



AGENDA

City Council Regular Meeting

7:00 PM - Monday, April 3, 2023

Council Chambers, 135 E. Sunset Way, Issaquah WA

Page

Join the meeting in-person at the address above, or virtually using the following options:

Join by Computer

- Webex [attendee meeting link](#)
- If needed, meeting password is 98027

Join by Phone

- Call 1-206-207-1700, enter meeting number (access code) 2480 331 6848 #

Other Listening Options

- Stream online: issaquahwa.gov/live
- Comcast Channel: ICTV 21

To speak under Audience Comments, you are encouraged to sign-up in advance of the meeting (by 5 p.m.) at issaquahwa.gov/signup.

Submit written comments to citycouncil@issaquahwa.gov.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. SPECIAL BUSINESS

- a) ID 1356 - Public Safety Telecommunications Week Proclamation

[05 min.]

5

7

- b) ID 1420 - Arbor Day Proclamation

[05 min.]

4. AUDIENCE COMMENTS

5. CONSENT CALENDAR

9 - 47

- a) ID 1334 - Accounts: Payables and Payroll of April 3, 2023, \$ 2,881,655.05
Approve

49 - 52

- b) Minutes: City Council Regular Meeting, Jan. 17, 2023
Approve

53 - 67

- c) ID 1408 - Informational Update: Public Engagement Toolkit
Receive Report

69 - 70

- d) AB 8465 - Lower Issaquah Creek Stream and Riparian Habitat Enhancement (ST 006) Construction Project - Project Acceptance
Accept Project

71 - 85

- e) AB 8509 - Washington State Department of Commerce Comprehensive Plan Periodic Update Grant
Accept Grant; Authorize Agreement

87 - 104

- f) AB 8587 - Aquatic Feasibility/Planning Project Grant Agreement
Accept Grant; Authorize Agreement

105 - 117

- g) AB 8593 - Franchise Agreement Renewal for City Facilities in WSDOT Right-of-Way
Authorize

119 - 144

- h) AB 8594 - Interlocal Agreement with King County for Jail Services
Authorize

6. REGULAR BUSINESS

145 - 172

- a) AB 8582 - Public Works Staffing Resources
Authorize

[45 min.]

7. COMMITTEE / REGIONAL REPORTS

8. MAYOR'S REPORT

9. GOOD OF THE ORDER

- a) Upcoming Council Meetings
>[View website calendar](#)

10. EXECUTIVE SESSION

45 min.

11. ADJOURNMENT

Note: Times listed for agenda items are provided as guidance and are approximate.

Meeting room is wheelchair accessible.

American Disability Act (ADA) accommodations available upon request. Please phone 425-837-3001 at least two business days in advance.

Guidelines for Audience Comments

Citizen comments are an important part of the public process. We take them seriously and factor them into the decisions we make. Anyone from the public who wishes to comment will have the opportunity to do so. Please direct comments to the whole Council and not individuals. While this is not a question and answer session, we will contact you to follow up, if needed.

When recognized,

1. Unmute your microphone (virtual attendees) or step up to the lectern (in person attendees).
2. State your: Name, Address, and Relationship to City (e.g. resident, property owner, business owner).
3. Speak clearly and pause frequently.
4. Limit comments to 5 minutes.

If you are attending virtually and do not respond after your name or phone number is called or if your connection is lost unexpectedly, the meeting will need to proceed. You are encouraged to rejoin the meeting, if able. Written comments can be submitted at any time to citycouncil@issaquahwa.gov.

Personal attacks, obscene language, derogatory remarks and disruptive behavior such as shouting, booing, clapping, and stomping feet will not be permitted. If a speaker is out of order, the presiding officer will direct the speaker to return to his or her seat or, for virtual attendees, may direct staff to mute their microphone. If a speaker

does not comply, the presiding officer may take a recess to restore order. If a disruption to the meeting occurs and order cannot be restored, the presiding officer may proceed to use one of the options provided for in RCW 42.30.050 to ensure orderly continuation of the meeting.

Again, citizen comments, written and verbal, are an important aspect of the public process. The City takes comments seriously, and we thank members of the public for taking the time to address us during our meetings.

If you wish to email the City Council regarding agenda items, your comments are welcome at citycouncil@issaquahwa.gov.



Mayor's Office

130 E. Sunset Way | P.O. Box 1307
Issaquah, WA 98027
(425) 837-3020
issaquahwa.gov

PROCLAMATION

WHEREAS, emergencies can occur at any time that require police services; and

WHEREAS, when an emergency occurs the prompt response of police officers is critical to the protection of life and preservation of property; and

WHEREAS, the safety of our police officers is dependent upon the quality and accuracy of information obtained from citizens who telephone the Issaquah Communications Center; and

WHEREAS, professional Public Safety Telecommunicators are a vital link for our community and are the first and most critical contact our citizens have with emergency services; and

WHEREAS, Public Safety Telecommunicators are the single vital link for our police officers by monitoring their activities by radio, providing them information, and ensuring their safety; and

WHEREAS, Public Safety Telecommunicators of the Issaquah Communications Center have contributed substantially to the apprehension of criminals; and

WHEREAS, our dispatchers exhibit compassion, understanding, and professionalism during the performance of their job;

NOW, THEREFORE, I, Mary Lou Pauly, Mayor of the City of Issaquah, do hereby proclaim the week of April 9 - 15, 2023 to be:

PUBLIC SAFETY TELECOMMUNICATIONS WEEK

in the City of Issaquah and I invite the community to join me in thanking Issaquah's dispatchers for their service and outstanding contributions.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the City of Issaquah this 3rd day of April 2023.



Mary Lou Pauly, Mayor



Mayor's Office

130 E. Sunset Way | P.O. Box 1307
 Issaquah, WA 98027
 (425) 837-3020
 issaquahwa.gov

PROCLAMATION

WHEREAS, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day will be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, the anniversary of the holiday and Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees produce life-giving oxygen, provide habitat for wildlife, beautify our City, increase property values, and enhance economic vitality; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal; and

WHEREAS, the City of Issaquah is an active Tree City USA designee for thirty years; and

WHEREAS, the City of Issaquah celebrates Arbor Day year-around with many events to enhance and expand our tree canopy; and

WHEREAS, the City of Issaquah is celebrating its annual Arbor Day on Thursday, April 20th, 2023.

NOW, THEREFORE, I, Mary Lou Pauly, Mayor of the City of Issaquah, do hereby proclaim that Issaquah celebrates

ARBOR DAY

and carries that spirit through our activities, policies and priorities all year long. I urge all citizens to celebrate and support efforts to protect our trees and woodlands. Further, I urge all citizens to plant trees to create a healthier community and promote the well-being of future generations.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the City of Issaquah this 3rd day of April 2023.



Mary Lou Pauly, Mayor



Finance Department

P.O. Box 1307
 Issaquah, WA 98027
 PH: 425-837-3050
www.issaquahwa.gov

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Issaquah, and that I am authorized to authenticate and certify to said claim.

Jennifer Rein

Authorized by Auditing Officer: Jennifer Rein, Deputy Finance Director
 Date: April 03, 2023

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
1752 A WORKSAFE SERVICE, INC.										
33479	22300562	02/28/2023	39523	032223	200758	174.00	03/30/2023	INV	PD	ON SITE & MILEAGE FEE - 2023
INVOICE:400643 CHECKDATE:03/22/2023										
2072 ANDREA ADEE										
33605	03/06/2023	39662	032923	200833	573.75	04/05/2023	INV	PD	ADMIN ACCTG SERVICES, SUPPLIES	
INVOICE:100048 CHECKDATE:03/29/2023										
1221 AHBL, INC										
33664	22300708	02/28/2023	39725	032923	200834	2,658.87	03/30/2023	INV	PD	PLN westridge North-Landscp rv
INVOICE:137367 CHECKDATE:03/29/2023										
4983 ALTUS TRAFFIC MANAGEMENT										
26079	22201770	09/11/2022	31296	032223	200759	6,023.75	10/13/2022	INV	PD	TRAFFIC MANAGEMENT SERVICES
INVOICE:NW067459 CHECKDATE:03/22/2023										
4015 AMERICAN EAGLE CO. INC										
33631	22300712	03/27/2023	39690	032923	200835	1,955.00	04/15/2023	INV	PD	METRICS INFOGRAPHIC - SUSTAINA
INVOICE:76237 CHECKDATE:03/29/2023										
2414 AMERICAN RED CROSS										
33497	22300344	02/15/2023	39542	032223	200760	66.00	03/17/2023	INV	PD	ARC CERT FEES
INVOICE:22546398 CHECKDATE:03/22/2023										
33498	22300344	02/22/2023	39543	032223	200760	282.00	03/24/2023	INV	PD	ARC CERT FEES
INVOICE:22547588 CHECKDATE:03/22/2023										
33500	22300344	02/28/2023	39545	032223	200760	168.00	03/30/2023	INV	PD	ARC CERT FEES
INVOICE:22550872 CHECKDATE:03/22/2023										
						516.00				
3024 ANATEK LABS, INC.										
33678	22300698	02/06/2023	39740	032923	200836	3,718.75	03/27/2023	INV	PD	TESTING - WATER SAMPLES
INVOICE:2300388 CHECKDATE:03/29/2023										
33681	22300698	02/06/2023	39743	032923	200836	1,062.50	03/27/2023	INV	PD	TESTING - WATER SAMPLES
INVOICE:2300662 CHECKDATE:03/29/2023										
33682	22300698	02/06/2023	39744	032923	200836	3,718.75	03/27/2023	INV	PD	TESTING - WATER SAMPLES
INVOICE:2301681 CHECKDATE:03/29/2023										
33683	22300698	02/23/2023	39745	032923	200836	1,575.00	03/27/2023	INV	PD	TESTING - WATER SAMPLES
INVOICE:2302964 CHECKDATE:03/29/2023										
33684	22300698	03/16/2023	39746	032923	200836	1,575.00	03/27/2023	INV	PD	TESTING - WATER SAMPLES
INVOICE:2304124 CHECKDATE:03/29/2023										
33686	22300698	03/16/2023	39748	032923	200836	1,968.75	03/27/2023	INV	PD	TESTING - WATER SAMPLES
INVOICE:2304125 CHECKDATE:03/29/2023										
						13,618.75				
1398 ARAMARK UNIFORM SERVICES										
33290	22300052	03/01/2023	39323	032223	200761	16.52	03/31/2023	INV	PD	CH- FLOOR MAT P/U-REPLCE (WA D

