



MARYSVILLE
WASHINGTON

REGULAR MEETING
MONDAY, JANUARY 23, 2023 – 7:00 PM
501 DELTA AVENUE
MARYSVILLE, WA 98270

AGENDA

To listen to the meeting without providing public comment:

Join Zoom Meeting

<https://us06web.zoom.us/j/86246307568>

Or

Dial toll-free US: 888 475 4499

Meeting ID: 862 4630 7568

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Approval of the Agenda

Presentations

Audience Participation

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

1. January 3, 2023 City Council Work Session Minutes
[01.03.2023 Work Session Minutes](#)
2. January 9, 2023 City Council Meeting Minutes
[01.09.2023 Meeting Minutes](#)

Consent

3. December 31, 2022 Claims in the Amount of \$523,800.99 Paid by EFT Transactions and Check Numbers 159937 through 160090
[123122A.rtf](#)

4. January 4, 2023 Claims in the Amount of \$3,852.73 Paid by EFT Transactions and Check Numbers 160091 through 160099
[010423.rtf](#)

Review Bids

Public Hearings

New Business

5. An **Ordinance** related to amendments to Marysville Municipal Code (MMC) 3.51 Petty Cash Fund

Recommended Motion: I move to approve Ordinance No. _____
[Amended Petty Cash Funds Ordinance - Jan 2023.docx](#)

6. Contract with BlueBridge Alliance

Recommended Motion: I move to approve the contract with BlueBridge Alliance and the Marysville Police Department.
[Final City of Marysville WA PD BlueBridge operating agreement copy.pdf](#)

7. WSDOT Local Agency Agreement and Federal Aid Project Prospectus for the 2020 City Safety Program Project

Recommended Motion: I move to authorize the Mayor to execute the Local Agency Agreement and Local Agency Federal Aid Project Prospectus to obligate design funds for the 2020 City Safety Program project.
[LAA_2020 City Safety RRFBS.pdf](#)
[Prospectus_R2106_20230109.pdf](#)

8. First Responders Flex Fund

Recommended Motion: I move to approve the First Responders Flex Fund in the amount of \$9,295.00.
[BH-23-62-08-200.pdf](#)

9. An **Ordinance** amending the 2023-2024 Biennial Budget and providing for the establishment of pay classifications and grades or ranges as budgeted for in Ordinance No. 3239.

Recommended Motion: I move to adopt Ordinance No. _____.
[Budget_Amendment_Ordinance_01232023 rev.docx](#)

Legal

Mayor's Business

Staff Business

Call on Councilmembers and Committee Reports

Adjournment/Recess

Executive Session

A. Litigation

B. Personnel

C. Real Estate

Reconvene

Adjournment

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



Agenda Bill

CITY COUNCIL AGENDA ITEM REPORT

DATE: January 23, 2023

SUBMITTED BY: Genevieve Geddis, City Clerk

ITEM TYPE: Minutes

AGENDA SECTION: **Approval of Minutes**

SUBJECT: January 3, 2023 City Council Work Session Minutes

SUGGESTED ACTION:

SUMMARY:

ATTACHMENTS:
[01.03.2023 Work Session Minutes](#)

City Council



501 Delta Avenue
Marysville, WA 98270

**Work Session
January 3, 2023**

Call to Order / Pledge of Allegiance

Mayor Nehring called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

Roll Call

Present:

Mayor: Jon Nehring

Council: Councilmember Peter Condyles, Councilmember Mark James, Councilmember Tom King, Councilmember Steve Muller, Council President Kamille Norton

Staff: CAO Gloria Hirashima, City Attorney Jon Walker, Parks Director Tara Mizell, CD Director Haylie Miller, Police Chief Erik Scairpon, I.S. Director Stephen Doherty, Public Works Director Jeff Laycock, Deputy Chief Tom Maloney, Finance Director Crystil Wooldridge, Emergency Preparedness Manager Sarah LaVelle, Building Official Michael Snook

Absent: Councilmember Michael Stevens, Councilmember Kelly Richards

Motion to excuse Councilmember Richards and Stevens moved by Council President Norton seconded by Councilmember Muller.

AYES: ALL

Approval of the Agenda

Motion to approve the agenda moved by Councilmember Muller seconded by Councilmember James.

AYES: ALL

Discussion Items

Approval of Minutes

1. November 28, 2022 City Council Meeting Minutes

[11282022 CC Minutes.docx](#)

2. December 5, 2022 City Council Work Session Minutes

[12052022 WS Minutes.docx](#)

3. December 12, 2022 City Council Meeting Minutes

[12122022 CC Minutes.docx](#)

Consent

4. December 07, 2022 Claims in the Amount of \$6,072,865.46 Paid by EFT Transactions and Check Numbers 159385 through 159502 with Check Number 157715 Voided

[120722.rtf](#)

5. December 09, 2022 Payroll in the Amount of \$1,699,045.30 Paid by EFT Transactions and Check Numbers 34222-34233

6. December 14, 2022 Claims in the Amount of \$955,617.07 Paid by EFT Transactions and Check Numbers 159503 through 159658

[121422.rtf](#)

7. December 21, 2022 Claims in the Amount of \$3,078,322.18 Paid by EFT Transactions and Check Numbers 159659 through 159809

[122122.rtf](#)

8. December 23, 2022 Payroll in the Amount of \$2,166,501.20 Paid by EFT Transactions and Check Numbers 34241 through 34248

9. December 28, 2022 Claims in the Amount of \$810,630.82 Paid by EFT Transactions and Check Numbers 159810 through 159936

[122822.rtf](#)

Review Bids

Public Hearings

New Business

10. Emergency Management Performance Grant

[E23-143 City of Marysville 22EMPG.pdf](#)

[E23-143 Debarment Certification.pdf](#)

[E23-143 Signature Authorization.pdf](#)

Sarah LaVelle, Emergency Preparedness Manager, reviewed this item related to an Emergency Management Preparedness Grant from FEMA. The work plan for the grant includes maintenance of Marysville Alert which sends emergency messages to the public, support for outreach programs to bring preparedness information and materials to the public, support for volunteer programs, and Emergency Operations Center (EOC) supplies.

11. Transportation Improvement Board (TIB) Grant Agreement for 53rd Ave. NE Shared Use Path

[Fuel Tax Agreement P-P-143\(P03\)-1_53rd Ave NE Shared Use Path.pdf](#)

[Project Funding Status Form P-P-143\(P03\)-1_53rd Ave NE Shared Use Path.pdf](#)

Director Laycock reviewed this grant that the Engineering Department received from the TIB. It will construct a shared use path on 53rd between Sunnyside Blvd. and 528 to connect the Ebey Trail to Jennings Nature Park.

Councilmember Muller asked if this is just the east side. Director Laycock replied that it is. Councilmember Muller asked about the width of the sidewalk. Director Laycock replied that it would be 10-12 feet wide in order to accommodate bicycles and pedestrians. The City is purchasing right of way.

12. Professional Services Agreement with Gray and Osborne, Inc. for Design of the Cascade and Shoultes Elementary Schools Safe Routes to School Project

[Gray & Osborne_Cascade and Shoultes SRTS.pdf](#)

Director Laycock reviewed this item. He explained that Gray & Osborne was the selected consultant for two projects involved with Safe Routes to School in the vicinity of Shoultes and Cascade elementary schools.

13. Ordinances related to amendments to Marysville Municipal Code (MMC) Chapters 16.04 Building, 16.08 Plumbing Code, 16.11 Washington State Energy Code, 16.28 Mechanical Code and 9.04 Fire Code

[1 Council Memo - Building Code.pdf](#)

[2 MMC 16.04 Building Code Ordinance.docx.pdf](#)

[3 MMC 9.04 Fire Code Ordinance.docx.pdf](#)

Fire Marshall Maloney reviewed proposed code amendments and highlighted the updated radio system requirements for larger buildings which will line up the requirements with King County's requirements. There is also a reduction of commercial sprinkler threshold from 8000 to 5000 square feet.

Building Official Michael Snook discussed other proposed changes regarding remote activation of locks (mainly used for schools), play area standards, emergency lighting, and extension of permits.

Councilmember Condyles asked how frequently the extensions are being used. Mr. Snook replied that they are not used very often and are generally used by homeowners.

Councilmember King referred to the sprinkler requirements and asked if existing buildings would be grandfathered in. Fire Marshall replied that existing buildings would not be impacted unless the occupancy changes.

14. [Purchase Order – 2023 Peterbilt 536 Container Delivery Truck](#)

[2023 Container Delivery Truck_Attachment.pdf](#)

Director Laycock reviewed this item for purchase of a new container delivery truck for the Solid Waste Division.

15. [Purchase Order - 2023 Autocar ACX/Labrie Wittke Residential Front Load Refuse Truck](#)

[2023 Refuse Truck_Attachment.pdf](#)

Director Laycock explained this is for the residential solid waste truck.

16. [Purchase Order Authorization with King County Directors Association & Contract for the Jennings Nature Park Playground Replacement](#)

[KCDA Purchase Order.pdf](#)

[Allplay_Jennings Nature Park 2022.pdf](#)

Director Laycock reviewed this item which would replace the play equipment at Jennings Nature Park.

Legal

Mayor's Business

Mayor Nehring:

- January 24 will be the Legislative Day for the City of Marysville. Strategies 360 will be working to finalize the meeting schedule.
- The City received good news before Christmas about the congressionally directed spending. Marysville received \$3 million for the Grove Street Overcrossing and \$750,000 for Mother Nature's Window. Mayor Nehring expressed appreciation for everyone involved with this.
- He thanked Public Works crews for all the time and work put in with the snow and ice over the holidays.
- He commended Director Mizell for the opening of the community center. There is an open house this Friday at 4.
- The City received ten highly qualified candidates for Planning Commission. He will be bringing forward recommendations soon.

Staff Business

Director Laycock:

- There will be a Public Works Committee meeting on Friday at 2:30
- There will be a post-holiday recycling event this Saturday at the old city hall.
- The snow and ice event leading up to Christmas kept crews very busy. He commended his staff who did a great job. He also discussed the flooding related to king tides.

Chief Scairpon:

- He acknowledged the hard work Marysville's police detectives did over the past 24 hours related to a recent homicide. The suspect has been taken into custody.
- He did a follow-up interview with King 5 News about recent legislation adopted by the City.
- Regarding the new ordinances, he reported that police have made seven arrests related to narcotics use in public and two arrests regarding unlawful transit conduct. Community Transit operators have been very appreciative.

City Attorney Walker stated the need for an Executive Session to discuss three items - one related to the purchase of real estate, one related to the sale of real estate, and one related to collective bargaining - expected to last 15 minutes with no action.

Call on Councilmembers and Committee Reports

Councilmember Condyles:

- He wished everyone Happy New Year.
- The open house for the civic center was a really nice event. He is looking forward to the open house at the community center.
- Congratulations to the Public Works crews for their great response with the snow and ice.

Councilmember James:

- He appreciated options to take garbage down to the old city hall or leave extra bags out.
- He expressed concern about recycling that had not been picked up.
- He brought up a concern regarding yard waste only being picked up once a month in the winter. Mayor Nehring explained that staff is looking into this.
- He asked if there is any interest from the county on adopting similar legislation to the ordinances that Council recently adopted. Director Scairpon said he hasn't had any conversations with the Sheriff on this.

Councilmember King:

- There was a crew out last week picking up trash which was good timing.
- He brought up a sign that had been knocked down. Director Laycock indicated he would look into this.
- He has been told that the meeting audio is poor for online listeners.

Councilmember Muller:

- He is happy to be back.
- He took advantage of dumping his garbage at the old city hall.
- He is looking forward to the open house at the Community Center on Friday.

Council President Norton:

- She wished everyone a Happy New Year.
- She was out of town but heard that the City handled snow and ice event well.
- She thanked the police for their work and thanked Chief Scairpon for the update.

Adjournment/Recess

The meeting went into recess at 7:35 and reconvened in Executive Session at 7:46 p.m.

Executive Session

Council went into Executive Session at 7:46 p.m. to discuss three items related to the purchase of real estate, the sale of real estate, and collective bargaining expected to last 15 minutes with no action. Executive Session was extended three minutes.

Reconvene

Executive Session ended and the public meeting reconvened at 8:04 p.m.

Adjournment

Motion to adjourn the meeting moved by Councilmember Condyles seconded by Councilmember Muller.

AYES: ALL

The meeting was adjourned at 8:04 p.m.

Approved this _____ day of _____, 2023.

Mayor
Jon Nehring



Agenda Bill

CITY COUNCIL AGENDA ITEM REPORT

DATE: January 23, 2023

SUBMITTED BY: Genevieve Geddis, City Clerk

ITEM TYPE: Minutes

AGENDA SECTION: **Approval of Minutes**

SUBJECT: January 9, 2023 City Council Meeting Minutes

SUGGESTED ACTION:

SUMMARY:

ATTACHMENTS:
[01.09.2023 Meeting Minutes](#)

City Council



501 Delta
Marysville, WA 98270

**Regular Meeting
January 9, 2023**

Call to Order

Mayor Nehring called the meeting to order at 7:00 p.m.

Invocation

Pastor Dan Hazen gave the invocation.

Pledge of Allegiance

Mayor Nehring led the Pledge of Allegiance.

Roll Call

Present:

Mayor: Jon Nehring

Council: Councilmember Peter Condyles, Councilmember Mark James, Councilmember Tom King, Councilmember Michael Stevens, Councilmember Kelly Richards, Councilmember Steve Muller, Council President Norton

Staff: CAO Gloria Hirashima, Parks Director Tara Mizell, CD Director Haylie Miller, Police Chief Erik Scairpon, IT Director Stephen Doherty, Information Systems Administrator Chris Brown, Deputy Fire Chief Tom Maloney, Deputy City Attorney Burton Eggertsen, Public Works Director Jeff Laycock, Community Information Officer (CIO) Connie Mennie, Finance Director Crystil Wooldridge, Human Resources Director Megan Hodgson, Building Official Michael Snook (via Zoom), Scott Allen, IT Services Supervisor Jeremiah Nyman (via Zoom)

Approval of the Agenda

Motion to approve the agenda moved by Councilmember James seconded by Councilmember Richards.

AYES: ALL

Presentations

Audience Participation

Scott Allen, 3912 Sunnyside Blvd, Marysville, discussed concerns about frequent fireworks in his area. He asked if the ordinance prohibiting fireworks is still in place and being enforced. Mayor Nehring stated that it is. He noted there were a number of citations issued over the 4th of July. It is enforced when the officer witnesses someone setting off fireworks. Mr. Allen commented that the housing development that borders his property has been setting off fireworks pretty much year round. He has called the City about this, but has not gotten a response to his calls. Mr. Allen requested having signage put up near the new housing development. CIO Connie Mennie explained the temporary signs are only rented temporarily over the 4th of July. She noted that the New Year's communications was done via newspapers and social media. Mr. Allen stated that the individuals who light the fireworks do so primarily along 61st Drive NE. He requested signage or some sort of communication around that development. Police Chief Scairpon requested that the public call the non-emergency number for fireworks if it is not a life threatening situation and stated that they would look into this further.

Approval of Minutes

1. [November 28, 2022 City Council Meeting Minutes](#)

11282022 CC Minutes.docx

Motion to approve the November 28, 2022 City Council Meeting Minutes moved by Councilmember James seconded by Council President Norton.

AYES: ALL

2. [December 5, 2022 City Council Work Session Minutes](#)

12052022 WS Minutes.docx

Motion to approve the December 5, 2022 City Council Work Session Minutes moved by Council President Norton seconded by Councilmember Muller.

AYES: ALL

3. [December 12, 2022 City Council Meeting Minutes](#)

12122022 CC Minutes.docx

Motion to approve the December 12, 2022 City Council Meeting Minutes moved by Councilmember King seconded by Councilmember Condyles.

AYES: ALL

Consent

4. December 07, 2022 Claims in the Amount of \$6,072,865.46 Paid by EFT Transactions and Check Numbers 159385 through 159502 with Check Number 157715 Voided

120722.rtf

5. December 09, 2022 Payroll in the Amount of \$1,699,045.30 Paid by EFT Transactions and Check Numbers 34222 through 34233
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121422.rtf

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122122.rtf

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122822.rtf

10. Emergency Management Performance Grant

E23-143 City of Marysville 22EMPG.pdf

E23-143 Debarment Certification.pdf

E23-143 Signature Authorization.pdf

11. Transportation Improvement Board (TIB) Grant Agreement for 53rd Ave. NE Shared Use Path

Fuel Tax Agreement P-P-143(P03)-1_53rd Ave NE Shared Use Path.pdf

Project Funding Status Form P-P-143(P03)-1_53rd Ave NE Shared Use Path.pdf

12. Professional Services Agreement with Gray and Osborne, Inc. for Design of the Cascade and Shoultes Elementary Schools Safe Routes to School Project

[Gray & Osborne_Cascade and Shoultes SRTS.pdf](#)

14. Purchase Order – 2023 Peterbilt 536 Container Delivery Truck

[2023 Container Delivery Truck_Attachment.pdf](#)

15. Purchase Order - 2023 Autocar ACX/Labrie Wittke Residential Front Load Refuse Truck

[2023 Refuse Truck_Attachment.pdf](#)

16. Purchase Order Authorization with King County Directors Association & Contract for the Jennings Nature Park Playground Replacement

[KCDCA Purchase Order.pdf](#)

[Allplay_Jennings Nature Park 2022.pdf](#)

Motion to approve the entire Consent Agenda moved by Council President Norton seconded by Councilmember James.

