement certifying that no vehicle will be used in accomplishing this Agreement may be substituted for this insurance requirement.
 - D. Professional Errors and Omissions Insurance in an amount not less than \$1,000,000 per occurrence and \$1,000,000 in the annual aggregate. Coverage may be written on a claims made basis; provided that the retroactive date on the policy or any renewal policy shall be the effective date of this Agreement or prior, and that the extended reporting or discovery period shall not be less than 36 months following expiration of the policy. The City may waive the requirement for Professional Errors and Omissions Insurance whenever the Work does not warrant such coverage or the coverage is not available.
 - E. Pollution Liability insurance in the amount of \$1,000,000 per occurrence and in the aggregate to cover sudden and non-sudden bodily injury and/or property damage to include the destruction of tangible property, loss of use, clean up costs and the loss of use of tangible property that has not been physically injured or destroyed.
 - F. Each policy shall contain a provision that the policy shall not be canceled or materially changed without 30 days prior written notice to the City. Upon written request to the City, the insurer will furnish, before or during performance of any Work, a copy of any policy cited above, certified to be a true and complete copy of the original.
 - G. Before the Consultant performs any Work, Consultant shall provide the City with a Certificate of Insurance acceptable to the City Attorney evidencing the above-required insurance and naming the City of Snoqualmie, its officers, employees and agents as Additional Insured on the Commercial General Liability Insurance policy and the Business Automobile Liability Insurance policy with respect to the operations performed and services provided under this Agreement and that such insurance shall apply as primary insurance on behalf of such Additional Insured. Receipt by the City of any certificate showing less coverage than required is not a waiver of the Consultant's obligations to fulfill the requirements.
 - H. Consultant shall comply with the provisions of Title 51 of the Revised Code of Washington before commencing the performance of the Work. Consultant shall provide the City with evidence of Workers' Compensation Insurance (or evidence of qualified self-insurance) before any Work is commenced.
16. **JOB SAFETY.** All work done shall be done in a manner that minimizes interruptions or inconvenience to the public and/or City staff. All work shall be carried on with due regard for the safety of the public, and Contractor shall maintain strict compliance with the appropriate provisions relating to control of traffic and pedestrians through work areas as

set forth in the Manual on Uniform Traffic and Control Devices (current edition) as adopted by the Washington State Department of Highways. Property and streets adjacent to the Project site shall be kept free and clear at all times from accumulations of mud, dirt, gravel, rock, and other matter. Contractor will be responsible for daily and final clean up and disposal of refuse, waste and debris produced by its operation. Should the City determine Contractor is not fulfilling its obligation in this regard, the City reserves the right to take such action as may be necessary, and to charge Contractor with any costs that may be incurred in such remedial action.

- A. **Work performed at Vendor's risk.** Vendor shall take all necessary precautions and shall be responsible for the safety of its employees, agents, and subcontractors in the performance of the contract work and shall utilize all protection necessary for that purpose. All work shall be done at Vendor's own risk, and Vendor shall be responsible for any loss of or damage to materials, tools, or other articles used or held for use in connection with the work.

17. MISCELLANEOUS PROVISIONS.

- A. **Non-Waiver of Breach.** The failure of the City to insist upon strict performance of any of the covenants and agreements contained in this Agreement, or to exercise any option conferred by this Agreement in one or more instances shall not be construed to be a waiver or relinquishment of those covenants, agreements or options, and the same shall be and remain in full force and effect.
- B. **Resolution of Disputes and Governing Law.** If any dispute, controversy, or claim arises out of this Contract, the parties agree to first try to settle the dispute, controversy, or claim in non-binding mediation with the assistance of a recognized professional mediation service. The parties shall each designate a representative with full settlement authority who will participate in the mediation. The parties shall bear all expenses charged by the mediation service equally; the parties shall be responsible for their own attorneys' fees incurred as a result of mediation.
- C. **Written Notice.** All communications regarding this Agreement shall be sent to the parties at the addresses listed on the signature page of the Agreement, unless notified to the contrary.
- D. **Assignment.** Any assignment of this Agreement by either party without the written consent of the non-assigning party shall be void. If the non-assigning party gives its consent to any assignment, the terms of this Agreement shall continue in full force and effect and no further assignment shall be made without additional written consent.

- E. Modification.** No waiver, alteration, or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of the City and Vendor.
- F. Entire Agreement.** The written provisions and terms of this Agreement, together with any Exhibits attached hereto, shall supersede all prior verbal statements of any officer or other representative of the City, and such statements shall not be effective or be construed as entering into or forming a part of or altering in any manner this Agreement. All of the above documents are hereby made a part of this Agreement. However, should any language in any of the Exhibits to this Agreement conflict with any language contained in this Agreement, the terms of this Agreement shall prevail.
- G. Compliance with Laws.** The Vendor agrees to comply with all federal, state, and municipal laws, rules, and regulations that are now effective or in the future become applicable to Vendor's business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of those operations.
- H. Public Records Act.** The Vendor acknowledges that the City is a public agency subject to the Public Records Act codified in Chapter 42.56 of the Revised Code of Washington and documents, notes, emails, and other records prepared or gathered by the Vendor in its performance of this Agreement may be subject to public review and disclosure, even if those records are not produced to or possessed by the City of Snoqualmie. As such, the Vendor agrees to cooperate fully with the City in satisfying the City's duties and obligations under the Public Records Act.
- I. City Business License Required.** Prior to commencing the Work, and every January thereafter for the Term of this Agreement, Contractor agrees to provide proof of a current city of Snoqualmie business license and payment of all applicable business and occupation taxes pursuant to Chapters 5.04 and 5.08 of the Snoqualmie Municipal Code.
- J. Counterparts and Signatures by Fax or Email.** This Agreement may be executed in any number of counterparts, each of which shall constitute an original, and all of which will together constitute this one Agreement. Further, upon executing this Agreement, either party may deliver the signature page to the other by fax or email and that signature shall have the same force and effect as if the Agreement bearing the original signature was received in person.
- K. Jurisdiction/Law.** This Contract shall be governed by and construed in accordance with the laws of the State of Washington. Any suit to enforce or relating to this Contract shall be brought in King County Superior Court, King County, Washington.

- L. Attorneys' Fees.** In the event that any party commences litigation against the other party relating to the performance, enforcement or breach of this Contract, the prevailing party in such action shall be entitled to all costs, including attorneys' fees and costs and any such fees or costs incurred on appeal.
- M. Exclusivity.** Vendor acknowledges and understands that it is not the City's exclusive provider of these goods, materials, or services and that the City maintains its unqualified right to obtain these goods, materials, and services through other sources.

IN WITNESS, the parties below execute this Agreement, which shall become effective on the last date entered below. All acts consistent with the authority of this Agreement and prior to its effective date are ratified and affirmed, and the terms of the Agreement shall be deemed to have applied.

Contractor

City of Snoqualmie

By: _____

By: _____

Print Name: _____

Print Name: Katherine Ross

Its _____

Its Mayor

Date: _____

Date: _____

Notices to be sent to:

Notices to be sent to:

Attest:

Deborah A. Estrada, City Clerk

Approved as to form by:

Bob Sterbank, City Attorney

SECTION 00 09 00
SPECIFICATIONS FOR LANDSCAPE MAINTENANCE

I. Scope of Work

The work specified in this Section consists of furnishing all labor, materials, and equipment necessary for the city's landscape project; **2022-2024 LANDSCAPE MAINTENANCE – SNOQUALMIE PARKWAY AND OTHER RIGHTS OF WAY** contract, hereinafter specified. This project will involve, *but is not limited to*, landscape maintenance, turf, bed, and plant care.

A. Work Included

- Turf mowing, edging, line trimming.
- Shrub and ground cover pruning, brush pruning, weeding, and maintenance of planting and annual flower beds.
- Hard and soft surface blowing of debris from landscape maintenance activities,
- Leaf removal from landscape maintenance surfaces.
- Application of mulch and compost to existing areas.
- Incidental hauling or placing of topsoil, plants, or other landscaping materials in trucks with one rear axle.
- Reseeding, re-sodding, replanting, top dressing, aerification, and applying soil amendments.
- Use of power tools with up to twenty horsepower such as line trimmers, edgers, mowers, leaf and snow blowers.
- Use of riding mowers up to fifty horsepower.

Trash receptacle service (as specified in the Work Frequency Schedule, attached as Appendix B)

- Litter pickup and garbage removal
- Empty trash receptacle.
- Clean/wipe containers.
- Replace liners.

B. Work Not Included

Work not included in the Contract includes, but is not limited to:

- Tree climbing, falling or bucking.
- Tree pruning.
- Building construction/demolition, structural repairs, or custom fabrication of benches, play equipment or picnic tables
- Use of power equipment with more than twenty horsepower except riding mowers.
- Road, path, or trail construction.
- All items referenced "Not in Contract" or "NIC".

C. Locations and Work Frequency

See Appendices A for work locations. See Appendix B for Work Frequency

II. MAINTENANCE REQUIREMENTS

The Contractor will furnish all labor, tools, specialized equipment, materials, supervision and transportation to perform landscape maintenance services as described in this contract. The Contractor will furnish a copy of the site description, Site Maps, and Work frequency to the site Crew Leader and these documents must be present while performing the site maintenance.

A. TURF EXPECTATIONS

- a. All formal turf shall be maintained to a height of two to two and one-half inches. Collection of grass clippings is required only to prevent grass clumps from visibly being left on the turf.
- b. All turf around posts, fences, trees, and shrubs shall be trimmed at each visit. Care shall be taken not to damage structures or trees with equipment. Turf around vaults, irrigation valve boxes, and irrigation heads shall be trimmed as necessary to ensure proper access and operation.
- c. All turf areas shall be edged at sidewalks, curbs, and formal beds. It is required that a power edger with a hard blade be used. Extreme caution should be used to prevent chipping of concrete structures by edging equipment.
- d. All turf areas shall receive proper soil amendments, which provide the turf with the proper nutrients to maintain a healthy appearance. The contractor, at the request of

the Contract Administrator, will provide information on fertilizer type, chemical makeup and quantity used. Total application of turf fertilizer shall be applied at the rate of four pounds of nitrogen, per 1,000 square feet of turf per year. A drop spreader must be used when applying fertilizer within five feet of street gutters, catch basins, play areas, or drainage swales.

- e. With the approval of the Contract Administrator, turf areas may receive an approved broadleaf herbicide to control weeds. This application is to be applied as a “spot” spray and not as a broadcast application. Moss is considered a weed in turf and must be removed. Herbicide and fertilizer applications will be conducted during periods of low park usage, (i.e. early morning hours) to minimize impact to park users.
- f. Rough mow turf shall be maintained to a height of three to four inches. Collection of grass clippings is required only to prevent grass clumps from being left on the turf.
- g. Turf Renovation shall include verti-cutting to remove thatch, aeration with either hollow or solid tine equipment, over-seeding with Perennial Rye grass seed mixture, cleanup and disposal of debris. Irrigation heads, valve boxes, etc., will be located and marked before proceeding with turf renovation. Contractor will be responsible for repair, at its expense, of any irrigation or other infrastructure damaged by Contractor during turf renovation.
- h. Turf Lime Application: Adjust soil PH levels by applying agriculture grade lime at a rate of 40lbs/1000 sq. ft. in formal turf areas only as recommend by soil test results and no more than once annually in the spring. Do not apply lime and fertilizer at the same time. Lime should be applied first. After applying lime, Contractor should wait at least 30 days before applying fertilizer.
- I. For Parkway bioswales, grass and vegetation in the bioswale bottoms should be mowed once per month, to a length of 6 – 9 inches. Side slopes may be mowed to a length matching other lawn areas at a frequency set forth in Appendix B, Work Frequency Schedule

B. SITE CONDITIONS

- a. All services provided by the Contractor shall be consistent with the quality standards of grounds maintenance industry. As directed by the City, the Contractor shall coordinate the work with any work being performed adjacent to the Contractor’s site and shall cooperate with all other trades to facilitate the general progress of the work. Interference with, or inconvenience to, City operations shall be kept to a minimum. All exits, doors, passageways, and walks are always to be kept in an unobstructed manner. In no case, will any Contractor be permitted to exclude from the premises or work any other Contractor or their employees, or to interfere with any other Contractor in the execution or installation of their work.

- b. Contractor shall be responsible for moving debris and items of value found on lawns away from the path of equipment, and grounds maintenance activities (e.g. bicycles, children's toys, picnic tables, wire, bottles, tin cans, sticks, paper and litter discarded by others) prior to beginning mowing, and, as necessary, during mowing operations. Contractor shall return picnic tables to their original location after mowing the area. Accumulated trash and debris shall be properly disposed of in on-site trash containers. Items of value that are damaged while carrying out this contract shall be paid for by the Contractor at the item replacement cost.
- c. To the greatest extent possible Contractor shall confine all operations, equipment, apparatus and placement of materials to the immediate area of work. Contractor shall ascertain, observe and comply with all rules and regulations in effect on the work site, including, but not limited to parking, traffic laws, right of way uses, security restrictions, and hours of allowable ingress and egress.
- d. The Contractor shall notify the City verbally or in writing of any surface defects on the sites where the Contractor will perform work if such defects are likely to adversely affect lawn mowing operations or present a safety concern. At its discretion, the City may direct such surface defects to be remedied.
- e. Storage of equipment shall be off-site, not on City property, unless approved by the City. Contractor or their authorized representative must be present to accept delivery of all equipment and/or materials shipments. City personnel will not knowingly accept, unload or store anything delivered to the project site addressed to the Contractor or for the Contractor's use. Inadvertent acceptance of delivery by any representative of the City shall not constitute acceptance or responsibility for any of the materials or equipment. It shall be the Contractor's responsibility to assume all liability for equipment and material delivered to the job site.

C. PERSONNEL

- a. Contractor shall have in its employ, or under its control, enough qualified and competent personnel to perform work promptly and in accordance with a schedule or work program, as approved by the City.
- b. All fieldwork shall be performed under the supervision of a qualified Crew Leader who is familiar with the contract requirements and understands the industry accepted horticultural practices.
- c. Contractor shall employ only such workers as are skilled in the tasks to which they are assigned. Contractor's workers shall always act appropriately and professionally. Swearing, cursing or other use of offensive language, gestures or actions are not permissible and will not be tolerated. The City may require the Contractor not to employ within the City of Snoqualmie any employee the City deems incompetent, careless, insubordinate, or who fails to comply with the requirements of this section.

D. SAFETY STANDARDS

- a. Any Contractor having employees working on or near a street or within City right-of-way shall comply with City of Snoqualmie and Washington State regulations pertaining to safety equipment, warning signs, and traffic control. The Contractor will be required to obtain an annual Street Use Permit for maintenance activities included in Contract. Vehicular/Pedestrian traffic control shall be used in accordance with the current “Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD), Chapter VI” and the MUTCD-Washington State Modifications (M 24-01) as now or hereafter amended and as prescribed by the City of Snoqualmie Parks and Public Works Department and Police Departments.

All conditions of the Street Use Permit must be observed. Penalties will be assessed for failure to implement proper temporary traffic control and follow any safety procedures.

The City will not be held liable for any or all costs, claims, judgments or awards of damages arising out of or in any way resulting from the Contractor’s failure to comply with the terms of this Contract, including but not limited to the MUTCD and reasonable traffic control and safety directives of the City.

- b. Contractor’s employees shall be especially aware of the large number of children in the City of Snoqualmie and shall take all necessary precautions to avoid any action that would injure or endanger them.
- c. Contractor’s employees shall follow all applicable safety standards including operating all equipment in conformance with the manufacturer’s operating instructions for each, and in compliance with OSHA and WISHA standards and requirements whichever is more stringent.
- d. Precaution shall always be exercised for the protection of persons, (including employees) and property. The safety provisions of applicable laws, building and construction codes shall be observed. Machinery, equipment and all hazards shall be guarded or eliminated in accordance with applicable safety provisions.
- e. Mower discharge shall always be aimed away from people, buildings, children and vehicles. Mower and trimmer guards must always be used on all mowers and trimmers, consistent with manufacturer instructions.
- f. The Contractor shall provide and maintain in working order during work such fire protective equipment and devices as required by applicable safety standards and as they deem necessary and suitable for any possible class or type of fires. Extinguishers shall be non-freeze type of not less than (10) pound capacity each.
- g. Mowers, weed trimmers and other equipment shall be properly maintained to operate within applicable legal operating sound limitations. At the City’s request, Contractor shall discontinue using any equipment that, in the City’s sole discretion, is generating

excessive noise or is otherwise objectionable to the City, until repairs can be made or until the City otherwise directs. The City of Snoqualmie shall be the sole judge of acceptable equipment under this section.

- h. Incidents, altercations, or accidents involving park patrons, Contractor employees, or City employees shall be reported to the Contract Administrator immediately. The Contract Administrator, at his or her discretion, may require a written report from the Contractor describing the incident or accident. Such report shall be provided within 24 hours of the incident occurring. All City employees will have the Contract Administrator's contact information to provide to residents in response to inquiries regarding maintenance activities.

E. PROPERTY DAMAGE

- a. Contractor is responsible for the cost of any damage to existing material, equipment or appurtenance, including the cost of any replacement and repair. Items covered by this provision shall include, but are not limited to curb, sidewalks, lawns (to include scalped areas), plantings, trees, signs, signposts, down spouts, and refuse containers.
- b. Injuries to any person and damage to City property, the property of residents, or any property not belonging to the Contractor shall be reported immediately to the City of Snoqualmie.
- c. Repair work made necessary by damage caused by the Contractor shall be coordinated through, and subject to, the approval of the City. Repairs shall be made with like materials in a manner to be determined by, and acceptable to, the City.
- d. Contractor shall be acquainted with the location of utilities that may be encountered or be affected by Contractor's work and shall be responsible for damage caused by failure to take proper precautions when working in the vicinity of these utilities.
- e. If in the course of performing work under this contract Contractor damages any landscaping, Contractor shall repair and return the damaged area to its original condition or replace the existing landscaping with new landscaping. All remedial actions performed by the Contractor under this subsection shall be done at the Contractor's sole expense and the sufficiency of the remedial action shall be determined by the City at its sole discretion.
- f. Contractor shall immediately report any damage or potential hazard involving park property to the Parks & Public Works Department located at 38194 SE Mill Pond Road, (425) 831-4919. After hours urgent issues such as a broken irrigation line should be reported by calling the PW on-call number 425-888-8020.
- g. Hazardous conditions shall be immediately remedied or secured to prevent further damage and/or protect park visitors from injury. It is the Contractor's responsibility to provide close supervision of maintenance operations and management of the site.

F. SITE INSPECTION

The Contract Administrator will inspect work performed by the Contractor on a regular basis. In the event of work performance deficiencies, the Contract Administrator will notify the Contractor, in writing, to correct the deficiency within 72 hours. Failure to correct deficiencies may trigger fee deductions, monetary penalties and contract termination as set forth in the General Provisions (Failure to Complete Work and Penalties).