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE:5120195480 CHECKDATE:03/22/2023										
1682 ASSETWORKS INC.										
33527	22300687	02/24/2023	PREPAID	032223	200762	5,111.36	03/21/2023	INV	PD	FLEET FOCUS ANNUAL MAINT & SUP
INVOICE:1598 FA MNT23 CHECKDATE:03/22/2023										
4699 ATS AUTOMATION, INC										
33654	22300440	03/14/2023	39715	032923	200837	880.80	03/24/2023	INV	PD	SOFTWARE BALANCING OF POOL ENV
INVOICE:T138469 CHECKDATE:03/29/2023										
4338 BIDDLE CONSULTING GROUP, INC.										
33712	22300702	03/27/2023	39781	032923	200838	1,995.00	04/21/2023	INV	PD	DISPATCH CANDIDATE TESTING SOF
INVOICE:74537 CHECKDATE:03/29/2023										
1042 BONAFIDE LOCK & SAFE, INC.										
33516	22300678	03/02/2023	39569	032923	200839	380.40	04/01/2023	INV	PD	PW OPERATIONS KEYS
INVOICE:51066 CHECKDATE:03/29/2023										
4314 BRADLEY PUBLIC SAFETY & SECURITY										
33536	22300358	03/01/2023	39590	032923	200840	3,550.00	03/21/2023	INV	PD	COURT SECURITY AND DRUG TESTIN
INVOICE:022803P-23 CHECKDATE:03/29/2023										
3304 BUSINESS TELECOM PRODUCTS INC										
33547	22300064	03/21/2023	39602	032923	200841	195.56	03/22/2023	INV	PD	HEADSETS FOR DISPATCH
INVOICE:IN-5046 CHECKDATE:03/29/2023										
1110 CAR WASH ENTERPRISES, INC.										
33489	22300066	03/15/2023	39533	032223	200763	240.00	04/14/2023	INV	PD	PATROL VEHICLE CARWASHES
INVOICE:Feb 2023 CHECKDATE:03/22/2023										
2698 CASCADE WATER ALLIANCE										
33491	22300655	02/15/2023	39535	032923	200842	130,145.00	03/17/2023	INV	PD	CWA DEMAND SHARE JAN-JUN 2023
INVOICE:2023MAR2 CHECKDATE:03/29/2023										
33494	22300655	03/15/2023	39538	032923	200842	130,145.00	04/14/2023	INV	PD	CWA DEMAND SHARE JAN-JUN 2023
INVOICE:2023APR2 CHECKDATE:03/29/2023										
						260,290.00				
2721 CENTRAL WELDING SUPPLY										
33505	22300634	02/17/2023	39551	032223	200764	159.31	03/19/2023	INV	PD	POOL CHEMICALS
INVOICE:CG124395 CHECKDATE:03/22/2023										
2750 CENTURYLINK										
33635	22300390	03/20/2023	39694	032923	200843	220.05	03/24/2023	INV	PD	ACCT 87374545 71673 LONG DISTA
INVOICE:632968358 CHECKDATE:03/29/2023										
33636	22300397	02/23/2023	39695	032923	200844	58.69	03/25/2023	INV	PD	ACCT 206-T31-3174 244 71673 PW

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE:206T313174244	0223		CHECKDATE:03/29/2023							
33637	22300396	03/19/2023	39696	032923	200844	68.09	03/25/2023	INV	PD	ACCT 425-392-4871 211 71673 AL
INVOICE:4253924871211	03/23		CHECKDATE:03/29/2023							
33632	22300397	03/23/2023	39691	032923	200844	58.69	03/24/2023	INV	PD	ACCT 206-T31-3174 244 71673 PW
INVOICE:206T313174244	0323		CHECKDATE:03/29/2023							
33633	22300394	03/20/2023	39692	032923	200844	58.69	03/24/2023	INV	PD	ACCT 206-T22-8643 099 71673 PW
INVOICE:206T228643 099	03/23		CHECKDATE:03/29/2023							
33634	22300395	03/19/2023	39693	032923	200844	560.27	03/24/2023	INV	PD	ACCT 425-837-5478 410 71673 AL
INVOICE:4258375478410	03/23		CHECKDATE:03/29/2023							
1355 NICOLE CHAE-LEE						1,024.48				
33537	22300693	03/07/2023	39591	032923	200845	130.00	04/06/2023	INV	PD	INTERPRETER SERVICES - KOREAN
INVOICE:9Z0967062			CHECKDATE:03/29/2023							
2525 CITY OF BELLEVUE										
33528	22300686	03/14/2023	39582	032223	200765	21,099.49	03/21/2023	INV	PD	Q1 2023 MPB SUBSCRIPTION
INVOICE:45155			CHECKDATE:03/22/2023							
1150 COMPLETE OFFICE SOLUTIONS										
33595	22300682	03/08/2023	39651	032923	200846	63.02	04/07/2023	INV	PD	OFFICE SUPPLIES
INVOICE:2198157-0			CHECKDATE:03/29/2023							
33665	22300529	03/16/2023	39726	032923	200846	25.74	04/15/2023	INV	PD	CPD Office Supplies 2023
INVOICE:2200019-0			CHECKDATE:03/29/2023							
4023 CONCENTRA MEDICAL CENTERS						88.76				
33477	22300115	02/28/2023	39520	032223	200766	618.00	03/17/2023	INV	PD	BLANKET PO CONCENTRA TESTING -
INVOICE:78430580			CHECKDATE:03/22/2023							
33478	22300115	03/03/2023	39521	032223	200766	789.00	03/17/2023	INV	PD	BLANKET PO CONCENTRA TESTING -
INVOICE:161137830			CHECKDATE:03/22/2023							
1731 REGIONAL TOXICOLOGY SERVICES, LLC						1,407.00				
33484	22300519	02/28/2023	39528	032223	200767	1,018.32	03/30/2023	INV	PD	DRUG TESTING - PROBATION
INVOICE:FS-T60109022823			CHECKDATE:03/22/2023							
2779 CORRECTIONAL INDUSTRIES ACCTG										
33066	22300080	03/07/2023	39098	032223	200768	4,067.00	04/06/2023	INV	PD	INMATE FOOD
INVOICE:F185314			CHECKDATE:03/22/2023							
33464	22300668	09/29/2022	ACCRUAL	032223	200768	842.00	10/29/2022	INV	PD	2022 INMATE FOOD
INVOICE:F183852			CHECKDATE:03/22/2023							
33465	22300668	10/25/2022	ACCRUAL	032223	200768	2,376.00	11/24/2022	INV	PD	2022 INMATE FOOD
INVOICE:F184049			CHECKDATE:03/22/2023							
33466	22300668	07/01/2022	ACCRUAL	032223	200768	-228.00	07/31/2022	CRM	PD	2022 INMATE FOOD CREDIT
INVOICE:FCR005429			CHECKDATE:03/22/2023							
33467	22300668	09/28/2022	ACCRUAL	032223	200768	-875.00	10/28/2022	CRM	PD	2022 INMATE FOOD CREDIT
INVOICE:FCR005564			CHECKDATE:03/22/2023							
33468	22300668	10/07/2022	ACCRUAL	032223	200768	-240.00	11/06/2022	CRM	PD	2022 CREDIT INMATE FOOD

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE:FCR005570				CHECKDATE:03/22/2023						
33469	22300668	10/20/2022	ACC RUAL	032223	200768	-110.00	11/19/2022	CRM	PD	2022 CREDIT INMATE FOOD
INVOICE:FCR005589				CHECKDATE:03/22/2023						
9915 COURT REFUNDS						5,832.00				
33550		02/27/2023	39605	032923	200847	1,892.10	03/31/2023	INV	PD	BLAKE LFO REFUND
INVOICE:C00009469				CHECKDATE:03/29/2023						PAYEE: CARLOS HUMBERTO CEJUDO
33548		02/27/2023	39603	032923	200848	3,338.35	03/31/2023	INV	PD	BLAKE LFO REFUND
INVOICE:9Y6226999				CHECKDATE:03/29/2023						PAYEE: CARLOS HUMBERTO CEJUDO
33551		02/27/2023	39606	032923	200849	500.00	03/31/2023	INV	PD	BLAKE LFO REFUND FOR KYLE TOMP
INVOICE:8Z0826221				CHECKDATE:03/29/2023						PAYEE: REBECCA PERSONS
33552		02/27/2023	39607	032923	200850	86.00	03/31/2023	INV	PD	BLAKE LFO REFUND
INVOICE:7Z1075691				CHECKDATE:03/29/2023						PAYEE: RYAN RANDAL CHRISTENSEN
2845 DARRELL ANDREW CRISTEL						5,816.45				
33591	22300684	01/12/2023	39647	032923	200851	1,200.00	02/11/2023	INV	PD	DJ FOR THE VALENTINE DANCE
INVOICE:4091				CHECKDATE:03/29/2023						
5087 DAVID DEITEMEYER										
33320		03/15/2023	39354	032223	200769	533.83	03/20/2023	INV	PD	Park Planning and Development
INVOICE:02132023				CHECKDATE:03/22/2023						
3430 DE JONG SAWDUST & SHAVINGS										
33626	22300640	03/10/2023	39685	032923	200852	1,126.87	03/16/2023	INV	PD	WOOD MULCH FOR GREEN ISSAQUAH
INVOICE:M316239				CHECKDATE:03/29/2023						
2014 BARBARA RAE DE MICHELE										
33612		03/24/2023	39670	032923	200853	600.00	03/27/2023	INV	PD	2023 INTERNET CONTRACT
INVOICE:03232023BRDM				CHECKDATE:03/29/2023						
2857 DEPARTMENT OF ECOLOGY										
33302	22300339	03/10/2023	39335	032223	200770	18,046.00	04/09/2023	INV	PD	WCC CONTRACTED GREEN ISSAQUAH
INVOICE:WC000001295				CHECKDATE:03/22/2023						
33541	22300644	02/20/2023	39595	032923	200854	17,127.93	03/22/2023	INV	PD	NPDES_MONITORING & PERMIT FEE-
INVOICE:23-WAR0455518B-1				CHECKDATE:03/29/2023						
2518 DEPT OF LABOR AND INDUSTRIES						35,173.93				
33583		03/24/2023	39639	032423	200824	95,257.14	03/24/2023	INV	PD	Payroll Run 1 - Warrant 032423
INVOICE:33583				CHECKDATE:03/24/2023						
2799 DEPT OF TRANSPORTATION										
33707	22300617	02/13/2023	39776	032923	200855	586.42	03/15/2023	INV	PD	ENG Pass thru Stormwatr review
INVOICE:JZ1249-L014				CHECKDATE:03/29/2023						