AYES: ALL

Review Bids

Public Hearings

New Business

13. [An Ordinance related to amendments to Marysville Municipal Code \(MMC\) Chapters 16.04 Building, 16.08 Plumbing Code, 16.11 Washington State Energy Code and 16.28 Mechanical Code](#)

[1 Council Memo - Building Code.pdf](#)

[2 MMC 16.04 Building Code Ordinance.pdf](#)

Councilmember James referred to page 221-223, items 4 and 5 regarding evaluations, and asked if the numbering is correct. Director Miller commented that that section was not redlined. Building Official Snook explained those numbers are used to determine the valuation of the proposed project.

Motion to adopt Ordinance No. 3251 related to amendments to Marysville Municipal Code (MMC) Chapters 16.04 Building, 16.08 Plumbing Code, 16.11 Washington State Energy Code and 16.28 Mechanical Code moved by Councilmember King seconded by Councilmember Muller.

AYES: ALL

- 17. An Ordinance amending the 2023-2024 Biennial Budget and providing for the establishment of pay classifications and grades or ranges as budgeted for in Ordinance No. 3239

Draft Budget Amendment Ordinance.docx

Director Wooldridge reviewed this ordinance regarding the biennial budget and pay classifications and grades or ranges.

Motion to adopt Ordinance No. 3252 moved by Councilmember Muller seconded by Councilmember Richards.

AYES: ALL

- 18. An Ordinance related to amendments to Marysville Municipal Code (MMC) Chapter 9.04 Fire Code

1 Council Memo - Fire Code.pdf

2 MMC 9.04 Fire Code Ordinance.pdf

Motion to adopt Ordinance No. 3253 related to amendments to Marysville Municipal Code (MMC) Chapter 9.04 Fire Code moved by Council President Norton seconded by Councilmember Condyles.

AYES: ALL

Legal

Mayor's Business

- 19. Appointment of Shanon Jordan and Zebo Zhu to the Planning Commission

Appointment Letter - Planning Commission - Zebo Zhu.doc

Appointment Letter - Planning Commission - Shanon Jordan.doc

Motion to authorize Mayor Nehring to appoint Zebo Zhu to the Planning Commission moved by Council President Norton seconded by Councilmember Muller.

AYES: ALL

Motion to authorize Mayor Nehring to appoint Shanon Jordan to the Planning Commission moved by Councilmember Muller seconded by Council President Norton.

AYES: ALL

Mayor's Business

- The community center open house was a great event.
- Staff is continuing to work on the January 24 Legislative Day.

- Strategies 360 discovered something in the Governor's budget which will delay the 156th Street interchange project. This topic will be added to the packet for the legislative day.

Staff Business

Director Miller:

- The signs in the right-of-way topic will be going to the Planning Commission tomorrow night as a discussion item. After two or three meetings there will be a recommendation coming to Council. The Planning Commission will also be covering the Community Business Zone zoning.
- Food Trucks have been allowed for a year now, and staff will be giving an update on how it has gone.

Director Laycock:

- The post-holiday cleanup event on Saturday was a successful event. Over 500 people came through.
- The work to repair the railroad crossing on 152nd at the railroad spur track crossing was delayed and rescheduled for this Saturday.

Deputy City Attorney Eggertsen stated the need for an Executive Session to discuss two items - one regarding collective bargaining negotiations and one regarding potential purchase of property - for ten minutes with action requested on the potential purchase of property item.

Call on Councilmembers and Committee Reports

Councilmember James reported that the community center open house was great on Friday. He was very impressed.

Councilmember King:

- Public Works Committee met last Friday and discussed several items: proposals for solid waste collection, CT's proposed SWIFT Gold Line, the State Avenue Phase 2 update between 104th and 116th, and TBD overlay projects.
- He attended the community center open house and is very proud of what they have accomplished.
- The Ebey Waterfront Park looks good.
- Strawberry Festival will be hosting a pickleball tournament this year.

Councilmember Stevens reported that the Economic Development Committee met tonight and discussed the Marysville River Walk logo development process and various capital needs in developing areas in the city.

Councilmember Richards:

- He expressed appreciation for the open house for the new civic center in December.

- The Swift Gold Line sounds great but some of the stipulations they are putting on it may not make it as attractive as it originally thought.
- He noted that fireworks go off after every football game. That would be a good time for police to be in the area referred to by Mr. Allen.

Councilmember Muller reported that the community center open house was great.

Council President Norton expressed appreciation for the new community center.

Adjournment/Recess

Council recessed at 7:34 p.m. and reconvened in Executive Session at 7:42 p.m.

Executive Session

Council entered Executive Session at 7:42 p.m. to discuss two items - one regarding collective bargaining negotiations and one regarding potential purchase of property - for ten minutes with action requested on the potential purchase of property item.

Reconvene

Executive Session ended, and the regular public meeting reconvened at 7:52 p.m.

Motion to authorize the Mayor to sign the Purchase and Sale Agreement for the property commonly known as 12211 51st Avenue moved by Councilmember Richards seconded by Councilmember Condyles.

AYES: ALL

Adjournment

Motion to adjourn moved by Councilmember Richards seconded by Councilmember James.

AYES: ALL

The meeting was adjourned at 7:53 p.m.

Approved this _____ day of _____, 2023.

Mayor
Jon Nehring



Agenda Bill

CITY COUNCIL AGENDA ITEM REPORT

DATE: January 23, 2023

SUBMITTED BY: Accounting Technician Shauna Crane, Finance

ITEM TYPE: Claims

AGENDA SECTION: **Consent**

SUBJECT: December 31, 2022 Claims in the Amount of \$523,800.99 Paid by EFT Transactions and Check Numbers 159937 through 160090

SUGGESTED ACTION:

SUMMARY:

ATTACHMENTS:
[123122A.rtf](#)

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 12/31/2022 TO 12/31/2022

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ITEM AMOUNT</u>
159937	REVENUE, DEPT OF	11-2022 EXCISE TAXES	ER&R	-0.66
	REVENUE, DEPT OF		RECREATION SERVICES	3.16
	REVENUE, DEPT OF		POLICE ADMINISTRATION	30.68
	REVENUE, DEPT OF		GMA-PARKS	53.75
	REVENUE, DEPT OF		WATER/SEWER OPERATION	78.96
	REVENUE, DEPT OF		GENERAL FUND	101.72
	REVENUE, DEPT OF		GOLF ADMINISTRATION	218.85
	REVENUE, DEPT OF		GOLF COURSE	4,343.04
	REVENUE, DEPT OF		STORM DRAINAGE	6,778.46
	REVENUE, DEPT OF		SOLID WASTE OPERATIONS	42,551.31
	REVENUE, DEPT OF		UTIL ADMIN	76,967.13
159938	1623 EMBROIDERY	JERSEYS	POLICE PATROL	320.00
159939	911 SUPPLY INC.	UNIFORMS - GAY	POLICE PATROL	9.08
	911 SUPPLY INC.	UNIFORMS - ELTON	POLICE ADMINISTRATION	17.50
	911 SUPPLY INC.	UNIFORMS - MILLER	COMMUNITY SERVICES UNIT	34.47
	911 SUPPLY INC.	UNIFORMS - GLENN	POLICE PATROL	43.76
	911 SUPPLY INC.	UNIFORMS - WIERSMA	YOUTH SERVICES	43.76
	911 SUPPLY INC.	UNIFORMS - DELANTY	COMMUNITY SERVICES UNIT	44.03
	911 SUPPLY INC.	UNIFORMS - MARLIN	POLICE PATROL	98.79
	911 SUPPLY INC.	UNIFORMS - ELTON	POLICE ADMINISTRATION	109.39
	911 SUPPLY INC.	UNIFORMS - GIBBS	POLICE PATROL	109.39
	911 SUPPLY INC.	UNIFORMS - GLENN	POLICE PATROL	109.39
	911 SUPPLY INC.	UNIFORMS - KOWING	DETENTION & CORRECTION	124.71
	911 SUPPLY INC.	UNIFORMS - GIBBS	POLICE PATROL	183.24
	911 SUPPLY INC.	UNIFORMS - KOWING	DETENTION & CORRECTION	234.64
	911 SUPPLY INC.	UNIFORMS - THAMMARAT	DETENTION & CORRECTION	242.83
	911 SUPPLY INC.	UNIFORMS - GLENN	POLICE PATROL	318.40
	911 SUPPLY INC.	UNIFORMS - ELTON	POLICE ADMINISTRATION	518.53
	911 SUPPLY INC.	UNIFORMS - GLENN	POLICE PATROL	532.64
	911 SUPPLY INC.	UNIFORMS - RAMOS	DETENTION & CORRECTION	725.71
	911 SUPPLY INC.	UNIFORMS - WASHBUM	DETENTION & CORRECTION	725.71
	911 SUPPLY INC.	UNIFORMS - WHEELER	DETENTION & CORRECTION	1,390.49
159940	A & A LANGUAGE SERV	INTERPRETER SERVICES	COURTS	170.00
159941	ABOALATA, AYU	REFUND - BASKETBALL	PARKS-RECREATION	20.00
159942	ADKINS, BROOKE		PARKS-RECREATION	20.00
159943	ADVANCE AUTOPARTS	SERPENTINE BELT	EQUIPMENT RENTAL	31.17
159944	ALEXANDER PRINTING	BUSINESS CARDS	POLICE PATROL	127.45
	ALEXANDER PRINTING	PRINT JOB - SCHOOL MAPS	POLICE PATROL	1,350.87
159945	AMAZON CAPITAL	CREDIT FOR INV 1KW3-R77C-4WY6	POLICE INVESTIGATION	-38.28
	AMAZON CAPITAL	SUPPLIES	POLICE PATROL	14.20
	AMAZON CAPITAL		POLICE ADMINISTRATION	17.42
	AMAZON CAPITAL		POLICE TRAINING-FIREARMS	92.95
	AMAZON CAPITAL		POLICE PATROL	93.88
	AMAZON CAPITAL		POLICE TRAINING-FIREARMS	96.10
	AMAZON CAPITAL		POLICE TRAINING-FIREARMS	100.64
	AMAZON CAPITAL	TOURNIQUET	POLICE PATROL	944.88
159946	ANDERSON, KRISTEN	PROTEM SERVICES	MUNICIPAL COURTS	1,850.00
159947	BANDEL, SHEILA	UB REFUND	WATER/SEWER OPERATION	133.91
159948	BANK OF AMERICA	TRAVEL/TRAINING	POLICE TRAINING-FIREARMS	-495.00
	BANK OF AMERICA		YOUTH SERVICES	621.87
159949	BENDER, JULIA	REFUND - BALLET/TAP	PARKS-RECREATION	12.00

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 12/31/2022 TO 12/31/2022

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ITEM AMOUNT</u>
159950	BERNER, ELIAS	INTERPRETER SERVICES	COURTS	130.00
159951	BICKFORD FORD	DRIVER'S DOOR LATCH ASSEMBLY V022	EQUIPMENT RENTAL	95.40
	BICKFORD FORD	CATALYTIC CONVERTER ASSEMBLY #J038	EQUIPMENT RENTAL	2,779.85
159952	BIO CLEAN, INC	DECONTAMINATION SERVICES	DETENTION & CORRECTION	464.96
159953	BOB BARKER COMPANY	SUPPLIES	DETENTION & CORRECTION	56.48
	BOB BARKER COMPANY		DETENTION & CORRECTION	691.76
	BOB BARKER COMPANY		DETENTION & CORRECTION	756.70
159954	BONSTEIN, PHILIP & N	UB REFUND	WATER/SEWER OPERATION	121.10
159955	BOTESCH, NASH & HALL	EVIDENCE ROOM	OFFICE OPERATIONS	725.00
159956	BRECKENRIDGE PROPERT	UB REFUND	WATER/SEWER OPERATION	15.59
159957	BREMNER, LIBBY	REFUND - BASKETBALL	PARKS-RECREATION	20.00
159958	BURNS, TRESSIA		PARKS-RECREATION	20.00
159959	CAPGROW HOLDINGS^	UB REFUND	GARBAGE	55.11
159960	CITIES DIGITAL, INC.	LASERFICHE LICENSING	COMPUTER SERVICES	62,686.07
159961	CNR INC	MITEL LICENSING RENEWAL	COMPUTER SERVICES	8,266.46
159962	CODE PUBLISHING	MUNICIPAL CODE - WEB UPDATE	CITY CLERK	152.33
159963	COOLEY, KRISTA	REFUND - DANCE	PARKS-RECREATION	8.00
159964	COOP SUPPLY	SUPPLIES	POLICE PATROL	78.64
159965	COPIERS NORTHWEST	PRINTER/COPIER	PROPERTY TASK FORCE	44.15
	COPIERS NORTHWEST		PROBATION	99.89
	COPIERS NORTHWEST		GENERAL	109.63
	COPIERS NORTHWEST		UTILITY BILLING	122.89
	COPIERS NORTHWEST		CITY CLERK	137.07
	COPIERS NORTHWEST		FINANCE-GENL	137.07
	COPIERS NORTHWEST		LEGAL - PROSECUTION	145.59
	COPIERS NORTHWEST		WASTE WATER TREATMENT	152.76
	COPIERS NORTHWEST		ENGR-GENL	159.66
	COPIERS NORTHWEST		EXECUTIVE ADMIN	183.40
	COPIERS NORTHWEST		DETENTION & CORRECTION	244.89
	COPIERS NORTHWEST		POLICE INVESTIGATION	266.02
	COPIERS NORTHWEST		MUNICIPAL COURTS	273.41
	COPIERS NORTHWEST		POLICE PATROL	286.34
	COPIERS NORTHWEST		PERSONNEL ADMINISTRATION	312.49
	COPIERS NORTHWEST		PARK & RECREATION FAC	344.49
	COPIERS NORTHWEST		UTIL ADMIN	387.41
	COPIERS NORTHWEST	PRINTER RELOCATION	COMMUNITY EVENTS	416.33
	COPIERS NORTHWEST	PRINTER/COPIER	COMMUNITY	472.52
	COPIERS NORTHWEST		OFFICE OPERATIONS	752.35
159966	CORRECTIONS, DEPT OF	INMATE MEALS	DETENTION & CORRECTION	3,752.00
159967	CRYSTAL SPRINGS	WATER SERVICE	POLICE PATROL	325.00
159968	DERRICK, JOHN & LIND	UB REFUND	WATER/SEWER OPERATION	41.64
159969	DICKS TOWING	TOWING 22-57075	POLICE PATROL	77.54
	DICKS TOWING	TOWING 22-57390	POLICE PATROL	77.54
	DICKS TOWING	TOWING 22-57860	POLICE PATROL	77.54
	DICKS TOWING	TOWING 22-58153	POLICE PATROL	77.54
	DICKS TOWING	TOWING 22-58224	POLICE PATROL	77.54
	DICKS TOWING	TOWING VASCONI	POLICE PATROL	77.54
159970	DIFFERENTIAL NETWORK	CAMERA SYSTEM RENEWAL	COMPUTER SERVICES	4,931.75
159971	DONALDSON, SARAH	REFUND - BASKETBALL	PARKS-RECREATION	20.00
159972	DURHAM SCHOOL SERVIC	2022 CHARTERS	GENERAL FUND	-494.26
	DURHAM SCHOOL SERVIC		RECREATION SERVICES	5,752.32

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 12/31/2022 TO 12/31/2022

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ITEM AMOUNT</u>
159973	E&E LUMBER	HOOKS, LED BULBS	SEWER PRETREATMENT	51.72
	E&E LUMBER	DE-ICER	POLICE PATROL	125.77
	E&E LUMBER		POLICE PATROL	136.78
159974	EVERETT OFFICE	FURNITURE MOVE	FACILITY REPLACEMENT	547.00
159975	FIRESTONE	TRANSFORCE TIRES #V057	EQUIPMENT RENTAL	627.06
159976	FORCE AMERICA DISTRI	ARC WIRED SENSOR DISPLAY/MOUNT	SNOW & ICE REMOVAL	1,082.04
159977	FRANULOVICH, CRISSI	REFUND - BASKETBALL	PARKS-RECREATION	20.00
159978	GARCIA, MARITZA	REFUND - BALLET/TAP	PARKS-RECREATION	12.00
159979	GARNER'S NORTHWEST	RAIN GARDEN PROJECT	STORM DRAINAGE	15,640.26
159980	GILL, HARPAL S	UB REFUND	WATER/SEWER OPERATION	342.49
159981	GRANT, ROBERT	PROTEM SERVICES	MUNICIPAL COURTS	370.00
159982	GREWAL, BHAHAN & AMA	UB REFUND	GARBAGE	277.42
159983	GREWELLE, GARY & RET		WATER/SEWER OPERATION	11.40
159984	GROSPE, SAMANTHA	REFUND - BASKETBALL	PARKS-RECREATION	20.00
159985	GUIDON, MATURADA		PARKS-RECREATION	20.00
159986	GULFAN, JESSICA		PARKS-RECREATION	20.00
159987	HACKER, EILIDH	REFUND - DANCE	PARKS-RECREATION	8.00
159988	HENLEY, LAURA	INSTRUCTOR SERVICES	RECREATION SERVICES	1,596.60
159989	HERITAGE BANK	SRV CONSTRUCTION RETAINAGE #6	UTILITY CONSTRUCTION	3,753.94
159990	HOUSE OF UPHOLSTERY	REBUILD/RECOVER SEAT CUSHION	EQUIPMENT RENTAL	410.25
159991	HOWATT, NAOMI	UB REFUND	WATER/SEWER OPERATION	300.53
159992	HYLARIDES, LETTIE	INTERPRETER SERVICE	COURTS	146.25
159993	INTERSTATE BATTERY	BATTERIES	ER&R	380.14
159994	JOHNSON, ROBERT	REFUND - BASKETBALL	PARKS-RECREATION	20.00
159995	JULZ ANIMAL HOUZ	K-9 FOOD	K9 PROGRAM	11.21
159996	KENDALL CHEVROLET	KEY BLANK #S005	EQUIPMENT RENTAL	18.64
159997	KUPRIYANOVA, SVETLAN	INTERPRETER SERVICE	COURTS	130.00
159998	LARSEN, BRIDGETTE	PUMPKIN COMMUNICATIONS PROJECT	EXECUTIVE ADMIN	150.62
	LARSEN, BRIDGETTE	JERSEYS/SUPPLIES CHARITY BASKETBALL	POLICE ADMINISTRATION	167.35
159999	LASTING IMPRESSIONS	PATCHES	POLICE ADMINISTRATION	336.95
160000	LAWSON PRODUCTS, INC	WIRE WHEELS/BRUSHES	EQUIPMENT RENTAL	907.51
160001	LAWSON, MONICA	REFUND - BALLET/TAP	PARKS-RECREATION	12.00
160002	LAYTON TREE CONSULT	TREE ASSESSMENT	ROADSIDE VEGETATION	963.75
160003	LES SCHWAB TIRE CTR	RETURN OF TIRES	EQUIPMENT RENTAL	-1,853.00
	LES SCHWAB TIRE CTR	SERVICE CALL FOR J026 FLAT TIRE	EQUIPMENT RENTAL	147.68
	LES SCHWAB TIRE CTR	TRACTION RETREAD - INVENTORY	ER&R	259.94
	LES SCHWAB TIRE CTR	RETREAD, SPOT REPAIR	ER&R	1,400.98
	LES SCHWAB TIRE CTR	TIRES	EQUIPMENT RENTAL	1,853.00
	LES SCHWAB TIRE CTR		EQUIPMENT RENTAL	1,872.72
	LES SCHWAB TIRE CTR	RETREAD, REPAIR	ER&R	1,961.32
	LES SCHWAB TIRE CTR	TIRES	EQUIPMENT RENTAL	2,185.84
160004	LIFTOFF, LLC	MIGRATION & LICENSES	INFORMATION SERVICES	-2,444.00
	LIFTOFF, LLC		COMPUTER SERVICES	28,444.00
160005	LOCKHART, CASEY	REFUND - BASKETBALL	PARKS-RECREATION	20.00
160006	MAJOR, ELIZABETH	REFUND - BALLET/TAP	PARKS-RECREATION	12.00
160007	MALLAHAN, MARK	PLOWING SNOW AFTER HOURS	WATER DIST MAINS	20.00
160008	MARYSVILLE, CITY OF	UTILITY SERVICE	GOLF ADMINISTRATION	296.16
	MARYSVILLE, CITY OF		GOLF ADMINISTRATION	1,639.17
	MARYSVILLE, CITY OF		GOLF ADMINISTRATION	7,050.16
160009	MEADOR, DENNIS & DEN	UB REFUND	GARBAGE	164.94
160010	MEDIN, DANIEL		WATER/SEWER OPERATION	74.95

