

October 6, 2008

Marysville City Council Work Session
7:00 p.m.

City Hall

Call to Order

Pledge of Allegiance

Roll Call

Committee Reports

Presentations

Discussion Items

Approval of Minutes *(Written Comment Only Accepted from Audience.)*

1. Approval of September 22, 2008 City Council Meeting Minutes.
2. Approval of October 6, 2008 City Council Work Session Minutes.

Consent

3. Approval of September 17, 2008 Claims in the Amount of \$633,020.28; Paid by Check No.'s 50123 through 50315 with Check No.'s 49328, 49876 and 49960 Voided.
4. Approval of September 24, 2008 Claims in the Amount of \$1,623,026.37; Paid by Check No.'s 50316 through 50447 with no Check No.'s Voided.
5. Approval of October 1, 2008 Claims.
6. Approval of September 19, 2008 Payroll in the Amount of \$747,707.60; Paid by Check No.'s 20414 through 20480.
7. Approval of October 3, 2008 Payroll.

Review Bids

8. Award Bid for the Grove Street and Alder Avenue Intersection Improvements Project to Signal Electric in the amount of \$168,817.06.

Public Hearings

New Business

9. Acceptance of the Jennings' Parking Lot Overlay Project to Start the 45-Day Lien Filing Period for Project Closeout.

Work Sessions are for City Council study and orientation – Public Input will be received at the October 13, 2008 City Council meeting.

Marysville City Council Work Session

October 6, 2008

7:00 p.m.

City Hall

10. Acceptance of the Grove and 67th Intersection Improvements Project to Start the 45-Day Lien Filing Period.
11. Acceptance of the Strawberry Fields Drainage Project to Start the 45-Day Lien Filing Period.
12. Hotel/Motel Tax Grant Program.
13. Professional Services Agreement – Supplemental Agreement No. 2 with Northwest Management Systems for a Time Extension on the Update of the City’s Pavement Management System.
14. Professional Services Agreement – Supplemental Agreement No. 1 with Berger/Abram Engineers Inc., in the Amount of \$602,489 to Complete the Final Design Phase of the 156th Street Overcrossing for the Lakewood Triangle Access Project.
15. An **Ordinance** of the City of Marysville, Washington, Amending Chapter 11.52 of the Marysville Municipal Code Relating to the City’s Commute Trip Reduction (CTR) Plan, in Accordance with the Washington State Legislature’s 2006 Commute Trip Reduction Efficiency Act, which Amended the Requirements of RCW 70.94.521-555.
16. Interplan Health Group Base Participating Payor Agreement.

Legal

Mayor’s Business

Staff Business

Call on Councilmembers

Adjourn

Executive Session

- A. Litigation
- B. Personnel
- C. Real Estate

Adjourn

Work Sessions are for City Council study and orientation – Public Input will be received at the October 13, 2008 City Council meeting.

October 6, 2008

**Marysville City Council Work Session
7:00 p.m.**

City Hall

Special Accommodations: The City of Marysville strives to provide accessible meetings for people with disabilities. Please contact Tracy Jeffries, Assistant Administrative Services Director, at (360) 363-8000 or 1-800-833-6384 (Voice Relay), 1-800-833-6388 (TDD Relay) two days prior to the meeting date if any special accommodations are needed for this meeting.

Work Sessions are for City Council study and orientation – Public Input will be received at the October 13, 2008 City Council meeting.

| | |
|---|---------------------------|
| Call to Order/Pledge of Allegiance/Roll Call | 7:00 p.m. |
| Presentations | |
| Employee Service Awards | Completed |
| Swear-in Police Officers | Completed |
| Approval of Minutes | |
| Approve September 8, 2008 City Council Meeting Minutes. | Approved |
| Approve September 15, 2008 City Council Work Session Minutes. | Approved |
| Consent Agenda | |
| Approval of September 3, 2008 Claims in the Amount of \$873,004.61; Paid by Check No.'s 49850 through 50007 with no Check No.'s Voided. | Approved |
| Approval of September 10, 2008 Claims in the Amount of \$1,852,310.03; Paid by Check No.'s 50008 through 50122 with Check No. 49851 Voided. | Approved |
| Authorize the Mayor to Sign the Annual Support Agreement and License Agreement for Munis Software in the Amount of \$44,441.65. | Approved |
| Review Bids | |
| Public Hearings | |
| Adopt a Resolution of the City of Marysville Establishing October 27, 2008 as the Date upon which a Public Hearing Shall be Held before the Marysville City Council to Consider Vacation of a Portion of Unimproved Right-of-Way North of 172 nd Street NE / SR 531, East of 27 th Avenue NE and South of Assessor's Tax Parcel Number 31052000403000. | Approved Res. No. 2250 |
| Adopt a Resolution of the Marysville City Council Commencing Negotiations with Snohomish County for an Interlocal Agreement as Provided in Chapter 39.34 RCW for the Annexation of Unincorporated Territory Pursuant to the Annexation Method Provided in RCW 35A.14.460. | Approved Res. No. 2251 |
| New Business | |
| Legal | |
| Mayor's Business | |
| Staff Business | |
| Call on Councilmembers | |
| Adjournment | 8:54 p.m. |

COUNCIL



MINUTES

Regular Meeting
September 22, 2008

Call to Order / Invocation / Pledge of Allegiance

Mayor Dennis Kendall called the September 22, 2008 meeting of the Marysville City Council to order at 7:00 p.m. at Marysville City Hall. The invocation was given by Pastor/Police Chaplain John Mason from Mountain View Presbyterian. Mayor Kendall led those present in the Pledge of Allegiance.

Roll Call

Chief Administrative Officer Mary Swenson gave the roll call. The following staff and councilmembers were in attendance.

Mayor: Dennis Kendall

Council: Councilmember Jon Nehring, Councilmember Lee Phillips, Councilmember Carmen Rasmussen, Councilmember Jeff Seibert, Councilmember John Soriano, Councilmember Jeff Vaughan and Councilmember Donna Wright

Absent: None

Also Present: Chief Administrative Officer Mary Swenson, Police Chief Rick Smith, Community Development Director Gloria Hirashima, Commander Rob Lamoureux, Commander Ralph Krusey, Public Works Director Kevin Nielsen, Parks and Recreation Director Jim Ballew, Community Information Officer Doug Buell, Operations Manager Terry Hawley, and City Clerk Tracy Jeffries

Committee Reports

Councilmember Jeff Seibert reported on the September 10 meeting of the **Solid Waste Advisory Committee** meeting. He reviewed the following items which were discussed at the meeting:

- Disaster Debris Management Plan – denied by FEMA and is being reworked.
- In October the County will be working with the cities for interlocals.
- Preliminary Draft for the Five-Year Plan

Councilmember John Soriano reported that **Healthy Communities' Access to Healthy Foods subcommittee** met on the September 17. Doug Buell will be reporting on this.

Presentations

A. Employee Service Awards.

10 YEARS:

- David Zull, Project Manager – John Cowling presented the award.
- Marty Norsby, Facilities Maintenance Worker II – Kevin Nielsen presented the award.

15 YEARS:

- Patricia Duemmell, Property/Evidence Specialist – not able to attend – Bob Dolhanyk presented the award.
- Stacey Dreyer, Police Officer – not able to attend – Rob Lamoureux presented the award.
- Juan Salazar, Lead Worker II – not able to attend – Terry Hawley presented the award.
- Judith Kirchberg, Administrative Secretary – Jim Ballew presented the award.

20 YEARS:

- James Ballew, Parks Director – Mary Swenson presented the award.

30 YEARS:

- Louis Wilson, Project Coordinator/Inspector – not able to attend – Terry Hawley presented the award.

B. Swear-In Police Officers.

Mary Swenson recognized that this is the first time the Police Department has been at full staff. Mayor Kendall presented 2008 Certificate of Appreciation awards to:

- Marcia Kelley, HR Analyst
- Kristie Guy, Asst. HR Director
- Tiki Stiles, Police Officer
- Wendy Wade, Sergeant

Mayor Kendall swore in the following police officers:

- Brycen Sewell
- Todd Fast
- David Allen
- Jeffrey Franzen (promoted to Sergeant) – Ralph Krusey introduced Sgt. Franzen

Mayor Kendall recessed the meeting at 7:50 p.m. for 10 minutes.

Audience Participation

None.

Approval of Minutes

1. Approval of September 8, 2008 City Council Meeting Minutes.

Councilmember Rasmussen noted that she would be abstaining as she was not present at the meeting.

Councilmember Vaughan referred to page 2, under Committee Reports on the Graffiti Task Force. Regarding Mayor Kendall's comment at the end of the bulleted list, it should be noted that the Tribes will be working with both the City and *WSDOT* regarding the overpass at 116th.

Motion made by Councilmember Wright, seconded by Councilmember Vaughan, to approve the minutes as amended. **Motion** passed unanimously (6-0) with Councilmember Rasmussen abstaining.

2. Approval of September 15, 2008 City Council Work Session Minutes.

Motion made by Councilmember Vaughan, seconded by Councilmember Rasmussen, to approve the September 15, 2008 Work Session minutes as presented. **Motion** passed unanimously (7-0).

Consent

Motion made by Councilmember Soriano, seconded by Councilmember Wright, to approve the following consent agenda items:

3. Approval of September 3, 2008 Claims in the Amount of \$873,004.61; Paid by Check No.'s 49850 through 50007 with no Check No.'s Voided.
4. Approval of September 10, 2008 Claims in the Amount of \$1,852,310.03; Paid by Check No.'s 50008 through 50122 with Check No. 49851 Voided.
6. Authorize the Mayor to Sign the Annual Support Agreement and License Agreement for Munis Software in the Amount of \$44,441.65.

Motion passed unanimously (7-0).

Review Bids

Public Hearings

7. A **Resolution** of the City of Marysville Establishing October 27, 2008 as the Date upon which a Public Hearing Shall be Held before the Marysville City Council to Consider Vacation of a Portion of Unimproved Right-of-Way North of 172nd Street NE / SR 531, East of 27th Avenue NE and South of Assessor's Tax Parcel Number 31052000403000.

Gloria Hirashima noted that staff is recommending that compensation be required. She commented that Jeff Huber representing White-Leasure was present to discuss the compensation issue. City Attorney Grant Weed clarified that this is not a public hearing tonight, but is just to set the hearing.

Jeff Huber, 416 South 8th Street, Boise, Idaho, stated that he represents the applicant White-Leasure. He discussed the history and other facts related to this property. He requested that the City reconsider the compensation issue.

Motion made by Councilmember Seibert, seconded by Councilmember Phillips, to approve Resolution #2250. **Motion** passed unanimously (7-0).

8. A **Resolution** of the Marysville City Council Commencing Negotiations with Snohomish County for an Interlocal Agreement as Provided in Chapter 39.34 RCW for the Annexation of Unincorporated Territory Pursuant to the Annexation Method Provided in RCW 35A.14.460.

Motion made by Councilmember Seibert, seconded by Councilmember Rasmussen, to approve Resolution #2251. **Motion** passed unanimously.

New Business

Legal

Mayor's Business

- Staff has been working on budget.
- There is supposed to be a ribbon cutting sometime later this week for the Neopolis Restaurant.
- Over the weekend he attended an auction for the Boys and Girls club.
- Healthy Communities Kickoff will be between April and June.

Staff Business

Jim Ballew:

- We started working on the off-leash park. There were a lot of volunteers including Councilmember Rasmussen and her son.
- There was a lot of rain, which was a good test for drainage improvements and they worked well.

- Make-a-Difference Day will be on October 25.
- They are hoping to have an Off-Leash Park dedication on Saturday, November 1.
- Serve Day is set for October 11 at Totem Middle School. They will be taking fence down around the baseball fields and installing trees, landscapes, a trail system and a new fence system as part of the Gateway Improvements Project.
- He just returned from Washington DC where they made a great presentation to 18 new communities that are doing the Pioneering Healthy Communities project.
- He commended the police department for catching those responsible for some of the large amount of graffiti that has been occurring.

Chief Smith:

- He agreed that it is great that they are catching some of the taggers.
- He stated that it is a great day that they are at full staff.
- The Pro Act Team will be starting soon. This will allow the police department to be more focused on gangs, graffiti and auto theft.

Kevin Nielsen:

- He informed the Council that 51st will be open on October 3.
- The police have recommended closing 136th to 152nd on Smokey Point/State Avenue. Staff is working through some issues with the contractor right now.

Doug Buell reported on the Healthy Communities' Access to Healthy Foods subcommittee meeting. Some of the topics discussed included:

- Community Gardens proposal at Doleshel Tree Farm
- A plan to go to the community with an online community garden questionnaire.
- Suggested getting more healthy foods recipes/literature in foreign languages on the display rack at the food bank.
- Program through the State to energize business meetings with nutritious food.

Gloria Hirashima:

- The City will be having a community workshop on the Whiskey Ridge Design Guidelines in Council chambers on September 30th at 7 p.m.
- She gave an update on the electrical permitting process which began last week.
- Staff is working on next phase of Smokey Point area planning. Staff is attempting regional permitting for critical areas.

Grant Weed announced that he had no business tonight and there would be no need for an executive session.

Mary Swenson commented that they now have a contract for Christopher Grant on the gang awareness training on November 6 and 7.

Call on Councilmembers:

Carmen Rasmussen:

- She enjoyed helping out with the off-leash park over the weekend.
- Last week she met with a consultant who is working with Snohomish County Tomorrow on a project to find regional solutions to the issue of affordable/attainable housing.
- She spoke with a citizen that walks in the City who brought up some lighting issues around the City.

Lee Phillips congratulated the Chief for being fully staffed.

John Soriano:

- He congratulated the Chief.
- He discussed energizing meetings and eating healthy during meetings. He noted that he attended a Get Motivated business seminar in Seattle today and this topic was discussed there as well.
- He apologized for not making it to the Paint Out.

Jon Nehring said it was great to see all the service awards and to see the new officers sworn in.

Jeff Vaughan:

- He discussed the gang training. He was thrilled about the work the police have done with arresting graffiti offenders.
- On Saturday he participated in the Paint Out which was interesting. He stated that he had wanted to show our support to the County. They picked a part of the track from the Everett Transit Center up to the tunnel. He commented on how disgusting the graffiti and garbage was on this section of the track. He expressed frustration that it took a year for Burlington Northern to grant approval for the group of volunteers to go clean up the mess and commented on the huge improvement that the group made.
- He welcomed all the Boy Scouts present tonight.

Donna Wright announced that Marilyn Sheldon is the new fire board member replacing Paul Rochon.

Jeff Seibert:

- He congratulated the police department for being fully staffed.
- He reported that the valve on Grove Street is leaking again. Kevin Nielsen said they repacked it, but will look at it again.
- He referred to a letter that Council received from the County about the Community Development Block Grant interlocal.
- He asked for more information about a proposed connection of 80th Street through to 60th Street.

Adjournment

Seeing no further business, Mayor Kendall adjourned the meeting at 8:54 p.m.

Approved this _____ day of _____, 2008.

Mayor
Dennis Kendall

Asst. Admin. Svcs. Director
Tracy Jeffries

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: Oct. 13, 2008

| | | |
|---|------------------------|-----|
| AGENDA ITEM: Claims | AGENDA SECTION: | |
| PREPARED BY: Sandy Langdon, Finance Director | AGENDA NUMBER: | |
| ATTACHMENTS: Claims Listings | APPROVED BY: <i>AL</i> | |
| | MAYOR | CAO |
| BUDGET CODE: | AMOUNT: | |

Please see attached.

RECOMMENDED ACTION:

The Finance and Executive Departments recommend City Council approve the September 17, 2008 claims in the amount of \$633,020.28 paid by Check No.'s 50123 through 50315 with Check No.'s 49328, 49876 & 49960 voided.

COUNCIL ACTION:

CITY OF MARYSVILLE
INVOICE LIST
 FOR INVOICES FROM 9/11/2008 TO 9/17/2008

| <u>CHK #</u> | <u>VENDOR</u> | <u>ITEM DESCRIPTION</u> | <u>ACCOUNT #</u> | <u>ITEM AMOUNT</u> |
|--------------|-------------------------------|--------------------------------|------------------|--------------------|
| 50123 | ACCIS | IS CONFERENCE-NORTON | 50300090.549000. | 250.00 |
| 50124 | ACE ACME SEPTIC SERVICE INC | PORTABLE TOILET RENTAL | 40140280.541000. | 90.00 |
| 50125 | ADVANTAGE BUILDING SERVICES | JANITORIAL SERVICES AUGUST 08 | 00100010.541010. | 935.65 |
| | ADVANTAGE BUILDING SERVICES | | 00101250.541010. | 1,036.46 |
| | ADVANTAGE BUILDING SERVICES | | 00103530.541010. | 1,114.17 |
| | ADVANTAGE BUILDING SERVICES | | 00105250.541000. | 62.32 |
| | ADVANTAGE BUILDING SERVICES | | 00105250.541000. | 556.64 |
| | ADVANTAGE BUILDING SERVICES | | 00105380.541000. | 96.31 |
| | ADVANTAGE BUILDING SERVICES | | 00105380.541000. | 96.31 |
| | ADVANTAGE BUILDING SERVICES | | 00105380.541000. | 115.32 |
| | ADVANTAGE BUILDING SERVICES | | 00105380.541000. | 246.14 |
| | ADVANTAGE BUILDING SERVICES | | 00105380.541000. | 327.54 |
| | ADVANTAGE BUILDING SERVICES | | 00105380.541000. | 327.54 |
| | ADVANTAGE BUILDING SERVICES | | 40141580.541000. | 72.16 |
| | ADVANTAGE BUILDING SERVICES | | 40142480.541000. | 78.88 |
| | ADVANTAGE BUILDING SERVICES | | 40142480.541000. | 260.04 |
| | ADVANTAGE BUILDING SERVICES | | 40142480.541000. | 260.43 |
| | ADVANTAGE BUILDING SERVICES | | 40143410.541000. | 453.20 |
| | ADVANTAGE BUILDING SERVICES | | 40143410.541000. | 498.20 |
| | ADVANTAGE BUILDING SERVICES | | 40143410.541000. | 978.88 |
| | ADVANTAGE BUILDING SERVICES | | 40143780.541000. | 96.31 |
| | ADVANTAGE BUILDING SERVICES | | 40143780.541000. | 209.38 |
| | ADVANTAGE BUILDING SERVICES | | 40143780.541000. | 258.50 |
| 50126 | ALBERTSONS FOOD CENTER #471 | MEETING/TRAINING REIMBURSEMENT | 40143410.549000. | 43.00 |
| 50127 | ALL BATTERY SALES & SERVICE | BATTERY W/CORE CHARGE | 50100065.534000. | 78.07 |
| 50128 | ALPINE PRODUCTS INC | AIRLESS PAINT GUN,GUN HOUSING | 10110564.548000. | 1,309.24 |
| 50129 | AMSAN SEATTLE | JANITORIAL SUPPLIES-WWTP | 40142480.531300. | 431.80 |
| | AMSAN SEATTLE | DEGREASER X 6 | 501.141100. | 337.81 |
| 50130 | ANALYTICAL PRODUCTS GROUP INC | PERF EVALUATION SAMPLES | 40142480.541000. | 265.00 |
| 50131 | STEVEN L. ANDERSON | WTR/SEWER CONSERVATION REBATE | 40143410.549070. | 50.00 |
| 50132 | APA WASHINGTON | SR PLANNING JOB LISTING | 00102020.544000. | 50.00 |
| 50133 | APPLIED PROFESSIONAL SERVICES | POTHoles ON I-5 ON RAMP | 40141180.541000. | 2,000.47 |
| 50134 | ARAMARK UNIFORM SERVICES | MAT CLEANING-WWTP | 40142480.541000. | 10.97 |
| | ARAMARK UNIFORM SERVICES | | 40142480.541000. | 10.97 |
| | ARAMARK UNIFORM SERVICES | MAT CLEANING - PW ADMIN BLDG | 40143410.549000. | 99.75 |
| | ARAMARK UNIFORM SERVICES | MAT CLEANING - MEZZANINE | 40143780.549000. | 15.63 |
| | ARAMARK UNIFORM SERVICES | MAT CLEANING-MEZZANINE | 40143780.549000. | 15.63 |
| | ARAMARK UNIFORM SERVICES | MAT CLEANING - MEZZANINE | 40143780.549000. | 24.51 |
| | ARAMARK UNIFORM SERVICES | MAT CLEANING-MEZZANINE | 40143780.549000. | 24.51 |
| | ARAMARK UNIFORM SERVICES | UNIFORM CLEANING | 50100065.526000. | 58.25 |
| | ARAMARK UNIFORM SERVICES | | 50100065.526000. | 58.25 |
| 50135 | CITY OF ARLINGTON | ARL CHRISTION SCHOOL 5800 GAL | 40140080.533000. | 11.72 |
| 50136 | ASCOS HASLER/GE CAP PROG | POSTAGE METER | 00100110.531000. | 44.27 |
| | ASCOS HASLER/GE CAP PROG | | 00100310.531000. | 44.27 |
| | ASCOS HASLER/GE CAP PROG | | 00101023.531000. | 44.27 |
| | ASCOS HASLER/GE CAP PROG | | 00101130.531000. | 44.27 |
| | ASCOS HASLER/GE CAP PROG | | 00143523.531000. | 44.27 |
| 50137 | KENT BAKER | INSTRUCTOR SERVICES | 00105120.541020. | 240.00 |
| 50138 | BANK OF AMERICA | FEE REIMBURSEMENT | 00103010.549000. | 33.25 |
| 50139 | BANK OF AMERICA | CONF/MEETING REIMBURSEMENT | 00100110.543000. | 362.02 |
| | BANK OF AMERICA | | 00100110.549000. | 41.53 |
| | BANK OF AMERICA | | 00100310.549010. | 53.16 |
| 50140 | BANK OF AMERICA | CONFERENCE REIMBURSEMENT | 00102020.543000. | 362.02 |

**CITY OF MARYSVILLE
 INVOICE LIST
 FOR INVOICES FROM 9/11/2008 TO 9/17/2008**

| <u>CHK #</u> | <u>VENDOR</u> | <u>ITEM DESCRIPTION</u> | <u>ACCOUNT #</u> | <u>ITEM AMOUNT</u> |
|--------------|----------------------------------|--------------------------------|-----------------------|--------------------|
| 50140 | BANK OF AMERICA | CONFERENCE REIMBURSEMENT | 00102020.549000. | 335.11 |
| 50141 | BANK OF AMERICA | FEE REIMBURSEMENT | 00103010.549000. | 3.21 |
| 50142 | BANK OF AMERICA | PROGRAM REIMBURSEMENT | 00101130.549000. | 25.00 |
| 50143 | BANK OF AMERICA | FEE REIMBURSEMENT | 00103010.549000. | 36.02 |
| 50144 | NORTH SEATTLE BATTERY VENTURE | 12V REPLACEMENT BATTERIES | 50300090.535000. | 334.92 |
| 50145 | BERGER/ABAM ENGINEERS INC | PAY ESTIMATE # 5 | 30500030.563000.R0604 | 112,742.83 |
| 50146 | BICKFORD FORD-MERCURY | FRONT BRAKE PAD AND ROTOR SET | 501.141100. | 494.80 |
| 50147 | BOYDEN ROBINETT & ASSOCIATES LP | UB 651449121000 10431 60TH AVE | 401.122110. | 16.65 |
| 50148 | BOYDEN ROBINETT & ASSOCIATES LP | UB 651062062000 10620 62ND AVE | 401.122110. | 49.20 |
| 50149 | BOYDEN ROBINETT & ASSOCIATES LP | UB 651061662000 10616 62ND AVE | 401.122110. | 80.70 |
| 50150 | BOYDEN ROBINETT & ASSOCIATES | UB 651070600000 10706 66TH AVE | 401.122110. | 54.60 |
| 50151 | BRINDLE, CATHERINE | UB 570654000001 17629 28TH AVE | 401.122110. | 39.59 |
| 50152 | BRINKS INC | ARMORED TRUCK SERVICE | 00100050.541000. | 289.34 |
| | BRINKS INC | | 00102020.541000. | 148.33 |
| | BRINKS INC | | 00103010.541000. | 289.33 |
| | BRINKS INC | | 00143523.541000. | 289.34 |
| | BRINKS INC | | 40143410.541000. | 148.33 |
| | BRINKS INC | | 42047061.541000. | 136.33 |
| 50153 | CAPTAIN DIZZYS EXXON | CAR WASH-POLICE DEPT | 00103222.548000. | 94.50 |
| | CAPTAIN DIZZYS EXXON | | 00104230.548000. | 27.00 |
| | CAPTAIN DIZZYS EXXON | CAR WASH-PARKS AND REC | 00105120.531000. | 4.50 |
| 50154 | CARR'S ACE HARDWARE | HAND TOOLS/TRUCK # U012 | 40140780.535000. | 66.11 |
| | CARR'S ACE HARDWARE | SAND PAPER, PAINT ROLLERS | 41046060.531000. | 12.10 |
| | CARR'S ACE HARDWARE | SPRAY PAINT | 41046060.531000. | 14.28 |
| | CARR'S ACE HARDWARE | SOS PADS, SCRUB BRUSH, ETC. | 41046060.531000. | 29.24 |
| | CARR'S ACE HARDWARE | WASP SPRAY | 501.141100. | 51.95 |
| | CARR'S ACE HARDWARE | SHORTCHANK PADLOCKS | 501.141100. | 468.20 |
| 50155 | VICKI CARVER | INSTRUCTOR SERVICES | 00105120.541020. | 208.25 |
| 50156 | CASCADE MACHINERY & ELECTRIC INC | SERVICE CALL-SAND FILTER COMP | 40142480.548000. | 440.42 |
| 50157 | CASCADE SIGNAL CORP | CONFLICT MONITOR TESTER&CABLE | 10111864.564000.0830 | 9,539.65 |
| 50158 | CDW GOVERNMENT INC | NET,EXCH,SQL & OFFICE PROGRAMS | 00100110.549000. | 541.11 |
| | CDW GOVERNMENT INC | | 00100310.549000. | 541.11 |
| | CDW GOVERNMENT INC | | 00103010.531000. | 541.11 |
| | CDW GOVERNMENT INC | | 00103222.535000. | 3,591.25 |
| | CDW GOVERNMENT INC | | 00104190.542000. | 208.14 |
| | CDW GOVERNMENT INC | | 10111230.535000. | 710.84 |
| | CDW GOVERNMENT INC | | 10400022.549000.0836 | 710.84 |
| | CDW GOVERNMENT INC | | 40140780.531000. | 355.42 |
| | CDW GOVERNMENT INC | | 40140880.531000. | 489.41 |
| | CDW GOVERNMENT INC | | 40143410.535000.0840 | 978.82 |
| | CDW GOVERNMENT INC | PS PRINTER | 50300090.531000. | 764.93 |
| 50159 | CEMEX | 14 TON CLASS B HOT MIX | 40145040.548000.M0519 | 1,241.02 |
| 50160 | CH2M HILL INC. | PAY ESTIMATE # 10 | 40142480.548000.M0741 | 870.77 |
| 50161 | CHAMPION BOLT & SUPPLY | BOLTS | 50100065.534000. | 29.09 |
| 50162 | CLEAR CHANNEL BROADCASTING, INC | ONLINE ADVERTISEMENT W/KJR | 42047267.544000. | 250.00 |
| | CLEAR CHANNEL BROADCASTING, INC | | 42047267.544000. | 800.00 |
| 50163 | CNR, INC | MAINTENANCE CONTRACT SEPT 08 | 50300090.541000. | 1,354.55 |
| 50164 | CODE PUBLISHING INC | MRSVL MUNICIPAL CODE UPDATE | 00101130.549000. | 184.21 |
| 50165 | CONCRETE NOR'WEST | 164.61 BUILDING STAND | 31000076.563000.P0703 | 2,596.05 |
| 50166 | COOK PAGING (WA) | PAGER SERVICE-STREETS | 10111230.542000. | 3.73 |
| | COOK PAGING (WA) | | 40143410.542000. | 3.73 |
| 50167 | CO-OP SUPPLY | 400 FENCING STARTER LINE | 10110564.548000. | 41.20 |
| | CO-OP SUPPLY | TOPLINK PIN | 501.141100. | 12.95 |

CITY OF MARYSVILLE
INVOICE LIST
FOR INVOICES FROM 9/11/2008 TO 9/17/2008

| <u>CHK #</u> | <u>VENDOR</u> | <u>ITEM DESCRIPTION</u> | <u>ACCOUNT #</u> | <u>ITEM AMOUNT</u> |
|--------------|------------------------------------|--------------------------------|------------------|--------------------|
| 50167 | CO-OP SUPPLY | TOPLINK | 501.141100. | 100.50 |
| 50168 | CORPORATE OFFICE SUPPLY | WASTE BASKETS | 501.141100. | 58.85 |
| 50169 | COVAD COMMUNICATIONS | INTERNET SERVICES SEPT 08 | 50300090.541000. | 239.95 |
| 50170 | CRAFT MART | HOLIDAY SUPPLIES-KBSCC | 00105250.531000. | 71.12 |
| 50171 | NATL CRIME PREVENTION COUNCIL | MCGRUFF MASCOT DOLLS | 00103630.531000. | 25.70 |
| 50172 | CUZ CONCRETE PRODUCTS | CONCRETE CATCH BASINS, ETC. | 10111440.531000. | 2,814.75 |
| 50173 | DATABASE SECURE RECORDS DESTRUCTIO | MONTHLY SHREDDING SERVICE | 00100020.531000. | 2.55 |
| | DATABASE SECURE RECORDS DESTRUCTIO | | 00100110.549000. | 8.50 |
| | DATABASE SECURE RECORDS DESTRUCTIO | | 00100310.531000. | 8.50 |
| | DATABASE SECURE RECORDS DESTRUCTIO | | 00101023.541000. | 8.50 |
| | DATABASE SECURE RECORDS DESTRUCTIO | | 00102020.531000. | 2.55 |
| | DATABASE SECURE RECORDS DESTRUCTIO | | 00103010.541000. | 93.50 |
| | DATABASE SECURE RECORDS DESTRUCTIO | | 40143410.531000. | 2.55 |
| | DATABASE SECURE RECORDS DESTRUCTIO | | 50100065.531000. | 0.42 |
| | DATABASE SECURE RECORDS DESTRUCTIO | | 50200050.531000. | 0.43 |
| 50174 | DATABASE SECURE RECORDS DESTRUCTIO | | 00105380.531000. | 8.50 |
| 50175 | DATUM CONSTRUCTION | WATCHDOG REFUND LESS DEPOSIT | 401.245200. | 196.50 |
| 50176 | DAVIS DOOR | MULTI MINI 3070 | 00100010.531000. | 95.79 |
| 50177 | DAWSON LANE RCI GROUP INC | UB 055532890000 5532 89TH PL N | 401.122110. | 25.00 |
| 50178 | GORDAN DERR ATTORNEYS AT LAW | REFUND FEES COLLECTED | 00107345.358100. | 250.00 |
| 50179 | DIAMOND B CONTRACTORS INC | TROUBLE SHOOT SYSTEM-PD BUS | 00100010.548000. | 2,496.59 |
| 50180 | DISPLAY & COSTUME | HELIUM TANK RENTAL UPGRADE | 00105120.531050. | 65.16 |
| 50181 | DMCMA | DMCMA REGIONAL REGISTRATION | 00100050.543000. | 250.00 |
| 50182 | DMX MUSIC | DIGITAL SATELLITE MUSIC | 00100720.541000. | 556.70 |
| 50183 | E&E LUMBER INC | ANT KILLER,FOAM,SWITCH,OUTLET | 00103530.531000. | 33.22 |
| | E&E LUMBER INC | FASTENERS | 00105380.531000. | 4.55 |
| | E&E LUMBER INC | 2 X 4 X 10 CEDAR FENCING | 00105380.531000. | 12.91 |
| | E&E LUMBER INC | ROLLER COVERS,PAINT,TRAY | 00105380.531000. | 21.17 |
| | E&E LUMBER INC | FRAME BLADES | 00105380.531000. | 23.85 |
| | E&E LUMBER INC | PAINT | 00105380.531000. | 25.78 |
| | E&E LUMBER INC | MIRACLE GRO | 00105380.531000. | 31.01 |
| | E&E LUMBER INC | FENCING FOR JENNINGS PRK | 00105380.531000. | 396.16 |
| | E&E LUMBER INC | MISC CONCRETE POURS | 10110361.531000. | 52.89 |
| | E&E LUMBER INC | MACHINE SCREW ASSORTMENT | 10110463.548000. | 28.56 |
| | E&E LUMBER INC | 300' AND 30' RULE TAPES | 10110564.548000. | 55.86 |
| | E&E LUMBER INC | WIRE SCRUBS, WOOD CHISEL | 40140480.535000. | 30.89 |
| | E&E LUMBER INC | TAPE,GLUE,NOZZLE,RAGS,EAR MUFF | 501.141100. | 521.62 |
| 50184 | CITY OF EDMONDS | SCC JOINT DINNER W/S.CO CITIES | 00100060.549000. | 34.00 |
| 50185 | EMERALD HILLS COFFEE SERVICE | COFFEE SUPPLIES-KBSCC | 10605250.549000. | 136.50 |
| 50186 | ESRI | ARCVIEW LICENSES (3) | 40143410.535000. | 3,984.12 |
| 50187 | THE DAILY HERALD COMPANY | SUBSCRIPTION -12 MONTH | 00100020.531000. | 119.80 |
| 50188 | EVERETT STAMP WORKS | INK AND INK PAD FOR EXEC STAMP | 00100110.531000. | 16.62 |
| | EVERETT STAMP WORKS | STAMP FOR PD RECORDS | 00104190.531000. | 53.00 |
| 50189 | FERRELLGAS | PROPANE 50.5 GALLONS | 10110130.531000. | 34.66 |
| | FERRELLGAS | | 10110564.531000. | 34.66 |
| | FERRELLGAS | | 40140980.531000. | 34.66 |
| | FERRELLGAS | | 41046060.531000. | 34.65 |
| 50190 | KENNY FISHER | REFUND DEPOSIT FOR RENTAL | 001.239100. | 58.00 |
| 50191 | GE WATER & PROCESS TECHNOLOGIES | TEST KITS,SPARE PARTS,DISPENSE | 401.231700. | -295.87 |
| | GE WATER & PROCESS TECHNOLOGIES | | 40141580.548000. | 3,776.71 |
| 50192 | GENERAL CHEMICAL CORP | ALUMINUM SULFATE 11.79 DRY TON | 40142480.531320. | 3,494.04 |
| | GENERAL CHEMICAL CORP | ALUMINUM SULFATE 11.81 DRY TON | 40142480.531320. | 3,500.54 |
| | GENERAL CHEMICAL CORP | ALUMINUM SULFATE 11.97 DRY TON | 40142480.531320. | 3,546.18 |

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| 50193 | GLORIA JEANE HAULING & HWY REHAB IN | TRUCKING AND DRIVER SERVICES | 40145040.548000. | 1,680.00 |
| | GLORIA JEANE HAULING & HWY REHAB IN | TRUCK SERVICES WEEK OF 8/25/08 | 40145040.548000. | 3,840.00 |
| | GLORIA JEANE HAULING & HWY REHAB IN | TRUCK SERVICES WEEK OF 8/14/08 | 40145040.548000. | 4,350.00 |
| 50194 | GRACE ACADEMY | REFUND DEPOSIT FOR RENTAL | 001.239100. | 58.00 |
| 50195 | GRANITE NW INC | HOT MIX | 10110130.531000. | 362.82 |
| | GRANITE NW INC | HOT ASPHALT | 10110130.531000. | 801.72 |
| | GRANITE NW INC | CLASS B MODIFIED | 10110130.531000. | 1,077.01 |
| | GRANITE NW INC | HOT ASPHALT | 10110130.531000. | 1,344.24 |
| 50196 | GREENSHIELDS INDUSTRIAL SUPPLY | BOLT CUTTERS FOR TAC TEAM | 00103222.526000. | 104.68 |
| | GREENSHIELDS INDUSTRIAL SUPPLY | SNAP LIFTING HOOK & SHACKLES | 40142480.548000. | 55.28 |
| 50197 | DENISE GRITTON | FUEL FOR CITY VEHICLE | 00101023.543000. | 19.05 |
| 50198 | AMY GUDORF | REFUND CLASS REG FEES | 00110347.376009. | 144.00 |
| 50199 | KRISTIE GUY | MEAL/MILEAGE REIMBURSEMENT | 00100310.549000. | 108.15 |
| 50200 | H & L SPORTING GOODS | BASKETBALLS, SCORE BOOKS | 00105120.531040. | 585.09 |
| 50201 | HALSTROM & ASSOCIATES, INC. | 9/08 LOBBYIST RETAINER FEE | 40143410.541000. | 2,080.00 |
| 50202 | HARRIS & ASSOCIATES | PAY ESTIMATE # 3 | 30500030.563000.R0301 | 95,017.75 |
| 50203 | HD FOWLER COMPANY | REFUND 90 ELL | 401.141400. | -150.51 |
| | HD FOWLER COMPANY | RUBBER METER GSKT RETURN | 401.141400. | -41.23 |
| | HD FOWLER COMPANY | 90 ELL | 401.141400. | 79.91 |
| | HD FOWLER COMPANY | BRASS 90 ELL | 401.141400. | 103.57 |
| | HD FOWLER COMPANY | METER VALVE | 401.141400. | 134.75 |
| | HD FOWLER COMPANY | BRASS TEE, ANGLE METER VALVE | 401.141400. | 151.00 |
| | HD FOWLER COMPANY | RUBBER METER GASKET | 401.141400. | 164.92 |
| | HD FOWLER COMPANY | METER PARTS | 401.141400. | 593.94 |
| | HD FOWLER COMPANY | METER SETTER | 401.141400. | 778.54 |
| | HD FOWLER COMPANY | | 401.141400. | 778.59 |
| | HD FOWLER COMPANY | SETTER BALL VALVE INLET | 401.141400. | 1,241.35 |
| | HD FOWLER COMPANY | METER PARTS | 401.141400. | 1,832.42 |
| | HD FOWLER COMPANY | POLYMER LIDS W/WINDOWS | 401.141400. | 1,931.03 |
| | HD FOWLER COMPANY | PVC PIPE AND TEES | 40140580.531000. | 330.93 |
| | HD FOWLER COMPANY | HYDRANT HOSE NOZZLE CAP | 40140680.531000. | 280.69 |
| | HD FOWLER COMPANY | | 40140680.531000. | 392.96 |
| | HD FOWLER COMPANY | ROMAC U-BOLT W/NUTS & WASHERS | 40140980.531000. | 84.80 |
| | HD FOWLER COMPANY | WATER SERVICE PARTS | 40140980.531000. | 792.23 |
| | HD FOWLER COMPANY | TAPE MEASURE, METER WRENCH | 501.141100. | 184.65 |
| 50204 | HD SUPPLY WATERWORKS, LTD | COUPLINGS | 401.141400. | 133.30 |
| | HD SUPPLY WATERWORKS, LTD | 12" MACHINE SADDLE | 40140580.531000. | 49.41 |
| 50205 | HDR ENGINEERING, INC. | PAY ESTIMATE # 18 | 30500030.563000.R0502 | 29,660.29 |
| 50206 | HEALTHFORCE PARTNERS, INC | DOT PHYSICAL EXAM | 40143410.541000. | 54.00 |
| 50207 | RICHARD HELLER | WTR/SEWER CONSERVATION REBATE | 40143410.549070. | 50.00 |
| 50208 | JOHN HEWITT | REFUND DEPOSIT FOR RENTAL | 001.239100. | 58.00 |
| 50209 | CHERAYA HOWELL | | 001.239100. | 58.00 |
| 50210 | HYDRO TECH INTERNATIONAL | WWTP OUTFALL INSPECTION | 40140280.548000. | 2,656.63 |
| 50211 | IOS CAPITAL | COPIER CHARGES | 00100020.545000. | 83.76 |
| | IOS CAPITAL | | 00100020.545000. | 223.12 |
| | IOS CAPITAL | | 00100050.545000. | 118.27 |
| | IOS CAPITAL | | 00100050.545000. | 220.26 |
| | IOS CAPITAL | | 00100110.545000. | 83.98 |
| | IOS CAPITAL | | 00100110.545000. | 267.34 |
| | IOS CAPITAL | | 00100310.545000. | 83.99 |
| | IOS CAPITAL | | 00100310.545000. | 137.80 |
| | IOS CAPITAL | | 00100720.545000. | 114.58 |
| | IOS CAPITAL | | 00101023.545000. | 304.42 |

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| 50211 | IOS CAPITAL | COPIER CHARGES | 00101130.545000. | 304.42 |
| | IOS CAPITAL | | 00102020.545000. | 13.57 |
| | IOS CAPITAL | | 00102020.545000. | 74.38 |
| | IOS CAPITAL | | 00102020.545000. | 146.59 |
| | IOS CAPITAL | | 00102020.545000. | 192.05 |
| | IOS CAPITAL | | 00103121.545000. | 321.16 |
| | IOS CAPITAL | | 00103222.545000. | 33.16 |
| | IOS CAPITAL | | 00103960.545000. | 27.14 |
| | IOS CAPITAL | | 00104190.545000. | 58.59 |
| | IOS CAPITAL | | 00104190.545000. | 233.93 |
| | IOS CAPITAL | | 00104190.545000. | 406.97 |
| | IOS CAPITAL | | 00105250.545000. | 22.79 |
| | IOS CAPITAL | | 00105380.545000. | 321.16 |
| | IOS CAPITAL | | 00143523.545000. | 272.93 |
| | IOS CAPITAL | | 40142480.545000. | 42.87 |
| | IOS CAPITAL | | 40143410.545000. | 13.57 |
| | IOS CAPITAL | | 40143410.545000. | 74.38 |
| | IOS CAPITAL | | 40143410.545000. | 105.79 |
| | IOS CAPITAL | | 40143410.545000. | 105.80 |
| | IOS CAPITAL | | 40143410.545000. | 146.58 |
| | IOS CAPITAL | | 40143410.545000. | 192.04 |
| | IOS CAPITAL | | 40143410.545000. | 238.27 |
| | IOS CAPITAL | | 42047165.545000. | 21.70 |
| | IOS CAPITAL | | 50100065.545000. | 20.94 |
| | IOS CAPITAL | | 50100065.545000. | 86.43 |
| | IOS CAPITAL | | 50200050.545000. | 20.94 |
| 50212 | IOS CAPITAL | COPIER IMAGE CHARGES | 00100020.545000. | 11.93 |
| | IOS CAPITAL | | 00100020.545000. | 399.36 |
| | IOS CAPITAL | | 00100050.545000. | 55.53 |
| | IOS CAPITAL | | 00100050.545000. | 70.66 |
| | IOS CAPITAL | | 00100110.545000. | 11.48 |
| | IOS CAPITAL | | 00100110.545000. | 160.07 |
| | IOS CAPITAL | | 00100310.545000. | 11.48 |
| | IOS CAPITAL | | 00100310.545000. | 60.17 |
| | IOS CAPITAL | | 00100720.545000. | 68.60 |
| | IOS CAPITAL | | 00101023.545000. | 41.59 |
| | IOS CAPITAL | | 00101130.545000. | 41.59 |
| | IOS CAPITAL | | 00102020.545000. | 20.88 |
| | IOS CAPITAL | | 00102020.545000. | 22.01 |
| | IOS CAPITAL | | 00102020.545000. | 133.12 |
| | IOS CAPITAL | | 00102020.545000. | 243.17 |
| | IOS CAPITAL | | 00103121.545000. | 246.23 |
| | IOS CAPITAL | | 00103222.545000. | 25.91 |
| | IOS CAPITAL | | 00103960.545000. | 74.43 |
| | IOS CAPITAL | | 00104190.545000. | 11.49 |
| | IOS CAPITAL | | 00104190.545000. | 244.77 |
| | IOS CAPITAL | | 00104190.545000. | 885.06 |
| | IOS CAPITAL | | 00105250.545000. | 13.71 |
| | IOS CAPITAL | | 00105380.545000. | 118.70 |
| | IOS CAPITAL | | 00143523.545000. | 37.29 |
| | IOS CAPITAL | | 40142480.545000. | 15.43 |
| | IOS CAPITAL | | 40143410.545000. | 6.45 |
| | IOS CAPITAL | | 40143410.545000. | 6.46 |