G. BEGINNING AND END OF SEASON

The lawn mowing season will begin on the first full week of March of each year of this Contract, and end on December 31, or as mutually agreeable due to weather conditions. In the event that agreement cannot be reached about the presence of inclement weather, the inclement weather determination shall be made by the City.

H. FREQUENCY

- a. At the City's request, the Contractor may be required to submit a weekly work schedule to the Contract Administrator. Work shall be performed within 24 hours of the scheduled day unless a deviation from the schedule is approved by the Contract Administrator. Any deviation from the Contractor's schedule for litter and garbage collection shall require the Contract Administrator's prior approval.
- b. All maintenance work shall take place according to the Work Frequency Schedule as shown in Appendix B.
- c. The City reserves the right to direct the Contractor to change the frequency of services at the City's discretion, as set forth in the General Provisions. In the event of such a change, the City will adjust the monthly fee paid to the Contractor to reflect the change in services.

I. WORK HOURS

All work shall be performed between the hours of 7AM and 6PM, Monday through Friday. No work shall be performed during any City observed holiday, Saturday or Sunday, unless the City grants express written permission for such work.

Noise generating equipment such as mowers, edgers, and blowers shall not commence before 7:00 a.m. on weekdays and 9:00 a.m. on weekends unless approval has been obtained by the Contract Administrator.

J. TIME ALLOTTED FOR MOWING BEGINNING TO END

- a. All scheduled mowing and spraying shall be commenced and completed in one week as specified in the weekly work schedule, unless otherwise rescheduled due to inclement weather. Failure to timely complete scheduled mowing and spraying may be grounds for termination of this Contract.

- b. Weather permitting, work shall be continuous.

K. INCLEMENT WEATHER RESCHEDULING

- a. Scheduled mowing may be rescheduled due to inclement weather. Inclement weather shall be defined as weather that both the Contractor and the City agree makes the accomplishment of quality work unfeasible, unusually time-consuming, or potentially dangerous or harmful. In the event that agreement cannot be reached about the presence of inclement weather, the inclement weather determination shall be made by the City.
- b. If the Contractor initiates the rescheduling, the Contractor must contact the City on or before 9:00 a.m. on the day the mowing was originally scheduled.
- c. Any part of a scheduled mowing that is rescheduled due to inclement weather shall be rescheduled to a mutually agreeable date within three calendar days of the originally scheduled mowing date.
- d. If a mowing is cancelled due to inclement weather, the City may elect not to reschedule it, or any part of it. The City shall have sole authority to cancel all or part of a mowing, as set forth in the General Provisions Section “Changes in Services”.
- e. Any portion of a mowing that is canceled by the City as a result of inclement weather and not rescheduled shall not result in any mowing charge to the City for the cancelled work.
- f. In the event of on-going wet weather, the Contractor and the City of Snoqualmie will negotiate a strategy by which Contractor will accomplish the necessary work.
- g. If Contractor believes that any area of poor drainage will adversely affect its work, the Contractor shall be responsible for informing the City of the affected area. The City will have discretionary authority to waive work quality standards for those areas in which the City and the Contractor agree poor drainage exists to such a degree that Contractor’s work is adversely affected.

L. TRIMMING

As part of every lawn mowing, Contractor shall be responsible for trimming around trees, signposts, and fencing, near buildings, in curbs and gutters, around all dumpsters and dumpster areas, and in and around any part of the lawn area that the lawn mowers may be unable to reach during routine mowing. Areas to be trimmed shall be trimmed to the same level as the mowing level of the lawn. Care shall be taken not to damage structures or trees with equipment. Any damage will be the responsibility of the Contractor.

M. GRASS CLIPPINGS REMOVAL

- a. Contractor shall be responsible for removing grass clippings from sidewalks, parking areas, planted areas, mulched areas, sand boxes, and other areas that are not part of the grassy area being mowed or maintained.
- b. Contractor shall use mowers that cause clippings to be distributed evenly over the cut area. If mowing heavily dewed grass or when using a type of mower that causes the cut grass to windrow or be deposited in clumps, Contractor shall, at no additional cost to the City, rake or otherwise remove and haul away the clumps or windrowed grass.

N. DIRECTIONS OF CUT

The Contractor shall alter the mowing direction for each successive mowing by approximately ninety degrees. Areas where such alteration of mowing direction is not practicable may be exempted at the discretion of the City.

O. EDGING

All turf areas shall be edged at sidewalks, curbs, hard surfaces and formal beds. It is required that a power edger with a hard blade be used. Extreme caution should be used to prevent chipping of concrete structures by edging equipment.

P. PROPER EQUIPMENT TYPE AND MAINTENANCE

- a. Equipment shall be adequate for the completion of the work being bid. The cutting edges of all mowing equipment used in the performance of work shall be kept in sharp condition. Grass bruising or rough cutting will not be accepted and may require the Contractor to perform rejuvenation procedures to return it to full health and proper appearance.
- b. The maintenance and upkeep of equipment is the sole responsibility of the Contractor. The staff of the contractor shall not ask for any assistance or equipment parts from the City.

Q. WASTE DISPOSAL

Grass clippings, oil cans, personal refuse and other items for disposal shall be disposed of by the Contractor in accordance with local, state and federal laws.

R. WALK THE SITE

Contractor shall walk the site prior to submitting its bid and shall be deemed to be familiar with and know the site conditions.

S. SOIL TESTING

Soil testing will be performed, and the results shared with the City at the commencement of the Agreement. Contractor shall notify City in writing of Contractor's proposed corrective action plan to correct any identified soil deficiencies, including any proposed soil pH control and fertilizer requirements. Random multiple soil samples from each site should be collected and tested from each of the areas listed in the Agreement, and annually thereafter.

T. PESTICIDE USE

The Contractor will follow State and Federal requirements as well as City of Snoqualmie policies and procedures on managing pesticide usage. The City reserves the right to limit the use of specific herbicides and/or applications of said herbicides.

Alternatives to Glyphosate shall be used in pesticide applications. Alternatives to Glyphosate shall be submitted in writing to the contract administrator for approval prior to application. Glyphosate may only be used if the contractor demonstrates a need for which no alternative pesticide will work and obtains written permission from the Contract Administrator to do so prior to application.

The Contractor shall possess a current Washington State, Department of Agriculture (WSDA), Commercial Pesticide Applicator Company License and all other licenses and permits required by law at the time of the work. The Contractor shall provide a copy of these licenses to the City each year.

The Contractor shall permit only personnel who possess a current Commercial Pesticide Operator license to apply pesticides to City of Snoqualmie property.

The Contractor shall provide a list of personnel who possess a current Commercial Pesticide Operator license each year. The list shall include the name of the licensed operator, license number, endorsements and expiration date.

At the time of application, a marker must be placed at each primary point of entry. The marker shall be a minimum of four inches by five inches. It shall have the words: "THIS LANDSCAPE HAS BEEN TREATED BY" as the headline and "FOR MORE INFORMATION PLEASE CALL" as the footer. The company name and service mark shall be included between the headline and the footer on a marker placed by a commercial applicator. The applicator's telephone number where information can be obtained about the application shall be included in the footer of the marker. Additionally, the date, time, and product name shall be recorded on each marker. The markers shall be removed the day following application.

The Contractor shall record each application and provide a copy of the record on WSDA Pesticide Application Record (Version 1). The Record shall be sent via e-mail as a PDF to the Contract Administrator within 24 hours of Application.

The Contractor is responsible for ensuring compliance with all WSDA regulations and statutes, including compliance with any new or modified regulations or statutes once the regulation or statute has been implemented by WSDA.

U. TREES, SHRUB AND GROUND COVER AREAS

- a. Landscape bed areas shall be kept in weed, leaf and debris free condition. All landscape beds shall be weeded by mechanical and or chemical means. Pre-emergent may be used up to two times a year with City approval. The City encourages the use of industry recognized IPM practices.
- b. All ornamental plant material except trees shall be pruned in accordance with the intended function of the plant in its present location, and to the individual species specifications in Appendix D – Shrub and Ground Cover Detail. Shrubs shall be pruned to maintain function as needed and to provide a neat appearance or as directed by the Contract Administrator. The use of shears is prohibited unless specifically directed by the Contract Administrator.
- c. Ground cover shall be trimmed at the edge of hard surfaces (sidewalks and curbs) trails, and bed areas. Ground cover shall be trimmed to prevent encroachment into shrubs, trees, utility vaults, irrigation valve boxes and irrigation heads. Equipment used shall insure proper pruning techniques and that plant material will not be damaged.
- d. Once annually Contractor shall install bark or woody mulch to all formal landscape beds at a one-inch (1”) depth to maintain two-inches (2”) depth including all tree wells. Keep mulch at least two inches away from the crown of plants and trees. Mulch type shall be approved and directed by the City prior to application.
- e. All shrubs and ground cover in landscape bed area shall be fertilized twice a year with a slow-release fertilizer or as the City determines necessary after reviewing soil test results from areas in question.

Any damage to desirable plant material due to Contractor negligence, maintenance methods, or misuse of pesticides or fertilizers will be remedied by the Contractor, at its sole expense, in a timely manner.

- f. Bioretention landscape maintenance must be supervised by contractor staff with a LID Operations & Maintenance Certificate or equivalent training. Weeding must be conducted by hand or with extended weed pulling. No pesticide or herbicide use is permitted in bioretention areas. Maintain mulch at a depth of three inches (3”); avoid piling mulch against plant stems. Bio-retention swale bottoms should be raked once-yearly to remove thatch and maintain infiltration performance.
- g. Vines shall be pruned to maintain desired shape and function as needed to provide a neat, trim and natural appearance. Vines shall be trimmed to prevent encroachment into shrubs, trees, utility vaults, irrigation valve boxes, sidewalks, and irrigation heads. Horizontal and vertical shoots shall be trimmed to a uniformed depth and thickness to maintain a healthy rejuvenated plant.

- h. Ornamental or native trees shall not be pruned except to remove singular broken branches or branches less than 8ft in height impeding the Contractor's work area. All pruning cuts shall meet ANSI A300 Part 1 standards and Best Management Practices, most recent version. Tree suckers and volunteer seedlings shall be removed as necessary. "Native trees" shall mean those trees which are indigenous or natural to the site. "Ornamental trees" shall mean those trees which are not indigenous or natural to the site and are located as part of the designed landscape.
- i. The Contractor shall be responsible for notifying the Contract Administrator or the City's Urban Forester of any significant tree hazards including, but not limited to: Dead native and ornamental trees, broken limbs, disease, and insect infestations.
- j. Ornamental trees within turf areas are to be kept grass free 18 inches from the tree base.

V. HARD AND SOFT SURFACES

- a. Turf, landscape beds, sidewalks, gravel or mulched trails, curbs and gutters, sport courts, parking lots, the gutters of all street medians, cement or asphalt surfaces of medians, and other hard surfaces shall be kept clean of grass clippings, leaves, dead plant material, litter and debris. The use of power blowers is acceptable; however, debris accumulations shall be removed from the site and not blown onto adjacent property, shrub/groundcover beds, City natural areas or open spaces or road surfaces.
- b. Undesirable plant material, including moss, in sidewalks, gravel or trails, curbs and other hard surfaces shall be removed. In no case shall any pre or post emergent herbicides with residual characteristics be used in these areas.
- c. All encroaching neighboring vegetation including trees and shrubs shall be kept trimmed from any roads, trails, walkways, and maintained areas. Vegetation shall normally be trimmed at property boundaries but also shall be trimmed to prevent the limitation of sightlines along trails and or streets. A buffer area of four feet along all trails maintained shall be kept to a height no greater than four inches where possible.

W. IRRIGATION

- a. Not in contract. Notify Contract Administrator of any noticed damage or if adjustments are needed.
- b. It is the intent of the City of Snoqualmie's Parks and Public Works Department to support and encourage water conservation management practices.

APPENDIX A

Work Locations – Snoqualmie Parkway & Other Rights of Way

APPENDIX B
Work Frequency Schedule

APPENDIX C

Supervisors Inspection Report for Snoqualmie Parkway and Other Rights of Way

APPENDIX C
GROUND COVER AND SHRUB PRUNNING DETAIL

LANDSCAPE MAINTENANCE AGREEMENT - MINI-PARKS

Bid Tabulation

12/13/2021

Bid Item	Description	Monarch Landscape Services (NLS)			Brightview Landscape Services			At Work Commercial Enterprise, LLC		
		2022	2023	2024	2022	2023	2024	2022	2023	2024
1	Mowing - Turf	\$ 69,925	\$ 72,022	\$ 74,183	\$ 52,281	\$ 54,912	\$ 57,659	\$ 32,626	\$ 32,626	\$ 32,626
2	Edging/Trimming - Turf	\$ 22,634	\$ 23,313	\$ 24,013	\$ 29,981	\$ 30,880	\$ 31,806	\$ 8,712	\$ 8,712	\$ 8,712
3	Fertilization - Turf	\$ 1,670	\$ 1,720	\$ 1,772	\$ 4,990	\$ 5,140	\$ 5,294	\$ 7,956	\$ 7,956	\$ 7,956
4	Weed Removal/Spraying - Turf	\$ 1,096	\$ 1,129	\$ 1,163	\$ 4,638	\$ 4,777	\$ 4,920	\$ 4,475	\$ 4,475	\$ 4,475
5	Weed Removal/Spraying - Trees/Shrubs/Beds	\$ 36,337	\$ 37,427	\$ 38,550	\$ 30,934	\$ 31,862	\$ 32,818	\$ 9,415	\$ 9,415	\$ 9,415
6	Mulching - Trees/Shrubs/Beds	\$ 20,735	\$ 21,357	\$ 21,998	\$ -	\$ -	\$ -	\$ 52,480	\$ 52,480	\$ 52,480
7	Ground cover/Shrub Pruning - Trees/Shrubs/Beds	\$ 25,513	\$ 26,279	\$ 27,067	\$ 49,760	\$ 51,253	\$ 52,791	\$ 14,875	\$ 14,875	\$ 14,875
8	Airblow Walks Every Visit - Other	\$ 11,438	\$ 11,782	\$ 12,135	\$ 11,778	\$ 12,131	\$ 12,495	\$ 12,337	\$ 12,337	\$ 12,337
9	Empty Garbage & Recycle Cans Every Visit - Other	\$ 4,981	\$ 5,130	\$ 5,284	\$ 4,852	\$ 4,998	\$ 5,148	\$ 10,527	\$ 10,527	\$ 10,527
10	Leaf Cleanup - Other	\$ 25,932	\$ 26,710	\$ 27,511	\$ 21,012	\$ 21,642	\$ 22,291	\$ 36,232	\$ 36,232	\$ 36,232
11	Pre-emergent - Other	\$ 1,427	\$ 1,470	\$ 1,514	\$ 2,144	\$ 2,208	\$ 2,274	\$ 3,520	\$ 3,520	\$ 3,520
Yearly Subtotal		\$ 221,688	\$ 230,362	\$ 235,190	\$ 212,370	\$ 219,803	\$ 227,496	\$ 193,155	\$ 193,155	\$ 193,155
WA State Tax @8.7%		\$ 19,287	\$ 19,865	\$ 20,462	\$ 18,476	\$ 19,123	\$ 19,792	\$ 16,804	\$ 16,804	\$ 16,804
Yearly TOTAL		\$ 240,975	\$ 248,204	\$ 255,652	\$ 230,846	\$ 238,926	\$ 247,288	\$ 209,959	\$ 209,959	\$ 209,959

	Monarch Landscape Services (NLS)	Brightview Landscape Services	At Work Commercial Enterprise, LLC
Grand Total (2022, 2023, 2024 combined)	\$744,830.88	\$717,060.20	\$629,878.47

**CITY OF SNOQUALMIE
RESOLUTION NO. 1600**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SNOQUALMIE,
WASHINGTON APPROVING THE LANDSCAPE MAINTENANCE AGREEMENT FOR
MINI PARKS**

WHEREAS, the City advertised a call for bids for the 2022-2024 Mini Parks Landscape Maintenance Services; and

WHEREAS, the City received three responsive bids, in the amount of \$744,830.88, 717,060.20, and 629,878.47; and

WHEREAS, the bid proposal submitted by ATWORK! Commercial Enterprises, LLC (“ATWORK”) in the amount of \$629,878.47 was the lowest responsive and responsible bid;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Snoqualmie, Washington that the Council approves a Mini Parks Landscape Maintenance Services Agreement with ATWORK, attached hereto as Exhibit A, for the period of January 2022-December 2024 in the amount of \$629,878.47, and authorizes the Mayor to sign.

PASSED by the City Council of the City of Snoqualmie, Washington, this _____ day of January 2022.

CITY OF SNOQUALMIE

Katherine Ross, Mayor

Attest:

Deborah A. Estrada, City Clerk

Approved as to form:

Bob C. Sterbank, City Attorney

Section 00 05 00

LANDSCAPE MAINTENANCE AGREEMENT – MINI PARKS

THIS AGREEMENT is made by and between the City of Snoqualmie, a Washington municipal corporation (hereinafter the "City"), and AtWork Commercial Enterprises, LLC., organized under the laws of the State of Washington, located and doing business at 1935 152nd PI NE, Bellevue, Washington (hereinafter the "Contractor" or "Vendor").

1. **DESCRIPTION OF WORK.** The Contractor shall do all the work and furnish all labor, materials, tools and equipment for the performance of the work (the "Work") in full compliance with the contract documents entitled **2022-2024 Landscape Maintenance (Mini Parks)** ("Contract Documents"), including this Agreement, Invitation to Bid, Instructions to Bidders, General Provisions, Specifications for Landscape Maintenance, Prevailing Wage Rate Requirements, Bid Form and Bid Schedules, Bid Guarantee Bond, Bidder Qualification/Responsibility Information, Performance and Payment Bond, Executed Retainage Forms, and Appendices A-C, all of which are incorporated by reference and made a part of this Agreement.
2. **TIME OF COMPLETION.** Upon the effective date of this Agreement, Vendor shall commence work, and complete the work and provide all goods, materials, and services according to the intervals and on the schedule set forth in the Contract Documents.
3. **COMPENSATION.** The City shall pay the Vendor an amount not to exceed the amount of \$209,959.49 in year 2022, \$209,959.49 in year 2023, and \$209,959.49 in year 2024, including applicable Washington State Sales Tax, for the goods, materials, and services contemplated in this Agreement. The City shall pay the Vendor the annual "not to exceed amount" in twelve (12) equal monthly installments per year.
 - A. **Defective or Unauthorized Work.** The City reserves its right to withhold payment from Vendor and to assess penalties for any defective, incomplete or unauthorized goods, materials or services, as described in the General Provisions. In the event of errors or omissions by the Vendor in the performance of any Work required under this Contract, the Vendor shall make any and all necessary corrections without additional compensation.
 - B. **Replacement Work.** If Vendor is unable, for any reason, to complete any part of this Agreement, the City may obtain the goods, materials or services from other sources, and Vendor shall be liable to the City for any additional costs incurred by the City. "Additional costs" shall mean all reasonable costs, including legal costs and attorney fees, incurred by the City beyond the maximum Agreement price specified above. The City further reserves its right to deduct these additional costs incurred to complete this Agreement from any and all amounts due or to become due the Vendor.
4. **CHANGES.** The City reserves the right to direct Vendor to change the frequency of services, add services or deduct services, as described in the General Provisions. In the

event of any such changes, the City will adjust the monthly fee paid to Vendor to reflect the changes. All change directives will be issued in writing, and all services changes shall be itemized separately in the Vendor's monthly invoice.