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 12/31/2022 TO 12/31/2022

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ITEM AMOUNT</u>
160011	MENNIE, CONNIE	COMMUNICATIONS MANAGER WORK	EXECUTIVE ADMIN	157.89
160012	MILLER, STEVEN	REIMBURSEMENT OF LICENSE	ENGR-GENL	116.00
160013	MILLS, AMY	REFUND - BASKETBALL	PARKS-RECREATION	20.00
160014	MONET, CHLOE		PARKS-RECREATION	20.00
160015	NAPA AUTO PARTS	FILTER KIT	EQUIPMENT RENTAL	59.68
160016	NATALIE, DICKSON	REFUND - BALLET/TAP	PARKS-RECREATION	12.00
160017	NEFF, RACHEL	REFUND - BASKETBALL	PARKS-RECREATION	20.00
160018	NELSON PETROLEUM	LV SYNTHETIC ATF OIL	ER&R	578.84
160019	NEWELL, KATIE	REFUND - DANCE	PARKS-RECREATION	8.00
160020	NICHOLS, CHRISTINA	REFUND - BASKETBALL	PARKS-RECREATION	20.00
160021	NILSEN, DAISY	REFUND - BALLET/TAP	PARKS-RECREATION	36.00
160022	ODP BUSINESS SOLUTIO	SUPPLIES	POLICE PATROL	33.87
	ODP BUSINESS SOLUTIO		POLICE PATROL	45.94
	ODP BUSINESS SOLUTIO		POLICE PATROL	56.11
	ODP BUSINESS SOLUTIO		POLICE PATROL	62.73
	ODP BUSINESS SOLUTIO		OFFICE OPERATIONS	111.57
	ODP BUSINESS SOLUTIO		POLICE PATROL	113.56
	ODP BUSINESS SOLUTIO		POLICE PATROL	119.05
	ODP BUSINESS SOLUTIO		OFFICE OPERATIONS	204.21
	ODP BUSINESS SOLUTIO		OFFICE OPERATIONS	231.91
	ODP BUSINESS SOLUTIO		POLICE PATROL	271.62
	ODP BUSINESS SOLUTIO		POLICE PATROL	275.71
	ODP BUSINESS SOLUTIO	FURNITURE	DETENTION & CORRECTION	1,378.42
160023	OREILLY AUTO PARTS	MANIFOLD SET V011	EQUIPMENT RENTAL	52.50
	OREILLY AUTO PARTS	MASS AIRFLOW SENSOR V018	EQUIPMENT RENTAL	55.13
	OREILLY AUTO PARTS	BATTERY TENDER J073	EQUIPMENT RENTAL	109.39
	OREILLY AUTO PARTS	FRONT BRAKE SET, ROTOR #V011	EQUIPMENT RENTAL	261.66
160024	ORTIZ, MAYRA	REFUND - BALLET/TAP	PARKS-RECREATION	12.00
160025	PACIFIC INDUSTRIAL P	UB REFUND	WATER/SEWER OPERATION	710.41
160026	PACIFIC INDUSTRIAL P	UB REFUND	WATER/SEWER OPERATION	518.92
160027	PACIFIC INDUSTRIAL P	UB REFUND	WATER/SEWER OPERATION	446.07
160028	PACIFIC INDUSTRIAL P		WATER/SEWER OPERATION	371.36
160029	PACIFIC INDUSTRIAL P	UB REFUND	WATER/SEWER OPERATION	492.93
160030	PACIFIC INDUSTRIAL P	UB REFUND	WATER/SEWER OPERATION	922.66
160031	PACIFIC INDUSTRIAL P	UB REFUND	WATER/SEWER OPERATION	499.85
160032	PACIFIC INDUSTRIAL P	UB REFUND	WATER/SEWER OPERATION	1,170.82
160033	PACIFIC INDUSTRIAL^	UB REFUND	WATER/SEWER OPERATION	1,316.95
160034	PACIFIC POWER BATTER	BATTERIES	TRANSPORTATION	560.89
160035	PEACE OF MIND	WORK SESSION MINUTES	CITY CLERK	193.80
160036	PETERSON, ANDREW	UB REFUND	WATER/SEWER OPERATION	397.00
160037	PHARES, KAITLYN	REFUND - DANCE	PARKS-RECREATION	8.00
160038	PIERSON, SANDRA	REFUND - BASKETBALL	PARKS-RECREATION	20.00
160039	PLATT ELECTRIC	BOXES/FITTINGS	WASTE WATER TREATMENT	16.54
	PLATT ELECTRIC	BREAKERS	WASTE WATER TREATMENT	97.61
	PLATT ELECTRIC	FITTINGS/SURGE SUPPRESSOR	SOURCE OF SUPPLY	209.67
	PLATT ELECTRIC	MAINTENANCE/FACILITIES TOOLS	FACILITY MAINTENANCE	294.87
	PLATT ELECTRIC	BOXES/FITTINGS	WASTE WATER TREATMENT	399.76
	PLATT ELECTRIC	BREAKERS	SOURCE OF SUPPLY	417.02
	PLATT ELECTRIC	RAB FFLEDS	PARK & RECREATION FAC	783.30
160040	POLICE & SHERIFFS PR	UNIFORM ID CARDS	GENERAL FUND	-1.65
	POLICE & SHERIFFS PR		POLICE PATROL	19.25

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 12/31/2022 TO 12/31/2022

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ITEM AMOUNT</u>
160041	POTTERY NOOK, THE	INSTRUCTOR SERVICE	RECREATION SERVICES	90.00
160042	PROTOCOL PLUMBING	FLUSH-O-METER REPLACEMENT	FACILITY REPLACEMENT	1,632.85
160043	PUGET SOUND SECURITY	KEYS	POLICE PATROL	8.42
160044	REDFINNOW BORROWER L	UB REFUND	WATER/SEWER OPERATION	118.89
160045	REVOIR, CHRISTINE	UB REFUND	WATER/SEWER OPERATION	51.74
160046	REVOIR, CHRISTINE		GARBAGE	102.90
160047	RICH, MAKINZIE		WATER/SEWER OPERATION	222.87
160048	RIGHT SYSTEMS, INC.	GIS CLOUD SECURITY	UTIL ADMIN	5,555.22
160049	ROUNDY, LAURABETH	REFUND - BASKETBALL	PARKS-RECREATION	20.00
160050	SAFEWAY INC.	COMMITTEE MEETING SUPPLIES	UTIL ADMIN	30.41
160051	SAN DIEGO POLICE EQU	AMMO	POLICE TRAINING-FIREARMS	290.96
160052	SANCHEZ, DANIEL	REFUND - BASKETBALL	PARKS-RECREATION	20.00
160053	SANDLIN, SCOTT & SHE	UB REFUND	WATER/SEWER OPERATION	257.53
160054	SCHERER, KIMBERLY	REFUND - BASKETBALL	PARKS-RECREATION	20.00
160055	SCHNEIDER, P DIANE	INTERPRETER SERVICE	COURTS	143.13
160056	SELBY, BECKY	REFUND - DANCE	PARKS-RECREATION	8.00
160057	SETTERGREN, PHYLLIS	UB REFUND	WATER/SEWER OPERATION	25.12
160058	SHEPPLEY, JANET T		WATER/SEWER OPERATION	217.41
160059	SHINEMAA, SHINETUYA	REFUND - BALLET/TAP	PARKS-RECREATION	12.00
160060	SHORT, JILL ANNETTE	INTERPRETER SERVICE	COURTS	260.00
160061	SILKE COMMUNICATIONS	MHZ MOBILE	EQUIPMENT RENTAL	362.54
	SILKE COMMUNICATIONS	2 WAY RAIDO	ER&R	5,438.00
160062	SKAGIT SHOOTING RANG	RANGE RENTAL	POLICE TRAINING-FIREARMS	1,194.60
160063	SMITH GARDENS	REFUND - SMITH PARTY DEPOSIT	GENERAL FUND	250.00
160064	SMITH, CRISTIE	REFUND - BASKETBALL	PARKS-RECREATION	20.00
160065	SMITH, JENNY		PARKS-RECREATION	20.00
	SMITH, JENNY		PARKS-RECREATION	20.00
160066	SNO CO FINANCE	GUN LOCK SYSTEM V051	EQUIPMENT RENTAL	236.21
160067	SNO CO TREASURER	INMATE MEDICAL BILLING	DETENTION & CORRECTION	5,007.04
	SNO CO TREASURER		DETENTION & CORRECTION	7,087.24
	SNO CO TREASURER	NOVEMBER HOUSING	DETENTION & CORRECTION	78,740.46
160068	SOUND PUBLISHING	ORDINANCE 3246	CITY CLERK	41.40
160069	SOUND PUBLISHING	ORDINANCE 3247	CITY CLERK	32.80
160070	SOUND PUBLISHING	ORDINANCE 3248	CITY CLERK	34.52
160071	SOUND PUBLISHING	ORDINANCE 3249	CITY CLERK	34.52
160072	SOUND PUBLISHING	ORDINANCE 3250	CITY CLERK	34.52
160073	SOUND SAFETY	GLOVES	DETENTION & CORRECTION	1,111.31
160074	SRV CONSTRUCTION	PAY ESTIMATE/RETAINAGE #6	UTILITY CONSTRUCTION	-3,753.94
	SRV CONSTRUCTION		SURFACE WATER CAPITAL	3,008.30
	SRV CONSTRUCTION		SURFACE WATER CAPITAL	4,977.70
	SRV CONSTRUCTION		SURFACE WATER CAPITAL	67,520.48
160075	STAPLES	PENS	MUNICIPAL COURTS	9.21
	STAPLES	MOUSE	MUNICIPAL COURTS	12.02
	STAPLES	TONER	MUNICIPAL COURTS	121.77
	STAPLES	POST IT NOTES, LYSOL, PENS	MUNICIPAL COURTS	228.46
	STAPLES	PAPER, CALENDAR	MUNICIPAL COURTS	290.88
160076	STERICYCLE, INC.	RECORDS DESTRUCTION	PROBATION	16.79
	STERICYCLE, INC.		MUNICIPAL COURTS	50.38
160077	STETNER ELECTRIC	CHARGER STATION	CITY FACILITIES	-346.45
	STETNER ELECTRIC		CAPITAL EXPENDITURES	325.66
	STETNER ELECTRIC		CAPITAL EXPENDITURES	3,464.53

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 12/31/2022 TO 12/31/2022

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ITEM AMOUNT</u>
160078	STRAWBERRY LANES	INSTRUCTOR SERVICE	RECREATION SERVICES	252.00
	STRAWBERRY LANES		RECREATION SERVICES	336.00
	STRAWBERRY LANES		RECREATION SERVICES	392.00
160079	SUNNYSIDE NURSERY	COMPOST BALE	WASTE WATER TREATMENT	185.03
160080	SUPER HAWK CANOPY	SMALL TOOLS, DECKED CARGO GLIDE	POLICE PATROL	3,170.41
160081	TACOMA SCREW PRODUCT	RETURN MARKING PAINT AEROSOL	ER&R	-162.86
	TACOMA SCREW PRODUCT	BELTS/WASHERS	EQUIPMENT RENTAL	78.15
	TACOMA SCREW PRODUCT	MARKING PAINT AEROSOL	ER&R	162.86
	TACOMA SCREW PRODUCT	RUST INHIBITOR AEROSOL	ER&R	518.56
160082	THE TIGER KIDS	INSTRUCTOR SERVICE	RECREATION SERVICES	99.00
	THE TIGER KIDS		RECREATION SERVICES	102.00
	THE TIGER KIDS		RECREATION SERVICES	132.00
	THE TIGER KIDS		RECREATION SERVICES	165.00
	THE TIGER KIDS		RECREATION SERVICES	244.80
	THE TIGER KIDS		RECREATION SERVICES	357.00
160083	THOMPSON, KIM	REFUND - BALLET/TAP	PARKS-RECREATION	12.00
	THOMPSON, KIM		PARKS-RECREATION	12.00
160084	TRUE NORTH EQUIPMENT	FREIGHT CHARGE	ER&R	408.22
	TRUE NORTH EQUIPMENT	STROBE MODULE, FREIGHT CHARGE	ER&R	773.93
160085	TURNER, DAVE & MARIA	UB REFUND	WATER/SEWER OPERATION	63.75
160086	ULINE	EVIDENCE SUPPLIES	POLICE PATROL	259.55
	ULINE	GLOVES, SUPPLIES	DETENTION & CORRECTION	2,656.93
	ULINE	JAIL SUPPLIES	DETENTION & CORRECTION	2,912.00
160087	WAGNER, KELLY	REFUND - BASKETBALL	PARKS-RECREATION	20.00
160088	WESTERN EQUIPMENT	BEARING	SMALL ENGINE SHOP	275.47
160089	WOODS, GEORGE	UB REFUND	WATER/SEWER OPERATION	153.02
160090	YASTE, JULIANA		GARBAGE	317.99

WARRANT TOTAL: 523,800.99

REASON FOR VOIDS:

INITIATOR ERROR

CHECK LOST/DAMAGED

UNCLAIMED PROPERTY

WARRANT TOTAL: \$523,800.99



Agenda Bill

CITY COUNCIL AGENDA ITEM REPORT

DATE: January 23, 2023

SUBMITTED BY: Accounting Technician Shauna Crane, Finance

ITEM TYPE: Claims

AGENDA SECTION: **Consent**

SUBJECT: January 4, 2023 Claims in the Amount of \$3,852.73 Paid by EFT Transactions and Check Numbers 160091 through 160099

SUGGESTED ACTION:

SUMMARY:

ATTACHMENTS:
[010423.rtf](#)

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 1/4/2023 TO 1/4/2023

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ITEM AMOUNT</u>
160091	PUD	117 BEACH AVE OLD EMISSIONS B	PARK & RECREATION FAC	144.42
160092	PUD	ACCT #221100092	GMA - STREET	22.05
	PUD	ACCT #222871949	PARK & RECREATION FAC	23.52
	PUD	ACCT #201610185	TRANSPORTATION	35.47
	PUD	ACCT #202178158	SEWER LIFT STATION	37.25
	PUD	ACCT #201670890	TRANSPORTATION	50.24
	PUD	ACCT #202140489	TRANSPORTATION	53.11
	PUD	ACCT #200827277	TRANSPORTATION	57.69
	PUD	ACCT #220792733	STREET LIGHTING	74.37
	PUD	ACCT #202143111	TRANSPORTATION	76.31
	PUD	ACCT #202557450	STREET LIGHTING	85.75
	PUD	ACCT #203231006	TRANSPORTATION	110.12
	PUD	ACCT #202463543	SEWER LIFT STATION	134.12
	PUD	ACCT #220838882	TRAFFIC CONTROL DEVICES	205.52
	PUD	ACCT #201147253	PUMPING PLANT	1,003.20
	PUD	ACCT #202689287	WASTE WATER TREATMENT	1,101.02
160093	ZIPLY FIBER	ACCT #3606512517	STREET LIGHTING	57.31
160094	ZIPLY FIBER	ACCT# 3606515087	PARK & RECREATION FAC	91.17
160095	ZIPLY FIBER	ACCT #3606519123	WATER FILTRATION PLANT	115.18
160096	ZIPLY FIBER	ACCT #3606534028	CITY HALL	118.03
160097	ZIPLY FIBER	ACCT #3606583358	POLICE PATROL	63.22
160098	ZIPLY FIBER	ACCT #3606594398	PUBLIC SAFETY BLDG	115.82
160099	ZIPLY FIBER	ACCT #3606596212	MAINT OF GENL PLANT	77.84

WARRANT TOTAL: 3,852.73

REASON FOR VOIDS:

INITIATOR ERROR

CHECK LOST/DAMAGED

UNCLAIMED PROPERTY

WARRANT TOTAL: \$3,852.73



Agenda Bill

CITY COUNCIL AGENDA ITEM REPORT

DATE: January 23, 2023

SUBMITTED BY: Finance Operations Manager Lindsey Ryan, Finance

ITEM TYPE: Ordinance

AGENDA SECTION: **New Business**

SUBJECT: An **Ordinance** related to amendments to Marysville Municipal Code (MMC) 3.51 Petty Cash Fund

SUGGESTED ACTION: Recommended Motion: I move to approve Ordinance No.