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
4008 DKS ASSOCIATES, INC.										
33542	22300612	03/14/2023	39596	032923	200856	3,230.73	03/22/2023	INV	PD	ITS PLAN
INVOICE:0084762		CHECKDATE:03/29/2023								
3527 DOOLEY ENTERPRISES, INC.										
33470	22300669	03/09/2023	39512	032223	200771	11,537.67	03/09/2023	INV	PD	AMMUNITION FOR PD
INVOICE:65102		CHECKDATE:03/22/2023								
2043 DYNAMIC LAUNDRY SYSTEMS INC										
33659	22300703	10/06/2022	ACCRUAL	032923	200857	393.61	11/05/2022	INV	PD	2022 - LABOR FOR WORK ON DRYER
INVOICE:94161		CHECKDATE:03/29/2023								
1207 EASTSIDE CONSULTANTS, INC.										
33297	22300639	03/06/2023	39330	032223	200772	5,693.00	04/05/2023	INV	PD	TVP CELL TOWER PROJECT PROF SV
INVOICE:19492		CHECKDATE:03/22/2023								
3227 ECONOMIC CONSULTANTS OREGON, LTD.										
33666	22300705	01/31/2023	39727	032923	200858	17,578.75	04/15/2023	INV	PD	PLN provide Implementatn Housi
INVOICE:26829		CHECKDATE:03/29/2023								
33667	22300705	02/28/2023	39728	032923	200858	10,917.50	04/15/2023	INV	PD	LR provide Implementatn Housin
INVOICE:27003		CHECKDATE:03/29/2023								
						28,496.25				
1462 EDGE ANALYTICAL, INC.										
33306	22300505	02/20/2023	39339	032923	200859	48.00	03/22/2023	INV	PD	Field Testing Analytes, Analyz
INVOICE:23-04749		CHECKDATE:03/29/2023								
33310	22300419	02/23/2023	39344	032923	200859	480.00	03/25/2023	INV	PD	REGULATORY WATER ANALYSES
INVOICE:23-05259		CHECKDATE:03/29/2023								
33314	22300419	03/02/2023	39348	032923	200859	1,176.40	04/01/2023	INV	PD	REGULATORY WATER ANALYSES
INVOICE:23-03488		CHECKDATE:03/29/2023								
33318	22300419	03/07/2023	39352	032923	200859	480.00	04/06/2023	INV	PD	REGULATORY WATER ANALYSES
INVOICE:23-06473		CHECKDATE:03/29/2023								
						2,184.40				
2522 EMPLOYMENT SECURITY DEPARTMENT										
33584		03/24/2023	39640	032423	200825	52,109.32	03/24/2023	INV	PD	Payroll Run 1 - Warrant 032423
INVOICE:33584		CHECKDATE:03/24/2023								
33677	22300560	03/24/2023	39739	032923	200860	3.57	03/24/2023	INV	PD	INTEREST CHARGES
INVOICE:33677		CHECKDATE:03/29/2023								
						52,112.89				
4691 DAHJE CONSULTING										
33428	22300638	03/08/2023	39466	032223	200773	1,333.80	03/15/2023	INV	PD	EPIC ART/DAHJE CONSULTING ART
INVOICE:00015		CHECKDATE:03/22/2023								
1294 FERGUSON ENTERPRISES										

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
33303	22300477	02/17/2023	39336	032223	200774	759.36	03/19/2023	INV	PD	WATER METERS, REGISTERS, METER
INVOICE:1110666		CHECKDATE:03/22/2023								
33304	22300477	02/24/2023	39337	032923	200861	2,901.19	03/26/2023	INV	PD	WATER METERS, REGISTERS, METER
INVOICE:54808		CHECKDATE:03/29/2023								
33305	22300477	03/07/2023	39338	032923	200861	31,741.23	04/06/2023	INV	PD	WATER METERS, REGISTERS, METER
INVOICE:1184977		CHECKDATE:03/29/2023								
2743 FIRST MUTUAL BANK, ISSAQUAH POLICE OFFICERS						35,401.78				
33586		03/24/2023	39642	032423	200826	675.00	03/24/2023	INV	PD	Payroll Run 1 - Warrant 032423
INVOICE:33586		CHECKDATE:03/24/2023								
2561 GALLS, LLC										
33313	22300093	03/02/2023	39347	032223	200775	410.36	04/01/2023	INV	PD	LATENT PRINT KITS FOR VEHICLES
INVOICE:023726117		CHECKDATE:03/22/2023								
33317	22300095	03/03/2023	39351	032223	200775	599.02	04/02/2023	INV	PD	WATSON JUMPSUIT
INVOICE:023738858		CHECKDATE:03/22/2023								
2623 GENUINE PARTS CO.						1,009.38				
33058	22300015	03/07/2023	39090	032223	200776	152.53	03/21/2023	INV	PD	BATTERY_#194_20230230
INVOICE:5796-957154		CHECKDATE:03/22/2023								
33472	22300670	02/15/2023	39514	032223	200776	8.87	03/17/2023	INV	PD	SUPER GLUE FOR THE JAIL
INVOICE:5796-955201		CHECKDATE:03/22/2023								
1465 GRAINGER INC						161.40				
33433	22300329	03/01/2023	39471	032223	200777	652.79	03/31/2023	INV	PD	PURCHASE OF SUPPLIES, PARTS, P
INVOICE:9625780789		CHECKDATE:03/22/2023								
1035 GUARDIAN SECURITY SYSTEM, INC.										
33524	22300261	05/01/2022	ACCRUAL	032923	200862	759.69	05/31/2022	INV	PD	2022 - SC ALARM/AES MONITORING
INVOICE:1241513		CHECKDATE:03/29/2023								
33525	22300261	08/01/2022	ACCRUAL	032923	200862	797.67	08/31/2022	INV	PD	2022- SC ALARM/AES MONITORING
INVOICE:1269871		CHECKDATE:03/29/2023								
33526	22300261	11/01/2022	ACCRUAL	032923	200862	797.67	12/01/2022	INV	PD	2022- SC ALARM/AES MONITORING
INVOICE:1298303		CHECKDATE:03/29/2023								
2397 HACH COMPANY						2,355.03				
32931	22300558	02/13/2023	38948	032223	200778	4,329.74	03/13/2023	INV	PD	WATER QUALITY SUPPLIES
INVOICE:13462796		CHECKDATE:03/22/2023								
1606 HART HEALTH										
33291	22300622	03/01/2023	39324	032923	200863	561.51	03/31/2023	INV	PD	FIRST AID SUPPLIES 2023- FLEET
INVOICE:1009326		CHECKDATE:03/29/2023								
2384 HDR ENGINEERING INC										

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
33530	22300691	02/09/2023	39584	032223	200779	11,894.75	03/11/2023	INV	PD	TR028 NW SAM. RD NONMOTORIZED
INVOICE:1200499503		CHECKDATE:03/22/2023								
33532	22300691	03/10/2023	39586	032223	200779	2,570.89	04/09/2023	INV	PD	TR028 NW SAM. RD NONMOTORIZED
INVOICE:1200508002		CHECKDATE:03/22/2023								
						14,465.64				
5095 INDUSTRIAL CHEM LABS										
33424	22300656	03/01/2023	39460	032223	200780	495.94	04/07/2023	INV	PD	GRAFFITI REMOVER
INVOICE:369748		CHECKDATE:03/22/2023								
2432 ISSAQUAH HONDA KUBOTA										
33623	22300349	03/22/2023	39682	032923	200864	408.44	04/21/2023	INV	PD	ELECTRIC PUSHMOWER AND CHARGER
INVOICE:63105		CHECKDATE:03/29/2023								
4980 JAMES W. SIEVERS										
33510	22300651	03/07/2023	39562	032223	200781	261,800.00	03/20/2023	INV	PD	TR004-ROW ACQUISITION-APPR DIF
INVOICE:TR004-ROWPurch		CHECKDATE:03/22/2023								
1102 KIMBALL MIDWEST										
33426	22300650	02/14/2023	39462	032223	200782	198.05	03/16/2023	INV	PD	PWO KIMBALL MIDWEST SUPPLIES
INVOICE:100756254		CHECKDATE:03/22/2023								
4384 KING COUNTY POLICE CHIEF ASSOCIATION										
33311	22300112	03/09/2023	39345	032223	200783	50.00	04/06/2023	INV	PD	2023 Annual Dues
INVOICE:23-016		CHECKDATE:03/22/2023								
1162 KING COUNTY SUPERIOR COURT										
33529	22300690	03/08/2023	39583	032223	200784	19,900.00	04/07/2023	INV	PD	TR004-PROPERTY ACQUISITION-PAR
INVOICE:TR004-LANDAQU		CHECKDATE:03/22/2023								
4104 KNOWBE4, INC.										
33601	22300623	03/21/2023	PREPAID	032923	200865	10,529.30	03/23/2023	INV	PD	PHISHING AWARENESS TRAIN SFWRE
INVOICE:INV244817		CHECKDATE:03/29/2023								
1224 KOLKE CONSULTING GROUP, INC.										
33519	22300403	02/28/2023	39572	032223	200785	2,762.50	03/30/2023	INV	PD	Pass through Consulting servic
INVOICE:1358		CHECKDATE:03/22/2023								
33520	22300404	02/28/2023	39573	032223	200785	2,728.88	03/30/2023	INV	PD	BLD Non-Pass through Consultin
INVOICE:1360		CHECKDATE:03/22/2023								
						5,491.38				
2469 KUSTOM SIGNALS INC										
33555	22300294	10/20/2022	ACCRUAL	032923	200866	10,429.94	11/19/2022	INV	PD	2022- PATROL VEHICLES #131-135
INVOICE:597898		CHECKDATE:03/29/2023		w/o Use Tax		9,473.15				