5. **INVOICING AND PAYMENT.** The Vendor shall submit a monthly invoice on the last day of the month to the Parks and Public Works Department. Each invoice must contain an invoice number, site name, billing period, amount due for each site, and Washington Sales Tax if applicable. Each invoice must itemize any changes due to addition or deduction of services, or to changes in service frequency. Each invoice must also be accompanied by properly filled-out Supervisor's Inspection Reports. Any submitted invoice that is not accompanied by the Supervisor's Inspection Reports will not be processed.
6. **PREVAILING WAGES.** Vendor shall file a Statement of Intent to Pay Prevailing Wages with the State of Washington Department of Labor & Industries prior to commencing the Contract work. Vendor shall pay prevailing wages in effect on the date the bid is accepted or executed by Vendor, and comply with Chapter 39.12 of the Revised Code of Washington, as well as any other applicable prevailing wage rate provisions. At the completion of the Work, Vendor and its subcontractors shall submit Affidavits of Wages Paid to the Department of Labor and Industries for certification. Final payment on the Contract shall be withheld until the City receives certification from the Department of Labor and Industries that prevailing wage requirements have been satisfied.
7. **TERM AND TERMINATION.**
 - A. **Term.** This Agreement shall remain in effect until December 31, 2024 ("Initial Term"). At the City's option, this Agreement may be extended for up to two (2) one-year terms. Compensation for the renewal terms shall be the amount paid per month for the last twelve (12) months of the Initial Term plus an increase equal to the annual increase in the Consumer Price Index for Seattle-Bremerton for each year of the renewal term(s).
 - B. **Termination.** Either party may terminate this Agreement, with or without cause, upon providing the other party thirty (30) days written notice at its address set forth on the signature block of this Agreement. In addition, the City has a right to immediately terminate this Contract upon written notice to the Vendor if: (1) the Vendor fails to comply with any provisions of this Contract and fails to timely cure the deficiency, as described in the General Provisions; or (2) the Vendor becomes insolvent or is adjudged bankrupt.
8. **WARRANTY.** Vendor warrants that it will faithfully and satisfactorily perform all work provided under this Agreement in accordance with the provisions of this Agreement and further warrants that the Work shall be free from defects in workmanship and material. The Vendor shall promptly correct all defects in workmanship and materials: (1) when Vendor knows or should have known of the defect, or (2) upon Vendor's receipt of notification from the City of the existence or discovery of the defect.

9. **INDEMNIFICATION.** Vendor shall defend, indemnify and hold the City, its officers, officials, employees, agents and volunteers harmless from any and all claims, injuries, damages, losses or suits, including all legal costs and attorney fees, arising out of or in connection with the Vendor's performance of this Agreement, except for that portion of the injuries and damages caused by the City's negligence. The City's inspection or acceptance of any of Vendor's work when completed shall not be grounds to avoid any of these covenants of indemnification. It is further specifically and expressly understood that the indemnification provided herein constitutes the vendor's waiver of immunity under industrial insurance, Title 51 RCW, solely for the purposes of this indemnification. The parties further acknowledge that they have mutually negotiated this waiver. In the event Vendor refuses tender of defense in any suit or any claim, if that tender was made pursuant to this indemnification clause, and if that refusal is subsequently determined by a court having jurisdiction (or other agreed tribunal) to have been a wrongful refusal on the Vendor's part, then Vendor shall pay all the City's costs for defense, including all reasonable expert witness fees and reasonable attorneys' fees, plus the City's legal costs and fees incurred because there was a wrongful refusal on the Vendor's part. The provisions of this section shall survive the expiration or termination of this Agreement.
10. **INDEPENDENT CONTRACTOR.** The parties intend that an Independent Contractor-Employer Relationship will be created by this Agreement. By their execution of this Agreement, and in accordance with Ch. 51.08 RCW, the parties make the following representations:
- A. The Vendor has the ability to control and direct the performance and details of its work, the City being interested primarily in the results obtained under this Agreement.
 - B. The Vendor maintains and pays for its own place of business from which Vendor's services under this Agreement will be performed.
 - C. The Vendor has an established and independent business that is eligible for a business deduction for federal income tax purposes that existed before the City retained Vendor's services, or the Vendor is engaged in an independently established trade, occupation, profession, or business of the same nature as that involved under this Agreement.
 - D. The Vendor is responsible for filing as they become due all necessary tax documents with appropriate federal, state and local agencies, including the Internal Revenue Service, the state Department of Revenue and the City of Snoqualmie.
 - E. The Vendor has registered and/or licensed its business and established an account with the state Department of Revenue, the City of Snoqualmie and other state and/or local agencies as may be required by Vendor's business, and has obtained a Unified Business Identifier (UBI) number from the State of Washington and a business license from the City of Snoqualmie.

- F. The Vendor maintains a set of books dedicated to the expenses and earnings of its business.
11. **BOND.** Contractor shall provide a performance and payment bond for the faithful performance and payment of all its obligations under this Contract and in accordance with RCW 39.08.010. The performance bond shall remain in effect to guarantee the repair and replacement of defective equipment, materials, and workmanship and payment of damages sustained by the City on account of such defects, discovered within one (1) year after final acceptance by the City.
 12. **RETAINAGE.** The City shall retain monies as required by RCW 60.28 and pay the retainage as provided therein.
 13. **DISCRIMINATION.** In the hiring of employees for the performance of work under this Agreement or any sub-contract, the Vendor, its sub-contractors, or any person acting on behalf of the Vendor or sub-contractor shall not, by reason of race, religion, color, sex, age, sexual orientation, national origin, or the presence of any sensory, mental, or physical disability, discriminate against any person who is qualified and available to perform the work to which the employment relates.
 14. **LIMITATION OF ACTIONS.** Vendor must file any lawsuit arising from or connected with this Agreement within 120 days from the date the contract work is complete or vendor's ability to file that suit shall be forever barred. This section further limits any applicable statutory limitations period.
 15. **INSURANCE.**
 - A. Consultant shall comply with the following conditions and procure and keep in force at all times during the term of this Agreement, at Consultant's expense, the following policies of insurance with companies authorized to do business in the State of Washington. The Consultant's insurance shall be rated by A. M. Best Company at least "A" or better with a numerical rating of no less than seven (7) and otherwise acceptable to the City.
 - A. Workers' Compensation Insurance as required by Washington law and Employer's Liability Insurance with limits not less than \$1,000,000 per occurrence. If the City authorizes sublet work, the Consultant shall require each sub-consultant to provide Workers' Compensation Insurance for its employees, unless the Consultant covers such employees.
 - B. Commercial General Liability Insurance on an occurrence basis in an amount not less than \$2,000,000 per occurrence and at least \$5,000,000 in the annual aggregate, including but not limited to: premises/operations (including off-site operations), blanket contractual liability and broad form property damage.
 - C. Business Automobile Liability Insurance in an amount not less than \$1,000,000 per occurrence, extending to any automobile. A statement certifying that no vehicle will be used in accomplishing this Agreement may be substituted for this insurance requirement.

- D. Professional Errors and Omissions Insurance in an amount not less than \$1,000,000 per occurrence and \$1,000,000 in the annual aggregate. Coverage may be written on a claims made basis; provided that the retroactive date on the policy or any renewal policy shall be the effective date of this Agreement or prior, and that the extended reporting or discovery period shall not be less than 36 months following expiration of the policy. The City may waive the requirement for Professional Errors and Omissions Insurance whenever the Work does not warrant such coverage or the coverage is not available.
 - E. Pollution Liability insurance in the amount of \$1,000,000 per occurrence and in the aggregate to cover sudden and non-sudden bodily injury and/or property damage to include the destruction of tangible property, loss of use, clean up costs and the loss of use of tangible property that has not been physically injured or destroyed.
 - F. Each policy shall contain a provision that the policy shall not be canceled or materially changed without 30 days prior written notice to the City. Upon written request to the City, the insurer will furnish, before or during performance of any Work, a copy of any policy cited above, certified to be a true and complete copy of the original.
 - G. Before the Consultant performs any Work, Consultant shall provide the City with a Certificate of Insurance acceptable to the City Attorney evidencing the above-required insurance and naming the City of Snoqualmie, its officers, employees and agents as Additional Insured on the Commercial General Liability Insurance policy and the Business Automobile Liability Insurance policy with respect to the operations performed and services provided under this Agreement and that such insurance shall apply as primary insurance on behalf of such Additional Insured. Receipt by the City of any certificate showing less coverage than required is not a waiver of the Consultant's obligations to fulfill the requirements.
 - H. Consultant shall comply with the provisions of Title 51 of the Revised Code of Washington before commencing the performance of the Work. Consultant shall provide the City with evidence of Workers' Compensation Insurance (or evidence of qualified self-insurance) before any Work is commenced.
16. **JOB SAFETY.** All work done shall be done in a manner that minimizes interruptions or inconvenience to the public and/or City staff. All work shall be carried on with due regard for the safety of the public, and Contractor shall maintain strict compliance with the appropriate provisions relating to control of traffic and pedestrians through work areas as set forth in the Manual on Uniform Traffic and Control Devices (current edition) as adopted by the Washington State Department of Highways. Property and streets adjacent to the Project site shall be kept free and clear at all times from accumulations of mud, dirt, gravel, rock, and other matter. Contractor will be responsible for daily and final clean up and disposal of refuse, waste and debris produced by its operation. Should the City determine Contractor is not fulfilling its obligation in this regard, the City reserves the right

to take such action as may be necessary, and to charge Contractor with any costs that may be incurred in such remedial action.

- A. **Work performed at Vendor's risk.** Vendor shall take all necessary precautions and shall be responsible for the safety of its employees, agents, and subcontractors in the performance of the contract work and shall utilize all protection necessary for that purpose. All work shall be done at Vendor's own risk, and Vendor shall be responsible for any loss of or damage to materials, tools, or other articles used or held for use in connection with the work.

17. MISCELLANEOUS PROVISIONS.

- A. **Non-Waiver of Breach.** The failure of the City to insist upon strict performance of any of the covenants and agreements contained in this Agreement, or to exercise any option conferred by this Agreement in one or more instances shall not be construed to be a waiver or relinquishment of those covenants, agreements or options, and the same shall be and remain in full force and effect.
- B. **Resolution of Disputes and Governing Law.** If any dispute, controversy, or claim arises out of this Contract, the parties agree to first try to settle the dispute, controversy, or claim in non-binding mediation with the assistance of a recognized professional mediation service. The parties shall each designate a representative with full settlement authority who will participate in the mediation. The parties shall bear all expenses charged by the mediation service equally; the parties shall be responsible for their own attorneys' fees incurred as a result of mediation.
- C. **Written Notice.** All communications regarding this Agreement shall be sent to the parties at the addresses listed on the signature page of the Agreement, unless notified to the contrary.
- D. **Assignment.** Any assignment of this Agreement by either party without the written consent of the non-assigning party shall be void. If the non-assigning party gives its consent to any assignment, the terms of this Agreement shall continue in full force and effect and no further assignment shall be made without additional written consent.
- E. **Modification.** No waiver, alteration, or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of the City and Vendor.
- F. **Entire Agreement.** The written provisions and terms of this Agreement, together with any Exhibits attached hereto, shall supersede all prior verbal statements of any officer or other representative of the City, and such statements shall not be effective or be construed as entering into or forming a part of or altering in any manner this Agreement. All of the above documents are hereby made a part of this Agreement. However, should any language in any of the Exhibits to this Agreement conflict

with any language contained in this Agreement, the terms of this Agreement shall prevail.

- G. Compliance with Laws.** The Vendor agrees to comply with all federal, state, and municipal laws, rules, and regulations that are now effective or in the future become applicable to Vendor's business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of those operations.
- H. Public Records Act.** The Vendor acknowledges that the City is a public agency subject to the Public Records Act codified in Chapter 42.56 of the Revised Code of Washington and documents, notes, emails, and other records prepared or gathered by the Vendor in its performance of this Agreement may be subject to public review and disclosure, even if those records are not produced to or possessed by the City of Snoqualmie. As such, the Vendor agrees to cooperate fully with the City in satisfying the City's duties and obligations under the Public Records Act.
- I. City Business License Required.** Prior to commencing the Work, and every January thereafter for the Term of this Agreement, Contractor agrees to provide proof of a current city of Snoqualmie business license and payment of all applicable business and occupation taxes pursuant to Chapters 5.04 and 5.08 of the Snoqualmie Municipal Code.
- J. Counterparts and Signatures by Fax or Email.** This Agreement may be executed in any number of counterparts, each of which shall constitute an original, and all of which will together constitute this one Agreement. Further, upon executing this Agreement, either party may deliver the signature page to the other by fax or email and that signature shall have the same force and effect as if the Agreement bearing the original signature was received in person.
- K. Jurisdiction/Law.** This Contract shall be governed by and construed in accordance with the laws of the State of Washington. Any suit to enforce or relating to this Contract shall be brought in King County Superior Court, King County, Washington.
- L. Attorneys' Fees.** In the event that any party commences litigation against the other party relating to the performance, enforcement or breach of this Contract, the prevailing party in such action shall be entitled to all costs, including attorneys' fees and costs and any such fees or costs incurred on appeal.
- M. Exclusivity.** Vendor acknowledges and understands that it is not the City's exclusive provider of these goods, materials, or services and that the City maintains its unqualified right to obtain these goods, materials, and services through other sources.

IN WITNESS, the parties below execute this Agreement, which shall become effective on the last date entered below. All acts consistent with the authority of this Agreement and prior to its effective date are ratified and affirmed, and the terms of the Agreement shall be deemed to have applied.

Contractor

By: _____

Print Name: _____

Its _____

Date: _____

Notices to be sent to:

City of Snoqualmie

By: _____

Print Name: Katherine Ross

Its Mayor

Date: _____

Notices to be sent to:

Attest:

Deborah A. Estrada, City Clerk

Approved as to form by:

Bob Sterbank, City Attorney

SECTION 00 09 00
SPECIFICATIONS FOR LANDSCAPE MAINTENANCE

I. Scope of Work

The work specified in this Section consists of furnishing all labor, materials, and equipment necessary for the city's landscape project; **2022-2024 LANDSCAPE MAINTENANCE – MINI PARKS** contract, hereinafter specified. This project will involve, *but is not limited to*, landscape maintenance, turf, bed, and plant care.

A. Work Included

- Turf mowing, edging, line trimming.
- Shrub and ground cover pruning, brush pruning, weeding, and maintenance of planting and annual flower beds.
- Hard and soft surface blowing of debris from landscape maintenance activities,
- Leaf removal from landscape maintenance surfaces.
- Application of mulch and compost to existing areas.
- Incidental hauling or placing of topsoil, plants, or other landscaping materials in trucks with one rear axle.
- Reseeding, re-sodding, replanting, top dressing, aerification, and applying soil amendments.
- Use of power tools with up to twenty horsepower such as line trimmers, edgers, mowers, leaf and snow blowers.
- Use of riding mowers up to fifty horsepower.

Trash receptacle service (as specified in the Work Frequency Schedule, attached as Appendix B)

- Litter pickup and garbage removal
- Empty trash receptacle.
- Clean/wipe containers.
- Replace liners.

B. Work Not Included

Work not included in the Contract includes, but is not limited to:

- Tree climbing, falling or bucking.
- Tree pruning.
- Building construction/demolition, structural repairs, or custom fabrication of benches, play equipment or picnic tables
- Use of power equipment with more than twenty horsepower except riding mowers.
- Road, path, or trail construction.
- All items referenced "Not in Contract" or "NIC".

C. Locations and Work Frequency

See Appendices A for work locations. See Appendix B for Work Frequency

II. MAINTENANCE REQUIREMENTS

The Contractor will furnish all labor, tools, specialized equipment, materials, supervision and transportation to perform landscape maintenance services as described in this contract. The Contractor will furnish a copy of the site description, Site Maps, and Work frequency to the site Crew Leader and these documents must be present while performing the site maintenance.

A. TURF EXPECTATIONS

- a. All formal turf shall be maintained to a height of two to two and one-half inches. Collection of grass clippings is required only to prevent grass clumps from visibly being left on the turf.
- b. All turf around posts, fences, trees, and shrubs shall be trimmed at each visit. Care shall be taken not to damage structures or trees with equipment. Turf around vaults, irrigation valve boxes, and irrigation heads shall be trimmed as necessary to ensure proper access and operation.
- c. All turf areas shall be edged at sidewalks, curbs, and formal beds. It is required that a power edger with a hard blade be used. Extreme caution should be used to prevent chipping of concrete structures by edging equipment.
- d. All turf areas shall receive proper soil amendments, which provide the turf with the proper nutrients to maintain a healthy appearance. The contractor, at the request of the Contract Administrator, will provide information on fertilizer type, chemical makeup and quantity used. Total application of turf fertilizer shall be applied at the rate of four pounds of nitrogen, per 1,000 square feet of turf per year. A drop

spreader must be used when applying fertilizer within five feet of street gutters, catch basins, play areas, or drainage swales.

- e. With the approval of the Contract Administrator, turf areas may receive an approved broadleaf herbicide to control weeds. This application is to be applied as a “spot” spray and not as a broadcast application. Moss is considered a weed in turf and must be removed. Herbicide and fertilizer applications will be conducted during periods of low park usage, (i.e. early morning hours) to minimize impact to park users.
- f. Rough mow turf shall be maintained to a height of three to four inches. Collection of grass clippings is required only to prevent grass clumps from being left on the turf.
- g. Turf Renovation shall include verti-cutting to remove thatch, aeration with either hollow or solid tine equipment, over-seeding with Perennial Rye grass seed mixture, cleanup and disposal of debris. Irrigation heads, valve boxes, etc., will be located and marked before proceeding with turf renovation. Contractor will be responsible for repair, at its expense, of any irrigation or other infrastructure damaged by Contractor during turf renovation.
- h. Turf Lime Application: Adjust soil PH levels by applying agriculture grade lime at a rate of 40lbs/1000 sq. ft. in formal turf areas only as recommend by soil test results and no more than once annually in the spring. Do not apply lime and fertilizer at the same time. Lime should be applied first. After applying lime, Contractor should wait at least 30 days before applying fertilizer.