SUMMARY:

ATTACHMENTS:
[Amended Petty Cash Funds Ordinance - Jan 2023.docx](#)

CITY OF MARYSVILLE
Marysville, Washington

ORDINANCE No. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MARYSVILLE, WASHINGTON, AMENDING CHAPTER 3.51 OF THE MARYSVILLE MUNICIPAL CODE, "PETTY CASH FUND," TO REFLECT CURRENT OPERATIONS AND STRUCTURE OF CITY GOVERNMENT.

WHEREAS, some of the City's petty cash needs are no longer reflected in the municipal code; and

WHEREAS, it is necessary to harmonize the City's Petty Cash Fund Ordinance with the current operations and structure of City government; and

WHEREAS, other minor revisions to the total amount of the petty cash fund should also be amended.

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

SECTION 1. Amendment. Chapter 3.51 of the municipal code is amended as set forth in Exhibit A.

SECTION 2. Severability. If any section, subsection, sentence, clause, phrase or word 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.

SECTION 3. Upon approval by the city attorney, the city clerk or the code reviser are authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

SECTION 4. Effective Date. This ordinance shall become effective five days after the date of its publication by summary.

PASSED by the City Council and APPROVED by the Mayor this _____ day of _____, 2023.

CITY OF MARYSVILLE

By _____
JON NEHRING, MAYOR

Attest:

By _____
GENEVIEVE GEDDIS, DEPUTY CITY CLERK

Approved as to form:

By _____
JON WALKER, CITY ATTORNEY

Date of publication: _____

Effective Date (five days after publication): _____

EXHIBIT A

3.51.010 Petty cash fund established

There is created and established a change and imprest fund within the current expense fund, to be designated as the "petty cash fund." Four thousand ~~one seven~~ hundred and fifty dollars is authorized for the petty cash fund.

3.51.020 Petty cash fund distribution.

The petty cash fund herein established shall be distributed as follows:

- (1) Four hundred dollars shall be used by the city's municipal court as a change fund;
- (2) Four hundred dollars shall be used by the city's parks, recreation, and culture department, \$100.00 as a change fund and \$300.00 as a change fund;
- (3) One thousand four hundred dollars shall be used by the city's finance department; \$600.00 as a change fund and \$800.00 as a change fund;
- (4) One hundred fifty dollars shall be used by the city's police department as a petty cash fund;
- ~~Five hundred dollars shall be used by the city's public works department, \$200.00 as a petty cash fund and \$300.00 as a petty cash fund;~~
- (5) ~~One Two~~ hundred dollars shall be used by the city's department of community development ~~\$100.00 as a petty cash fund and \$100.00~~ as a change fund.
- (6) One hundred dollars shall be used by the Ken Baxter Senior/Community Center as a change fund.
- (7) One thousand six hundred dollars shall be used by the Cedarcrest Golf Course as a change fund.

3.51.030 Petty cash fund custodians.

The custodians of the petty cash fund herein established shall be as follows:

- (1) The city's court administrator is designated as the custodian of the municipal court change fund.
- (2) The city's parks, recreation, and culture director is designated as the custodian of the park and recreation change fund and the Ken Baxter Senior/Community Center change fund.

- (3) The finance director is designated as the custodian of the finance department change funds.
- (4) The police chief is designated as the custodian of the police department change and petty cash fund.
- (5) The public works director is designated as the custodian of the public works petty cash fund.
- (6) The community development director is designated as the custodian of the community development department ~~petty cash fund~~ change fund.
- (7) The parks, recreation, and culture director is designated as the custodian of the Cedarcrest Golf Course change fund.



Agenda Bill

CITY COUNCIL AGENDA ITEM REPORT

DATE: January 23, 2023

SUBMITTED BY: Confidential Administrative Assistant Margaret Vanderwalker, Police

ITEM TYPE: Agreement

AGENDA SECTION: **New Business**

SUBJECT: Contract with BlueBridge Alliance

SUGGESTED ACTION:

Recommended Motion: I move to approve the contract with BlueBridge Alliance and the Marysville Police Department.

SUMMARY: BlueBridge Alliance is a 501(c)(3) nonprofit program with the goal of providing immediate, short-term assistance to vulnerable citizens in critical need of resources such as food, shelter, clothing, fuel, auto repairs, and transportation. BlueBridge enables engagement between law enforcement officers and vulnerable members of the community they serve in a non law-enforcement context, by providing those individuals with assistance for immediate needs. The Marysville Police Department wants to be in partnership with BlueBridge.

ATTACHMENTS:
[Final City of Marysville WA PD BlueBridge operating agreement copy.pdf](#)

This Partnership Operating Agreement (“Agreement”) is made between BlueBridge Alliance, a nonprofit corporation, (“BlueBridge”) and City of Marysville WA Police Department (“Agency”), and is effective on the date signed by Agency.

PURPOSE OF THE CONTRACT:

A. BlueBridge Alliance is a 501(c)(3) nonprofit program with the goal of providing immediate, short-term assistance to vulnerable citizens in critical need of resources such as food, shelter, clothing, fuel, auto repairs, and transportation. BlueBridge enables engagement between law enforcement officers and vulnerable members of the community they serve in a non law-enforcement context, by providing those individuals with assistance for immediate needs.

B. Recognizing that law enforcement officers often engage with individuals within the community who have these critical needs, BlueBridge helps support law enforcement efforts to provide on the spot aid to those in need, which helps strengthen the trust and relationships between police officers and the communities they serve.

C. Accordingly, through this Agreement, BlueBridge will provide the Agency with the technology, guidelines, and model policies to help fundraise, coordinate, and facilitate the provision of funds for the above purposes.

1. DESCRIPTION AND DURATION OF SERVICES.

BlueBridge will provide the following services (“Services”) to Agency:

- A. BlueBridge will provide Agency with required technology (both hardware and software), to implement the BlueBridge program. BlueBridge will provide and make readily available to Agency copies of guidelines, standards, training materials and procedural manuals.
- B. BlueBridge will provide Agency with initial training as well as reasonable ongoing support for the successful implementation of the BlueBridge program.
- C. BlueBridge will make reasonable efforts to keep Agency apprised of changes to BlueBridge software or policies and procedures, and provide Agency training, as appropriate.
- D. Given that BlueBridge is a 501(c)(3) nonprofit facilitating fundraising from private sources, BlueBridge will hold unused Agency funds in secure accounts, disburse funds to Agency on a schedule, and will work with Agency to ensure reporting of fund usage.

Agency agrees to operate the BlueBridge program in accordance with provided or published BlueBridge guidelines, standards, ethics, and procedures, as outlined in BlueBridge materials or resources.

Unless otherwise provided for in this Agreement, this Agreement will remain in effect until terminated in writing with 30-day notice by either party, and termination does not need to be for cause.

2. RELATIONSHIP OF PARTIES.

Both parties agree that BlueBridge is an independent contractor working with Agency. BlueBridge is solely responsible for all of its personnel and for all withholdings, taxes, or payroll issues concerning BlueBridge personnel. This clause extends to any third parties BlueBridge may engage to perform Services under this Agreement. Under no circumstances shall BlueBridge be construed to be acting in furtherance of Agency's law enforcement duties, nor shall BlueBridge be construed to be a state actor, acting under color of law, or otherwise liable for any of Agency's actions in any action arising under 42 U.S. Code § 1983 or § 1985.

3. INTELLECTUAL PROPERTY RIGHTS AND OWNERSHIP.

Any social media contacts, including "followers" or "friends" that are acquired through BlueBridge social media accounts (including e-mail addresses, blogs, Twitter, Facebook, YouTube, or other social medial networks) managed directly by BlueBridge to promote the BlueBridge Program are the property of BlueBridge.

BlueBridge reserves the right to mention the Agency's name, use the Agency's likeness (including logos, colors, or other identifying features), or the names and likenesses of Agency employees participating in the BlueBridge program for any non-commercial fundraising or promotional purpose implemented by BlueBridge. BlueBridge will obtain prior written consent from any Agency employee whose likeness or name is used in original BlueBridge materials or social media posts.

In the case of images or text posted by Agency on publicly accessible, official Agency maintained social media accounts, BlueBridge may repost, re-tweet, or otherwise share such posts on BlueBridge's own social media accounts, without consent from the Agency, or its employees.

BlueBridge also retains exclusive rights to all BlueBridge software, documentation, training materials, procedural manuals, or any other BlueBridge intellectual property provided to Agency. Agency may not modify in any way, make unauthorized copies of, or allow unauthorized persons to use or view BlueBridge software. To the extent authorized by law, Agency also agrees to safeguard and protect all BlueBridge user and program data in accordance with Agency's security protocols for sensitive employee information.

4. TANGIBLE PROPERTY OWNERSHIP AND USE.

As part of the BlueBridge program, BlueBridge will furnish to Agency a laptop computer and other necessary materials to Agency for Agency's administration of the BlueBridge program. BlueBridge retains full ownership interests in any computer, accessory, or other tangible item furnished to Agency for successful implementation of the BlueBridge program. Agency agrees to return any item furnished by BlueBridge to Agency in a reasonable time, upon written request, and for any reason. Upon termination of this Agreement, Agency agrees to return any items furnished by BlueBridge within 30 days of termination.

Agency agrees to be liable for any damage to BlueBridge equipment under Agency's control. Agency agrees to promptly alert BlueBridge in writing within 5 business days of damage. BlueBridge retains the right to repair or replace any damaged equipment, at Agency's sole expense.

5. FUNDRAISING.

As the nonprofit 501(c)(3) responsible for program funds and their accounting, BlueBridge collects and distributes all funds for use through the program.

BlueBridge engages in general fundraising efforts, designed to support all participating agencies. BlueBridge will also assist the Agency with local fundraising efforts, including providing an online fundraising portal as well as fundraising software and reasonable funding resources. Agency assumes full responsibility for local fundraising efforts to sustain Agency's program spending goals.

BlueBridge will assist Agency with fundraising efforts, and provide reasonable funding resources as available through BlueBridge's efforts. BlueBridge engages in direct fundraising efforts, designed to support all participating agencies. Agency assumes full responsibility for local fundraising efforts to sustain Agency program spending goals. BlueBridge will provide guidance on fundraising efforts and use reasonable means to support those efforts as needed.

BlueBridge reserves the right to retain 10% of the gross amount of local, agency-specific fundraising donations to cover operational costs of running the BlueBridge program. This rate is subject to adjustment, but not to exceed 15% of the gross amount, if required operational costs are above BlueBridge's required operational costs to provide needed support to participating agencies.

BlueBridge will notify Agency in writing 30 or more days before any adjustments take effect.

6. USE OF FUNDS.

Bluebridge will have sole discretion as to the amount of funds released for use by the Agency at any given time. All funds raised for the Agency through local fundraising will be designated for and distributed to that Agency only, minus the percentage BlueBridge reserves for operational costs mentioned in this Agreement. For financial safety, and because BlueBridge has secure holding accounts, funds will be disbursed to Agency monthly, in a sum to be determined as the reasonable maximum amount that the Agency will need for that month. Surplus funds will be held by BlueBridge for release, should Agency request them for a specific need.

Agency may elect to share their BlueBridge designated funds with another participating agency. Agency will have sole discretion on sharing funds with another agency, provided Agency only shares funds with an agency who is a member of the BlueBridge Program in good standing. If Agency elects to share BlueBridge designated funds with another participating agency, the Agency will alert BlueBridge in writing regarding this request. Such writing will include the name of the agency receiving funds, as well as the amount of the requested disbursement. BlueBridge personnel will assist the Agency to transfer such funds through BlueBridge's disbursement platform.

7. DISTRIBUTION OF FUNDS AND REPORTING REQUIREMENTS.

Agency law enforcement officers, upon successful completion of BlueBridge use of funds training will be provided with a BlueBridge debit card, linked to the Agency's BlueBridge program spending account. Each participating officer is then authorized to use the debit card in accordance with BlueBridge's Standards and Guidelines, in furtherance of the stated purposes of this Agreement. The Agency officer will retain receipts of any transactions which must then be submitted to the Agency's program administrator, as well as also completing the provided reporting form for the use of funds.

If a participating Agency officer fails to submit a receipt or reporting form, BlueBridge may suspend or terminate that officer's access to their BlueBridge debit card. The Agency will track reporting by participating officers, and will ensure all required documentation is completed and submitted in a timely manner.

Agency will provide any non-privileged and locally available data, statistics, or metrics requested by BlueBridge. Such data will be used by BlueBridge to assist in any grant reporting requirements or program studies.

8. PUBLIC RELATIONS, MEDIA, AND MARKETING.

BlueBridge will provide public relations, media and marketing on a regional, state, and national level for the cumulative good of the BlueBridge program and all participating agencies.

Agency will be responsible for coordinating local public relations, media, and marketing campaigns for the Agency's benefit. BlueBridge will provide reasonable guidance and recommendations for maximizing exposure, benefit, and fundraising from these local campaigns. Agency agrees to prominently mention "The BlueBridge Program" by name in all local promotional activities and materials.

9. TERMINATION.

If BlueBridge determines that Agency has operated the BlueBridge program outside of BlueBridge's standards and guidelines, or in a negligent manner, BlueBridge may provide written notice to Agency of Agency's breach of this Agreement. If Agency does not remedy its breach within five days of receipt of such notice, then BlueBridge may terminate this Agreement immediately. In such cases, all monies raised to that point will be forfeited, and returned to BlueBridge's general fund for use by other agencies. BlueBridge will have sole right to determine what constitutes a violation of BlueBridge's standards or guidelines, as well as sole right to decide to terminate this Agreement under this section.

If this Agreement is terminated with both parties in good standing, all monies raised locally will be transferred to an account of Agency's choosing, in accordance with Agency procedures.

Upon termination of this Agreement for any reason, Agency agrees to return all tangible and intellectual property provided by BlueBridge to Agency. Such return must take place within 30 days. In lieu of the return of intellectual property, Agency may certify in writing that all BlueBridge intellectual property retained by Agency has been destroyed. Such certification must be signed by the Agency administrator of the BlueBridge program.

10. LIABILITY.

Due to the nature of BlueBridge's work, there is a possibility of data loss or downtime of Bluebridge systems. Except in the case of BlueBridge's breach of any written warranty or obligation in this Agreement, the Agency will not hold BlueBridge, its employees, or contractors liable for any damages or downtime incurred as a result of work performed in furtherance of the BlueBridge program. In any case, no claim for damages against BlueBridge under this section may exceed 10% of the actual value of funds, locally raised by the Agency, for the BlueBridge program.

11. SECURITY.

While all necessary security precautions shall be taken to the best of its ability, BlueBridge does not guarantee the future security of its software or work product. Agency will not hold BlueBridge, its employees, or contractors liable for damages or loss incurred as a result of vulnerabilities or security flaws not reasonably foreseen at the time Agency acquires the BlueBridge software and materials for use.

12. CONFIDENTIALITY.

Agency understands and agrees that it will not, at any time, nor in any manner, either directly or indirectly, use or disclose any of BlueBridge's confidential information other than as necessary to exercise Agency's rights to perform its obligation under this Agreement or as required by applicable law. Agency will reasonably protect all BlueBridge confidential information and treat it as strictly confidential. This provision will remain in effect after termination of this Agreement. "Confidential Information" means information in any form or medium that BlueBridge considers confidential or proprietary, including relating to BlueBridge's technology, trade secrets, business operations, plans, strategies, fundraising, customers, and information with respect to which BlueBridge has contractual or other confidentiality obligations, in each case whether or not designated or identified as "confidential."

Nothing contained in this Paragraph 12 or in this Agreement as a whole shall be deemed to limit either party's legal obligations or ability to retain or disclose any information or records as required/provided by applicable state, federal, or local laws, including without limitation Chapter 42.56 RCW (the Public Records Act) and Chapter 40.41 RCW (Preservation and Destruction of Public Records). In the event the Agency, after receiving a public records request, determines that records provided by BlueBridge may be responsive to the records request, then the Agency will provide notice to BlueBridge at least ten (10) business days before the date on which the Agency anticipates releasing records. The Agency is under no obligation to assert any applicable exemption on behalf of BlueBridge. BlueBridge may seek, at its sole cost, an injunction preventing the release of information which it believes is protected. If BlueBridge does not obtain an injunction within ten business days of notice from the Agency, then the Agency may release the records.

13. INDEMNITY.

BlueBridge will defend, indemnify, and hold harmless Agency from and against any and all losses, damages, deficiencies, claims, actions, judgments, settlements, interest, awards, penalties, fines, costs, or expenses of whatever kind, including reasonable attorneys' fees and the costs of enforcing any right to this indemnification ("Losses") incurred by the Agency resulting from any claim, action, cause of action, demand, lawsuit, arbitration, inquiry, audit, notice of violation, proceeding, litigation, citation, summons, subpoena, or investigation of any nature, civil, criminal, administrative, regulatory, or other, whether at law, in equity, or otherwise ("Claim") by a third party that arise out of or result from, or are alleged to arise out of or result from: (a) BlueBridge's willful breach of any representation, warranty, covenant, or obligation of BlueBridge including any action or failure to act by any of BlueBridge's personnel, that would constitute such a breach by BlueBridge under this Agreement; (b) the acts, errors, or omissions of BlueBridge in performance of this Agreement.