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| 50212 | IOS CAPITAL | COPIER IMAGE CHARGES | 40143410.545000. | 20.88 |
| | IOS CAPITAL | | 40143410.545000. | 22.01 |
| | IOS CAPITAL | | 40143410.545000. | 79.12 |
| | IOS CAPITAL | | 40143410.545000. | 133.12 |
| | IOS CAPITAL | | 40143410.545000. | 243.16 |
| | IOS CAPITAL | | 42047165.545000. | 14.95 |
| | IOS CAPITAL | | 50100065.545000. | 2.98 |
| | IOS CAPITAL | | 50100065.545000. | 14.28 |
| | IOS CAPITAL | | 50200050.545000. | 2.99 |
| 50213 | DEPT OF INFORMATION SERVICES | TELECOMMUNICATION SERVICES | 00104190.551000. | 4,754.27 |
| 50214 | INTEGRA TELECOM | ACCT #010495321 | 00100020.542000. | 185.64 |
| | INTEGRA TELECOM | | 00100050.542000. | 155.45 |
| | INTEGRA TELECOM | | 00100110.542000. | 54.43 |
| | INTEGRA TELECOM | | 00100310.542000. | 75.40 |
| | INTEGRA TELECOM | | 00100720.542000. | 11.45 |
| | INTEGRA TELECOM | | 00101023.542000. | 75.81 |
| | INTEGRA TELECOM | | 00101130.542000. | 39.10 |
| | INTEGRA TELECOM | | 00102020.542000. | 361.74 |
| | INTEGRA TELECOM | | 00103010.542000. | 102.17 |
| | INTEGRA TELECOM | | 00103121.542000. | 104.49 |
| | INTEGRA TELECOM | | 00103222.542000. | 435.67 |
| | INTEGRA TELECOM | | 00103528.542000. | 21.42 |
| | INTEGRA TELECOM | | 00103630.542000. | 10.68 |
| | INTEGRA TELECOM | | 00103960.542000. | 124.66 |
| | INTEGRA TELECOM | | 00104190.542000. | 156.77 |
| | INTEGRA TELECOM | | 00104230.542000. | 23.39 |
| | INTEGRA TELECOM | | 00105120.542000. | 130.71 |
| | INTEGRA TELECOM | | 00105250.542000. | 29.52 |
| | INTEGRA TELECOM | | 00143523.542000. | 84.51 |
| | INTEGRA TELECOM | | 10111230.542000. | 87.61 |
| | INTEGRA TELECOM | | 40142480.542000. | 104.05 |
| | INTEGRA TELECOM | | 40143410.542000. | 257.76 |
| | INTEGRA TELECOM | | 41046170.542000. | 10.68 |
| | INTEGRA TELECOM | | 42047061.542000. | 49.63 |
| | INTEGRA TELECOM | | 50100065.542000. | 24.17 |
| | INTEGRA TELECOM | | 50148058.542000. | 26.21 |
| | INTEGRA TELECOM | | 50200050.542000. | 33.74 |
| | INTEGRA TELECOM | | 50300090.542000. | 85.34 |
| 50215 | IRON MOUNTAIN QUARRY LLC | 3/4 MINUS FOR STOCK | 10110130.531000. | 548.84 |
| | IRON MOUNTAIN QUARRY LLC | 4 X 8 ROCK | 40145040.548000. | 244.05 |
| | IRON MOUNTAIN QUARRY LLC | 3/4 MINUS AND 1 1/4 MINUS | 40145040.548000. | 1,672.66 |
| 50216 | KENWORTH NORTHWEST INC | WATER VALVE | 50100065.534000. | 38.89 |
| 50217 | KESSELRINGS GUN SHOP INC | TAC TEAM REPLACEMENT RIFLE | 00103222.526000. | 1,320.79 |
| | KESSELRINGS GUN SHOP INC | FIREARMS TRAINING AMMO | 00103740.531000. | 637.96 |
| | KESSELRINGS GUN SHOP INC | NEW HIRE FIREARMS/ACCESSORIES | 00103740.531000. | 12,099.82 |
| 50218 | KUKER-RANKEN | SPRAY PAINT,TRIPOD,TAPE MEAS | 00100020.531000. | 507.69 |
| 50219 | LAB SAFETY SUPPLY INC | SLUDGE JUDGE ULTRA SAMPLER | 401.231700. | -13.11 |
| | LAB SAFETY SUPPLY INC | | 40142480.535000. | 167.38 |
| 50220 | LAKWOOD SCHOOL DISTRICT | CUSTODIAL COST- PRKS&REC, CAMP | 00105120.531090. | 100.00 |
| 50221 | CECELIA LANE | REFUND DEPOSIT FOR RENTAL | 001.239100. | 58.00 |
| 50222 | LAW ENFORCEMENT EQUIPMENT DISTRIBU | HOLSTER-FORSLOF | 00103121.526000. | 69.34 |
| 50223 | DOUG LEE | REIMBURSE MEALS | 00103222.543000. | 41.92 |
| 50224 | DEPT OF LICENSING | GAIDOS, RONALD (ORIGINAL) | 001.237020. | 18.00 |

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| 50224 | DEPT OF LICENSING | INMAN, KERRI (RENEWAL) | 001.237020. | 18.00 |
| | DEPT OF LICENSING | KITCHENS, WILLIAM (ORIGINAL) | 001.237020. | 18.00 |
| | DEPT OF LICENSING | RAPINOE, ROBERT (RENEWAL) | 001.237020. | 18.00 |
| | DEPT OF LICENSING | RAPINOE, TINA (RENEWAL) | 001.237020. | 18.00 |
| 50225 | LOWES HIW INC | MULTIMETER | 40141580.535000. | 29.18 |
| 50226 | LUMEC | SSM8V-25-BRTX POLE | 101.231700. | -180.59 |
| | LUMEC | | 10111864.548000. | 2,305.16 |
| 50227 | LYNCH, RUSSELL | UB 980600700001 6007 48TH ST N | 410.122130. | 190.48 |
| 50228 | M-B COMPANIES, INC. | THERMOSTAT CONTROL | 501.231700. | -29.90 |
| | M-B COMPANIES, INC. | | 50100065.534000. | 381.65 |
| 50229 | SHERI MADDUX | REFUND SECURITY DEPOSIT | 001.239100. | 200.00 |
| 50230 | MARYSVILLE AWARDS | ENGRAVING | 00100110.549000. | 10.42 |
| 50231 | MARYSVILLE PAINT & DECORATING | 2 GAL AND 1 QRT PAINT | 00103530.531000. | 87.27 |
| 50232 | MARYSVILLE PRINTING | GOLD FOIL SHELLS,BUSINESS CARD | 00103010.531000. | 406.88 |
| 50233 | CITY OF MARYSVILLE | IRRIGATION @ 6TH & STATE AVE | 00105380.547000. | 106.95 |
| | CITY OF MARYSVILLE | PARK RESTROOM @ 514 DELTA | 00105380.547000. | 109.20 |
| | CITY OF MARYSVILLE | IRRIGATION @ TUSCAN RIDGE | 00105380.547000. | 249.75 |
| | CITY OF MARYSVILLE | IRRIGATION @ 1ST & STATE AVE | 00105380.547000. | 1,182.75 |
| | CITY OF MARYSVILLE | WTR/SWR/GRB @ 6802 84TH ST NE | 42047267.547000. | 363.70 |
| 50234 | MCEVOY OIL CO. | MONTHLY DIESEL FUEL DELIVERY | 00100010.547000. | 64.85 |
| | MCEVOY OIL CO. | | 40143880.532000. | 669.66 |
| 50235 | MCLOUGHLIN & EARDLEY CORP | REPLACEMENT OF STROBE BULB | 501.141100. | 113.65 |
| | MCLOUGHLIN & EARDLEY CORP | HEDLIGHT WIG-WAG FLASHER | 501.141100. | 211.03 |
| | MCLOUGHLIN & EARDLEY CORP | | 501.231700. | -16.53 |
| | MCLOUGHLIN & EARDLEY CORP | REPLACEMENT OF STROBE BULB | 501.231700. | -8.90 |
| 50236 | MCNALLY, CHRISTINE & WADE | UB 984821000001 4821 67TH DR N | 410.122100. | 100.34 |
| 50237 | MCNEILUS TRUCK & MFG | CURROTTO GRAB BELT | 501.141100. | 157.90 |
| | MCNEILUS TRUCK & MFG | | 501.231700. | -12.37 |
| 50238 | MEB MANUFACTURING CO | REPAIR AERATOR | 40142480.548000. | 957.34 |
| 50239 | MILLER, TIMOTHY C | UB 760107100000 7110 58TH ST N | 401.122110. | 127.34 |
| 50240 | MIZUNO USA INC | MX-950 IRONS (GREGORY) | 420.141100. | 661.55 |
| 50241 | NATIONAL BARRICADE COMPANY | 30 X 24 SIGNS | 00100010.531000. | 182.25 |
| | NATIONAL BARRICADE COMPANY | 36 X 30 & 36 X 36 SIGNS | 10111864.531000. | 601.44 |
| | NATIONAL BARRICADE COMPANY | 48 X 48 SIGNS AND STAND | 40140580.531000. | 976.32 |
| 50242 | NC MACHINERY COMPANY | EQUIPMENT RENTAL | 40145040.548000. | 7,389.36 |
| 50243 | NETWORK COMPUTING ARCHITECTS INC | WATCHGUARD FIREWALL CLASS | 50300090.541000. | 2,025.00 |
| 50244 | NEWMAN TRAFFIC SIGNS | 18 X 12 SIGNS | 001.231700. | -23.02 |
| | NEWMAN TRAFFIC SIGNS | | 00100010.531000. | 73.46 |
| | NEWMAN TRAFFIC SIGNS | | 00101250.531000. | 73.46 |
| | NEWMAN TRAFFIC SIGNS | | 00103530.531000. | 73.46 |
| | NEWMAN TRAFFIC SIGNS | | 00112572.531000. | 73.46 |
| | NEWMAN TRAFFIC SIGNS | | 401.231700. | -5.76 |
| | NEWMAN TRAFFIC SIGNS | | 40143780.531000. | 73.46 |
| | NEWMAN TRAFFIC SIGNS | | 502.231700. | -37.81 |
| | NEWMAN TRAFFIC SIGNS | | 50200050.531000. | 482.44 |
| 50245 | NEXXPOST LLC | INK CARTRIDGE & DOUBLE TAPE | 00100110.531000. | 44.78 |
| | NEXXPOST LLC | | 00100310.531000. | 44.78 |
| | NEXXPOST LLC | | 00100720.531000. | 44.78 |
| | NEXXPOST LLC | | 00101023.531000. | 44.78 |
| | NEXXPOST LLC | CONTRACT BASE | 00101023.531000. | 217.00 |
| | NEXXPOST LLC | INK CARTRIDGE & DOUBLE TAPE | 00101130.531000. | 44.78 |
| | NEXXPOST LLC | | 00143523.531000. | 44.78 |
| | NEXXPOST LLC | CONTRACT BASE | 00143523.531000. | 217.00 |

**CITY OF MARYSVILLE
 INVOICE LIST
 FOR INVOICES FROM 9/11/2008 TO 9/17/2008**

| <u>CHK #</u> | <u>VENDOR</u> | <u>ITEM DESCRIPTION</u> | <u>ACCOUNT #</u> | <u>ITEM AMOUNT</u> |
|--------------|-------------------------------|--------------------------------|----------------------|--------------------|
| 50246 | NORTH SOUND HOSE & FITTINGS | COUPLER,PLUG,MALE PIPE SWEDGE | 40145040.548000. | 48.41 |
| 50247 | NORTHSTAR CHEMICAL INC. | SODIUM HYPOCHLORITE | 40142480.531320. | 3,196.10 |
| 50248 | NORTHWESTERN AUTO REBUILD INC | REPAINT DR DOOR-VEH # P112 | 50100065.548000. | 468.50 |
| 50249 | VICKY NYMAN | SHOE ALLOWANCE-NYMAN, V | 00104190.526000. | 64.54 |
| 50250 | OFFICE DEPOT | LIGHT BULB | 00100020.531000. | 10.73 |
| | OFFICE DEPOT | OFFICE SUPPLIES | 00100310.531000. | 26.24 |
| | OFFICE DEPOT | | 00103010.531000. | 45.00 |
| | OFFICE DEPOT | | 00103010.531000. | 79.00 |
| | OFFICE DEPOT | | 00103010.531000. | 83.78 |
| | OFFICE DEPOT | | 00103121.531000. | 3.39 |
| | OFFICE DEPOT | PRINTER CARTRIDGES | 00103222.531000. | 0.65 |
| | OFFICE DEPOT | OFFICE SUPPLIES | 00103222.531000. | 23.17 |
| | OFFICE DEPOT | | 00103222.531000. | 77.06 |
| | OFFICE DEPOT | | 00103222.531000. | 98.68 |
| | OFFICE DEPOT | | 00103222.531000. | 144.00 |
| | OFFICE DEPOT | | 00103960.531000. | 16.61 |
| | OFFICE DEPOT | | 00103960.531000. | 138.70 |
| | OFFICE DEPOT | PRINTER CARTRIDGES | 00103960.531000. | 814.50 |
| | OFFICE DEPOT | OFFICE SUPPLIES | 00104190.531000. | 5.00 |
| | OFFICE DEPOT | | 00104190.531000. | 13.00 |
| | OFFICE DEPOT | | 00104190.531000. | 17.36 |
| | OFFICE DEPOT | | 00104190.531000. | 20.62 |
| | OFFICE DEPOT | | 00104190.531000. | 39.04 |
| | OFFICE DEPOT | | 00104190.531000. | 56.56 |
| | OFFICE DEPOT | SUPPLIES-TOUCH A TRUCK | 00105120.531050. | 20.87 |
| | OFFICE DEPOT | OFFICE SUPPLIES | 00105380.531000. | 26.21 |
| | OFFICE DEPOT | | 00105380.531000. | 34.04 |
| | OFFICE DEPOT | | 00143523.531000. | 4.24 |
| 50251 | OKANOGAN COUNTY JAIL | HOUSING & MEDICAL JULY 2008 | 00103960.551000. | 3,925.63 |
| 50252 | PACIFIC POWER PRODUCTS | SPRAY RIG PUMP | 42047165.535000.0845 | 415.26 |
| | PACIFIC POWER PRODUCTS | BLADES | 42047165.548000. | 136.64 |
| 50253 | PACIFIC TOPSOILS INC | BRUSHDUMP | 40145040.548000. | 1,005.00 |
| 50254 | PAPE MACHINERY | AIR FILTER | 501.141100. | 65.49 |
| 50255 | THE PARTS STORE | RETURN FUEL FILTERS | 501.141100. | -18.76 |
| | THE PARTS STORE | BLOWER DRIVE BELT | 501.141100. | 30.05 |
| | THE PARTS STORE | FUEL FILTERS | 501.141100. | 31.36 |
| | THE PARTS STORE | AIR FILTER,HEADLAMP,ANTIFREEZE | 501.141100. | 100.75 |
| | THE PARTS STORE | AIR FILTERS,PLASTIC TIES,SHURW | 501.141100. | 169.33 |
| | THE PARTS STORE | OIL,AIR & FUEL FILTERS, TIES | 501.141100. | 172.21 |
| | THE PARTS STORE | 5" EXHAUST BAND CLAMP | 50100065.534000. | 10.90 |
| | THE PARTS STORE | HEADLIGHT SWITCH | 50100065.534000. | 21.57 |
| | THE PARTS STORE | SERPENTINE BELT | 50100065.534000. | 39.21 |
| | THE PARTS STORE | CARGO NET | 50100065.534000. | 53.15 |
| 50256 | LAURIE HUGDAHL | MINUTE TAKING SERVICE | 00101130.541000. | 31.00 |
| | LAURIE HUGDAHL | | 00101130.541000. | 46.50 |
| 50257 | PETROCARD SYSTEMS INC | FUEL CONSUMED-ENGINEERING | 00100020.532000. | 188.47 |
| | PETROCARD SYSTEMS INC | FUEL CONSUMED-POLICE | 00103222.532000. | 6,077.02 |
| | PETROCARD SYSTEMS INC | FUEL CONSUMED-PARKS & REC | 00105380.532000. | 1,940.91 |
| | PETROCARD SYSTEMS INC | FUEL CONSUMED- STREET DEPT | 10111230.532000. | 1,599.42 |
| | PETROCARD SYSTEMS INC | FUEL CONSUMED-OPER/SANATATION | 40143880.532000. | 5,049.65 |
| | PETROCARD SYSTEMS INC | | 41046060.532000. | 3,846.51 |
| | PETROCARD SYSTEMS INC | FUEL CONSUMED-FACILITIES | 50200050.532000. | 264.62 |
| 50258 | PETTY CASH- KBSCC | REIMBURSE,COOKIES,PARKING,ZOO | 00105250.531051. | 17.00 |

**CITY OF MARYSVILLE
 INVOICE LIST
 FOR INVOICES FROM 9/11/2008 TO 9/17/2008**

| <u>CHK #</u> | <u>VENDOR</u> | <u>ITEM DESCRIPTION</u> | <u>ACCOUNT #</u> | <u>ITEM AMOUNT</u> |
|--------------|------------------------------|--------------------------------|------------------|--------------------|
| 50258 | PETTY CASH- KBSCC | REIMBURSE,COOKIES,PARKING,ZOO | 10605250.549000. | 25.00 |
| 50259 | PETTY CASH- PARKS | REIMBURSE SODA,VINEGAR,CIDAR | 00105120.531000. | 9.16 |
| | PETTY CASH- PARKS | | 00105120.531080. | 15.50 |
| | PETTY CASH- PARKS | | 00105120.531080. | 26.32 |
| | PETTY CASH- PARKS | | 00105120.549000. | 35.00 |
| 50260 | PTV AMERICA INC | PTV VISION SOFTWARE MAINT | 101.231700. | -76.50 |
| | PTV AMERICA INC | | 10111864.541000. | 976.50 |
| 50261 | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #249-067-781-8 | 10111864.547000. | 78.98 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #543-001-066-9 | 40140180.547000. | 29.88 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #300-001-899-8 | 40142280.547000. | 34.55 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #381-001-187-8 | 40142480.547000. | 57.45 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #400-001-036-5 | 40142480.547000. | 668.69 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #529-001-155-9 | 40143780.547000. | 1,375.34 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #416-001-067-6 | 40143780.547000. | 1,929.25 |
| 50262 | PUGET SOUND ENERGY | ACCT #753-901-800-7 | 00100010.547000. | 234.68 |
| | PUGET SOUND ENERGY | ACCT #835-819-211-3 | 00101250.547000. | 32.11 |
| | PUGET SOUND ENERGY | ACCT #549-775-008-2 CITY HALL | 00103530.547000. | 83.60 |
| | PUGET SOUND ENERGY | ACCT #616-190-400-5 | 00105250.547000. | 38.76 |
| | PUGET SOUND ENERGY | ACCT #922-456-500-3 | 40143780.547000. | 26.30 |
| | PUGET SOUND ENERGY | ACCT #435-851-700-3 | 40143780.547000. | 84.74 |
| | PUGET SOUND ENERGY | ACCT #433-744-264-6 | 42047267.547000. | 20.64 |
| 50263 | RV & MARINE SUPPLY | HOSE | 40140480.531000. | 19.04 |
| 50264 | RYAN HERCO PRODUCTS CORP | PRESSURE REGULATOR | 40142480.548000. | 444.42 |
| 50265 | S&S WORLDWIDE INC | TILES,BEACHBALLS,BELLY BUMPERS | 001.231700. | -10.86 |
| | S&S WORLDWIDE INC | | 00105120.531080. | 138.56 |
| 50266 | CHUCK SAVAGE | REFUND FOR TRIP | 00110347.376021. | 65.00 |
| 50267 | SEATTLE PUMP & EQUIPMENT CO | INLET SEAL | 40145040.535000. | 76.03 |
| | SEATTLE PUMP & EQUIPMENT CO | SEAL HOLDER FRAME,POLES,HOSES | 40145040.535000. | 2,079.75 |
| 50268 | SECRETARY OF STATE | 60 ARCHIVE BOXES | 00101130.531000. | 98.95 |
| | SECRETARY OF STATE | 140 ARCHIVE BOXES | 00101130.531000. | 230.89 |
| 50269 | JANE SHAFER | MEAL REIMBURSEMENT | 00105250.531051. | 30.54 |
| 50270 | SIX ROBBLEES INC | HITCH | 50100065.534000. | 308.16 |
| 50271 | SMOKEY POINT CONCRETE | SAND | 10111766.531000. | 404.36 |
| | SMOKEY POINT CONCRETE | | 10111766.531000. | 521.09 |
| 50272 | EVE SNIDER | INSTRUCTOR SERVICES | 00105120.541020. | 442.50 |
| 50273 | SNOHOMISH COUNTY CORRECTIONS | INMATE HOUSING & BOOKINGS | 00103960.551000. | 80,369.38 |
| 50274 | SNOHOMISH COUNTY TREASURER | CRIME VICTIM/WITNESS FUNDS | 00102570.551000. | 918.51 |
| 50275 | SNOHOMISH HEALTH DISTRICT | HEP B TEST | 40142080.541000. | 65.00 |
| 50276 | SONITROL | MONITORING SERVICE SEPT 08 | 00100010.541000. | 85.00 |
| | SONITROL | | 00100010.541000. | 98.00 |
| | SONITROL | | 00103530.541000. | 115.00 |
| | SONITROL | | 00103530.541000. | 165.00 |
| | SONITROL | | 00105250.541000. | 120.00 |
| | SONITROL | | 00105380.541000. | 111.00 |
| | SONITROL | | 40142480.541000. | 98.00 |
| | SONITROL | | 40142480.541000. | 109.00 |
| | SONITROL | | 40142480.541000. | 109.00 |
| | SONITROL | | 40143410.541000. | 79.00 |
| | SONITROL | | 40143410.541000. | 112.00 |
| | SONITROL | | 40143410.541000. | 165.00 |
| 50277 | SOUND HARLEY DAVIDSON | MOTORCYCLE REPAIR-PURSUIT KNOE | 00103222.548000. | 82.67 |
| | SOUND HARLEY DAVIDSON | MOTORCYCLE REPAIR-BRAKES | 00103222.548000. | 97.65 |
| | SOUND HARLEY DAVIDSON | MOTORCYCLE REPAIR-CLUTCH | 00103222.548000. | 548.33 |

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 9/11/2008 TO 9/17/2008

| <u>CHK #</u> | <u>VENDOR</u> | <u>ITEM DESCRIPTION</u> | <u>ACCOUNT #</u> | <u>ITEM AMOUNT</u> |
|--------------|----------------------------------|--------------------------------|-----------------------|--------------------|
| 50277 | SOUND HARLEY DAVIDSON | MOTORCYCLE REPAIR | 00103222.548000. | 886.85 |
| 50278 | SOUND PUBLISHING INC | PROGRAM SPECIALIST-COURTS | 00100050.544000. | 117.00 |
| 50279 | SOUND PUBLISHING INC | SR PLANNER- CD | 00102020.544000. | 125.20 |
| 50280 | SOUND PUBLISHING INC | PROGRAM SPECIALIST-POLICE | 00103010.544000. | 134.00 |
| 50281 | SOUND SAFETY PRODUCTS CO INC | JEANS - WINELAND, CARL | 10111230.526000. | 108.87 |
| 50282 | SPARLING INC | PROFESSIONAL SERVICES | 40142480.541000. | 930.00 |
| 50283 | SPECIALTY CIGARS INT'L INC | CIGARS | 420.141100. | 50.25 |
| 50284 | STATE AVENUE PLAZA, LLC | MONTHLY LEASE PYMT-1015 STATE | 00101250.545000. | 28,000.00 |
| 50285 | WASHINGTON STATE PATROL | BACKGROUND CHECKS | 00100310.541000. | 200.00 |
| 50286 | STEPHENS, WENDELL | UB 650180000000 5919 99TH ST N | 401.122110. | 179.93 |
| 50287 | ROSALIE STORMO | REFUND DEPOSIT FOR RENTAL | 001.239100. | 58.00 |
| 50288 | STRATEGIES 360 INC | PROFESSIONAL SERVICES | 00100110.549000.E0801 | 15,000.00 |
| 50289 | SUN MOUNTAIN SPORTS INC | WEATHERFLEX JACKETS | 420.141100. | 284.90 |
| 50290 | T3E COMPANY | EARLOOPS | 001.231700. | -1.01 |
| | T3E COMPANY | | 00104190.531000. | 12.81 |
| 50291 | TERRA RESOURCE GROUP | BRIAN BAGLEY HOURS | 40140280.541000. | 700.00 |
| | TERRA RESOURCE GROUP | BAGLEY & HOLM-HOURS WORKED | 40140280.541000. | 2,100.00 |
| 50292 | TEXTRON FINANCIAL CORPORATION | 20 EZ GO GOLF CARTS | 42047165.545000. | 2,051.00 |
| 50293 | THYSSENKRUPP ELEVATOR CORP | PREVENTATIVE MAINTENANCE | 00100010.548000. | 162.75 |
| | THYSSENKRUPP ELEVATOR CORP | | 00103530.548000. | 162.75 |
| 50294 | TITLEIST | VOKEY WEDGE | 420.141100. | 79.55 |
| 50295 | TORO NSN | IRRIGATION SOFTWARE AGREEMENT | 42047165.531920. | 199.00 |
| 50296 | DEPT OF TRANSPORTATION NW REGION | PROJECT COSTS FOR JULY 2008 | 30500030.563000.R0604 | 53.55 |
| 50297 | DEPT OF TRANSPORTATION NW REGION | | 30500030.563000.R0301 | 189.65 |
| 50298 | UNITED PARCEL SERVICE | SHIPPING EXPENSE | 40142080.531000. | 12.58 |
| | UNITED PARCEL SERVICE | | 41046060.531000. | 7.67 |
| 50299 | UNITED RENTALS | CONCRETE MIXER TRAILER | 10110240.548000. | 167.14 |
| | UNITED RENTALS | CONCRETE MIXER | 10110361.531000. | 222.44 |
| 50300 | VCA ANIMAL MEDICAL CENTER | ANIMAL EXAM (SHEPARD MIX) | 00104230.541000. | 100.00 |
| 50301 | VERIZON NORTHWEST | ACCT #POLE BLDG | 00103222.542000. | 158.92 |
| | VERIZON NORTHWEST | ACCT #0211100469609401 | 00104000.542000. | 35.00 |
| | VERIZON NORTHWEST | ACCT #100664011800 | 00104000.542000. | 85.50 |
| | VERIZON NORTHWEST | ACCT #030275102746380105 | 00104000.542000. | 98.04 |
| | VERIZON NORTHWEST | ACCT #103957234007 | 40142480.542000. | 51.61 |
| | VERIZON NORTHWEST | ACCT #030211109792481505 | 40143410.542000. | 74.85 |
| 50302 | VINYL SIGNS & BANNERS | COREX BOARD FOR TOUCH A TRUCK | 00105120.531050. | 36.89 |
| 50303 | W.A. BOTTING COMPANY | REPLACED CONTROL BOARD-PSB | 00100010.548000. | 2,900.10 |
| 50304 | WA ROCK QUARRIES INC | TOPDRESSING SAND | 42047165.531940. | 852.50 |
| | WA ROCK QUARRIES INC | | 42047165.531940. | 901.90 |
| 50305 | WASHINGTON STATE TREASURER | PUBLIC SAFETY & BLDG REVENUE | 001.237010. | 50,171.70 |
| | WASHINGTON STATE TREASURER | | 001.237030. | 234.00 |
| 50306 | WAXIE SANITARY SUPPLY | WASP AND HORNET SPRAY | 00105380.531000. | 94.29 |
| | WAXIE SANITARY SUPPLY | SURPASS,RAGS,LINERS,SOAP,TISSU | 00105380.531400. | 628.43 |
| 50307 | WELCOME COMMUNICATIONS | REPAIR PATROL RADIO | 00103222.548000. | 173.25 |
| 50308 | WESTERN FACILITIES SUPPLY INC | DETERGENT | 00103960.531000. | 18.00 |
| | WESTERN FACILITIES SUPPLY INC | JANITORIAL SUPPLIES | 42047165.531700. | 161.11 |
| 50309 | WESTERN GRAPHICS INC | CITY LOGO DIECUT AND PREMASKED | 501.141100. | 1,062.86 |
| 50310 | WILBUR-ELLIS | FERTILIZER | 42047165.531900. | 1,504.99 |
| 50311 | WINGFOOT COMMERCIAL | TIRES | 501.141100. | 2,252.16 |
| 50312 | CHESTER WOGUE | USED GOLF BALLS X 1000 | 420.141100. | 250.00 |
| 50313 | WSU-CDPE, ATTN: EMILY HOUG | ROAD&STREET MAINT CONF-HAYES | 10111160.549000. | 369.00 |
| | WSU-CDPE, ATTN: EMILY HOUG | ROAD&STREET MAINT CONF-KINNEY | 10111160.549000. | 369.00 |
| | WSU-CDPE, ATTN: EMILY HOUG | BIORETENTION WORKSHOP-HEICHEL | 40145040.549000. | 75.00 |

DATE: 9/16/2008
TIME: 1:08:38PM

CITY OF MARYSVILLE
INVOICE LIST
FOR INVOICES FROM 9/11/2008 TO 9/17/2008

PAGE: 11

| <u>CHK #</u> | <u>VENDOR</u> | <u>ITEM DESCRIPTION</u> | <u>ACCOUNT #</u> | <u>ITEM AMOUNT</u> |
|-----------------------|---------------------|---------------------------|------------------------|--------------------------|
| 50314 | BRAD ZAHNOW | REIMBURSE LODGING/AIRFARE | 40143410.543020. | 554.93 |
| 50315 | ZEE MEDICAL SERVICE | RESTOCK FIRST AID KITS | 00100020.531000. | 32.00 |
| | ZEE MEDICAL SERVICE | | 00102020.531000. | 32.00 |
| | ZEE MEDICAL SERVICE | | 00102020.531000. | 32.01 |
| | ZEE MEDICAL SERVICE | | 00105380.531000. | 249.50 |
| | ZEE MEDICAL SERVICE | | 40143410.531000. | 32.00 |
| WARRANT TOTAL: | | | | <u>634,704.33</u> |
| LESS VOIDS | | | | |
| | | CHECK # 49328 | INITIATOR ERROR | (70.00) |
| | | CHECK # 49876 | INITIATOR ERROR | (1,564.05) |
| | | CHECK # 49960 | WRONG VENDOR | (50.00) |
| | | | | <u>633,020.28</u> |

REASON FOR VOIDS:

INITIATOR ERROR
WRONG VENDOR
CHECK LOST IN MAIL

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: Oct. 13, 2008

| | | |
|---|--|-----|
| AGENDA ITEM: Claims | AGENDA SECTION: | |
| PREPARED BY: Sandy Langdon, Finance Director | AGENDA NUMBER: | |
| ATTACHMENTS: Claims Listings | APPROVED BY:  | |
| | MAYOR | CAO |
| BUDGET CODE: | AMOUNT: | |

Please see attached.

RECOMMENDED ACTION:

The Finance and Executive Departments recommend City Council approve the September 24, 2008 claims in the amount of \$1,623,026.37 paid by Check No.'s 50316 through 50447 with no Check No.'s voided.

COUNCIL ACTION:

BLANKET CERTIFICATION
CLAIMS
FOR
PERIOD-9

I, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE **CLAIMS** IN THE AMOUNT OF **\$1,623,026.37 PAID BY CHECK NO.'S 50316 THROUGH 50447 WITH NO CHECK NUMBER'S VOIDED** ARE JUST, DUE AND UNPAID OBLIGATIONS AGAINST THE CITY OF MARYSVILLE, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND TO CERTIFY SAID CLAIMS.



AUDITING OFFICER



DATE

MAYOR

DATE

WE, THE UNDERSIGNED COUNCILMEMBERS OF MARYSVILLE, WASHINGTON DO HEREBY APPROVE FOR PAYMENT THE ABOVE MENTIONED **CLAIMS** ON THIS **24TH DAY OF SEPTEMBER 2008.**

COUNCIL MEMBER

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 9/18/2008 TO 9/24/2008

| <u>CHK #</u> | <u>VENDOR</u> | <u>ITEM DESCRIPTION</u> | <u>ACCOUNT #</u> | <u>ITEM AMOUNT</u> |
|--------------|-------------------------------------|--------------------------------|----------------------|--------------------|
| 50316 | WASHINGTON STATE DEPARTMENT OF | SALES & USE TAX - AUGUST 08 | 001.231700. | 153.45 |
| | WASHINGTON STATE DEPARTMENT OF | | 00101130.549000. | 17.93 |
| | WASHINGTON STATE DEPARTMENT OF | | 00102020.549000. | 35.39 |
| | WASHINGTON STATE DEPARTMENT OF | | 00103010.549000. | 48.59 |
| | WASHINGTON STATE DEPARTMENT OF | | 101.231700. | 96.90 |
| | WASHINGTON STATE DEPARTMENT OF | | 104.231700. | 1,012.69 |
| | WASHINGTON STATE DEPARTMENT OF | | 108.231700. | 16.11 |
| | WASHINGTON STATE DEPARTMENT OF | | 401.231700. | 61.59 |
| | WASHINGTON STATE DEPARTMENT OF | | 40143410.553000. | 50,457.18 |
| | WASHINGTON STATE DEPARTMENT OF | | 40145040.553000. | 3,542.26 |
| | WASHINGTON STATE DEPARTMENT OF | | 402.231700. | 17.00 |
| | WASHINGTON STATE DEPARTMENT OF | | 41046060.553000. | 21,508.10 |
| | WASHINGTON STATE DEPARTMENT OF | | 420.231700. | 46.83 |
| | WASHINGTON STATE DEPARTMENT OF | | 420.231710. | 14,631.58 |
| | WASHINGTON STATE DEPARTMENT OF | | 42047267.553000. | 829.73 |
| | WASHINGTON STATE DEPARTMENT OF | | 501.231700. | 84.59 |
| | WASHINGTON STATE DEPARTMENT OF | | 503.231700. | 80.49 |
| 50317 | NANCY ABELL | DIGITAL CAMERA REIMBURSEMENT | 00100310.531000.0857 | 105.81 |
| 50318 | ACCURATE INSTALLATION & DESIGN | REMOVE SHELVING FROM LIBRARY | 00112572.548000. | 913.19 |
| 50319 | AUTOMATIC FUNDS TRANSFER SERVICES | REMITTANCE PROCESSING | 00143523.541000. | 869.65 |
| | AUTOMATIC FUNDS TRANSFER SERVICES | PRINTING SERVICES | 00143523.541000. | 5,641.96 |
| 50320 | ALBERTSONS FOOD CENTER #471 | SUPPLY REIMBURSEMENT | 00105120.531041. | 50.67 |
| | ALBERTSONS FOOD CENTER #471 | | 00105120.531080. | 93.63 |
| | ALBERTSONS FOOD CENTER #471 | | 00105120.531090. | 8.24 |
| | ALBERTSONS FOOD CENTER #471 | | 10605250.549000. | 82.09 |
| 50321 | ALPINE PRODUCTS INC | WHITE EXTRUDE THERMO | 10110564.548000. | 2,070.02 |
| 50322 | ARAMARK UNIFORM SERVICES | MAT CLEANING - PW ADMIN BLDG | 40143410.549000. | 68.96 |
| | ARAMARK UNIFORM SERVICES | MAT CLEANING - MEZZANINE | 40143780.549000. | 15.63 |
| | ARAMARK UNIFORM SERVICES | | 40143780.549000. | 24.51 |
| 50323 | ARROW STRIPING | 710' CURBING - LIBRARY PROJECT | 00112572.548000.0819 | 4,240.93 |
| 50324 | ASE | ASE TEST - BOB SCOTT | 50100065.549100. | 32.00 |
| 50325 | WASPC | HOME MONITORING SERVICE | 00103960.551000. | 2,992.25 |
| 50326 | BAG BOY | MEN'S ZXT RH SET | 420.141100. | 186.75 |
| 50327 | BANDWIDTH.COM INC | SERVICES FOR 911 CALL ROUTING | 50300090.542000. | 2.34 |
| 50328 | BANK OF AMERICA | TRAVEL REIMBURSEMENT | 00105380.543000. | 103.00 |
| 50329 | NORTH SEATTLE BATTERY VENTURE | 12V REPLACEMENT BATTERIES | 40140780.531000. | 189.40 |
| | NORTH SEATTLE BATTERY VENTURE | | 40142480.531000. | 400.73 |
| 50330 | BICKFORD FORD-MERCURY | BRAKE ROTORS | 501.141100. | 173.56 |
| | BICKFORD FORD-MERCURY | BRAKE ROTORS AND BRAKE PAD SET | 501.141100. | 321.25 |
| 50331 | BLUMENTHAL UNIFORMS & EQUIPMENT | HOLSTERS - DETECTIVE | 00103121.526000. | 28.10 |
| | BLUMENTHAL UNIFORMS & EQUIPMENT | NAMETAG - FRANZEN | 00103222.526000. | 16.22 |
| 50332 | IRATXE CARDWELL | INTERPRETER SERVICES | 00102515.549000. | 112.50 |
| | IRATXE CARDWELL | | 00102515.549000. | 112.50 |
| | IRATXE CARDWELL | | 00102515.549000. | 112.50 |
| | IRATXE CARDWELL | | 00102515.549000. | 112.50 |
| | IRATXE CARDWELL | | 00102515.549000. | 212.50 |
| 50333 | CARR'S ACE HARDWARE | BATTERIES, CATCH,STAKONS,SCREW | 10111864.531000. | 40.17 |
| | CARR'S ACE HARDWARE | SCREWDRIVERS,PIPE/ALLEN WRENCH | 10111864.535000. | 50.18 |
| 50334 | THE CASCADE CENTER | CLASS - CHERYL DUNGAN | 00102020.549000. | 850.00 |
| | THE CASCADE CENTER | CLASS - CINDY MOORE | 00102020.549000. | 850.00 |
| 50335 | CASCADIA INTERNATIONAL LLC | 2008 INTERNATIONAL 7400 | 50100048.564000. | 76,314.50 |
| 50336 | CEDAR GROVE ORGANICS RECYCLING, LLC | ORGANIC WASTE - FRONT LOADER | 41046290.541000. | 53.84 |
| 50337 | CHUCKANUT GOLF CARS INC | GOLF CAR LEASE | 42047267.545000. | 240.00 |

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| 50337 | CHUCKANUT GOLF CARS INC | GOLF CAR LEASE | 42047267.545000. | 1,140.00 |
| 50338 | CITY TREASURER EVERETT WA | WATER/FILTRATION SERVICE | 40140080.533000. | 119,193.93 |
| 50339 | COMCAST | PRO SHOP TV CABLE | 42047165.549000. | 89.82 |
| | COMCAST | MONTHLY BROADBAND CHARGE | 50300090.531000. | 169.95 |
| 50340 | COMMERCIAL FIRE PROTECTION | FIRE EXTINGUISHER SERVICE | 501.141100. | 32.00 |
| 50341 | DEPT OF COMMUNITY,TRADE & ECONOMIC | PRIN/INT DUE- EDWARD SPRINGS R | 45000072.572000. | 23,288.49 |
| | DEPT OF COMMUNITY,TRADE & ECONOMIC | PRIN/INT DUE- STILLIGUAMISH | 45000072.572000. | 222,397.82 |
| | DEPT OF COMMUNITY,TRADE & ECONOMIC | PRIN/INT DUE- EDWARD SPRINGS R | 45000083.583000. | 12,666.99 |
| | DEPT OF COMMUNITY,TRADE & ECONOMIC | PRIN/INT DUE- STILLIGUAMISH | 45000083.583000. | 53,375.48 |
| 50342 | CONCRETE NOR'WEST | SAND - STRAWBERRY FIELDS DRAIN | 31000076.563000.P0703 | 2,464.97 |
| 50343 | CONSOLIDATED ELECTRIAL DIST INC | 20 LAMPS | 40143780.531000. | 43.82 |
| | CONSOLIDATED ELECTRIAL DIST INC | | 40143780.531000. | 213.37 |
| | CONSOLIDATED ELECTRIAL DIST INC | SCREWDRIVER | 50200050.535000. | 12.36 |
| 50344 | CONTECH CONSTRUCTION PRODUCTS INC | CULVERT FROM 100TH STREET | 10111440.531000. | 179.03 |
| 50345 | CO-OP SUPPLY | (3) PEAT MOSS | 00105380.531000. | 40.69 |
| | CO-OP SUPPLY | STUMP KILLER | 40140580.531000. | 15.17 |
| 50346 | WA DEPT OF CORRECTIONS | INMATE FOOD | 00103960.531250. | 1,561.97 |
| | WA DEPT OF CORRECTIONS | | 00103960.531250. | 1,573.02 |
| 50347 | VONNIE CRAWFORD | INSTRUCTOR SERVICES | 00105250.541020. | 300.00 |
| 50348 | CUMMINS NORTHWEST INC | LOAD TEST ON SW01 | 50100065.548000. | 1,047.18 |
| | CUMMINS NORTHWEST INC | LOAD TEST ON LS05 | 50100065.548000. | 1,049.90 |
| | CUMMINS NORTHWEST INC | LOAD TEST ON EG001 | 50100065.548000. | 1,052.63 |
| | CUMMINS NORTHWEST INC | LOAD TEST ON WT01 & WT02 | 50100065.548000. | 1,052.63 |
| | CUMMINS NORTHWEST INC | LOAD TEST ON LS01 | 50100065.548000. | 1,059.43 |
| | CUMMINS NORTHWEST INC | LOAD TEST ON LS03 | 50100065.548000. | 1,066.24 |
| | CUMMINS NORTHWEST INC | LOAD TEST ON LS04 | 50100065.548000. | 1,072.99 |
| | CUMMINS NORTHWEST INC | LOAD TEST ON LS06 | 50100065.548000. | 1,074.41 |
| 50349 | DAN MEEKS | 43 FT CURB AND ONE RAMP | 10110361.531000. | 1,518.00 |
| 50350 | DAILY JOURNAL OF COMMERCE | CALL FOR BIDS ADVERTISEMENT | 30500030.563000. | 360.50 |
| 50351 | SHEILA DAVIS | INSTRUCTOR SERVICES | 00105120.541020. | 260.00 |
| | SHEILA DAVIS | | 00105120.541020. | 280.00 |
| 50352 | DCI PAINTING & CONSTRUCTION, INC. | PAINTING OF CITY HALL | 00103530.548000. | 15,597.96 |
| 50353 | DELL MARKETING LP | CLEANING CARTRIDGE FOR DRIVE | 50300090.531000. | 63.46 |
| | DELL MARKETING LP | MVMX MEMORY | 50300090.531000. | 607.56 |
| | DELL MARKETING LP | BACKUP TAPE DRIVE AND TAPES | 50300090.531000. | 1,521.69 |
| | DELL MARKETING LP | | 50300090.531000. | 4,058.61 |
| | DELL MARKETING LP | ADVANCED GIS WORKSTATION | 50300090.535000. | 5,091.18 |
| 50354 | DEMCO INC | STOOL AND LOVESEAT- LIBRARY | 001.231700. | -227.24 |
| | DEMCO INC | | 00112572.549000. | 2,900.61 |
| 50355 | CHRISTIE DENISOFF | REFUND DEPOSIT FOR RENTAL | 001.239100. | 200.00 |
| 50356 | DEX MEDIA INC | YELLOW PAGE AD | 42047267.544000. | 77.00 |
| 50357 | DIAMOND B CONTRACTORS INC | OUTDOOR HEAT PUMP | 00100010.548000. | 4,980.80 |
| 50358 | DICKS TOWING INC | TOWING CHARGES MPD08-4977 | 00103222.541000. | 43.40 |
| 50359 | DISPLAY & COSTUME | BALLOONS AND RUBBER CEMENT | 00105120.531050. | 92.81 |
| 50360 | E&E LUMBER INC | CORD PROTECTOR | 00101250.531000. | 14.64 |
| | E&E LUMBER INC | PAINT- GRAFFITI | 00102020.531000. | 26.95 |
| | E&E LUMBER INC | SPACKLE & PRIMER | 00105250.531000. | 9.53 |
| | E&E LUMBER INC | PRIMER | 00105250.531000. | 22.77 |
| | E&E LUMBER INC | PAINT | 00105250.531000. | 30.37 |
| | E&E LUMBER INC | DRYWALL SUPPLIES | 00105250.531000. | 107.10 |
| | E&E LUMBER INC | SANDING DISCS | 00105380.531000. | 4.87 |
| | E&E LUMBER INC | SANDING DISCS - GRAFFITI | 00105380.531000. | 7.57 |
| | E&E LUMBER INC | ROLLER COVERS & PAINT TRAYS | 00105380.531000. | 9.46 |