B. SITE CONDITIONS

- a. All services provided by the Contractor shall be consistent with the quality standards of grounds maintenance industry. As directed by the City, the Contractor shall coordinate the work with any work being performed adjacent to the Contractor’s site and shall cooperate with all other trades to facilitate the general progress of the work. Interference with, or inconvenience to, City operations shall be kept to a minimum. All exits, doors, passageways, and walks are always to be kept in an unobstructed manner. In no case, will any Contractor be permitted to exclude from the premises or work any other Contractor or their employees, or to interfere with any other Contractor in the execution or installation of their work.
- b. Contractor shall be responsible for moving debris and items of value found on lawns away from the path of equipment, and grounds maintenance activities (e.g. bicycles, children’s toys, picnic tables, wire, bottles, tin cans, sticks, paper and litter discarded by others) prior to beginning mowing, and, as necessary, during mowing operations. Contractor shall return picnic tables to their original location after mowing the area. Accumulated trash and debris shall be properly disposed of in on-site trash containers. Items of value that are damaged while carrying out this contract shall be paid for by the Contractor at the item replacement cost.

- c. To the greatest extent possible Contractor shall confine all operations, equipment, apparatus and placement of materials to the immediate area of work. Contractor shall ascertain, observe and comply with all rules and regulations in effect on the work site, including, but not limited to parking, traffic laws, right of way uses, security restrictions, and hours of allowable ingress and egress.
- d. The Contractor shall notify the City verbally or in writing of any surface defects on the sites where the Contractor will perform work if such defects are likely to adversely affect lawn mowing operations or present a safety concern. At its discretion, the City may direct such surface defects to be remedied.
- e. Storage of equipment shall be off-site, not on City property, unless approved by the City. Contractor or their authorized representative must be present to accept delivery of all equipment and/or materials shipments. City personnel will not knowingly accept, unload or store anything delivered to the project site addressed to the Contractor or for the Contractor's use. Inadvertent acceptance of delivery by any representative of the City shall not constitute acceptance or responsibility for any of the materials or equipment. It shall be the Contractor's responsibility to assume all liability for equipment and material delivered to the job site.

C. PERSONNEL

- a. Contractor shall have in its employ, or under its control, enough qualified and competent personnel to perform work promptly and in accordance with a schedule or work program, as approved by the City.
- b. All fieldwork shall be performed under the supervision of a qualified Crew Leader who is familiar with the contract requirements and understands the industry accepted horticultural practices.
- c. Contractor shall employ only such workers as are skilled in the tasks to which they are assigned. Contractor's workers shall always act appropriately and professionally. Swearing, cursing or other use of offensive language, gestures or actions are not permissible and will not be tolerated. The City may require the Contractor not to employ within the City of Snoqualmie any employee the City deems incompetent, careless, insubordinate, or who fails to comply with the requirements of this section.

D. SAFETY STANDARDS

- a. Any Contractor having employees working on or near a street or within City right-of-way shall comply with City of Snoqualmie and Washington State regulations pertaining to safety equipment, warning signs, and traffic control. The Contractor will be required to obtain an annual Street Use Permit for maintenance activities included in Contract. Vehicular/Pedestrian traffic control shall be used in accordance with the current "Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD), Chapter VI" and the MUTCD-Washington State

Modifications (M 24-01) as now or hereafter amended and as prescribed by the City of Snoqualmie Parks and Public Works Department and Police Departments.

All conditions of the Street Use Permit must be observed. Penalties will be assessed for failure to implement proper temporary traffic control and follow any safety procedures.

The City will not be held liable for any or all costs, claims, judgments or awards of damages arising out of or in any way resulting from the Contractor's failure to comply with the terms of this Contract, including but not limited to the MUTCD and reasonable traffic control and safety directives of the City.

- b. Contractor's employees shall be especially aware of the large number of children in the City of Snoqualmie and shall take all necessary precautions to avoid any action that would injure or endanger them.
- c. Contractor's employees shall follow all applicable safety standards including operating all equipment in conformance with the manufacturer's operating instructions for each, and in compliance with OSHA and WISHA standards and requirements whichever is more stringent.
- d. Precaution shall always be exercised for the protection of persons, (including employees) and property. The safety provisions of applicable laws, building and construction codes shall be observed. Machinery, equipment and all hazards shall be guarded or eliminated in accordance with applicable safety provisions.
- e. Mower discharge shall always be aimed away from people, buildings, children and vehicles. Mower and trimmer guards must always be used on all mowers and trimmers, consistent with manufacturer instructions.
- f. The Contractor shall provide and maintain in working order during work such fire protective equipment and devices as required by applicable safety standards and as they deem necessary and suitable for any possible class or type of fires. Extinguishers shall be non-freeze type of not less than (10) pound capacity each.
- g. Mowers, weed trimmers and other equipment shall be properly maintained to operate within applicable legal operating sound limitations. At the City's request, Contractor shall discontinue using any equipment that, in the City's sole discretion, is generating excessive noise or is otherwise objectionable to the City, until repairs can be made or until the City otherwise directs. The City of Snoqualmie shall be the sole judge of acceptable equipment under this section.
- h. Incidents, altercations, or accidents involving park patrons, Contractor employees, or City employees shall be reported to the Contract Administrator immediately. The Contract Administrator, at his or her discretion, may require a written report from the Contractor describing the incident or accident. Such report shall be provided within 24 hours of the incident occurring. All City employees will have

the Contract Administrator's contact information to provide to residents in response to inquiries regarding maintenance activities.

E. PROPERTY DAMAGE

- a. Contractor is responsible for the cost of any damage to existing material, equipment or appurtenance, including the cost of any replacement and repair. Items covered by this provision shall include, but are not limited to curb, sidewalks, lawns (to include scalped areas), plantings, trees, signs, signposts, down spouts, and refuse containers.
- b. Injuries to any person and damage to City property, the property of residents, or any property not belonging to the Contractor shall be reported immediately to the City of Snoqualmie.
- c. Repair work made necessary by damage caused by the Contractor shall be coordinated through, and subject to, the approval of the City. Repairs shall be made with like materials in a manner to be determined by, and acceptable to, the City.
- d. Contractor shall be acquainted with the location of utilities that may be encountered or be affected by Contractor's work and shall be responsible for damage caused by failure to take proper precautions when working in the vicinity of these utilities.
- e. If in the course of performing work under this contract Contractor damages any landscaping, Contractor shall repair and return the damaged area to its original condition or replace the existing landscaping with new landscaping. All remedial actions performed by the Contractor under this subsection shall be done at the Contractor's sole expense and the sufficiency of the remedial action shall be determined by the City at its sole discretion.
- f. Contractor shall immediately report any damage or potential hazard involving park property to the Parks & Public Works Department located at 38194 SE Mill Pond Road, (425) 831-4919. After hours urgent issues such as a broken irrigation line should be reported by calling the PW on-call number 425-888-8020.
- g. Hazardous conditions shall be immediately remedied or secured to prevent further damage and/or protect park visitors from injury. It is the Contractor's responsibility to provide close supervision of maintenance operations and management of the site.

F. SITE INSPECTION

The Contract Administrator will inspect work performed by the Contractor on a regular basis. In the event of work performance deficiencies, the Contract Administrator will notify the Contractor, in writing, to correct the deficiency within 72 hours. Failure to correct deficiencies may trigger fee deductions, monetary penalties and contract termination as set forth in the General Provisions (Failure to Complete Work and Penalties).

G. BEGINNING AND END OF SEASON

The lawn mowing season will begin on the first full week of March of each year of this Contract, and end on December 31, or as mutually agreeable due to weather conditions. In the event that agreement cannot be reached about the presence of inclement weather, the inclement weather determination shall be made by the City.

H. FREQUENCY

- a. At the City's request, the Contractor may be required to submit a weekly work schedule to the Contract Administrator. Work shall be performed within 24 hours of the scheduled day unless a deviation from the schedule is approved by the Contract Administrator. Any deviation from the Contractor's schedule for litter and garbage collection shall require the Contract Administrator's prior approval.
- b. All maintenance work shall take place according to the Work Frequency Schedule as shown in Appendix B.
- c. The City reserves the right to direct the Contractor to change the frequency of services at the City's discretion, as set forth in the General Provisions. In the event of such a change, the City will adjust the monthly fee paid to the Contractor to reflect the change in services.

I. WORK HOURS

All work shall be performed between the hours of 7AM and 6PM, Monday through Friday. No work shall be performed during any City observed holiday, Saturday or Sunday, unless the City grants express written permission for such work.

Noise generating equipment such as mowers, edgers, and blowers shall not commence before 7:00 a.m. on weekdays and 9:00 a.m. on weekends unless approval has been obtained by the Contract Administrator.

J. TIME ALLOTTED FOR MOWING BEGINNING TO END

- a. All scheduled mowing and spraying shall be commenced and completed in one week as specified in the weekly work schedule, unless otherwise rescheduled due to inclement weather. Failure to timely complete scheduled mowing and spraying may be grounds for termination of this Contract.
- b. Weather permitting, work shall be continuous.

K. INCLEMENT WEATHER RESCHEDULING

- a. Scheduled mowing may be rescheduled due to inclement weather. Inclement weather shall be defined as weather that both the Contractor and the City agree makes the accomplishment of quality work unfeasible, unusually time-consuming, or potentially dangerous or harmful. In the event that agreement cannot be reached about

the presence of inclement weather, the inclement weather determination shall be made by the City.

- b. If the Contractor initiates the rescheduling, the Contractor must contact the City on or before 9:00 a.m. on the day the mowing was originally scheduled.
- c. Any part of a scheduled mowing that is rescheduled due to inclement weather shall be rescheduled to a mutually agreeable date within three calendar days of the originally scheduled mowing date.
- d. If a mowing is cancelled due to inclement weather, the City may elect not to reschedule it, or any part of it. The City shall have sole authority to cancel all or part of a mowing, as set forth in the General Provisions Section “Changes in Services”.
- e. Any portion of a mowing that is canceled by the City as a result of inclement weather and not rescheduled shall not result in any mowing charge to the City for the cancelled work.
- f. In the event of on-going wet weather, the Contractor and the City of Snoqualmie will negotiate a strategy by which Contractor will accomplish the necessary work.
- g. If Contractor believes that any area of poor drainage will adversely affect its work, the Contractor shall be responsible for informing the City of the affected area. The City will have discretionary authority to waive work quality standards for those areas in which the City and the Contractor agree poor drainage exists to such a degree that Contractor’s work is adversely affected.

L. TRIMMING

As part of every lawn mowing, Contractor shall be responsible for trimming around trees, signposts, and fencing, near buildings, in curbs and gutters, around all dumpsters and dumpster areas, and in and around any part of the lawn area that the lawn mowers may be unable to reach during routine mowing. Areas to be trimmed shall be trimmed to the same level as the mowing level of the lawn. Care shall be taken not to damage structures or trees with equipment. Any damage will be the responsibility of the Contractor.

M. GRASS CLIPPINGS REMOVAL

- a. Contractor shall be responsible for removing grass clippings from sidewalks, parking areas, planted areas, mulched areas, sand boxes, and other areas that are not part of the grassy area being mowed or maintained.
- b. Contractor shall use mowers that cause clippings to be distributed evenly over the cut area. If mowing heavily dewed grass or when using a type of mower that causes the cut grass to windrow or be deposited in clumps, Contractor shall, at no additional cost to the City, rake or otherwise remove and haul away the clumps or windrowed grass.

N. DIRECTIONS OF CUT

The Contractor shall alter the mowing direction for each successive mowing by approximately ninety degrees. Areas where such alteration of mowing direction is not practicable may be exempted at the discretion of the City.

O. EDGING

All turf areas shall be edged at sidewalks, curbs, hard surfaces and formal beds. It is required that a power edger with a hard blade be used. Extreme caution should be used to prevent chipping of concrete structures by edging equipment.

P. PROPER EQUIPMENT TYPE AND MAINTENANCE

- a. Equipment shall be adequate for the completion of the work being bid. The cutting edges of all mowing equipment used in the performance of work shall be kept in sharp condition. Grass bruising or rough cutting will not be accepted and may require the Contractor to perform rejuvenation procedures to return it to full health and proper appearance.
- b. The maintenance and upkeep of equipment is the sole responsibility of the Contractor. The staff of the contractor shall not ask for any assistance or equipment parts from the City.

Q. WASTE DISPOSAL

Grass clippings, oil cans, personal refuse and other items for disposal shall be disposed of by the Contractor in accordance with local, state and federal laws.

R. WALK THE SITE

Contractor shall walk the site prior to submitting its bid and shall be deemed to be familiar with and know the site conditions.

S. SOIL TESTING

Soil testing will be performed, and the results shared with the City at the commencement of the Agreement. Contractor shall notify City in writing of Contractor's proposed corrective action plan to correct any identified soil deficiencies, including any proposed soil pH control and fertilizer requirements. Random multiple soil samples from each site should be collected and tested from each of the areas listed in the Agreement, and annually thereafter.

T. PESTICIDE USE

The Contractor will follow State and Federal requirements as well as City of Snoqualmie policies and procedures on managing pesticide usage. The City reserves the right to limit the use of specific herbicides and/or applications of said herbicides.

Alternatives to Glyphosate shall be used in pesticide applications. Alternatives to Glyphosate shall be submitted in writing to the contract administrator for approval prior to application. Glyphosate may only be used if the contractor demonstrates a need for which no alternative pesticide will work and obtains written permission from the Contract Administrator to do so prior to application.

The Contractor shall possess a current Washington State, Department of Agriculture (WSDA), Commercial Pesticide Applicator Company License and all other licenses and permits required by law at the time of the work. The Contractor shall provide a copy of these licenses to the City each year.

The Contractor shall permit only personnel who possess a current Commercial Pesticide Operator license to apply pesticides to City of Snoqualmie property.

The Contractor shall provide a list of personnel who possess a current Commercial Pesticide Operator license each year. The list shall include the name of the licensed operator, license number, endorsements and expiration date.

At the time of application, a marker must be placed at each primary point of entry. The marker shall be a minimum of four inches by five inches. It shall have the words: "THIS LANDSCAPE HAS BEEN TREATED BY" as the headline and "FOR MORE INFORMATION PLEASE CALL" as the footer. The company name and service mark shall be included between the headline and the footer on a marker placed by a commercial applicator. The applicator's telephone number where information can be obtained about the application shall be included in the footer of the marker. Additionally, the date, time, and product name shall be recorded on each marker. The markers shall be removed the day following application.

The Contractor shall record each application and provide a copy of the record on WSDA Pesticide Application Record (Version 1). The Record shall be sent via e-mail as a PDF to the Contract Administrator within 24 hours of Application.

The Contractor is responsible for ensuring compliance with all WSDA regulations and statutes, including compliance with any new or modified regulations or statutes once the regulation or statute has been implemented by WSDA.

U. TREES, SHRUB AND GROUND COVER AREAS

- a. Landscape bed areas shall be kept in weed, leaf and debris free condition. All landscape beds shall be weeded by mechanical and or chemical means. Pre-emergent may be used up to two times a year with City approval. The City encourages the use of industry recognized IPM practices.
- b. All ornamental plant material except trees shall be pruned in accordance with the intended function of the plant in its present location and to the individual specifications in Appendix D – Shrub and Ground Cover Detail Shrubs shall be pruned to maintain function as needed and to provide a neat appearance or as directed by the Contract Administrator. The use of shears is prohibited unless specifically directed by the Contract Administrator.
- c. Ground cover shall be trimmed at the edge of hard surfaces (sidewalks and curbs) trails, and bed areas. Ground cover shall be trimmed to prevent encroachment into shrubs, trees, utility vaults, irrigation valve boxes and irrigation heads. Equipment used shall insure proper pruning techniques and that plant material will not be damaged.
- d. Once annually Contractor shall install bark or woody mulch to all formal landscape beds at a one-inch (1”) depth to maintain two-inches (2”) depth including all tree wells. Keep mulch at least two inches away from the crown of plants and trees. Mulch type shall be approved and directed by the City prior to application.
- e. All shrubs and ground cover in landscape bed area shall be fertilized twice a year with a slow-release fertilizer or as the City determines necessary after reviewing soil test results from areas in question.

Any damage to desirable plant material due to Contractor negligence, maintenance methods, or misuse of pesticides or fertilizers will be remedied by the Contractor, at its sole expense, in a timely manner.

- f. Bioretention landscape maintenance must be supervised by contractor staff with a LID Operations & Maintenance Certificate or equivalent training. Weeding must be conducted by hand or with extended weed pulling. No pesticide or herbicide use is permitted in bioretention areas. Maintain mulch at a depth of three inches (3”); avoid piling mulch against plant stems. Bio-retention swale bottoms should be raked once-yearly to remove thatch and maintain infiltration performance.
- g. Vines shall be pruned to maintain desired shape and function as needed to provide a neat, trim and natural appearance. Vines shall be trimmed to prevent encroachment into shrubs, trees, utility vaults, irrigation valve boxes, sidewalks, and irrigation heads. Horizontal and vertical shoots shall be trimmed to a uniformed depth and thickness to maintain a healthy rejuvenated plant.
- h. Ornamental or native trees shall not be pruned except to remove singular broken branches or branches less than 8ft in height impeding the Contractor’s work area. All pruning cuts shall meet ANSI A300 Part 1 standards and Best Management

Practices, most recent version. Tree suckers and volunteer seedlings shall be removed as necessary. "Native trees" shall mean those trees which are indigenous or natural to the site. "Ornamental trees" shall mean those trees which are not indigenous or natural to the site and are located as part of the designed landscape.

- i. The Contractor shall be responsible for notifying the Contract Administrator or the City's Urban Forester of any significant tree hazards including, but not limited to: Dead native and ornamental trees, broken limbs, disease, and insect infestations.
- j. Ornamental trees within turf areas are to be kept grass free 18 inches from the tree base.

V. HARD AND SOFT SURFACES

- a. Turf, landscape beds, sidewalks, gravel or mulched trails, curbs and gutters, sport courts, parking lots, the gutters of all street medians, cement or asphalt surfaces of medians, and other hard surfaces shall be kept clean of grass clippings, leaves, dead plant material, litter and debris. The use of power blowers is acceptable; however, debris accumulations shall be removed from the site and not blown onto adjacent property, shrub/groundcover beds, City natural areas or open spaces or road surfaces.
- b. Undesirable plant material, including moss, in sidewalks, gravel or trails, curbs and other hard surfaces shall be removed. In no case shall any pre or post emergent herbicides with residual characteristics be used in these areas.
- c. All encroaching neighboring vegetation including trees and shrubs shall be kept trimmed from any roads, trails, walkways, and maintained areas. Vegetation shall normally be trimmed at property boundaries but also shall be trimmed to prevent the limitation of sightlines along trails and or streets. A buffer area of four feet along all trails maintained shall be kept to a height no greater than four inches where possible.