Agency will defend, indemnify, and hold harmless BlueBridge from and against any and all Losses incurred resulting from any Claim by a third party that arise out of or result from, or are alleged to arise out of or result from: (a) Agency's breach of any representation, warranty,

covenant, or obligation of Agency including any action or failure to act by any Agency personnel, that would constitute such a breach by Agency under this Agreement; or (b) the acts, errors, or omissions of the Agency in performance of this Agreement; or (c) any claim arising against BlueBridge in the furtherance of their duties under this Agreement claiming that BlueBridge acted as a state actor, that BlueBridge's actions under the Agreement constituted state action, or any claim against BlueBridge arising under 42 U.S.C. § 1983 or § 1985.

14. ACTS OF GOD.

Neither party will incur liability or be deemed to be in breach of this Agreement for failure or delay in fulfilling any obligation under this Agreement, provided such failure or delay is caused by, or reasonably related to events beyond the control of the affected party. In the event that a pandemic, natural disaster, domestic disturbance, severe illness, or other act of God causes one party to fail or delay performance under this Agreement, the party affected will use reasonable efforts to resume and complete performance under the terms of this Agreement. Either party will provide the other party with prompt written notice of any delay or failure to perform caused by events beyond the affected party's control.

15. ENTIRE AGREEMENT.

This Agreement contains the entire agreement between BlueBridge and Agency. Modifications and amendments to this Agreement, including any exhibit or appendix, shall be enforceable only if they are in writing and are signed by authorized representatives of both parties.

16. SEVERABILITY.

If any provision of this Agreement is held to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision is deemed to be enforced as so limited.

17. NO JOINT VENTURE.

This Agreement does not create a partnership or joint venture, and in carrying out this Agreement, the parties shall act in their individual capacities and not as agents, employees, or partners of one another.

18. GOVERNING LAW.

This Agreement is governed by, and interpreted in accordance with the laws of the State of Washington, with venue in Snohomish County, Washington.

19. NOTICES.

Receipt of any notice shall be deemed effective three (3) calendar days after deposit of written notice in the U.S. mail with proper postage and address.

Notices to the City shall be sent to the following address:

CITY OF MARYSVILLE

Erik Scairpon

Chief, Marysville Police Department

501 Delta Ave

Marysville, WA 98270

Notices to BluBridge shall be sent to the following address:

BlueBridge Alliance

Brian Spracklen

CEO

727 4th St. NW

Puyallup, WA 98371

20. SIGNATORIES.

This Agreement shall be signed by _____ on behalf of Agency, and by _____ on behalf of BlueBridge.

<p>BlueBridge Representative</p> <p>_____</p> <p>Signature</p> <p>_____ Date</p>	<p>Agency Representative</p> <p>_____</p> <p>Signature</p> <p>_____ Date</p>
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Agenda Bill

CITY COUNCIL AGENDA ITEM REPORT

DATE: January 23, 2023

SUBMITTED BY: Administrative Services Supervisor Shelli Edwards, Engineering

ITEM TYPE: Agreement

AGENDA SECTION: **New Business**

SUBJECT: WSDOT Local Agency Agreement and Federal Aid Project Prospectus for the 2020 City Safety Program Project

SUGGESTED ACTION: Recommended Motion: I move to authorize the Mayor to execute the Local Agency Agreement and Local Agency Federal Aid Project Prospectus to obligate design funds for the 2020 City Safety Program project.

SUMMARY:

The City was awarded \$86,000.00 in design and construction funds from Washington State Department of Transportation (WSDOT) Highway Safety Improvement Program, toward the 2020 City Safety Program project. The project will install Rectangular Rapid Flashing Beacons (RRFBs) and associated crosswalk improvements at 100th St NE & 55th Ave NE and 51st Ave NE & 139th PI NE. The Local Agency Agreement (LAA) with WSDOT will obligate \$13,000.00 in federal funds to be used toward design.

Since this is a federally funded project, local agency federal funds are administered through WSDOT and an LAA and Local Agency Federal Aid Project Prospectus (Prospectus) are required in order to obligate design funds. The LAA ensures that state funds in the agreed upon amount are spent in accordance with all applicable laws and regulations. The Prospectus serves as the support document for authorization of project funding.

Below is an estimated cost breakdown:

Engineer's Estimate for Design	\$14,444.00
WSDOT HSIP Grant	\$13,000.00
Total estimated cost to City	\$ 1,444.00

ATTACHMENTS:

[LAA_2020 City Safety RRFBs.pdf](#)
[Prospectus_R2106_20230109.pdf](#)

Agency

Address

<p>CFDA No. 20.205 - Highway Planning and Construction (Catalog of Federal Domestic Assistance)</p> <p>Project No.</p> <p>Agreement No.</p> <p style="text-align: center;">For WSDOT Use Only</p>
--

The Local Agency having complied, or hereby agreeing to comply, with the terms and conditions set forth in (1) Title 23, U.S. Code Highways, (2) the regulations issued pursuant thereto, (3) 2 CFR Part 200, (4) 2 CFR Part 180 – certifying that the local agency is not excluded from receiving Federal funds by a Federal suspension or debarment, (5) the policies and procedures promulgated by the Washington State Department of Transportation, and (6) the federal aid project agreement entered into between the State and Federal Government, relative to the above project, the Washington State Department of Transportation will authorize the Local Agency to proceed on the project by a separate notification. Federal funds which are to be obligated for the project may not exceed the amount shown herein on line r, column 3, without written authority by the State, subject to the approval of the Federal Highway Administration. All project costs not reimbursed by the Federal Government shall be the responsibility of the Local Agency.

Project Description

Name	Length
Termini	
Description of Work	

Project Agreement End Date

Proposed Advertisement Date

<p>Claiming Indirect Cost Rate</p> <p>Yes No</p>

Type of Work	Estimate of Funding		
	(1) Estimated Total Project Funds	(2) Estimated Agency Funds	(3) Estimated Federal Funds
PE			
% a. Agency			
% b. Other			
Federal Aid Participation Ratio for PE			
c. Other			
d. State Services			
e. Total PE Cost Estimate (a+b+c+d)			
Right of Way			
% f. Agency			
% g. Other			
Federal Aid Participation Ratio for RW			
h. Other			
i. State Services			
j. Total R/W Cost Estimate (f+g+h+i)			
Construction			
% k. Contract			
% l. Other			
% m. Other			
Federal Aid Participation Ratio for CN			
n. Other			
o. Agency			
p. State Services			
q. Total CN Cost Estimate (k+l+m+n+o+p)			
r. Total Project Cost Estimate (e+j+q)			

Agency Official

By

Title

Agency Date

Washington State Department of Transportation

By

Director, Local Programs

Date Executed

Construction Method of Financing (Check Method Selected)

State Ad and Award

Method A - Advance Payment - Agency Share of total construction cost (based on contract award)

Method B - Withhold from gas tax the Agency's share of total construction cost (line 5, column 2) in the amount of

\$ _____ at \$ _____ per month for _____ months.

Local Force or Local Ad and Award

Method C - Agency cost incurred with partial reimbursement

The Local Agency further stipulates that pursuant to said Title 23, regulations and policies and procedures, and as a condition to payment of the federal funds obligated, it accepts and will comply with the applicable provisions set forth below. Adopted by official action on _____, _____, Resolution/Ordinance No. _____.

Provisions

I. Scope of Work

The Agency shall provide all the work, labor, materials, and services necessary to perform the project which is described and set forth in detail in the "Project Description" and "Type of Work."

When the State acts for and on behalf of the Agency, the State shall be deemed an agent of the Agency and shall perform the services described and indicated in "Type of Work" on the face of this agreement, in accordance with plans and specifications as proposed by the Agency and approved by the State and the Federal Highway Administration.

When the State acts for the Agency but is not subject to the right of control by the Agency, the State shall have the right to perform the work subject to the ordinary procedures of the State and Federal Highway Administration.

II. Delegation of Authority

The State is willing to fulfill the responsibilities to the Federal Government by the administration of this project. The Agency agrees that the State shall have the full authority to carry out this administration. The State shall review, process, and approve documents required for federal aid reimbursement in accordance with federal requirements. If the State advertises and awards the contract, the State will further act for the Agency in all matters concerning the project as requested by the Agency. If the Local Agency advertises and awards the project, the State shall review the work to ensure conformity with the approved plans and specifications.

III. Project Administration

Certain types of work and services shall be provided by the State on this project as requested by the Agency and described in the Type of Work above. In addition, the State will furnish qualified personnel for the supervision and inspection of the work in progress. On Local Agency advertised and awarded projects, the supervision and inspection shall be limited to ensuring all work is in conformance with approved plans, specifications, and federal aid requirements. The salary of such engineer or other supervisor and all other salaries and costs incurred by State forces upon the project will be considered a cost thereof. All costs related to this project incurred by employees of the State in the customary manner on highway payrolls and vouchers shall be charged as costs of the project.

IV. Availability of Records

All project records in support of all costs incurred and actual expenditures kept by the Agency are to be maintained in accordance with local government accounting procedures prescribed by the Washington State Auditor's Office, the U.S. Department of Transportation, and the Washington State Department of Transportation. The records shall be open to inspection by the State and Federal Government at all reasonable times and shall be retained and made available for such inspection for a period of not less than three years from the final payment of any federal aid funds to the Agency. Copies of said records shall be furnished to the State and/or Federal Government upon request.

V. Compliance with Provisions

The Agency shall not incur any federal aid participation costs on any classification of work on this project until authorized in writing by the State for each classification. The classifications of work for projects are:

1. Preliminary engineering.
2. Right of way acquisition.
3. Project construction.

Once written authorization is given, the Agency agrees to show continuous progress through monthly billings. Failure to show continuous progress may result the Agency's project becoming inactive, as described in 23 CFR 630, and subject to de-obligation of federal aid funds and/or agreement closure.

If right of way acquisition, or actual construction of the road for which preliminary engineering is undertaken is not started by the close of the tenth fiscal year following the fiscal year in which preliminary engineering phase was authorized, the Agency will repay to the State the sum or sums of federal funds paid to the Agency under the terms of this agreement (see Section IX).

If actual construction of the road for which right of way has been purchased is not started by the close of the tenth fiscal year following the fiscal year in which the right of way phase was authorized, the Agency will repay to the State the sum or sums of federal

funds paid to the Agency under the terms of this agreement (see Section IX).

The Agency agrees that all stages of construction necessary to provide the initially planned complete facility within the limits of this project will conform to at least the minimum values set by approved statewide design standards applicable to this class of highways, even though such additional work is financed without federal aid participation.

The Agency agrees that on federal aid highway construction projects, the current federal aid regulations which apply to liquidated damages relative to the basis of federal participation in the project cost shall be applicable in the event the contractor fails to complete the contract within the contract time.

VI. Payment and Partial Reimbursement

The total cost of the project, including all review and engineering costs and other expenses of the State, is to be paid by the Agency and by the Federal Government. Federal funding shall be in accordance with the Federal Transportation Act, as amended, 2 CFR Part 200. The State shall not be ultimately responsible for any of the costs of the project. The Agency shall be ultimately responsible for all costs associated with the project which are not reimbursed by the Federal Government. Nothing in this agreement shall be construed as a promise by the State as to the amount or nature of federal participation in this project.

The Agency shall bill the state for federal aid project costs incurred in conformity with applicable federal and state laws. The agency shall minimize the time elapsed between receipt of federal aid funds and subsequent payment of incurred costs. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for federal participation unless a current indirect cost plan has been prepared in accordance with the regulations outlined in 2 CFR Part 200 - Uniform Admin Requirements, Cost Principles and Audit Requirements for Federal Awards, and retained for audit.

The State will pay for State incurred costs on the project. Following payment, the State shall bill the Federal Government for reimbursement of those costs eligible for federal participation to the extent that such costs are attributable and properly allocable to this project. The State shall bill the Agency for that portion of State costs which were not reimbursed by the Federal Government (see Section IX).

1. Project Construction Costs

Project construction financing will be accomplished by one of the three methods as indicated in this agreement.

Method A – The Agency will place with the State, within (20) days after the execution of the construction contract, an advance in the amount of the Agency's share of the total construction cost based on the contract award. The State will notify the Agency of the exact amount to be deposited with the State. The State will pay all costs incurred under the contract upon presentation of progress billings from the contractor. Following such payments, the State will submit a billing to the Federal Government for the federal aid participation share of the cost. When the project is substantially completed and final actual costs of the project can be determined, the State will present the Agency with a final billing showing the amount due the State or the amount due the Agency. This billing will be cleared by either a payment from the Agency to the State or by a refund from the State to the Agency.

Method B – The Agency's share of the total construction cost as shown on the face of this agreement shall be withheld from its monthly fuel tax allotments. The face of this agreement establishes the months in which the withholding shall take place and the exact amount to be withheld each month. The extent of withholding will be confirmed by letter from the State at the time of contract award. Upon receipt of progress billings from the contractor, the State will submit such billings to the Federal Government for payment of its participating portion of such billings.

Method C – The Agency may submit vouchers to the State in the format prescribed by the State, in duplicate, not more than once per month for those costs eligible for Federal participation to the extent that such costs are directly attributable and properly allocable to this project. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for Federal participation unless claimed under a previously approved indirect cost plan.

The State shall reimburse the Agency for the Federal share of eligible project costs up to the amount shown on the face of this agreement. At the time of audit, the Agency will provide documentation of all costs incurred on the project. The State shall bill the Agency for all costs incurred by the State relative to the project. The State shall also bill the Agency for the federal funds paid by the State to the Agency for project costs which are subsequently determined to be ineligible for federal participation (see Section IX).

VII. Audit of Federal Consultant Contracts

The Agency, if services of a consultant are required, shall be responsible for audit of the consultant's records to determine eligible federal aid costs on the project. The report of said audit shall be in the Agency's files and made available to the State and the Federal Government.

An audit shall be conducted by the WSDOT Internal Audit Office in accordance with generally accepted governmental auditing standards as issued by the United States General Accounting Office by the Comptroller General of the United States; WSDOT Manual M 27-50, Consultant Authorization, Selection, and Agreement Administration; memoranda of understanding between WSDOT and FHWA; and 2 CFR Part 200.501 - Audit Requirements.

If upon audit it is found that overpayment or participation of federal money in ineligible items of cost has occurred, the Agency shall reimburse the State for the amount of such overpayment or excess participation (see Section IX).

VIII. Single Audit Act

The Agency, as a subrecipient of federal funds, shall adhere to the federal regulations outlined in 2 CFR Part 200.501 as well as all applicable federal and state statutes and regulations. A subrecipient who expends \$750,000 or more in federal awards from all sources during a given fiscal year shall have a single or program-specific audit performed for that year in accordance with the provisions of 2 CFR Part 200.501. Upon conclusion of the audit, the Agency shall be responsible for ensuring that a copy of the report is transmitted

promptly to the State.

IX. Payment of Billing

The Agency agrees that if payment or arrangement for payment of any of the State's billing relative to the project (e.g., State force work, project cancellation, overpayment, cost ineligible for federal participation, etc.) is not made to the State within 45 days after the Agency has been billed, the State shall effect reimbursement of the total sum due from the regular monthly fuel tax allotments to the Agency from the Motor Vehicle Fund. No additional Federal project funding will be approved until full payment is received unless otherwise directed by the Director, Local Programs.

Project Agreement End Date - This date is based on your projects Period of Performance (2 CFR Part 200.309).

Any costs incurred after the Project Agreement End Date are NOT eligible for federal reimbursement. All eligible costs incurred prior to the Project Agreement End Date must be submitted for reimbursement within 60 days after the Project Agreement End Date or they become ineligible for federal reimbursement.

X. Traffic Control, Signing, Marking, and Roadway Maintenance

The Agency will not permit any changes to be made in the provisions for parking regulations and traffic control on this project without prior approval of the State and Federal Highway Administration. The Agency will not install or permit to be installed any signs, signals, or markings not in conformance with the standards approved by the Federal Highway Administration and MUTCD. The Agency will, at its own expense, maintain the improvement covered by this agreement.

XI. Indemnity

The Agency shall hold the Federal Government and the State harmless from and shall process and defend at its own expense all claims, demands, or suits, whether at law or equity brought against the Agency, State, or Federal Government, arising from the Agency's execution, performance, or failure to perform any of the provisions of this agreement, or of any other agreement or contract connected with this agreement, or arising by reason of the participation of the State or Federal Government in the project, PROVIDED, nothing herein shall require the Agency to reimburse the State or the Federal Government for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the Federal Government or the State.

XII. Nondiscrimination Provision

No liability shall attach to the State or Federal Government except as expressly provided herein.

The Agency shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any USDOT-assisted contract and/or agreement or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Agency shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of USDOT-assisted contracts and agreements. The WSDOT's DBE program, as required by 49 CFR Part 26 and as approved by USDOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the Agency of its failure to carry out its approved program, the Department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S. C. 3801 et seq.).

The Agency hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the rules and regulations of the Secretary of Labor in 41 CFR Chapter 60, which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to a grant, contract, loan, insurance, or guarantee or understanding pursuant to any federal program involving such grant, contract, loan, insurance, or guarantee, the required contract provisions for Federal-Aid Contracts (FHWA 1273), located in Chapter 44 of the Local Agency Guidelines.

The Agency further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the applicant so participating is a State or Local Government, the above equal opportunity clause is not applicable to any agency, instrumentality, or subdivision of such government which does not participate in work on or under the contract.