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| 50360 | E&E LUMBER INC | PRIMER PAINT & SANDING DISCS | 00105380.531000. | 10.03 |
| | E&E LUMBER INC | PAINT - GRAFFITI | 00105380.531000. | 22.77 |
| | E&E LUMBER INC | STAIN, BRUSHES & TAPE | 00105380.531000. | 93.26 |
| | E&E LUMBER INC | BROOM AND HEDGE SHEARS | 00112572.531000. | 34.70 |
| 50361 | WA DEPARTMENT OF ECOLOGY | ANNUAL STORMWATER PERMIT 2009 | 30500030.563000. | 432.00 |
| | WA DEPARTMENT OF ECOLOGY | STORMWATER PERMIT 2ND HALF 08 | 40145040.553100. | 3,798.00 |
| 50362 | ERIC EULENBERG | COMMUNITY GARDEN STUDY | 00105090.531000.0811 | 900.00 |
| 50363 | EVERETT STAMP WORKS | I HEREBY CERTIFY STAMP-CLERKS | 00101130.549000. | 49.30 |
| 50364 | EXIDE | CORE REFUNDS | 501.141100. | -148.59 |
| | EXIDE | REFUND CORE CHRG GROUP 65 | 501.141100. | -27.53 |
| | EXIDE | BATTERY GROUP 65 W/CORE CHRG | 501.141100. | 61.38 |
| | EXIDE | BATTERIES | 501.141100. | 119.28 |
| | EXIDE | 2)BATTERY GROUP 65 W/CORE CHRG | 501.141100. | 122.75 |
| 50365 | FEDEX | PACKAGE SENT TO LABCOR 8/20/08 | 40140780.541000. | 33.76 |
| 50366 | CRAIG A. FULLERTON | QWULOOLT WETLANDS ACQUISITION | 31000076.563000.G0701 | 455.00 |
| 50367 | GALLS INC | FLASHLIGHT CHARGER | 501.141100. | 222.38 |
| 50368 | GLACKEN & ASSOCIATES | TRAINING REGISTRATION-IRVIN | 00103960.549100. | 275.00 |
| 50369 | GRAINGER INC | MIRROR | 40143410.531000. | 36.62 |
| | GRAINGER INC | MARKING PAINT | 42047165.531910. | 141.28 |
| | GRAINGER INC | SAFETY VALVE | 50100065.534000. | 12.79 |
| 50370 | GRAY AND OSBORNE | EDWARD SPRINGS 327 ZONE | 40220594.563000.W0504 | 1,845.13 |
| | GRAY AND OSBORNE | 460 ZONE FIRE FLOW IMPROVEMENT | 40220594.563000.W0808 | 2,561.48 |
| 50371 | GRAYBAR ELECTRIC CO INC | LIGHTING | 40143410.531000. | 114.23 |
| 50372 | GREATER LAKE STEVENS WOMENS CLUB | REFUND DEPOSIT FOR RENTAL | 001.239100. | 58.00 |
| 50373 | HARRYS TOWING | TOWING CHARGES MPD09-4796 | 00103222.541000. | 458.95 |
| 50374 | HD FOWLER COMPANY | RETURN METER BOX BASE | 401.141400. | -232.28 |
| | HD FOWLER COMPANY | RETURN METER ADAPTER | 401.141400. | -53.56 |
| | HD FOWLER COMPANY | METAL FLANGE GASKET | 401.141400. | 63.83 |
| | HD FOWLER COMPANY | BLACK BOLT & NUT KIT | 401.141400. | 83.55 |
| | HD FOWLER COMPANY | CURB STOP & WASTE | 401.141400. | 201.42 |
| | HD FOWLER COMPANY | METER ADAPTERS, COUPLINGS | 401.141400. | 306.36 |
| | HD FOWLER COMPANY | | 401.141400. | 832.45 |
| | HD FOWLER COMPANY | METER BOX BASES (24) | 401.141400. | 1,338.20 |
| | HD FOWLER COMPANY | ADAPTERS, GASKET, TUBING | 401.141400. | 1,721.24 |
| | HD FOWLER COMPANY | HYDRANT VILLAGE RESTR AT 172ND | 40141080.531000. | 2,103.92 |
| | HD FOWLER COMPANY | PVC PIPES & CLEAN OUT FRAME | 40220594.563000. | 1,110.01 |
| | HD FOWLER COMPANY | DRINKING FOUNTAIN PARTS | 42047165.531920. | 573.23 |
| 50375 | HD SUPPLY WATERWORKS, LTD | ADAPTERS & COUPLINGS | 401.141400. | 191.51 |
| | HD SUPPLY WATERWORKS, LTD | FIRE HYDRANT 6' BURY | 40141080.531000. | 1,907.68 |
| 50376 | HDR ENGINEERING, INC. | WATER COMPREHENSIVE PLAN | 40143410.541000.W0704 | 11,681.61 |
| | HDR ENGINEERING, INC. | | 40143410.541000.W0704 | 16,214.81 |
| 50377 | JAMIN HENDERSON | REFUND DEPOSIT FOR RENTAL | 001.239100. | 58.00 |
| 50378 | BILLY HINDERMAN MEMORIAL | REFUND DEPOSIT FOR TOURNAMENT | 420.245120. | 500.00 |
| 50379 | IVARY ENTERPRISES, INC. | EQUIPMENT FOR OFF LEASH DOG PK | 31000076.563000.P0705 | 3,613.05 |
| 50380 | K&K CONCRETE PRODUCTS | MANHOLE BASE,PRE-CHAN INVERT | 40230594.563000.S0102 | 1,188.53 |
| 50381 | LISA KRASKI | REFUND DEPOSIT FOR RENTAL | 001.239100. | 58.00 |
| 50382 | LARRY LARSON | REIMBURSE-CLEAN UP FRIDAY BBQ | 40143410.549000. | 190.49 |
| 50383 | LASTING IMPRESSIONS INC | EMBROIDERY-GOOLSBY | 00103222.526000. | 18.88 |
| | LASTING IMPRESSIONS INC | HAT-SUTHERLAND | 00103222.526000. | 21.70 |
| | LASTING IMPRESSIONS INC | BACK CUSTOM TRANSFERS | 00103630.526000. | 99.60 |
| | LASTING IMPRESSIONS INC | TWILL HATS | 00103630.526000. | 228.50 |
| | LASTING IMPRESSIONS INC | 2008 TOUCH A TRUCK T-SHIRTS | 00105120.531050. | 192.73 |
| | LASTING IMPRESSIONS INC | CARDIGANS W/CITY LOGO | 00105380.526000. | 249.41 |

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| 50383 | LASTING IMPRESSIONS INC | 2008 TOUCH A TRUCK T-SHIRTS | 40143410.526200. | 209.00 |
| 50384 | LITTLE RED WEAVER BIRD, INC | INSTRUCTOR SERVICES | 00105120.541020. | 72.00 |
| | LITTLE RED WEAVER BIRD, INC | | 00105120.541020. | 76.80 |
| | LITTLE RED WEAVER BIRD, INC | | 00105120.541020. | 112.00 |
| | LITTLE RED WEAVER BIRD, INC | | 00105120.541020. | 115.20 |
| | LITTLE RED WEAVER BIRD, INC | | 00105120.541020. | 153.60 |
| | LITTLE RED WEAVER BIRD, INC | | 00105120.541020. | 307.20 |
| | LITTLE RED WEAVER BIRD, INC | | 00105120.541020. | 1,440.00 |
| 50385 | MAKERS | DOWNTOWN MASTER PLAN | 00102020.541000.0804 | 3,232.50 |
| 50386 | MARYSVILLE PAINT & DECORATING | PAINT AND TAPE | 00103530.531000. | 25.38 |
| 50387 | MARYSVILLE PRINTING | BUSINESS CARDS,ENVELOPES,FORMS | 00103222.531000. | 1,019.55 |
| | MARYSVILLE PRINTING | RECRUITMENT BROCHURES | 00103740.531000. | 922.25 |
| | MARYSVILLE PRINTING | ENVELOPES X 1000 | 00105380.531000. | 59.72 |
| 50388 | MARYSVILLE SIGN, INC | PLANNING SIGNS | 00102020.531000. | 574.51 |
| 50389 | CITY OF MARYSVILLE | WTR/SWR/GRB/STRMWTR@1015 STATI | 00101250.547000. | 745.65 |
| | CITY OF MARYSVILLE | 4" FIRELINE @ 1049 STATE AVE | 00103530.547000. | 60.20 |
| | CITY OF MARYSVILLE | IRR @ 1049 STATE AVE | 00103530.547000. | 84.00 |
| | CITY OF MARYSVILLE | WTR/SWR/GRB @ 1049 STATE AVE | 00103530.547000. | 533.90 |
| | CITY OF MARYSVILLE | WTR/SWR/GRB @ 514 DELTA AVE | 00105250.547000. | 475.70 |
| | CITY OF MARYSVILLE | WATER @ 3RD & STATE | 00105380.547000. | 23.70 |
| | CITY OF MARYSVILLE | WATER @ 1050 COLUMBIA AVE | 00105380.547000. | 31.20 |
| | CITY OF MARYSVILLE | IRR @ 4TH & I-5 | 00105380.547000. | 48.85 |
| | CITY OF MARYSVILLE | WTR/SWR @ 1050 COLUMBIA AVE | 00105380.547000. | 96.30 |
| | CITY OF MARYSVILLE | GARBAGE @ 80 COLUMBIA | 10110130.547000. | 444.00 |
| | CITY OF MARYSVILLE | WATER @ 80 COLUMBIA | 40142480.547000. | 1,139.00 |
| | CITY OF MARYSVILLE | WTR/SWR/GRB @ 80 COLUMBIA | 40142480.547000. | 1,801.20 |
| | CITY OF MARYSVILLE | WATER/SEWER @ 80 COLUMBIA | 40143780.547000. | 149.10 |
| | CITY OF MARYSVILLE | WTR/SWR/GRB @ 80 COLUMBIA | 40143780.547000. | 651.60 |
| | CITY OF MARYSVILLE | GARBAGE @ 80 COLUMBIA | 50100065.547000. | 580.00 |
| 50390 | CINDY MOORE | REIMBURSE REFRESHMENTS-MTG | 00102020.549000. | 95.59 |
| 50391 | NELSON PETROLEUM | DIESEL & GASOLINE CONSUMED | 42047165.532000. | 1,715.84 |
| | NELSON PETROLEUM | GREASE | 501.141100. | 102.90 |
| 50392 | NEXTEL COMMUNICATIONS | EQUIPMENT PURCHASE | 00100310.549000. | 21.69 |
| | NEXTEL COMMUNICATIONS | | 00102020.531000. | 21.69 |
| | NEXTEL COMMUNICATIONS | | 00103010.549000.0860 | 21.69 |
| | NEXTEL COMMUNICATIONS | | 00103222.535000. | 21.69 |
| | NEXTEL COMMUNICATIONS | | 40143410.531000. | 21.69 |
| | NEXTEL COMMUNICATIONS | | 50300090.542000. | 509.71 |
| 50393 | NEXTEL COMMUNICATIONS | ACCT #844448815 | 00100020.542000. | 50.69 |
| | NEXTEL COMMUNICATIONS | | 00103010.542000. | 50.69 |
| | NEXTEL COMMUNICATIONS | | 00103010.542000. | 50.69 |
| | NEXTEL COMMUNICATIONS | | 00103010.542000. | 50.69 |
| | NEXTEL COMMUNICATIONS | | 00103010.542000. | 50.69 |
| | NEXTEL COMMUNICATIONS | | 00103010.542000. | 50.69 |
| | NEXTEL COMMUNICATIONS | | 00103010.542000. | 50.69 |
| | NEXTEL COMMUNICATIONS | | 40143410.542000. | 50.69 |
| | NEXTEL COMMUNICATIONS | | 40143410.542000. | 50.69 |
| | NEXTEL COMMUNICATIONS | | 50300090.542000. | 93.05 |
| 50394 | NIKE USA INC | GOLF SHOES-WOMENS AIR | 420.141100. | 44.45 |
| 50395 | NJROTC BOOSTER CLUB | REFUND DEPOSIT FOR RENTAL | 001.239100. | 58.00 |
| 50396 | NORTHEND TRUCK EQUIPMENT INC | HOIST LIMIT SWITCH | 50100065.534000. | 129.54 |
| 50397 | NORTHWEST ASPHALT INC | PAY ESTIMATE #2 LESS RETAINAGE | 310.223400. | -157.00 |
| | NORTHWEST ASPHALT INC | | 31000076.563000.P0804 | 3,140.00 |
| 50398 | NORTHWEST CASCADE INC | HONEY BUCKET | 00105090.531050. | 230.00 |

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| 50398 | NORTHWEST CASCADE INC | HONEY BUCKET | 00105380.545000. | 102.18 |
| 50399 | OFFICE DEPOT | COPY PAPER | 00100020.531000. | 31.35 |
| | OFFICE DEPOT | | 00102020.531000. | 31.35 |
| | OFFICE DEPOT | OFFICE SUPPLIES | 00102020.531000. | 61.73 |
| | OFFICE DEPOT | | 00102020.531000. | 78.33 |
| | OFFICE DEPOT | | 00102020.531000. | 111.61 |
| | OFFICE DEPOT | DESK CLEANER | 40143410.531000. | 6.82 |
| | OFFICE DEPOT | COPY PAPER | 40143410.531000. | 31.34 |
| | OFFICE DEPOT | | 50100065.531000. | 5.22 |
| | OFFICE DEPOT | | 50200050.531000. | 5.22 |
| 50400 | OFFICE INTERIORS INC | OFFICE CHAIR | 00101023.531000. | 325.50 |
| 50401 | ORKIN EXTERMINATING | SERVICE @ PSB | 00100010.548000. | 45.60 |
| | ORKIN EXTERMINATING | SERVICE @ CITY HALL | 00103530.548000. | 82.87 |
| | ORKIN EXTERMINATING | SERVICE @ CABOOSE | 00105380.548000. | 57.79 |
| | ORKIN EXTERMINATING | SERVICE @ LIBRARY | 00112572.548000. | 45.60 |
| | ORKIN EXTERMINATING | SERVICE @ WWTP | 40142480.549000. | 61.52 |
| | ORKIN EXTERMINATING | SERVICE @ PW | 40143410.548000. | 50.16 |
| 50402 | OTAK | PAY ESTIMATE # 2 | 40250594.563000.D0401 | 10,691.62 |
| 50403 | PACIFIC POWER BATTERIES | CORE REFUND | 40142480.531000. | -10.85 |
| | PACIFIC POWER BATTERIES | BATTERIES | 40142480.531000. | 66.32 |
| 50404 | PACIFIC POWER PRODUCTS | JD MOWER BLADES | 00105380.548000. | 39.04 |
| | PACIFIC POWER PRODUCTS | | 00105380.548000. | 234.23 |
| 50405 | PACIFIC TOPSOILS INC | CONCRETE DUMP | 00112572.547000. | 60.50 |
| | PACIFIC TOPSOILS INC | | 40145040.548000.M0519 | 60.50 |
| 50406 | THE PARTS STORE | TIRE WET, SUPER CLEAN | 00105380.531000. | 15.16 |
| | THE PARTS STORE | RETURN PLASTIC TIES | 501.141100. | -14.93 |
| | THE PARTS STORE | PLASTIC TIES | 501.141100. | 18.66 |
| | THE PARTS STORE | PLASTIC TIES,TRANS FILTERS,OIL | 501.141100. | 605.48 |
| | THE PARTS STORE | SWITCH | 50100065.534000. | 13.15 |
| | THE PARTS STORE | | 50100065.534000. | 13.15 |
| | THE PARTS STORE | THREADLOCKER | 50100065.534000. | 122.34 |
| 50407 | Laurie Hugdahl | MINUTE TAKING SERVICE | 00101130.541000. | 74.40 |
| | Laurie Hugdahl | | 00101130.541000. | 93.00 |
| 50408 | SHEILA PEEL | REFUND DEPOSIT FOR RENTAL | 001.239100. | 58.00 |
| 50409 | PETROCARD SYSTEMS INC | FUEL CONSUMED-CD | 00102020.532000. | 583.67 |
| 50410 | PETTY CASH- PW | STAPLES,BATTERY,COPIES,PARKING | 40140780.535000. | 12.33 |
| | PETTY CASH- PW | | 40141580.531000. | 9.93 |
| | PETTY CASH- PW | | 40142080.531000. | 8.14 |
| | PETTY CASH- PW | | 40145040.531000. | 26.04 |
| | PETTY CASH- PW | | 40145040.549000. | 10.00 |
| | PETTY CASH- PW | | 41046060.549000. | 5.00 |
| | PETTY CASH- PW | | 50100048.564000. | 22.75 |
| 50411 | DENISE FREEMAN | MOTOR PANTS X 3- MC SHANE | 00103222.526000. | 422.76 |
| 50412 | PRO-TECTION SEATTLE INC | TINT LOBBY DOORS & WINDOWS | 00100010.548000. | 376.70 |
| 50413 | STEPHANIE PRUITT | REFUND DEPOSIT FOR RENTAL | 001.239100. | 58.00 |
| 50414 | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #418-001-612-5 | 00100010.547000. | 2,810.60 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #475-001-792-5 | 00105380.547000. | 57.75 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #557-001-739-1 | 00105380.547000. | 68.91 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #348-001-954-0 | 00105380.547000. | 312.85 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #308-001-598-9 | 00105380.547000. | 339.40 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #308-001-505-4 | 00105380.547000. | 553.97 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #490-001-155-4 | 00112572.547000. | 2,442.76 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #528-001-292-2 | 10110564.547000. | 59.25 |

**CITY OF MARYSVILLE
 INVOICE LIST
 FOR INVOICES FROM 9/18/2008 TO 9/24/2008**

| <u>CHK #</u> | <u>VENDOR</u> | <u>ITEM DESCRIPTION</u> | <u>ACCOUNT #</u> | <u>ITEM AMOUNT</u> |
|--------------|---------------------------------|--------------------------------|-----------------------|--------------------|
| 50414 | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #246-001-703-7 | 10111864.547000. | 50.25 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #968-001-439-7 | 10111864.547000. | 81.80 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #314-002-822-0 | 10111864.547000. | 114.28 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #557-001-738-3 | 10111864.547000. | 132.72 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #498-001-707-5 | 10111864.547000. | 143.46 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #172-000-169-0 | 10111864.547000. | 498.79 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #493-001-113-7 | 40140180.547000. | 247.09 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #335-001-900-0 | 40140180.547000. | 1,652.16 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #401-001-485-2 | 40140180.547000. | 2,398.27 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #224-078-532-5 | 40141580.547000. | 1,870.34 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #450-033-638-5 | 40142280.547000. | 31.44 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #251-001-382-0 | 40142280.547000. | 1,356.76 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #370-002-191-2 | 40142480.547000. | 5,562.68 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #461-029-794-9 | 40142480.547000. | 6,897.64 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #447-001-040-8 | 40142480.547000. | 18,520.23 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #526-001-076-3 | 40143780.547000. | 29.95 |
| | PUD NO 1 OF SNOHOMISH COUNTY | ACCT #289-075-529-7 | 40143780.547000. | 1,199.36 |
| 50415 | AMBER PUZEY | REFUND DEPOSIT FOR RENTAL | 001.239100. | 58.00 |
| 50416 | REDDEN MARINE SUPPLY, INC. | BASEBALL NETTING AND SNAPS | 31000076.563000.P0703 | 2,144.10 |
| 50417 | RH2 ENGINEERING INC | PAY ESTIMATE # 9 | 40200034.560000.W0705 | 1,129.07 |
| | RH2 ENGINEERING INC | PAY ESTIMATE # 17 | 40220594.563000.W0605 | 10,370.94 |
| 50418 | RIVERLAND CONSTRUCTION | REMOVE AND HAUL OUT 800' CURB | 00112572.548000.0819 | 2,983.75 |
| 50419 | ROCKHURST UNIVERSITY CONTINUING | MANAGEMENT SKILLS CLASS-DUNGA | 00102020.549000. | 179.00 |
| 50420 | LYNN SCHROEDER | REIMBURSE COFFEE,WATER,SNACKS | 00100110.543000. | 3.90 |
| | LYNN SCHROEDER | | 00100110.549000. | 18.67 |
| 50421 | SECRETARY OF STATE | 100 ARCHIVE BOXES | 00101130.531000. | 164.92 |
| | SECRETARY OF STATE | 700 ARCHIVE BOXES | 00101130.531000. | 1,153.38 |
| 50422 | CARLTON DOUP | INSTRUCTOR SERVICES | 00105120.541020. | 268.60 |
| | CARLTON DOUP | INSTRUCTOR SERVICES | 00105120.541020. | 354.45 |
| | CARLTON DOUP | INSTRUCTOR SERVICES | 00105120.541020. | 590.75 |
| 50423 | SNO CO AUDITOR | RECORDING FEES | 00102020.549000. | 273.00 |
| 50424 | SNO CO PUBLIC WORKS | ELEC/SOLID WASTE DISPOSAL FEES | 41046060.551000. | 100,180.00 |
| 50425 | SOUND PUBLISHING INC | 6YR TRANSPORTATION AD-ENG | 30500030.563000.R0502 | 98.78 |
| 50426 | SPECIALIZED PRODUCTS COMPANY | CONFLICT MONITOR TEST CASE | 101.231700. | -28.61 |
| | SPECIALIZED PRODUCTS COMPANY | | 10111864.564000.0830 | 365.21 |
| 50427 | SQLSOFT, INC | TRAINING/MS EXCHANGE-GYURKOVII | 50300090.549000. | 792.00 |
| | SQLSOFT, INC | | 50300090.549000. | 1,188.00 |
| 50428 | STATE AUDITORS OFFICE | STATUTORY AUDIT SRVC 07-07 | 00100090.551000. | 1,896.93 |
| 50429 | WASHINGTON STATE PATROL | FINGERPRINT REVENUE | 001.237100. | 269.50 |
| | WASHINGTON STATE PATROL | FOR HIRE DRIVER PERMIT | 00102020.541000. | 30.00 |
| 50430 | DARREN STEVENS | REFUND DEPOSIT FOR RENTAL | 001.239100. | 58.00 |
| 50431 | EMMA STILES | REIMBURSE REFRESHMENTS | 00103222.549000. | 43.02 |
| 50432 | STOUDER GENERAL CONSTRUCTION | PAY ESTIMATE # 1 | 40220594.563000.W0605 | 88,388.17 |
| 50433 | TITLEIST | COBRA PROGRAM CREDIT | 420.141100. | -199.00 |
| | TITLEIST | GOLF BALLS | 420.141100. | 1,149.74 |
| 50434 | UNITED PARCEL SERVICE | SHIPPING EXPENSE | 00103222.542000. | 34.16 |
| | UNITED PARCEL SERVICE | | 00103222.542000. | 94.19 |
| | UNITED PARCEL SERVICE | | 10111864.564000.0830 | 135.49 |
| | UNITED PARCEL SERVICE | | 40142480.549000. | 60.38 |
| | UNITED PARCEL SERVICE | | 40145040.553100. | 16.82 |
| 50435 | UNITED RENTALS | SAFETY GLASSES | 00105380.526000. | 28.52 |
| | UNITED RENTALS | EAR PLUGS | 00105380.526000. | 32.55 |
| 50436 | USA MOBILITY WIRELESS, INC. | PHONE GREETING SERVICE | 00103222.542000. | 21.73 |

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 9/18/2008 TO 9/24/2008

| <u>CHK #</u> | <u>VENDOR</u> | <u>ITEM DESCRIPTION</u> | <u>ACCOUNT #</u> | <u>ITEM AMOUNT</u> |
|--------------|---------------------------------------|--------------------------------|-----------------------|--------------------|
| 50437 | MOLLY VADEN | REFUND DEPOSIT FOR RENTAL | 001.239100. | 58.00 |
| 50438 | VERIZON NORTHWEST | ACCT #03027404449227007 | 00100050.542000. | 276.58 |
| | VERIZON NORTHWEST | ACCT #030211107449353300 | 00100050.542000. | 698.98 |
| | VERIZON NORTHWEST | ACCT #03027404449227007 | 00100310.531000. | 41.25 |
| | VERIZON NORTHWEST | ACCT #030274109471572710 | 00103121.542000. | 64.36 |
| | VERIZON NORTHWEST | ACCT #108778831503 | 00104000.542000. | 75.45 |
| | VERIZON NORTHWEST | ACCT #109778831810 | 00104000.542000. | 75.45 |
| | VERIZON NORTHWEST | ACCT #11092686355 01 | 00104000.542000. | 93.05 |
| | VERIZON NORTHWEST | ACCT #102857559902 | 00112572.542000. | 103.23 |
| | VERIZON NORTHWEST | ACCT #102778795907 | 40143410.542000. | 60.38 |
| 50439 | VERIZON | ACCT #0064811477782 | 40143410.542000. | 79.99 |
| 50440 | VERSATILE TRAINING & EVENTS GROUP, IN | HP NETWORK TRAINING-NORTON | 50300090.549000. | 2,600.00 |
| 50441 | VWR INTERNATIONAL | WWR TUBES CUILT DSP 6X50 | 00104190.531000. | 113.77 |
| 50442 | WAXIE SANITARY SUPPLY | LATEX GLOVES | 00105380.526000. | 53.83 |
| | WAXIE SANITARY SUPPLY | BRAG BOX WIPERS | 00105380.531400. | 19.15 |
| 50443 | WASHINGTON CITIES INSURANCE AUTHORI | NO SHOW FEE-PRODUCTIVE TRAININ | 00102020.549000. | 45.00 |
| 50444 | WEBCHECK | WEBCHECK CANOPY SERVICE AUG 08 | 00143523.541000. | 492.00 |
| 50445 | WEED GRAAFSTRA AND BENSON INC PS | QWULOOLT WETLANDS ACQUISITION | 31000076.563000.G0701 | 587,978.31 |
| 50446 | WELLS FARGO FINANCIAL CAPITAL FINANC | MAIL MACHINE LEASE | 00100020.542000. | 92.77 |
| | WELLS FARGO FINANCIAL CAPITAL FINANC | | 00102020.542000. | 148.43 |
| | WELLS FARGO FINANCIAL CAPITAL FINANC | | 10111230.542000. | 18.55 |
| | WELLS FARGO FINANCIAL CAPITAL FINANC | | 40143410.542000. | 74.22 |
| | WELLS FARGO FINANCIAL CAPITAL FINANC | | 41046170.542000. | 18.55 |
| | WELLS FARGO FINANCIAL CAPITAL FINANC | | 50100065.545000. | 9.28 |
| | WELLS FARGO FINANCIAL CAPITAL FINANC | | 50200050.545000. | 9.27 |
| 50447 | ZEE MEDICAL SERVICE | RESTOCK FIRST AID KITS | 10111230.531000. | 52.52 |
| | ZEE MEDICAL SERVICE | | 40143780.531000. | 52.52 |

WARRANT TOTAL:

1,623,026.37

REASON FOR VOIDS:

- INITIATOR ERROR**
- WRONG VENDOR**
- CHECK LOST IN MAIL**

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: October 13, 2008

| | | |
|---|--|-----|
| AGENDA ITEM: Payroll | AGENDA SECTION: | |
| PREPARED BY: Sandy Langdon, Finance Director | AGENDA NUMBER: | |
| ATTACHMENTS: Blanket Certification | APPROVED BY:  | |
| | MAYOR | CAO |
| BUDGET CODE: | AMOUNT: | |

RECOMMENDED ACTION:

The Finance and Executive Departments recommend City Council approve the September 19, 2008 payroll in the amount \$747,707.60 Check No.'s 20414 through 20480.

COUNCIL ACTION:

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: October 13, 2008

| | |
|--|-----------------------------------|
| AGENDA ITEM: Contract Award: Grove St and Alder Ave Intersection Improvements | AGENDA SECTION: Review Bids |
| PREPARED BY: Jeff Laycock, Associate Transportation Engineer II | AGENDA NUMBER: |
| ATTACHMENTS: <ul style="list-style-type: none"> • Certified Bid Tabulation • Vicinity Map Exhibit | APPROVED BY: <i>x</i> <i>W</i> |
| | MAYOR CAO |
| BUDGET CODE: 30500030.563000 R0804 | AMOUNT: \$183,881.06 |

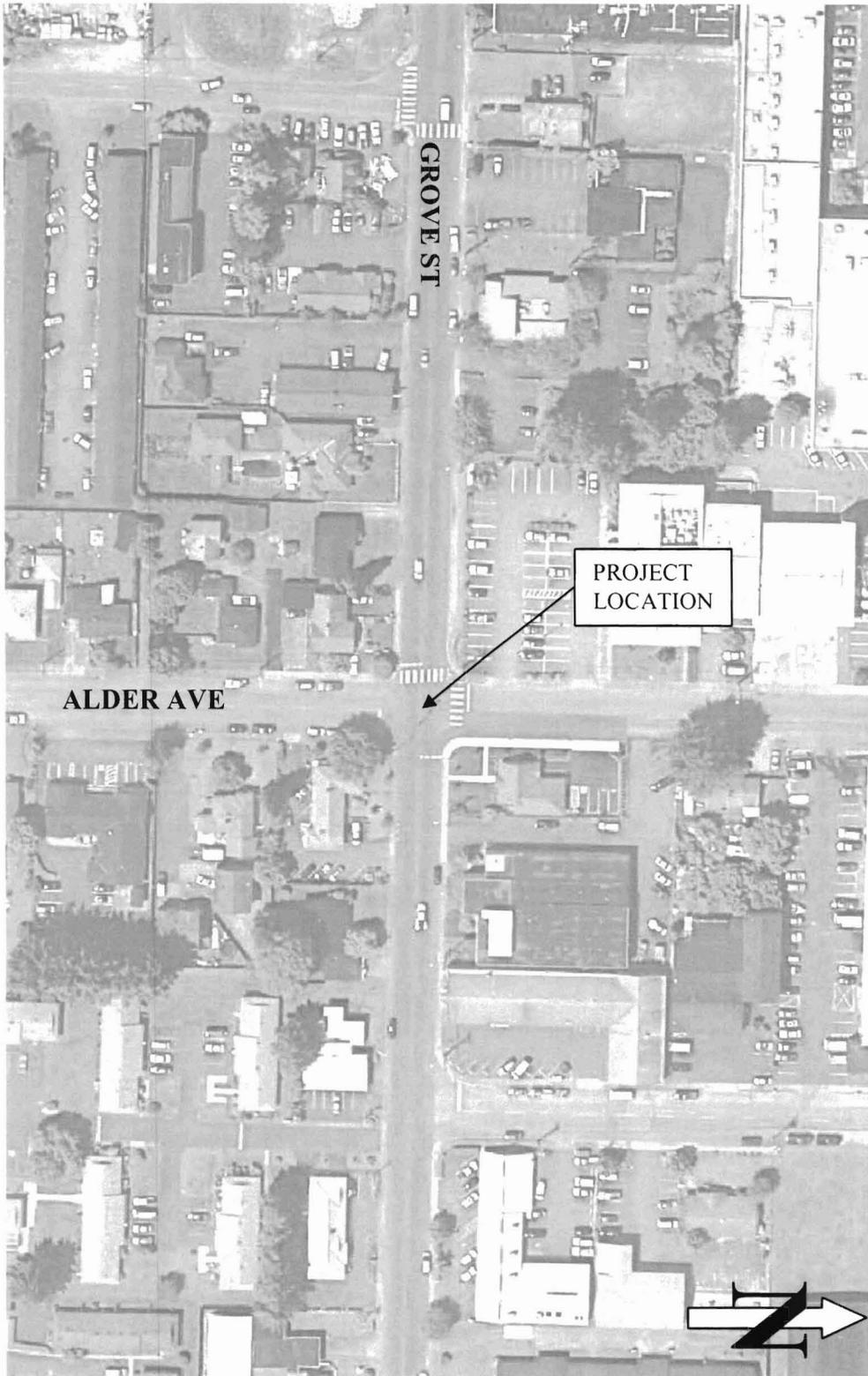
The Grove St and Alder Ave Intersection Improvements project includes the construction of signal improvements at the intersection and replacing the existing sidewalks ramps to be ADA compliant. This project has been identified in the Six Year Transportation Improvement Plan.

The project was re-advertised for a September 25, 2008 bid opening. Eight bids were received as shown on the attached bid tabulation. The low bidder was Signal Electric, Inc. References have been checked and found to be satisfactory.

| | |
|------------------------------------|---------------|
| Contract Bid (Includes Sales Tax): | \$168,881.06 |
| Management Reserve: | \$15,000.00 |
| Total: | \$ 183,881.06 |

| |
|--|
| RECOMMENDED ACTION: Public Works Staff recommends the City Council authorize the Mayor to award the bid for the Grove St and Alder Ave Intersection Improvements project to Signal Electric, Inc. in the amount of \$168,817.06 including Washington State Sales Tax and approve a management reserve of for a total allocation of \$183,881.06. |
| COUNCIL ACTION: |

VICINITY MAP EXHIBIT





CERTIFIED BID TABULATION
 #R0804 - Grove St / Alder Ave Intersection Improvements

9/25/2008

★ Apparent Low Bidder
 ★ Received at 9:59am via fax but not read aloud publicly



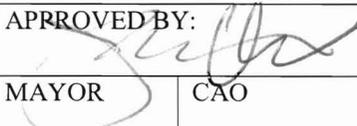
| SPEC | ITEM | DESCRIPTION | QUANTITY | UNITS | Engineer's Estimate | | ★ Signal Electric | | Valley Electric | | Transtech Electric | | Merlino Brothers | |
|---------------------|------|---|----------|-------|---------------------|---------------------|---------------------|---------------------|---------------------|--------------|--------------------|--------------|------------------|--------------|
| | | | | | UNIT PRICES | TOTAL PRICE | UNIT PRICES | TOTAL PRICE | UNIT PRICES | TOTAL PRICE | UNIT PRICES | TOTAL PRICE | UNIT PRICES | TOTAL PRICE |
| 1-05.5 | 1 | Roadway Surveying | 1 | LS | \$7,000.00 | \$7,000.00 | \$4,800.00 | \$4,800.00 | \$2,500.00 | \$2,500.00 | \$3,000.00 | \$3,000.00 | \$4,000.00 | \$4,000.00 |
| 1-09.7 | 2 | Mobilization (8%) | 1 | LS | \$11,576.00 | \$11,576.00 | \$12,175.56 | \$12,175.56 | \$15,775.00 | \$15,775.00 | \$15,300.00 | \$15,300.00 | \$16,336.00 | \$16,336.00 |
| 1-10.5 | 3 | Project Temporary Traffic Control | 1 | LS | \$20,000.00 | \$20,000.00 | \$15,500.00 | \$15,500.00 | \$16,500.00 | \$16,500.00 | \$30,000.00 | \$30,000.00 | \$12,900.00 | \$12,900.00 |
| 2-01.5 | 4 | Clearing and Grubbing | 1 | LS | \$6,000.00 | \$6,000.00 | \$2,150.00 | \$2,150.00 | \$2,900.00 | \$2,900.00 | \$2,180.95 | \$2,180.95 | \$1,700.00 | \$1,700.00 |
| 2-02.5 | 5 | Removal of Structure and Obstruction | 1 | LS | \$4,000.00 | \$4,000.00 | \$6,000.00 | \$6,000.00 | \$2,600.00 | \$2,600.00 | \$3,114.05 | \$3,114.05 | \$4,975.00 | \$4,975.00 |
| 2-03.5 | 6 | Roadway Excavation Incl. Haul | 60 | CY | \$40.00 | \$2,400.00 | \$38.50 | \$2,310.00 | \$28.00 | \$1,680.00 | \$25.00 | \$1,500.00 | \$35.00 | \$2,100.00 |
| 2-03.5 | 7 | Unsuitable Foundation Excavation Incl. Haul | 10 | CY | \$45.00 | \$450.00 | \$64.00 | \$640.00 | \$31.00 | \$310.00 | \$50.00 | \$500.00 | \$45.00 | \$450.00 |
| 4-04.5 | 8 | Crushed Surfacing Base Course | 50 | TON | \$30.00 | \$1,500.00 | \$41.00 | \$2,050.00 | \$25.00 | \$1,250.00 | \$115.00 | \$5,750.00 | \$30.00 | \$1,500.00 |
| 5-04.5 | 9 | HMA CL. 1/2", PG 64-22 | 25 | TON | \$200.00 | \$5,000.00 | \$200.00 | \$5,000.00 | \$215.00 | \$5,375.00 | \$195.00 | \$4,875.00 | \$175.00 | \$4,375.00 |
| 5-04.5 | 10 | HMA CL 1", PG 64-22 | 35 | TON | \$150.00 | \$5,250.00 | \$198.00 | \$6,930.00 | \$215.00 | \$7,525.00 | \$195.00 | \$6,825.00 | \$175.00 | \$6,125.00 |
| 7-04.5 | 11 | Schedule A Storm Sewer Pipe ___" Diam. | 5 | LF | \$65.00 | \$325.00 | \$160.00 | \$800.00 | \$12.00 | \$60.00 | \$100.00 | \$500.00 | \$100.00 | \$500.00 |
| 7-05.5 | 12 | Catch Basin Type 1 | 1 | EA | \$1,500.00 | \$1,500.00 | \$1,581.00 | \$1,581.00 | \$900.00 | \$900.00 | \$600.00 | \$600.00 | \$1,050.00 | \$1,050.00 |
| 8-02.5 | 13 | Property Restoration | 1 | LS | \$2,000.00 | \$2,000.00 | \$1,801.00 | \$1,801.00 | \$2,100.00 | \$2,100.00 | \$1,000.00 | \$1,000.00 | \$1,600.00 | \$1,600.00 |
| 8-04.5 | 14 | Cement Conc. Traffic Curb and Gutter | 130 | LF | \$25.00 | \$3,250.00 | \$29.00 | \$3,770.00 | \$27.00 | \$3,510.00 | \$25.30 | \$3,289.00 | \$23.00 | \$2,990.00 |
| 8-04.5 | 15 | Cement Conc. Pedestrian Curb | 55 | LF | \$20.00 | \$1,100.00 | \$34.00 | \$1,870.00 | \$24.00 | \$1,320.00 | \$22.00 | \$1,210.00 | \$25.00 | \$1,375.00 |
| 8-14.5 | 16 | Cement Concrete Sidewalk | 35 | SY | \$55.00 | \$1,925.00 | \$57.00 | \$1,995.00 | \$34.00 | \$1,190.00 | \$32.00 | \$1,120.00 | \$50.00 | \$1,750.00 |
| 8-14.5 | 17 | Cement Conc. Sidewalk Ramp Type 2B | 3 | EA | \$2,000.00 | \$6,000.00 | \$1,850.00 | \$4,950.00 | \$1,300.00 | \$3,900.00 | \$1,210.00 | \$3,630.00 | \$1,450.00 | \$4,350.00 |
| 8-20.5 | 18 | Traffic Signal and Illumination Syst. | 1 | LS | \$70,400.00 | \$70,400.00 | \$85,000.00 | \$85,000.00 | \$120,885.00 | \$120,885.00 | \$121,393.20 | \$121,393.20 | \$133,300.00 | \$133,300.00 |
| 8-21.5 | 19 | Permanent Signing | 1 | LS | \$2,000.00 | \$2,000.00 | \$2,599.00 | \$2,599.00 | \$2,000.00 | \$2,000.00 | \$2,037.15 | \$2,037.15 | \$5,700.00 | \$5,700.00 |
| 8-22.5 | 20 | Plastic Line | 660 | LF | \$2.00 | \$1,320.00 | \$3.00 | \$1,980.00 | \$3.00 | \$1,980.00 | \$2.75 | \$1,815.00 | \$6.50 | \$4,290.00 |
| 8-22.5 | 21 | Plastic Stop Line | 70 | LF | \$4.00 | \$280.00 | \$5.75 | \$402.50 | \$6.00 | \$420.00 | \$5.50 | \$385.00 | \$8.00 | \$560.00 |
| 8-22.5 | 22 | Plastic Crosswalk Line | 600 | SF | \$5.00 | \$3,000.00 | \$4.68 | \$2,808.00 | \$4.00 | \$2,400.00 | \$3.80 | \$2,280.00 | \$4.75 | \$2,850.00 |
| 8-22.5 | 23 | Removing Plastic Line | 860 | LF | \$1.00 | \$860.00 | \$1.25 | \$1,075.00 | \$1.00 | \$860.00 | \$1.10 | \$946.00 | \$4.50 | \$3,870.00 |
| 8-22.5 | 24 | Removing Plastic Crosswalk Line | 280 | SF | \$2.00 | \$560.00 | \$2.25 | \$630.00 | \$2.00 | \$560.00 | \$2.20 | \$616.00 | \$6.75 | \$1,890.00 |
| TOTAL AMOUNT | | | | | \$157,696.00 | \$168,817.06 | \$198,600.00 | \$213,966.35 | \$220,536.00 | | | | | |

| SPEC | ITEM | DESCRIPTION | QUANTITY | UNITS | TST, Inc. Dba Travers Electric | | Schwetz Construction | | Totem Electric | | ACI | | Average Bid | |
|---------------------|------|---|----------|-------|--------------------------------|---------------------|----------------------|---------------------|---------------------|--------------|--------------|--------------|--------------|--------------|
| | | | | | UNIT PRICES | TOTAL PRICE | UNIT PRICES | TOTAL PRICE | UNIT PRICES | TOTAL PRICE | UNIT PRICES | TOTAL PRICE | UNIT PRICES | TOTAL PRICE |
| 1-05.5 | 1 | Roadway Surveying | 1 | LS | \$2,500.00 | \$2,500.00 | \$4,000.00 | \$4,000.00 | \$7,840.00 | \$7,840.00 | \$6,600.00 | \$6,600.00 | \$4,405.00 | \$4,405.00 |
| 1-09.7 | 2 | Mobilization (8%) | 1 | LS | \$17,800.00 | \$17,800.00 | \$16,833.76 | \$16,833.76 | \$18,557.00 | \$18,557.00 | \$18,340.00 | \$18,340.00 | \$16,364.67 | \$16,364.67 |
| 1-10.5 | 3 | Project Temporary Traffic Control | 1 | LS | \$25,000.00 | \$25,000.00 | \$30,000.00 | \$30,000.00 | \$11,637.00 | \$11,637.00 | \$19,080.00 | \$19,080.00 | \$20,077.13 | \$20,077.13 |
| 2-01.5 | 4 | Clearing and Grubbing | 1 | LS | \$4,700.00 | \$4,700.00 | \$3,000.00 | \$3,000.00 | \$4,874.00 | \$4,874.00 | \$6,170.00 | \$6,170.00 | \$3,459.37 | \$3,459.37 |
| 2-02.5 | 5 | Removal of Structure and Obstruction | 1 | LS | \$3,175.00 | \$3,175.00 | \$8,000.00 | \$8,000.00 | \$5,716.00 | \$5,716.00 | \$11,180.00 | \$11,180.00 | \$5,595.01 | \$5,595.01 |
| 2-03.5 | 6 | Roadway Excavation Incl. Haul | 60 | CY | \$55.00 | \$3,300.00 | \$45.00 | \$2,700.00 | \$63.00 | \$3,780.00 | \$48.50 | \$2,910.00 | \$42.25 | \$2,535.00 |
| 2-03.5 | 7 | Unsuitable Foundation Excavation Incl. Haul | 10 | CY | \$82.50 | \$825.00 | \$45.00 | \$450.00 | \$165.00 | \$1,650.00 | \$67.50 | \$675.00 | \$68.75 | \$687.50 |
| 4-04.5 | 8 | Crushed Surfacing Base Course | 50 | TON | \$71.00 | \$3,550.00 | \$45.00 | \$2,250.00 | \$64.00 | \$3,200.00 | \$53.15 | \$2,657.50 | \$55.52 | \$2,775.94 |
| 5-04.5 | 9 | HMA CL. 1/2", PG 64-22 | 25 | TON | \$195.00 | \$4,875.00 | \$220.00 | \$5,500.00 | \$307.00 | \$7,675.00 | \$188.00 | \$4,650.00 | \$213.13 | \$5,328.13 |
| 5-04.5 | 10 | HMA CL 1", PG 64-22 | 35 | TON | \$195.00 | \$6,825.00 | \$220.00 | \$7,700.00 | \$307.00 | \$10,745.00 | \$198.00 | \$6,930.00 | \$212.88 | \$7,450.63 |
| 7-04.5 | 11 | Schedule A Storm Sewer Pipe ___" Diam. | 5 | LF | \$250.00 | \$1,250.00 | \$50.00 | \$250.00 | \$250.00 | \$1,250.00 | \$395.00 | \$1,975.00 | \$165.75 | \$828.75 |
| 7-05.5 | 12 | Catch Basin Type 1 | 1 | EA | \$1,550.00 | \$1,550.00 | \$1,200.00 | \$1,200.00 | \$2,055.00 | \$2,055.00 | \$1,725.00 | \$1,725.00 | \$1,332.63 | \$1,332.63 |
| 8-02.5 | 13 | Property Restoration | 1 | LS | \$2,500.00 | \$2,500.00 | \$2,500.00 | \$2,500.00 | \$1,845.00 | \$1,845.00 | \$5,755.50 | \$5,755.50 | \$2,387.69 | \$2,387.69 |
| 8-04.5 | 14 | Cement Conc. Traffic Curb and Gutter | 130 | LF | \$45.00 | \$5,850.00 | \$28.60 | \$3,718.00 | \$38.00 | \$4,940.00 | \$38.50 | \$5,005.00 | \$31.80 | \$4,134.00 |
| 8-04.5 | 15 | Cement Conc. Pedestrian Curb | 55 | LF | \$34.00 | \$1,870.00 | \$23.00 | \$1,265.00 | \$38.00 | \$2,090.00 | \$44.00 | \$2,420.00 | \$30.50 | \$1,677.50 |
| 8-14.5 | 16 | Cement Concrete Sidewalk | 35 | SY | \$60.00 | \$2,100.00 | \$41.40 | \$1,449.00 | \$69.00 | \$2,415.00 | \$80.00 | \$2,800.00 | \$52.93 | \$1,852.38 |
| 8-14.5 | 17 | Cement Conc. Sidewalk Ramp Type 2B | 3 | EA | \$1,650.00 | \$4,950.00 | \$1,240.00 | \$3,720.00 | \$1,535.00 | \$4,605.00 | \$1,240.00 | \$3,720.00 | \$1,409.38 | \$4,228.13 |
| 8-20.5 | 18 | Traffic Signal and Illumination Syst. | 1 | LS | \$120,724.00 | \$120,724.00 | \$122,000.00 | \$122,000.00 | \$128,727.00 | \$128,727.00 | \$134,825.00 | \$134,825.00 | \$120,856.78 | \$120,856.78 |
| 8-21.5 | 19 | Permanent Signing | 1 | LS | \$2,650.00 | \$2,650.00 | \$2,700.00 | \$2,700.00 | \$3,029.00 | \$3,029.00 | \$2,485.00 | \$2,485.00 | \$2,900.02 | \$2,900.02 |
| 8-22.5 | 20 | Plastic Line | 660 | LF | \$2.20 | \$1,452.00 | \$2.50 | \$1,650.00 | \$2.80 | \$1,848.00 | \$2.20 | \$1,452.00 | \$3.12 | \$2,058.38 |
| 8-22.5 | 21 | Plastic Stop Line | 70 | LF | \$5.50 | \$385.00 | \$5.00 | \$350.00 | \$5.60 | \$392.00 | \$5.50 | \$385.00 | \$5.86 | \$409.40 |
| 8-22.5 | 22 | Plastic Crosswalk Line | 600 | SF | \$3.75 | \$2,250.00 | \$3.50 | \$2,100.00 | \$3.92 | \$2,352.00 | \$3.85 | \$2,310.00 | \$4.03 | \$2,418.75 |
| 8-22.5 | 23 | Removing Plastic Line | 860 | LF | \$1.65 | \$1,419.00 | \$1.00 | \$860.00 | \$1.12 | \$963.20 | \$1.65 | \$1,419.00 | \$1.66 | \$1,428.53 |
| 8-22.5 | 24 | Removing Plastic Crosswalk Line | 280 | SF | \$3.75 | \$1,050.00 | \$2.00 | \$560.00 | \$2.24 | \$627.20 | \$3.85 | \$1,078.00 | \$3.13 | \$876.40 |
| TOTAL AMOUNT | | | | | \$222,650.00 | \$224,656.76 | \$232,467.40 | \$246,847.00 | \$216,866.20 | | | | | |

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: October 13, 2008

| | |
|---|---|
| AGENDA ITEM: Project Acceptance: Jennings Park Lot Overlay | AGENDA SECTION: New Business |
| PREPARED BY: Jeff Laycock, Associate Transportation Engineer II | AGENDA NUMBER: |
| ATTACHMENTS: Letter of Substantial Completion Location Map | APPROVED BY:  |
| | MAYOR CAO |
| BUDGET CODE: 31000076.563000, P0804 | AMOUNT: \$0 |

The City Council awarded the “Jennings Park Lot Overlay” contract to NW Asphalt, Inc., on May 27, 2008 in the amount of \$41,919.00.