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DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
2471 LAKESIDE INDUSTRIES										
33319	22300188	03/15/2023	39353	032223	200786	124.85	04/14/2023	INV	PD	PW STREET OPS ROADWAY MAINTENA
INVOICE:224332		CHECKDATE:03/22/2023								
4842 LARSON, KATIE										
33459	22300665	01/15/2023	39498	032223	200787	6,600.00	04/12/2023	INV	PD	CONSULTING JAN1 - JAN15, 2023
INVOICE:24		CHECKDATE:03/22/2023								
33460	22300665	02/01/2023	39499	032223	200787	7,850.00	04/12/2023	INV	PD	CONSULTING JAN 15-31, 2023
INVOICE:25		CHECKDATE:03/22/2023								
33461	22300665	02/15/2023	39500	032223	200787	6,600.00	04/12/2023	INV	PD	CONSULTING FEB 1 - FEB 15, 202
INVOICE:26		CHECKDATE:03/22/2023								
33462	22300665	02/28/2023	39501	032223	200787	4,300.00	04/12/2023	INV	PD	CONSULTING FEB 15 - 28, 2023
INVOICE:27		CHECKDATE:03/22/2023								
33599	22300665	03/15/2023	39655	032923	200867	6,000.00	03/22/2023	INV	PD	March 1 - 15, 2023
INVOICE:28		CHECKDATE:03/29/2023								
						31,350.00				
1393 KIMBERLY ANN LEYTON										
33611	22300608	03/23/2023	39669	032923	200868	1,636.25	04/22/2023	INV	PD	DOMESTIC VIOLENCE ADVOCATE 202
INVOICE:JANFEB 2023		CHECKDATE:03/29/2023								
2499 LOWE'S										
32686	22300045	01/26/2023	38692	032223	200788	-608.73	02/25/2023	CRM	PD	RETURN- PFS OFFICE DOOR
INVOICE:967301		CHECKDATE:03/22/2023								
33021	22300045	03/01/2023	39049	032223	200788	41.18	03/31/2023	INV	PD	PB- DOOR REPAIR
INVOICE:10685		CHECKDATE:03/22/2023								
33022	22300045	03/03/2023	39050	032223	200788	45.13	04/02/2023	INV	PD	IT- SHELF MOUNTING HARDWARE
INVOICE:10732		CHECKDATE:03/22/2023								
33023	22300045	03/07/2023	39051	032223	200788	110.79	04/06/2023	INV	PD	FPS- LIGHTING AND DIMMERS
INVOICE:28345		CHECKDATE:03/22/2023								
33024	22300045	03/07/2023	39052	032223	200788	11.49	04/06/2023	INV	PD	IPD- ELECTRICAL CORD
INVOICE:28427		CHECKDATE:03/22/2023								
33296	22300045	03/10/2023	39329	032223	200788	23.21	04/09/2023	INV	PD	CC- NEW DRINKING FOUNTAIN PLUM
INVOICE:28747		CHECKDATE:03/22/2023								
33025	22300045	03/08/2023	39053	032223	200788	41.34	04/07/2023	INV	PD	VAN 4024- STOCK
INVOICE:28496		CHECKDATE:03/22/2023								
33026	22300045	03/09/2023	39054	032223	200788	124.81	04/08/2023	INV	PD	CC- DRINKING FOUNTAIN INSTALL
INVOICE:28655		CHECKDATE:03/22/2023								
33027	22300045	03/01/2023	39055	032223	200788	40.73	03/31/2023	INV	PD	SC- LIGHT BULBS
INVOICE:59570		CHECKDATE:03/22/2023								
33293	22300045	03/10/2023	39326	032223	200788	35.19	04/09/2023	INV	PD	CC- NEW DRINKING FOUNTAIN INST
INVOICE:10814		CHECKDATE:03/22/2023								
33294	22300045	03/13/2023	39327	032223	200788	148.26	04/12/2023	INV	PD	CC- ELECTRICAL PARTS FOR EXHAU
INVOICE:10838		CHECKDATE:03/22/2023								
33295	22300045	03/13/2023	39328	032223	200788	17.45	04/12/2023	INV	PD	FPS- MATERIAL FOR SKILLS TEST
INVOICE:28108		CHECKDATE:03/22/2023								
33593	22300681	11/12/2022	39649	032923	200869	124.47	12/12/2022	INV	PD	Ladder (2022 purchase)
INVOICE:23741		CHECKDATE:03/29/2023								
33594	22300688	03/10/2023	39650	032923	200869	38.74	04/09/2023	INV	PD	HOOKS FOR BACKPACKS SCHOOLHOU
INVOICE:28751		CHECKDATE:03/29/2023								
33620	22300123	03/22/2023	39679	032923	200869	41.79	04/21/2023	INV	PD	HERBICIDE FOR COMMUNITY GARDEN

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION	
INVOICE:28433				CHECKDATE:03/29/2023							
33621	22300123	03/20/2023	39680	032923	200869	186.29	04/19/2023	INV	PD	90 PRIMROSES	
INVOICE:28230				CHECKDATE:03/29/2023							
32685	22300045	02/01/2023	38691	032923	200869	-94.01	03/03/2023	CRM	PD	RETURN- W/D & ICE MACHINE PART	
INVOICE:967810				CHECKDATE:03/29/2023							
33655	22300045	03/17/2023	39716	032923	200869	164.97	04/16/2023	INV	PD	FPS- SHOP BAY THERMOSTATS	
INVOICE:10893				CHECKDATE:03/29/2023							
33630	22300123	03/15/2023	39689	032923	200869	366.06	04/14/2023	INV	PD	MATERIALS FOR DESK PARTITION	
INVOICE:28417				CHECKDATE:03/29/2023							
33639	22300123	03/16/2023	39698	032923	200869	31.37	04/15/2023	INV	PD	ROLLER STAND FOR BUILDING B	
INVOICE:28648				CHECKDATE:03/29/2023							
33640	22300123	03/17/2023	39699	032923	200869	62.69	04/16/2023	INV	PD	ORGANIC HERBICIDE TO BE SPRAYE	
INVOICE:28729				CHECKDATE:03/29/2023							
33641	22300123	03/13/2023	39700	032923	200869	172.01	04/12/2023	INV	PD	GREEN ISSAQUAH SUPPLIES; BUCKE	
INVOICE:10837				CHECKDATE:03/29/2023							
33642	22300123	03/09/2023	39701	032923	200869	11.49	04/08/2023	INV	PD	TRAIL KIOSK SIGN	
INVOICE:28638				CHECKDATE:03/29/2023							
33644	22300123	03/07/2023	39703	032923	200869	54.52	04/06/2023	INV	PD	COMBO PAD LOCKS,LUMBER CRAYON	
INVOICE:28412				CHECKDATE:03/29/2023							
						1,191.24					
3318 M.C. DEAN, INC											
33704	22300719	03/07/2023	39773	032923	200870	3,027.75	03/23/2023	INV	PD	UPS MAINTENANCE	
INVOICE:B09106M01001 CHECKDATE:03/29/2023											
4332 MICHAEL G. MALAIER, TRUSTEE											
33589		03/24/2023	39645	032423	200827	700.00	03/24/2023	INV	PD	Payroll Run 1 - Warrant 032423	
INVOICE:33589 CHECKDATE:03/24/2023											
4810 MARNIE JO MARALDO											
33603		03/06/2023	39660	032923	200871	866.25	03/23/2023	INV	PD	EXECUTIVE DIRECTOR SERVICES FO	
INVOICE:100046 CHECKDATE:03/29/2023											
33708		03/20/2023	39777	032923	200871	1,487.50	03/28/2023	INV	PD	EXECUTIVE DIRECTOR SERVICES FO	
INVOICE:100049 CHECKDATE:03/29/2023											
						2,353.75					
2546 MCKESSON MEDICAL-SURGICAL GOVERNMENT											
32961	22300094	02/17/2023	38983	032223	200789	142.34	03/19/2023	INV	PD	INMATE MEDICAL SUPPLIES	
INVOICE:20331788 CHECKDATE:03/22/2023											
33471	22300094	03/01/2023	39513	032223	200789	195.19	03/31/2023	INV	PD	MEDICATION FOR INMATES	
INVOICE:20375036 CHECKDATE:03/22/2023											
						337.53					
2540 MINUTEMAN PRESS											
33703	22300717	03/14/2023	39771	032923	200872	1,651.50	04/14/2023	INV	PD	MINUTE MAN PRESS - CITY WIDE T	
INVOICE:90305 CHECKDATE:03/29/2023											
2495 MISSIONSQUARE											
33581		03/24/2023	39637	032423	200828	69,380.90	03/24/2023	INV	PD	Payroll Run 1 - Warrant 032423	

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DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE:33581					CHECKDATE:03/24/2023					
2514 MISSIONSQUARE										
33582		03/24/2023	39638	032423	200829	8,460.80	03/24/2023	INV	PD	Payroll Run 1 - Warrant 032423
INVOICE:33582					CHECKDATE:03/24/2023					
2834 MISSIONSQUARE										
33588		03/24/2023	39644	032423	200830	1,091.88	03/24/2023	INV	PD	Payroll Run 1 - Warrant 032423
INVOICE:33588					CHECKDATE:03/24/2023					
4805 JAMIE LYNN MONTE										
33430	22300569	02/01/2023	39468	032223	200790	519.35	03/24/2023	INV	PD	YOGA CLASSES AT THE ICC
INVOICE:01312023KM					CHECKDATE:03/22/2023					
2616 NATIONAL BANK BY MAIL										
33585		03/24/2023	39641	032423	200831	552.50	03/24/2023	INV	PD	Payroll Run 1 - Warrant 032423
INVOICE:33585					CHECKDATE:03/24/2023					
3888 NET TRANSCRIPTS, INC										
33648	22300667	06/30/2022	ACCRUAL	032923	200873	27.86	04/21/2023	INV	PD	2022 ABREHA TRANSCRIPTION
INVOICE:NT11417				CHECKDATE:03/29/2023						
33649	22300667	07/31/2022	ACCRUAL	032923	200873	93.53	04/21/2023	INV	PD	2022 HENSLEY TRANSCRIPTION
INVOICE:NT11862				CHECKDATE:03/29/2023						
33650	22300667	09/15/2022	ACCRUAL	032923	200873	111.44	04/21/2023	INV	PD	2022 SALMAN & PRESSLEY TRANSCR
INVOICE:NT12547				CHECKDATE:03/29/2023						
33651	22300667	09/30/2022	ACCRUAL	032923	200873	7.96	04/21/2023	INV	PD	2022 ALTIERA LAWYER TRANSCRIPT
INVOICE:NT12743				CHECKDATE:03/29/2023						
33652	22300667	10/15/2022	ACCRUAL	032923	200873	29.85	04/21/2023	INV	PD	2022 TERADA TRANSCRIPTION
INVOICE:NT12952				CHECKDATE:03/29/2023						
						270.64				
4294 NORTHWEST AED										
33629	22300713	11/22/2022	ACCRUAL	032923	200874	455.17	04/05/2023	INV	PD	2022 INFANT/CHILD AED PAD REPL
INVOICE:4367				CHECKDATE:03/29/2023						
4344 OCEANSIDE CONSTRUCTION INC										
33451	22300652	12/01/2022	ACCRUAL	032223	200791	9,698.89	03/20/2023	INV	PD	2022-SR900 PRV IMPROVEMENTS PR
INVOICE:WT027-PE4FINAL				CHECKDATE:03/22/2023						
2593 OFFICE DEPOT INC										
33474	22300042	01/27/2023	39517	032223	200792	60.00	02/26/2023	INV	PD	PWO OFFICE SUPPLIES
INVOICE:291433147001				CHECKDATE:03/22/2023						
4787 ON-SITE ENVIRONMENTAL, INC.										
33307	22300331	03/07/2023	39340	032223	200793	218.00	04/07/2023	INV	PD	PWO DECANT WASTE WATER ANALYSI
INVOICE:2302-285				CHECKDATE:03/22/2023						