The Agency also agrees:

- (1) To assist and cooperate actively with the State in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and rules, regulations, and relevant orders of the Secretary of Labor.
- (2) To furnish the State such information as it may require for the supervision of such compliance and that it will otherwise assist the State in the discharge of its primary responsibility for securing compliance.
- (3) To refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, government contracts and federally assisted construction contracts pursuant to the Executive Order.
- (4) To carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the State, Federal Highway Administration, or the Secretary of Labor pursuant to Part II, subpart D of the Executive Order.

In addition, the Agency agrees that if it fails or refuses to comply with these undertakings, the State may take any or all of the following actions:

- (a) Cancel, terminate, or suspend this agreement in whole or in part;
- (b) Refrain from extending any further assistance to the Agency under the program with respect to which the failure or refusal occurred until satisfactory assurance of future compliance has been received from the Agency; and

(c) Refer the case to the Department of Justice for appropriate legal proceedings.

XIII. Liquidated Damages

The Agency hereby agrees that the liquidated damages provisions of 23 CFR Part 635, Subpart 127, as supplemented, relative to the amount of Federal participation in the project cost, shall be applicable in the event the contractor fails to complete the contract within the contract time. Failure to include liquidated damages provision will not relieve the Agency from reduction of federal participation in accordance with this paragraph.

XIV. Termination for Public Convenience

The Secretary of the Washington State Department of Transportation may terminate the contract in whole, or from time to time in part, whenever:

- (1) The requisite federal funding becomes unavailable through failure of appropriation or otherwise.
- (2) The contractor is prevented from proceeding with the work as a direct result of an Executive Order of the President with respect to the prosecution of war or in the interest of national defense, or an Executive Order of the President or Governor of the State with respect to the preservation of energy resources.
- (3) The contractor is prevented from proceeding with the work by reason of a preliminary, special, or permanent restraining order of a court of competent jurisdiction where the issuance of such order is primarily caused by the acts or omissions of persons or agencies other than the contractor.
- (4) The Secretary is notified by the Federal Highway Administration that the project is inactive.
- (5) The Secretary determines that such termination is in the best interests of the State.

XV. Venue for Claims and/or Causes of Action

For the convenience of the parties to this contract, it is agreed that any claims and/or causes of action which the Local Agency has against the State of Washington, growing out of this contract or the project with which it is concerned, shall be brought only in the Superior Court for Thurston County.

XVI. Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying

The approving authority certifies, to the best of his or her knowledge and belief, that:

- (1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit the Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, and contracts and subcontracts under grants, subgrants, loans, and cooperative agreements) which exceed \$100,000, and that all such subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification as a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

XVII. Assurances

Local agencies receiving Federal funding from the USDOT or its operating administrations (i.e., Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration) are required to submit a written policy statement, signed by the Agency Executive and addressed to the State, documenting that all programs, activities, and services will be conducted in compliance with Section 504 and the Americans with Disabilities Act (ADA).

Additional Provisions

Instructions

1. **Agency Name and Billing Address** – Enter the Agency of primary interest which will become a party to the agreement.
2. **Project Number** – Leave blank. This number will be assigned by WSDOT.
3. **Agreement Number** – Leave blank. This number will be assigned by WSDOT.
4.
 - a. **Project Description** – Enter the project name, total length of the project (in miles), and a brief description of the termini. Data entered here must be consistent with the name, length, and termini noted in the STIP and Project Prospectus
Example: (Name) “Regal Road”, (Length) “1.2 miles”, (Termini) “Smith Road to Main Street”
 - b. **Description of Work** – Enter a concise statement of the major items of work to be performed. Statement must be consistent with the description of work noted in the STIP and Project Prospectus.
Example: “Overlay Regal Road; install curb, gutter, and sidewalk; illumination; and traffic signal at the intersection of Regal Road and Dakota Avenue.”
 - c. **Project Agreement End Date** – Enter the Project Agreement End Date (mm/dd/yy). This date is based on the project’s Period of Performance (2 CFR 200.309).

For Planning Only projects – WSDOT recommends agencies estimate the end of the project’s period of performance and add three years to determine the “Project Agreement End Date”.

For PE and RW – WSDOT recommends agencies estimate when the phase will be completed and add three years to determine the “Project Agreement End Date”. For Construction – WSDOT recommends agencies estimate when construction will be completed and add three years to determine the “Project Agreement End Date”.
 - d. **Proposed Advertisement Date** – At construction authorization only, enter the proposed project advertisement date (mm/dd/yy).
 - e. **Claiming Indirect Cost Rate** – Check the Yes box if the agency will be claiming indirect costs on the project. For those projects claiming indirect costs, supporting documentation that clearly shows the indirect cost rate being utilized must be provided with the local agency agreement. Indirect cost rate approval by your cognizant agency or through your agency’s self-certification and supporting documentation is required to be available for review by FHWA, WSDOT and /or State Auditor. Check the No box if the agency will not be claiming indirect costs on the project. See section 23.5 for additional guidance.
4. **Type of Work and Funding (Round all dollar amounts to the nearest whole dollar)**
 - a. **PE** – Lines a through d show Preliminary Engineering costs for the project by type of work (e.g., consultant, agency, state services, etc.).

*Federal aid participation ratio for PE – enter ratio for PE lines with amounts in column 3.
 - **Line a** – Enter the estimated amount of agency work in columns 1 through 3.
 - **Line b & c** – Identify user, consultant, etc., and enter the estimated amounts in columns 1 through 3.
 - **Line d** – State Services. Every project must have funding for state services. Enter the estimated amounts in columns 1 through 3.
 - **Line e** – Total of lines a + b + c + d.
 - b. **Right of Way** – If a Right of Way phase is authorized on the project, the appropriate costs are shown in lines f through i.

*Federal aid participation ratio for RW – enter ratio for RW lines with amounts in column 3.
 - **Line f** – Enter the estimated amount of agency work in columns 1 through 3.
 - **Line g & h** – Identify user, consultant, etc., and enter the estimated amounts in columns 1 through 3.
 - **Line i** – State Services. Every project must have funding for state services. Enter the estimated amounts in columns 1 through 3.
 - **Line j** – Total of lines f + g + h + i.
 - c. **Construction** – Lines k through p show construction costs for the project by type of work (e.g., contract, consultant, agency, state services, etc.).

*Federal aid participation ratio for CN – enter ratio for CN lines with amounts in column 3.

- **Line k** – Enter the estimated cost of the contract.
- **Lines l, m, & n** – Enter other estimated costs such as utility and construction contracts or non-federally matched contract costs.
- **Line o** – Enter estimated costs of all construction related agency work.
- **Line p** – State Services. Every project must have funding for state services. Enter the estimated amounts in columns 1 through 3.
- **Line q** – Total Construction Cost Estimate. Total of lines k + l + m + n + o + p.

d. Total Project Cost Estimate

- **Line r** – Total Cost Estimate of the Project. Total of lines e + j + q.

*Please remember, if the federal aid participation rate entered is not the maximum rate allowed by FHWA, then the participation rate entered becomes the maximum rate allowed.

6. **Signatures** – An authorized official of the local agency signs the agreement and enters their title and date of signature (mm/dd/yy). **Note:** Do NOT enter a date on the Date Executed line.
7. **Method of Construction Financing** – Choose the method of financing for the construction portion of the project.
 - a. **Method “A”** is used when the state administers the contract for the agency.
 - b. **Method “B”** is also used when the state administers the contract for the agency.
 - c. **Method “C”** is used with projects administered by the local agency. The agency will submit billings monthly through the state to FHWA for all eligible costs. The billings must document the payment requests from the contractor. If state-force work, such as audit and construction engineering, is to receive federal participation, it will be billed to the agency and FHWA simultaneously at the indicated ratio. To show continuous progress agencies should bill monthly until agreement is closed.
8. **Resolutions/Ordinances** – When someone other than the County Executive/Chairman, County Commissioners/Mayor is authorized to sign the agreement, the agency must submit to WSDOT with the agreement a copy of the Resolution/Ordinance designating that individual.
9. **Parties to the Agreement** – Submit one originally signed agreement form to the Region Local Programs Engineer. It is the responsibility of the local agency to submit an additional, originally signed agreement form if they need an executed agreement for their files. The agreement is first executed by the agency official(s) authorized to enter into the agreement. It is then transmitted to the state for execution by Local Programs. The agreement is dated at the time of final execution by Local Programs.



**Local Agency Federal Aid
Project Prospectus**

	Prefix	Route	()	Date	
Federal Aid Project Number				DUNS Number	
Local Agency Project Number		(WSDOT Use Only)		Federal Employer Tax ID Number	

Agency		CA Agency Yes No		Federal Program Title 20.205 Other	
Project Title			Start Latitude N		Start Longitude W
			End Latitude N		End Longitude W
Project Termini From-To			Nearest City Name		Project Zip Code (+4)
Begin Mile Post	End Mile Post	Length of Project		Award Type Local Local Forces State Railroad	
Route ID	Begin Mile Point	End Mile Point	City Number	County Number	County Name
WSDOT Region	Legislative District(s)		Congressional District(s)		Urban Area Number

Phase	Total Estimated Cost (Nearest Hundred Dollar)	Local Agency Funding (Nearest Hundred Dollar)	Federal Funds (Nearest Hundred Dollar)	Phase Start Date	
				Month	Year
P.E.					
R/W					
Const.					
Total					

Description of Existing Facility (Existing Design and Present Condition)

Roadway Width	Number of Lanes

Description of Proposed Work

Description of Proposed Work (Attach additional sheet(s) if necessary)

Local Agency Contact Person		Title		Phone	
Mailing Address			City	State	Zip Code
Project Prospectus	By <u>Max P. [Signature]</u> Approving Authority				
	Title				Date

Agency	Project Title	Date
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Type of Proposed Work			Roadway Width	Number of Lanes
Project Type (Check all that Apply)				
New Construction	Path / Trail	3-R		
Reconstruction	Pedestrian / Facilities	2-R		
Railroad	Parking	Other		
Bridge				

Geometric Design Data						
Description	Through Route			Crossroad		
Federal Functional Classification		Principal Arterial			Principal Arterial	
		Minor Arterial			Minor Arterial	
	Urban	Collector		Urban	Collector	
	Rural	Major Collector		Rural	Major Collector	
	NHS	Minor Collector		NHS	Minor Collector	
	Local Access			Local Access		
Terrain	Flat	Roll	Mountain	Flat	Roll	Mountain
Posted Speed						
Design Speed						
Existing ADT						
Design Year ADT						
Design Year						
Design Hourly Volume (DHV)						

Performance of Work		
Preliminary Engineering Will Be Performed By	Others	Agency
	%	%
Construction Will Be Performed By	Contract	Agency
	%	%

Environmental Classification	
Class I - Environmental Impact Statement (EIS) Project Involves NEPA/SEPA Section 404 Interagency Agreement	Class II - Categorically Excluded (CE) Projects Requiring Documentation (Documented CE)
Class III - Environmental Assessment (EA) Project Involves NEPA/SEPA Section 404 Interagency Agreements	

Environmental Considerations

Agency	Project Title	Date
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Right of Way

No Right of Way Needed * All construction required by the contract can be accomplished within the existing right of way.	Right of Way Needed	
	No Relocation	Relocation Required

Utilities

Railroad

No utility work required All utility work will be completed prior to the start of the construction contract All utility work will be completed in coordination with the construction contract	No railroad work required All railroad work will be completed prior to the start of the construction contract All the railroad work will be completed in coordination with the construction contract
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Description of Utility Relocation or Adjustments and Existing Major Structures Involved in the Project

FAA Involvement

Is any airport located within 3.2 kilometers (2 miles) of the proposed project? Yes No

Remarks

This project has been reviewed by the legislative body of the administration agency or agencies, or it's designee, and is not inconsistent with the agency's comprehensive plan for community development.

Date _____ Agency
 By _____ Mayor/Chairperson



Agenda Bill

CITY COUNCIL AGENDA ITEM REPORT

DATE: January 23, 2023

SUBMITTED BY: Police Commander Bradley Akau, Police

ITEM TYPE: Agreement

AGENDA SECTION: **New Business**

SUBJECT: First Responders Flex Fund

SUGGESTED ACTION:

Recommended Motion: I move to approve the First Responders Flex Fund in the amount of \$9,295.00.

SUMMARY: This agreement between the City of Marysville and the Snohomish County is for the amount of \$9,295.00. The funds shall be used to assist individuals to remove barriers to housing and/or abate emergency situations through the provisions of Flex Fund assistance. The Fund is available to eligible individuals only. The individuals/families must be experiencing homelessness or at risk of homelessness. The Fund is utilized by the Marysville MHP program to address homelessness in the City.

ATTACHMENTS:
[BH-23-62-08-200.pdf](#)

EXHIBIT A
SPECIFIC TERMS AND CONDITIONS
FIRST RESPONDER FLEX FUNDS

I. DEFINITION OF TERMS

- A. Access to Care Standards (ACS): The Division of Behavioral Health and Recovery (DBHR) minimum eligibility requirements for Medicaid adults & Medicaid older adults guidelines reflect the most restrictive eligibility criteria that can be applied, pursuant to RCW 70.96A and 70.96B. North Sound Behavioral Health Administrative Services Organization (BH-ASO) may expand coverage based on availability of local resources.
- B. Adjudicated Youth: Refers to a youth who has been determined by a juvenile court judge to have committed a delinquent offense.
- C. Advanced Directive: A written document that contains directions and preferences for treatment and care during times an individual is having difficulty communicating or making decisions.
- D. Aging Population: Age 65 and older.
- E. ASAM: Acronym for American Society of Addiction Medicine.
- F. Behavioral Health: The prevention, treatment of, and recovery from substance use disorders, mental health disorders, and/or problem and pathological gambling disorders.
- G. Case Management: Assistance to a recipient and family (or significant other) to obtain, maintain, or develop appropriate resources.
- H. Child: Refers to an individual under the age of ten (10).
- I. Community Outreach and Intervention: Services to link individuals to treatment and other appropriate support services.
- J. Complaint: A verbal or written statement by a participant that expresses dissatisfaction with some aspect of services covered under this Agreement, the Primary Care Provider, or Agency.
- K. Contingency Management: An evidence-based practice allowing individuals to earn tangible rewards to reinforce positive behaviors such as service

attendance, abstaining from drugs and alcohol, and involvement in pro-social activities.

- L. Corrective Action/Compliance Review: When findings from monitoring efforts or audits show that there are apparent violations of this Contract, the Agency shall implement corrective action within specified timeframes determined by the County.
- M. Corrective Action Plan (CAP): A written plan specifying what Contractor is required to do to be compliant. This includes required improvements and a timeline for such action(s) to be accomplished.
- N. Counselors: Personnel employed by the Agency who meet the criteria as defined in WAC.
- O. COVID-19: An infectious disease caused by severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2).
- P. Cultural Competence: A set of congruent behaviors, attitudes and policies that come together in a system or agency and enable that system or agency to work effectively in cross-cultural situations. A culturally competent system of care acknowledges and incorporates at all levels the importance of language and culture, assessment of cross-cultural relations, knowledge and acceptance of dynamics of cultural differences, expansion of cultural knowledge and adaptation of services to meet culturally unique needs.
- Q. Cultural Humility: The lifelong practice of being aware and thinking of one's own values, beliefs, own biases, and social position within the context of the present moment and be aware of and sensitive to historic realities like legacies of violence and oppression against certain groups of people.
- R. Direct Student Services (DSS): Include, face-to-face sessions with an individual student and/or the student's family to address the student's needs.
- S. Department of Social and Health Services (DSHS), or the department, or the Department: DSHS of the State of Washington and its Secretary, officers, employees, and authorized agents.
- T. DSM 5: Acronym for the Diagnostic and Statistical Manual of Mental Disorders fifth edition.
- U. Evidenced Based Treatment: A program, policy or practice recognized by research that, when applied in treatment, has improved outcomes for clients, participants or communities.

- V. Fair Hearing: A grievance hearing before the Washington State Office of Administrative Hearings.
- W. Family: Those the individual defines as family or those appointed/assigned (e.g., parents, foster parents, guardians, siblings, caregivers, and significant others).
- X. Flex funds: Funds provided through a program that are used to procure goods and/or services directly related to the needs of the participant as outlined in Exhibit B.
- Y. GAIN-SS: Acronym for Global Appraisal of Individual Needs Short Screening.
- Z. Grievance: An expression of dissatisfaction about any matter. The term is also used to refer to the overall process that includes grievances handled at the NSBHASO level and access to the state fair hearing process. Possible subjects for grievances include, but are not limited to, the quality of care or services provided, and aspects of interpersonal relationships such as rudeness, or failure to respect the enrollee's rights.
- AA. Hardship Insured: Individuals with insurance who cannot afford to pay insurance deductibles or co-pays.
- BB. HCA: Refers to the Health Care Authority.
- CC. Healing Organization: An organizational system where staff policies, procedures, services, and treatment models apply an understanding of trauma embedded within them. Their approaches to providing services are trauma-shielding or trauma-reducing.
- DD. HIPAA: Acronym for "Health Insurance Portability and Accountability Act." Additional information is outlined in the Business Associate Agreement as referenced on the face sheet of this Contract.
- EE. Housing Services: The services or activities designed to assist individuals or families in locating, obtaining or retaining suitable housing. Component services or activities may include tenant counseling, helping individuals and families to identify and correct substandard housing conditions on behalf of individuals and families who are unable to protect their own interests and assisting individuals and families to understand leases, secure utilities and make moving arrangements.
- FF. Independent Peer Review: To assess the quality, appropriateness and efficiency of treatment services provided in the state to individuals under the program involved.