W. IRRIGATION

- a. Not in contract. Notify Contract Administrator of any noticed damage or if adjustments are needed.
- b. It is the intent of the City of Snoqualmie's Parks and Public Works Department to support and encourage water conservation management practices.

APPENDIX A

Work Locations - Mini Parks Maps

1	Autumn	7121 Autumn Ave SE	536	15915
2	Borden	35201 SE Kinsey Street	2585	10507
3	Bybee	34802 SE Bybee Street	9434	5086
4	Cascade	6710 Cascade Ave SE	10194	25186
5	Chanticleer	7114 Chanticleer Ave SE	4343	13551
6	Cottonwood	7413 Cottonwood Drive SE	4764	10749
7	Crestview	6700 E. Crestview Loop SE	3832	15402
8	Curtis	6907 Silent Creek Ave SE	13275	2485
9	Denny Peak	6401 Denny Peak Drive SE	3414	10046
10	Dogwood	7628 Dogwood Lane SE	4037	7916
11	Eagle	6920 Eagle Lake Drive SE	7555	15114
12	Fury	7504 Better Way Loop SE	1342	8027
13	Hoff	7227 SE Hoff Street	418	18499
14	Ironwood	36200 SE Isley Street	19317	55233
15	Jacobia	9204 Jacobia Ave SE	8988	24756
16	Jeanne Hansen	34226 SE Jacobia Street	49289	84599
		(Lawn Area and Landscape beds only)		
17	Kinsey	34818 SE Kinsey Street	6839	1182
18	Koinonia	34600 Gravenstein Court	9119	13502
19	Muir	35022 SE Muir Street		10334
20	Railroad	7971 Railroad Ave SE	19613	16549
21	Raven	7517 Raven Ave SE	4440	7494
22	Sandy Cove	7970 Falls Ave SE	10960	32774
23	Satterlee #1	9330 Satterlee Ave SE	8403	8060
24	Satterlee #2	34135 SE Satterlee St	3290	7745
25	Silent Creek	7229 Silent Creek Ave SE	5772	2146
26	Stellar	34506 Stellar Way SE	8599	63922
27	Swenson	35007 SE Swenson Street	8595	43534
28	Thompson	7127 Thompson Ave SE	1218	6012
29	Woody Creek	36610 Woody Creek Lane	1837	3667
Totals (SF)			232,008	539,992

APPENDIX B

Work Frequency Schedule

MINI PARKS													
Autumn, Borden, Bybee, Cascade, Chanticleer, Cottonwood, Crestview, Curtis, Denny Peak, Dogwood, Eagle, Fury, Hoff, Ironwood, Jacobia, Kinsey, Koinonia, Muir, Raven, Railroad, Sandy Cove, Satterlee #1, Satterlee #2, Silent Creek, Stellar Park, Stellar Sports Field, Swenson Park, Thompson, Woody Creek													
Visits per month	MONTH												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Turf													
Mowing	0	1	2	4	4	5	4	5	4	3	1	0	33
Edging	0	0	1	2	2	3	2	3	2	2	1	0	18
Trimming	0	1	2	4	4	5	4	5	4	3	1	0	33
Fertilization	0	0	1	0	0	0	0	0	1	0	0	0	2
Weed Spray	0	0	0	0	1	0	0	0	1	0	0	0	2
Trees/Shrubs/Beds													
Weeding	0	1	2	2	2	2	2	2	2	1	1	0	17
Weed - Spraying	0	0	1	1	1	1	1	1	1	1	1	0	9
Ground cover	0	0	1	0	0	1	0	1	0	0	0	0	3
Hard Surfaces													
Air blow walks	EVERY VISIT												
Other													
Empty Garbage & Recycle cans	EVERY VISIT												
Leaf Cleanup	1	0	0	0	0	0	0	0	0	1	4	3	9
Pre-emergent	0	1	0	0	0	0	0	0	1	0	0	0	2

APPENDIX C

Supervisors Inspection Report for Mini Parks

Return to the Contract Administrator on or prior to the last business day of the month. Each task must be evaluated, and date of last maintenance provided.

Park Name _____

Supervisors Name _____ **Date** _____

Time Task was Performed in Month	1	2	3	4	5				
Turf									
Mowing									
Edging / Trimming									
Fertilization									
Weed Removal / Spraying									
Trees/Shrubs/Beds									
Weed Removal / Spraying									
Mulching									
Ground cover / Shrub Pruning									
Other									
Air blow walks	EVERY VISIT								
Empty Garbage & Recycle cans	EVERY VISIT								
Leaf Cleanup									
Pre-emergent									

Comments:

Contractor's Signature _____ **Date** _____

APPENDIX D
GROUND COVER AND SHRUB PRUNING DETAIL

LANDSCAPE MAINTENANCE AGREEMENT - FACILITIES
 Bid Tabulation
 12/13/2021

Schedule A -- City Hall & Veterans Memorial Park

Bid Item	Description	Monarch Landscape Services (NLS)			Brightview Landscape Services			At Work Commercial Enterprise, LLC		
		2022	2023	2024	2022	2023	2024	2022	2023	2024
1	Mowing - Turf	\$ 2,349	\$ 2,405	\$ 2,462	\$ 5,646	\$ 5,815	\$ 5,989	\$ 1,188	\$ 1,188	\$ 1,188
2	Edging - Turf	\$ 555	\$ 572	\$ 589	\$ 1,128	\$ 1,162	\$ 1,197	\$ 495	\$ 495	\$ 495
3	Trimming - Turf	\$ 555	\$ 572	\$ 589	\$ 144	\$ 148	\$ 153	\$ 495	\$ 495	\$ 495
4	Fertilization - Turf	\$ 64	\$ 66	\$ 68	\$ 94	\$ 98	\$ 99	\$ 300	\$ 300	\$ 300
5	Weeding/Raking - Trees/Shrubs/Beds	\$ 8,372	\$ 8,623	\$ 8,882	\$ 810	\$ 835	\$ 861	\$ 363	\$ 363	\$ 363
6	Weed/Spray - Trees/Shrubs/Beds	\$ 265	\$ 273	\$ 282	\$ 1,026	\$ 1,100	\$ 1,178	\$ 220	\$ 220	\$ 220
7	Pre-emergent - Hard Surfaces	\$ 131	\$ 135	\$ 139	\$ 86	\$ 89	\$ 92	\$ 220	\$ 220	\$ 220
Subtotal		\$ 12,291	\$ 12,646	\$ 13,011	\$ 8,934	\$ 9,247	\$ 9,569	\$ 3,281	\$ 3,281	\$ 3,281

Schedule B -- City of Snoqualmie Fire Station

Bid Item	Description	Monarch Landscape Services (NLS)			Brightview Landscape Services			At Work Commercial Enterprise, LLC		
		2022	2023	2024	2022	2023	2024	2022	2023	2024
8	Mowing - Turf	\$ 3,794	\$ 3,908	\$ 4,025	\$ 7,695	\$ 7,925	\$ 8,162	\$ 1,683	\$ 1,683	\$ 1,683
9	Edging - Turf	\$ 798	\$ 822	\$ 847	\$ 427	\$ 440	\$ 453	\$ 198	\$ 198	\$ 198
10	Trimming - Turf	\$ 798	\$ 822	\$ 846	\$ 1,282	\$ 1,320	\$ 1,360	\$ 396	\$ 396	\$ 396
11	Fertilization - Turf	\$ 9	\$ 10	\$ 10	\$ 327	\$ 336	\$ 346	\$ 475	\$ 475	\$ 475
12	Weed Spray - Turf	\$ 9	\$ 10	\$ 10	\$ 164	\$ 169	\$ 174	\$ 110	\$ 110	\$ 110
13	Weeding/Raking - Trees/Shrubs/Beds	\$ 4,228	\$ 4,355	\$ 4,486	\$ 1,608	\$ 1,720	\$ 1,839	\$ 605	\$ 605	\$ 605
14	Weed/Spray - Trees/Shrubs/Beds	\$ 235	\$ 242	\$ 249	\$ 643	\$ 662	\$ 681	\$ 440	\$ 440	\$ 440
15	Pre-emergent - Hard Surfaces	\$ 136	\$ 140	\$ 144	\$ 327	\$ 337	\$ 347	\$ 220	\$ 220	\$ 220
Subtotal		\$ 10,007	\$ 10,308	\$ 10,617	\$ 12,473	\$ 12,909	\$ 13,362	\$ 4,127	\$ 4,127	\$ 4,127

Schedule C -- Snoqualmie Police Station

Bid Item	Description	Monarch Landscape Services (NLS)			Brightview Landscape Services			At Work Commercial Enterprise, LLC		
		2022	2023	2024	2022	2023	2024	2022	2023	2024
16	Mowing - Turf	\$ 2,418	\$ 2,491	\$ 2,566	\$ 3,437	\$ 3,540	\$ 3,646	\$ 1,089	\$ 1,089	\$ 1,089
17	Edging - Turf	\$ 347	\$ 358	\$ 369	\$ 948	\$ 976	\$ 1,005	\$ 198	\$ 198	\$ 198
18	Trimming - Turf	\$ 348	\$ 358	\$ 369	\$ 744	\$ 766	\$ 781	\$ 297	\$ 297	\$ 297
19	Fertilization - Turf	\$ 23	\$ 24	\$ 25	\$ 195	\$ 201	\$ 207	\$ 165	\$ 165	\$ 165
20	Weed Spray - Turf	\$ 38	\$ 39	\$ 40	\$ 48	\$ 49	\$ 51	\$ 110	\$ 110	\$ 110
21	Weeding/Raking - Trees/Shrubs/Beds	\$ 2,868	\$ 2,954	\$ 3,043	\$ 1,185	\$ 1,257	\$ 1,340	\$ 363	\$ 363	\$ 363
22	Weed/Spray - Trees/Shrubs/Beds	\$ 176	\$ 182	\$ 189	\$ 474	\$ 488	\$ 503	\$ 440	\$ 440	\$ 440
23	Pre-emergent - Hard Surfaces	\$ 82	\$ 84	\$ 87	\$ 95	\$ 98	\$ 101	\$ 165	\$ 165	\$ 165
Subtotal		\$ 6,300	\$ 6,490	\$ 6,688	\$ 7,126	\$ 7,375	\$ 7,634	\$ 2,827	\$ 2,827	\$ 2,827

Schedule D - Snoqualmie Community Park (Including Parking Lot Islands)

Bid Item	Description	Monarch Landscape Services (NLS)			Brightview Landscape Services			At Work Commercial Enterprise, LLC		
		2022	2023	2024	2022	2023	2024	2022	2023	2024
24	Mowing - Turf	\$ 3,978	\$ 4,177	\$ 4,302	\$ 7,454	\$ 7,577	\$ 7,880	\$ 10,890	\$ 10,890	\$ 10,890
25	Edging - Turf	\$ 1,193	\$ 1,252	\$ 1,290	\$ 1,305	\$ 1,310	\$ 1,349	\$ 1,089	\$ 1,089	\$ 1,089
26	Trimming - Turf	\$ 1,193	\$ 1,253	\$ 1,290	\$ 2,427	\$ 2,709	\$ 2,790	\$ 1,452	\$ 1,452	\$ 1,452
27	Fertilization - Turf	\$ 238	\$ 249	\$ 256	\$ 389	\$ 401	\$ 413	\$ 2,400	\$ 2,400	\$ 2,400
28	Weed Spray - Turf	\$ 202	\$ 212	\$ 218	\$ 388	\$ 400	\$ 411	\$ 220	\$ 220	\$ 220
29	Weeding/Raking - Trees/Shrubs/Beds	\$ 1,972	\$ 2,071	\$ 2,133	\$ 265	\$ 273	\$ 281	\$ 407	\$ 407	\$ 407
30	Weed/Spray - Trees/Shrubs/Beds	\$ 1,107	\$ 1,162	\$ 1,196	\$ 129	\$ 133	\$ 137	\$ 198	\$ 198	\$ 198
31	Prune Ground Cover - Trees/Shrubs/Beds	\$ 240	\$ 247	\$ 254	\$ 1,323	\$ 1,358	\$ 1,399	\$ 220	\$ 220	\$ 220
32	Fertilization - Trees/Shrubs/Beds	\$ 12	\$ 13	\$ 14	\$ 53	\$ 55	\$ 57	\$ 300	\$ 300	\$ 300
33	Crack Weeds - Hard Surfaces	\$ 443	\$ 465	\$ 479	\$ 199	\$ 205	\$ 211	\$ 220	\$ 220	\$ 220
34	Leaf Cleanup - Other	\$ 1,108	\$ 1,163	\$ 1,198	\$ 358	\$ 369	\$ 380	\$ 3,960	\$ 3,960	\$ 3,960
35	Pre-emergent - Other	\$ 15	\$ 16	\$ 17	\$ 80	\$ 83	\$ 86	\$ 220	\$ 220	\$ 220
Subtotal		\$ 11,701	\$ 12,280	\$ 12,647	\$ 14,370	\$ 14,873	\$ 15,394	\$ 21,576	\$ 21,576	\$ 21,576

BID PROPOSAL TOTALS

	Monarch Landscape Services (NLS)			Brightview Landscape Services			At Work Commercial Enterprise, LLC		
	2022	2023	2024	2022	2023	2024	2022	2023	2024
Schedule A -- City Hall & Veterans Memorial Park	\$ 12,291	\$ 12,646	\$ 13,011	\$ 8,934	\$ 9,247	\$ 9,569	\$ 3,281	\$ 3,281	\$ 3,281
Schedule B -- City of Snoqualmie Fire Station	\$ 10,007	\$ 10,308	\$ 10,617	\$ 12,473	\$ 12,909	\$ 13,362	\$ 4,127	\$ 4,127	\$ 4,127
Schedule C -- Snoqualmie Police Station	\$ 6,300	\$ 6,490	\$ 6,688	\$ 7,126	\$ 7,375	\$ 7,634	\$ 2,827	\$ 2,827	\$ 2,827
Schedule D - Snoqualmie Community Park (Including Parking Lot Islands)	\$ 11,701	\$ 12,280	\$ 12,647	\$ 14,370	\$ 14,873	\$ 15,394	\$ 21,576	\$ 21,576	\$ 21,576
Yearly Subtotal	\$40,298.60	\$41,724.05	\$42,962.57	\$42,903.00	\$44,404.00	\$45,959.00	\$31,811.00	\$31,811.00	\$31,811.00
WA State Tax @8.7%	\$3,505.98	\$3,629.99	\$3,737.74	\$3,732.56	\$3,863.15	\$3,998.43	\$2,767.56	\$2,767.56	\$2,767.56
Yearly Total	\$43,804.58	\$45,354.04	\$46,700.31	\$46,635.56	\$48,267.15	\$49,957.43	\$34,578.56	\$34,578.56	\$34,578.56

	Monarch Landscape Services (NLS)	Brightview Landscape Services	At Work Commercial Enterprise, LLC
GRAND TOTAL (2022, 2023, and 2024 combined)	\$135,858.93	\$144,860.14	\$103,735.68

These figures were off from the submitted bid calculations

**CITY OF SNOQUALMIE
RESOLUTION NO. 1601**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SNOQUALMIE,
WASHINGTON APPROVING THE LANDSCAPE MAINTENANCE AGREEMENT FOR
FACILITIES**

WHEREAS, the City advertised a call for bids for the 2022-2024 Facilities Landscape Maintenance Services; and

WHEREAS, the City received three responsive bids, in the amount of \$144,860.14, \$135,858.93, and \$103,735.68; and

WHEREAS, the bid proposal submitted by ATWORK! Commercial Enterprises, LLC (“ATWORK”) in the amount of \$103,735.68 was the lowest responsive and responsible bid;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Snoqualmie, Washington that the Council approves the Facilities Landscape Maintenance Agreement with ATWORK, attached hereto as Exhibit A, for the period of January 2022-December 2024 in the amount of \$103,735.68, and authorizes the Mayor to sign.

PASSED by the City Council of the City of Snoqualmie, Washington, this _____ day of January 2022.

CITY OF SNOQUALMIE

Katherine Ross, Mayor

Attest:

Deborah A. Estrada, City Clerk

Approved as to form:

Bob C. Sterbank, City Attorney

Section 00 05 00

LANDSCAPE MAINTENANCE AGREEMENT - FACILITIES

THIS AGREEMENT is made by and between the City of Snoqualmie, a Washington municipal corporation (hereinafter the "City"), and AtWork Commercial Enterprises, organized under the laws of the State of Washington, located and doing business at 1935 152nd Pl NE, Bellevue, Washington (hereinafter the "Contractor" or "Vendor").

1. **DESCRIPTION OF WORK.** The Contractor shall do all the work and furnish all labor, materials, tools and equipment for the performance of the work (the "Work") in full compliance with the contract documents entitled **2022-2024 Landscape Maintenance (Facilities and Parks)** ("Contract Documents"), including this Agreement, Invitation to Bid, Instructions to Bidders, General Provisions, Specifications for Landscape Maintenance, Prevailing Wage Rate Requirements, Bid Form and Bid Schedules, Bid Guarantee Bond, Bidder Qualification/Responsibility Information, Performance and Payment Bond, Executed Retainage Forms, and Appendices A-C, all of which are incorporated by reference and made a part of this Agreement.

2. **TIME OF COMPLETION.** Upon the effective date of this Agreement, Vendor shall commence work, and complete the work and provide all goods, materials, and services according to the intervals and on the schedule set forth in the Contract Documents.

3. **COMPENSATION.** The City shall pay the Vendor an amount not to exceed the amount of \$34,578.56 in year 2022, \$34,578.56 in year 2023, and \$34,578.56 in year 2024, including applicable Washington State Sales Tax, for the goods, materials, and services contemplated in this Agreement. The City shall pay the Vendor the annual "not to exceed amount" in twelve (12) equal monthly installments per year.
 - A. **Defective or Unauthorized Work.** The City reserves its right to withhold payment from Vendor and to assess penalties for any defective, incomplete or unauthorized goods, materials or services, as described in the General Provisions. In the event of errors or omissions by the Vendor in the performance of any Work required under this Contract, the Vendor shall make any and all necessary corrections without additional compensation.

 - B. **Replacement Work.** If Vendor is unable, for any reason, to complete any part of this Agreement, the City may obtain the goods, materials or services from other sources, and Vendor shall be liable to the City for any additional costs incurred by the City. "Additional costs" shall mean all reasonable costs, including legal costs and attorney fees, incurred by the City beyond the maximum Agreement price specified above. The City further reserves its right to deduct these additional costs incurred to complete this Agreement from any and all amounts due or to become due the Vendor.