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DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
2598 ORCA PACIFIC										
33431	22300343	03/10/2023	39469	032223	200794	296.99	04/09/2023	INV	PD	POOL CHEMICALS
INVOICE: INV0603296		CHECKDATE: 03/22/2023								
33507	22300343	01/30/2023	39554	032223	200794	296.99	03/01/2023	INV	PD	POOL CHEMICALS
INVOICE: INV0602833		CHECKDATE: 03/22/2023								
						593.98				
1098 PACIFIC TOPSOILS, INC.										
33622	22300166	03/23/2023	39681	032923	200875	76.47	04/22/2023	INV	PD	TURF REPAIR
INVOICE: 22-T1303182		CHECKDATE: 03/29/2023								
3698 PERFECTMIND INC										
31306	22300316	01/05/2023	37219	032923	200876	49,545.00	01/31/2023	INV	PD	PERFECTMIND SOFTWARE SUBSCRIPT
INVOICE: IN0927138		CHECKDATE: 03/29/2023								
3043 PACIFIC NORTHWEST BASKETBALL OFFICIALS ASSOCIATION										
33492	22300565	01/31/2023	39536	032223	200795	465.50	03/15/2023	INV	PD	OFFICIATING SERVICES FOR BASKE
INVOICE: 131		CHECKDATE: 03/22/2023								
33495	22300565	02/23/2023	39539	032223	200795	399.00	03/15/2023	INV	PD	OFFICIATING SERVICES FOR BASKE
INVOICE: 142		CHECKDATE: 03/22/2023								
						864.50				
4881 POT O' GOLD, INC.										
33521	22300285	03/16/2023	39574	032223	200796	19.80	03/30/2023	INV	PD	coffee service-Permit center
INVOICE: 38892		CHECKDATE: 03/22/2023								
33696	22300265	03/23/2023	39759	032923	200877	171.36	04/22/2023	INV	PD	COFFEE SUPPLIES FOR PARKS/FACI
INVOICE: 0044386		CHECKDATE: 03/29/2023								
						191.16				
1434 OLSON BROTHERS PRO-VAC, LLC										
33518	22300663	02/13/2023	39571	032923	200878	2,436.18	03/15/2023	INV	PD	HYDRO-EXCAVATION & LINE JETTIN
INVOICE: 170922		CHECKDATE: 03/29/2023								
2637 PUGET SOUND ENERGY										
28642	40009121222	12/12/2022	34508	032923	200879	7,482.01	12/22/2022	INV	PD	PW CITYWIDE ELECTRIC - ADDITIO
INVOICE: 40009121222		CHECKDATE: 03/29/2023								
29392	200009580164	12/15/2022	35294	032923	200879	363.53	12/15/2022	INV	PD	235 1ST AVE SE POWER
INVOICE: 200009580164		CHECKDATE: 03/29/2023								
29393	200010990154	12/15/2022	35295	032923	200879	944.44	12/15/2022	INV	PD	PARKS FACILITIES SHOP POWER
INVOICE: 200010990154		CHECKDATE: 03/29/2023								
29394	200011207772	12/15/2022	35296	032923	200879	3,363.60	12/15/2022	INV	PD	CHNW POWER
INVOICE: 200011207772		CHECKDATE: 03/29/2023								
29395	200012288649	12/15/2022	35297	032923	200879	10,960.93	12/15/2022	INV	PD	CITY HALL/IPD ELECTRIC POWER
INVOICE: 200012288649		CHECKDATE: 03/29/2023								
29396	200012860777	12/15/2022	35298	032923	200879	488.16	12/15/2022	INV	PD	ISSAQUAH HISTORY MUSEUM POWER
INVOICE: 200012860777		CHECKDATE: 03/29/2023								
33580	03/16/2023	39636	032923	200879	389.31	03/16/2023	INV	PD	PICKERING BARN #A POWER	

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE:200016836765		31623	CHECKDATE:03/29/2023							
33574		03/16/2023	39630	032923	200879	994.48	03/16/2023	INV	PD	CITY HALL SOUTH POWER
INVOICE:200025039237		31623	CHECKDATE:03/29/2023							
33575		03/16/2023	39631	032923	200879	5,073.47	03/16/2023	INV	PD	COMMUNITY CENTER POWER
INVOICE:200010156764		31623	CHECKDATE:03/29/2023							
33576		03/16/2023	39632	032923	200879	10,601.43	03/16/2023	INV	PD	POOL POWER
INVOICE:200009094281		31623	CHECKDATE:03/29/2023							
33577		03/16/2023	39633	032923	200879	1,550.12	03/16/2023	INV	PD	SENIOR CENTER POWER
INVOICE:200012362725		31623	CHECKDATE:03/29/2023							
33578		03/16/2023	39634	032923	200879	29.67	03/16/2023	INV	PD	TIBBETTS CREEK MANOR POWER
INVOICE:200001451125		31623	CHECKDATE:03/29/2023							
33579		03/16/2023	39635	032923	200879	260.54	03/16/2023	INV	PD	PICKERING BARN #B POWER
INVOICE:200012876427		31623	CHECKDATE:03/29/2023							
33568		03/16/2023	39624	032923	200879	516.90	03/16/2023	INV	PD	RAIL DEPOT MUSEUM POWER
INVOICE:200013379363		31623	CHECKDATE:03/29/2023							
33569		03/16/2023	39625	032923	200879	251.65	03/16/2023	INV	PD	LEWIS HOUSE POWER
INVOICE:200019437991		31623	CHECKDATE:03/29/2023							
33570		03/16/2023	39626	032923	200879	858.69	03/16/2023	INV	PD	MEMORIAL PARK CENTER POWER
INVOICE:200021545682		31623	CHECKDATE:03/29/2023							
33571		03/16/2023	39627	032923	200879	631.91	03/16/2023	INV	PD	FAC/PRK OPS SHOP AND YARD POWE
INVOICE:200021599192		31623	CHECKDATE:03/29/2023							
33572		03/16/2023	39628	032923	200879	41.48	03/16/2023	INV	PD	CITY HALL/IPD GAS POWER
INVOICE:200021963695		31623	CHECKDATE:03/29/2023							
33573		03/16/2023	39629	032923	200879	206.41	03/16/2023	INV	PD	TRAIL CENTER POWER
INVOICE:200022811869		31623	CHECKDATE:03/29/2023							
29409		12/15/2022	35311	032923	200879	379.61	12/15/2022	INV	PD	PICKERING BARN #A POWER
INVOICE:200016836765		121522	CHECKDATE:03/29/2023							
33563		03/16/2023	39619	032923	200879	449.68	03/16/2023	INV	PD	235 1ST AVE SE POWER
INVOICE:200009580164		31623	CHECKDATE:03/29/2023							
33564		03/16/2023	39620	032923	200879	1,225.39	03/16/2023	INV	PD	PARKS FACILITIES SHOP POWER
INVOICE:200010990154		31623	CHECKDATE:03/29/2023							
33565		03/16/2023	39621	032923	200879	3,557.28	03/16/2023	INV	PD	CHNW POWER
INVOICE:200011207772		31623	CHECKDATE:03/29/2023							
33566		03/16/2023	39622	032923	200879	11,586.70	03/16/2023	INV	PD	CITY HALL/IPD ELECTRIC POWER
INVOICE:200012288649		31623	CHECKDATE:03/29/2023							
33567		03/16/2023	39623	032923	200879	455.60	03/16/2023	INV	PD	ISSAQUAH HISTORY MUSEUM POWER
INVOICE:200012860777		31623	CHECKDATE:03/29/2023							
29403		12/15/2022	35305	032923	200879	1,048.00	12/15/2022	INV	PD	CITY HALL SOUTH POWER
INVOICE:200025039237		121522	CHECKDATE:03/29/2023							
29404		12/15/2022	35306	032923	200879	5,122.51	12/15/2022	INV	PD	COMMUNITY CENTER POWER
INVOICE:200010156764		121522	CHECKDATE:03/29/2023							
29405		12/15/2022	35307	032923	200879	9,367.43	12/15/2022	INV	PD	POOL POWER
INVOICE:200009094281		121522	CHECKDATE:03/29/2023							
29406		12/15/2022	35308	032923	200879	1,471.95	12/15/2022	INV	PD	SENIOR CENTER POWER
INVOICE:200012362725		121522	CHECKDATE:03/29/2023							
29407		12/15/2022	35309	032923	200879	24.95	12/15/2022	INV	PD	TIBBETTS CREEK MANOR POWER
INVOICE:200001451125		121522	CHECKDATE:03/29/2023							
29408		12/15/2022	35310	032923	200879	272.61	12/15/2022	INV	PD	PICKERING BARN #B POWER
INVOICE:200012876427		121522	CHECKDATE:03/29/2023							
29397		12/15/2022	35299	032923	200879	529.46	12/15/2022	INV	PD	RAIL DEPOT MUSEUM POWER
INVOICE:200013379363		121522	CHECKDATE:03/29/2023							
29398		12/15/2022	35300	032923	200879	254.21	12/15/2022	INV	PD	LEWIS HOUSE POWER
INVOICE:200019437991		121522	CHECKDATE:03/29/2023							
29399		12/15/2022	35301	032923	200879	794.61	12/15/2022	INV	PD	MEMORIAL PARK CENTER POWER
INVOICE:200021545682		121522	CHECKDATE:03/29/2023							