- GG. Indirect Student Services (ISS): Include all contact with an individual student's support system.
- HH. Individual Treatment: Planned therapeutic or counseling activity provided to a sole eligible individual by one (1) or more counselors.
- II. Individual: Previously known as client, consumer, patient, or participant.
- JJ. Labor Harmony Requirement: A "No Service Disruption Guarantee" outlined in Exhibit E, as applicable.
- KK. Low Income: Participants whose monthly income does not exceed 220% of the national poverty index, or as negotiated in your Contract.
- LL. MCO: Acronym for Managed Care Organization.
- MM. Mental Disorder: A disorder as defined in RCW 71.34.020(13) for children and RCW 71.05.020(26) for adults.
- NN. Mental Health Professional (MHP): Personnel employed by the Agency who meet the criteria as defined in WAC.
- OO. NSBHASO: Acronym for "North Sound Behavioral Health Administrative Services Organization."
- PP. No Service Disruption Guarantee: An agreement to maintain services and prevent a disruption of service caused by labor unrest. See "Labor Harmony Requirement" above. Additional information is outlined in Exhibit E., Attachment A, as applicable.
- QQ. Nurse Family Partnership (NFP): An evidence based, community health program for vulnerable mothers pregnant with their first child.
- RR. Outcome: An outcome defines changes that occur as a result of the program's work. Examples include Short Term (a change in learning: awareness, knowledge, skills, motivations); Intermediate (a change in action: behavior, practice, decision-making, policies); Long Term (consequences: social, economic, environmental).
- SS. Outpatient Counseling: The provision of substance abuse treatment, mental health treatment and other support services according to a prescribed plan in a non-residential setting.

- TT. Output: An output details what the program does and is usually a count of something. Examples include Activities (the actual tasks done such as screenings, assessments, workshops); Participation (who the program serves; customers and stakeholders).
- UU. Outreach/Education Services (OES): Training and information sharing to Agency staff and external providers about the Student Support Advocate program not directly related to a particular case management student.
- VV. Personal Information: Information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers.
- WW. Quality Assurance: A focus on compliance to minimum requirements (e.g., rules, regulations, and contract terms) as well as reasonably expected levels of performance, quality, and practice.
- XX. Recovery: The processes through which people are able to live, work, learn, and participate fully in their communities.
- YY. Referral: A process of directing an Individual to available specialty care or services.
- ZZ. Remote Learning: Also referred to as distance learning, gives learners who aren't in a physical location for in-person education access to online training materials.
- AAA. RCW: Acronym for "Revised Code of Washington."
- BBB. Resiliency: The personal and community qualities that enable individuals to rebound from adversity, trauma, tragedy, threats, or other stresses, and to live productive lives.
- CCC. Shall: Compliance is mandatory.
- DDD. SHP: Acronym for Supportive Housing Program.
- EEE. Substance Use Disorder Professional (SUDP) (formerly CDP): Personnel employed by the Agency who meet the criteria defined in WAC.
- FFF. Substance Use Disorder Professional Trainee (SUDPT) (formerly CDPT): Personnel employed by the Agency who meet the criteria defined in WAC.

- GGG. Serious Mental Illness (SMI): According to Federal Register Vol. 58, No. 96, May 20, 1993, persons aged 18 and over who currently, or at any time during the past year, have a diagnosable mental, behavioral, or emotional disorder of sufficient duration to meet diagnostic criteria specified within the current DSM, that has resulted in functional impairment which substantially limits one or more major life activities.
- HHH. Strengthening Families Program 10-14: Refers to the evidence-based prevention program developed at Iowa State University for families and young adolescents.
- III. Student Support Advocate (SSA): Personnel hired by the school district to perform contracted services.
- JJJ. Substance Use Disorder (SUD): Acronym for “Substance Use Disorder.” This definition replaces the definition for Chemical Dependency.
- KKK. Telehealth: The distribution of health-related service and information via electronic information and telecommunication technologies.
- LLL. TILT Team: Refers the Trauma-Informed Leadership Team, the selected group of staff dedicated to the advancement of Trauma-Informed Practices in the school or agency.
- MMM. Trauma: Refers to experiences that cause intense physical and psychological stress reactions. It can refer to “a single event, multiple events, or a set of circumstances that is experienced by an individual as physically and emotionally harmful or threatening and that has lasting adverse effects on the individual’s physical, social, emotional, or spiritual well-being.
- NNN. Trauma-Informed: A trauma-informed approach to the delivery of behavioral health services includes an understanding of trauma and an awareness of the impact it can have across setting, services, and populations. It involves viewing trauma through an ecological and cultural lens and recognizing that context plays a significant role in how individuals perceive and process traumatic events, whether acute or chronic. Per SAMHSA, the three key elements of a trauma-informed approach include: realizing the prevalence of trauma; recognizing how trauma affects all individuals involved with the program, organization, or system, including its own workforce; and responding by putting this knowledge into practice.
- OOO. Trauma-Informed Care: TIC is a strengths-based service delivery approach “that is grounded in understanding of and responsiveness to the impact of trauma, that emphasizes physical, psychological, and emotional safety for both providers and survivors, and that creates opportunities for survivors to rebuild

a sense of control and empowerment. TIC also involves vigilance in anticipating and avoiding institutional processes and individual practices that are likely to retraumatize individuals who already have histories of trauma, and it upholds the importance of consumer participation in the development, delivery, and evaluation of services

PPP. Trauma-Informed System: An organizational system which has developed a shared language to define, normalize, and address the impact of trauma on clients and the workforce. The organization operates from a foundational understanding of the nature and impact of trauma.

QQQ. Veteran: A veteran is defined as an individual that has served as a member of the armed forces, active duty or reserves, for at least one day. This will also include service in the National Guard, as well as Merchant Marines in support of US resources in wartime. Veteran status may be verified through self-identification, discharge certificate, or Department of Defense Form DD-214.

RRR. WAC: Acronym for “Washington Administrative Code”.

SSS. WSUE: Refers to Washington State University Extension, a division of Snohomish County Parks & Recreation Department (PRD).

TTT. Youth: Means a person from age ten (10) through age seventeen (17).

II. PERFORMANCE STANDARDS AND LICENSING

- A. The Agency shall meet the requirements of WAC, applicable local and state rules, and state and federal statutes. In addition, the Agency shall meet the applicable specific program requirements for licensure and certification to perform contracted services. A copy of the certification shall be submitted to the County upon request.
- B. The Agency shall maintain relevant and appropriate licensure by the State of Washington to provide behavioral health and/or community support services. The Agency shall notify the County in writing within five (5) business days of any change in licensure status.

III. COMPLIANCE WITH SPECIFIC LAWS AND REGULATIONS

- A. All services provided under this Contract shall meet all standards set forth in current, revised and replaced WAC’s and RCW’s.
- B. The Agency shall meet all applicable standards for program operations set forth in WAC and RCW. The Agency shall ensure that WAC and RCW requirements

are followed and are adjusted as the WAC and RCW are amended, revised, eliminated or added.

- C. The Agency shall operate and adhere to fidelity of the model of services utilized by the Agency and as negotiated with the County.
- D. The Agency must have policies and procedures in place to protect and safeguard individually identifiable health information obtained in the course of providing services under this Contract. The Agency shall not disclose an individual's information, directly or indirectly, except to the extent allowed under applicable state or federal laws and regulations. The Agency shall comply with all terms and conditions of Federal Confidentiality of Substance Use Disorder Patient Records, 42 CFR Part 2 and applicable provisions of the Health Insurance Portability and Accountability Act (HIPAA) and the Family Educational Rights and Privacy Act (FERPA).
- E. Staff and volunteers who have access to children or vulnerable adults are required to have a background check per RCW and WAC. A background check is required at the time of employment or commencement of volunteer duties. An Agency shall conduct additional background checks if circumstances arise that cause the Agency concern. The Agency shall ensure that all persons convicted of crimes preventing contact with vulnerable populations are prohibited from having access to those populations.
- F. The Agency shall enter data as negotiated with the County. The Agency shall make use of data and specific to the Agency systems or electronic records for the purpose of evaluating and reporting individual and program service outcomes.
- G. The Agency shall comply with all terms and conditions of the Business Associate Agreement.

IV. REIMBURSEMENT PROCEDURES

Services rendered under this Contract shall be reimbursed based on the attached Budget (Exhibit C). Services shall be provided per the attached Statement of Work (Exhibit B).

V. REIMBURSEMENT LIMITATION

- A. The Agency shall utilize the contracted dollar amount to provide services throughout the duration of this Contract.
- B. The Agency shall be responsible for ensuring budget is maintained and that invoices to the County do not exceed the budgeted amount as stated in Exhibit

C, Approved Contract Budget.

- C. Utilization of County funding available to this program will be reviewed monthly and the Contract allocation may be reduced and re-allocated at the discretion of the County, where needed if expenditures are not sufficient to fully utilize available funding.
- D. The Agency certifies that work to be performed under this Contract will not duplicate any work to be charged against any other contract, subcontract, or source.

VI. REPORTING REQUIREMENTS

The Agency shall submit all required reports documenting performance in a timely manner. All reports shall be completed on approved forms and in accordance with procedures as issued by the County. In the event the Agency fails to maintain its reporting obligations, the County reserves the right to withhold reimbursements to the Agency or order payment stopped to the Agency in an amount proportional to the data estimated to be outstanding until such time that the data is current.

VII. OTHER REVENUES

Revenues generated by the Agency from other funding sources (e.g. donations, fund-raising) under this program, including fees collected from low-income participants, shall be separately identified and recorded as project income. These funds shall be used exclusively to provide increased levels of service.

VIII. SUBCONTRACTING

- A. The Agency is prohibited from subcontracting any funding and/or services contained within this Contract unless otherwise negotiated with the County.
- B. All rules, regulations and requirements contained in the Basic Terms and Conditions must be met for all subcontracts executed pursuant to this Contract. All subcontracting arrangements require prior written approval from the County.

IX. RECORDS RETENTION

The Agency shall retain all fiscal and clinical books, records, documents and other materials relevant to this Contract in accordance with WAC.

X. LOCATION AND HOURS OF SERVICE

- A. Services provided under this Contract shall be available in Snohomish County for Snohomish County residents.
- B. To ensure participants have consistent access to treatment services, the Agency shall minimally maintain business hours from 9:00 AM through 5:00 PM Monday through Friday, excluding recognized holidays or as negotiated with the County. Any reduction in service hours shall be submitted in writing to the County for approval, fifteen (15) calendar days prior to implementation.
- C. The Agency shall notify the County within ten (10) days of change in personnel which may affect the faithful execution of this Contract.

XI. ELIGIBILITY

- A. County funds shall be the dollar of last resort for billing. The Agency shall determine at time of intake if the individual has medical insurance, including state-sponsored programs providing low-cost health care coverage through private health plans, which covers substance use disorder treatment services. If the individual has medical insurance that covers substance use disorder treatment services, the medical insurance shall be used as the first source of billing to pay for treatment services. The Agency shall ensure that only one source of funding is used at any given time.
- B. Termination of a Contract shall not be grounds for a fair hearing for the service applicant or a grievance for the recipient if similar services are immediately available in the County.
- C. The Agency shall have policies and procedures in place for participant grievances in the case of denial or termination of service or failure to act upon a request for services with reasonable promptness.

XII. MONITORING AND EVALUATION

The Agency shall cooperate with the County in monitoring activities a minimum of once per year or more as deemed appropriate by the County.

XIII. INTERAGENCY COORDINATION

- A. The Agency shall identify the primary agencies with whom they have regular relationships and whose activities substantially affect the delivery of services under this Contract. The Agency shall negotiate and execute working agreements with these agencies to ensure coordinated services and

appropriate referral procedures.

B. Working agreements shall minimally address the following:

1. Program description;
2. Referral procedures and timelines;
3. Release of information procedures;
4. Follow up procedures;
5. Procedures for exchanging information concerning program changes and unavailability of services; and
6. Procedures for problem solving between two (2) agencies.

XIV. EMERGENCY PROCEDURES

The Agency shall have a plan for serving individuals during periods when normal services may be disrupted. Disruption to normal services may include earthquakes, floods, snowstorms, and other natural disasters. Particular attention should be made for those individuals who are most at risk. When services are delivered at the Agency's workplace the plan shall include contact information for high-risk individuals, a list of emergency services, and stores of emergency provisions.

XV. CONTINUING EDUCATION

The Agency shall ensure their staff is effectively trained to implement the services they agree to provide under the terms of this Contract. The Agency is encouraged to inquire about the availability of additional training funds and opportunities to support their continuing education efforts.

XVI. MEETING PARTICIPATION

The Agency shall ensure they have representation at any County-sponsored trainings or meetings. The County shall notify the Agency a minimum of two (2) weeks prior to the event.

XVII. DEFINITIONS AND TERMS

The Agency shall utilize the definitions and terms in this Exhibit A as applicable throughout this Contract or as negotiated with the County.

EXHIBIT B

STATEMENT OF WORK / PROJECT DESCRIPTION

FIRST RESPONDERS FLEX FUND

I. DESCRIPTION

- A. The Project shall assist Individuals to remove barriers to housing and/or abate emergency situations through the provision of Flex Fund assistance.
- B. The Project shall serve eligible Individuals only. The individuals/families must be experiencing homelessness or at risk of homelessness.

II. PROGRAM ACTIVITIES

In compliance with the terms of the Contract, the City shall perform the tasks and services as follows:

- A. The City shall develop and maintain a process to disburse Flex Funds to First Responders/Social Workers, not to exceed the total amount included in the Approved Project Budget (Exhibit C).
- B. First Responders/Social Workers shall access Flex Funds in order to procure goods and/or services directly related to the needs of Individuals, which cannot be met through existing categorical services or formal/informal community mechanisms. Examples of such purchases may include, but are not limited to shelter, food, clothing, medical care, transportation, or other basic needs.
- C. Flex Funds shall not be paid directly to the Individuals or used for the purchase of alcohol, tobacco, vaping, products, marijuana products, firearms, ammunition, or other weaponry.
- D. The City shall utilize flex funds throughout the duration of this Contract and shall not use these funds at the end of the year to “stock up” in lieu of providing assistance to individuals and families to help end homelessness in real time during the year.
- E. The City shall submit supporting documentation for expenses covered by Flex Funds with the Approved Invoice (Exhibit D) for reimbursement.
- F. The City shall include receipts for services and purchases with the invoice as supporting documentation.
- G. The City shall submit invoices by the tenth (10th) day of the month following flex fund use. Exception: the December invoice must be submitted no later than

January 5, 2024.

- H. The County will review fund usage throughout this Contract period and may reallocate unutilized funds to cities that are in need of additional funds.
- I. Funds allocated to the First Responder Flex Fund are determined on an annual basis based on funding availability and are not guaranteed.

III. REPORTS

The City shall submit a report each quarter providing information regarding the number of individuals assisted, number of assistance activities and a description of at least one individual or family that was able to remove a barrier to housing or abate an emergency situation as a result of the Project. The quarterly narrative shall be submitted with the monthly invoice.

**EXHIBIT C
 CONTRACT BUDGET - COST REIMBURSEMENT
 FIRST RESPONDERS FLEX FUND**

AGENCY NAME: City of Marysville
CONTRACT PERIOD: 1/1/2023 to 12/31/2023

FUNDS AWARDED UNDER CONTRACT:

REVENUE SOURCE	FUNDING PERIOD	AMOUNT	AMENDMENT	TOTAL AMOUNT
EHP	1/1/2023 to 12/31/2023	\$ 9,295		\$ 9,295
				-
				-
				-
				-
				-
TOTAL FUNDS AWARDED:		\$ 9,295	\$ -	\$ 9,295

MATCHING RESOURCES:

N/A N/A

TOTAL MATCHING RESOURCES: N/A

MATCH REQUIREMENTS FOR CONTRACT: % N/A AMOUNT: N/A

OTHER PROGRAM RESOURCES (Identify):

SOURCE	FUNDING PERIOD	AMOUNT
TOTAL OTHER RESOURCES:		\$ -

EXPENDITURES

CATEGORY	FUND SOURCE EHP	FUND SOURCE	FUND SOURCE	FUND SOURCE	FUND SOURCE	FUND SOURCE	FUND SOURCE	TOTAL	OTHER RESOURCES
Salaries/Wages								\$ -	
Benefits								-	
Supplies/Minor Equip.								-	
Prof. Services								-	
Postage								-	
Telephone								-	
Mileage/Fares								-	
Meals								-	
Lodging								-	
Advertising								-	
Leases/Rentals								-	
Insurance								-	
Utilities								-	
Repairs/Maint.								-	
Client Flex Funds								-	
Printing								-	
Dues/Subscrip.								-	
Regis./Tuition								-	
Machinery/Equip.								-	
Administration								-	
Indirect								-	
Miscellaneous								-	
Flex Funds	9,295							9,295	
Misc. Construction								-	
Acquisition								-	
Relocation								-	
TOTAL	\$ 9,295	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,295	\$ -

EXPENDITURE NARRATIVE

AMOUNT	CATEGORY	NARRATIVE (provide justification describing each category supported with funds awarded under this contract)
9,295	Flex Funds	Cost of Flex Funds distributed to First Responders
\$ 9,295	TOTAL	

DETAIL SALARIES / WAGES

POSITION	FUND SOURCE	% OF TIME TO FUND SOURCE	TOTAL MONTHLY	MONTHLY CHARGE TO FUND SOURCE	# OF MONTHS	TOTAL CHARGE TO FUND SOURCE
N/A						

TOTAL: \$0

NOTE: Above figures may reflect rounding



Agenda Bill

CITY COUNCIL AGENDA ITEM REPORT

DATE: January 23, 2023

SUBMITTED BY: Crystil Wooldridge, Finance

ITEM TYPE: Ordinance

AGENDA SECTION: **New Business**

SUBJECT: An **Ordinance** amending the 2023-2024 Biennial Budget and providing for the establishment of pay classifications and grades or ranges as budgeted for in Ordinance No. 3239.