NW Asphalt completed the work for this project on August 6, 2008. The project contract was completed at a total cost of \$38,988.00, which is \$2,931.00, or 7% below the original bid amount.

The work performed under this Contract was inspected by City Engineering staff and found to be physically complete in accordance with the approved plans and specifications. Staff recommends Council’s acceptance of the project for closeout.

RECOMMENDED ACTION:

Staff recommends project acceptance of the Jennings Park Lot Overlay project to start the 45-day lien filing period for project closeout.

COUNCIL ACTION:



PUBLIC WORKS

Kevin Nielsen, *Director*

80 Columbia Avenue
Marysville, Washington 98270
Phone (360) 363-8100
Fax (360) 363-8284
ci.marysville.wa.us

August 22, 2008

Northwest Asphalt, Inc.
PO Box 2260
Renton, WA 98056

Subject: P0804 - Jennings' Park Lot Overlay
Physical Completion: August 6, 2008

Dear Mr. Despain:

In accordance with Section 1-05.11 of the APWA Supplement to Standard Specifications, this project was considered physically complete as of August 6, 2008.

This notification does not constitute completion, or final acceptance by the City per Section 1-05.11(2) of the Contract's General Special Provisions.

This project will be submitted to the City Council for approval of Final Acceptance when the following items have been received by the City of Marysville:

1. Certificate of Release from the Department of L&I
2. Certificate of Release from the Employment Security Department
3. Statements of Intent to Pay Prevailing Wages (including all subcontractors) – need this from Emerald Paving
4. Affidavits of Wages Paid (including all subcontractors) – need this from both NW Asphalt and Emerald Paving

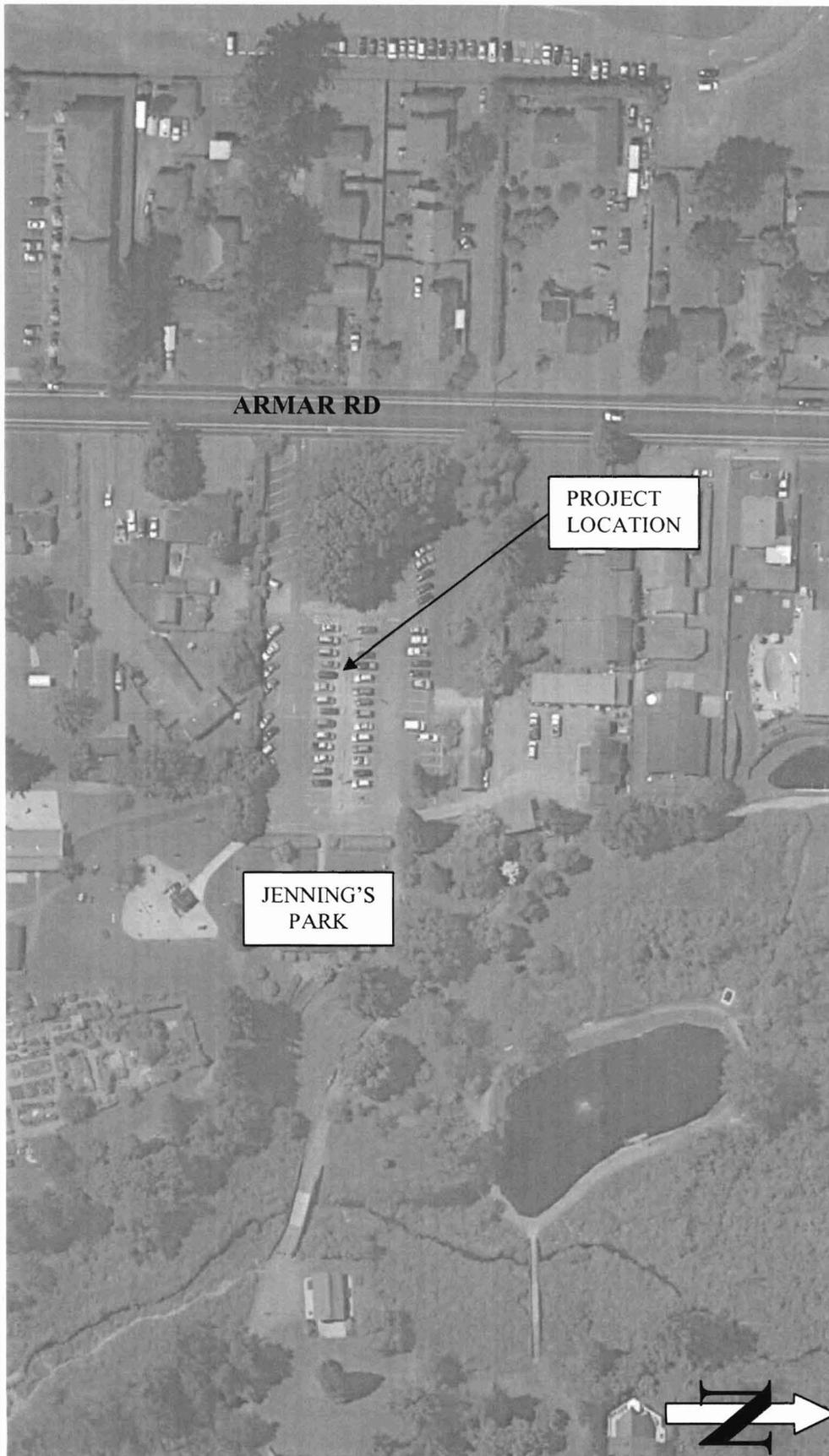
A Certificate of Completion will be sent to the City Council for approval and final acceptance at the first available council meeting. This date of final acceptance shall start the forty-five (45) day period for the return of your retainage.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Laycock", is written over a light blue horizontal line.

Jeff Laycock, PE
Associate Transportation Engineer II

VICINITY MAP EXHIBIT



CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: **October 13, 2008**

| | |
|--|---|
| AGENDA ITEM: Project Acceptance: Grove and 67 th Intersection Improvements | AGENDA SECTION: New Business |
| PREPARED BY: Jeff Laycock, Associate Transportation Engineer II | AGENDA NUMBER: |
| ATTACHMENTS: Letter of Substantial Completion Location Map | APPROVED BY:  |
| | MAYOR CAO |
| BUDGET CODE: 30500030.563000, R0801 | AMOUNT: |

The City Council awarded the “Grove and 67th Intersection Improvements” contract Schwetz Construction, Inc., on May 12, 2008 in the amount of \$176,191.20.

Schwetz Construction physically completed the work for this project on August 18, 2008. The project contract was completed at a total cost of \$176,628.83, which is \$437.63, or less than 1% above the original bid amount but within the management reserve of \$10,000.

The work performed under this Contract was inspected by City Engineering staff and found to be physically complete in accordance with the approved plans and specifications. Staff recommends Council’s acceptance of the project for closeout.

RECOMMENDED ACTION:

Staff recommends project acceptance of the Grove and 67th Intersection Improvements project to start the 45-day lien filing period for project closeout.

COUNCIL ACTION:



PUBLIC WORKS
Kevin Nielsen, *Director*

80 Columbia Avenue
Marysville, Washington 98270
Phone (360) 363-8100
Fax (360) 363-8284
ci.marysville.wa.us

September 12, 2008

Schwetz Construction
PO Box 449
Sedro Woolley, WA 98284

Subject: R0801 – Physical Completion of Project
Physical Completion: August 18, 2008

Dear Sam:

In accordance with Section 1-05.11 of the APWA Supplement to Standard Specifications, this project was considered physically complete as of August 18, 2008.

This notification does not constitute completion, or final acceptance by the City per Section 1-05.11(2) of the Contract's General Special Provisions.

This project will be submitted to the City Council for approval of Final Acceptance when the following items have been received by the City of Marysville:

1. Certificate of Release from the Department of L&I
2. Certificate of Release from the Employment Security Department
3. Affidavits of Wages Paid (including all subcontractors) – so far I have only received affidavits of wages paid from P&G Landscaping. I will need affidavits of wages paid from Schwetz, Valley Electric, Stripe Rite, and Fidalgo Paving.

Recommendation for Final Acceptance will be sent to the City Council for approval at the first available council meeting. This date of final acceptance shall start the forty-five (45) day period for the return of your retainage.

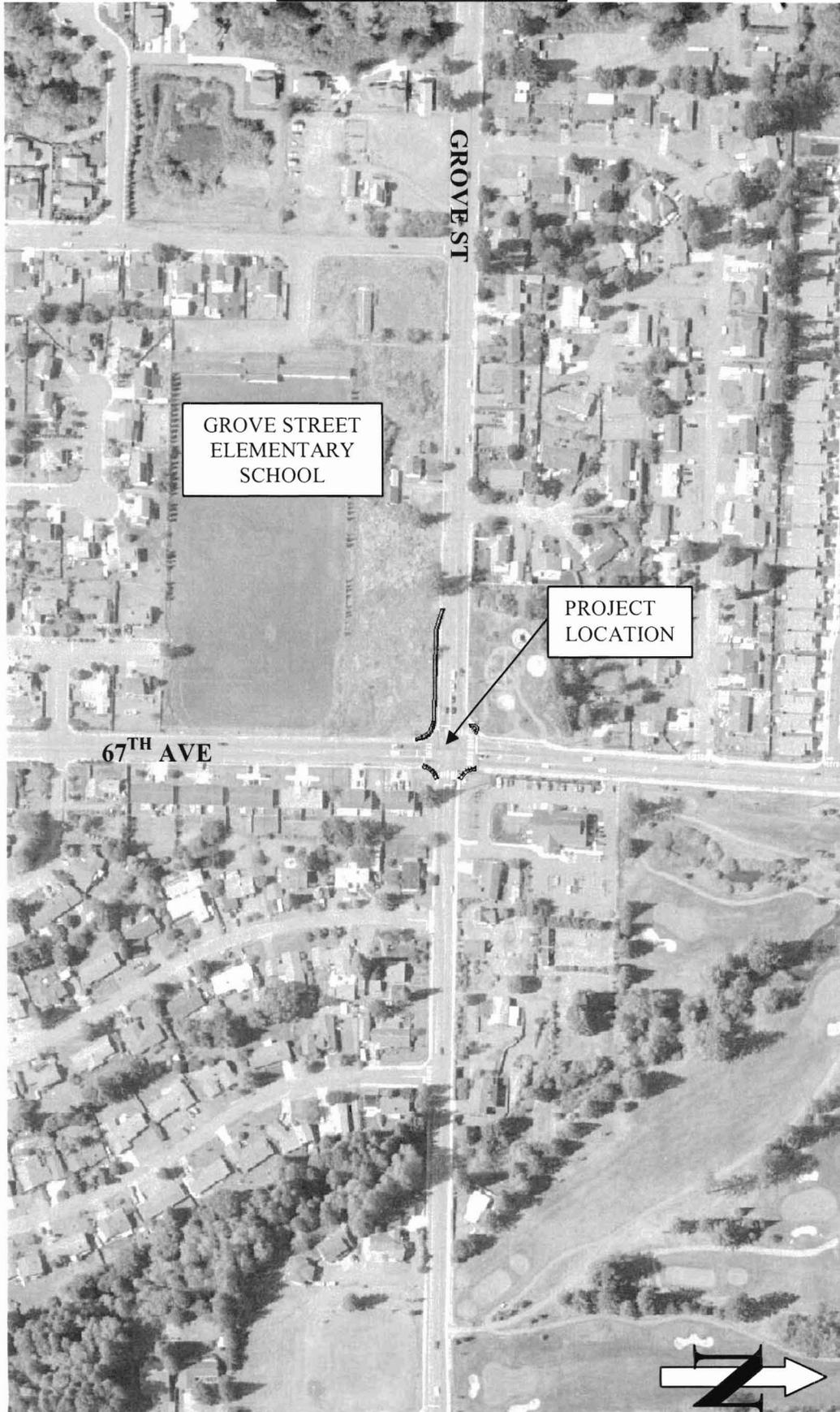
It has been a pleasure working with you on this project. I hope that Schwetz will consider bidding on future projects with the City.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Laycock", written over a white background.

Jeff Laycock, PE
Associate Transportation Engineer II

VICINITY MAP EXHIBIT



CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: October 13, 2008

| | |
|--|---------------------------------|
| AGENDA ITEM: Project Acceptance: Strawberry Fields Drainage Project | AGENDA SECTION: New Business |
| PREPARED BY: Jim Ballew- Director of Parks and Recreation  | AGENDA NUMBER: |
| ATTACHMENTS: Letter of Substantial Completion | APPROVED BY: |
| | MAYOR CAO |
| BUDGET CODE: 31000076.563000 P0703 | AMOUNT: \$92,091.22 |

The City Council awarded the “Strawberry Fields Drainage Project” contract to Jeff Stensland DBA Aquajet Enterprises, Inc., on July 14, 2008 in the amount of \$92,091.22.

Aquajet Enterprises completed the work for this project on September 12, 2008. The project contract was completed with no change orders.

The work performed under this Contract was inspected by City staff and found to be physically complete in accordance with the approved plans and specifications. Staff recommends Council’s acceptance of the project for closeout.

| |
|---|
| RECOMMENDED ACTION: Staff recommends project acceptance of the Strawberry Fields Drainage Project to start the 45-day lien filing period for project closeout. |
| COUNCIL ACTION: |

NOTICE OF COMPLETION OF PUBLIC WORKS CONTRACT

From:

| Name & Address of Public Agency |
|--|
| City of Marysville Parks and Recreation 6915 Armar Road Marysville, WA 98270 |

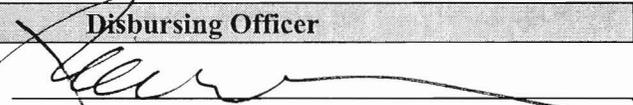
| Department Use Only |
|---------------------|
| Assigned To _____ |
| Date Assigned _____ |

Notice is hereby given relative to the completion of contract or project described below

| | | |
|---|-------------------------------|------------------------------------|
| Description of Contract Strawberry Fields Drainage Project | | Contract Number 008-004 |
| Contractor's Name Aquajet Enterprises Inc | | Telephone Number (425) 508-1222 |
| Contractor's Address PO Box 2224, Mt. Vernon, WA 98273 | | |
| Date Work Commenced 8/18/08 | Date Work Completed 9/5/08 | Date Work Accepted 9/18/08 |
| Surety or Bonding Company Western Surety Company | | |
| Agent's Address 130 Nickerson Street, Suite 311, Seattle, WA 98109 | | |

| | | | |
|---|---------------------|--------------------|---------------------|
| Contract Amount | \$ 84,955.00 | Liquidated Damages | \$ 0.00 |
| Additions | \$ + 0.00 | | |
| Reductions | \$ - 0.00 | | |
| Sub-Total | \$ 84,955.00 | Amount Disbursed | \$ 87,486.66 |
| Amount of Sales Tax Paid at <u>8.4 %</u> <i>(If various rates apply, please send a breakdown.)</i> | \$ 7,136.22 | Amount Retained | \$ 4,604.56 |
| TOTAL | \$ 92,091.22 | TOTAL | \$ 92,091.22 |

Comments:

| Disbursing Officer | |
|--------------------|--|
| Signature |  |
| Type or Print Name | Jim Ballew |
| Phone Number | 360-363-8402 |

The Disbursing Officer must complete and mail **THREE** copies of this notice to the Department of Revenue, PO Box 47474, Olympia, WA 98504-7474, immediately after acceptance of the work done under this contract. **NO PAYMENT SHALL BE MADE FROM RETAINED FUNDS** until receipt of Department's certificate, and then only in accordance with said certificate.

To inquire about the availability of this document in an alternate format for the visually impaired, please call (360) 753-3217. Teletype (TTY) users please call (800) 451-7985. You may also access tax information on our Internet home page at <http://dor.wa.gov>.

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: October 13, 2008

| | |
|--|----------------------------|
| AGENDA ITEM: Hotel/Motel Tax Grant Program | AGENDA SECTION: Consent |
| PREPARED BY: Tracy Jeffries, Asst. Admin. Services Director | AGENDA NUMBER: |
| ATTACHMENTS: 1. Hotel/Motel Committee Meeting Minutes | APPROVED BY: |
| | MAYOR CAO |
| BUDGET CODE: 10500030.549000 | AMOUNT: \$51,902.62 |

The members of the Hotel/Motel Committee met at City Hall on Monday, September 29, 2008, led by Committee Chair/Councilmember Lee Phillips, and reviewed seven applications and the scoring results for the funding requests from the Hotel/Motel Tax Grant applicants. In accordance with Resolution No. 1990, Hotel/Motel Tax Policy and RCW Title 67.28. the Committee recommends distribution of the Hotel/Motel funds as follows: \$2,500 to Maryfest for costs associated with festival promotion, i.e. televised broadcast, newspaper, radio and misc. advertising; \$5,000 to Marysville Historical Society for costs associated with the creation of a technology/media lab (Mac/Pro with time capsule and color plotter); \$12,446.15 to City of Marysville for Holiday Tree Display for Merrysville for the Holidays Festival; \$15,186.47 to the City of Marysville for Community Information Reader Board Renovation; \$1,000 to Cedarcrest Golf Course to fund Golf Course Brochures; \$1,200 to Friends of the Marysville Library for costs associated with Art of the Marysville Library Brochures; \$14,570 to Marysville Tulalip Chamber of Commerce for costs associated with a technology upgrade and brochure expansion for the regional visitor information center.

RECOMMENDED ACTION:

The Hotel/Motel Committee recommends the City Council authorize the allocation of the Hotel/Motel tax revenues as follows: \$2,500 to Maryfest; \$5,000 to Marysville Historical Society; \$12,446.15 to City of Marysville (community information reader board); \$15,186.47 to City of Marysville (holiday tree); \$1,000 to Cedarcrest Golf Course; \$1,200 to Friends of the Marysville Library; \$14,570 to Marysville Tulalip Chamber of Commerce.

COUNCIL ACTION:

Hotel/Motel Committee Minutes
September 29, 2008
Marysville City Hall

Present: Councilmember Lee Phillips, Mary Kirkland, representing Downtown Merchants; Andy Tift, Holiday Inn Express General Manager; Tracy Jeffries, Asst. Admin. Services Director

Carol Kapua was not able to be present but submitted her scores and comments.

Lee Phillips called the meeting to order at 11:20 p.m.

The committee members reviewed and submitted their scoring packets for the seven applications that were received by the following organizations:

1. Maryfest: Advertisement for Strawberry Festival (\$2,500);
2. Marysville Historical Society: Technology/Media Lab, Mac/Pro including time capsule, software and cables (\$5000);
3. City of Marysville #1: Holiday Tree for Merrifest (\$15,186.47);
4. City of Marysville #2: Community Information Reader Board (\$12,446.15);
5. Cedarcrest Golf Course: Golf Course Brochures (\$1,000);
6. Friends of the Marysville Library: Brochures for Art at the Marysville Library (\$1,2000);
7. Marysville/ Tulalip Chamber of Commerce: Technology Upgrade & Brochure Expansion for Regional Visitor Information Center (\$14,570).

Lee Phillips indicated the purpose was to discuss the Hotel/Motel scoring results and make a recommendation to City Council for distribution of funds. He asked Tracy Jeffries how much was available to allocate. Tracy Jeffries stated there was approximately \$60,000 available to disburse. Tracy Jeffries informed the committee that she had spoke with Pat Mason from MRSC regarding the City's application to purchase a Christmas tree. She was informed Lodging tax funds normally could not be used to purchase a Christmas tree, however an exception would be if the City sponsors a major winter festival that attracts a lot of visitors and the Christmas tree was a central part of the decorations for the festival. She also stated the City Attorney had reviewed the applications on September 18th and found that all the applications appeared to qualify for funding if the committee chose to fund them. The committee recognized the Christmas tree as part of the Merrysville for the Holidays winter celebration.

Andy Tift questioned the Chambers application and how it pertained to the legal requirements. Tracy Jeffries informed that the law had recently changed and besides the new reporting requirements, funds can now be awarded to support the operations and capital expenditures of tourism-related facilities owned by nonprofit organizations. She stated that she and the City Attorney had discussed

these changes in relation to the Chambers and the Historical Society's grant application.

The committee discussed possibly adding or changing some of the questions in the scoring packet. Tracy Jeffries informed the committee they could submit questions to her and she would disperse them to all the committee members.

Tracy Jeffries read Carol Kapua's comments to the committee.

The committee asked Tracy Jeffries to inform them of the applicants that still had funds but had not yet asked for reimbursement. Tracy Jeffries informed the committee of these applicants and reported that she had made contact with each of them and had been informed that they would be submitting their reimbursement before the end of 2008. She stated that as requested by the committee, she informed them that if reimbursement was not received by the end of the year the funds would roll back into the fund for future Grant application requests.

Tracy Jeffries informed the committee that scoring packets were provided to the owners of City Center Motel and Village Motel, so far they have not chosen to participate.

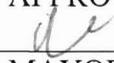
Motion made by Mary Kirkland, seconded by Andy Tift, to recommend to City Council to award each applicants requested amount in full for a total of \$51,902.62. Motion passed unanimously.

With no further business to discuss, Lee Phillips adjourned the meeting at 12:00 p.m.

Tracy Jeffries, Asst. Admin. Services Director

**CITY OF MARYSVILLE
EXECUTIVE SUMMARY FOR ACTION**

CITY COUNCIL MEETING DATE: October 13, 2008

| | | |
|---|--|------------|
| AGENDA ITEM: Northwest Management Systems - Supplemental Agreement No. 2 | AGENDA SECTION: | |
| PREPARED BY: Jeff Laycock, Associate Transportation Engineer II | AGENDA NUMBER: | |
| ATTACHMENTS: Supplemental Agreement No. 2 for the Pavement Management System (3 copies) | APPROVED BY:  | |
| | MAYOR | CAO |
| BUDGET CODE: 10200030.541000, M0709 | AMOUNT: \$0 | |

On September 24, 2007, Council approved the professional services agreement with Northwest Management Systems (NWMS) to perform an update of the City’s pavement management system. On May 12, 2008 Council approved to extend the “time of performance” to September 30, 2008. While the majority of the work has been done to collect the roadway data, generate pavement condition ratings and to prepare the written report, the consultant is still required to incorporate the data into a GIS format per the scope of work.

NWMS has requested to extend the contract “time of performance” date to December 31, 2008 in order to complete.

Staff therefore recommends that the City Council approve Supplemental Agreement No. 2 with NWMS.

| |
|--|
| RECOMMENDED ACTION: Staff recommends the City Council authorize the Mayor to sign the Supplemental Agreement No. 2 with Northwest Management Systems for a time extension on the update of the City’s pavement management system. |
| COUNCIL ACTION: |

**SUPPLEMENTAL AGREEMENT NO. 2
TO
PROFESSIONAL SERVICES AGREEMENT
FOR
CITY OF MARYSVILLE
AND NORTHWEST MANAGEMENT SYSTEMS**

This Supplemental Agreement No. 2 is made and entered into on the ____ day of _____, _____, between the City of Marysville, hereinafter called the "City" and Northwest Management Systems, hereinafter called the "Consultant."

WITNESSETH THAT:

WHEREAS, the parties hereto have previously entered into an Agreement for the Pavement Management System, hereinafter called the "Project," said Agreement being dated September 24, 2007; and

WHEREAS, both parties desire to supplement said Agreement, by expanding the Scope of Services to provide for an extension of the project completion date,

NOW THEREFORE, in consideration of the terms, conditions, covenants and performance contained herein or attached and incorporated, and made a part hereof, the parties hereto agree as follows:

Each and every provision of the Original Agreement for Professional Services dated September 24, 2007, shall remain in full force and effect, except as modified in the following sections:

1. Article III, Section III.3 of the Original Agreement, "TIME OF PERFORMANCE", is amended to provide that all work shall be completed by December 31, 2008.

IN WITNESS WHEREOF, the parties hereto have executed this SUPPLEMENTAL AGREEMENT NO. 2 as of the day and year first above written.

PROFESSIONAL SERVICES AGREEMENT - 1
Supplement

/wpf/forms/municipal/MV0038.B

CITY OF MARYSVILLE

NORTHWEST MANAGEMENT SYSTEMS

By: _____
Mayor

By: Paul E. Sacks
Its President

ATTEST/AUTHENTICATED:

City Clerk

APPROVED AS TO FORM:

Grant K. Weed, City Attorney

PROFESSIONAL SERVICES AGREEMENT - 2
Supplement

/wpf/forms/municipal/MV0038.B

**CITY OF MARYSVILLE
EXECUTIVE SUMMARY FOR ACTION**

City Council Meeting Date: October 13, 2008

| | | |
|---|---------------------------------|-----|
| AGENDA ITEM: Lakewood Access / 156 th Street Overcrossing Project – Professional Services Agreement for Final Design | AGENDA SECTION: New Business | |
| PREPARED BY: Patrick Gruenhagen, Project Manager | AGENDA NUMBER: | |
| ATTACHMENTS: Professional Services Agreement Supplement No. 1 | APPROVED BY: | |
| | MAYOR | CAO |
| BUDGET CODE: 30500030.563000 / R-0604 | AMOUNT: \$602,489.00 | |

Marysville City Council authorized initiation of preliminary design on the City’s Lakewood Access / 156th Street Overcrossing Project one year ago, in October of 2007. Since that time, the City and its design consultant, Berger / Abam, have made significant strides toward completion of this first phase of design, including advancement of NEPA environmental review and studies, coordination of access issues/approvals with WSDOT and FHWA, and selection of a preferred design concept. The attached PSA Supplement will enable the City to move forward and transition from the preliminary design phase into final design and permitting.

Professional Services / Construction Cost Projections:

The table at right illustrates anticipated project costs from inception to completion of final design, including those attributable to this Supplement. The proposed Scope of Services, as attached, allows for preparation of PS&E final design documents for the new 156th Street structure and connecting roadways; traffic modeling; assistance with acquisition of various permits and approvals; hydraulic modeling and design; and continuation of a public involvement and outreach program that began earlier in the project.

| | |
|---|-----------------------|
| Professional Services, Base Contract | \$581,803.00 |
| <i>(Previously Authorized)</i> Sub-total: | \$581,803.00 |
| Supplement No. 1 – Final Design | \$574,489.00 |
| Management Reserve (5%) | \$28,000.00 |
| TOTAL: | \$1,184,292.00 |

In conjunction with final design, the City continues to pursue various funding opportunities for the project. Staff also intends to seek Council approval in the near term to authorize commencement of Right of Way negotiations and acquisition. (via separate agreement) At current time, the project remains on track to advertise for construction in the spring of 2010.

| |
|---|
| <p>RECOMMENDED ACTION: Staff recommends that City Council authorize the Mayor to sign the Professional Services Agreement Supplement No. 1 with BERGER / ABAM in an amount not to exceed \$574,489.00, and that it authorize an additional (5%) Management Reserve in the amount of \$28,000.00. The total allocation to complete the final design phase of the project would therefore be \$602,489.00.</p> |
| <p>COUNCIL ACTION:</p> |



| | | | |
|--|--|--|--|
| Supplemental Agreement Number <u>1</u> | | Organization and Address BERGER/ABAM Engineers Inc. 720 Olive Way, Suite 1100 Seattle, WA 98101 | |
| Original Agreement Number | | Phone: (206) 357-5600 | |
| Project Number R-0604 | Execution Date | Completion Date 31 May 2010 | |
| Project Title Lakewood Access/156th Street Overcrossing | New Maximum Amount Payable \$ 1,184,292 | | |
| Description of Work Public involvement, permitting, plans, specifications, and estimate for an overpass of I-5 at 156th Street in Marysville, WA. | | | |

The Local Agency of City of Marysville
desires to supplement the agreement entered into with BERGER/ABAM Engineers Inc.
and executed on 22 October 2007 and identified as Agreement No. _____
All provisions in the basic agreement remain in effect except as expressly modified by this supplement.

The changes to the agreement are described as follows:

I

Section II, SCOPE OF WORK, is hereby changed to read:
Exhibit A (attached) is added to the scope of work.

II

Section IV, TIME FOR BEGINNING AND COMPLETION
Complete all requirements by: 31 May 2010

III

Section V, PAYMENT

The additional services as described in Exhibit A, attached, will cause an increase of Six Hundred and Two Thousand Four Hundred and Eighty Nine Dollars (\$602,489.00) including a Twenty Eight Thousand Dollar (\$28,000.00) Management Reserve, as set forth in the attached Exhibits E and G and the following Summary of Payments and by this reference made a part of this supplement. The Maximum Amount Payable under this Contract shall be revised to One Million One Hundred Eighty Four Thousand Two Hundred and Ninety Two Dollars (\$1,184,292.00).

If you concur with this supplement and agree to the changes as stated above, please sign in the appropriate spaces below and return to this office for final action.

By: BERGER/ABAM Engineers Inc.

By: City of Marysville



Consultant Signature

Approving Authority Signature

Date

Summary of Payments

| | Basic Agreement | Supplement #1 | Total |
|---|------------------|------------------|--------------------|
| Direct Salary Cost | \$182,003 | \$190,836 | \$372,839 |
| Overhead (Including Payroll Additives) | \$296,762 | \$314,277 | \$611,039 |
| Direct Non-Salary Costs | \$ 47,507 | \$ 9,505 | \$ 57,012 |
| Fixed Fee | \$ 55,531 | \$ 59,871 | \$115,402 |
| Total | \$581,803 | \$574,489 | \$1,156,292 |

| | | |
|--------------------|-----------|----------|
| Management Reserve | \$ 28,000 | \$28,000 |
|--------------------|-----------|----------|

| | | |
|-------------|-----------|-------------|
| Grand Total | \$602,489 | \$1,184,292 |
|-------------|-----------|-------------|

**EXHIBIT A
 SUPPLEMENTAL SCOPE OF WORK FOR ENGINEERING SERVICES FOR PHASE 2B OF THE
 LAKEWOOD ACCESS/156TH STREET OVERCROSSING PROJECT**

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ABBREVIATIONS

The following abbreviations are used throughout this scope of work.

| | | | |
|---------------|--|-----------------|---|
| AASHTO | American Association of State Highway and Transportation Officials | NRHP | National Register of Historic Places |
| BA | Biological Assessment | PS&E | Plans, Specifications, and Estimates |
| BDM | WSDOT Bridge Design Manual | ROW | Right-of-Way |
| DCE | Documented Categorical Exclusion | SEPA | State Environmental Protection Act |
| DOE | Washington State Department of Ecology | TDM | Transportation Demand Management |
| EIS | Environmental Impact Statement | TIR | Technical Information Report |
| ESA | Endangered Species Act | TS&L | Type, Size, and Location |
| FHWA | Federal Highway Administration | WDFW | Washington State Department of Fish and Wild Life |
| LOS | Level of Service | WDNR | Washington State Department of Natural Resources |
| NEPA | National Environmental Protection Act | WSDOT | Washington State Department of Transportation |
| NMFS | National Marine Fisheries Service | USFWS | U.S. Fish and Wildlife Service |
| NPDES | National Pollutant Discharge Elimination System | | |

PROJECT BACKGROUND

This supplemental scope of work defines Phase 2B of this project, which is to complete contract documents and permitting. Phase 2B will include public outreach, final design, permit applications and approvals, construction documents, WSDOT coordination and approvals, and services during advertisement, bidding, and award.

PROJECT PARAMETERS

The following list is included to confirm the understanding between the City and the Consultant and will be used to guide the work.

1. The basis for this scope is the 30% PS&E developed in Phase 2A.
2. The City will perform all ROW acquisition related tasks based on the ROW plans developed in Phase 2A.

PHASE 2B – PERMITTING AND CONTRACT DOCUMENTS

Task 500 – Project Management and Administration

Invoices and Progress Reports

The Consultant will perform project administration and management tasks as follows.

1. Prepare and submit monthly invoices and progress reports, including a tabulation of hours expended, broken down by each major task.

2. Prepare subconsultant agreements and perform ongoing subconsultant liaison.
3. Maintain all contract-required documentation.

Deliverables

1. Monthly invoice
2. Subconsultant agreements

City Coordination Meetings

The Consultant will attend periodic coordination meetings at the City. These meetings will be held generally once a month early in Phase 2B and as needed later in Phase 2B. It is assumed there will be twelve total during Phase 2B. Three members of the Consultant team will attend each meeting.

Deliverables

Meeting minutes for each meeting

Task 510 – Quality Assurance and Quality Control (QA/QC)

The Consultant will provide QA/QC for all design work in accordance with the Consultant's QA/QC standards.

Deliverables

QA/QC documentation for all design work, available to the City upon request.

Task 520 – Public Outreach

Open House

The Consultant will provide services to plan, prepare for, and attend one public open house. The Consultant will also participate in facilitating the open house. The focus of the open house will be to gather information and inform local residents and the community at large of the project features and schedule. The City will identify and secure a venue (location) for the open house.

The Consultant will develop open house materials including exhibits and/or other presentation materials, comment cards/questionnaires, sign-in sheets, and meeting signage. The Consultant will attend a planning meeting with City staff.

Deliverables

Exhibits and materials for open house

Task 600 – Traffic Modeling

Study Area and Years of Analysis

Limits of study area are defined based on the extent of potential impact of the project. The study area will include the important roadway links in the projects area such as 172nd Street

NE, Smokey Point Blvd, 156th Street NE, 152nd Street NE, 136th Street NE and 116th Street NE. The study area will capture these selected surface street intersections:

- 172nd Street NE / 27th Avenue NE
- 172nd Street NE / I-5 SB ramps
- 172nd Street NE / I-5 NB ramps
- 172nd Street NE / Smokey Point Blvd
- 169th Street NE / Smokey Point Blvd
- 168th Street NE / Smokey Point Blvd
- 156th Street NE / Smokey Point Blvd
- 152nd Street NE / Smokey Point Blvd
- 136th Street NE / Smokey Point Blvd
- 116th Street NE / State Avenue NE

The analysis will be done for existing year 2007, year of opening 2011 and design year 2031.

Traffic Volumes

Existing year (2007) PM traffic counts will be obtained from the City of Marysville and City of Arlington. The unavailable data will be obtained by recruiting traffic count vendors.

The traffic forecasts for 2011 and 2031 will be developed using the City of Marysville's travel demand model in VISUM. The City's existing PM model is based on year 2007. The existing year PM VISUM model will be validated against the collected traffic counts for select screenlines in the study area.

The City's 2035 VISUM model will be used as a starting point to estimate the No Build traffic volumes at the study intersections for the design year 2031. The land use and roadway project assumptions to be included for the year 2031 will be drafted with the help of the City of Marysville. The resulting traffic volumes will be postprocessed to obtain the intersection traffic volumes for 2031 No Build.

The 2031 VISUM model will be run with the 156th Street NE overcrossing. The resulting traffic volumes will be postprocessed to obtain the intersection traffic volumes for 2031 Build.

The land use and roadway project assumptions to be included for the year 2011 will be drafted with the help of the City of Marysville. The 2011 No Build model will be run and the resulting traffic volumes will be postprocessed to obtain the intersection traffic volumes for 2011 No Build. The 2011 VISUM model will be run with the 156th Street NE overcrossing. The resulting traffic volumes will be postprocessed to obtain the intersection traffic volumes for 2011 Build.

Traffic Operations

Existing (2007), year of opening (2011) and design year (2031) traffic conditions for the selected intersections will be evaluated using SYNCHRO 7. The results will include intersection LOS and queuing.

The desired intersection channelization and signal operations will be developed using the SYNCHRO model.

Deliverables

Technical memorandum documenting the traffic forecasting and operations analysis

Task 700 – Final Civil/Roadway Design

The Consultant will prepare the roadway design. Plan sheets will be at 1"=20' scale (when plotted at full-scale). Plans will include the following.

Alignment and Survey Control Plan (One Sheet). This will depict the project's survey control points, and horizontal alignment information to allow a contractor to stake the project during construction. This sheet will be prepared at a scale sufficient to fit on one sheet (anticipated to be 1"=100').

Typical Roadway Section(s) (One Sheet). This sheet will describe the roadway's typical section(s) and include paving sections for the proposed improvements. Information on this sheet will be Not to Scale (NTS).

Site Preparation and Erosion Control Plans (Six Sheets). These sheets will include any pavement and structure removal for the proposed improvements, along with erosion control elements such as silt fences, sediment check dams, and other erosion control Best Management Practices (BMP's).

Paving and Grading Plans (Six Sheets). Included in these sheets will be the roadway and storm drainage plan and profile, including dimensions, curb and gutter locations, sidewalk locations, cut and fill limits, wall locations, and stormwater conveyance systems. There is anticipated to be a combined driveway serving the Foster property on the south side of 156th west of State Avenue that will require additional grading work and a driveway profile that will be included in this task. Also included in this task will be preparation of a digital terrain model (DTM) from which wall elevations will be cut and provided to the structural engineer for the preparation of detailed wall elevation sheets. These sheets will be prepared at 1"=20' scale when plotted at full scale.

Channelization and Illumination Plans (Six Sheets). These sheets will include channelization, signing and illumination for the project. These sheets will be prepared at 1"=20' scale when plotted at full scale.

Water Quality and Detention Facilities (Four Sheets). These sheets will include site plans for up to two water quality and detention facilities at 1"=20' scale, and two sheets of details to describe the anticipated work. It is anticipated that these facilities will be infiltration facilities of some type.

Signal Plans (3 Sheets). These sheets will include a plan view illustrating the location of signal poles, junction boxes, conduits, and signal controller. Separate sheets will be prepared for a pole schedule sheet, and a wiring diagram. These sheet showing plan view of the poles, etc. will be prepared at 1"=20' scale when plotted at full scale. The other sheets will be not-to-scale.

Prepare water and sanitary sewer relocation plans as applicable. (Four Sheets)
Prepare watermain extension plans to tie system from existing main in Smokey Point Boulevard to existing main in 156th Street west of I-5. The size is approximately 12" diameter to be confirmed with City staff.

DELIVERABLES:

See task 730

Task 710 – Final Construction Phasing/Traffic Control/Access Management Design

The Consultant will develop a proposed construction sequence and schedule for the project. These will be the basis for project plans and specifications for suggested construction phasing and for the traffic control and property access plans.

Deliverables

1. Estimated project schedule.
2. Traffic control and property access plans.

Task 720 -- Final Structural/Bridge Design

The Consultant will provide structural calculations for all structures as required and prepare a load rating for the bridge per WSDOT guidelines.

Structural design calculations will be prepared for the following.

- Concrete deck design
- Girder design
- Bearing design
- Crossbeam design
- Column design
- Abutment design
- Drilled shaft design
- Seismic analysis
- Bridge load rating

Task 730 – Contract Plans

The Consultant will prepare contract plans for the project. 60 percent, 90 percent, 95 percent, and bid ready plan submittals will be made.

Deliverables

1. Roadway plans listed above in Task 700

2. Suggested construction phasing plans and traffic control and property access plans
3. Plans for structures will include the following.
 - Bridge plan, elevation, and general notes
 - Foundation plan
 - Construction sequence
 - Structural earth walls
 - Pier 1 plan, elevation, and details
 - Pier 2 plan, elevation, and details
 - Pier 3 plan, elevation, and details
 - Pier 4 plan, elevation, and details
 - Drilled shaft details
 - Crossbeam details
 - Bridge framing plan
 - Typical section
 - Girder details
 - Bearing details
 - Diaphragms
 - Roadway slab
 - Expansion joint details
 - Traffic barrier
 - Bridge railing type BP-B
 - Utility hanger details
 - Bar list

Task 740 – Contract Specifications

The Consultant will prepare the technical special provisions for the project, including WSDOT, APWA, and bridge general special provisions as well as project specific special provisions.

Task 750 – Final Cost Estimate

The project cost estimate will be updated at the 90 percent and bid ready submittals.

Task 800 – Environmental Permits and Approvals

The consultant will be responsible for assembling and organizing all necessary environmental permit applications to a standard acceptable by the permitting agencies. Anticipated permits include the following.

- Joint Aquatic Resource Permits Application (JARPA)
- USACE Section 404 Permit
- DOE Section 401 Water Quality Certification
- DOE NPDES Construction Stormwater General Permit
- WDFW Hydraulic Project Approval

Permit applications will include all requested information; such as application forms, all necessary permit drawings, an attachment describing project location, project purpose and need, alternatives considered, and a summary of project impacts. The Consultant will also provide a draft transmittal letter for submittal of the application by the City. Draft applications, including supporting information, will be submitted to the City for review and comment. Revised permit applications will be provided to the City for signature and submittal to permitting agencies.

It is also anticipated that a mitigation plan will be required by the Corp to identify the appropriate mitigation for the site and to meet the required function and value replacement required by the federal regulations. The consultant shall provide a draft and final copy of the wetland mitigation plan for review by the City and submittal to the Corp. From work completed so far in Phase 2A, it is anticipated that the primary issue will be impacts to the ditches along the north side of 156th Street west of I-5. The Tulalip Tribe has already commented on the Huish's SEPA document that fish exist in that ditch.

Task 900 – Services During Ad, Bld, and Award

The Consultant will answer questions from bidders that are forwarded through the City. The answers will be returned to the City for distribution by the City to everyone on the bidders list. The Consultant will prepare up to one addendum of about 10 pages and 5 revised drawings.