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
29400		12/15/2022	35302	032923	200879	755.72	12/15/2022	INV	PD	FAC/PRK OPS SHOP AND YARD POWE
INVOICE:200021599192		121522	CHECKDATE:03/29/2023							
29401		12/15/2022	35303	032923	200879	36.10	12/15/2022	INV	PD	CITY HALL/IPD GAS POWER
INVOICE:200021963695		121522	CHECKDATE:03/29/2023							
29402		12/15/2022	35304	032923	200879	197.40	12/15/2022	INV	PD	TRAIL CENTER POWER
INVOICE:200022811869		121522	CHECKDATE:03/29/2023							
4127 PURE WATER AQUATICS						82,537.94				
33508	22300633	03/01/2023	39555	032223	200797	154.71	03/01/2023	INV	PD	SPINAL BOARD STRAPS
INVOICE:4530			CHECKDATE:03/22/2023							
33596	22300632	02/28/2023	39652	032923	200880	629.46	04/07/2023	INV	PD	POOL VACCUUM SUPPLIES
INVOICE:4436			CHECKDATE:03/29/2023							
1650 QUICK HANDLE LLC						784.17				
33429	22300449	02/22/2023	39467	032223	200798	3,087.00	03/24/2023	INV	PD	BASKETBALL CAMPS 2023
INVOICE:MID-WINTER CLINIC			CHECKDATE:03/22/2023							
4754 B. M. LEWIS INC.										
33627	22300461	03/09/2023	39686	032923	200881	104.60	03/16/2023	INV	PD	PEST CONTROL- PICKERING BARN
INVOICE:103329			CHECKDATE:03/29/2023							
2639 RH2 ENGINEERING INC										
33670	22300518	03/09/2023	39731	032923	200882	13,212.18	04/08/2023	INV	PD	ENG As-needed Engineering Cons
INVOICE:89672			CHECKDATE:03/29/2023							
2421 RICOH										
33480	22300488	03/07/2023	39524	032223	200799	5,992.42	03/20/2023	INV	PD	RICOH CITYWIDE LEASE 1320159-3
INVOICE:107021363			CHECKDATE:03/22/2023							
33481	22300487	03/07/2023	39525	032223	200799	382.81	03/20/2023	INV	PD	ACCT 1320159-3814393 - PW LEAS
INVOICE:107021360			CHECKDATE:03/22/2023							
33482	22300389	03/17/2023	39526	032223	200799	396.66	03/20/2023	INV	PD	RICOH ACTIVITY CITYWIDE
INVOICE:107048321			CHECKDATE:03/22/2023							
33483	22300389	03/17/2023	39527	032223	200799	55.68	03/20/2023	INV	PD	RICOH ACTIVITY CITYWIDE
INVOICE:107048318			CHECKDATE:03/22/2023							
4834 RUSSELL JOE						6,827.57				
33613		03/24/2023	39671	032923	200883	600.00	03/27/2023	INV	PD	INTERNET PAYMENT CONTRACT 2023
INVOICE:03232023RJ			CHECKDATE:03/29/2023							
2662 S & B INC.										
33590	22300610	02/22/2023	39646	032923	200884	4,183.30	03/24/2023	INV	PD	For SCADA Engineering Services
INVOICE:26390A			CHECKDATE:03/29/2023							
3508 SAFEBUILT WASHINGTON, LLC										

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DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
33671	22300408	02/28/2023	39732	032923	200885	1,800.00	04/08/2023	INV	PD	BLD Pass through charges-Consu
INVOICE:96796-IN		CHECKDATE:03/29/2023								
4825 CASSANDRA SAGE										
33604		03/06/2023	39661	032923	200886	1,305.38	03/23/2023	INV	PD	SUSTAINABILITY MANAGER SERVICE
INVOICE:100047		CHECKDATE:03/29/2023								
33709		03/20/2023	39778	032923	200886	1,880.63	03/28/2023	INV	PD	SUSTAINABILITY MANAGER SERVICE
INVOICE:100050		CHECKDATE:03/29/2023								
						3,186.01				
2672 SAMMAMISH PLATEAU WATER & SEWER DISTRICT										
33647	22300125	03/20/2023	39706	032923	200887	38.68	04/19/2023	INV	PD	SAMMAMISH WATER UTILITIES
INVOICE:00027556-00		3/20/23 CHECKDATE:03/29/2023								
3500 SHI INTERNATIONAL CORP										
33452	22300563	03/15/2023	39491	032223	200800	26,328.84	03/17/2023	INV	PD	ADOBE LICENSE RENEWAL
INVOICE:B16600613		CHECKDATE:03/22/2023								
1166 SHRED-IT WESTERN WASHINGTON										
33454	22300671	11/18/2022	ACCRUAL	032223	200801	86.66	12/18/2022	INV	PD	2022 SHREDDING FOR PD
INVOICE:8002755846		CHECKDATE:03/22/2023								
1217 SITEONE LANDSCAPE SUPPLY HOLDING, LLC										
33617	22300204	03/21/2023	39676	032923	200888	236.44	04/20/2023	INV	PD	VEGETATION CONTROL
INVOICE:127801645-001		CHECKDATE:03/29/2023								
33625	22300630	02/14/2023	39684	032923	200888	6,962.72	03/16/2023	INV	PD	TURFACE FOR BALLFIELDS
INVOICE:126862257-001		CHECKDATE:03/29/2023								
33653	22300204	03/01/2023	39714	032923	200888	2,856.01	03/31/2023	INV	PD	ATHLETIC SUPPLIES
INVOICE:126862257-002		CHECKDATE:03/29/2023								
						10,055.17				
4490 M SQUARE ENTERPRISE										
33597	22300683	02/27/2023	39653	032923	200889	4,000.50	04/07/2023	INV	PD	STEAM CAMP
INVOICE:4C830AA5-0001		CHECKDATE:03/29/2023								
1878 SOUTH CORRECTIONAL ENTITY										
33458	22300081	03/13/2023	39497	032223	200802	13,503.00	04/12/2023	INV	PD	GENERAL INMATE HOUSING
INVOICE:6739		CHECKDATE:03/22/2023								
4779 SPANGENTHAL-LEE, JONAH										
33693	22300666	01/10/2023	ACCRUAL	032923	200890	10,430.00	04/21/2023	INV	PD	2022 - Q4 WORK (OCT, NOV, DEC
INVOICE:Q4 work		CHECKDATE:03/29/2023								
1319 STERICYCLE, INC.										
33457	22300078	02/28/2023	39496	032223	200803	20.72	03/30/2023	INV	PD	JAIL BIOHAZARD WASTE
INVOICE:3006382893		CHECKDATE:03/22/2023								

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DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
4304 SUPERIOR TIRE SERVICE										
33559	22300016	02/21/2023	39614	032923	200891	639.85	03/01/2023	INV	PD	WO #117- 20230159- TIRES
INVOICE:180017895		CHECKDATE:03/29/2023								
33673	22300016	03/09/2023	39734	032923	200891	1,279.70	03/24/2023	INV	PD	#121 WO 2023-0204 TIRES
INVOICE:180018194		CHECKDATE:03/29/2023								
33676	22300016	03/09/2023	39737	032923	200891	676.62	03/24/2023	INV	PD	#483 WO 2023-0226 TIRES
INVOICE:180018195		CHECKDATE:03/29/2023								
						2,596.17				
3702 SUPPRESSION SYSTEM, INC.										
33425	22300653	03/10/2023	39461	032223	200804	644.09	04/07/2023	INV	PD	SERVER ROOM SUPPRESSION SYSTEM
INVOICE:24457		CHECKDATE:03/22/2023								
3689 SYNERGY BUILDING SERVICES										
32922	22300150	03/01/2023	38939	032223	200805	16,640.37	03/09/2023	INV	PD	JANITORIAL SERVICES - 2023 FEB
INVOICE:28075		CHECKDATE:03/22/2023								
33694	22300150	04/01/2023	39757	032923	200892	18,530.99	05/01/2023	INV	PD	SCHEDULED JANITORIAL SERVICES-
INVOICE:28281		CHECKDATE:03/29/2023								
						35,171.36				
3051 SYSTEMS FOR PUBLIC SAFETY, INC.										
33556	22300019	12/13/2022	39611	032923	200893	1,923.30	01/01/2023	INV	PD	2022 #190, PUSH BUMPER SPARE P
INVOICE:42764		CHECKDATE:03/29/2023								
3629 T-MOBILE USA, INC.										
33638	22300552	03/21/2023	39697	032923	200894	9,236.57	03/25/2023	INV	PD	ACCT 959857209 71680 BAN 7209
INVOICE:959857209 032123		CHECKDATE:03/29/2023								
3875 TCA ARCHITECTURE PLANNING, INC.										
33697	22300715	03/27/2023	39760	032923	200895	4,546.19	03/27/2023	INV	PD	TCA Architecture - Planning
INVOICE:7583		CHECKDATE:03/29/2023								
4018 THE MASTER'S TOUCH, LLC										
33496	22300352	03/02/2023	39541	032223	200806	1,946.54	03/20/2023	INV	PD	2023 ESTIMATED POSTAGE FOR UB
INVOICE:P85397		CHECKDATE:03/22/2023								
33502	22300355	03/06/2023	39548	032223	200806	227.81	03/20/2023	INV	PD	MAILING SERVICES FOR UB
INVOICE:85397M		CHECKDATE:03/22/2023								
33504	22300355	03/06/2023	39550	032223	200806	1,006.30	03/20/2023	INV	PD	MAILING SERVICES FOR UB
INVOICE:85397		CHECKDATE:03/22/2023								
33509	22300304	03/07/2023	39560	032923	200896	192.68	03/26/2023	INV	PD	CCC NOTICE - MAILING SERVICES
INVOICE:84788		CHECKDATE:03/29/2023								
33699	22300355	03/24/2023	39765	032923	200896	342.30	03/30/2023	INV	PD	MAILING SERVICES FOR UB
INVOICE:86199		CHECKDATE:03/29/2023								
						3,715.63				
2612 THE PART WORKS INC										