4. **CHANGES.** The City reserves the right to direct Vendor to change the frequency of services, add services or deduct services, as described in the General Provisions. In the event of any such changes, the City will adjust the monthly fee paid to Vendor to reflect

the changes. All change directives will be issued in writing, and all services changes shall be itemized separately in the Vendor's monthly invoice.

5. **INVOICING AND PAYMENT.** The Vendor shall submit a monthly invoice on the last day of the month to the Parks and Public Works Department. Each invoice must contain an invoice number, site name, billing period, amount due for each site, and Washington Sales Tax if applicable. Each invoice must itemize any changes due to addition or deduction of services, or to changes in service frequency. Each invoice must also be accompanied by properly filled-out Supervisor's Inspection Reports. Any submitted invoice that is not accompanied by the Supervisor's Inspection Reports will not be processed.
6. **PREVAILING WAGES.** Vendor shall file a Statement of Intent to Pay Prevailing Wages with the State of Washington Department of Labor & Industries prior to commencing the Contract work. Vendor shall pay prevailing wages in effect on the date the bid is accepted or executed by Vendor, and comply with Chapter 39.12 of the Revised Code of Washington, as well as any other applicable prevailing wage rate provisions. At the completion of the Work, Vendor and its subcontractors shall submit Affidavits of Wages Paid to the Department of Labor and Industries for certification. Final payment on the Contract shall be withheld until the City receives certification from the Department of Labor and Industries that prevailing wage requirements have been satisfied.
7. **TERM AND TERMINATION.**
 - A. **Term.** This Agreement shall remain in effect until December 31, 2024 ("Initial Term"). At the City's option, this Agreement may be extended for up to two (2) one-year terms. Compensation for the renewal terms shall be the amount paid per month for the last twelve (12) months of the Initial Term plus an increase equal to the annual increase in the Consumer Price Index for Seattle-Bremerton for each year of the renewal term(s).
 - B. **Termination.** Either party may terminate this Agreement, with or without cause, upon providing the other party thirty (30) days written notice at its address set forth on the signature block of this Agreement. In addition, the City has a right to immediately terminate this Contract upon written notice to the Vendor if: (1) the Vendor fails to comply with any provisions of this Contract and fails to timely cure the deficiency, as described in the General Provisions; or (2) the Vendor becomes insolvent or is adjudged bankrupt.
8. **WARRANTY.** Vendor warrants that it will faithfully and satisfactorily perform all work provided under this Agreement in accordance with the provisions of this Agreement and further warrants that the Work shall be free from defects in workmanship and material. The Vendor shall promptly correct all defects in workmanship and materials: (1) when Vendor knows or should have known of the defect, or (2) upon Vendor's receipt of notification from the City of the existence or discovery of the defect.

9. **INDEMNIFICATION.** Vendor shall defend, indemnify and hold the City, its officers, officials, employees, agents and volunteers harmless from any and all claims, injuries, damages, losses or suits, including all legal costs and attorney fees, arising out of or in connection with the Vendor's performance of this Agreement, except for that portion of the injuries and damages caused by the City's negligence. The City's inspection or acceptance of any of Vendor's work when completed shall not be grounds to avoid any of these covenants of indemnification. It is further specifically and expressly understood that the indemnification provided herein constitutes the vendor's waiver of immunity under industrial insurance, Title 51 RCW, solely for the purposes of this indemnification. The parties further acknowledge that they have mutually negotiated this waiver. In the event Vendor refuses tender of defense in any suit or any claim, if that tender was made pursuant to this indemnification clause, and if that refusal is subsequently determined by a court having jurisdiction (or other agreed tribunal) to have been a wrongful refusal on the Vendor's part, then Vendor shall pay all the City's costs for defense, including all reasonable expert witness fees and reasonable attorneys' fees, plus the City's legal costs and fees incurred because there was a wrongful refusal on the Vendor's part. The provisions of this section shall survive the expiration or termination of this Agreement.
10. **INDEPENDENT CONTRACTOR.** The parties intend that an Independent Contractor-Employer Relationship will be created by this Agreement. By their execution of this Agreement, and in accordance with Ch. 51.08 RCW, the parties make the following representations:
- A. The Vendor has the ability to control and direct the performance and details of its work, the City being interested primarily in the results obtained under this Agreement.
 - B. The Vendor maintains and pays for its own place of business from which Vendor's services under this Agreement will be performed.
 - C. The Vendor has an established and independent business that is eligible for a business deduction for federal income tax purposes that existed before the City retained Vendor's services, or the Vendor is engaged in an independently established trade, occupation, profession, or business of the same nature as that involved under this Agreement.
 - D. The Vendor is responsible for filing as they become due all necessary tax documents with appropriate federal, state and local agencies, including the Internal Revenue Service, the state Department of Revenue and the City of Snoqualmie.
 - E. The Vendor has registered and/or licensed its business and established an account with the state Department of Revenue, the City of Snoqualmie and other state and/or local agencies as may be required by Vendor's business, and has obtained a Unified Business Identifier (UBI) number from the State of Washington and a business license from the City of Snoqualmie.
 - F. The Vendor maintains a set of books dedicated to the expenses and earnings of its business.

11. **BOND.** Contractor shall provide a performance and payment bond for the faithful performance and payment of all its obligations under this Contract and in accordance with RCW 39.08.010. The performance bond shall remain in effect to guarantee the repair and replacement of defective equipment, materials, and workmanship and payment of damages sustained by the City on account of such defects, discovered within one (1) year after final acceptance by the City.
12. **RETAINAGE.** The City shall retain monies as required by RCW 60.28 and pay the retainage as provided therein.
13. **DISCRIMINATION.** In the hiring of employees for the performance of work under this Agreement or any sub-contract, the Vendor, its sub-contractors, or any person acting on behalf of the Vendor or sub-contractor shall not, by reason of race, religion, color, sex, age, sexual orientation, national origin, or the presence of any sensory, mental, or physical disability, discriminate against any person who is qualified and available to perform the work to which the employment relates.
14. **LIMITATION OF ACTIONS.** Vendor must file any lawsuit arising from or connected with this Agreement within 120 days from the date the contract work is complete or vendor's ability to file that suit shall be forever barred. This section further limits any applicable statutory limitations period.
15. **INSURANCE.**
 - A. Consultant shall comply with the following conditions and procure and keep in force at all times during the term of this Agreement, at Consultant's expense, the following policies of insurance with companies authorized to do business in the State of Washington. The Consultant's insurance shall be rated by A. M. Best Company at least "A" or better with a numerical rating of no less than seven (7) and otherwise acceptable to the City.
 - A. Workers' Compensation Insurance as required by Washington law and Employer's Liability Insurance with limits not less than \$1,000,000 per occurrence. If the City authorizes sublet work, the Consultant shall require each sub-consultant to provide Workers' Compensation Insurance for its employees, unless the Consultant covers such employees.
 - B. Commercial General Liability Insurance on an occurrence basis in an amount not less than \$2,000,000 per occurrence and at least \$5,000,000 in the annual aggregate, including but not limited to: premises/operations (including off-site operations), blanket contractual liability and broad form property damage.
 - C. Business Automobile Liability Insurance in an amount not less than \$1,000,000 per occurrence, extending to any automobile. A statement certifying that no vehicle will be used in accomplishing this Agreement may be substituted for this insurance requirement.
 - D. Professional Errors and Omissions Insurance in an amount not less than \$1,000,000 per occurrence and \$1,000,000 in the annual aggregate. Coverage may be written on a claims made basis; provided that the retroactive date on the policy or any renewal policy

shall be the effective date of this Agreement or prior, and that the extended reporting or discovery period shall not be less than 36 months following expiration of the policy. The City may waive the requirement for Professional Errors and Omissions Insurance whenever the Work does not warrant such coverage or the coverage is not available.

- E.** Pollution Liability insurance in the amount of \$1,000,000 per occurrence and in the aggregate to cover sudden and non-sudden bodily injury and/or property damage to include the destruction of tangible property, loss of use, clean-up costs and the loss of use of tangible property that has not been physically injured or destroyed.
 - F.** Each policy shall contain a provision that the policy shall not be canceled or materially changed without 30 days prior written notice to the City. Upon written request to the City, the insurer will furnish, before or during performance of any Work, a copy of any policy cited above, certified to be a true and complete copy of the original.
 - G.** Before the Consultant performs any Work, Consultant shall provide the City with a Certificate of Insurance acceptable to the City Attorney evidencing the above-required insurance and naming the City of Snoqualmie, its officers, employees and agents as Additional Insured on the Commercial General Liability Insurance policy and the Business Automobile Liability Insurance policy with respect to the operations performed and services provided under this Agreement and that such insurance shall apply as primary insurance on behalf of such Additional Insured. Receipt by the City of any certificate showing less coverage than required is not a waiver of the Consultant's obligations to fulfill the requirements.
 - H.** Consultant shall comply with the provisions of Title 51 of the Revised Code of Washington before commencing the performance of the Work. Consultant shall provide the City with evidence of Workers' Compensation Insurance (or evidence of qualified self-insurance) before any Work is commenced.
- 16. JOB SAFETY.** All work done shall be done in a manner that minimizes interruptions or inconvenience to the public and/or City staff. All work shall be carried on with due regard for the safety of the public, and Contractor shall maintain strict compliance with the appropriate provisions relating to control of traffic and pedestrians through work areas as set forth in the Manual on Uniform Traffic and Control Devices (current edition) as adopted by the Washington State Department of Highways. Property and streets adjacent to the Project site shall be kept free and clear at all times from accumulations of mud, dirt, gravel, rock, and other matter. Contractor will be responsible for daily and final clean up and disposal of refuse, waste and debris produced by its operation. Should the City determine Contractor is not fulfilling its obligation in this regard, the City reserves the right to take such action as may be necessary, and to charge Contractor with any costs that may be incurred in such remedial action.
- A. Work performed at Vendor's risk.** Vendor shall take all necessary precautions and shall be responsible for the safety of its employees, agents, and subcontractors in the performance of the contract work and shall utilize all protection necessary for that purpose. All work shall be done at Vendor's own risk, and Vendor shall be

responsible for any loss of or damage to materials, tools, or other articles used or held for use in connection with the work.

17. MISCELLANEOUS PROVISIONS.

- A. **Non-Waiver of Breach.** The failure of the City to insist upon strict performance of any of the covenants and agreements contained in this Agreement, or to exercise any option conferred by this Agreement in one or more instances shall not be construed to be a waiver or relinquishment of those covenants, agreements or options, and the same shall be and remain in full force and effect.
- B. **Resolution of Disputes and Governing Law.** If any dispute, controversy, or claim arises out of this Contract, the parties agree to first try to settle the dispute, controversy, or claim in non-binding mediation with the assistance of a recognized professional mediation service. The parties shall each designate a representative with full settlement authority who will participate in the mediation. The parties shall bear all expenses charged by the mediation service equally; the parties shall be responsible for their own attorneys' fees incurred as a result of mediation.
- C. **Written Notice.** All communications regarding this Agreement shall be sent to the parties at the addresses listed on the signature page of the Agreement, unless notified to the contrary.
- D. **Assignment.** Any assignment of this Agreement by either party without the written consent of the non-assigning party shall be void. If the non-assigning party gives its consent to any assignment, the terms of this Agreement shall continue in full force and effect and no further assignment shall be made without additional written consent.
- E. **Modification.** No waiver, alteration, or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of the City and Vendor.
- F. **Entire Agreement.** The written provisions and terms of this Agreement, together with any Exhibits attached hereto, shall supersede all prior verbal statements of any officer or other representative of the City, and such statements shall not be effective or be construed as entering into or forming a part of or altering in any manner this Agreement. All of the above documents are hereby made a part of this Agreement. However, should any language in any of the Exhibits to this Agreement conflict with any language contained in this Agreement, the terms of this Agreement shall prevail.
- G. **Compliance with Laws.** The Vendor agrees to comply with all federal, state, and municipal laws, rules, and regulations that are now effective or in the future become applicable to Vendor's business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of those operations.

- H. Public Records Act.** The Vendor acknowledges that the City is a public agency subject to the Public Records Act codified in Chapter 42.56 of the Revised Code of Washington and documents, notes, emails, and other records prepared or gathered by the Vendor in its performance of this Agreement may be subject to public review and disclosure, even if those records are not produced to or possessed by the City of Snoqualmie. As such, the Vendor agrees to cooperate fully with the City in satisfying the City's duties and obligations under the Public Records Act.
- I. City Business License Required.** Prior to commencing the Work, and every January thereafter for the Term of this Agreement, Contractor agrees to provide proof of a current city of Snoqualmie business license and payment of all applicable business and occupation taxes pursuant to Chapters 5.04 and 5.08 of the Snoqualmie Municipal Code.
- J. Counterparts and Signatures by Fax or Email.** This Agreement may be executed in any number of counterparts, each of which shall constitute an original, and all of which will together constitute this one Agreement. Further, upon executing this Agreement, either party may deliver the signature page to the other by fax or email and that signature shall have the same force and effect as if the Agreement bearing the original signature was received in person.
- K. Jurisdiction/Law.** This Contract shall be governed by and construed in accordance with the laws of the State of Washington. Any suit to enforce or relating to this Contract shall be brought in King County Superior Court, King County, Washington.
- L. Attorneys' Fees.** In the event that any party commences litigation against the other party relating to the performance, enforcement or breach of this Contract, the prevailing party in such action shall be entitled to all costs, including attorneys' fees and costs and any such fees or costs incurred on appeal.
- M. Exclusivity.** Vendor acknowledges and understands that it is not the City's exclusive provider of these goods, materials, or services and that the City maintains its unqualified right to obtain these goods, materials, and services through other sources.

IN WITNESS, the parties below execute this Agreement, which shall become effective on the last date entered below. All acts consistent with the authority of this Agreement and prior to its effective date are ratified and affirmed, and the terms of the Agreement shall be deemed to have applied.

Contractor

By: _____

Print Name: _____

Its _____

Date: _____

Notices to be sent to:

City of Snoqualmie

By: _____

Print Name: Katherine Ross

Its Mayor

Date: _____

Notices to be sent to:

Attest:

Deborah A. Estrada, City Clerk

Approved as to form by:

Bob Sterbank, City Attorney

SECTION 00 09 00
SPECIFICATIONS FOR LANDSCAPE MAINTENANCE

I. Scope of Work

The work specified in this Section consists of furnishing all labor, materials, and equipment necessary for the city's landscape project; **2022-2024 LANDSCAPE MAINTENANCE – FACILITIES AND PARKS** contract, hereinafter specified. This project will involve, *but is not limited to*, landscape maintenance, turf, bed, and plant care.

A. Work Included

- Turf mowing, edging, line trimming.
- Shrub and ground cover pruning, brush pruning, weeding, and maintenance of planting and annual flower beds.
- Hard and soft surface blowing of debris from landscape maintenance activities,
- Leaf removal from landscape maintenance surfaces.
- Application of mulch and compost to existing areas.
- Incidental hauling or placing of topsoil, plants, or other landscaping materials in trucks with one rear axle.
- Reseeding, re-sodding, replanting, top dressing, aerification, and applying soil amendments.
- Use of power tools with up to twenty horsepower such as line trimmers, edgers, mowers, leaf and snow blowers.
- Use of riding mowers up to fifty horsepower.

Trash receptacle service (as specified in the Work Frequency Schedule, attached as Appendix B)

- Litter pickup and garbage removal
- Empty trash receptacle.
- Clean/wipe containers.
- Replace liners.

B. Work Not Included

Work not included in the Contract includes, but is not limited to:

- Tree climbing, falling or bucking.
- Tree pruning.
- Building construction/demolition, structural repairs, or custom fabrication of benches, play equipment or picnic tables
- Use of power equipment with more than twenty horsepower except riding mowers.
- Road, path, or trail construction.
- All items referenced "Not in Contract" or "NIC".

C. Locations and Work Frequency

See Appendices A for work locations. See Appendix B for Work Frequency

II. MAINTENANCE REQUIREMENTS

The Contractor will furnish all labor, tools, specialized equipment, materials, supervision and transportation to perform landscape maintenance services as described in this contract. The Contractor will furnish a copy of the site description, Site Maps, and Work frequency to the site Crew Leader and these documents must be present while performing the site maintenance.

A. TURF EXPECTATIONS

- a. All formal turf shall be maintained to a height of two to two and one-half inches. Collection of grass clippings is required only to prevent grass clumps from visibly being left on the turf.
- b. All turf around posts, fences, trees, and shrubs shall be trimmed at each visit. Care shall be taken not to damage structures or trees with equipment. Turf around vaults, irrigation valve boxes, and irrigation heads shall be trimmed as necessary to ensure proper access and operation.
- c. All turf areas shall be edged at sidewalks, curbs, and formal beds. It is required that a power edger with a hard blade be used. Extreme caution should be used to prevent chipping of concrete structures by edging equipment.
- d. All turf areas shall receive proper soil amendments, which provide the turf with the proper nutrients to maintain a healthy appearance. The contractor, at the request of the Contract Administrator, will provide information on fertilizer type, chemical makeup and quantity used. Total application of turf fertilizer shall be applied at the rate of four pounds of nitrogen, per 1,000 square feet of turf per year. A drop

spreader must be used when applying fertilizer within five feet of street gutters, catch basins, play areas, or drainage swales.

- e. With the approval of the Contract Administrator, turf areas may receive an approved broadleaf herbicide to control weeds. This application is to be applied as a “spot” spray and not as a broadcast application. Moss is considered a weed in turf and must be removed. Herbicide and fertilizer applications will be conducted during periods of low park usage, (i.e. early morning hours) to minimize impact to park users.
- f. Rough mow turf shall be maintained to a height of three to four inches. Collection of grass clippings is required only to prevent grass clumps from being left on the turf.
- g. Turf Renovation shall include verti-cutting to remove thatch, aeration with either hollow or solid tine equipment, over-seeding with Perennial Rye grass seed mixture, cleanup and disposal of debris. Irrigation heads, valve boxes, etc., will be located and marked before proceeding with turf renovation. Contractor will be responsible for repair, at its expense, of any irrigation or other infrastructure damaged by Contractor during turf renovation.
- h. Turf Lime Application: Adjust soil PH levels by applying agriculture grade lime at a rate of 40lbs/1000 sq. ft. in formal turf areas only as recommend by soil test results and no more than once annually in the spring. Do not apply lime and fertilizer at the same time. Lime should be applied first. After applying lime, Contractor should wait at least 30 days before applying fertilizer.