Exhibit E
Labot Hour Estimate

Project Name: City of Marysville, Lakewood Access/156th Street Overcrossing Project, Phase 2B
 Project No: SAPWT-08-092
 Prepared By: CCW
 Date: 16-Sep-08

| PHASE 2B - PERMITTING AND CONTRACT DOCUMENTS | | | | | | | | | | | |
|--|----------------|-----------------|--------------|----------------|-----------------|----------|-----------|---------------|----------|------------|-----|
| DESCRIPTION | QA/QC REVIEWER | PROJECT MANAGER | FUNDING LEAD | CIVIL ENGINEER | STRUCT ENGINEER | DRAFTER | GRAPHICS | PROJECT COORD | CLERICAL | TOTAL | SUB |
| TASK 500 - PROJECT MANAGEMENT AND ADMINISTRATION | | | | | | | | | | | |
| 500.1. Prepare invoices (12) | | 12 | | | | | | | | 12 | |
| 500.2. Prepare Progress Reports (12) | | 24 | | | | | | 12 | | 36 | |
| 500.3. Attend Meetings and Site Visits (12) | | 48 | 8 | 8 | 16 | | | | | 80 | |
| 500.4. Invoices & Progress Reports (8) | | | | | | | | | | | PER |
| 500.5. County Coordination Meetings (2) | | | | | | | | | | | PER |
| 500.6. City Coordination Meetings (6) | | | | | | | | | | | PER |
| TOTAL BERGER/ABAM PROJECT MANAGEMENT AND ADMINISTRATION HOURS | 0 | 84 | 8 | 8 | 16 | 0 | 0 | 12 | 0 | 128 | |
| TASK 510 - QUALITY ASSURANCE AND QUALITY CONTROL (QA/QC) | | | | | | | | | | | |
| 510.1. Review Final Calculations | 40 | | | | | | | | | 40 | |
| 510.2. Review Final Plans | 60 | | | | | | | | | 60 | |
| 510.3. Review Final Specifications | 20 | | | | | | | | | 20 | |
| 510.4. Review Final Cost Estimate | 20 | | | | | | | | | 20 | |
| TOTAL BERGER/ABAM QUALITY ASSURANCE AND QUALITY CONTROL (QA/QC) HOURS | 140 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 140 | |
| TASK 520 - PUBLIC OUTREACH | | | | | | | | | | | |
| 520.1. Attend Open House Planning Meeting | | 4 | | | | | | | | 4 | |
| 520.2. Prepare Open House Graphics (5) | | 10 | | | | 8 | 12 | | | 30 | |
| 520.3. Attend Open House | | 6 | | | | | | | | 6 | |
| TOTAL BERGER/ABAM PUBLIC OUTREACH HOURS | 0 | 20 | 0 | 0 | 0 | 8 | 12 | 0 | 0 | 40 | |
| TASK 600 - TRAFFIC MODELING | | | | | | | | | | | |
| 600.1. Model Traffic Demand | | | | | | | | | | 0 | PER |
| 600.2. Model Traffic Operations | | | | | | | | | | 0 | PER |
| 600.3. Update Funding Prospectus (twice) | | | | | | | | | | 0 | PER |
| 600.4. Coordinate with Peritec | | 4 | | | | | | | | 4 | |
| 600.5. Review Technical Memorandum | | 4 | | | | | | | | 4 | |
| TOTAL BERGER/ABAM TRAFFIC MODELING HOURS | 0 | 8 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 8 | |
| TASK 700 - FINAL CIVIL/ROADWAY DESIGN | | | | | | | | | | | |
| 700.1. Alignment & Survey Control Plan | | | | | | | | | | | PER |
| 700.2. Typical Roadway Sections | | | | | | | | | | | PER |
| 700.3. Site Prep & Erosion Control Plans | | | | | | | | | | | PER |
| 700.4. Paving & Grading Plans | | | | | | | | | | | PER |
| 700.5. Channelization & Illumination Plans | | | | | | | | | | | PER |
| 700.6. Coordinate with Peritec | | 24 | | | 16 | | | | | 40 | |
| 700.7. Review Civil/Roadway PS&E | | 24 | | 8 | 8 | | | | | 40 | |
| TOTAL BERGER/ABAM FINAL CIVIL/ROADWAY DESIGN HOURS | 0 | 48 | 0 | 8 | 24 | 0 | 0 | 0 | 0 | 80 | |

Exhibit E
Labot Hour Estimate

| | | | | | | | | | | |
|--|----------|-----------|----------|------------|------------|------------|----------|-----------|----------|-------------|
| TASK 710 - FINAL CONST PHASING/TRAF CONT/ACCESS MANAGEMENT | | | | | | | | | | |
| 710.1. Develop Construction Phasing | | | 16 | | 8 | | | | | 24 |
| 710.2. Develop Access Management | | | 8 | | 16 | | | | | 24 |
| 710.3. Prepare Estimated Construction Schedule | | | 8 | | | 16 | | | | 24 |
| TOTAL BERGER/ABAM FINAL CONST PHASING/TRAF CONT/ACCESS MANAGEMENT HOURS | 0 | 32 | 0 | 24 | 16 | 0 | 0 | 0 | 0 | 72 |
| TASK 720 - FINAL STRUCTURAL/BRIDGE DESIGN | | | | | | | | | | |
| 720.1. Concrete Deck Design | | | 2 | | 16 | | | | | 18 |
| 720.2. Girder Design | | | 2 | | 32 | | | | | 34 |
| 720.3. Bearing Design | | | 2 | | 8 | | | | | 10 |
| 720.4. Crossbeam Design | | | 2 | | 40 | | | | | 42 |
| 720.5. Column Design | | | 2 | | 40 | | | | | 42 |
| 720.6. Abutment Design | | | 2 | | 40 | | | | | 42 |
| 720.7. Drilled Shaft Design | | | 2 | | 40 | | | | | 42 |
| 720.8. Seismic Analysis | | | 2 | | 80 | | | | | 82 |
| 720.9. Load Rating | | | 2 | | 24 | | | | | 26 |
| 720.10. Assemble Calculations | | | | | 16 | | | 16 | | 32 |
| TOTAL BERGER/ABAM FINAL STRUCTURAL/BRIDGE DESIGN HOURS | 0 | 18 | 0 | 0 | 336 | 0 | 0 | 16 | 0 | 370 |
| TASK 730 - CONTRACT PLANS | | | | | | | | | | |
| 730.1. Suggested Construction Phasing and Access Plans (3 sheets) | | | 8 | | 60 | | 48 | | | 116 |
| 730.2. Traffic Control Plans (3 sheets) | | | 8 | | 60 | | 48 | | | 116 |
| 730.3. Bridge, Plan, Elevation and General Notes | | | 2 | | 24 | | 16 | | | 42 |
| 730.4. Foundation Plan | | | 2 | | 16 | | 12 | | | 30 |
| 730.5. Bridge Construction Sequence | | | 8 | | 24 | | 16 | | | 48 |
| 730.6. Structural Earth Walls (4 sheets) | | | 2 | | 60 | | 40 | | | 102 |
| 730.7. Pier 1 Plan, Elevation, and Details (4 sheets) | | | 2 | | 100 | | 60 | | | 162 |
| 730.8. Pier 2 Plan, Elevation, and Details (2 sheets) | | | 2 | | 60 | | 40 | | | 102 |
| 730.9. Pier 3 Plan, Elevation, and Details (2 sheets) | | | 2 | | 60 | | 40 | | | 102 |
| 730.10. Pier 4 Plan, Elevation, and Details (4 sheets) | | | 2 | | 100 | | 60 | | | 162 |
| 730.11. Drilled Shaft Details (2 sheets) | | | 2 | | 48 | | 32 | | | 82 |
| 730.12. Crossbeam Details | | | 2 | | 32 | | 24 | | | 58 |
| 730.13. Bridge Framing Plan (2 sheets) | | | 2 | | 32 | | 24 | | | 58 |
| 730.14. Bridge Typical Section | | | 2 | | 24 | | 16 | | | 42 |
| 730.15. Girder Details (3 sheets) | | | 2 | | 60 | | 40 | | | 102 |
| 730.16. Bearing Details | | | 2 | | 16 | | 12 | | | 30 |
| 730.17. Diaphragms (2 sheets) | | | 2 | | 40 | | 24 | | | 66 |
| 730.18. Roadway Slab (2 sheets) | | | 2 | | 60 | | 40 | | | 102 |
| 730.19. Expansion Joint and Bearing Details (2 sheets) | | | 2 | | 32 | | 20 | | | 54 |
| 730.20. Traffic Barrier (3 sheets) | | | 2 | | 60 | | 32 | | | 94 |
| 730.21. Bridge Railing Type BP-B (2 sheets) | | | 2 | | 32 | | 24 | | | 58 |
| 730.22. Utility Hanger Details | | | 2 | | 16 | | 12 | | | 30 |
| 730.23. Bridge Approach Slab | | | 2 | | 16 | | 12 | | | 30 |
| 730.24. Bar List (2 sheets) | | | 2 | | 40 | | 24 | | | 66 |
| 730.25. Assemble PS&E Submittals | | | | | 16 | | 8 | | 8 | 32 |
| TOTAL BERGER/ABAM CONTRACT PLANS HOURS | 0 | 66 | 0 | 120 | 968 | 724 | 0 | 8 | 0 | 1886 |

Exhibit E
Labot Hour Estimate

| | | | | | | | | | | |
|--|------------|------------|----------|------------|-------------|------------|-----------|-----------|-----------|-------------|
| TASK 740 - CONTRACT SPECIFICATIONS | | | | | | | | | | |
| 740.1. Special Provisions - Roadway Elements | | | | | | | | | | PER |
| 740.2. WSDOT, Bridge, and APWA GSP's | | 8 | | 8 | 16 | | | | 8 | 40 |
| 740.3. Project Specific Special Provisions | | 16 | | 8 | 16 | | | | 8 | 48 |
| TOTAL BERGER/ABAM CONTRACT SPECIFICATIONS HOURS | 0 | 24 | 0 | 16 | 32 | 0 | 0 | 0 | 16 | 88 |
| TASK 750 - FINAL COST ESTIMATE | | | | | | | | | | |
| 750.1. Cost Estimate - Roadway Elements | | | | | | | | | | PER |
| 750.2. Prepare 90% Cost Estimate | | 24 | | 16 | 32 | | | | | 72 |
| 750.3. Prepare Final Cost Estimate | | 12 | | 12 | 24 | | | | | 48 |
| TOTAL BERGER/ABAM CONSTRUCTION COST ESTIMATE HOURS | 0 | 36 | 0 | 28 | 56 | 0 | 0 | 0 | 0 | 120 |
| TASK 800 - ENVIRONMENTAL PERMITS AND APPROVALS | | | | | | | | | | |
| 800.1. Applications | | | | | | | | | | WID |
| 800.2. Follow-up Coordination | | | | | | | | | | WID |
| 800.3. Coordination with Widener | | 8 | | | 8 | 4 | | 8 | | 28 |
| 800.4. Review Applications | | 8 | | | 8 | | | | | 16 |
| TOTAL BERGER/ABAM ENVIRONMENTAL PERMITS AND APPROVALS HOURS | 0 | 16 | 0 | 0 | 16 | 4 | 8 | 0 | 0 | 44 |
| TASK 900 - SERVICES DURING AD, BID, AND AWARD | | | | | | | | | | |
| 900.1. Roadway Elements | | | | | | | | | | PER |
| 900.2. Attend Pre-Bid Meeting | | 4 | | 4 | 4 | | | | | 12 |
| 900.3. Answer Contractor Questions | | 8 | | 8 | 16 | | | | | 32 |
| 900.4. Prepare Contract Addendum | | 12 | | 4 | 12 | 12 | | | | 40 |
| TOTAL BERGER/ABAM SERVICES DURING AD, BID, AND AWARD HOURS | 0 | 24 | 0 | 16 | 32 | 12 | 0 | 0 | 0 | 84 |
| TOTAL BERGER/ABAM PHASE 2B HOURS | 140 | 376 | 8 | 220 | 1496 | 748 | 20 | 36 | 16 | 3060 |

Exhibit G
Analysis of Costs - Pertent Phase 2B

Direct Salary Cost (DSC)

| PERSONNEL | Hours | Pay Rate | Cost |
|---------------------------------|-------------|-----------|---------------|
| Staff Group 1 | 40 \$ | 56.73 \$ | 2,269 |
| Staff Group 2 | 158 | 54.81 | 8,660 |
| Staff Group 3 | 576 | 32.50 | 18,720 |
| Staff Group 4 | 442 | 32.50 | 14,365 |
| Staff Group 5 | 2 | 60.00 | 120 |
| Staff Group 6 | 32 | 43.27 | 1,385 |
| Staff Group 7 | 48 | 41.00 | 1,968 |
| Staff Group 8 | 62 | 33.00 | 2,046 |
| Staff Group 9 | 20 | 30.00 | 600 |
| Staff Group 10 | 28 | 25.00 | 700 |
| Staff Group 11 | 4 | 29.00 | 116 |
| Direct Salary Cost Total | 1412 | \$ | 50,949 |

| | | | |
|----------------------|----------------|-----------|--------|
| <u>Overhead Cost</u> | <u>158.01%</u> | of DSC \$ | 80,504 |
| <u>Net Fee</u> | <u>30.00%</u> | of DSC \$ | 15,285 |

SUBTOTAL \$ 146,738

Reimbursables

| | |
|-----------------|-------|
| CADD (@\$10/HR) | 4,420 |
| Mileage | 100 |
| Misc | 250 |

SUBTOTAL 4,770

Subconsultants:

| | |
|----------------|-----|
| Traffic Counts | 150 |
|----------------|-----|

SUBTOTAL \$ 150

PHASE 2B TOTAL \$ 151,658

Mick Monken
Prepared By

9/16/2008
Date

**Exhibit G
Labor Hour Estimate**

Project Name: City of Marysville, Lakewood Access/156th Street Overcrossing Project, Phase 2B
 Project No:
 Prepared By:
 Date: 15-Sep-08

| | PGD | MM | JS | MS | KL | NJ | EI | DS | AY | WN | DM | TOTAL |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|----------------|-------------|
| DESCRIPTION | STAFF GROUP 1 | STAFF GROUP 2 | STAFF GROUP 3 | STAFF GROUP 4 | STAFF GROUP 5 | STAFF GROUP 6 | STAFF GROUP 7 | STAFF GROUP 8 | STAFF GROUP 9 | STAFF GROUP 10 | STAFF GROUP 11 | TOTAL |
| PHASE 2B - PERMITTING AND CONTRACT DOCUMENTS | | | | | | | | | | | | |
| TASK 500 - PROJECT MANAGEMENT AND ADMINISTRATION | | | | | | | | | | | | |
| 500.1. Invoices & Progress Reports (Assumes 8) | 8 | | | | | | | | | | 4 | 12 |
| 500.2. County Coordination Meetings (Assumes 2 meetings) | 6 | 6 | | | | | | | | | | 12 |
| 500.3. City Coordination Meetings (Assumes 6 meetings) | 12 | 12 | | | | | | | | | | 24 |
| TOTAL PROJECT MANAGEMENT AND ADMINISTRATION HOURS | 26 | 18 | 0 | 4 | 48 |
| TASK 600 - TRAFFIC MODELING | | | | | | | | | | | | |
| 600.1. Project Management | | | | | | 2 | 5 | 4 | | | | 11 |
| 600.2. Traffic Demand Modeling | | | | | | | 6 | 44 | 2 | 12 | 2 | 66 |
| 600.3. Traffic Operations | | | | | | | 21 | | 60 | 8 | 2 | 91 |
| TOTAL TRAFFIC MODELING HOURS | 0 | 0 | 0 | 0 | 2 | 32 | 48 | 62 | 20 | 4 | 0 | 168 |
| TASK 700 - FINAL CIVIL/ROADWAY DESIGN | | | | | | | | | | | | |
| 700.1. Alignment & Survey Control Plan | 1 | 4 | 16 | 14 | | | | | | | | 35 |
| 700.2. Typical Roadway Sections | 1 | 4 | 24 | 16 | | | | | | | | 45 |
| 700.3. Site Prep & Erosion Control Plans | 2 | 6 | 96 | 84 | | | | | | | | 188 |
| 700.4. Paving & Grading Plans | 2 | 6 | 200 | 128 | | | | | | | | 336 |
| 700.5. Channelization & Illumination Plans | 2 | 6 | 72 | 72 | | | | | | | | 152 |
| 700.6. Signal Plans | 1 | 24 | 40 | 32 | | | | | | | | 97 |
| 700.7. Water and Sewer Relocation Plans | | 20 | 40 | 48 | | | | | | | | 108 |
| 700.8. 156th Water Line Extension | | 16 | 36 | 40 | | | | | | | | 92 |
| TOTAL FINAL CIVIL/ROADWAY DESIGN HOURS | 9 | 86 | 524 | 434 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1053 |
| TASK 740 - CONTRACT SPECIFICATIONS | | | | | | | | | | | | |
| 740.1. Roadway Special Provisions | | | | | | | | | | | 16 | 40 |
| 740.2. Water and Sewer | | 12 | | | | | | | | | 8 | 20 |
| TOTAL CONTRACT SPECIFICATIONS HOURS | 0 | 36 | 0 | 24 | 60 |
| TASK 750 - CONSTRUCTION COST ESTIMATE | | | | | | | | | | | | |
| 750.1. Roadway Elements | 1 | 4 | 28 | 8 | | | | | | | | 41 |
| 750.2. Water and Sewer | 2 | 6 | 16 | | | | | | | | | 24 |
| TOTAL CONSTRUCTION COST ESTIMATE HOURS | 3 | 10 | 44 | 8 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 65 |
| TASK 900 - SERVICES DURING AD, BID, AND AWARD | | | | | | | | | | | | |
| 900.1. Roadway Elements | 1 | 4 | 4 | | | | | | | | | 9 |
| 900.2. Water and Sewer | 1 | 4 | 4 | | | | | | | | | 9 |
| TOTAL SERVICES DURING AD, BID, AND AWARD HOURS | 2 | 8 | 8 | 0 | 0 | 18 |
| TOTAL PHASE 2B HOURS | 40 | 158 | 576 | 442 | 2 | 32 | 48 | 62 | 20 | 28 | 4 | 1412 |

Exhibit G
Analysis of Costs - Widener Phase 2B

Direct Salary Cost (DSC)

| PERSONNEL | Hours | Pay Rate | Cost |
|---------------------------------|------------|-----------|--------------|
| Staff Group 1 | 84 | \$ 49.00 | \$ 4,116 |
| Staff Group 2 | 154 | 31.00 | 4,774 |
| Staff Group 3 | | | - |
| Staff Group 4 | | | - |
| Staff Group 5 | | | - |
| Staff Group 6 | | | - |
| Staff Group 7 | | | - |
| Staff Group 8 | | | - |
| Staff Group 9 | | | - |
| Direct Salary Cost Total | 238 | \$ | 8,890 |

| | | | |
|----------------------|----------------|--------|-----------|
| <u>Overhead Cost</u> | <u>150.70%</u> | of DSC | \$ 13,397 |
| <u>Net Fee</u> | <u>30.00%</u> | of DSC | \$ 2,667 |

SUBTOTAL \$ 24,954

Reimbursables

Reimbursable 1
 Reimbursable 2
 Reimbursable 3

SUBTOTAL _____ -

Subconsultants:

Subconsultant 1
 Subconsultant 2

SUBTOTAL \$ _____ -

PHASE 2B TOTAL \$ 24,954

Ross Widener
 Prepared By

9/16/2008
 Date

**Exhibit G
Labor Hour Estimate**

Project Name: City of Marysville, Lakewood Access/156th Street Overcrossing Project, Phase 2B
 Project No:
 Prepared By:
 Date: 16-Sep-08

| DESCRIPTION | STAFF GROUP 1 | STAFF GROUP 2 | STAFF GROUP 3 | STAFF GROUP 4 | STAFF GROUP 5 | STAFF GROUP 6 | STAFF GROUP 7 | STAFF GROUP 8 | STAFF GROUP 9 | TOTAL |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|------------|
| PHASE 2B - PERMITTING AND CONTRACT DOCUMENTS | | | | | | | | | | |
| TASK 800 - ENVIRONMENTAL PERMITS AND APPROVALS | | | | | | | | | | |
| 800.1. Applications | 24 | 80 | | | | | | | | 104 |
| 800.2. Follow-up Coordination | 40 | 24 | | | | | | | | 64 |
| 800.3. Ditch Mitigation | 20 | 50 | | | | | | | | 70 |
| TOTAL ENVIRONMENTAL PERMITS AND APPROVALS HOURS | 84 | 154 | 0 | 238 |

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: October 13, 2008

| | | |
|---|--|------------|
| AGENDA ITEM: Commute Trip Reduction Plan Update & Amendments to Chapter 11.52 MMC, <i>Commute Trip Reduction Plan</i> | AGENDA SECTION: New Business | |
| PREPARED BY: Chris Holland, Senior Planner | AGENDA NUMBER: | |
| ATTACHMENTS: 1. Commute Trip Reduction Board approval, dated 2/1/08 2. PSRC e-mail approval, dated September 13, 2007 3. Commute Trip Reduction Plan 4. Amendments to Chapter 11.52 MMC 5. Adopting Ordinance | APPROVED BY: | |
| | MAYOR | CAO |
| BUDGET CODE: | AMOUNT: | |

In 2006, the Washington State Legislature passed the Commute Trip Reduction (CTR) Efficiency Act, which amended the requirements for local governments in those counties experiencing the greatest automobile-related air pollution and traffic congestion to develop and implement plans to reduce single-occupant vehicle trips. The City of Marysville, and all other affected jurisdictions within Snohomish County, prepared a DRAFT CTR Plan in accordance with the revisions to RCW 70.94.521 through 70.94.555. The DRAFT CTR Plan was approved by Puget Sound Regional Council and the Washington State CTR Board.

The CTR Plan focuses on reducing drive alone vehicle miles traveled (VMT) among employees that work for major employers (100 or more full-time employees at a single worksite who begin their regular workday between 6:00 a.m. and 9:00 a.m.). The City has set a goal of reducing drive alone trips by 10% and VMT by 13% for all major employers by 2011.

In order to implement the City of Marysville CTR Plan, amendments were required to Chapter 11.52 MMC, *Commute Trip Reduction (CTR) Plan*.

| |
|--|
| RECOMMENDED ACTION: Staff recommends City Council approve the attached ordinance, amending Chapter 11.52 MMC, <i>Commute Trip Reduction (CTR) Plan</i> , adopting the City of Marysville CTR Plan that has been approved by PSRC and the Washington State CTR Board. |
| COUNCIL ACTION: |



**Washington State
Commute Trip Reduction Board**

Brian Lagerberg, Chair
Dept. of Transportation

Ted Horobiowski, Vice-Chair
Avista Utilities

Linda Ballew
Greater Redmond TMA

Kim Becklund
City of Bellevue

Aurora J. Crooks
Spokane County

Matt Hansen
King County Metro

Michael Harbour
Intercity Transit

Charlie Howard
Puget Sound Regional
Council

Peter Hurley
Citizen Representative

Joyce Phillips
Washington State
Department of Community,
Trade and Economic
Development

Matt Ransom
City of Vancouver

Robin Rettew
Office of the Governor

William T. Roach
Citizen Representative

Page Scott
Yakima Valley Conference
of Governments

Marilyn Young Skogland
Duwamish Manufacturing
Industrial Council

Elizabeth Warman
The Boeing Company

February 1, 2008

To: CTR planning partners

From: Brian Lagerberg, Chair, CTR Board

Re: **2007 CTR Plans**

Thank you for submitting your 2007 Commute Trip Reduction (CTR) Plan to the CTR Board by the October 1, 2007 deadline. We are pleased to inform you that your CTR plan has been unanimously approved. The local and regional plans for Whatcom County, Spokane County, Thurston County, and Yakima County were approved at the board meeting on December 7, 2007. On January 25, 2008, the CTR Board approved the local and regional plans for Clark County, and the counties in Central Puget Sound, including Snohomish, Kitsap, Pierce and King.

The CTR Board is proud to see these new plans, which meet the intent of the CTR Efficiency Act passed by the state legislature in 2006. We recognize the significant effort put forth in a constrained timeline by local governments and regional transportation planning organizations (RTPOs) and we applaud the progress shown in these plans.

We view the implementation of the CTR Efficiency Act as an iterative process, with opportunities for all of the CTR partners to continue to learn and work together to meet the legislature's vision of a CTR program that is integrated with transportation and land use plans. We will continue to work with employers, local governments, and RTPOs around the state to move this vision forward.

The next step is to review your draft plans and edit as necessary. The Board recognizes the potential for technical changes such as updating the worksite goals based on 2007 survey results or correcting errors identified after submittal. These technical changes may be made at the local level. However, since the CTR Board has approved your draft plans, any substantive changes require consultation with WSDOT staff.

Once the draft is in final form, you should formally adopt your plan and revised local ordinance, using your local plan adoption processes. WSDOT will provide you with a model ordinance to assist you.

After your new ordinance is adopted, we encourage you to re-focus attention on your CTR employers and work with them to implement the goals and strategies in your plan. WSDOT will continue to provide technical assistance and update administrative and measurement guidelines to reflect the new realities of the program.

As part of the plan review process, the CTR Board developed specific recommendations for local governments and RTPOs to incorporate into future plan updates. We are also working with WSDOT staff to improve the state's CTR planning guidance and model plans for the next planning cycle. We look forward to working collaboratively with you to strengthen and improve your CTR plan in conjunction with the development of a state CTR plan and future local and regional updates. Staff from WSDOT and/or your RTPO will contact you soon to discuss your plan, review the CTR Board's recommendations, and plot a course forward.

As communities around the state implement their CTR plans, we anticipate new challenges and successes. The CTR plans represent an increased level of flexibility and customization in the program, and we want to provide you with the best technical assistance and support that we can. Please share your stories and help us continue to evolve the program.

The CTR Board appreciates your commitment to foster multimodal transportation solutions and implement effective programs that serve your communities. Please contact Kathy Johnston, CTR Program Manager, at (360) 705-7925 if you have any questions.

Chris Holland

From: Lindy Johnson [LJohnson@psrc.org]
Sent: Thursday, September 13, 2007 8:52 AM
To: dgermer@co.pierce.wa.us; jane.finch@METROKC.GOV; david.lantry@METROKC.GOV; jrogers@co.kitsap.wa.us; TriciaC@kitsaptransit.com; dpenrose@cityoflakewood.us; dlietzau@cityoflakewood.us; jhamel@cityofup.com; sortiz@cityofup.com; amye@ci.woodinville.wa.us; jreavis@ci.tukwila.wa.us; mlubov@ci.tukwila.wa.us; Wiatr, Diane; Alicia Sherman; kathy.anderson@seattle.gov; dmachuca@ci.seatac.wa.us; kkaehny@ci.seatac.wa.us; njones@ci.renton.wa.us; Nancy Eklund; heather@ci.mukilteo.wa.us; jlong@ci.port-orchard.wa.us; kgalloway@ci.monroe.wa.us; eduttlinger@ci.mt.wa.us; nancy.fairchild@mercergov.org; Chris Holland; jbowler@ci.lynnwood.wa.us; tnguyen@ci.kirkland.wa.us; mwhitman@ci.kent.wa.us; cmooney@ci.kent.wa.us; maryjoed@ci.issaquah.wa.us; christenl@ci.issaquah.wa.us; jwelsh@auburnwa.gov; cpasinetti@cityoffife.org; Steffani Lillie; sarady.long@cityoffederalway.com; hauss@ci.edmonds.wa.us; bowman@ci.edmonds.wa.us; dlathrop@desmoineswa.gov; hjones@ci.dupont.wa.us; lizo@burienwa.gov; mike.mecham@ci.bremerton.wa.us; sherman.goong@ci.bothell.wa.us; seyed.safavien@ci.bothell.wa.us; jsutton@ci.bainbridge-isl.wa.us
Cc: Kirste Johnson; Robin Mayhew
Subject: CTR Message from Robin Mayhew

Some people to whom we sent CTR plan reviews yesterday did not receive the email from Robin Mayhew which was referenced in our transmittal message. That message is below. Sorry for the mix-up.

Lindy Johnson
Puget Sound Regional Council
1011 Western Avenue, Suite 500
Seattle, WA 98104
206-464-6297
Fax: 206-587-4825
ljohnson@psrc.org

The Puget Sound Regional Council is pleased to announce that the 38 local Commute Trip Reduction (CTR) Plans within the central Puget Sound region substantively meet the requirements established in *WAC 468-63-040*. PSRC will soon be able to certify that all the Growth Transportation Efficiency Center (GTEC) Plans submitted meet the minimum land use and transportation criteria established in *WAC 468-63-060* after receiving letters of support from transit agencies on four of the GTEC Plans.

In the next few days each jurisdiction will receive a review form (via email) which provides specific comments and recommendations on its local and GTEC Plans. Comments provided in the review form are intended to help enhance planning activities within the next planning cycle. There is no expectation that these changes will be made to the current plan.

Within the next two months, PSRC will host a debriefing session to outline our findings on the local and GTEC plans. This will also be an opportunity to discuss next steps for the implementation of the Regional CTR Plan.

PSRC staff is available to discuss your comments, questions and/or corrections. We look forward to working with you to strengthen the effectiveness of the State Commute Trip Reduction Program within the central Puget Sound region! As needed, please feel to contact me and/or Lindy Johnson at 206-464-6297.

Robin Mayhew, AICP
Mobility Team Program Manager
Puget Sound Regional Council
206.464.7537

Commuter Trip Reduction Plan



Adopted:

Ordinance:

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INTRODUCTION

In 1997, City of Marysville adopted the Commute Trip Reduction Ordinance (MMC 11.52). The purpose of this ordinance was to comply with the Commute Trip Reduction Act RCW 70.94.521 adopted by the Washington State Legislature in 1991. This law requires employers of 100 or more employees who arrive between 6:00 a.m. and 9:00 a.m. to develop and implement a program to encourage their employees to reduce vehicle miles traveled and single occupant vehicle trips. In 1997, the CTR Ordinance was later amended to revise the CTR goals.

In 2006, the Washington State Legislature passed the Commute Trip Reduction Efficiency Act which amended the requirements for local governments in those counties experiencing the greatest automobile-related air pollution and traffic congestion to develop and implement plans to reduce single-occupant vehicle trips. This plan has been prepared in accordance with these revisions to RCW 70.94.521.

The Commute Trip Reduction Plan is a collection of City-adopted goals and policies, facility and service improvements, and marketing and financial strategies that will help the City make progress toward reducing drive alone trips and vehicle miles traveled over the next four years. Building upon the success of the existing commute trip reduction program, the City strives to meet the goals of the plan for the future by working in partnership and coordination with other agencies and employers.

The CTR Plan focuses on reducing drive alone trips and vehicle miles traveled (VMT) among employees that work for major employers. The City has set a goal of reducing drive alone trips by 10% and VMT by 13% for all major employers by 2011. To achieve the goals, the City has identified the following set of strategies:

- Follow the County's goal of encouraging employers to locate in city centers.
- Improve system for notification and enforcement of CTR law.
- Develop programs for marketing and education of CTR.
- Develop ETC training programs and guidelines.
- Amend Comprehensive Plan to include the CTR Efficiency Act.
- Work with Community Transit to provide transit service to CTR-affected work sites.
- Increase number of vanpools at CTR-affected work sites.
- Work with CTR-affected work sites to provide bicycling and walking amenities.
- Evaluate the feasibility of a car sharing service.
- Work with employers to allow employees to work alternative schedules, when appropriate, such as a telework programs and/or compressed work week programs.
- Provide guaranteed ride home program.
- Offer assistance to employers to implement programs.

- Increase management support for CTR program.
- Work with CTR-affected work sites to offer incentives.
- Evaluate the feasibility of a parking cashout program.
- Conduct transit fairs at CTR-affected work sites.
- Increase networking opportunities among major employers.

Current CTR-affected employers include the following:

| Work Site | Address |
|--------------------|----------------------------|
| City of Marysville | 80 Columbia Avenue |
| C & D Zodiac | 12806 & 12810 State Avenue |

This proposed plan has been developed through extensive involvement by employers, transit agencies, organizations and individuals from throughout the City who helped identify strategies and ways for successful achievement of the goals. This plan helps to support the achievement of the City’s vision and the goals of its comprehensive plan.

Benefits of the CTR Program to Marysville

Although the Commute Trip Reduction Program only applies to two (2) sites in Marysville, the CTR program will continue to grow and address a variety of transportation and environmental issues. Several trends are increasing the value of CTR in Marysville, particularly as an alternative to expanding roads and parking facilities. Those trends include:

- *Rising facility costs.* The cost of expanding highways and parking facilities is increasing. In many cases it is more cost effective to manage demand than to continue expanding supply. If the CTR program is successful, it will help reduce the demand on state, regional and local streets. This in turn helps to reduce the need to expand the roadway system.
- *Demographics.* As the population becomes older and more mature, it will become more important to increase the availability of quality travel options for non-drivers. Senior citizens will be more dependent on transit and non-motorized travel options.
- *Energy Costs.* Vehicle fuel costs have risen dramatically and are projected to increase in the future due to depletion of oil supplies and environmental constraints. Rising costs have increased the demand for non-drive alone travel alternatives. The vanpool market, in particular, has exceeded demand and there are currently waiting lists for available vanpools.
- *Consumer preferences and market trends.* CTR is addressing current consumer preferences in which more consumers want to live in more multi-modal communities where it is possible to walk and bicycle safely, use neighborhood services, and have access to quality public transportation.

- *Environmental concerns.* CTR helps to address concerns over air pollution, sprawl and other environmental impacts by reducing the demand for automobiles. Automobiles comprise 55% of air pollutants. For each car that is taken off the road, there is a significant benefit to the environment.

In summary, the CTR program is a cost-effective program that addresses a number of issues in Marysville. Although CTR is currently applied to 2 work sites, the program will continue to grow and expand as solutions are needed to complex transportation and environmental issues.

I. BASELINE ASSESSMENT

Affected CTR Work Sites

The CTR plan focuses on reducing drive alone trips and vehicle miles traveled among major work sites. A CTR-affected work site is a site that contains 100 or more employees that arrive to the worksite between 6 and 9 a.m. As part of the CTR plan requirements, an assessment of the land use and transportation conditions was performed for each CTR-affected work site. Under the CTR ordinance, there are 2 affected worksites in the City of Marysville. Those worksites include the following:

| Work Site | Address |
|--------------------|--------------------|
| City of Marysville | 80 Columbia Avenue |
| C & D Zodiac | 12806 State Avenue |

The attached map of the jurisdiction shows the locations of the CTR worksites (see Appendix A). Described below are the land use and transportation conditions for Marysville's CTR-affected work sites.

**Major Issues Regarding Land Use and Transportation Conditions
Around CTR Work Sites**

City of Marysville - 80 Columbia Avenue, Marysville, WA

| | |
|---|---|
| Existing and planned land use conditions: | <p>This work site is located on the convergence of the downtown commercial area, multi-family housing area, and the industrial area in the south end of town.</p> <p>There are no planned land use changes for this area.</p> |
| Existing and planned transportation facilities: | <p>This worksite is located at the intersection of Columbia and 1st Street near the waterfront. Columbia dead ends on city property.</p> <p>There are no planned transportation changes for this area.</p> |
| Existing and planned transit services and facilities: | <p>This worksite is located near several Community Transit bus routes in the downtown area including local service throughout Snohomish County and commuter service going to the University District. There are bus stops for three routes relatively close to the site. There are two park and ride facilities downtown, which is about half a mile to this site. There are also pedestrian walkways and sidewalks in the downtown area making it easy for transit users to walk or ride the bike from bus stops to their worksites.</p> <p>There are plans to add a new express bus service from Marysville to UW that will have 8 daily trips.</p> |
| Existing parking conditions: | <p>Parking is free and there are no capacity constraints at this work site.</p> |

City of Marysville



1st and Columbia.



City of Marysville Public Works and Community Development Campus.

| City of Marysville | City of Marysville |
|-----------------------------|---|
| ID Number: | E41996 |
| Total Number of Employees: | 96 |
| Affected CTR Employees: | 90 |
| 2011 Drive Alone Goal: | 78.6% |
| 2011 VMT/Employee Goal: | 8.3 Miles/day |
| Services Available: | Bus Routes: Community Transit provides local routes 200 and 221 and service to the University District on route 821. |
| Recommended CTR Strategies: | Carpool program, compressed work week, transit, bike, walk, and telework program – as appropriate |

C & D Zodiac - 12806 State Avenue, Marysville, WA

| | |
|---|--|
| Existing and planned land use conditions: | <p>This work site is located in the north end industrial area on State Ave just north of 128th Street NE. The area is zoned light industrial and is located between I-5 and railroad tracks.</p> <p>There are no planned land use changes for this area.</p> |
| Existing and planned transportation facilities: | <p>The work site is located on State Ave just north of 128th Street NE. It has easy access to Smokey Point Boulevard.</p> <p>The roadway improvements planned near this worksite include extending a number of streets in the industrial area to the north end near SR 531, Smokey Point Boulevard, and 152nd Street NE. These improvements should improve traffic flow and LOS.</p> |
| Existing and planned transit services and facilities: | <p>There are local bus routes that stop near this worksite area by Community Transit. These routes, 201 and 222, are local. There are routes that reach to Seattle and Redmond at the park and ride facilities closer to downtown, where transfers could be made to the northern industrial area.</p> <p>There are no planned transit improvements that will affect this worksite.</p> |
| Existing parking conditions: | <p>Parking is free and there are some capacity constraints at this work site.</p> |

C & D Zodiac



Main Building.



Driveway.

| City of Marysville | C & D Zodiac |
|-----------------------------|---|
| ID Number: | E42226 |
| Total Number of Employees: | 800 |
| Affected CTR Employees: | 354 |
| 2011 Drive Alone Goal: | 71.5% |
| 2011 VMT/Employee Goal: | 12.9 Miles/day |
| Services Available: | Bus Routes: Community Transit provides local service via routes 201 and 222 relatively close to the work site. |
| Parking: | Parking is free and has some capacity constraints. |
| Recommended CTR Strategies: | Vanpool services, carpool program, transit subsidies, compressed work week |

Supporting Comprehensive Plan Policies

As part of the baseline assessment, the City reviewed its existing Comprehensive Plan to identify policies that support the CTR Law. The City contains the following comprehensive plan policies which support CTR. Key policies that support CTR include the City's goals to reduce reliance on the private automobile, encourage suitable combinations and locations of land uses, such as employment, retail, and residences, including mixed use development. The city's goals are to create a street system that will provide safe pedestrian walkways and bikeways, in particular pedestrian and bicycle improvements along and connecting to transit corridors and facilities.

The City is requiring new development, redevelopment, or in-fill development to incorporate features that are compatible with public transportation such as:

- High density land uses
- Facilities that are oriented toward transit service
- Walking distances that are on a reasonable pedestrian scale
- Parking provision that is based upon commute trip reduction goals

The City also is working on promoting Transportation Demand Management (TDM) through parking management, restricted access to facilities and activity centers; and transit-oriented and pedestrian-friendly design. The city wants to create relatively high density sub-districts of appropriate Planning Areas that allow people to live, shop, and possibly work without always being dependent on their automobiles.

The City is encouraging carpooling, vanpooling, flextime work scheduling, rideshare coordination, and accommodations for pedestrians and bicycles. The City is also looking at and encouraging alternatives to the automobile for short trips within downtown, including promoting pedestrian-oriented redevelopment of the Town Center Mall.

Supporting Transit Plan Policies

Community Transit is currently updating its Transit Development Plan for 2007-2012. The Plan will include a discussion of regional growth, transportation demand, and the role of transit in maintaining concurrency (adequate capacity to serve demand). A key element of the plan will consist of maps identifying "transit emphasis corridors" where Community Transit supports a substantial future investment in public transit service and amenities. The goal in identifying all the corridors (both existing and future) is twofold, to help focus service planning and prioritization for Community Transit and to provide some surety of planning for road authorities and local jurisdictions.

II. BASELINE AND GOALS FOR 2011

The goal of the Marysville CTR plan is to reduce drive alone trips by 10% and vehicle miles traveled by 13% at CTR work sites. The base rates were determined by using the 2007 CTR survey data.

The overall goals and target rates for Marysville have been calculated by aggregating the CTR work sites in Marysville. The tables below show the base rate, goal and target rates.

| | 2007 SOV Rate | SOV Reduction Goal | 2011 SOV Target Rate | # of drive alone trips to reduce to meet SOV goal | 2007 VMT | VMT Reduction Goal | 2011 Target VMT |
|----------------------|---------------|--------------------|----------------------|---|----------|--------------------|-----------------|
| Overall Jurisdiction | 80.3% | 10% | 72.2% | 72 | 14.3 | 13% | 12.4 |

| Employer | 2007 SOV Rate | SOV Reduction Goal | 2011 SOV Target Rate | # of drive alone trips to reduce to meet SOV goal | 2007 VMT | VMT Reduction Goal | 2011 Target VMT |
|--------------------|---------------|--------------------|----------------------|---|----------|--------------------|-----------------|
| City of Marysville | 87.3% | 10% | 78.6% | 8 | 9.6 | 13% | 8.3 |
| C&D Zodiac | 79.4% | 10% | 71.5% | 64 | 14.9 | 13% | 12.9 |

III. STRATEGIES FOR ACHIEVING GOALS AND TARGETS

Potential Actions for the Jurisdiction to Eliminate Barriers

To help achieve its CTR goals, the City discussed various strategies that could help reduce drive alone trips and vehicle miles traveled. The following potential actions were identified as strategies that could help the City achieve its 2011 goal. The City would perform these strategies in coordination with Community Transit and other Snohomish County jurisdictions.

- Transit:

The City of Marysville plans to work with Community Transit to add a new express bus service from Marysville to UW that will have 8 daily trips.

There are plans to improve the Centennial Trail in the UGA of Marysville as well as plans to add bike lanes along 4th Street, 64th Street, 88th Street, and SR 529 in the city. The city is planning to work with Sound Transit to encourage the construction of a light rail stop in Marysville. WSDOT and Community Transit have plans to increase parking at the park and ride along I-5 with improvements slated for 2009, 2015, 2020, and 2030.

- Parking:

To increase the percentage of commuters using transit, vanpool, carpool and non-motorized forms of transportation, the City could work with employers to implement a parking management program. This may include implementing parking charges and restricting parking.

- Local Networking Opportunities:

To increase opportunities for ridesharing and creating partnerships between employers, the jurisdiction can create local networking opportunities. Local networking with other CTR-affected employers will offer opportunities to discuss CTR and transportation issues, conduct joint promotions, and offer coordinated programs that can benefit their employees.

- Land Use

The City is requiring new development, redevelopment, or in-fill development to incorporate features that are compatible with public transportation such as:

- High density land uses
- Facilities that are oriented toward transit service
- Walking distances that are on a reasonable pedestrian scale
- Parking provision that is based upon commute trip reduction goals

- Employer Assistance

To help CTR-affected work sites achieve their goals, the City and Community Transit will continue to provide assistance to employers with implementing their programs. Community Transit will help promote CTR programs at work sites through transit fairs and preparing public information materials.

- Management Support and ETC training

The City will work with major employers and business organizations to increase support for CTR programs. It will also develop guidelines for Employee Transportation Coordinators and provide training to help them implement their programs.

Recommended Strategies for the City of Marysville to Eliminate Barriers

Based on the feasibility of implementing various strategies, the following strategies are planned for Marysville that will help the CTR-affected work sites make progress towards their 2011 goal. These strategies will be performed in coordination with other Snohomish County cities, Community Transit, Everett Transit and other partners.

| Strategy | Description |
|--|---|
| Policies and Regulations | |
| Employer Notification and Enforcement | The City will improve the system of requiring new CTR affected employers and existing CTR affected employers to notify their jurisdiction about program changes. |
| Implement City's Vision for the Town Center Mall | The City will encourage alternatives to the automobile for short trips within downtown, including promoting pedestrian-oriented redevelopment of the Town Center Mall. |
| ETC Training and Guidelines | Employer Transportation Coordinators (ETCs) are essential for a successful CTR program. Their job duties should include coordination of annual fairs, conducting promotions, distributing information, notifying the jurisdiction about program changes, and reporting employee numbers. Guidelines and training should be provided to ETCs to assist them with their duties. Employers should provide them with the time and support to be successful. |
| Amend Comprehensive Plan to include language about the CTR Efficiency Act | The City will review its Comprehensive Plan and add new policies to correspond with its CTR plan, if necessary. |
| Services and Facilities | |
| Transit Services | Community Transit will continue to provide transit services to CTR work sites, where service is currently available. Community Transit will make service enhancements based on its updated Six-Year Transit Development Plan. Among the planned improvements, Community Transit is planning for a Bus-Rapid Transit Corridor that will link major urban centers and provide additional vanpools across the county, as needed. |
| Vanpool Services | Community Transit will target adding 25 new vans in 2008. |

| Strategy | Description |
|---|--|
| Services and Facilities (cont.) | |
| Carpool Services | The City and Community Transit will continue to encourage carpooling and use of www.rideshareonline.com or Community Transit staff to assist in carpool matching services. |
| Bicycling and Walking Amenities | The City will work with major employers to encourage the provision of amenities such as bike lockers, access to shower facilities and changing facilities to increase usage of non-motorized transportation. |
| Telework Program | The City will work to create a telework education program that would educate employers on how to implement telework at their work site, if applicable. The program includes education on human resource policies and information technology assistance to allow employees to work from home. |
| Car Sharing Service | The City will evaluate the market for a car sharing service, such as Flexcar, near CTR sites. |
| Alternative and Flexible Schedules | The City will work with employers to encourage them to offer alternative and flexible work schedules for their employees, including compressed work weeks. |
| Guaranteed Ride Home | The City will work with Community Transit to provide a limited number of rides to non-drive alone participants from their work site to their home in the case of an emergency. |
| Employer Assistance | The City and Community Transit will provide assistance to affected employers to help them meet the requirements of the CTR Efficiency ACT and implement their programs. |
| Marketing and Incentives | |
| Management Support | The City and Community Transit will work with CTR worksite managers and owners to educate them about the benefits of CTR to their organizations. |
| Subsidies | The City will encourage employers to offer subsidy programs to persuade employees to shift to non-drive alone commute modes. Examples include six-months of free vanpool participation, transit pass subsidies, and a one-time payment or gift card for starting a carpool. |
| Parking Cashout | Employers are encouraged to allow their employees to receive cash for their parking spot if they choose to not use their parking space, which could be used toward transit costs or vanpool costs. |
| Marketing and Education | The City will work with Community Transit to expand education efforts to CTR employees about alternative commuting including workshops, information brochures, and advertising. |

| Strategy | Description |
|---|---|
| Marketing and Incentives (cont.) | |
| Transportation Fairs | The City will work with Community Transit and major employers to conduct on site promotions, transportation fairs, and challenges to increase awareness and use of commute alternatives. |
| Networking Opportunities | The City and Community Transit will work with the major employers to create networking opportunities to discuss CTR issues, coordinate ridesharing programs, and conduct joint promotional efforts. |

IV. REQUIREMENTS FOR MAJOR EMPLOYERS

Employers that are affected by the CTR Law will be required to implement the following program elements:

| Required Element | Description |
|--|--|
| <p>Designate Employee Transportation Coordinator</p> | <p>The Employee Transportation Coordinator (ETC) is the point of contact on-site between the employer and its workforce to implement, promote and administer the organization's CTR program. He/she is also the point of contact between the employer and the local jurisdiction to track the employer's progress in meeting CTR requirements.</p> <p>Affected employers will be responsible for providing ETC's with adequate time to attend training, network meetings and to administer the program.</p> |
| <p>Regular Distribution of Information to Employees</p> | <p>Information about commute alternatives will be distributed at least twice a year to employees.</p> <p><i>One of the items distributed must be a description of the employer's worksite program.</i></p> <p>Examples of other information that will be distributed may include:</p> <ul style="list-style-type: none"> • Transit system maps and schedules • Vanpool rider alerts • Weekly traffic alerts • Wheel Options campaign promotional materials |
| <p>CTR Reporting</p> | <p>The employer will be required to complete the Employer Report and Program Description Form and submit to the local jurisdiction. The CTR law requires that the employer will conduct a program evaluation to determine worksite progress toward meeting the CTR goals every two years. However, the jurisdiction may have a more stringent requirement.</p> |
| <p>CTR Survey</p> | <p>Biennially, the CTR affected employers shall distribute and collect Commute Trip Reduction Program Employee Questionnaires (surveys) to achieve at least a 70 percent response rate.</p> |
| <p>Implementation of a Set of Measures</p> | <p>The employer will implement a set of measures that are designed to increase the percentage of employees using some or all of the following modes:</p> <ul style="list-style-type: none"> • Transit • Vanpool • Carpool • Bicycle or walking • Telework, compressed work week, or flexible work schedule • Other non-single occupant vehicle modes <p>Measures to reduce drive alone trips and vehicle miles traveled include, but are not limited to:</p> |

| | |
|--|--|
| | <ul style="list-style-type: none"> • Provision of preferential parking or reduced parking charges for high occupancy vehicles • Instituting or increasing parking charges for single-occupant vehicles • Provision of commuter ridematching services • Provision of subsidies for transit fares • Provision of vans for vanpools • Provision of subsidies for carpooling or vanpooling • Permitting the use of employer’s vehicles for carpooling or vanpooling • Permitting flexible work schedules • Cooperation with transportation providers to provide additional regular or express service to the work site • Construction of special loading and unloading facilities for transit, carpool, and vanpool users • Provision of bicycle parking facilities, lockers, changing areas, and showers • Provision of a program for parking incentives such as a rebate for employees who do not use the parking facility • Establishment of a program to permit employees to work part or full time at home or at an alternative work site closer to their homes • Establishment of a program of alternative work schedules such as compressed work week schedules (such as 4/40 or 9/80) • Implementation of measures designed to facilitate the use of high-occupancy vehicles such as on-site day care facilities and emergency taxi service • Employers or owners of worksites may form or utilize an existing transportation management association or other transportation-related associations by RCS 35.87A.010 to assist members in developing and implementing commute trip reduction programs |
| ETC Training | <i>ETC will be required to attend an ETC basic training session within six months of appointment.</i> |
| Employer Notification | Employers will be required to notify the jurisdiction or designee when there are proposed changes to their CTR program, changes in ETC <i>or contact information</i> , and/or changes in number of employees at the worksite. |
| ETC Networking/Advanced Training | <i>ETCs will be required to attend at least six hours of networking or advanced training per year. Training and networking sessions may include marketing CTR programs to employees, trip planning, ridesharing, joint promotions and networking meetings.</i> |
| Annual Worksite Promotion of Employer CTR Program | <i>Employers will be required to hold at least one annual “transportation fair” or equivalent promotion which is available to all employees at each affected worksite.</i> |

V. FINANCIAL PLAN

The City of Marysville has entered into an inter-local agreement to work with other Snohomish County Cities to implement the CTR program. The following financial plan has been jointly prepared for the cities of Arlington, Monroe, Marysville, Lynnwood, Bothell, Mountlake Terrace, Mukilteo, Unincorporated Snohomish County and Edmonds.