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DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
33616	22300207	03/16/2023	39675	032923	200897	235.38	04/15/2023	INV	PD	TOILET FOR CP1
INVOICE: INV91170		CHECKDATE: 03/29/2023								
33657	22300046	03/15/2023	39718	032923	200897	332.84	04/14/2023	INV	PD	JBP- SHOWER PARTS FOR REPAIR
INVOICE: INV91106		CHECKDATE: 03/29/2023								
33658	22300046	03/17/2023	39719	032923	200897	452.46	04/16/2023	INV	PD	JAIL- SHOWER REPAIR PARTS
INVOICE: INV91207		CHECKDATE: 03/29/2023								
33660	22300046	03/17/2023	39721	032923	200897	171.13	04/16/2023	INV	PD	JAIL- REPAIR TUBING FOR SHOWER
INVOICE: INV91235		CHECKDATE: 03/29/2023								
33661	22300046	03/21/2023	39722	032923	200897	208.12	04/20/2023	INV	PD	FPS- STOCK REPLACEMENT
INVOICE: INV91330		CHECKDATE: 03/29/2023								
33695	22300046	03/23/2023	39758	032923	200897	60.48	04/22/2023	INV	PD	JAIL SHOWERS AND STOCK
INVOICE: INV91481		CHECKDATE: 03/29/2023								
						1,460.41				
2671 THE SUPPLY SOURCE										
33485	22300074	02/07/2023	39529	032223	200807	1,158.87	03/09/2023	INV	PD	INMATE HYGIENE SUPPLIES
INVOICE: 2304273		CHECKDATE: 03/22/2023								
33486	22300074	03/03/2023	39530	032223	200807	1,710.25	04/02/2023	INV	PD	INMATE HYGIENE SUPPLIES
INVOICE: 2304556		CHECKDATE: 03/22/2023								
33488	22300074	03/10/2023	39532	032223	200807	315.72	04/09/2023	INV	PD	JAIL TRASH LINERS
INVOICE: 2304615		CHECKDATE: 03/22/2023								
						3,184.84				
3681 THE WORKWEAR PLACE, LLC										
33618	22300208	03/21/2023	39677	032923	200898	192.66	04/20/2023	INV	PD	SAFETY BOOTS- MORGAN SHEEHAN
INVOICE: 2269		CHECKDATE: 03/29/2023								
33619	22300208	03/21/2023	39678	032923	200898	208.08	04/20/2023	INV	PD	SAFETY BOOTS- T. MAYES
INVOICE: 2268		CHECKDATE: 03/29/2023								
						400.74				
2739 TRAFFIC SAFETY SUPPLY CO.										
32954	22300611	03/01/2023	38973	032223	200808	4,856.44	03/31/2023	INV	PD	PWO TRAFFIC SAFETY SUPPLIES
INVOICE: INV057066		CHECKDATE: 03/22/2023								
33515	22300679	03/14/2023	39568	032923	200899	8,874.06	04/13/2023	INV	PD	PWO SPLIT TRAFFIC SAFETY SUPPL
INVOICE: INV057408		CHECKDATE: 03/29/2023								
						13,730.50				
2443 TROPHIES2GO										
33522	22300675	03/17/2023	39575	032223	200809	27.53	04/16/2023	INV	PD	Name Badges-Christian Geitz
INVOICE: 100227692		CHECKDATE: 03/22/2023								
2882 TYLER TECHNOLOGIES, INC										
33628	22300701	03/16/2023	39687	032923	200900	22,020.00	04/15/2023	INV	PD	ADDITIONAL SAAS ENVIRONMENT
INVOICE: 045-413512		CHECKDATE: 03/29/2023								
2752 UNIVERSAL MECHANICAL SERVICE										
32913	22300178	03/08/2023	38930	032223	200810	1,683.43	04/07/2023	INV	PD	MARCH 2 2023 PWO HVAC MAINTENA
INVOICE: SS22-2531		CHECKDATE: 03/22/2023								
32914	22300178	03/08/2023	38931	032223	200810	1,150.55	04/07/2023	INV	PD	MARCH 2, 2023 PWO HVAC MAINTEN

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DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE: S22-2532		CHECKDATE: 03/22/2023								
1018 US FOODS										
33456	22300073	03/15/2023	39495	032223	200811	1,445.92	04/14/2023	INV	PD	INMATE FOOD
INVOICE: 5584800		CHECKDATE: 03/22/2023								
33643	22300073	03/22/2023	39702	032923	200901	1,700.62	04/21/2023	INV	PD	INMATE FOOD
INVOICE: 5754200		CHECKDATE: 03/29/2023								
2756 UTILITIES UNDERGROUND LOCATION CENTER										
33513	22300281	02/28/2023	39566	032923	200902	145.77	03/30/2023	INV	PD	UTILITY LOCATES
INVOICE: 3020164		CHECKDATE: 03/29/2023								
9940 UTILITY BILL REFUNDS										
32964		03/09/2023	38986	032223	200812	2,227.55	03/09/2023	INV	PD	UB 305122 1225 PINE CREST
INVOICE: 32964		CHECKDATE: 03/22/2023								
33434		03/16/2023	39472	032223	200813	191.21	03/16/2023	INV	PD	UB 138250 225 MT OLYMPUS
INVOICE: 33434		CHECKDATE: 03/22/2023								
32687		03/06/2023	38693	032223	200814	237.50	03/06/2023	INV	PD	UB 303026 1525 WESTRIDGE
INVOICE: 32687		CHECKDATE: 03/22/2023								
33475		03/17/2023	39518	032223	200815	41.00	03/17/2023	INV	PD	UB 166036 1020 1ST
INVOICE: 33475		CHECKDATE: 03/22/2023								
32470		02/28/2023	38469	032923	200903	33.68	02/28/2023	INV	PD	UB 300706 1961 14TH
INVOICE: 32470		CHECKDATE: 03/29/2023								
33691		03/27/2023	39754	032923	200904	30.64	03/27/2023	INV	PD	UB 307020 1392 HICKORY
INVOICE: 33691		CHECKDATE: 03/29/2023								
2295 VERTIGIS NORTH AMERICA LTD										
33453	22300624	03/14/2023	39492	032223	200816	6,623.62	03/17/2023	INV	PD	SOFTWARE GCX STANDARD T1 MAINT
INVOICE: #IN-SO-VGNA-00004487		CHECKDATE: 03/22/2023								
2755 WA STATE SUPPORT REGISTRY										
33587		03/24/2023	39643	032423	200832	850.47	03/24/2023	INV	PD	Payroll Run 1 - Warrant 032423
INVOICE: 33587		CHECKDATE: 03/24/2023								
2773 WASHINGTON AUDIOLOGY SERVICES										
33038	22300070	02/28/2023	39070	032223	200817	88.00	03/30/2023	INV	PD	HEARING REPORTS FOR HOGAN, LAN
INVOICE: 61556		CHECKDATE: 03/22/2023								
3863 WASHINGTON AWARDS, INC.										
33068		03/14/2023	39100	032223	200818	251.03	03/20/2023	INV	PD	Donation Bench Plaque for Ding
INVOICE: 72878		CHECKDATE: 03/22/2023								
2800 WASHINGTON STATE PATROL										
33543		12/02/2022	ACCRUAL	032223	200819	212.00	01/01/2023	INV	PD	NOV 2022 BACKGROUND CHECKS

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE:I23003157				CHECKDATE:03/22/2023						
33544		02/01/2023	39598	032223	200819	145.75	03/21/2023	INV	PD	JAN 2023 BACKGROUND CHECKS
INVOICE:I23004237				CHECKDATE:03/22/2023						
33545		03/01/2023	39600	032223	200819	159.00	03/21/2023	INV	PD	FEB 2023 BACKGROUND CHECKS
INVOICE:I23005081				CHECKDATE:03/22/2023						
33600	22300063	03/15/2023	39656	032923	200905	1,800.00	04/14/2023	INV	PD	IPD ACCESS USER FEES
INVOICE:00180302				CHECKDATE:03/29/2023						
						2,316.75				
1363 WAXIE SANITARY SUPPLY										
32923	22300049	03/03/2023	38940	032223	200820	68.50	04/02/2023	INV	PD	JANITORIAL SUPPLIES CITYWIDE-
INVOICE:81545671				CHECKDATE:03/22/2023						
33300	22300202	03/06/2023	39333	032223	200820	2,094.60	04/05/2023	INV	PD	CUSTODIAL SUPPLIES
INVOICE:81551187				CHECKDATE:03/22/2023						
33538	22300049	11/30/2022	ACCRUAL	032923	200906	4,484.63	01/29/2023	INV	PD	2022 - JANITORIAL SUPPLIES CIT
INVOICE:81349891				CHECKDATE:03/29/2023						
33615	22300202	03/15/2023	39674	032923	200906	448.68	04/14/2023	INV	PD	CUSTODIAL SUPPLIES
INVOICE:81572259				CHECKDATE:03/29/2023						
						7,096.41				
1208 WESTERN SYSTEMS										
33450	22300280	03/15/2023	39489	032223	200821	38,146.48	04/14/2023	INV	PD	SIGNAL CABINET REPLACEMENTS
INVOICE:000005519				CHECKDATE:03/22/2023						
3113 WHITE CAP, LP										
33309	22300326	03/01/2023	39342	032223	200822	104.34	04/07/2023	INV	PD	Misc Tools and Supplies
INVOICE:50021210011				CHECKDATE:03/22/2023						
1414 WHITE HORSE PROMOTIONAL PRODUCTS										
33702	22300673	03/17/2023	39768	032923	200907	7,163.43	04/17/2023	INV	PD	WHITE HORSE PROMO PRODUCTS - C
INVOICE:50028COI_HR				CHECKDATE:03/29/2023						
4879 WILLIAMS, KASTNER & GIBBS PLLC										
33609	22300674	03/23/2023	39666	032923	200908	4,416.00	03/23/2023	INV	PD	IHIF LITIGATION PROFESSIONAL S
INVOICE:651067				CHECKDATE:03/29/2023						
2426 WSP USA ENVIRONMENT & INFRASTRUCTURE, INC										
33672	22300711	02/13/2023	39733	032923	200909	4,229.50	03/15/2023	INV	PD	ENG Talus Parcel 9 Landslide &
INVOICE:S51704361				CHECKDATE:03/29/2023						
33706	22300710	03/21/2023	39775	032923	200909	2,541.00	04/20/2023	INV	PD	ENG-PRE21-00003 APEX AUTOMEIST
INVOICE:S51704424				CHECKDATE:03/29/2023						
						6,770.50				
1408 WSP, GOLDER ASSOCIATES INC										
33668	22300709	02/14/2023	39729	032923	200910	9,174.50	03/16/2023	INV	PD	ENG Critical area Code Review
INVOICE:1268345				CHECKDATE:03/29/2023						
33713	22300727	03/28/2023	39782	032923	200910	5,743.50	04/27/2023	INV	PD	2023 CITY OF ISSAQUAH FIRE STA
INVOICE:1266667				CHECKDATE:03/29/2023						