B. SITE CONDITIONS

- a. All services provided by the Contractor shall be consistent with the quality standards of grounds maintenance industry. As directed by the City, the Contractor shall coordinate the work with any work being performed adjacent to the Contractor’s site and shall cooperate with all other trades to facilitate the general progress of the work. Interference with, or inconvenience to, City operations shall be kept to a minimum. All exits, doors, passageways, and walks are always to be kept in an unobstructed manner. In no case, will any Contractor be permitted to exclude from the premises or work any other Contractor or their employees, or to interfere with any other Contractor in the execution or installation of their work.
- b. Contractor shall be responsible for moving debris and items of value found on lawns away from the path of equipment, and grounds maintenance activities (e.g. bicycles, children’s toys, picnic tables, wire, bottles, tin cans, sticks, paper and litter discarded by others) prior to beginning mowing, and, as necessary, during mowing operations. Contractor shall return picnic tables to their original location after mowing the area. Accumulated trash and debris shall be properly disposed of in on-site trash containers. Items of value that are damaged while carrying out this contract shall be paid for by the Contractor at the item replacement cost.

- c. To the greatest extent possible Contractor shall confine all operations, equipment, apparatus and placement of materials to the immediate area of work. Contractor shall ascertain, observe and comply with all rules and regulations in effect on the work site, including, but not limited to parking, traffic laws, right of way uses, security restrictions, and hours of allowable ingress and egress.
- d. The Contractor shall notify the City verbally or in writing of any surface defects on the sites where the Contractor will perform work if such defects are likely to adversely affect lawn mowing operations or present a safety concern. At its discretion, the City may direct such surface defects to be remedied.
- e. Storage of equipment shall be off-site, not on City property, unless approved by the City. Contractor or their authorized representative must be present to accept delivery of all equipment and/or materials shipments. City personnel will not knowingly accept, unload or store anything delivered to the project site addressed to the Contractor or for the Contractor's use. Inadvertent acceptance of delivery by any representative of the City shall not constitute acceptance or responsibility for any of the materials or equipment. It shall be the Contractor's responsibility to assume all liability for equipment and material delivered to the job site.

C. PERSONNEL

- a. Contractor shall have in its employ, or under its control, enough qualified and competent personnel to perform work promptly and in accordance with a schedule or work program, as approved by the City.
- b. All fieldwork shall be performed under the supervision of a qualified Crew Leader who is familiar with the contract requirements and understands the industry accepted horticultural practices.
- c. Contractor shall employ only such workers as are skilled in the tasks to which they are assigned. Contractor's workers shall always act appropriately and professionally. Swearing, cursing or other use of offensive language, gestures or actions are not permissible and will not be tolerated. The City may require the Contractor not to employ within the City of Snoqualmie any employee the City deems incompetent, careless, insubordinate, or who fails to comply with the requirements of this section.

D. SAFETY STANDARDS

- a. Any Contractor having employees working on or near a street or within City right-of-way shall comply with City of Snoqualmie and Washington State regulations pertaining to safety equipment, warning signs, and traffic control. The Contractor will be required to obtain an annual Street Use Permit for maintenance activities included in Contract. Vehicular/Pedestrian traffic control shall be used in accordance with the current "Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD), Chapter VI" and the MUTCD-Washington State Modifications (M 24-01) as now or hereafter amended and as prescribed by the City of Snoqualmie Parks and Public Works Department and Police Departments.

All conditions of the Street Use Permit must be observed. Penalties will be assessed for failure to implement proper temporary traffic control and follow any safety procedures.

The City will not be held liable for any or all costs, claims, judgments or awards of damages arising out of or in any way resulting from the Contractor's failure to comply with the terms of this Contract, including but not limited to the MUTCD and reasonable traffic control and safety directives of the City.

- b. Contractor's employees shall be especially aware of the large number of children in the City of Snoqualmie and shall take all necessary precautions to avoid any action that would injure or endanger them.
- c. Contractor's employees shall follow all applicable safety standards including operating all equipment in conformance with the manufacturer's operating instructions for each, and in compliance with OSHA and WISHA standards and requirements whichever is more stringent.
- d. Precaution shall always be exercised for the protection of persons, (including employees) and property. The safety provisions of applicable laws, building and construction codes shall be observed. Machinery, equipment and all hazards shall be guarded or eliminated in accordance with applicable safety provisions.
- e. Mower discharge shall always be aimed away from people, buildings, children and vehicles. Mower and trimmer guards must always be used on all mowers and trimmers, consistent with manufacturer instructions.
- f. The Contractor shall provide and maintain in working order during work such fire protective equipment and devices as required by applicable safety standards and as they deem necessary and suitable for any possible class or type of fires. Extinguishers shall be non-freeze type of not less than (10) pound capacity each.
- g. Mowers, weed trimmers and other equipment shall be properly maintained to operate within applicable legal operating sound limitations. At the City's request, Contractor shall discontinue using any equipment that, in the City's sole discretion, is generating excessive noise or is otherwise objectionable to the City, until repairs can be made or until the City otherwise directs. The City of Snoqualmie shall be the sole judge of acceptable equipment under this section.
- h. Incidents, altercations, or accidents involving park patrons, Contractor employees, or City employees shall be reported to the Contract Administrator immediately. The Contract Administrator, at his or her discretion, may require a written report from the Contractor describing the incident or accident. Such report shall be provided within 24 hours of the incident occurring. All City employees will have the Contract Administrator's contact information to provide to residents in response to inquiries regarding maintenance activities.

E. PROPERTY DAMAGE

- a. Contractor is responsible for the cost of any damage to existing material, equipment or appurtenance, including the cost of any replacement and repair. Items covered by this provision shall include, but are not limited to curb, sidewalks, lawns (to include scalped areas), plantings, trees, signs, signposts, down spouts, and refuse containers.
- b. Injuries to any person and damage to City property, the property of residents, or any property not belonging to the Contractor shall be reported immediately to the City of Snoqualmie.
- c. Repair work made necessary by damage caused by the Contractor shall be coordinated through, and subject to, the approval of the City. Repairs shall be made with like materials in a manner to be determined by, and acceptable to, the City.
- d. Contractor shall be acquainted with the location of utilities that may be encountered or be affected by Contractor's work and shall be responsible for damage caused by failure to take proper precautions when working in the vicinity of these utilities.
- e. If in the course of performing work under this contract Contractor damages any landscaping, Contractor shall repair and return the damaged area to its original condition or replace the existing landscaping with new landscaping. All remedial actions performed by the Contractor under this subsection shall be done at the Contractor's sole expense and the sufficiency of the remedial action shall be determined by the City at its sole discretion.
- f. Contractor shall immediately report any damage or potential hazard involving park property to the Parks & Public Works Department located at 38194 SE Mill Pond Road, (425) 831-4919. After hours urgent issues such as a broken irrigation line should be reported by calling the PW on-call number 425-888-8020.
- g. Hazardous conditions shall be immediately remedied or secured to prevent further damage and/or protect park visitors from injury. It is the Contractor's responsibility to provide close supervision of maintenance operations and management of the site.

F. SITE INSPECTION

The Contract Administrator will inspect work performed by the Contractor on a regular basis. In the event of work performance deficiencies, the Contract Administrator will notify the Contractor, in writing, to correct the deficiency within 72 hours. Failure to correct deficiencies may trigger fee deductions, monetary penalties and contract termination as set forth in the General Provisions (Failure to Complete Work and Penalties).

G. BEGINNING AND END OF SEASON

The lawn mowing season will begin on the first full week of March of each year of this Contract, and end on December 31, or as mutually agreeable due to weather conditions.

In the event that agreement cannot be reached about the presence of inclement weather, the inclement weather determination shall be made by the City.

H. FREQUENCY

- a. At the City's request, the Contractor may be required to submit a weekly work schedule to the Contract Administrator. Work shall be performed within 24 hours of the scheduled day unless a deviation from the schedule is approved by the Contract Administrator. Any deviation from the Contractor's schedule for litter and garbage collection shall require the Contract Administrator's prior approval.
- b. All maintenance work shall take place according to the Work Frequency Schedule as shown in Appendix B.
- c. The City reserves the right to direct the Contractor to change the frequency of services at the City's discretion, as set forth in the General Provisions. In the event of such a change, the City will adjust the monthly fee paid to the Contractor to reflect the change in services.

I. WORK HOURS

All work shall be performed between the hours of 7AM and 6PM, Monday through Friday. No work shall be performed during any City observed holiday, Saturday or Sunday, unless the City grants express written permission for such work.

Noise generating equipment such as mowers, edgers, and blowers shall not commence before 7:00 a.m. on weekdays and 9:00 a.m. on weekends unless approval has been obtained by the Contract Administrator.

J. TIME ALLOTTED FOR MOWING BEGINNING TO END

- a. All scheduled mowing and spraying shall be commenced and completed in one week as specified in the weekly work schedule, unless otherwise rescheduled due to inclement weather. Failure to timely complete scheduled mowing and spraying may be grounds for termination of this Contract.
- b. Weather permitting, work shall be continuous.

K. INCLEMENT WEATHER RESCHEDULING

- a. Scheduled mowing may be rescheduled due to inclement weather. Inclement weather shall be defined as weather that both the Contractor and the City agree makes the accomplishment of quality work unfeasible, unusually time-consuming, or potentially dangerous or harmful. In the event that agreement cannot be reached about the presence of inclement weather, the inclement weather determination shall be made by the City.
- b. If the Contractor initiates the rescheduling, the Contractor must contact the City on or before 9:00 a.m. on the day the mowing was originally scheduled.

- c. Any part of a scheduled mowing that is rescheduled due to inclement weather shall be rescheduled to a mutually agreeable date within three calendar days of the originally scheduled mowing date.
- d. If a mowing is cancelled due to inclement weather, the City may elect not to reschedule it, or any part of it. The City shall have sole authority to cancel all or part of a mowing, as set forth in the General Provisions Section “Changes in Services”.
- e. Any portion of a mowing that is canceled by the City as a result of inclement weather and not rescheduled shall not result in any mowing charge to the City for the cancelled work.
- f. In the event of on-going wet weather, the Contractor and the City of Snoqualmie will negotiate a strategy by which Contractor will accomplish the necessary work.
- g. If Contractor believes that any area of poor drainage will adversely affect its work, the Contractor shall be responsible for informing the City of the affected area. The City will have discretionary authority to waive work quality standards for those areas in which the City and the Contractor agree poor drainage exists to such a degree that Contractor’s work is adversely affected.

L. TRIMMING

As part of every lawn mowing, Contractor shall be responsible for trimming around trees, signposts, and fencing, near buildings, in curbs and gutters, around all dumpsters and dumpster areas, and in and around any part of the lawn area that the lawn mowers may be unable to reach during routine mowing. Areas to be trimmed shall be trimmed to the same level as the mowing level of the lawn. Care shall be taken not to damage structures or trees with equipment. Any damage will be the responsibility of the Contractor.

M. GRASS CLIPPINGS REMOVAL

- a. Contractor shall be responsible for removing grass clippings from sidewalks, parking areas, planted areas, mulched areas, sand boxes, and other areas that are not part of the grassy area being mowed or maintained.
- b. Contractor shall use mowers that cause clippings to be distributed evenly over the cut area. If mowing heavily dewed grass or when using a type of mower that causes the cut grass to windrow or be deposited in clumps, Contractor shall, at no additional cost to the City, rake or otherwise remove and haul away the clumps or windrowed grass.

N. DIRECTIONS OF CUT

The Contractor shall alter the mowing direction for each successive mowing by approximately ninety degrees. Areas where such alteration of mowing direction is not practicable may be exempted at the discretion of the City.

O. EDGING

All turf areas shall be edged at sidewalks, curbs, hard surfaces and formal beds. It is required that a power edger with a hard blade be used. Extreme caution should be used to prevent chipping of concrete structures by edging equipment.

P. PROPER EQUIPMENT TYPE AND MAINTENANCE

- a. Equipment shall be adequate for the completion of the work being bid. The cutting edges of all mowing equipment used in the performance of work shall be kept in sharp condition. Grass bruising or rough cutting will not be accepted and may require the Contractor to perform rejuvenation procedures to return it to full health and proper appearance.
- b. The maintenance and upkeep of equipment is the sole responsibility of the Contractor. The staff of the contractor shall not ask for any assistance or equipment parts from the City.

Q. WASTE DISPOSAL

Grass clippings, oil cans, personal refuse and other items for disposal shall be disposed of by the Contractor in accordance with local, state and federal laws.

R. WALK THE SITE

Contractor shall walk the site prior to submitting its bid and shall be deemed to be familiar with and know the site conditions.

S. SOIL TESTING

Soil testing will be performed, and the results shared with the City at the commencement of the Agreement. Contractor shall notify City in writing of Contractor's proposed corrective action plan to correct any identified soil deficiencies, including any proposed soil pH control and fertilizer requirements. Random multiple soil samples from each site should be collected and tested from each of the areas listed in the Agreement, and annually thereafter.

T. PESTICIDE USE

The Contractor will follow State and Federal requirements as well as City of Snoqualmie policies and procedures on managing pesticide usage. The City reserves the right to limit the use of specific herbicides and/or applications of said herbicides.

Alternatives to Glyphosate shall be used in pesticide applications. Alternatives to Glyphosate shall be submitted in writing to the contract administrator for approval prior to application. Glyphosate may only be used if the contractor demonstrates a need for which no alternative pesticide will work and obtains written permission from the Contract Administrator to do so prior to application.

The Contractor shall possess a current Washington State, Department of Agriculture (WSDA), Commercial Pesticide Applicator Company License and all other licenses and permits required by law at the time of the work. The Contractor shall provide a copy of these licenses to the City each year.

The Contractor shall permit only personnel who possess a current Commercial Pesticide Operator license to apply pesticides to City of Snoqualmie property.

The Contractor shall provide a list of personnel who possess a current Commercial Pesticide Operator license each year. The list shall include the name of the licensed operator, license number, endorsements and expiration date.

At the time of application, a marker must be placed at each primary point of entry. The marker shall be a minimum of four inches by five inches. It shall have the words: "THIS LANDSCAPE HAS BEEN TREATED BY" as the headline and "FOR MORE INFORMATION PLEASE CALL" as the footer. The company name and service mark shall be included between the headline and the footer on a marker placed by a commercial applicator. The applicator's telephone number where information can be obtained about the application shall be included in the footer of the marker. Additionally, the date, time, and product name shall be recorded on each marker. The markers shall be removed the day following application.

The Contractor shall record each application and provide a copy of the record on WSDA Pesticide Application Record (Version 1). The Record shall be sent via e-mail as a PDF to the Contract Administrator within 24 hours of Application.

The Contractor is responsible for ensuring compliance with all WSDA regulations and statutes, including compliance with any new or modified regulations or statutes once the regulation or statute has been implemented by WSDA.

U. TREES, SHRUB AND GROUND COVER AREAS

- a. Landscape bed areas shall be kept in weed, leaf and debris free condition. All landscape beds shall be weeded by mechanical and or chemical means. Pre-emergent may be used up to two times a year with City approval. The City encourages the use of industry recognized IPM practices.

- b. All ornamental plant material except trees shall be pruned in accordance with the intended function of the plant in its present location, and to the individual species specifications in Appendix D – Shrub and Ground Cover Detail. Shrubs shall be pruned to maintain function as needed and to provide a neat appearance or as directed by the Contract Administrator. The use of shears is prohibited unless specifically directed by the Contract Administrator.
- c. Ground cover shall be trimmed at the edge of hard surfaces (sidewalks and curbs) trails, and bed areas. Ground cover shall be trimmed to prevent encroachment into shrubs, trees, utility vaults, irrigation valve boxes and irrigation heads. Equipment used shall insure proper pruning techniques and that plant material will not be damaged.
- d. Once annually Contractor shall install bark or woody mulch to all formal landscape beds at a one-inch (1”) depth to maintain two-inches (2”) depth including all tree wells. Keep mulch at least two inches away from the crown of plants and trees. Mulch type shall be approved and directed by the City prior to application.
- e. All shrubs and ground cover in landscape bed area shall be fertilized twice a year with a slow-release fertilizer or as the City determines necessary after reviewing soil test results from areas in question.

Any damage to desirable plant material due to Contractor negligence, maintenance methods, or misuse of pesticides or fertilizers will be remedied by the Contractor, at its sole expense, in a timely manner.

- f. Bioretention landscape maintenance must be supervised by contractor staff with a LID Operations & Maintenance Certificate or equivalent training. Weeding must be conducted by hand or with extended weed pulling. No pesticide or herbicide use is permitted in bioretention areas. Maintain mulch at a depth of three inches (3”); avoid piling mulch against plant stems. Bio-retention swale bottoms should be raked once-yearly to remove thatch and maintain infiltration performance.
- g. Vines shall be pruned to maintain desired shape and function as needed to provide a neat, trim and natural appearance. Vines shall be trimmed to prevent encroachment into shrubs, trees, utility vaults, irrigation valve boxes, sidewalks, and irrigation heads. Horizontal and vertical shoots shall be trimmed to a uniformed depth and thickness to maintain a healthy rejuvenated plant.
- h. Ornamental or native trees shall not be pruned except to remove singular broken branches or branches less than 8ft in height impeding the Contractor’s work area. All pruning cuts shall meet ANSI A300 Part 1 standards and Best Management Practices, most recent version. Tree suckers and volunteer seedlings shall be removed as necessary. “Native trees” shall mean those trees which are indigenous or natural to the site. “Ornamental trees” shall mean those trees which are not indigenous or natural to the site and are located as part of the designed landscape.

- i. The Contractor shall be responsible for notifying the Contract Administrator or the City's Urban Forester of any significant tree hazards including, but not limited to: Dead native and ornamental trees, broken limbs, disease, and insect infestations.
- j. Ornamental trees within turf areas are to be kept grass free 18 inches from the tree base.

V. HARD AND SOFT SURFACES

- a. Turf, landscape beds, sidewalks, gravel or mulched trails, curbs and gutters, sport courts, parking lots, the gutters of all street medians, cement or asphalt surfaces of medians, and other hard surfaces shall be kept clean of grass clippings, leaves, dead plant material, litter and debris. The use of power blowers is acceptable; however, debris accumulations shall be removed from the site and not blown onto adjacent property, shrub/groundcover beds, City natural areas or open spaces or road surfaces.
- b. Undesirable plant material, including moss, in sidewalks, gravel or trails, curbs and other hard surfaces shall be removed. In no case shall any pre or post emergent herbicides with residual characteristics be used in these areas.
- c. All encroaching neighboring vegetation including trees and shrubs shall be kept trimmed from any roads, trails, walkways, and maintained areas. Vegetation shall normally be trimmed at property boundaries but also shall be trimmed to prevent the limitation of sightlines along trails and or streets. A buffer area of four feet along all trails maintained shall be kept to a height no greater than four inches where possible.

W. IRRIGATION

- a. Not in contract. Notify Contract Administrator of any noticed damage or if adjustments are needed.
- b. It is the intent of the City of Snoqualmie's Parks and Public Works Department to support and encourage water conservation management practices.