Funding Sources

The CTR programs administered in Snohomish County are funded by a number of sources, as described in the following table.

| Source of Funding | Responsible Agency | Estimated Amount for 2008 | Estimated Amount for 2009 | Estimated Amount for 2010 | Estimated Amount for 2011 |
|---------------------------------|--------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| CTR Grants | WSDOT | \$ 80,000 | \$ 80,000 | \$ 80,000 | \$ 80,000 |
| Local Funds from Transit Agency | Community Transit | \$2,300,000 | \$2,300,000 | \$2,300,000 | \$2,300,000 |
| In-Kind Services | City, County | \$160,000 | \$160,000 | \$160,000 | \$160,000 |
| TOTAL | | \$2,540,000 | \$2,540,000 | \$2,540,000 | \$2,540,000 |

Program Expenses

The cost of implementing CTR is shared primarily by the City, the transit agency, and the employers. The following is a summary of the types of expenses incurred throughout Snohomish County.

| Expense | Responsible Party | Estimated Annual Cost 2008 | Estimated Annual Cost 2009 | Estimated Annual Cost 2010 | Estimated Annual Cost 2011 |
|--|---|----------------------------|----------------------------|----------------------------|----------------------------|
| Prepare local CTR plan, Comp. Plan, and CTR ordinance | All CTR-Affected Snohomish County Jurisdictions | \$160,000 | \$160,000 | \$160,000 | \$160,000 |
| Employer Notification | Community Transit | \$10,000 | \$10,000 | \$10,000 | \$10,000 |
| Administer CTR program (contract management, annual reporting, program review, surveys, coordination meetings) | Community Transit | \$ 60,000 | \$ 60,000 | \$ 60,000 | \$ 60,000 |
| Promotions and Marketing | Community Transit | \$ 125,000 | \$ 125,000 | \$ 125,000 | \$ 125,000 |
| Guaranteed Ride Home Program | Community Transit | \$18,000 | \$18,000 | \$18,000 | \$18,000 |
| Implement supporting transit services | Community Transit | \$1,293,000 | \$1,293,000 | \$1,293,000 | \$1,293,000 |
| Implement supporting vanpool services | Community Transit, Cities, County | \$790,000 | \$790,000 | \$790,000 | \$790,000 |
| Bike to Work Campaign | Community Transit | \$20,000 | \$20,000 | \$20,000 | \$20,000 |
| Offer program incentives | Cities, County, Community Transit, Employer | \$ 46,000 | \$ 46,000 | \$ 46,000 | \$ 46,000 |
| TOTAL | | \$2,362,000 | \$2,362,000 | \$2,362,000 | \$2,362,000 |

Financial Gaps

The following table summarizes program areas that are not currently funded. However, some potential funding sources have been identified for the applicable organization to target.

| Service or Strategy | Target Market | What Strategy Will Accomplish | Financial Gap | Potential Funding Source |
|--|--|---|------------------|--|
| Develop Management Support | Chief Executive Officers, program managers | Increase management support for CTR program by giving employer recognition and describing benefits of program to CEOs | \$ 50,000 | CMAQ grants, STP grants, Jurisdictions Employers |
| ETC Training and Guidelines | ETCs | Training specifically tailored to ETCs to help improve their job performance. | \$ 50,000 | CMAQ grants, Transit Agencies |
| Transit, vanpool and carpool subsidies | Commuters at CTR-affected work sites | Subsidies to encourage commuters to shift to transit, vanpool and carpools | \$ 500,000 | CMAQ grants, Employer Trip Reduction Performance Grant |
| TOTAL | | | \$600,000 | |

Summary

The following table shows the amount of money necessary to implement all of the proposed strategies listed in the previous tables. There are insufficient funds at this time; however, some potential funding sources were identified in the previous table for the jurisdiction or transit agency to target.

| Budget Summary | Estimated Annual Cost 2008 | Estimated Annual Cost 2009 | Estimated Annual Cost 2010 | Estimated Annual Cost 2011 |
|---------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| Existing Funding | \$2,540,000 | \$2,540,000 | \$2,540,000 | \$2,540,000 |
| Existing Expenses | \$2,362,000 | \$2,362,000 | \$2,362,000 | \$2,362,000 |
| Unfunded Programs | \$600,000 | \$600,000 | \$600,000 | \$600,000 |
| Needed Funds | -\$422,000 | -\$422,000 | -\$422,000 | -\$422,000 |

VI. IMPLEMENTATION STRUCTURE

The City of Marysville plans to work in partnership with Community Transit and its affected work sites to implement the CTR program. Community Transit will be under contract by the City to perform various services to assist affected employers implement their CTR programs.

| Organization | Responsibility |
|---------------------------|--|
| City of Marysville | Local jurisdictions will be responsible for developing and implementing their local CTR plans. They are responsible for ensuring that CTR plans are consistent with their local comprehensive plans. As part of their CTR plans, local jurisdictions will set the goals and targets for the affected employers. For CTR program administration, local jurisdictions are responsible for ensuring that affected employers are in compliance with the CTR law. The City will contract with Community Transit for employer outreach, program review and annual reporting of employer progress |
| Community Transit | Under contract with the City, Community Transit will be responsible for employer outreach, program review, and administering the employer survey process. |
| Major Employers | Employers that are affected under the CTR law are responsible for notifying the City when they are affected. Employers are responsible for implementing their CTR program requirements, including information distribution, designating an ETC, submitting program reports, and implementing program elements. |

CTR Program Activities

| Program Strategy or Service | Agency Responsible | Scheduled Date for Implementation |
|---|--------------------|-----------------------------------|
| Policies and Regulations | | |
| Update Comprehensive Plan | City of Marysville | 2008 |
| CTR Program Enforcement | City of Marysville | 2008 |
| Services and Facilities | | |
| Transit Services | Community Transit | On-going |
| Vanpool Services | Community Transit | On-going |
| Ridematching services | Community Transit | On-going |
| Marketing and Incentives | | |
| Wheel Options Campaign | Community Transit | 2008 (twice a year) |
| Transit, Vanpool, Carpool and Non-Motorized Subsidies | Community Transit | 2008 |
| Parking Cashout Program | Community Transit | 2008 |
| Management Support | TBD | 2008 |

VII. DOCUMENTATION OF CONSULTATION

The County's CTR Plan was developed in consultation with the following organizations:

- Snohomish County
- City of Mukilteo
- City of Lynnwood
- City of Arlington
- City of Monroe
- City of Everett
- City of Bothell
- City of Mountlake Terrace
- City of Edmonds
- Community Transit

The dates of the consultations with these jurisdictions occurred on

- May 4, 2006
- August 9, 2006
- October 25, 2006
- November 29, 2006
- February 14, 2007
- March 23, 2007

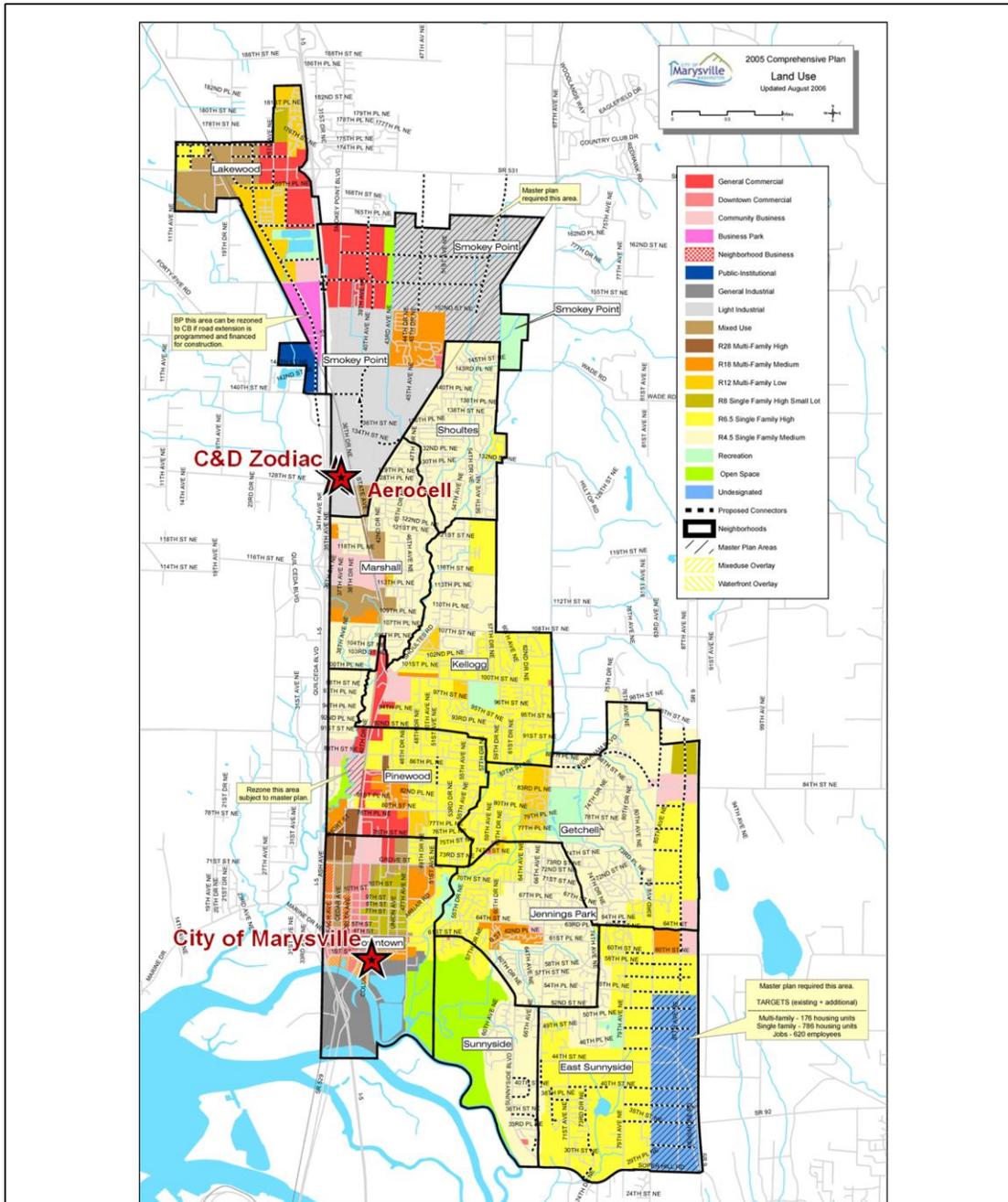
During these consultations, we discussed the goals of the CTR Plan, CTR strategies, a financing plan, an implementation plan, and coordination of CTR services. In addition, we also met with representatives of the Puget Sound Regional Council to discuss the same issues on May 4, 2006, October 25, 2006, and November 29, 2006.

On January 23, 2007 and January 30, 2007, CTR Employer Workshops were held for all Snohomish County jurisdictions. The first event was held in Everett and the second event was held in Bothell. During these workshops, we discussed employer requirements to comply with the CTR law and CTR strategies.

On January 30, 2007, we met with Transportation Choices Coalition, a local interest group, to discuss CTR strategies as well. On February 7, 2007, we met with the Snohomish County Public Health Department to discuss opportunities to work together to promote CTR and healthy living.

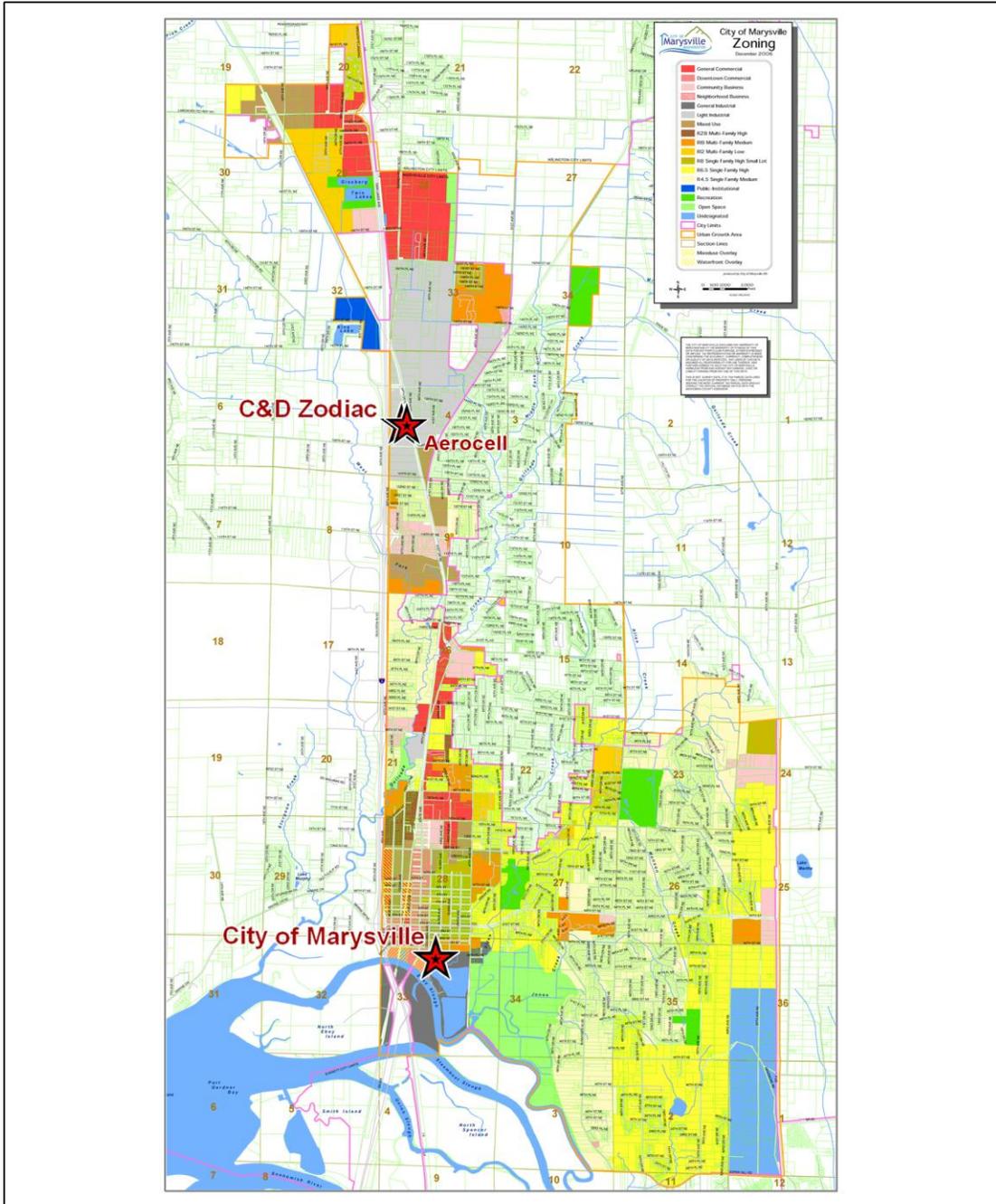
Appendix B

CITY OF MARYSVILLE COMPREHENSIVE PLAN



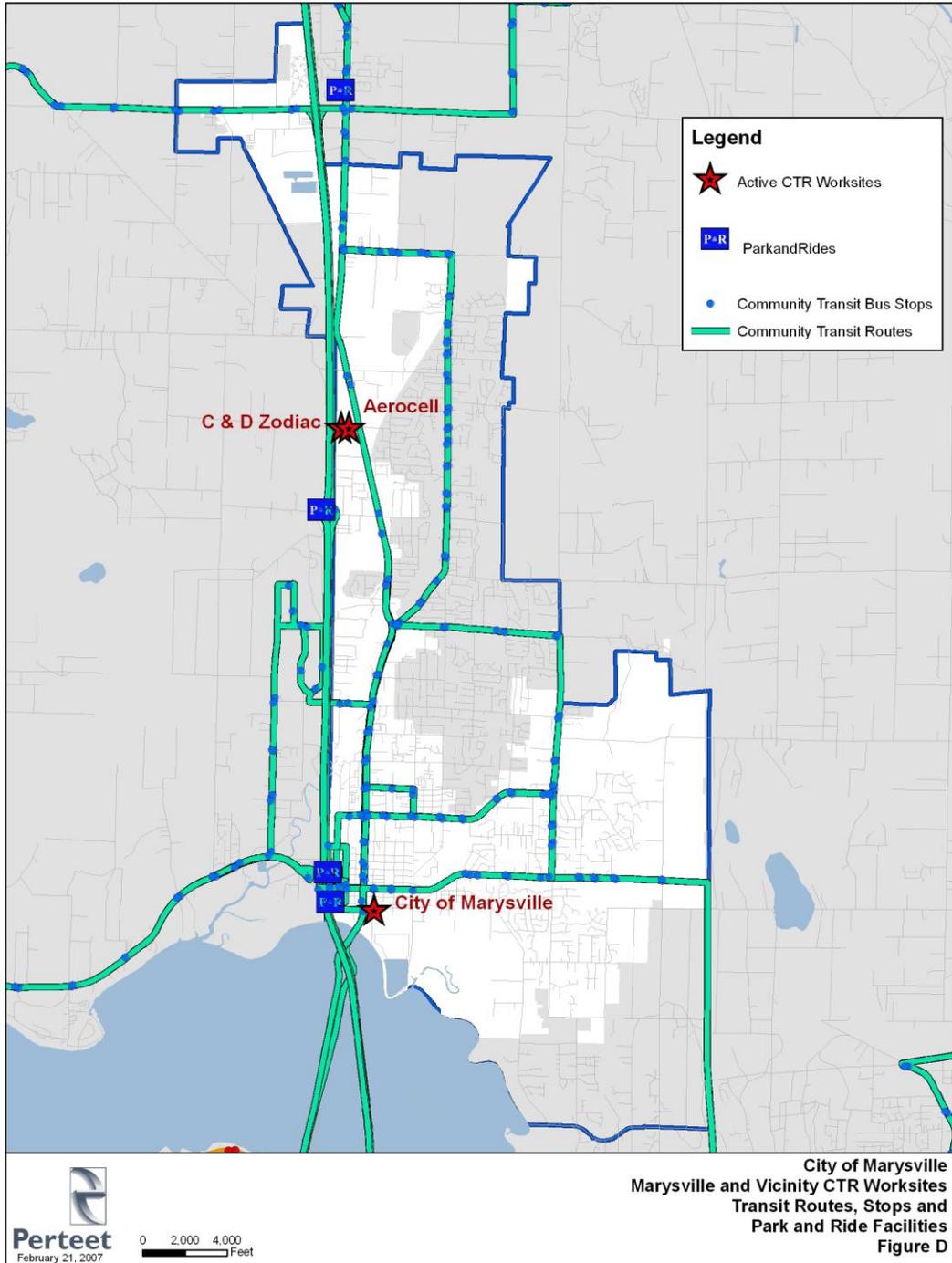
Appendix C

CITY OF MARYSVILLE ZONING MAP



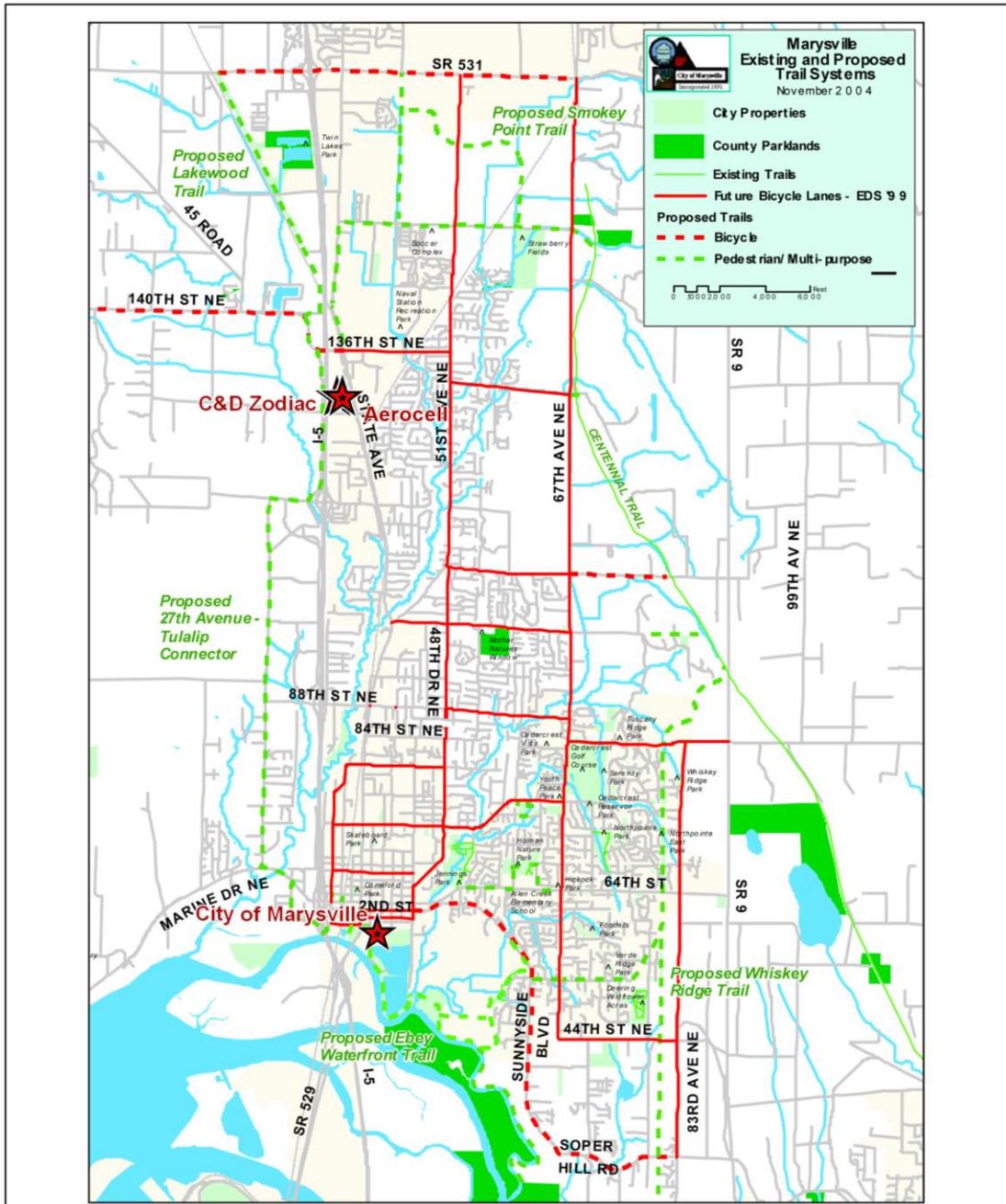
Appendix D

CITY OF MARYSVILLE TRANSIT SERVICES AND FACILITIES



Appendix E

CITY OF MARYSVILLE NON-MOTORIZED FACILITIES



City of Marysville
Marysville and Vicinity CTR Worksites
Existing and Proposed Trail System
Source Map Date: November, 2004
Figure E

Appendix F

COMMUTE TRIP REDUCTION WORKSHOP SUMMARY

Meeting Minutes North Snohomish County CTR Workshop Everett Transit Center January 23, 2007

What are the benefits of the CTR program to your company?

- Happier employees
- Closer parking for employees if they participate
- Retaining employees
- Good options for employee commuting
- Reduced parking costs

What is working well?

- Employees like the incentives
- Free jeans day
- Materials i.e. Wheel Options
- CTR helps to hire and retain people

What is not working well?

- Bus service is not conducive (bus subsidies don't work well)
- Night shift is a problem
- No rapid transit
- Can't get to the work site by bus

What are some suggestions to improve the program?

- Offer \$50/month for 6 months for vanpool riders
- Offer a one month free bus pass
- Offer a commuter club program
- Implement a tax that can be used for CTR

What are some ideas for Canyon Park?

- Improve sidewalks for pedestrian safety
- Offer more frequent bus service
- Encourage residents to walk to work
- Focus on increasing carpools and telework

What tools would ETCS find helpful?

- Coordination with other companies
- Vanpool lists
- Brown bag lunches to coordinate rides
- Training for rideshare on-line
- More educational materials
- Need web site to show span of bus service
- Need list of vanpools serving Bothell area

Suggestions?

Re-write the CTR Ordinance(10% reduction in 4 years)

What are the benefits of CTR program at your workplace?

- More parking
- Many carpools – commuters from farther distance
- Different workshifts – carpools as opposed to transit
- Vanpool – co-workers become friends
- Save time and money
- Depends on how big the organization is
- Honor employees who participate – newsletter, carpool parking (consideration to employee needs and what they feel they are losing by not driving alone)
- Need community awareness (outside company) – more marketing
- Internal matching system (online)

How do you get management support regarding incentives?

- Quarterly drawings for MC gift cards
- “Carpooler of the Quarter” closer to the door
- Inter-county competition (you don’t want to be the employer who offers the lowest)
- Paid parking
- CT (\$45 for any mode)

How do you sell it to management?

- Employee attendance
- Show them studies
- It’s a benefit – as bargaining
- Cost/benefit analysis report due to budget planning
- RCW incentives and requirements
- Recruitment benefit – employee satisfaction
- Potential tax (pre-tax commuter benefits)
- Show what other companies are doing

How would you use the money?

- Subsidies and prizes
- Once started, employers will want to keep program
- County should provide the information
- Monthly drawings/quarterly drawings
 - Put it in a newsletter
 - ≈\$100 a year – big impact
- Referral program and incentives
- Subsidies to help recruit in a tight job market
- *Need more information for management
 - Build a case in how CTR is beneficial to sell program to management

What are the challenges and difficulties?

- Subsidizing transit (Arlington – from Mt. Vernon, from Everett) for more routes
 - When do companies have a shift change
- Everett Transit – start shift at 5:30 am and 1 mile away from bus stop, but no service available that early
- Walkers/bicyclists – during promotions want to go to lunch at home
- Manufacturing – very early and later in the afternoon – transit and up north
- Have CTR in the HR department but many HR departments do not have time (for example: in the City)
- Management support in allowing time for ETC's to be able to do their job
 - State support grants
 - *letters from state and jurisdiction to president of company or other management
 - Offer incentives to companies that meet goals or benchmarks
- CTR coordinators be kept continually informed
 - Regular meetings that draw in managers
- *Charts and graphics that show CTR benefits to their company (i.e., increase in commuters from year to year) that ETC's can fill in and show their management
- Get managers aware of program - engage them
- Have jurisdiction go to:
 - Chamber of commerce meetings
 - Make personal appearance to CEOs
 - Not get them with a letter
 - Go to City Council meetings
- Awareness of TRPP grants and application process
- Need new ideas to increase participation
 - Communication exchange
 - Newsletter for all ETC's
 - Annual reports
- Are gatherings helpful? Yes, but little time
 - CT plans network meetings every other month on specific topics

- Hospitals
 - Manufacturing
- Neighboring employers also
 - Vanpools
- *List ETCs in an area
 - Send to ETCs and put them in contact with each other
- Meetings – carpool to workshops to generate further discussion

Meeting Minutes – South County Employer Workshop
Bothell Seattle Times Building
Bothell Employers
January 30, 2007

What is the primary form of transit (non-SOV travel) used by employees in your organization?

- Carpool
- Vanpool
- Transit
- Bike, walk

What are some suggestions from Bothell Employers to CT?

- Distribute a list of vanpools from CT that includes the list of stops by neighborhood and city.
- Provide training for <http://www.rideshareonline.com/>
- Provide monthly reoccurring training so that if you can't make it you know that it will be offered again soon.
- Provide a web blog for ETCs, like the free <http://www.blogger.com/start>
- Melina needs help finding out how to set up carpooling and vanpooling.
- Need a more user friendly and local based site than <http://www.rideshareonline.com/>
- Try to coordinate ETCs from the same office park so they can coordinate carpools and vanpools together.
- Share ETC information between ETCs regionally
- A proposed shuttle from the CP P&R to Canyon Park sparked interested with some of the employers
- Try to use principles of Redmond's R-Trip Program
- Have brownbag lunches for training and information sharing
- Need better coordination between CT and ST
- Training on how to implement telework (costs, technology needs, etc)

What are some ideas from CT to Employers?

- Have people who are HOV, register with you so that they are guaranteed a ride home through the CT program.
- CT can create a zip-code map of where employees live to help employers organize vanpools and carpools.
- ETCs should email employees to ask who is interested in carpooling or vanpooling and send the names and addresses to CT, who will find carpools and vanpool for the employees.

What are the things that work for employers?

- SNC provides a list of bus routes, schedules, and maps on their intranet for employees

- Need a contact person for new employees to distribute information and help them find an HOV route to work
- Use non-monetary incentives for people to participate in the program such as offering an additional “casual dress day” at work.
- Create company-specific CTR marketing materials that combine information from CT and specific company promotions.
- Extend bike to work month throughout the summer and provide company prize or incentives for winning rider or team.
- Provide an initial incentive for trying non-SOV modes of transportation, but possibly not a long-term incentive. Examples include \$50/mo subsidy for first 6 months of vanpooling or 1 free monthly bus pass.

What are the problems for employers?

- About 2/3 of the employers have a second and/or third shift.
- There are not many restaurants or other services in the office parks, so people feel they have to drive to get lunch and run errands.
- Bus service to Canyon Park is not frequent enough and there isn't a good connection from the park and ride to employer sites.

What is the benefit of the CTR program for Employers?

- CTR is an incentive
- Makes employees happier if they aren't stuck in traffic
- Retains employees if they have a good commute

What types of things would employers like to see in the GTEC?

- Sidewalks or bike lanes for bikes and pedestrians.
- More frequent bus service from Canyon Park to North Creek and Downtown
- Subsidies for employees using GTEC money or other grant money

What are some of the benefits and incentives?

- TetraTech Flexpass provided by employer. Contract between County and Company
- Limited parking
- \$2 per day (or \$40 per month) for using alternative modes of transportation which has to be filled out daily
- \$50 voucher – better than \$2 per day
- Comcast tried a pilot program of 12 people to work from home and they loved it. Lisa Fiser's company is also thinking of trying this too
- Monroe working on walk/bike program

What are some of the challenges?

- Record keeping. Hard to collect data requested by agencies to track CTR. People don't respond to emails, etc. People are guessing and then when ETC's change, guesses change – then looks like program is failing.

- Require people to turn in form to manager if turning it in within 5 days then eligible for a drawing. Then follow up and pick up remaining forms from people who didn't turn them in.
- Email will work better from some or an on-line survey.

What are some of the other issues?

- There is an online survey offered by CT that goes straight to WSDOT. Need a little training for ETCs to use this.

How can local jurisdictions and CT help you meet your 10% red goal in next 4 years (ordinances, etc.)?

- Added services – transit.
- Comcast interested in putting in a cafeteria so employees don't have to drive at lunch to other side of highway to get lunch. Any incentives?
- Schedule transit fair – CT will come and help plan trips and talk to people about options.
- Mandatory ETC training to get updates on new codes, annual reporting / increased reporting requirements.
- Best Practices Quarterly Email Newsletter by CT – networking opportunities.

**Snohomish County Commute Trip Reduction Employer Workshop
Attendance List**

| ETC | Worksite | Jurisdiction | Bothell 1/30 | Everett 1/23 |
|--------------------------|--------------------------------------|---------------------|-------------------------|-------------------------|
| Barbara White | Cascade Valley Hospital | Arlington | | 1 |
| Yvonne Page | City of Arlington | Arlington | | 1 |
| Kristin Banfield | City of Arlington | Arlington | | 1 |
| Jennifer Petler | Cascade Valley Hospital | Arlington | | 1 |
| Rhonda Rinn | DSHS - Smokey Point | Arlington | | 1 |
| Mike Burrow | Meridian Yachts | Arlington | | 1 |
| | | | | |
| Marsha Larson | Alside Windows Company Northwest | County | | 1 |
| Stephen Cross | Alside Windows Company Northwest | County | | 1 |
| Kristi McEnerney | Bingo King Company | County | | 1 |
| Kimberly Alridge | Comcast Cable - Everett | County | | 1 |
| Dena Searcy | Comcast Cable - Everett | County | | 1 |
| Rachel Pascual | Eldec Corporation | County | | 1 |
| Jill Grant | Goodrich Aviation Technical Services | County | | 1 |
| Sue Nelson | Reid Middleton | County | | 1 |
| Kemberly Espiet | U.S. Navy - Family Support Complex | County | | 1 |
| | | | | |
| Don Sims | City of Edmonds | Edmonds | | 1 |
| Linda Martin | Edmonds Family Medicine Clinic | Edmonds | | 1 |
| Sandy Brown | Stevens Hospital | Edmonds | | 1 |
| | | | | |
| Tracy Sloan | City of Lynnwood | Lynnwood | | 1 |
| Judy Boston | DSHS - Lynnwood | Lynnwood | | 1 |
| DeEtte Elder | Edmonds Community College | Lynnwood | | 1 |
| Diane Worthington | Edmonds Community College | Lynnwood | | 1 |
| Janice Heighway | Edmonds School District | Lynnwood | | 1 |
| Shelly Devereaux | Harris Ford | Lynnwood | | 1 |
| Donna Brunckhorst | Verizon | Lynnwood | | 1 |
| Scott Sloan | Verizon | Lynnwood | | 1 |
| | | | | |
| Chris Holland | City of Marysville | Marysville | | 1 |
| Lecia Dean | C & D Zodiac | Marysville | | 1 |
| | | | | |
| Shelley Carpenter | City of Monroe | Monroe | | 1 |
| Kate Calloway-Tourtillot | City of Monroe | Monroe | | 1 |
| Judy Moore | MCC - WSRU | Monroe | | 1 |
| Diane McDonald | Valley General Hospital | Monroe | | 1 |
| | | | | |
| Leslie Choate | City of Mountlake Terrace | Mtlk. Terr. | | |
| Alysia Madsen | Mila Financial - Mountlake Terrace | Mtlk. Terr. | 1 | |
| Holly Taylor | Mila Financial - Mountlake Terrace | Mtlk. Terr. | 1 | |
| Celia Taladoc | Premera Blue Cross | Mtlk. Terr. | 1 | |

**Snohomish County Commute Trip Reduction Employer Workshop
Attendance List**

| ETC | Worksite | Jurisdiction | Bothell 1/30 | Everett 1/23 |
|--------------------|-----------------------------------|---------------------|-------------------------|-------------------------|
| Jerry | Travis Industries Inc. | Mukilteo | | 1 |
| Danielle Campbell | Travis Industries Inc. | Mukilteo | | 1 |
| | | | | |
| Patty Burnett | ADP | Bothell | 1 | |
| Nikki Meagher | ADP | Bothell | 1 | |
| John Barker | ADP COS | Bothell | 1 | |
| April Uskoski | Allstate Insurance | Bothell | 1 | |
| Jan Law | Amgen | Bothell | 1 | |
| Paul Godwin | AMS | Bothell | 1 | |
| Cindi Gyselinct | AT&T | Bothell | 1 | |
| Lynda Quinn | City of Bothell | Bothell | 1 | |
| Lisa Pritchard | Fiserv Health | Bothell | 1 | |
| Rich Howell | Leviton Mfg. | Bothell | 1 | |
| Shayna Bridgman | Molina Healthcare | Bothell | 1 | |
| Michael Anderson | Molina Healthcare | Bothell | 1 | |
| HR Representative | Molina Healthcare | Bothell | 1 | |
| Kelly Lindeman | Panasonic Avionics | Bothell | 1 | |
| Shyla Phillips | PSE | Bothell | 1 | |
| KC McNeil | Romac Industries | Bothell | 1 | |
| Brady Clark | Safeco | Bothell | 1 | |
| Barbara Rodgers | Seattle Genetics | Bothell | 1 | |
| Mike Manderscheid | SNC Lavalin | Bothell | 1 | |
| Mike Ranz | SNC Lavalin | Bothell | 1 | |
| Kathy James | State Farm | Bothell | 1 | |
| Jennifer O'Neal | Tetra Tech | Bothell | 1 | |
| Kathleen Swyers | T-Mobile | Bothell | 1 | |
| Roxanne Lewis | T-Mobile | Bothell | 1 | |
| Michael Joachims | T-Mobile | Bothell | 1 | |
| Kristy Thies | FDA | Bothell | 1 | |
| Kellie Holden | UWB | Bothell | 1 | |
| Nancy Hyde Corning | UWB | Bothell | 1 | |
| | | | | |
| Lynn Rosseau | Achelles USA | | | 1 |
| Nancy Musser | Boeing | | | 1 |
| Sandra Sinclair | Boeing | | | 1 |
| Joanne | City of Everett | | | 1 |
| Debbie Anderson | Community Transit | | | 1 |
| Traci Kreidler | Community Transit | | | 1 |
| Doug | Electronetics | | | 1 |
| Theresa D. | Everett Clinic | | | 1 |
| George Olson | Everett Community College | | | 1 |
| Valerie | Everett Providence Medical Center | | | 1 |
| Sabina Popa | Everett Transit | | | 1 |
| Cody Dorn | Fluke | | | 1 |

**Snohomish County Commute Trip Reduction Employer Workshop
Attendance List**

| ETC | Worksite | Jurisdiction | Bothell 1/30 | Everett 1/23 |
|------------------|-----------------------|---------------------|-------------------------|-------------------------|
| Zac Corker | Goose Networks | | | 1 |
| Cariann Little | Intermec | | | 1 |
| John Ebean | Intermec | | | 1 |
| Chris Buetow | Jansport | | | 1 |
| Kimberly E. | Naval Station Everett | | | 1 |
| Candy | Snohomish County | | | 1 |
| Bob Eden | Snohomish County PUD | | | 1 |
| Joannie Foltz | Snohomish County PUD | | | 1 |
| Sara Poirot | Specialty Pull Tabs | | | 1 |
| Diane | | | | 1 |
| Donna | | | | 1 |
| John Bowler | | | | 1 |
| John Hendricks | | | | 1 |
| Lisa Fiser | | | | 1 |
| Becky Dionne | | | | 1 |
| Ken Quinn | | | | 1 |
| Charlie Crissman | | | | 1 |
| | | | | |
| | | | 31 | 63 |

Appendix G

COMMUTE TRIP REDUCTION SUMMARY OF POLICIES THAT SUPPORT CTR

Comprehensive Plan Goals and Policies Analysis

The following table provides a list of example comprehensive plan goals and policies that are supportive of CTR. These Comprehensive Planning Policies were provided in the CTR Planning Handbook as examples of the types of policies that if adopted by local jurisdictions, will bring their Plan into compliance with both the CTR Law and GMA. Each jurisdiction will have different sets of policies that support CTR in various Comprehensive Plan elements based on the jurisdiction’s size, density, and number of urban centers.

The left hand column shows the list of example policies and goals. The right hand column identifies the specific policies that the jurisdiction has in place relating to the recommended goals and policies in the left hand column.

| Commute Trip Reduction & Growth Management Planning Policies | |
|---|--|
| Land Use Element | |
| Require the integration of non-motorized and transit connections when planning and developing urban centers or GTEC’s. | LU 103, LU 129, LU 180 |
| Establish urban centers and/or GTEC’s where they can be served by regional transit agencies, or work with the appropriate transit agency to expand service to the urban center within a reasonable timeframe. | LU 4, LU 22, LU 60, LU 82 |
| Urban Design | |
| Provide aesthetic and functional amenities along pedestrian facilities, such as water fountains, benches, trash receptacles, public art, and open spaces (such as seating plazas). | LU 41, LU 90, LU 106, LU 123, LU 140, LU 152, LU 160 |
| Provide pedestrian, and bicycle connections in newly developing areas of the city, promoting both internal access and linkages with the rest of the city. | LU 78, LU 103, LU 112, LU 129, LU 147, LU 167 |
| Require new developments to incorporate non-motorized features or programs designed to promote use of alternatives to single-occupant vehicles, such as; <ul style="list-style-type: none"> • Preferential parking for car pools and van pools • Special loading and unloading facilities • Transit facilities, including comfortable bus stops, and waiting areas, adequate turning room, and where appropriate, signal preemption and queue-jump lanes • Bicycle parking and related facilities | LU 79 |

| | |
|---|--|
| Inter-Agency Coordination | |
| Integrate multiple access modes, including buses, carpools, and vanpools, bicycles, and pedestrians. | LU 32, LU 69, LU 180 |
| Zoning | |
| Encourage transit oriented development and pedestrian friendly land use characteristics through zoning and land use policies that encourage mixtures of land uses, increased densities in targeted areas with design standards. | LU 11 |
| Housing Element | |
| Work with other jurisdictions to achieve a jobs/housing balance that makes it possible for people to live closer to where they work. | HO 35 |
| Promote quality, community-friendly residential development, through features such as enhanced open space and pedestrian connectivity. | HO 20, HO 21, HO 33 |
| Transportation Element | |
| Pedestrian System Connectivity | |
| The county should ensure that continuous and/or direct bicycle lanes are provided between all jurisdictions and major activity centers. | T-4B.1, T-7B, T-7B.2, T-7B.4, T-7B.5 |
| Consider pedestrians along with other travel modes in all aspects of developing the transportation system. Provide safe and convenient pedestrian access in all new and improved transportation projects, unless exceptional circumstances exist. | T-1A.2, T-1E.4, T-1E.5, T-6E, T-7A.1, T-7A.2, T-7A.4, T-7A.5, T-7A.6, T-7B.4, T-7B.5 |
| Remove barriers and deterrents along the existing pedestrian system to create better access between employment facilities, residential and other uses. | T-7A.4 |
| Secure sidewalks and trail improvements or easements through the development review process to develop portions of the pedestrian system. | T-1E.5, T-7A.5, T-7A.6, T-7B.5 |
| Pedestrian Safety and Security | |
| Address the special needs of citizens with various degrees of mobility in planning, designing, implementing and maintaining pedestrian facilities. | T-7A.4 |
| Provide consistently designed pedestrian activated signal crossings, and consider technologies that enhance pedestrian safety at crossings, such as longer crossing times and audible crossings. | T-6A.3, T-6E.1, T-7A.7 |
| Consider access management to reduce the number of conflict points (driveways) between pedestrians and vehicles, thereby improving pedestrian safety. | T-2A.3 |
| Ensure that pedestrian facilities are designed and monitored to improve security and safety, through lighting, openness, vegetation upkeep and security features such as panic buttons at key locations. | T-1E.4, T-1E.5, T-1E.7, T-6E.1, T-7A.4, T-7A.5, T-7B.5 |

| Pedestrian Safety and Security (cont.) | |
|---|--|
| Design midblock crossings with safety as a high priority, and consider improvements such as pedestrian crossing signals, flared curbs (bulbouts), pedestrian refuge islands, medians, and adequate sight distance around parked vehicles. | T-6A.3, T-6E.1, T-7A.7 |
| Pedestrian and Bicycle Convenience | |
| Implement way-finding (signage) along sidewalks and trails that direct pedestrians to key locations or destinations, such as major activity centers, business districts, institutions, major medical facilities, parks or recreational facilities. | T-1E.4 |
| Provide internal pedestrian circulation systems within and between existing, new or redeveloping commercial, multi-family or single family developments, and other appropriate activity centers. Provide convenient connections to frontage pedestrian systems and transit facilities. | T-1E.5, T-6A.3, T-7A.2, T-9B |
| Encourage transit use by improving pedestrian and bicycle linkages to the existing and future transit and school bus system, and by improving the security of and utility of park-and-ride lots and bus stops. | T-7A.2, T-9B |
| Improve mobility and safe access for walking and bicycling, and create incentives to promote non-motorized travel to employment centers, commercial districts, transit stations, schools and major institutions, and recreational destinations | T-1C.5, T-6E, T-7A.4 |
| Accessibility | |
| Sidewalks or pedestrian facilities should be located along all both sides of all arterials, collectors, and at least one side of most local streets. | T-7A.4, T-7A.6 |
| Direct pedestrian linkages should be considered whenever possible, to connect between internal land uses and arterials. This reduces walking distances to transit stops and commercial uses. | T-1A.2, T-1E.5, T-6E, T-7A.2, T-7A.5, T-9B |
| Public Transportation | |
| Work with transit providers to provide transit service that is fast, frequent, and reliable between urban centers and urban villages and that is accessible to most of the city's residences and businesses. Pursue strategies that make transit safe, secure, comfortable, and affordable. | T-3B, T-3B.1, T-3B.2, T-4B.1, T-4C.2, T-6A.3, T-6B, T-6B.1 |
| Coordinate with regional, state, and federal agencies, local governments, and transit providers when planning and operating transportation facilities and services in order to promote regional mobility for people and goods and the urban center approach to growth management. | T-2A-1, T-3C.1, T-4A.1, T-4B.1, T-4C.2, T-6A |
| Design transit access into large developments, considering bus lanes, stops, shelters, non-motorized lanes & facilities as part of the project design | T-6A.3, T-7A.2, T-9B |

| Public Transportation | |
|---|----------------|
| Coordinate with transit providers and the private sector to develop and implement compatible transportation demand management regulations and strategies that are consistent with the Commute Trip Reduction Act. | T-1F.1, T-3C.1 |
| Provide preferential lanes, such as High Occupancy Vehicle (HOV) lanes on roads which will benefit commuters the most, such as those with major transit routes, and those experiencing the greatest congestion. | T-9A.1 |
| Ferries | |
| For water-borne travel across Puget Sound, encourage the expansion of the passenger-only ferry service and land-side facilities and terminals that encourage walk-on (by-foot, bicycle, transit) trips rather than ferry travel with automobiles. | N/A |
| Coordinate ferry arrivals and departures with mass transit systems to ensure an efficient flow of people and traffic. | N/A |
| Parks & Open Space Element | |
| Provide for adequate roadway, pedestrian, and bicycling connections in newly developing areas of the city, promoting both internal access and linkages with the rest of the city. | PK 16 |

Appendix G

GLOSSARY OF TERMS

GLOSSARY OF TERMS

Affected Employee: Under the Commute Trip Reduction (CTR) law, an affected employee is a full-time employee who regularly begins work between 6 a.m. and 9 a.m., at a single work site, on two or more weekdays for at least 12 continuous months.