SUGGESTED ACTION: Recommended Motion: I move to adopt Ordinance No. ____.

SUMMARY: Establish 2023 compensation pay classifications and grades or ranges in accordance with MMC 2.50.030. Pay changes for 2023 for Management and Non-Represented are noted.

ATTACHMENTS:
[Budget_Amendment_Ordinance_01232023 rev.docx](#)

CITY OF MARYSVILLE
Marysville, Washington

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MARYSVILLE AMENDING THE 2023-2024 BIENNIAL BUDGET AND PROVIDING FOR THE ESTABLISHMENT OF PAY CLASSIFICATIONS AND GRADES OR RANGES AS BUDGETED FOR IN ORDINANCE NO. 3239.

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

Section 1. Since the adoption of the 2023-2024 budget and in accordance with MMC 2.50.030, the 2023-2024 biennial budget hereby directs that City employees shall be compensated in accordance with the established pay classifications and grades or ranges attached hereto and contained in Exhibit "A".

Section 2. Except as provided herein, all other provisions of Ordinance No. 3239 shall remain in full force and effect, unchanged.

Section 3. Upon approval by the city attorney, the city clerk or the code reviser are authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

Section 4. Effective date. This ordinance shall become effective five days after the date of its publication by summary.

PASSED by the City Council and APPROVED by the Mayor this _____ day of _____, 2023.

CITY OF MARYSVILLE

By _____
MAYOR

ATTEST:

By _____
DEPUTY CITY CLERK

Approved as to form:

By _____
CITY ATTORNEY

Date of Publication: _____

Effective Date (5 days after publication): _____

EXHIBIT A – 2023-2024

CITY OF MARYSVILLE NON REPRESENTED PAY GRID 2023

5% Increase - Effective 1/1/2023

PAY CODE	TITLE	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	
N110	Human Resource Assistant	\$ 70,471	\$ 72,578	\$ 74,755	\$ 76,999	\$ 79,311	\$ 81,691	\$ 84,139	\$ 86,247	\$ 88,401	Annual
	Planning Technician	\$ 33.87	\$ 34.89	\$ 35.94	\$ 37.01	\$ 38.13	\$ 39.27	\$ 40.46	\$ 41.46	\$ 42.49	Hourly
	Confidential Legal Assistant										
	Computer Technician										
	Community Support Specialist I Victim/Witness Coordinator										
N111	Deputy City Clerk	\$ 74,687	\$ 76,953	\$ 79,242	\$ 81,623	\$ 84,070	\$ 86,564	\$ 89,193	\$ 91,414	\$ 93,704	Annual
	Probation Officer	\$ 35.91	\$ 36.99	\$ 38.09	\$ 39.24	\$ 40.41	\$ 41.62	\$ 42.88	\$ 43.95	\$ 45.05	Hourly
	Communications/Marketing Specialist Confidential Admin Specialist										
N112	Code Enforcement Officer	\$ 79,922	\$ 82,325	\$ 84,773	\$ 87,312	\$ 89,964	\$ 92,638	\$ 95,426	\$ 97,830	\$ 100,254	Annual
	Confidential Admin Associate	\$ 38.43	\$ 39.59	\$ 40.75	\$ 41.97	\$ 43.25	\$ 44.54	\$ 45.89	\$ 47.04	\$ 48.20	Hourly
	Development Services Technician										
	Engineering Coordinator										
	GIS Technician										
	Inspector I - Building										
	Inspector I - Construction										
	Planning Assistant										
	Surface Water Specialist										
	Surface Water Inspector										
	Community Support Specialist II										
	Emergency Preparedness Specialist										
	Volunteer & Community Event Coordinator										
N113	Associate Planner	\$ 87,108	\$ 89,714	\$ 92,413	\$ 95,177	\$ 98,033	\$ 101,003	\$ 104,017	\$ 106,623	\$ 109,277	Annual
	I.S. Analyst	\$ 41.87	\$ 43.13	\$ 44.43	\$ 45.75	\$ 47.13	\$ 48.56	\$ 50.00	\$ 51.26	\$ 52.53	Hourly
	Engineering Technician										
	Financial Analyst										
	GIS Analyst										
	Human Resource Specialist										
	Inspector II - Building										
	Inspector II - Construction										
	Executive Services Coordinator										
	NPDES Coordinator Senior Communications Specialist/PIO										
N114	Crime & Intelligence Analyst	\$ 93,522	\$ 96,333	\$ 99,234	\$ 102,181	\$ 105,265	\$ 108,415	\$ 111,701	\$ 114,467	\$ 117,323	Annual
	Electronic Control Systems Administrator	\$ 44.96	\$ 46.31	\$ 47.71	\$ 49.13	\$ 50.61	\$ 52.12	\$ 53.70	\$ 55.03	\$ 56.41	Hourly
	Inspector III - Combo										
	Inspector III - Electrical Planner Systems & Database Analyst										
N115	Assistant Building Official	\$ 100,095	\$ 103,066	\$ 106,171	\$ 109,366	\$ 112,653	\$ 116,031	\$ 119,522	\$ 122,468	\$ 125,528	Annual
	Civil Plan Review	\$ 48.12	\$ 49.56	\$ 51.04	\$ 52.57	\$ 54.16	\$ 55.79	\$ 57.46	\$ 58.88	\$ 60.35	Hourly
	Project Engineer										
	Senior Planner Associate Traffic Engineer										
N116	IS System Administrator	\$ 107,100	\$ 110,296	\$ 113,605	\$ 117,006	\$ 120,519	\$ 124,145	\$ 127,863	\$ 131,058	\$ 134,322	Annual
		\$ 51.49	\$ 53.03	\$ 54.62	\$ 56.25	\$ 57.94	\$ 59.68	\$ 61.48	\$ 63.01	\$ 64.59	Hourly

**CITY OF MARYSVILLE
MANAGEMENT PAYGRID 2023**

5% Increase - Effective 1/1/2023

PAY CODE	TITLE	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	
M112	No Position	\$ 79,922	\$ 82,325	\$ 84,773	\$ 87,312	\$ 89,964	\$ 92,638	\$ 95,426	\$ 97,830	\$ 100,254	Annual Hourly
		\$ 38.43	\$ 39.59	\$ 40.75	\$ 41.97	\$ 43.25	\$ 44.54	\$ 45.89	\$ 47.04	\$ 48.20	
M113	Assistant Court Administrator	\$ 87,108	\$ 89,714	\$ 92,435	\$ 95,177	\$ 98,055	\$ 101,003	\$ 104,017	\$ 106,623	\$ 109,277	Annual Hourly
	Athletic Supervisor	\$ 41.87	\$ 43.13	\$ 44.44	\$ 45.75	\$ 47.15	\$ 48.56	\$ 50.00	\$ 51.26	\$ 52.53	
	Community Center Supervisor										
	Cultural Arts Supervisor										
	Recreation Supervisor										
	Utility Billing Supervisor										
	Police Records Supervisor										
M114	Legal Services Project Manager										
M114	Human Resource Analyst	\$ 93,522	\$ 96,333	\$ 99,234	\$ 102,181	\$ 105,265	\$ 108,415	\$ 111,701	\$ 114,467	\$ 117,323	Annual Hourly
		\$ 44.96	\$ 46.31	\$ 47.71	\$ 49.13	\$ 50.61	\$ 52.12	\$ 53.70	\$ 55.03	\$ 56.41	
M115	Senior Financial Analyst	\$ 100,095	\$ 103,066	\$ 106,171	\$ 109,366	\$ 112,653	\$ 116,031	\$ 119,522	\$ 122,468	\$ 125,528	Annual Hourly
		\$ 48.12	\$ 49.56	\$ 51.04	\$ 52.57	\$ 54.16	\$ 55.79	\$ 57.46	\$ 58.88	\$ 60.35	
M116	Administrative Services Supervisor	\$ 107,100	\$ 110,296	\$ 113,605	\$ 117,006	\$ 120,519	\$ 124,145	\$ 127,863	\$ 131,058	\$ 134,322	Annual Hourly
	Training & Community Outreach Administrator	\$ 51.49	\$ 53.03	\$ 54.62	\$ 56.25	\$ 57.94	\$ 59.68	\$ 61.48	\$ 63.01	\$ 64.59	
	Fleet and Facilities Supervisor										
	IT Services Supervisor										
	Parks Maintenance Supervisor										
	Prosecutor										
	Solid Waste Supervisor										
	Storm/Sewer Supervisor										
	Street Supervisor										
	Water Utility Supervisor										
	Water Resource Supervisor										
M117	Safety and Risk Manager	\$ 112,426	\$ 115,805	\$ 119,272	\$ 122,853	\$ 126,571	\$ 130,333	\$ 134,254	\$ 137,610	\$ 141,055	Annual Hourly
M117	Emergency Preparedness Manager	\$ 54.05	\$ 55.67	\$ 57.34	\$ 59.06	\$ 60.86	\$ 62.66	\$ 64.55	\$ 66.16	\$ 67.82	Annual Hourly
	GIS Manager										
	Principal Planner										
	Building Official										
	Financial Operations Manager										
	Financial Planning Manager										
	Planning Manager										
M118	Senior Project Engineer	\$ 118,070	\$ 121,584	\$ 125,234	\$ 128,996	\$ 132,895	\$ 136,861	\$ 140,964	\$ 144,500	\$ 148,105	Annual Hourly
M118	Traffic Engineer Manager	\$ 56.76	\$ 58.45	\$ 60.21	\$ 62.02	\$ 63.89	\$ 65.80	\$ 67.78	\$ 69.48	\$ 71.20	Annual Hourly
	IT Operations Supervisor										
	Human Resources Program Manager										
M119	Communications Manager	\$ 123,964	\$ 127,681	\$ 131,513	\$ 135,456	\$ 139,512	\$ 143,707	\$ 148,013	\$ 151,708	\$ 155,516	Annual Hourly
	Development Services Manager	\$ 59.60	\$ 61.39	\$ 63.23	\$ 65.13	\$ 67.07	\$ 69.09	\$ 71.16	\$ 72.93	\$ 74.77	
M120	Senior Project Manager	\$ 130,152	\$ 134,050	\$ 138,062	\$ 142,233	\$ 146,495	\$ 150,892	\$ 155,425	\$ 159,302	\$ 163,290	Annual Hourly
	Assistant Parks Director	\$ 62.57	\$ 64.44	\$ 66.38	\$ 68.39	\$ 70.43	\$ 72.53	\$ 74.73	\$ 76.59	\$ 78.51	
M121	Storm and Wastewater Utility Manager	\$ 136,680	\$ 140,783	\$ 144,976	\$ 149,328	\$ 153,816	\$ 158,440	\$ 163,200	\$ 167,257	\$ 171,427	Annual Hourly
	Water Utility Manager	\$ 65.72	\$ 67.68	\$ 69.70	\$ 71.79	\$ 73.95	\$ 76.17	\$ 78.47	\$ 80.41	\$ 82.41	
M122	Transportation and Parks Maintenance Manager	\$ 143,502	\$ 147,786	\$ 152,229	\$ 156,831	\$ 161,523	\$ 166,350	\$ 171,338	\$ 175,644	\$ 180,018	Annual Hourly
	Court Administrator	\$ 69.00	\$ 71.05	\$ 73.20	\$ 75.40	\$ 77.66	\$ 79.97	\$ 82.37	\$ 84.45	\$ 86.55	
M123	Lead Prosecutor	\$ 157,851	\$ 162,587	\$ 167,461	\$ 172,493	\$ 177,638	\$ 182,988	\$ 188,474	\$ 193,188	\$ 198,016	Annual Hourly
	Assistant City Engineer	\$ 75.89	\$ 78.17	\$ 80.50	\$ 82.93	\$ 85.40	\$ 87.97	\$ 90.62	\$ 92.87	\$ 95.20	
M124	Community Development Director	\$ 165,738								\$ 212,137	Annual Hourly
	Parks Director	\$ 79.68								\$ 101.99	
M125	IS Director	\$ 174,034								\$ 222,746	Annual Hourly
	HR Director	\$ 83.66								\$ 107.09	
M126	Police Chief	\$ 182,738								\$ 233,897	Annual Hourly
	City Attorney	\$ 87.85								\$ 112.46	
M130	Public Works Director	\$ 197,495								\$ 252,793	Annual Hourly
	Chief Administrative Officer	\$ 94.95								\$ 121.54	

CITY OF MARYSVILLE
MPMA - COMMANDER PAY GRID 2023

6.5% Increase

TITLE	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	
Police Commander	\$ 153,239	\$ 157,829	\$ 162,566	\$ 167,452	\$ 172,486	\$ 176,779	\$ 181,196	Annual
	\$ 73.67	\$ 75.88	\$ 78.16	\$ 80.50	\$ 82.93	\$ 84.99	\$ 87.11	Hourly

MPOA - (OFFICERS & SERGEANTS)

January 1, 2023 Through December 31, 2023

10% increase

Monthly

PAY CODE	Step 0	Step 1	Step 2	Step 3	Step 4	Step 5
Entry Police	6,555					
Police Officers	7,284	7,562	7,833	8,260	8,736	9,083
Police Sergeant	10,270	10,717				

MPOA - (CUSTODY OFFICER, CORPORAL & COMMUNITY SERVICE OFFICER)

January 1, 2023 - December 31, 2023

6% increase

Monthly

PAY CODE	Step 0	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
	0-12 mo	13-24 m	25-36 m	37-48 m	49-60 m	61+ m	73+ m
Community Service Officer	5,371	5,590	5,820	6,058	6,307	6,566	6,820
Custody Sergeant	8,026	8,218					
Custody Corporal	7,166	7,338					
Custody Officer	5,505	5,741	5,942	6,150	6,392	6,660	6,858

Teamsters Pay Grid 2022

2% Increase

2022 Classification	2022 Pay	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	
	Grade										
Custodian	U20	\$44,598	\$45,936	\$47,314	\$48,733	\$50,195	\$51,701	\$53,252	\$54,833	\$55,948	Annual
		\$21.44	\$22.08	\$22.75	\$23.43	\$24.13	\$24.86	\$25.60	\$26.24	\$26.90	Hourly
Customer Service Representative	U25	\$53,517	\$55,123	\$56,776	\$58,480	\$60,234	\$62,041	\$63,902	\$65,500	\$67,138	Annual
Parks Maintenance Tech I		\$25.73	\$26.50	\$27.30	\$28.12	\$28.96	\$29.83	\$30.72	\$31.49	\$32.28	Hourly
Streets Maintenance Tech I											
Custodian Lead											
Accounting Tech - AP	U30	\$56,728	\$58,430	\$60,183	\$61,989	\$63,848	\$65,764	\$67,737	\$69,430	\$71,166	Annual
Accounting Tech - Utility Billing		\$27.27	\$28.09	\$28.93	\$29.80	\$30.70	\$31.62	\$32.57	\$33.38	\$34.21	Hourly
CD Program Specialist											
Purchasing/Inventory Specialist											
PW Administrative Assistant											
Storm/Sewer Tech I											
Utility Locator											
Judicial Process Specialist	U35	\$61,267	\$63,105	\$64,998	\$66,948	\$68,956	\$71,025	\$73,156	\$74,984	\$76,859	Annual
Meter Technician		\$29.46	\$30.34	\$31.25	\$32.19	\$33.15	\$34.15	\$35.17	\$36.05	\$36.95	Hourly
Parks Administrative Associate											
Police Records Tech											
Parks Maintenance Tech II											
Solid Waste Tech II											
Streets Maintenance Tech II											
Storm/Sewer Tech II											
Traffic Maintenance Worker II											
Traffic Control Systems Tech											
Small Equipment Mechanic	U40	\$64,943	\$66,891	\$68,898	\$70,965	\$73,093	\$75,286	\$77,545	\$79,483	\$81,471	Annual
Evidence Specialist		\$31.22	\$32.16	\$33.12	\$34.12	\$35.14	\$36.20	\$37.28	\$38.21	\$39.17	Hourly
Parks Administrative Specialist											
Planning Administrative Specialist											
PW Administrative Specialist											
Police Administrative Specialist											
Senior Accounting Tech											
Senior Permit Tech											
WWTP Maintenance Tech I											
Cross Connection Control Specialist	U45	\$68,190	\$70,235	\$72,342	\$74,513	\$76,748	\$79,051	\$81,422	\$83,458	\$85,544	Annual
Parks Maintenance Lead I		\$32.78	\$33.77	\$34.78	\$35.82	\$36.90	\$38.01	\$39.15	\$40.12	\$41.13	Hourly
Police Records Tech Lead											
Streets Maintenance Lead I											
Storm/Sewer Lead I											
Water Operations Tech II											
Construction Tech II											
Water Quality Specialist											
Facilities Maintenance Journeyman	U50	\$72,963	\$75,152	\$77,406	\$79,729	\$82,120	\$84,584	\$87,122	\$89,300	\$91,532	Annual
Industrial Waste/Pretreatment Technician		\$35.08	\$36.13	\$37.21	\$38.33	\$39.48	\$40.67	\$41.89	\$42.93	\$44.01	Hourly
Mechanic											
Streets Maintenance Tech Lead II											
Storm/Sewer Tech Lead II											
Solid Waste Lead II											
Parks Maintenance Lead II											
WWTP Operator											
Construction Lead I											
Water Operator											
WWTP Maintenance Tech II											
Mechanic Lead II	U55	\$78,070	\$80,413	\$82,825	\$85,310	\$87,869	\$90,505	\$93,220	\$95,551	\$97,939	Annual
Senior Traffic Control Systems Tech		\$37.53	\$38.66	\$39.82	\$41.01	\$42.24	\$43.51	\$44.82	\$45.94	\$47.09	Hourly
Construction Lead II											
Water Operations Lead II											
Water Quality Lead											
WWTP Maintenance Lead											
WWTP Operations Lead											
Utility Electrician											