APPENDIX A

Work Locations – Facilities

APPENDIX B

Work Frequency Schedule for Facilities

APPENDIX C

Supervisors Inspection Report for Facilities

APPENDIX D
SHRUB AND GROUND COVER DETAIL



**BUSINESS OF THE CITY COUNCIL
CITY OF SNOQUALMIE**

**AB22-005
January 10, 2022
Committee Reports**

AGENDA BILL INFORMATION

TITLE:	AB22-005: Resolution No. 1602 ratifying the Proclamation of Emergency for the Snoqualmie Valley Shelter Services Temporary Overnight Warming Shelter	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
	RECOMMENDED ACTION:	
	Approve Resolution No. 1602 ratifying the Proclamation of Emergency, dated December 23, 2021, for the Snoqualmie Valley Shelter Services Temporary Overnight Warming Shelter.	

DEPARTMENT:	Administration	
STAFF:	Deborah Estrada, City Clerk	
COMMITTEE:	Committee of the Whole	Meeting Date: January 4, 2022
COUNCIL LIAISON:	n/a	
EXHIBITS:	1. Resolution No. 1602 and Emergency Proclamation as Exhibit A	

SUMMARY

SUMMARY STATEMENT

In accordance with Snoqualmie Municipal Code [2.48.050\(A\)\(2\)](#), Resolution No. 1602 (see Exhibit 1) ratifies the Proclamation of Emergency, dated December 23, 2021, for the Snoqualmie Valley Shelter Services Temporary Overnight Warming Shelter.

BACKGROUND

On December 23, 2021, in response to severe cold weather, Snoqualmie Valley Shelter Services contacted the City requesting to use the Old Library as a temporary overnight warming shelter. Snoqualmie Municipal Code [2.48.050\(A\)\(2\)](#) authorizes the Mayor to take all necessary actions and measures to combat a disaster; protect persons, property, and natural resources; and provide emergency assistance to victims of the disaster and exercise powers authorized in [RCW 38.52.070](#).

BUDGET IMPACTS

Budget impacts, if any, are unknown at this time.

RECOMMENDED ACTION

MOVE to approve Resolution No. 1602 ratifying the Proclamation of Emergency, dated December 23, 2021, for the Snoqualmie Valley Shelter Services Temporary Overnight Warming Shelter.

RESOLUTION NO. 1602

A RESOLUTION OF THE CITY OF SNOQUALMIE, WASHINGTON, RATIFYING THE DECEMBER 23, 2021 PROCLAMATION OF EMERGENCY FOR THE SNOQUALMIE VALLEY SHELTER SERVICES' TEMPORARY OVERNIGHT WARMING SHELTER

WHEREAS, it was reported to the Office of the Mayor, that beginning December 23, 2021, cold overnight temperatures were expected to affect the Snoqualmie Valley area through the first week in January, 2022; and

WHEREAS, this caused great concern for the city's homeless population, and

WHEREAS, the Snoqualmie Valley Shelter Services requested to open a temporary, overnight warming shelter at the Old Library located at SE River Street and Olmstead Avenue SE; and

WHEREAS, Section 2.48.020(B) of the Snoqualmie Municipal Code defines an "emergency" as including "an event or set of circumstances which demands immediate action to preserve public health, protect life, protect property, protect natural resources or to provide relief to any stricken community overtaken by such occurrences"; and

WHEREAS, SMC 2.48.050(A)(2) authorizes the Mayor to, among other things, "[i]ssue and transmit to federal, state, regional and local agencies a proclamation of local emergency authorizing the mayor and city staff to, *inter alia*, take all necessary actions and measures to combat a disaster; protect persons, property, and natural resources; and provide emergency assistance to victims of the disaster and exercise powers authorized in RCW 38.52.070; and

WHEREAS, on December 23, 2021 Mayor Matthew R. Larson issued a Proclamation of Emergency authorizing (1) the Snoqualmie Valley Shelter Services to open a temporary, overnight warming shelter at the Old Library, located at SE River Street and Olmstead Avenue SE, from December 23, 2021 8:00 p.m. through 8:00 a.m. January, 5, 2022; and (2) City of Snoqualmie departments to enter into contracts and incur obligations necessary to respond to the above-described emergency and to protect the health and safety of persons and property; and

WHEREAS, SMC Section 2.48.050(A)(2) provides that "following its issuance, such a proclamation [of emergency] must be approved by the City Council when practical";

NOW, THEREFORE, BE IT HEREBY RESOLVED that the City Council of the City of Snoqualmie, Washington hereby ratifies the Proclamation of Emergency issued December 23, 2021, attached hereto as Exhibit A, and all emergency actions taken by the City under the authority thereof.

PASSED by the City Council of the City of Snoqualmie, Washington this 10th day of January, 2022.

Katherine Ross, Mayor

Attest:

Deborah A. Estrada, City Clerk

Approved as to form:

Bob Sterbank, City Attorney



EMERGENCY PROCLAMATION

WHEREAS, it has been reported to the Office of the Mayor, beginning December 23, 2021, that cold overnight temperatures are expected to affect the area through the first week in January, 2022 and

WHEREAS, this has caused great concern for the Snoqualmie Valley Shelter Services, and

WHEREAS, this constitutes an emergency as defined by the SNOQUALMIE EMERGENCY SERVICES AND MANAGEMENT PLAN and necessitates the utilization of emergency powers granted pursuant to Snoqualmie Municipal Code Chapter 2.48 and RCW 35.33.081(2); and

WHEREAS, the Snoqualmie Valley Shelter Services has requested to open a temporary, warming shelter at the Old Library located at SE River Street and Olmstead Avenue SE, through Wednesday, January 5, 2022; and

THEREFORE, be it proclaimed by the Mayor of the CITY OF SNOQUALMIE that an emergency exists in SNOQUALMIE, and in order to respond to said emergency, the following actions are authorized:

- (1) The Snoqualmie Valley Shelter Services is authorized to open a temporary warming shelter at the Old Library located at SE River Street and Olmstead Avenue SE, from December 23, 2021, 8:00 p.m. through 8:00 a.m. Wednesday, January 5, 2022; and
- (2) CITY OF SNOQUALMIE departments are authorized to enter into contracts and incur obligations necessary to respond to the above-described emergency and to protect the health and safety of person and property.

Each CITY OF SNOQUALMIE department is authorized to exercise the powers vested under this PROCLAMATION OF EMERGENCY in the light of the exigencies of an extreme situation without regard to time consuming procedure and the formalities prescribed by law (excepting mandatory constitutional requirements).

It is the policy of CITY OF SNOQUALMIE, of the King County, of the State of Washington, that no guarantee is implied by this plan of a perfect response system. As the CITY OF SNOQUALMIE, assets and systems may be overwhelmed, the CITY OF SNOQUALMIE can only endeavor to make every reasonable effort to respond based on the situation, and information and resources available at this time.

Dated this 23rd day of December 2021

Matthew R. Larson

Mayor Matthew R. Larson

Attest:

Deb Estrada

Deborah A. Estrada, City Clerk

Approved as to Form:

Bob C. Sterbank

Bob C. Sterbank, City Attorney



**BUSINESS OF THE CITY COUNCIL
CITY OF SNOQUALMIE**

**AB22-008
January 10, 2022
Committee Report**

AGENDA BILL INFORMATION

TITLE:	AB22-008: Resolution No. 1604 ratifying the Proclamation of Emergency addressing severe winter weather event and snow removal	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
	RECOMMENDED ACTION:	
	Approve Resolution No. 1604 ratifying the Proclamation of Emergency, dated January 5, 2022, addressing severe winter weather event and snow removal.	

DEPARTMENT:	Legal	
STAFF:	Bob Sterbank, City Attorney	
COMMITTEE:	Committee of the Whole	Meeting Date: January 4, 2022
COUNCIL LIAISON:	n/a	
EXHIBITS:	1. Resolution No. 1604 and Emergency Proclamation as Exhibit A	

SUMMARY

SUMMARY STATEMENT

In accordance with Snoqualmie Municipal Code [2.48.050\(A\)\(2\)](#), Resolution No. 1604 (see Exhibit 1) ratifies the Proclamation of Emergency, dated January 5, 2022, addressing severe winter weather event and snow removal.

BACKGROUND

At the January 4, 2022, Finance & Administration Committee/Committee of the Whole Meeting, Committee members requested an update on snow removal efforts and then directed staff to research whether an emergency proclamation was necessary to address the current and forecast snowfall.

On January 5, 2022, after discussions with the Interim City Administrator, Mark Correira, and Interim Parks & Public Works Director, Steve Clark, Mayor Ross issued an emergency proclamation to address the severe winter storm condition, which constitute an emergency as defined by the Snoqualmie Comprehensive Emergency Services and Management Plan, and necessitates the utilization of emergency powers granted pursuant Snoqualmie Municipal Code [Chapter 2.48](#) and [RCW 35.33.081](#)

BUDGET IMPACTS

Budget impacts, if any, are unknown at this time.

RECOMMENDED ACTION

MOVE to approve Resolution No. 1604 ratifying the Proclamation of Emergency, dated January 5, 2022, addressing severe winter weather event and snow removal.

**CITY OF SNOQUALMIE
RESOLUTION NO. 1604**

**A RESOLUTION OF THE CITY OF SNOQUALMIE, WASHINGTON, RATIFYING THE
JANUARY 5, 2022 PROCLAMATION OF EMERGENCY ADDRESSING
SEVERE WINTER STORM CONDITIONS**

WHEREAS, it was reported to the Office of the Mayor, that beginning on December 26, 2021, a severe winter storm struck the City of Snoqualmie and has produced and is forecast to continue to produce snowfall, ice, and potential flooding; and

WHEREAS, this caused great concern for hazardous driving conditions and disruption of governmental services, emergency public works operations, and flood preparation in the City of Snoqualmie; and

WHEREAS, Section 2.48.020(B) of the Snoqualmie Municipal Code defines an “emergency” as including “an event or set of circumstances which demands immediate action to preserve public health, protect life, protect property, protect natural resources or to provide relief to any stricken community overtaken by such occurrences”; and

WHEREAS, SMC 2.48.050(A)(2) authorizes the Mayor to, among other things, “[i]ssue and transmit to federal, state, regional and local agencies a proclamation of local emergency authorizing the mayor and city staff to, *inter alia*, take all necessary actions and measures to combat a disaster; protect persons, property, and natural resources; and provide emergency assistance to victims of the disaster and exercise powers authorized in RCW 38.52.070; and

WHEREAS, on January 5, 2022, Mayor Katherine Ross issued a Proclamation of Emergency authorizing the Mayor, City Administrator, and individual departments to exercise powers including: (1) Enter into contracts for services and mutual aid agreements, rent equipment, purchase supplies and materials, and incur obligations on behalf of the City as necessary to respond to and/or combat the severe winter conditions and related emergency conditions, to protect the health and safety of persons and property; and (2) Close or restrict access to, and evacuate, such roads, streets or other areas of the City as may be adversely affected by the emergency; and (3) Provide appropriate emergency assistance to the victims of the emergency; and; and (4) Other, as appropriate.

WHEREAS, SMC Section 2.48.050(A)(2) provides that “following its issuance, such a proclamation [of emergency] must be approved by the City Council when practical”;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the City Council of the City of Snoqualmie, Washington hereby ratifies the Proclamation of Emergency issued January 5, 2022, attached hereto as Exhibit A, and all emergency actions taken by the City under the authority thereof.

PASSED by the City Council of the City of Snoqualmie, Washington this 10th day of January 2022.

CITY OF SNOQUALMIE

Katherine Ross, Mayor

EXHIBIT 1

Attest:

Deborah A. Estrada, City Clerk

Approved as to form:

Bob Sterbank, City Attorney



CITY OF SNOQUALMIE, WASHINGTON
PROCLAMATION OF EMERGENCY

WHEREAS, a severe winter storm struck the City of Snoqualmie beginning on December 26, 2021, and has produced and is forecast to continue to produce snowfall, ice, and potential flooding, causing hazardous driving conditions and disruption of governmental services, emergency public works operations, and flood preparation in the City of Snoqualmie; and

WHEREAS, the severe winter storm conditions constitute a threat to life and property; and

WHEREAS, the severe winter storm conditions constitute an emergency as defined by the Snoqualmie Comprehensive Emergency Services and Management Plan, and necessitates the utilization of emergency powers granted pursuant Snoqualmie Municipal Code Chapter 2.48 and RCW 35.33.081(2);

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the Mayor of the City of Snoqualmie that an emergency exists in Snoqualmie, and in order to respond to said emergency, and to protect the public health, safety, order and welfare within the City of Snoqualmie, the following actions are authorized:

The Mayor, City Administrator, and each City of Snoqualmie department or office is authorized to exercise the powers vested under this Proclamation of Emergency, including, but not limited to, the following:

- (1) Enter into contracts for services and mutual aid agreements, rent equipment, purchase supplies and materials, and incur obligations on behalf of the City as necessary to respond to and/or combat the severe winter conditions and related emergency conditions, to protect the health and safety of persons and property;
- (2) Close or restrict access to, and evacuate, such roads, streets or other areas of the City as may be adversely affected by the emergency;
- (3) Provide appropriate emergency assistance to the victims of the emergency; and
- (4) Other, as appropriate.

The foregoing actions and exercise of emergency powers may be undertaken without regard to time consuming procedure and the formalities prescribed by law (excepting mandatory constitutional requirements), such as budget law limitations, requirements of competitive bidding and publication of notices, provisions pertaining to the performance of public work, entering into contracts, the incurring of obligations, the employment of temporary workers, the appropriation and expenditures of public funds, and/or provisions relating to collective bargaining.

It is the policy of City of Snoqualmie that no guarantee is implied by actions authorized above, and that there is no perfect emergency response system. In any given set of circumstances, the City of Snoqualmie, its officers, employees and agents, and its assets and systems may be overwhelmed, and the City can only endeavor to make every reasonable effort to respond based on the situation, and information and resources available at this time.

EXHIBIT A

Dated this 5th day of January 2022

Katherine Ross

Katherine Ross, Mayor

Attest:

Deb Estrada

Deborah Estrada, City Clerk



**BUSINESS OF THE CITY COUNCIL
CITY OF SNOQUALMIE**

**AB22-007
January 10, 2022
Committee Report**

AGENDA BILL INFORMATION

TITLE:	AB22-007: City Council Procedures for the First Quarter of 2022	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Discuss proposals and provide staff direction.	

DEPARTMENT:	Administration	
STAFF:	Carson Hornsby, Management Analyst	
COMMITTEE:	Committee of the Whole	Meeting Date: January 4, 2022
COUNCIL LIAISON:	n/a	
EXHIBITS:	n/a	

SUMMARY

In response to the January 4, 2022, Committee of the Whole discussion, the administration developed three proposals outlining alternatives to the Council Committee meeting format to address the current staffing shortage and facilitate the transition of new City leadership.

BACKGROUND

The City recently welcomed four new Councilmembers, a new Mayor, and new City Administrator. Additionally, the City has several director positions that are currently vacant or filled with interim appointments. Many departments are short-staffed as a result of the hiring freeze at the beginning of the COVID-19 pandemic followed by a difficult hiring environment over the past year. During the first quarter of 2022, the administration will be primarily focused on filling vacant positions, keeping day-to-day operations running as smoothly as possible, and facilitating Council review of important policy issues or other more complicated matters involving significant background information. There is limited staff time available to implement new projects and initiatives, and senior staff anticipates many agenda bills brought forward during this time will contain routine business.

The City currently uses the Council Committee meeting format, in which four Council Committees (Finance and Administration, Parks and Public Works, Community Development, and Public Safety) meet during the first and third week of each month in addition to two City Council meetings in the second and fourth week of each month. The administration has developed three proposals outlining alternatives to the current Council Committee meeting format, including the status quo, to facilitate the transition of new City leadership and limit staff time associated with conducting public meetings amid a staffing shortage.

ANALYSIS

Proposal #1: Study Sessions/Committee of the Whole

Council Committees are temporarily eliminated during the first quarter of 2022 in favor of a single study session meeting as a Committee of the Whole during the first and third week of each month. This meeting

format reduces eight Council Committee meetings down to two Study Sessions per month chaired by the Mayor Pro-Tem. Regular City Council meetings will continue to be held on the second and fourth week of each month. All Councilmembers will be able to vote and participate in study session discussions, as compared to the current Council Committee structure in which only the three Committee members may vote and participate in the discussion. Under this proposal, separate Council Committees may still be used for strategic projects such as affordable housing or a marketing and tourism plan.

Study Sessions before the Committee of the Whole would give each Councilmember broader participation in discussions of citywide business, while also allowing new Councilmembers the ability to draw upon the familiarity, expertise and points of view of current Councilmembers. All Council members will benefit from simultaneously hearing the same presentation and the same questions to and answers from City staff regarding the matter at hand. Staff will benefit from greater efficiency by presenting each topic at one study session instead of multiple Council Committee meetings in some cases. Study Sessions will reduce the staff time commitment for preparation and administration of two Study Sessions per month as opposed to eight Council Committee meetings.

Proposal #2: Reduction of Council Committee Meeting Frequency

The Council Committee meeting format stays as is, with a reduction in meeting frequency. Each Council Committee will meet once per month in the first quarter of 2022 as opposed to twice per month. This reduces the total of eight Council Committee meetings each month down to four meetings. Regular City Council meetings will continue to be held on the second and fourth week of each month. One of the monthly City Council meetings will cover most of the day-to-day operations agenda bills for the month. Agenda bills that involve major policy issues and/or significant background or technical information will be brought to a Council Roundtable before one of the two monthly City Council meetings so all the new Councilmembers receive the presentation and related discussion. If deemed ready, agenda bills discussed at Council Roundtables will typically be presented for action at the subsequent regular City Council meeting two weeks following the Roundtable meeting. The agenda for that regular Council meeting will primarily involve only agenda items flowing out of the preceding Roundtable, vs. items coming from individual Council Committees. During the first quarter of 2022, staff will propose an overview and timeline of significant matters to come before the City Council for the remainder of the year.

A reduction in meeting frequency from a total of eight Council Committee meetings per month to four will reduce staff time associated with preparation and administration of public meetings. This proposal follows the existing rules of procedure that outline Council Committees and Roundtables, therefore, no revision to the rules will be required.

Proposal #3: Status Quo

The four Council Committees (Finance and Administration, Parks and Public Works, Community Development, and Public Safety) continue to meet twice per month for a total of eight Council Committee meetings. Each Council Committee is made up of three Councilmembers who can vote and participate in the discussion at each meeting. Councilmembers may attend all Council Committee meetings but cannot vote or participate in discussions at Council Committees they are not a part of.

RECOMMENDED ACTION

Discuss proposals and provide staff direction.