Affected Employer: An employer is “affected” under the CTR law if there are at least 100 “affected” employees at a single work site.

Alternative Work Schedules: AWS programs offer alternatives to the typical eight-hour work day. Options include flex-time, a compressed work week, and staggered work hours.

Automobile Dependency: Transportation and land use patterns that result in high levels of automobile use and limited transportation alternatives. In this case, “automobile” includes cars, vans, light trucks, SUVs and motorcycles

Base Year: The CTR law requires affected employers to measure the results of their employee trip program against base year values for VMT and drive alone vehicles. The goal year is 2011.

Bus Rapid Transit: Special lanes dedicated to transit buses, often incorporating other features to insure high quality transit service.

Carpool: Two to six people age 16 and older, sharing the ride in an automobile to and from the work place.

Commute: The trip made by an employee between their home and work locations, regardless of the distance or mode used.

Compressed Work Week: A work week that is compressed from the typical five-day, 40 hour work week into a shorter work week but maintaining the same number of hours.

Commute Trip Reduction Program: A CTR program is comprised of strategies used by an employer to reduce employee use of single-occupant vehicles (SOVs) and the vehicle miles traveled (VMT) per employee. The CTR program specifies the measures to be used that will achieve the target goals.

Drive Alone Vehicles: A vehicle that is occupied by one person.

Employee Transportation Coordinator: The CTR law requires employers to appoint an employee transportation coordinator, or ETC. The personal change agent who provides the “human touch” needed to remedy traffic congestion and air pollution problems. An ETC is the organization’s key contact person providing commuting information to employees and liaison activities with transit agencies and local jurisdictions. The ETC creates marketing strategies, administers employee ridesharing programs, and measures results.

Guaranteed Ride Home (GRH): GRH programs provide an emergency ride home for employees who commute to work in a ridesharing mode and have an illness or emergency. Typically, an employee can take a cab ride home and charge the ride to their employer’s account or be reimbursed for the expense.

High-Occupancy Vehicle (HOV): a passenger vehicle carrying more than a specified minimum number of passengers. HOVs include carpools, vanpools, and buses. HOV requirements are often indicated as 3+ (three or more passengers required) or 4+ (four or more passengers required).

HOV Lane: This is a traffic lane limited to carrying high occupancy vehicles (HOVs) and certain other qualified vehicles.

HOT Lanes (High Occupancy Toll Lanes): HOV facilities that allow lower occupancy vehicles, such as solo drivers, to use the facility if they pay a toll. This offers users three options: drive alone on an unpriced but congested general purpose lane, drive alone and pay to use a less congested lane, or rideshare (carpool, vanpool or ride transit) to use a less congested lane without any additional fee.

Mobility: The movement of people and goods.

Mobility Management (Also called *Transportation Demand Management*): Various strategies that change travel behavior (how, when and where people travel) in order to increase transport system efficiency and achieve specific objectives such as reduced traffic congestion, road and parking cost savings, increased safety, improved mobility for non-drivers, energy conservation and pollution emission reductions.

Nonmotorized Transportation (also known as *Active Transportation* and *Human Powered Transportation*) includes Walking, Bicycling, Small-Wheeled Transport (skates, skateboards, push scooters and hand carts) and Wheelchair travel.

Parking Management: Strategies aimed at making better use of available parking supply. Parking management strategies include preferential parking or price discounts for carpools and/or short-term parkers, and disincentives, prohibitions and price supplements for those contributing more to congestion.

Parking Pricing: Strategy to reduce automobile use by requiring motorists to pay directly for using parking facilities. Time variable parking pricing can be used as a congestion reduction strategy.

Parking Cash-Out: This means that people (typically commuters, and sometimes residents of multi-family housing) who are offered a free parking space are also offered the cash equivalent when they use alternative transportation modes and so do not impose parking costs.

Ridesharing: Ridesharing is any cooperative effort of two or more people sharing a motor vehicle traveling to a common destination, such as a work site. Carpools and vanpools are common forms of ridesharing.

Smart Growth: Land use development practices that create more resource efficient and Livable communities, with more Accessible land use patterns. An alternative to sprawl.

Sprawl: Dispersed, low-density, single-use, automobile dependent land use patterns.

Stakeholder: Individuals or groups that are affected by a decision and have an interest in its outcome.

Teleworking: Teleworking involves the use of telephones, computers, and other technology to work from a location other than a conventional office.

Transportation Demand Management (TDM): Various strategies that change travel behavior (how, when and where people travel) in order to increase transport system efficiency and achieve specific objectives such as reduced traffic congestion, road and parking cost savings, increased safety, improved mobility for non-drivers, energy conservation and pollution emission reductions. Also called *Mobility Management*.

Transportation Management Association (TMA): A TMA is a partnership or organization that brings interested parties together to work on transportation issues.

Vanpool: A vanpool consists of seven to fifteen people sharing their commute in a passenger van, generally riding to the same place of employment.

Vehicle Miles Traveled: Number of miles a vehicle has traveled for a commute.

Chapter 11.52 COMMUTE TRIP REDUCTION (CTR) PLAN

Sections:

- [11.52.010](#) Purpose.
- [11.52.020](#) Definitions.
- [11.52.030](#) Marysville commute trip reduction (CTR) plan.
- [11.52.035](#) CTR Goals
- [11.52.040](#) Responsible city department.
- [11.52.050](#) Applicability.
- [11.52.060](#) New ~~affected-major~~ employers.
- [11.52.070](#) Change in status as an ~~affected-major~~ employer.
- [11.52.080](#) ~~General Requirements~~requirements for employers.
- [11.52.090](#) CTR program description requirements.
- [11.52.100](#) Mandatory CTR program elements.
- [11.52.110](#) Additional CTR program elements.
- [11.52.120](#) Record keeping.
- [11.52.130](#) CTR program submittal.
- [11.52.140](#) ~~CTR annual progress reports~~Annual CTR reports.
- [11.52.150](#) Document review.
- [11.52.160](#) Modification of CTR program elements.
- [11.52.170](#) Extensions.
- [11.52.180](#) Implementation of employer's CTR program.
- ~~[11.52.190](#) Credit for transportation demand management efforts.~~
- [11.52.200](#) Enforcement.
- [11.52.210](#) Penalties.
- [11.52.220](#) Exemptions and goal modifications.
- [11.52.230](#) Appeals.
- [11.52.240](#) Severability.

11.52.010 Purpose.

~~The city enacts the ordinance codified in this chapter to obtain any preference that will be given to or achieved by the city of Marysville from the integration of services with and between RTA, rail, Park 'n Ride, and other forms of local and regional transportation. The city wishes to provide integrated transportation services and meaningful facilities in the city to reduce now and in the future impacts upon individual employers and the city. (Ord. 2152 § 1, 1997)~~The purpose of this chapter is to provide a method for compliance with the Washington State Commute Trip Reduction Law of 1991 (RCW 70.94.521 through 70.94.555), as amended in 2006 by the Commute Trip Reduction Efficiency Act. The Commute Trip Reduction Law was passed to reduce traffic congestion, air pollution, and dependency on fossil fuels through employer-based programs encouraging alternative commute methods to the single-occupancy vehicle.

11.52.020 Definitions.

For the purpose of this chapter, the following definitions shall apply in interpretation and enforcement of this chapter:

~~“Affected employee” means a full-time employee who begins his or her regular work day at a single-major employer worksite between 6:00 a.m. and 9:00 a.m. (inclusive) on two or more weekdays, for at least 12 continuous months, which employee is not an independent contractor and is scheduled to be employed on a continuous basis for 52 weeks for an average of at least 35 hours per week; and the employee will only be counted at his or her primary worksite. Seasonal agricultural employees, including seasonal employees of processors of agricultural products are excluded from the count of affected employees.~~

“Affected urban growth area” means:

- (1) An urban growth area, designated pursuant to RCW 36.70A.110, whose boundaries contain a state highway segment exceeding the one hundred person hours of delay threshold calculated by the Washington State Department of Transportation, and any contiguous urban growth areas; and
- (2) An urban growth area, designated pursuant to RCW 36.70A.110, containing a jurisdiction with a population over seventy thousand that adopted a commute trip reduction ordinance before the year 2000, and any contiguous urban growth areas; or
- (3) An urban growth area identified by the Washington State Department of Transportation as listed in WAC 468-63-020(2)(b).

~~“Affected employer” means an employer that employs 100 or more full time employees at a single worksite who are scheduled to begin their regular work day between 6:00 a.m. and 9:00 a.m. (inclusive) on two or more weekdays for at least 12 continuous months. Construction worksites, when the expected duration of the construction is less than two years, are excluded from this definition.~~

“Alternative mode” means any means of commute transportation other than that in which the single-occupant motor vehicle is the dominant mode, including telecommuting and compressed work weeks if they result in reducing commute trips.

“Alternative work schedules” means programs work schedules that allow employees to work their required hours outside of the traditional Monday through Friday, 8:00 a.m. to 5:00 p.m. schedule, including programs such as compressed work weeks that eliminate work trips for affected employees.

“Base year” means the ~~period~~ 12-month period that commences when the City of Marysville determines an employer is required to comply with the CTR law from January 1, 1998, through December 31, 1998, on which goals for vehicle miles traveled (VMT) per employee and proportion of single-occupant vehicle (SOV) trips shall be based.

“Base year survey” or “Baseline measurement” means the survey, during the base year, of employees at a major employer worksite to determine the drive-alone rate and vehicle miles traveled per employee at the worksite. The City uses this measurement to develop commute trip reduction goals for the major employer. The baseline measurements must be implemented in a manner that meets the requirements specified by the City.

“Carpool” means a motor vehicle occupied by at least ~~to six~~ people traveling together for their commute trip, ~~which that~~ results in the reduction of a minimum of one motor vehicle commute trip.

“City” means the City of Marysville.

“Commute trip” means a trip made from a worker’s home to a worksite during the peak period with a regularly scheduled arrival time of 6:00 a.m. to 9:00 a.m. ~~(inclusive)~~ on weekdays.

“Commuter Trip Reduction (CTR) Plan” means the ~~city’s~~ City’s plan and ~~this chapter which is intended ordinance to that~~ regulate and administer the CTR programs of ~~affected employers a major employers~~ within ~~its~~ the City’s jurisdiction.

“CTR Commuter” means a resident or employee in an affected urban growth area who is participating in the City’s commute trip reduction program, including any growth and transportation and efficiency center programs, implemented to meet the City’s established targets.

“CTR program” means an employer’s strategies to reduce affected employees’ SOV use and commute trip vehicle miles traveled ~~VMT~~ per employee (VMT).

“CTR law” means the Commuter Trip Reduction law passed by the Washington State legislature in 1991 (Chapter 202, Laws of 1991), codified in RCW 70.94.521 through 70.94.555, and amended in 1997 and 2006, requiring counties of over 150,000 residents, with one or more major employers, to implement a CTR ordinance and plan. All cities in such counties with one or more major employers are also required to adopt CTR ordinances and plans.

~~“CTR zone” means an area, such as a census tract or combination of census tracts, within Snohomish County characterized by similar employment density, population density, level of transit service, parking availability, access to high occupancy vehicle facilities, and other factors that are determined to affect the level of SOV commuting.~~

“Commuter Trip Vehicle Miles Traveled per Employee (VMT)” means the sum of the individual commute trip lengths in miles over a set period divided by the number of full-time employees.

“Commuter matching service” means a system that assists in matching commuters for the purpose of commuting together.

“Compressed work week” means an alternative work schedule, in accordance with employer policy, that regularly allows a full-time employee to eliminate at least one work day every two weeks by working longer hours during the remaining days, resulting in fewer commute trips by the employee. This definition is primarily intended to include weekly and bi-weekly arrangements, the most typical being four 10-hour days or 80 hours in nine days, but may also include other arrangements. Compressed work weeks are understood to be an ongoing arrangement.

“Custom bus/bus pool” means a commuter bus service arranged specifically to transport employees to work.

“Dominant mode” means the mode of travel used for the greatest distance of a commute trip.

“Drive-alone” means a single-occupant vehicle.

“Employer” means a sole proprietorship, partnership, corporation, unincorporated association, cooperative, joint venture, agency, department, district or other individual or entity, whether public, nonprofit, or private, that employs workers.

“Employee Transportation Coordinator (ETC)” means a person who is designated as responsible for the development, implementation, and monitoring of an employer’s CTR program.

“Exemption” means a waiver from CTR program requirements granted to an employer by the city City, based on unique conditions that apply to the employer or employment site.

“Flex-time” ~~is means~~ an employer policy allowing individual employees some flexibility in choosing the time, but not the number, of their working hours to facilitate the use of alternative modes.

“Full-time employee” means a person, other than an independent contractor, scheduled to be employed on a continuous basis for 52 weeks for an average of at least 35 hours per week.

“Goal” means a purpose toward which efforts are directed.

“Good faith effort” means that an employer has met the minimum requirements identified in RCW 70.94.531 and this chapter, and is working collaboratively with the ~~city~~ City to continue its existing CTR program, or is developing and implementing program modifications likely to result in improvements to its CTR program over an agreed upon length of time.

“Growth and transportation efficiency center (GTEC)” means a defined, compact mixed-use urban center that contains jobs or housing and supports multiple modes of transportation. For the purpose of funding, a GTEC must meet minimum criteria established by the CTR Board under RCW 70.94.537, and must be certified by a regional transportation planning organization as established in RCW 47.80.020.

“Implementation” means active pursuit by an employer toward the goals of this chapter as evidenced by appointment of a transportation coordinator, and commencement of other measures according to their CTR program and schedule.

“Jurisdictions base year measurement” means the proportion of single-occupant vehicle commute trips by CTR commuters, and commute trip vehicle miles traveled per CTR commuter, on which commute trip reduction targets for the local jurisdiction shall be based. The jurisdiction’s base year measurement, for those jurisdictions with an affected urban growth area as of March 1, 2007, shall be determined based on employee surveys administered in the 2006-2007 survey cycle. If complete employee survey data from the 2006-2007 survey cycle is not available, then the base year measurement shall be calculated from the most recent and available set of complete employee survey data.

“Major Employer” (former referred to as “affected employer”) means a private or public employer, including a state agency, that employs one hundred or more full-time employees at a single worksite who begin their regular workday between 6:00 a.m. and 9:00 a.m. on weekdays, for at least 12 months.

“Major Worksite” means a building or group of buildings that are on physically contiguous parcels of land, or on parcels of land separated solely by private or public roadways or rights-of-way, and at which there are one hundred or more full-time employees, who begin their regular workday between 6:00 a.m. and 9:00 a.m. on weekdays, for at least 12 continuous months.

“Mode” means the type of transportation reduction used by employees, such as ~~single~~ single-occupant motor vehicle, ride-share vehicle (carpool, vanpool), transit, ferry, bicycle, ~~and~~ walking, compressed work schedule and telecommuting.

“Notice” means written communication delivered via the United States Postal Service with receipt deemed accepted three days following the day on which the notice was deposited with the Postal Service, unless the third day falls on a weekend or legal holiday in which case the notice is deemed accepted the day after the weekend or legal holiday.

“Peak period” means the hours from 6:00 a.m. to 9:00 a.m. ~~(inclusive)~~, Monday through Friday, except legal holidays.

“Peak period trip” means any employee trip that delivers the employee to begin his or her regular workday between 6:00 a.m. and 9:00 a.m. ~~(inclusive)~~, Monday through Friday, except legal holidays.

“Proportion of single-occupant vehicle trips” or “SOV rate” means the number of commute trips over a set period made by affected employees in SOVs divided by the number of affected employees working during that period.

“Person hours of delay” means the daily person hours of delay per mile during the peak period of 6:00 a.m. to 9:00 a.m., as calculated using the best available methodology by the Washington State Department of Transportation.

“Single-occupant vehicle (SOV)” means a motor vehicle occupied by one employee for commute purposes, including a motorcycle. If there are other passengers occupying the motor vehicle, but the ages of these passengers are sixteen or under, the motor vehicle is still considered a “single-occupant vehicle” for measurement purposes.

“Single-occupant vehicle (SOV) trips” means trips made by affected employees in SOVs.

~~“Single worksite” means a building or group of buildings that are on physically contiguous parcels of land or on parcels separated solely by private or public roadways or rights-of-way, and at which there are 100 or more full-time employees of one or more employers, who begin their regular work day between 6:00 a.m. and 9:00 a.m. on weekdays, for at least 12 continuous months.~~

“Target” means a quantifiable or measurable value that is expressed as a desired level of performance, against which actual achievement can be compared in order to assess progress.

“Telecommuting” means the use of telephones, computers, or other similar technology to permit an employee to work from home, eliminating a commute trip, or to work from a workplace closer to home, reducing the distance traveled in a commute trip by at least half.

“Transit” means a multiple-occupant vehicle operated on a for-hire, shared-ride basis, including bus, ferry, rail, shared-ride taxi, shuttle bus, or vanpool. A transit trip counts as zero vehicle trips.

~~“Transportation manager” means the planning director, or his or her designee who will be responsible for administering the city’s commute trip reduction activities.~~

“Transportation demand management (TDM)” means a broad range of strategies that are primarily intended to reduce and reshape demand on the transportation system.

“Transportation management organization (TMO)” means a group of employers, or an association representing a group of employers, in a defined geographic area. A TMO may represent employers within specific city limits, or may have a sphere of influence that extends beyond city limits.

“Vanpool” means a vehicle occupied by ~~seven~~ 7 to 15 people traveling together for their commute trip that results in the reduction of a minimum of one motor vehicle trip. A vanpool trip counts as zero vehicle trips.

~~“Vehicle miles traveled (VMT) per employee” means the sum of the individual vehicle commute trip lengths in miles made by affected employees over a set period divided by the number of affected employees during that period.~~

Voluntary employer worksite” means the physical location occupied by an employer that is voluntarily implementing a CTR program.

“Week” means a seven-day calendar period, starting on Monday and continuing through Sunday.

“Weekday” means any day of the week except Saturday or Sunday.

“Writing,” “written,” or “in writing” means original signed and dated documents. Facsimile (fax) transmissions are a temporary notice of action that must be followed by the original signed and dated document via mail or delivery. (Ord. 2152 § 1, 1997).

11.52.030 Marysville commute trip reduction (CTR) plan.

The ~~1998~~ Marysville CTR Plan, as updated in 2008 and set forth in the ordinance codified in this chapter, is adopted wholly and incorporated herein by reference and enacted as the Marysville commute trip reduction plan. (Ord. 2152 § 1, 1997).

11.52.035 CTR Goals.

The goals for reducing Marysville’s proportion of drive-alone vehicle trips and commute trip vehicle miles traveled per employee are established in the Marysville CTR Plan as set forth in the ordinance codified in this chapter. The City will set the individual worksite goals for major employers based on how the worksite can contribute to the City’s overall goal established in the CTR Plan.

11.52.040 Responsible ~~city~~ City department.

The planning community development director is hereby authorized and directed to enforce all the provisions of this chapter. The planning community development director may prepare and require the use of such forms and procedures as are essential to the administration of this chapter. (Ord. 2152 § 1, 1997).

11.52.050 Applicability.

The provisions of this chapter shall apply to ~~any all affected major~~ employers ~~at any single worksite~~ within the corporate limits of the ~~city~~ City of Marysville.

(1) In addition to Marysville’s established public notification for adoption of an ordinance, A notice of availability of a summary of this chapter, a notice of the requirements and criteria for ~~affected major~~ employers to comply with this chapter, and subsequent ordinance revisions shall be published at least once in Marysville’s official newspaper not more than 30 days after passage of the ordinance codified in this chapter;

(2) ~~Affected Major~~ employers located in the ~~city~~ City ~~are to~~ shall receive written notification that they are subject to this chapter, within 30 days of passage of the ordinance codified in this chapter ~~that they are subject to this chapter~~. Such notice shall be by certified mail, return receipt requested, addressed to the company’s chief executive officer, senior official, or CTR manager at the worksite. Such notification shall provide ninety days for the major employer to perform a baseline survey. After the results of the baseline survey are provided to the major employer, it has ninety days to submit a CTR program to the City;

(3) ~~Affected Major~~ employers that, for whatever reason, do not receive notice within 30 days of passage of the ordinance codified in this chapter, and are either notified or identify themselves to the ~~city~~ City within ~~180-90~~ days of the passage of the ordinance, will be granted an extension to assure the employers have up to ~~150-90~~ days within which to perform a

baseline survey develop and submit a CTR program. After the results of the baseline survey are provided to the major employer, they have 90 days to submit a CTR program to the City;

(4) ~~Affected-Major~~ employers that have not been identified or do not identify themselves within ~~180-90~~ days ~~of the passage of the ordinance codified in this chapter, do not complete a baseline survey within 90 days, or do not and do not~~ submit a CTR program within 180 days, ~~of the passage of the ordinance codified in this chapter, from the passage of the ordinance~~ are in violation of this chapter.

(5) If a major employer has already performed a baseline survey, the major employer is not required to perform another survey and is required to submit a CTR Plan to the City within 90 days of the passage of ordinance codified in this chapter. (Ord. 2152 § 1, 1997).

11.52.060 New ~~affected-major~~ employers.

(1) Employers that meet the definition of "~~affected-major~~ employer" in this chapter must identify themselves to the ~~city~~ City within ~~180-90~~ days of either moving into the boundaries of Marysville or growing in employment at a worksite to 100 or more affected employees. Such employers shall be ~~given granted a minimum of 150-90~~ days to complete a baseline survey, and an additional 90 days to develop and submit a CTR program, once the baseline survey results are given to the employer. The CTR program will be developed in consultation with the City and implemented no more than 90 days after the program's approval. Employers who do not implement an approved CTR program according to this section are in violation of the chapter.

(2) Employers that do not identify themselves within ~~180-90~~ days of becoming an affected employer are in violation of this chapter.

(3) New ~~affected-major~~ employers shall have ~~two-4~~ years from the City's acceptance of the CTR program to meet the ~~first~~ CTR reduction goal of ~~20-10~~ percent; ~~four years to meet the second goal of 25 percent; and six years to meet the third goal of 35 percent from the time they begin their program.~~ (Ord. 2152 § 1, 1997).

11.52.070 Change in status as an ~~affected-major~~ employer.

Any of the following changes in an employer's status will change the employer's CTR program requirements:

(1) If an employer initially designated as an ~~affected-major~~ employer no longer employs 100 or more affected employees, and expects not to employ 100 or more affected employees for the next 12 months, that employer is no longer an ~~affected-major~~ employer. It is the responsibility of the employer to notify the City that it is no longer a major employer. The employer must notify the city in writing that it is no longer an affected employer;

(2) If the same employer returns to the level of 100 or more affected employees within the same 12 months, that employer will be considered an ~~affected-major~~ employer for the entire 12 months. The employer must notify the ~~city~~ City in writing that it is an affected employer, and will be subject to the same program requirements as other ~~affected-major~~ employers; and

(3) If the same employer returns to the level of 100 or more affected employees 12 or more months after its change in status to an "unaffected" employer, that employer shall be treated as a new ~~affected-major~~ employer, and will be subject to the same program requirements as other new ~~affected-major~~ employers. (Ord. 2152 § 1, 1997).

11.52.080 ~~General Requirements~~ requirements for employers.

An ~~affected major~~ employer is required to make a good faith effort, as defined in RCW 70.94.534(2) and MMC [11.52.020](#), to develop and implement a CTR program that will encourage its employees to reduce ~~drive-alone commute trips and commute trip vehicle miles traveled per employee~~ [VMT per employee and SOV commute trips](#). ~~The CTR program must include the mandatory elements described in MMC 11.52.100.~~ The employer shall submit a description of its program to the ~~city~~ [City](#) and provide an annual progress report to the ~~city~~ [City](#) on employee commuting and progress toward meeting the SOV goals. (Ord. 2152 § 1, 1997).

11.52.090 CTR program description requirements.

(1) The CTR program description ~~shall~~ [presents](#) the strategies to be undertaken by an ~~affected major~~ employer to achieve the commute trip reduction goals ~~for 2000, 2002, and 2004. The goal is currently 10 percent reduction in the base year measurement by the year 2011.~~ Employers are encouraged to consider innovative strategies and combine program elements in a manner that will best suit their location, site characteristics, business type, and employees' commuting needs. Employers are further encouraged to cooperate with each other and to form or use transportation management organizations in developing and implementing CTR programs.

(2) At a minimum, the employer's [CTR program](#) description must include:

(a) General description of the employment site location, transportation characteristics, and surrounding services, including unique conditions experienced by the employer or its employees;

(b) Number of employees affected by the CTR program;

(c) Documentation of compliance with the mandatory CTR program elements as described in MMC [11.52.100](#);

(d) Description of the additional elements included in the CTR program as described in MMC [11.52.110](#); and

(e) Schedule of implementation, assignment of responsibilities, and commitment to provide appropriate resources. (Ord. 2152 § 1, 1997).

11.52.100 Mandatory [CTR](#) program elements.

Each employer's CTR program shall include the following mandatory elements:

(1) [Employee](#) Transportation Coordinator ([ETC](#)). The employer shall designate an [employee](#) transportation coordinator to administer the CTR program. The ~~ETC~~ [coordinator](#)'s and/or designee's name, location, and telephone number must be displayed prominently at each affected worksite. ~~The ETC shall be trained in CTR program development and administration through a program approved by the City. The ETC shall attend annual ETC training and a minimum of six (6) hours of other training or network meetings annually, or as organized by the City.~~ The ~~coordinator~~ [ETC](#) shall oversee all elements of the employer's CTR program and act as liaison between the employer and the ~~city~~ [City](#). ~~The objective is to have an effective ETC presence at each work site; a~~ An ~~affected major~~ employer with multiple sites may have one ~~transportation coordinator~~ [ETC](#) for all sites;

(2) Information Distribution. Information about alternatives to ~~SOV~~ [drive-alone](#) commuting shall be provided to employees at least ~~once~~ [twice](#) a year. Each employer's program description

and annual report must report the information to be distributed and the method of distribution;

(3) Annual or Biennial Progress Report. The CTR program must include an annual or biennial review of employee commuting and of progress and good faith efforts toward meeting the SOV and VMT reduction goals. Determination of annual or biennial reporting requirement is dependent on worksite commute trip reduction performance, and the City will advise the major employer of required report frequency. Affected Major employers shall file an annual or biennial progress report with the ~~city~~ City in accordance with the format established by ~~the~~ this chapter and consistent with the CTR Task Force Guidelines~~city~~. The report shall describe each of the CTR measures that were in effect for the previous year(s), the results of any commuter surveys undertaken during the year(s), and the number of employees participating in CTR programs. Within the report, the employer should evaluate the effectiveness of the CTR program and, if necessary, propose modifications to achieve the CTR goals. Survey information or approved alternative information must be provided every two years after implementation begins in the year 2000, 2002 and 2004 annual reports. The employer should contact the City for the format of the report. (Ord. 2152 § 1, 1997).

(4) Biennial survey or measurement. In addition to the specific program baseline measurement, employers shall conduct a program evaluation as a means of determining worksite progress toward meeting CTR goals. As part of the program evaluation, the employer shall distribute and collect Commute Trip Reduction Program Employee Questionnaires (surveys) at least once every two years and shall achieve a 70 percent response rate from employees at the worksite.

11.52.110 Additional CTR program elements.

In addition to the specific program elements described in MMC 19.52.100, ~~the~~ employer's CTR program shall include additional elements as needed to meet CTR goals. Elements may include, but are not limited to, one or more of the following:

- (1) Provision of preferential parking or reduced parking charges, or both, for high-occupancy vehicles;
- (2) Instituting or increasing parking charges for SOVs;
- (3) Provision of commuter ride matching services to facilitate employee ride-sharing for commute trips;
- (4) Provision of subsidies for transit fares;
- (5) Provision of vans for vanpools;
- (6) Provision of subsidies for carpools or vanpools;
- (7) Permitting the use of the employer's vehicles for carpooling or vanpooling;
- (8) Permitting flexible work schedules to facilitate employees' use of transit, carpools, or vanpools;
- (9) Cooperation with transportation providers to provide additional regular or express service to the worksite;
- (10) Construction of special loading and unloading facilities for transit, carpool, and vanpool users;
- (11) Provision of bicycle parking facilities, lockers, changing areas, and showers for employees who bicycle or walk to work;

(12) Provision of a program of parking incentives such as a rebate for employees who do not use the parking facilities;

(13) Establishment of a program to permit employees to work part-time or full-time at home or at an alternative worksite closer to their homes;

(14) Establishment of a program of alternative work schedules, such as a compressed work week, which reduces commuting; and

(15) Promotional activities for ridesharing and transit, as well as fixed commuter information centers;

(16) Guaranteed rides in emergency situations for rideshare participants;

(17) Reduction of parking provided in accordance with the Marysville Zoning Code;

(18) Charging employees for parking and/or the elimination of fee parking; and

~~(1519)~~ Implementation of other measures designed to facilitate the use of high-occupancy vehicles, such as on-site day care facilities and guaranteed ride home services. (Ord. 2152 § 1, 1997).

11.52.120 Record keeping.

~~Affected-Major~~ employers shall include a list of the records they will keep as part of the CTR program they submit to the ~~city-City~~ for approval. Records shall reflect the measures selected by the employer. For example, an employer providing transit and vanpool pass subsidies shall keep monthly records of pass sales; employers with parking charges and reduced rates for carpools and vanpools shall record parking pass sales by type. Employers will maintain all records listed in their CTR program for a minimum of ~~24~~48 months. The ~~city-City~~ and the employer shall agree on the recordkeeping requirements as part of the accepted CTR program. (Ord. 2152 § 1, 1997).

11.52.130 CTR program submittal.

Not more than six months after the adoption of the ordinance codified in this chapter, or within six months after an employer qualifies under the provisions of this chapter, the employer shall develop a CTR program and shall submit to the ~~city-City~~ a written description of that program for review by the ~~cityCity~~. (Ord. 2152 § 1, 1997).

11.52.140 ~~CTR annual progress reports~~Annual CTR reports.

Upon review of an employer's initial CTR program, the ~~city-City~~ shall establish the employer's annual reporting date, which shall not be less than 12 months from the day the program is submitted. Each year on the employer's reporting date, the employer shall submit to the ~~city~~ City the annual CTR report. (Ord. 2152 § 1, 1997).

11.52.150 Document review.

The ~~city-City~~ shall provide the employer with written notification if a CTR program is deemed unacceptable. The notification must give cause for the rejection. If the employer does not receive written notification of extension of the review period for the CTR program or ~~city-City~~ comment on the CTR program or annual report within 90 days of submission, the employer's program or annual report is deemed accepted. The ~~city-City~~ may extend the review period up to

90 days. The implementation date for the employer's CTR program will be extended an equivalent number of days. (Ord. 2152 § 1, 1997).

11.52.160 Modification of CTR program elements.

Any ~~affected-major~~ employer may request that the City allow for the modification of CTR program elements, other than the mandatory elements specified in this chapter, including recordkeeping requirements. Such request may be granted by the ~~city-City~~ if one of the following conditions exist:

(1) The employer can demonstrate that it would be unable to comply with the CTR program elements for reasons beyond the control of the employer; or

(2) The employer can demonstrate that compliance with the program elements would constitute an undue hardship.

The City may require the employer to substitute a program element of similar trip reduction potential rather than grant the employer's request. (Ord. 2152 § 1, 1997).

11.52.170 Extensions.

(1) An affected employer may request additional time to submit an extension not to exceed 90 days to submit a CTR program or CTR annual progress report, or to implement or modify a program. Such requests shall be made in writing no less than at least 30 days before the due date for which the extension is being requested. Extensions, not to exceed 90 days, shall be considered for reasonable cause shown.

~~Requests must be made by certified letter, return receipt requested. Extensions may be granted for the following causes:~~

~~(a) There is insufficient staff to do the work;~~

~~(b) The program is extraordinarily complex due to substantial work force, multiple worksites or other factors;~~

~~(c) There are multiple employer participants on a single site and coordination of these employers has caused unanticipated delay;~~

~~(d) Any other reasonable cause as determined by the planning director.~~

(2) The ~~city-City~~ shall grant or deny the employer's extension request in writing by certified letter, return receipt requested within 10 working days of receipt. If there is no response issued to the employer, an extension is automatically granted for 30 days. Extensions shall not exempt an employer from any responsibility in meeting program goals. Extensions granted due to delays or difficulties with any program elements shall not be cause for discontinuing or failing to implement other program elements. An employer's annual reporting date shall not be adjusted permanently as a result of these extensions. An employer's annual reporting date may be extended at the discretion of the community development director. (Ord. 2152 § 1, 1997).

11.52.180 Implementation of employer's CTR program.

Unless extensions are granted, The-the employer shall implement the-its approved CTR program not more than 180-90 days after the program was first submitted to the city receiving written notice from the City that the program has been approved or with the expiration of the program review period without receiving notice from the City. Implementation of the approved program modifications will occur within 30 days of the final decision or 180 days from

~~submission of the CTR program or CTR annual report, whichever is greater.~~ (Ord. 2152 § 1, 1997).

~~11.52.190 Credit for transportation demand management efforts.~~

~~(1) Leadership Certificate. As public recognition for their efforts, employers with VMT per employee and proportion of SOV trips lower than the zone average will receive a commute trip reduction certificate of leadership from the city.~~

~~(2) Credit For Programs Implemented Prior to the Base Year. Employers with successful transportation demand management (TDM) programs implemented prior to the 1998 base year may be eligible to apply for program exemption credit, which exempts them from most program requirements. When these employers apply for the program exemption credit in their initial 1998 CTR program descriptions, they shall be considered to have met the 1998 CTR goals if their VMT per employee and proportion of SOV trips are equivalent to a 12 percent or greater reduction from the final base year zone values. This three percent point credit applies only to the 1998 CTR goals.~~

~~(3) Process to Apply for Program Exemption Credit. Affected employers may apply for program exemption credit for the results of past or current transportation demand management (TDM) efforts by applying to the city in their initial program description or as part of any other annual report. Application shall include results from a survey of employees, or equivalent information that establishes the applicant's VMT per employee and proportion of SOV trips. The survey or equivalent information shall conform to all applicable standards established in guidelines issued by the State Commute Trip Reduction Task Force. (Ord. 2152 § 1, 1997).~~

11.52.200 Enforcement.

(1) Compliance. For purposes of this section, compliance shall mean fully implementing, in good faith, all provisions in an accepted-approved CTR program ~~or meeting or exceeding VMT and SOV goals of this chapter.~~

(2) Program Modification Criteria. The following criteria for achieving goals for VMT per employee and proportion of drive-aloneSOV trips shall be applied in determining requirements for employer CTR program modifications:

(a) If an employer meets either or both goals, the employer has satisfied the objective of the CTR plan and will not be required to modify the-its CTR program;

(b) If an employer makes a good faith effort, as defined in RCW 70.94.534(2) and MMC 11.52.020, but has not met or is not likely to meet the applicable drive-aloneSOV or VMT goal, the city-City shall work collaboratively with the employer to make modifications to the-its CTR program. After agreeing on modifications, the employer shall submit a revised CTR program description to the city-City for approval within 30 days of reaching agreement;

(c) If an employer fails to make a good faith effort as defined in RCW 70.94.534(2) and MMC 11.52.020, and fails to meet the applicable drive-aloneSOV or VMT reduction goal, the city-City shall work collaboratively with the employer to identify modifications to the CTR program and shall direct the employer to revise its program within 30 days to incorporate the modifications. In response to the recommended modifications or equivalent measures, the employer shall submit a revised CTR program description, including the requested

modifications or equivalent measures, within 30 days of ~~certified return receipt receiving~~ written notice to revise its program. The ~~city~~ City shall review the revisions and notify the employer of acceptance or rejection of the revised program. If a revised program is not accepted, the City will send the employer written notice of that effect within 30 days and, if necessary, require the employer to attend a conference with program review staff for the purpose of reaching a consensus on the required program. A final decision on the required program will be issued in writing by the ~~city~~ City within 10 working days of the conference.

(3) Violations. The following constitute violations if the deadlines and/or other requirements established in this chapter are not met:

- (a) Failure to develop and/or submit on time a complete CTR program; ~~including:~~
 - ~~(i) Employers notified or that have identified themselves to the city as affected employers within 180 days of the ordinance codified in this chapter being adopted and that do not submit a CTR program within 150 days from the notification or self-identification, or~~
 - ~~(ii) Affected employers not identified or self-identified within 180 days of the ordinance codified in this chapter being adopted and that do not submit or implement a CTR program within 180 days from the adoption of the ordinance;~~
- (b) Failure to implement an approved CTR program, unless the program elements that are carried out can be shown through quantifiable evidence to meet or exceed VMT and drive-alone goals as specified in this chapter;
- (c) Submission of false or fraudulent data in response to survey requirements;
- (d) Failure to make a good faith effort, as defined in RCW 70.94.534(2) or MMC 11.52.020, to achieve the goals outlined in RCW 70.94.527(4), MMC 11.52.080, and this chapter; or
- (c) Failure to modify-revise a CTR program as defined in RCW 70.94.534(4) and this chapter. (Ord. 2152 § 1, 1997).

11.52.210 Penalties.

The following penalties apply:

(1) No major employer with an approved CTR program that has made good faith effort may be held liable for failure to reach the applicable ~~drive-alone~~SOV or VMT goal;

(2) Each day of failure to implement the CTR program shall constitute a separate violation, subject to penalties as described in. ~~Any violation of this chapter shall be a civil infraction subject to a maximum penalty of \$250.00 and enforced in accordance with the provisions of Chapter 4.02 MMC and consistent with Chapter 7.80 RCW.~~

(3) A major employer shall not be liable for civil penalties, if failure to implement an element of a CTR program was the result of an inability to reach agreement with a certified collective bargaining agent under applicable laws where the issue was raised by the employer and pursued in good faith. Unionized employers shall be presumed to act in good faith compliance if they:

(a) Propose to a recognized union any provision of the employer's CTR program that is subject to bargaining as defined by the National Labor Relations Act; and

(b) Advise the union of the existence of the statute and the mandates of the CTR program approved by the ~~city~~ City and advise the union that the proposal being made is necessary for compliance with state law (RCW 70.94.531). (Ord. 2152 § 1, 1997).

11.52.220 Exemptions and goal modifications.

(1) Worksite Exemptions. An ~~affected-major~~ employer may request ~~the City to grant~~ an exemption from all CTR program requirements for a particular worksite. The employer must demonstrate that it would experience undue hardship in complying with the requirements of this chapter as a result of the characteristics of its business, its work force, or its location(s). An exemption may be granted ~~if and~~ only if the ~~affected-major~~ employer demonstrates that it faces extraordinary circumstances, such as bankruptcy, and is unable to implement any measures that could reduce the proportion of ~~drive-aloneSOV~~ trips and VMT per employee. Exemptions may be granted by the ~~city-City~~ at any time based on written notice provided by the major employer during the annual program review process. The notice should clearly explain the conditions for which the major employer is seeking an exemption from the requirements of the CTR program. The ~~city-City~~ shall review annually all employers receiving exemptions, and shall determine whether the exemption will be in effect during the following program year.

(2) Employee Exemptions. Specific employees or groups of employees who are required to drive alone to work as a condition of employment may be exempted from a worksite's CTR program. Exemptions may also be granted for employees who work variable shifts throughout the year and who do not rotate as a group to identical shifts. The ~~city-City~~ will use the criteria identified in the CTR ~~Board Task Force~~ Guidelines to assess the validity of employee exemption requests. The ~~city-City~~ shall review annually all employee exemption requests, and shall determine whether the exemption will be in effect during the following program year.

(3) Modifications of CTR Program Goals.

(a) An ~~affected-major~~ employer may request that the ~~city-City~~ modify its CTR program goals. Such requests shall be filed in writing at least 60 days prior to the date the worksite is required to submit its program description and annual report. The goal modification request must clearly explain why the worksite is unable to achieve the applicable goal. The worksite must also demonstrate that it has implemented all elements contained in its approved CTR program.

(b) The ~~city-City~~ will review and grant or deny requests for goal modifications in accordance with procedures and criteria identified in the CTR ~~Task Force~~ Board guidelines Guidelines.

(c) An employer may not request a modification of the applicable goals until one year after the ~~city-City~~ approval of its initial program description ~~and or~~ annual report. (Ord. 2152 § 1, 1997).

11.52.230 Appeals.

(1) Appeals. Any ~~affected-major~~ employer may appeal administrative decisions regarding exemptions, modification of goals or elements, or modification of the ~~affected-major~~ employer's plans using the procedures set forth in Chapter 15.11 MMC used for appeals of administrative determinations on interpretations of land use regulations.

(2) Notice of Violation and Assessment of Civil Penalties. Any person receiving a notice of violation and assessment of civil penalties for violation of this chapter may appeal the same in accordance with the provisions set forth in Chapter 4.02 MMC. (Ord. 2152 § 1, 1997).

11.52.240 Severability.

If any section, subsection, sentence, clause, phrase or word of this chapter should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this chapter. (Ord. 2152 § 1, 1997).

CITY OF MARYSVILLE
Marysville, Washington
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MARYSVILLE, WASHINGTON, AMENDING CHAPTER 11.52 OF THE MARYSVILLE MUNICIPAL CODE RELATING TO THE CITY'S COMMUTE TRIP REDUCTION (CTR) PLAN, IN ACCORDANCE WITH THE WASHINGTON STATE LEGISLATURE'S 2006 COMMUTE TRIP REDUCTION EFFICIENCY ACT, WHICH AMENDED THE REQUIREMENTS OF RCW 70.94.521 – 555.

WHEREAS, in 2006, the Washington State Legislature passed the Commute Trip Reduction (CTR) Efficiency Act amending RCW 70.94.521 – 555 and requiring local governments in those counties experiencing the greatest automobile-related air pollution and traffic congestion to set new goals for reducing drive-alone trips and vehicle miles traveled, in order to strengthen the local governments' Commute Trip Reduction Plans and the tie with local land use and transportation planning; and

WHEREAS, the City of Marysville's DRAFT CTR Plan, prepared in accordance with the revisions to RCW 70.94.521 – 555, was reviewed by Puget Sound Regional Council and was found to substantively meet the requirements established in WAC 468-63-040; and

WHEREAS, on January 25, 2008, the Washington State Commute Trip Reduction Board approved the local and regional CTR Plans for Snohomish County, including the City of Marysville's DRAFT CTR Plan;

NOW THEREFORE,

THE CITY COUNCIL OF THE CITY OF MARYSVILLE, WASHINGTON DO HEREBY ORDAIN AS FOLLOWS:

Section 1. Chapter 11.52 MMC, *Commute Trip Reduction (CTR) Plan*, is hereby amended to read as follows:

Chapter 11.52
COMMUTE TRIP REDUCTION (CTR) PLAN

Sections:

- 11.52.010 Purpose.
- 11.52.020 Definitions.
- 11.52.030 Marysville commute trip reduction (CTR) plan.
- 11.52.035 CTR Goals
- 11.52.040 Responsible city department.
- 11.52.050 Applicability.
- 11.52.060 New major employers.
- 11.52.070 Change in status as a major employer.
- 11.52.080 General requirements for employers.
- 11.52.090 CTR program description requirements.
- 11.52.100 Mandatory CTR program elements.
- 11.52.110 Additional CTR program elements.

- 11.52.120 Record keeping.
- 11.52.130 CTR program submittal.
- 11.52.140 Annual CTR reports.
- 11.52.150 Document review.
- 11.52.160 Modification of CTR program elements.
- 11.52.170 Extensions.
- 11.52.180 Implementation of employer's CTR program.
- 11.52.200 Enforcement.
- 11.52.210 Penalties.
- 11.52.220 Exemptions and goal modifications.
- 11.52.230 Appeals.
- 11.52.240 Severability.

11.52.010 Purpose.

The purpose of this chapter is to provide a method for compliance with the Washington State Commute Trip Reduction Law of 1991 (RCW 70.94.521 through 70.94.555), as amended in 2006 by the Commute Trip Reduction Efficiency Act. The Commute Trip Reduction Law was passed to reduce traffic congestion, air pollution, and dependency on fossil fuels through employer-based programs encouraging alternative commute methods to the single-occupancy vehicle.

11.52.020 Definitions.

For the purpose of this chapter, the following definitions shall apply in interpretation and enforcement of this chapter:

“Affected employee” means a full-time employee who begins his or her regular work day at a major employer worksite between 6:00 a.m. and 9:00 a.m. (inclusive) on two or more weekdays, for at least 12 continuous months, which employee is not an independent contractor and is scheduled to be employed on a continuous basis for 52 weeks for an average of at least 35 hours per week.

“Affected urban growth area” means:

- (1) An urban growth area, designated pursuant to RCW 36.70A.110, whose boundaries contain a state highway segment exceeding the one hundred person hours of delay threshold calculated by the Washington State Department of Transportation, and any contiguous urban growth areas; and
- (2) An urban growth area, designated pursuant to RCW 36.70A.110, containing a jurisdiction with a population over seventy thousand that adopted a commute trip reduction ordinance before the year 2000, and any contiguous urban growth areas; or
- (3) An urban growth area identified by the Washington State Department of Transportation as listed in WAC 468-63-020(2)(b).

“Alternative mode” means any means of commute transportation other than that in which the single-occupant motor vehicle is the dominant mode, including telecommuting and compressed work weeks if they result in reducing commute trips.

“Alternative work schedules” means work schedules that allow employees to work their required hours outside of the traditional Monday through Friday, 8:00 a.m. to 5:00 p.m. schedule, including programs such as compressed work weeks that eliminate work trips for affected employees.

“Base year” means the 12-month period that commences when the City of Marysville determines an employer is required to comply with the CTR law..

“Base year survey” or “Baseline measurement” means the survey, during the base year, of employees at a major employer worksite to determine the drive-alone rate and vehicle miles traveled per employee at the worksite. The City uses this measurement to develop commute trip reduction goals for the major employer. The baseline measurements must be implemented in a manner that meets the requirements specified by the City.

“Carpool” means a motor vehicle occupied by at least two people traveling together for their commute trip, which results in the reduction of a minimum of one motor vehicle commute trip.

“City” means the City of Marysville.

“Commute trip” means a trip made from a worker’s home to a worksite during the peak period of 6:00 a.m. to 9:00 a.m. on weekdays.

“Commute Trip Reduction (CTR) Plan” means the City’s plan and ordinance that regulate and administer the CTR program of a major employer within the City’s jurisdiction.

“CTR Commuter” means a resident or employee in an affected urban growth area who is participating in the City’s commute trip reduction program, including any growth and transportation and efficiency center programs, implemented to meet the City’s established targets.

“CTR program” means an employer’s strategies to reduce affected employees’ SOV use and commute trip vehicle miles traveled per employee (VMT).

“CTR law” means the Commute Trip Reduction law passed by the Washington State legislature in 1991 (Chapter 202, Laws of 1991), codified in RCW 70.94.521 through 70.94.555, and amended in 1997 and 2006, requiring counties of over 150,000 residents, with one or more major employers, to implement a CTR ordinance and plan. All cities in such counties with one or more major employers are also required to adopt CTR ordinances and plans.

“Commute trip vehicle miles traveled per employee (VMT)” means the sum of the individual commute trip lengths in miles over a set period divided by the number of full-time employees.

“Commuter matching service” means a system that assists in matching commuters for the purpose of commuting together.

“Compressed work week” means an alternative work schedule, in accordance with employer policy, that regularly allows a full-time employee to eliminate at least one work day every two weeks by working longer hours during the remaining days, resulting in fewer commute trips by the employee. This definition is primarily intended to include weekly and bi-weekly arrangements, the most typical being four 10-hour days or 80 hours in nine days, but may also include other arrangements. Compressed work weeks are understood to be an ongoing arrangement.

“Custom bus/bus pool” means a commuter bus service arranged specifically to transport employees to work.

“Dominant mode” means the mode of travel used for the greatest distance of a commute trip.

“Drive-alone” means a single-occupant vehicle.

“Employer” means a sole proprietorship, partnership, corporation, unincorporated association, cooperative, joint venture, agency, department, district or other individual or entity, whether public, nonprofit, or private, that employs workers.

“Employee Transportation Coordinator (ETC)” means a person who is designated as responsible for the development, implementation, and monitoring of an employer’s CTR program.

“Exemption” means a waiver from CTR program requirements granted to an employer by the City, based on unique conditions that apply to the employer or employment site.

“Flex-time” means an employer policy allowing individual employees some flexibility in choosing the time, but not the number, of their working hours to facilitate the use of alternative modes.

“Full-time employee” means a person, other than an independent contractor, scheduled to be employed on a continuous basis for 52 weeks for an average of at least 35 hours per week.

“Goal” means a purpose toward which efforts are directed.

“Good faith effort” means that an employer has met the minimum requirements identified in RCW 70.94.531 and this chapter, and is working collaboratively with the City to continue its existing CTR program, or is developing and implementing program modifications likely to result in improvements to its CTR program over an agreed upon length of time.

“Growth and transportation efficiency center (GTEC)” means a defined, compact mixed-use urban center that contains jobs or housing and supports multiple modes of transportation. For the purpose of funding, a GTEC must meet minimum criteria established by the CTR Board under RCW 70.94.537, and must be certified by a regional transportation planning organization as established in RCW 47.80.020.

“Implementation” means active pursuit by an employer toward the goals of this chapter as evidenced by appointment of a transportation coordinator, and commencement of other measures according to their CTR program and schedule.

“Jurisdictions base year measurement” means the proportion of single-occupant vehicle commute trips by CTR commuters, and commute trip vehicle miles traveled per CTR commuter, on which commute trip reduction targets for the local jurisdiction shall be based. The jurisdiction’s base year measurement, for those jurisdictions with an affected urban growth area as of March 1, 2007, shall be determined based on employee surveys administered in the 2006-2007 survey cycle. If complete employee survey data from the 2006-2007 survey cycle is not available, then the base year measurement shall be calculated from the most recent and available set of complete employee survey data.

“Major Employer” (former referred to as “affected employer”) means a private or public employer, including a state agency that employs one hundred or more full-time employees at a single worksite who begin their regular workday between 6:00 a.m. and 9:00 a.m. on weekdays, for at least 12 months.

“Major Worksite” means a building or group of buildings that are on physically contiguous parcels of land, or on parcels of land separated solely by private or public roadways or rights-of-way, and at which there are one hundred or more full-time employees, who begin their regular workday between 6:00 a.m. and 9:00 a.m. on weekdays, for at least 12 continuous months.

“Mode” means the type of transportation reduction used by employees, such as single-occupant motor vehicle, ride-share vehicle (carpool, vanpool), transit, ferry, bicycle, walking, compressed work schedule and telecommuting.

“Notice” means written communication delivered via the United States Postal Service with receipt deemed accepted three days following the day on which the notice was deposited with the Postal Service, unless the third day falls on a weekend or legal holiday in which case the notice is deemed accepted the day after the weekend or legal holiday.

“Peak period” means the hours from 6:00 a.m. to 9:00 a.m., Monday through Friday, except legal holidays.

“Peak period trip” means any employee trip that delivers the employee to begin his or her regular workday between 6:00 a.m. and 9:00 a.m., Monday through Friday, except legal holidays.

“Proportion of single-occupant vehicle trips” or “SOV rate” means the number of commute trips over a set period made by affected employees in SOVs divided by the number of affected employees working during that period.

“Person hours of delay” means the daily person hours of delay per mile during the peak period of 6:00 a.m. to 9:00 a.m., as calculated using the best available methodology by the Washington State Department of Transportation.

“Single-occupant vehicle (SOV)” means a motor vehicle occupied by one employee for commute purposes, including a motorcycle. If there are other passengers occupying the motor vehicle, but the ages of these passengers are sixteen or under, the motor vehicle is still considered a “single-occupant vehicle” for measurement purposes.

“Single-occupant vehicle (SOV) trips” means trips made by affected employees in SOVs.

“Target” means a quantifiable or measurable value that is expressed as a desired level of performance, against which actual achievement can be compared in order to assess progress.

“Telecommuting” means the use of telephones, computers, or other similar technology to permit an employee to work from home, eliminating a commute trip, or to work from a workplace closer to home, reducing the distance traveled in a commute trip by at least half.

“Transit” means a multiple-occupant vehicle operated on a for-hire, shared-ride basis, including bus, ferry, rail, shared-ride taxi, shuttle bus, or vanpool. A transit trip counts as zero vehicle trips.

“Transportation demand management (TDM)” means a broad range of strategies that are primarily intended to reduce and reshape demand on the transportation system.

“Transportation management organization (TMO)” means a group of employers, or an association representing a group of employers, in a defined geographic area. A TMO may represent employers within specific city limits, or may have a sphere of influence that extends beyond city limits.

“Vanpool” means a vehicle occupied by 7 to 15 people traveling together for their commute trip that result in the reduction of a minimum of one motor vehicle trip. A vanpool trip counts as zero vehicle trips.

“Voluntary employer worksite” means the physical location occupied by an employer that is voluntarily implementing a CTR program.

“Week” means a seven-day calendar period, starting on Monday and continuing through Sunday.

“Weekday” means any day of the week except Saturday or Sunday.

“Writing,” “written,” or “in writing” means original signed and dated documents. Facsimile (fax) transmissions are a temporary notice of action that must be followed by the original signed and dated document via mail or delivery.

11.52.030 Marysville commute trip reduction (CTR) plan.

The Marysville CTR Plan, as updated in 2008 and set forth in the ordinance codified in this chapter, is adopted wholly and incorporated herein by reference and enacted as the Marysville commute trip reduction plan.

11.52.035 CTR Goals.

The goals for reducing Marysville’s proportion of drive-alone vehicle trips and commute trip vehicle miles traveled per employee are established in the Marysville CTR Plan as set forth in the ordinance codified in this chapter. The City will set the individual worksite goals for major employers based on how the worksite can contribute to the City’s overall goal established in the CTR Plan.

11.52.040 Responsible City department.

The community development director is hereby authorized and directed to enforce all the provisions of this chapter. The community development director may prepare and require the use of such forms and procedures as are essential to the administration of this chapter.

11.52.050 Applicability.

The provisions of this chapter shall apply to all major employers within the corporate limits of the City of Marysville.(1) In addition to Marysville’s established public notification for adoption of an ordinance, a notice of availability of a summary of this chapter, a notice of the requirements and criteria for major employers to comply with this chapter, and subsequent ordinance revisions shall be published at least once in Marysville’s official newspaper not more than 30 days after passage of the ordinance codified in this chapter;

(2) Major employers located in the City shall receive written notification that they are subject to this chapter, within 30 days of passage of the ordinance codified in this chapter. Such notice shall be by certified mail, return receipt requested, addressed to the company’s chief executive officer, senior official, or CTR manager at the worksite. Such notification shall provide ninety days for the major employer to perform a baseline survey. After the results of the baseline survey are provided to the major employer, it has ninety days to submit a CTR program to the City;

(3) Major employers that, for whatever reason, do not receive notice within 30 days of passage of the ordinance codified in this chapter, and are either notified or identify themselves to the City within 90 days of the passage of the ordinance, will be granted an extension to assure the employers have up to 90 days within which to perform a baseline survey. After the results of the baseline survey are provided to the major employer, they have 90 days to submit a CTR program to the City;

(4) Major employers that have not been identified or do not identify themselves within 90 days, do not complete a baseline survey within 90 days, or do not submit a CTR program within 180 days, of the passage of the ordinance codified in this chapter, are in violation of this chapter.

(5) If a major employer has already performed a baseline survey, the major employer is not required to perform another survey and is required to submit a CTR Plan to the City within 90 days of the passage of ordinance codified in this chapter.

11.52.060 New major employers.

(1) Employers that meet the definition of “major employer” in this chapter must identify themselves to the City within 90 days of either moving into the boundaries of Marysville or growing in employment at a worksite to 100 or more affected employees. Such employers shall be given 90 days to complete a baseline survey, and an additional 90 days to submit a CTR program, once the baseline survey results are given to the employer. The CTR program will be developed in consultation with the City and implemented no more than

90 days after the program's approval. Employers who do not implement an approved CTR program according to this section are in violation of the chapter.

(2) Employers that do not identify themselves within 90 days of becoming an affected employer are in violation of this chapter.

(3) New major employers shall have 4 years from the City's acceptance of the CTR program to meet the CTR reduction goal of 10 percent.

11.52.070 Change in status as a major employer.

Any of the following changes in an employer's status will change the employer's CTR program requirements:

(1) If an employer initially designated as a major employer no longer employs 100 or more affected employees, and expects not to employ 100 or more affected employees for the next 12 months, that employer is no longer a major employer. It is the responsibility of the employer to notify the City that it is no longer a major employer;

(2) If the same employer returns to the level of 100 or more affected employees within the same 12 months, that employer will be considered a major employer for the entire 12 months. The employer must notify the City in writing that it is an affected employer, and will be subject to the same program requirements as other major employers; and

(3) If the same employer returns to the level of 100 or more affected employees 12 or more months after its change in status to an "unaffected" employer, that employer shall be treated as a new major employer, and will be subject to the same program requirements as other new major employers.

11.52.080 General requirements for employers.

A major employer is required to make a good faith effort, as defined in RCW 70.94.534(2) and MMC 11.52.020, to develop and implement a CTR program that will encourage its employees to reduce drive-alone commute trips and commute trip vehicle miles traveled per employee. The employer shall submit a description of its program to the City and provide an annual progress report to the City on employee commuting and progress toward meeting the SOV goals.

11.52.090 CTR program description requirements.

(1) The CTR program description shall present the strategies to be undertaken by a major employer to achieve the commute trip reduction goals. The goal is currently 10 percent reduction in the base year measurement by the year 2011. Employers are encouraged to consider innovative strategies and combine program elements in a manner that will best suit their location, site characteristics, business type, and employees' commuting needs. Employers are further encouraged to cooperate with each other and to form or use transportation management organizations in developing and implementing CTR programs.

(2) At a minimum, the employer's CTR program description must include:

(a) General description of the employment site location, transportation characteristics, and surrounding services, including unique conditions experienced by the employer or its employees;

(b) Number of employees affected by the CTR program;

(c) Documentation of compliance with the mandatory CTR program elements as described in MMC 11.52.100;

(d) Description of the additional elements included in the CTR program as described in MMC 11.52.110; and

(e) Schedule of implementation, assignment of responsibilities, and commitment to provide appropriate resources.

11.52.100 Mandatory CTR program elements.

Each employer's CTR program shall include the following mandatory elements:

(1) Employee Transportation Coordinator (ETC). The employer shall designate an employee transportation coordinator to administer the CTR program. The ETC's and/or designee's name, location, and telephone number must be displayed prominently at each affected worksite. The ETC shall be trained in

CTR program development and administration through a program approved by the City. The ETC shall attend annual ETC training and a minimum of six (6) hours of other training or network meetings annually, or as organized by the City. The ETC shall oversee all elements of the employer's CTR program and act as liaison between the employer and the City. The objective is to have an effective ETC presence at each work site; a major employer with multiple sites may have one ETC for all sites;

(2) Information Distribution. Information about alternatives to drive-alone commuting shall be provided to employees at least twice a year. Each employer's program description and annual report must report the information to be distributed and the method of distribution;

(3) Annual or Biennial Progress Report. The CTR program must include an annual or biennial review of employee commuting and of progress and good faith efforts toward meeting the SOV and VMT reduction goals. Determination of annual or biennial reporting requirement is dependent on worksite commute trip reduction performance, and the City will advise the major employer of required report frequency. Major employers shall file an annual or biennial progress report with the City in accordance with the format established by this chapter and consistent with the CTR Task Force Guidelines. The report shall describe each of the CTR measures that were in effect for the previous year(s), the results of any commuter surveys undertaken during the year(s), and the number of employees participating in CTR programs. Within the report, the employer should evaluate the effectiveness of the CTR program and, if necessary, propose modifications to achieve the CTR goals. Survey information or approved alternative information must be provided every two years after implementation begins. The employer should contact the City for the format of the report.

(4) Biennial survey or measurement. In addition to the specific program baseline measurement, employers shall conduct a program evaluation as a means of determining worksite progress toward meeting CTR goals. As part of the program evaluation, the employer shall distribute and collect Commute Trip Reduction Program Employee Questionnaires (surveys) at least once every two years and shall achieve a 70 percent response rate from employees at the worksite.

11.52.110 Additional CTR program elements.

In addition to the specific program elements described in MMC 19.52.100, the employer's CTR program shall include additional elements as needed to meet CTR goals. Elements may include, but are not limited to, one or more of the following:

- (1) Provision of preferential parking or reduced parking charges, or both, for high-occupancy vehicles;
- (2) Instituting or increasing parking charges for SOVs;
- (3) Provision of commuter ride matching services to facilitate employee ride-sharing for commute trips;
- (4) Provision of subsidies for transit fares;
- (5) Provision of vans for vanpools;
- (6) Provision of subsidies for carpools or vanpools;
- (7) Permitting the use of the employer's vehicles for carpooling or vanpooling;
- (8) Permitting flexible work schedules to facilitate employees' use of transit, carpools, or vanpools;
- (9) Cooperation with transportation providers to provide additional regular or express service to the worksite;
- (10) Construction of special loading and unloading facilities for transit, carpool, and vanpool users;
- (11) Provision of bicycle parking facilities, lockers, changing areas, and showers for employees who bicycle or walk to work;
- (12) Provision of a program of parking incentives such as a rebate for employees who do not use the parking facilities;
- (13) Establishment of a program to permit employees to work part or full-time at home or at an alternative worksite closer to their homes;
- (14) Establishment of a program of alternative work schedules, such as a compressed work week which reduces commuting;
- (15) Promotional activities for ridesharing and transit, as well as fixed commuter information centers;
- (16) Guaranteed rides in emergency situations for rideshare participants;
- (17) Reduction of parking provided in accordance with the Marysville Zoning Code;

- (18) Charging employees for parking and/or the elimination of fee parking; and
- (19) Implementation of other measures designed to facilitate the use of high-occupancy vehicles, such as on-site day care facilities.

11.52.120 Record keeping.

Major employers shall include a list of the records they will keep as part of the CTR program they submit to the City for approval. Records shall reflect the measures selected by the employer. For example, an employer providing transit and vanpool pass subsidies shall keep monthly records of pass sales; employers with parking charges and reduced rates for carpools and vanpools shall record parking pass sales by type. Employers will maintain all records listed in their CTR program for a minimum of 48 months. The City and the employer shall agree on the recordkeeping requirements as part of the accepted CTR program.

11.52.130 CTR program submittal.

Not more than six months after the adoption of the ordinance codified in this chapter, or within six months after an employer qualifies under the provisions of this chapter, the employer shall develop a CTR program and shall submit to the City a written description of that program for review by the City.

11.52.140 Annual CTR reports.

Upon review of an employer's initial CTR program, the City shall establish the employer's annual reporting date, which shall not be less than 12 months from the day the program is submitted. Each year on the employer's reporting date, the employer shall submit to the City the annual CTR report.

11.52.150 Document review.

The City shall provide the employer with written notification if a CTR program is deemed unacceptable. The notification must give cause for the rejection. If the employer does not receive written notification of extension of the review period for the CTR program or City comment on the CTR program or annual report within 90 days of submission, the employer's program or annual report is deemed accepted. The City may extend the review period up to 90 days. The implementation date for the employer's CTR program will be extended an equivalent number of days.

11.52.160 Modification of CTR program elements.

Any major employer may request that the City allow for the modification of CTR program elements, other than the mandatory elements specified in this chapter, including recordkeeping requirements. Such request may be granted by the City if one of the following conditions exist:

- (1) The employer can demonstrate that it would be unable to comply with the CTR program elements for reasons beyond the control of the employer; or
- (2) The employer can demonstrate that compliance with the program elements would constitute an undue hardship.

The City may require the employer to substitute a program element of similar trip reduction potential rather than grant the employer's request.

11.52.170 Extensions.

(1) An affected employer may request additional time to submit a CTR program or CTR annual progress report, or to implement or modify a program. Such requests shall be made in writing at least 30 days before the due date for which the extension is being requested. Extensions, not to exceed 90 days, shall be considered for reasonable cause shown.

(2) The City shall grant or deny the employer's extension request in writing within 10 working days of receipt. If there is no response issued to the employer, an extension is automatically granted for 30 days. Extensions shall not exempt an employer from any responsibility in meeting program goals. Extensions granted due to delays or difficulties with any program elements shall not be cause for discontinuing or failing to implement other program elements. An employer's annual reporting date shall not be adjusted

permanently as a result of these extensions. An employer's annual reporting date may be extended at the discretion of the community development director.

11.52.180 Implementation of employer's CTR program.

Unless extensions are granted, the employer shall implement its approved CTR program not more than 90 days after receiving written notice from the City that the program has been approved or with the expiration of the program review period without receiving notice from the City.

11.52.200 Enforcement.

(1) Compliance. For purposes of this section, compliance shall mean fully implementing, in good faith, all provisions in an approved CTR program.

(2) Program Modification Criteria. The following criteria for achieving goals for VMT per employee and proportion of drive-alone trips shall be applied in determining requirements for employer CTR program modifications:

(a) If an employer meets either or both goals, the employer has satisfied the objective of the CTR plan and will not be required to modify its CTR program;

(b) If an employer makes a good faith effort, as defined in RCW 70.94.534(2) and MMC 11.52.020, but has not met or is not likely to meet the applicable drive-alone or VMT goal, the City shall work collaboratively with the employer to make modifications to its CTR program. After agreeing on modifications, the employer shall submit a revised CTR program description to the City for approval within 30 days of reaching agreement;

(c) If an employer fails to make a good faith effort as defined in RCW 70.94.534(2) and MMC 11.52.020, and fails to meet the applicable drive-alone or VMT reduction goal, the City shall work collaboratively with the employer to identify modifications to the CTR program and shall direct the employer to revise its program within 30 days to incorporate the modifications. In response to the recommended modifications or equivalent measures, the employer shall submit a revised CTR program description, including the requested modifications or equivalent measures, within 30 days of receiving written notice to revise its program. The City shall review the revisions and notify the employer of acceptance or rejection of the revised program. If a revised program is not accepted, the City will send the employer written notice of that effect within 30 days and, if necessary, require the employer to attend a conference with program review staff for the purpose of reaching a consensus on the required program. A final decision on the required program will be issued in writing by the City within 10 working days of the conference.

(3) Violations. The following constitute violations if the deadlines and/or other requirements established in this chapter are not met:

(a) Failure to develop and/or submit on time a complete CTR program;

(b) Failure to implement an approved CTR program, unless the program elements that are carried out can be shown through quantifiable evidence to meet or exceed VMT and drive-alone goals as specified in this chapter;

(c) Submission of false or fraudulent data in response to survey requirements;

(d) Failure to make a good faith effort, as defined in RCW 70.94.534(2) or MMC 11.52.020, to achieve the goals outlined in RCW 70.94.527(4), MMC 11.52.080, and this chapter; or

(e) Failure to revise a CTR program as defined in RCW 70.94.534(4) and this chapter.

11.52.210 Penalties.

The following penalties apply:

(1) No major employer with an approved CTR program that has made good faith effort may be held liable for failure to reach the applicable drive-alone or VMT goal;

(2) Each day of failure to implement the CTR program shall constitute a separate violation, subject to penalties as described in Chapter 4.02 MMC and consistent with Chapter 7.80 RCW.

(3) A major employer shall not be liable for civil penalties, if failure to implement an element of a CTR program was the result of an inability to reach agreement with a certified collective bargaining agent under

applicable laws where the issue was raised by the employer and pursued in good faith. Unionized employers shall be presumed to act in good faith compliance if they:

(a) Propose to a recognized union any provision of the employer's CTR program that is subject to bargaining as defined by the National Labor Relations Act; and

(b) Advise the union of the existence of the statute and the mandates of the CTR program approved by the City and advise the union that the proposal being made is necessary for compliance with state law (RCW 70.94.531).

11.52.220 Exemptions and goal modifications.

(1) Worksite Exemptions. A major employer may request the City to grant an exemption from all CTR program requirements for a particular worksite. The employer must demonstrate that it would experience undue hardship in complying with the requirements of this chapter as a result of the characteristics of its business, its work force, or its location(s). An exemption may be granted if and only if the major employer demonstrates that it faces extraordinary circumstances, such as bankruptcy, and is unable to implement any measures that could reduce the proportion of drive-alone trips and VMT per employee. Exemptions may be granted by the City at any time based on written notice provided by the major employer. The notice should clearly explain the conditions for which the major employer is seeking an exemption from the requirements of the CTR program. The City shall review annually all employers receiving exemptions, and shall determine whether the exemption will be in effect during the following program year.

(2) Employee Exemptions. Specific employees or groups of employees who are required to drive alone to work as a condition of employment may be exempted from a worksite's CTR program. Exemptions may also be granted for employees who work variable shifts throughout the year and who do not rotate as a group to identical shifts. The City will use the criteria identified in the CTR Board Guidelines to assess the validity of employee exemption requests. The City shall review annually all employee exemption requests, and shall determine whether the exemption will be in effect during the following program year.

(3) Modifications of CTR Program Goals.

(a) A major employer may request that the City modify its CTR program goals. Such requests shall be filed in writing at least 60 days prior to the date the worksite is required to submit its program description and annual report. The goal modification request must clearly explain why the worksite is unable to achieve the applicable goal. The worksite must also demonstrate that it has implemented all elements contained in its approved CTR program.

(b) The City will review and grant or deny requests for goal modifications in accordance with procedures and criteria identified in the CTR Board Guidelines.

(c) An employer may not request a modification of the applicable goals until one year after the City approval of its initial program description or annual report.

11.52.230 Appeals.

(1) Appeals. Any major employer may appeal administrative decisions regarding exemptions, modification of goals or elements, or modification of the major employer's plans using the procedures set forth in Chapter 15.11 MMC used for appeals of administrative determinations on interpretations of land use regulations.

(2) Notice of Violation and Assessment of Civil Penalties. Any person receiving a notice of violation and assessment of civil penalties for violation of this chapter may appeal the same in accordance with the provisions set forth in Chapter 4.02 MMC.

11.52.240 Severability.

If any section, subsection, sentence, clause, phrase or word of this chapter should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this chapter.

Section 2. Severability. If any section, subsection, sentence, clause, phrase or work of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

PASSED by the City Council and APPROVED by the Mayor this _____ day of _____, 2008.

CITY OF MARYSVILLE

By: _____
DENNIS KENDALL, MAYOR

Attest:

By: _____
TRACY JEFFRIES, CITY CLERK

Approved as to form:

By: _____
GRANT K. WEED, CITY ATTORNEY

Date of Publication: _____

Effective Date: _____
(5 days after publication)

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: October 13, 2008

| | | |
|--|-----------------|-----|
| AGENDA ITEM: Agreement with Interplan Health Group | AGENDA SECTION: | |
| PREPARED BY: Ralph Krusey, Commander | AGENDA NUMBER: | |
| ATTACHMENTS: Interplan Health Group Agreement with City of Marysville | APPROVED BY: | |
| | MAYOR | CAO |
| BUDGET CODE: 001033960 541000 | AMOUNT: | |

Interplan Health Group will mitigate outside medical costs for in custody medical treatment. It is more cost effective to have Interplan Health Group provide this service than it is to have a current employee be assigned this responsibility. Interplan Health Group will bill 25% of the cost savings they create in their billing process. This is a 12.5% saving on medical bills for outside services.

In the past this service has been provided by Washington State Sheriffs and Police Chiefs Association. They no longer provide this service.

The agreement is for one year with a self renewing clause.

City Attorney, Grant Weed, has reviewed the language contained in the contract and has approved it as to form.

RECOMMENDED ACTION:
Staff recommends that Council authorize the Mayor to sign the agreement with Interplan Health Group.

COUNCIL ACTION:

INTERPLAN HEALTH GROUP
BASE PARTICIPATING PAYOR AGREEMENT

This Participating Payor Agreement (“Agreement”) is made and entered into effective _____, by and between Interplan Health Group dba _____, a _____ corporation (“IHG”) and the City of Marysville / Marysville Police Department, a (n) Municipal Corporation (“Payor”).

Definitions

- A. “IHG” is a preferred provider organization that provides group health, worker’s compensation, and other managed health care services and programs (“IHG Services”) to self-insured employers, third-party administrators, insurance companies and other companies which administer, process, provide, arrange for or secure access to covered health care services or benefits for delivery to Covered Persons.
- B. “Payor” is a self-insured employer, third-party administrator, insurance company, health services plan, trust, nonprofit facility service plan, any governmental unit and/or any other entity, which has an obligation to administer, process, provide, arrange for or secure access to covered health care services or benefits for delivery to Covered Persons.
- C. “Covered Person” is any beneficiary, claimant or injured worker that Payor identifies as being eligible for coverage under this Agreement or any addendum and/or addenda hereto.
- D. “Covered Services” shall mean health care services, benefits or supplies which participating providers in the IHG Network shall be obligated to provide for Covered Persons pursuant to this Agreement or any addendum and/or addenda hereto and which are covered by the plan or program maintained by Payor or Payor’s client(s).

AGREEMENT

Payor desires to have IHG provide IHG Services to Payor and Payor’s Covered Persons. Now therefore, in consideration of the mutual covenants, terms and conditions herein contained and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. Base Agreement, Services to be Provided and Additional Terms and Condition

While the text of this Agreement is known as the “Interplan Health Group Participating Payor Agreement,” certain additional terms and conditions under which Payor is contracting with IHG are contained in a separate addendum and/or addenda reduced to writing and signed by each of the parties. The terms and conditions set forth in the separate addendum and/or addenda are incorporated herein by this reference. Throughout the term of this Agreement, IHG shall provide those IHG services described in greater detail in the attached addendum and/or addenda currently in effect. No amendment, modification, or supplement to this Agreement, the addendum and/or addenda shall be binding on any of the parties unless it is reduced to writing and signed by each of the parties.

2. Duties of Payor

2.1. Provision of Summary Statements. At IHG’s request, Summary Statements shall be provided to by Payor to IHG and shall be promptly replaced or updated with any and all amendments, modifications, and revisions made thereto that materially affect this Agreement prior to the date such amendments, modifications, and revisions become effective. In the event of a contradiction between a benefit agreement and a Summary Statement applicable thereto, the benefit agreement shall be controlling with respect to the rights and duties of the parties hereunder. Payor shall notify IHG within thirty (30) days of material alterations to the Summary Statements or benefit agreements.

- 2.2. Third Party Administrators. If the Payor is a Third Party Administrator (“TPA”), the Payor shall notify IHG of the addition or termination of an employer group in accordance with this section 2.2. Payor shall notify IHG ninety (90) calendar days prior to the effective date of a termination of an employer group. Payor shall notify IHG thirty (30) calendar days prior to the effective date of an addition of an employer group.
- 2.3. Compliance with Addenda. Payor shall comply with any and all Addenda to this Agreement. Each addendum attached hereto is incorporated by reference as if set forth fully herein.
3. Compensation
- 3.1. Payor shall remit to IHG a fee for services provided under this Agreement (the “Administrative Fee”) as set forth on Exhibit A. The Administrative Fee shall be due on the first (1st) day of the month following the month in which services were provided. Payments which are not received by the tenth (10th) day of the month shall be considered past due and shall accrue interest at the rate of one and one-half percent (1.5%) per month.
- 3.2. Annual Fee Increase. On or after the annual anniversary date of the Agreement and the addendum and/or addenda, IHG may increase the fees for services within sixty (60) calendar days of the written notice to Payor of these increases. Unless affirmatively rejected in writing by Payor on or before the sixtieth (60th) calendar day following notice provided by IHG, the increases are deemed accepted by Payor.
- 3.3. Audit. Each party shall have the right to audit the other party’s records related to this Agreement as well as the addendum and/or addenda, upon reasonable notice, and at a reasonable place and time, to confirm calculation of any fees due under this Agreement for a period not to exceed twelve (12) months from the date of discharge of the covered person from the participating provider or the last service date on reflected on the bill submitted by the participating provider. The cost of any audit shall be borne by the party requesting the audit, except in the case of any audit that discloses a discrepancy in fees paid/collected/received of eight percent (8%) or more, over the past twelve (12) months of revenue, in which case the cost of the audit will be borne by that party which owes the other party eight percent (8%) or more.
4. Insurance. IHG and Payor each, at its sole cost and expense, shall procure and maintain such policies of comprehensive general liability, professional liability, and other insurance in the minimum amounts of \$2,000,000.00 per occurrence and \$2,000,000.00 aggregate to insure each party and its officers, agents, and employees against any liability or claims or damages arising by reason of personal injuries or death, occasioned directly or indirectly by such party or its officers, agents, or employees in connection with the performance of such party’s responsibilities under this Agreement. Evidence of each party’s policies shall be provided to the other party upon the other’s written request.
5. Term and Termination
- 5.1. Term. The term of this Agreement, including the addendum and/or addenda, shall be for one (1) year, commencing on the date first set forth above. This Agreement shall be automatically extended for successive renewal periods of one (1) year each, unless one of the parties gives written notice ninety (90) calendar days prior to the expiration of the term or renewal period of its decision not to extend the term.
- 5.2. Termination Without Cause. Either party shall have the right to terminate this Agreement as a whole or any addendum or addenda hereto without cause, upon providing one hundred twenty (120) days written notice to the other party.
- 5.3. Termination for Nonpayment. IHG may terminate this Agreement, including the addendum and/or addenda, in the event Payor fails to remit the fees for IHG Services within fifteen (15) days

of the date such payment is due by giving written notice of termination of this Agreement, including the addendum and/or addenda, to Payor. Such notice shall specify that payment of all unpaid amounts due (including interest accrued) must be received by IHG within fifteen (15) calendar days of the date of receipt of the notice and that if payment of such specified amounts is not received by IHG within said fifteen (15) calendar day period, no further notice shall be given and this Agreement, including the addendum and/or addenda, shall terminate at the option of IHG.

- 5.4. Termination for Material Breach. IHG or Payor may terminate this agreement, including the addendum and/or addenda at any time if the other party breaches a material term, covenant or condition of this Agreement, including the addendum and/or addenda, and fails to cure such breach within thirty (30) calendar days of receiving written notice of such breach from the non-breaching party. The written notice of such breach shall make specific reference to the action causing breach. If the breaching party fails to cure its breach to the reasonable satisfaction of the non-breaching party during the thirty (30) calendar day cure period, this Agreement, including the addendum and/or addenda, shall terminate at the option of the non-breaching party.
- 5.5. Post-Termination Rights and Responsibilities. Termination of this Agreement, including the addendum and/or addenda shall not terminate rights and obligations of the parties, which by their nature extend beyond the term. Upon termination, the Payor shall promptly notify or shall direct the claims administrator to promptly notify Covered Persons of such termination. Furthermore, in the event a Covered Person is an admitted inpatient of a Participating Provider as of the date of termination of this Agreement, reimbursement for services rendered during the period the Covered Person remains as an admitted inpatient will continue to be governed by the terms of this Agreement. Payor shall compensate Participating Providers in accordance with this Agreement for all Covered Services rendered to such an inpatient on the date of termination of this Agreement and until such time as appropriate transfer or discharge (or other medically acceptable disposition) of such Covered Person receiving inpatient services on the date of termination is completed.

6. Relationship of the Parties

- 6.1. Independent Contractor Relationship. The relationship between IHG and Payor is one of independent contractors. Nothing herein is intended to create nor shall be deemed or construed to create any relationship between the parties other than that of independent contractors. Neither of the parties, nor any of their respective officers, directors, employees, agents or representatives shall act as nor be construed to be the partner, agent, employee, or representative of the other.
- 6.2. Payment of Claims. Payor shall retain full responsibility for all medical benefits, temporary and permanent disability benefits, death benefits, medical-legal expenses, vocational rehabilitation, and any other expenses or services which are required to be paid or provided under applicable state and federal laws. IHG is not a claims administrator, and is engaged hereunder solely for the purpose of making recommendations with respect to provision and payment of medical benefits. Payor retains full responsibility for all final determinations regarding the obligation of Payor or any other person to pay for or otherwise provide benefits to Covered Persons, including without limitation claims by or against Employers, Covered Persons, Persons of the IHG Network, Facilities, Providers or other health care service providers.

7. Protection of Confidential Information

- 7.1. Use of IHG and Payor Materials. The parties hereto reserve the right to the control and use of their names and all symbols, trademarks, or service marks presently existing or later established. Except as otherwise set forth in this Agreement, no party hereto shall use the other party's name, symbols, trademarks, or service marks in advertising or promotional materials or otherwise without the prior written consent of such other party. Any use by a party, of the name, symbols, trademarks, or service marks of such other party shall cease immediately upon the earlier of

written notice of such other party or termination of this Agreement. Payor hereby agrees that IHG may include Payor's name its list of payors for advertising, marketing or educational purposes.

- 7.2. Confidentiality of Information. During the term of this Agreement, including the addendum and/or addenda, and at all times thereafter, Payor shall refrain from disclosing to any person any confidential information or trade secrets of IHG. Upon termination of Payor's relationship with IHG, Payor shall immediately surrender and turn over to IHG all documents relating to IHG's confidential information or trade secrets, including but not limited to, any and all forms prepared by IHG relating to the provision of the IHG Services, any and all operating manuals or similar materials, including with limitation the, policies and procedures, and methods of doing business developed by IHG, as well as all other property belonging to IHG. Payor agrees that all such documents and materials are the sole property of IHG and that Payor shall not make any copies thereof. Upon the termination of Payor's relationship with IHG, Payor shall not use or permit to be used for any purpose any of IHG's confidential information or trade secrets.
- 7.3. Patient Confidential Information. IHG and Payor shall comply at all times with state and federal statutes and regulations governing the confidentiality of medical, personnel and financial records of employers or their Covered Persons, and shall follow standard procedures for assuming such confidentiality.
- 7.4. Covered Person Medical Records. Payor hereby authorizes IHG to act as its agent for purposes of obtaining from members of the IHG Network, other Facilities and Providers providing health care services to Covered Persons and from Payors any and all Covered Persons medical records necessary for IHG to perform the IHG Services described herein.
- 7.5. Equitable/Injunctive Relief. The parties acknowledge that the confidentiality provisions are necessary and reasonable protections of the interests of the parties to this Agreement and the addendum and/or addenda, that any violation of the confidentiality provisions would cause irreparable injury, that an action for damages would not provide full and adequate compensation in the event of a violation of the confidentiality provisions, and that any aggrieved party shall be entitled, in addition to any other remedy available at law or equity, to immediate preliminary injunctive relief.

8. Dispute Resolution.

All disputes which in any manner arise out of or relate to this Agreement, including the addendum and/or addenda or the subject matter hereof, shall be resolved exclusively by arbitration in accordance with the provisions of this Section 8. There shall be one arbitrator. If the parties shall fail to select a mutually acceptable arbitrator within ten (10) business days after the demand for arbitration is mailed, then the parties stipulate to arbitration before a single arbitrator sitting on the American Arbitration Association panel. The parties shall have the rights of discovery as provided in Washington State Law. The Washington State Law and Court Rules of Evidence shall apply to testimony and documents submitted to the arbitrator. Arbitration shall take place in Snohomish County, WA, unless the parties otherwise agree.

9. Indemnification

- 9.1. Payor agrees to indemnify, and hold harmless IHG, its directors, officers, employees, and agents from any and all claims, actions, suits, judgments, damages, fines, and other proceedings, whether civil, criminal, administrative, investigative, or otherwise, together with all costs, expenses, and other amounts, including attorney's fees, arising or alleged to have arisen out of any negligent or willful act, error, misrepresentation or omission by Payor, its directors, officers, and employees, agents or assigns, occurring in connection with this Agreement.
- 9.2. IHG agrees to indemnify, and hold harmless Payor, its directors, officers, employees, and agents from any and all claims, actions, suits, judgments, damages, fines, and other proceedings, whether

civil, criminal, administrative, investigative, or otherwise, together with all costs, expenses, and other amounts, including attorney's fees, arising or alleged to have arisen out of any negligent or willful act, error, misrepresentation or omission by IHG, its directors, officers, and employees, agents or assigns, occurring in connection with this Agreement.

10. General Provisions

10.1. Notices. All notices which are required or permitted to be given pursuant to this Agreement, including the addendum and/or addenda, shall be in writing and shall be sufficient in all respects if delivered personally, by electronic facsimile (with a confirmation by registered or certified mail placed in the mail no later than the following business day), or by registered or certified mail, postage prepaid, addressed to a party as indicated below:

| | |
|---|--|
| If to IHG: | If to Payor |
| InterplanHealth Group 2575 Grand Canal Blvd. Ste 100 Stockton, CA 95207 | <u>Marysville Police Department</u> _____ _____ _____ |
| | Attn: _____ |
| | Facsimile No.: () _____ |

Notice shall be deemed to have been given upon transmittal thereof as to communications which are personally delivered or transmitted by electronic facsimile and, as to communications made by United States mail, on the third (3rd) business day after mailing. The above addresses may be changed by giving notice of such change in the manner provided above for giving notice.

- 10.2. Governing Law. This Agreement, including the addendum and/or addenda, shall be governed by and construed in accordance with the laws of the state of Washington applicable to agreements made and to be performed wholly within that state, irrespective of such state's choice-of-law principles.
- 10.3. Partial Invalidity. If any provision of this Agreement, including the addendum and/or addenda, is found to be invalid or unenforceable by any court or other lawful forum, such provision shall be ineffective only to the extent that it is in contravention of applicable laws without invalidating the remaining provisions of this Agreement, including the addendum and/or addenda, unless such invalidity or unenforceability would defeat an essential business purpose of this Agreement, including the addendum and/or addenda.
- 10.4. Successors and Assigns. This Agreement, including the addendum and/or addenda may not be assigned without the mutual written agreement of the parties hereto. Notwithstanding the foregoing, IHG retains the right to assign this Agreement, and any addendum or addenda hereto, or delegate their performance hereunder without Payor's consent, in whole or in part, to any entity with which IHG or its parent company or any of its subsidiaries is affiliated.
- 10.5. Amendment and Modification. This Agreement may be amended only in writing and by mutual agreement of both parties.
- 10.6. No Third Party Rights. This Agreement, including the addendum and/or addenda, has been made and is made solely for the benefit of the parties hereto and their respective successors and permitted assigns. Nothing in this Agreement, including the addendum and/or addenda, is

intended to confer any rights or remedies under or by reason of this Agreement, including the addendum and/or addenda, on any persons other than the parties to it and their respective successors and permitted assigns. Nothing in this Agreement, including the addendum and/or addenda, is intended to relieve or discharge the obligation or liability of any third persons to any party to this Agreement, including the addendum and/or addenda.

- 10.7. Entire Agreement. This Agreement and all addenda attached hereto supersedes any and all other agreements, either oral or in writing, between the parties with respect to the subject matter of this Agreement, and contains the entire agreement between the parties relating to said subject matter.

IN WITNESS WHEREOF, the undersigned have executed this Agreement as to the date first written above.

Interplan Health Group

Payor: Marysville Police Department

A(a) _____

Signed: _____

Signed: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



**Western/Central Region
ATTACHMENT A**

[Participating groups may use one or more of the programs below]

TPA / VOLUME RATE:

Effective: For new groups January 1, 2007 and after; for existing groups on renewal date in 2007

PPO PRODUCTS

Monthly Per Subscriber

- **Standard IHG- PPO Network**
Includes standard direct EDI connection to TPA/Payor and/or Web repricing \$ 4.00 PEPM
or 25% of savings
- **Superien Health Network**
available customized pricing
- **Out of Network Negotiations (OON)** 25% of savings
- **HPO (Health Payors Organization, Ltd)** 25% of savings
- **Dental Network** - (California only) \$ 0.85 PEPM

MEDICAL MANAGEMENT – Core Services

- **Inpatient Hospital Pre-certification** (URAC Accredited) \$ 1.50 PEPM

[Prior notification of all scheduled medical/surgical admits and notification within one working day for non-scheduled admissions. Services include review of utilization appropriateness based upon clinical guidelines and individualized discharge planning.]
- **Outpatient Notification** (URAC Accredited) \$ 0.50 PEPM without PT
\$ 0.70 with PT
 1. Outpatient Surgeries performed outside a physician's office (excludes upper & lower endoscopies)
 2. Full body Scans
 3. Durable Medical Equipment - Expected total cost to exceed \$1000 (including total rental cost)
 4. Home Health Care
 5. Radiation and Chemotherapy Cancer Treatments
 6. Optional-with Physical Therapy
- **Case Management** (URAC Accredited) \$ 120 per hour

Case management assessment and/or management of individuals includes:
 1. Key targeted diagnoses e.g. cancers, congestive heart failure, diabetes, etc.
 2. Recently hospitalized patients with multiple, complex needs
 3. Referred cases e.g. Interplan UM, employer, physician, TPAs
- **Demand Management** \$ 0.57 PEPM

Members can access telephonic healthcare information and nurse triage 24 hours a day, 7 days a week. Includes 1,100 topic audio Health Information Library (HIL) and nurse line.

- Maternity Management \$ 375 per case
or \$ 120 per hour

Expectant mothers are assigned to a nurse specializing in maternity care. Includes education and information specific to each member's need.

- Wellness and Disease Programs - Club Health Suite

Club Health – High-risk Disease Management \$ 2.40 PEPM
(1,000 employee minimum for predictive model)

Opt-in program for high-risk members. Includes dedicated Nurse Coach, 24/7 Care Line and periodic disease-specific mailings for enrolled members.

Club Health – Population Disease Management \$ 4.00 PEPM
(1,000 employee minimum for predictive model)

Combines our high-risk program for high-risk members with an opt-out disease management program for lower risk members with diabetes, asthma, CAD, CHF, COPD or hypertension. Includes access to a Nurse Coach, wellness website and 24/7 Care Line, and periodic disease-specific mailings for enrolled members.

Club Health – Total Health Management \$ 5.76 PEPM
(1,000 employee minimum for predictive model)

Combines high and low-risk disease management programs and disease-specific mailings for chronically ill members with wellness programs and wellness-related mailings for remaining members. Includes access to 24/7 Care Line and the wellness website for all members.

Club Health – Wellness \$ 2.47 PEPM

Includes access to our wellness website and 24/7 Care Line, and periodic wellness-related mailings for 100% of member population.

- Optional Services

 1. **Specialty, Retro Review** \$ 120 per hour
Must specify services to be reviewed.
This would also include infusion/ injectable review.
 2. **Inpatient Psychiatric and Substance Abuse** \$ 0.28 PEPM
 3. **Outpatient Services beyond Core List:** Please contact IHG Sales Rep

Physician Fees

 - A. With the exception of Physician Transplant Evaluation, Utilization Management fees, including inpatient, outpatient, physical therapy and chiropractic, include peer review for prospective and concurrent review and any initial adverse determination.
 - B. Appeals & Specialty Review, including transplant: Billed expense by case. Rate varies by required specialty and/or state requirements.

REPRICING* (optional)

- **Paper Claims** \$ 1.00 PEPM
- **Scanning** Please contact IHG Sales Rep
- **Run out claim repricing beyond 90 days of termination date** \$ 5.00 per claim

* Claims repricing performed by Interplan Health Group