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
3011 ZIPPER GEO ASSOCIATES, LLC						14,918.00				
33523 INVOICE:5228	22300676	03/14/2023	39576	032223	200823	2,333.12	04/16/2023	INV	PD	ENG Montreux Lot 33 Geo Engr r
						2,333.12				
279 INVOICES						1,509,329.41				

** END OF REPORT - Generated by Sophie Wong **

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
1808 PREMERA BLUE CROSS										
33700	22300446	03/14/2023	39766		2422	1,224.30	03/16/2023	DIR	PD	MEDICAL CLAIMS 03.05.23 - 03.1
INVOICE:031423		CHECKDATE:03/16/2023								
33701	22300446	03/21/2023	39767		2423	21,888.62	03/23/2023	DIR	PD	MEDICAL CLAIMS 03.12.23 - 03.1
INVOICE:032123		CHECKDATE:03/23/2023								
33711	22300446	03/28/2023	39780		2424	535.17	04/27/2023	DIR	PD	MEDICAL CLAIMS 03.19.23 - 03.2
INVOICE:032823		CHECKDATE:03/28/2023								
						23,648.09				
3 INVOICES						23,648.09				

** END OF REPORT - Generated by Sophie Wong **

CASH ACCOUNT	CHECK NUMBER	CHECK STATUS	VENDOR NAME	AMOUNT	VOID DATE
950-00-0000-000-111100-	198553	VOID	ALTUS TRAFFIC MANAGEMENT	(6,023.75)	03/21/2023
950-00-0000-000-111100-	200292	VOID	PERFECTMIND INC	(49,545.00)	03/23/2023
950-00-0000-000-111100-	199697	VOID	PUGET SOUND ENERGY	(43,857.23)	03/27/2023
TOTAL VOID				(99,425.98)	

VENDOR	VENDOR NAME	ACCOUNT DESC	DOCUMENT	AMOUNT	FULL DESC
9965	353 HOSPITALITY LLC	PRK HS Miscellaneous	33383	496.88	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	ACE PARKING MANAGEME	PD PTR Travel	32614	26.00	PARKING FOR RESILIENCY TRAINING AT BELLEVUE POLICE
9965	ACTIVE NETWORK LLC	FIN Training & Reg	32534	1,099.00	TYLER USER CONFERENCE REGISTRATION - ROBERT HAMUD
9965	ACTIVE NETWORK LLC	FIN Training & Reg	32539	1,099.00	TYLER USER CONFERENCE REGISTRATION - AMANDA GUTIER
9965	ACTIVE NETWORK LLC	FIN Training & Reg	32540	1,099.00	TYLER USER CONFERENCE REGISTRATION - NATALIE MCNAB
9965	ACTIVE NETWORK LLC	FIN Training & Reg	32547	1,099.00	TYLER USER CONFERENCE REGISTRATION - JENNIFER REIN
9965	AFFINIPAY	PRK REN Training & Reg	33117	745.00	WFEA SPRING CONFERENCE REGISTRATION - KELLI DIANN
9965	AGING WITH DIGNITY I	PRK SC Supplies	33160	7.00	FIVE WISHES BOOK
9965	ALASKA AIRLINES INC	EXEC Travel	32837	1,047.80	MAYOR MARY LOU PAULY FLIGHT FOR NLC LOBBY DAYS IN
9965	ALASKA AIRLINES INC	FIN Travel	32541	746.20	TYLER CONFERENCE AIRFARE - NATALIE MCNABB
9965	ALASKA AIRLINES INC	FIN Travel	32543	437.81	AIRFARE AFI CONFERENCE - DALE MARKEY-CRIMP
9965	ALASKA AIRLINES INC	PD ADM Travel	32598	81.98	AIRFARE SEAT FOR FBINAA CONFERENCE IN DENVER, CO
9965	ALASKA AIRLINES INC	PD ADM Travel	32599	537.80	AIRFARE FOR FBINAA CONFERENCE IN DENVER, CO
9965	ALASKA AIRLINES INC	PW OS Travel	33337	218.90	ESRI CONFERENCE TRAVEL & HOTEL BOOKINGS - BENNETT
9965	ALASKA AIRLINES INC	PW DIST Travel	33180	587.80	ALASKA AIRLINES FLIGHT FOR TODD FRAZER ESRI CONFER
9965	ALL-STAR AUTO GLASS	Repairs & Maintenance	33253	418.38	SUBLET WINDSHIELD_#121_WO20230109
9965	Amazon Corporate LLC	EXEC Supplies	33170	24.21	AMAZON ORDER UKRAINIAN FLAG FOR CITY HALL
9965	Amazon Corporate LLC	FIN Supplies	33271	28.79	OFFICE SUPPLIES
9965	Amazon Corporate LLC	FIN Supplies	33272	119.25	OFFICE SUPPLIES
9965	Amazon Corporate LLC	FIN Supplies	33273	6.56	OFFICE SUPPLIES
9965	Amazon Corporate LLC	FIN Supplies	33274	13.16	OFFICE SUPPLIES
9965	Amazon Corporate LLC	HR Supplies	32857	1,100.00	AMAZON - EMPLOYEE ANNIVERSARY GIFT CARDS
9965	Amazon Corporate LLC	PD PTR Supplies	32628	65.95	VU BLEA REQUIRED SHOES
9965	Amazon Corporate LLC	PD JAIL Supplies	32613	216.03	CORRECTIONS OFFICE SUPPLIES
9965	Amazon Corporate LLC	PRK CC Supplies	33123	19.09	PRESCHOOL SUPPLIES - PAPER
9965	Amazon Corporate LLC	PRK SC Supplies	33155	39.14	GLOVES & KITCHEN SUPPLIES
9965	Amazon Corporate LLC	PRK SC Supplies	33156	9.90	GLOVES FOR SENIOR CENTER
9965	Amazon Corporate LLC	ADM FAC Office & Ope	33093	274.02	OFFICE CHAIR
9965	Amazon Corporate LLC	ADM FAC Office & Ope	33095	65.90	MONITOR STAND AND DESK ORGANIZER
9965	Amazon Corporate LLC	IT DDS Small Tools & Equip	33285	3,263.46	THERMAL PRINTERS

9965	Amazon Corporate LLC	Supplies	33259	363.38	STEPS_#4049_WO20230168
9965	Amazon Payments Inc	EXEC Supplies	33445	39.36	AMAZON ORDER FOR BREAKROOM FOR SNACKS GRANOLA BARS
9965	Amazon Payments Inc	EXEC Supplies	33446	39.99	AMAZON ORDER FOR SNACKS FOR BREAKROOM POPCORN
9965	Amazon Payments Inc	PD PTR Supplies	32611	52.84	SOAP FOR LUNCHROOM
9965	Amazon Payments Inc	PD PTR Supplies	32612	62.58	TAPE FOR PATROL
9965	Amazon Payments Inc	PRK SC Supplies	33159	13.71	PENS FOR SENIOR CENTER
9965	Amazon Payments Inc	IT DDS Small Tools & Equip	33288	-611.01	REFUND - MONITORS
9965	AMAZON.COM INC.	EXEC Supplies	33436	131.97	AMAZON ORDER FOR SNACKS PEETS COFFEE FOR BREAKROOM
9965	AMAZON.COM INC.	EXEC Supplies	33437	62.40	AMAZON ORDER FOR BREAKROOM SNACKS CREAMER & TRAIL
9965	AMAZON.COM INC.	EXEC Supplies	33438	32.95	AMAZON ORDER FOR SNACK BARS FOR BREAKROOM
9965	AMAZON.COM INC.	EXEC Supplies	33440	138.93	AMAZON ORDER FOR SNACK FOR BREAKROOM TEA, COFFEE,
9965	Amazon.com Inc.	FIN Supplies	33268	154.02	OFFICE SUPPLIES
9965	Amazon.com Inc.	FIN Supplies	33270	102.32	OFFICE SUPPLIES
9965	Amazon.com Inc.	PD REC Supplies	32616	67.02	PLAIN ENVELOPES FOR RECORDS
9965	Amazon.com Inc.	PD PTR Supplies	32615	-43.05	COPY PAPER NEVER DELIVERED -REFUND
9965	AMAZON.COM INC.	PD PTR Supplies	32622	50.12	OFFICE SUPPLIES
9965	AMAZON.COM INC.	PD DISP Supplies	32620	-57.55	REFUND ITEM NEVER RECEIVED
9965	AMAZON.COM INC.	PD DISP Supplies	32622	43.99	OFFICE SUPPLIES
9965	AMAZON.COM INC.	PD ADM Supplies	32619	-9.41	REFUND ITEM NEVER RECEIVED
9965	Amazon.com Inc.	PD ADM Supplies	32626	27.87	KITCHEN SUPPLIES
9965	AMAZON.COM INC.	PD JAIL Supplies	32602	173.85	CORRECTIONS OFFICE SUPPLIES
9965	Amazon.com Inc.	PD JAIL Supplies	32609	33.00	ENVELOPES FOR CORRECTIONS
9965	AMAZON.COM INC.	PRK CC Supplies	33105	104.00	ICC OPERATIONS- BASKETBALL PROGRAM SUPPLIES - WHIS
9965	AMAZON.COM INC.	PRK CC Supplies	33106	36.21	ICC OFFICE SUPPLIES - WHITEBOARD
9965	AMAZON.COM INC.	PRK CC Supplies	33107	24.20	ICC OFFICE SUPPLIES - CALENDARS
9965	AMAZON.COM INC.	PRK CC Supplies	33108	33.02	ICC OFFICE - CABLE TIES
9965	AMAZON.COM INC.	PRK CC Supplies	33109	19.62	ICC EVENT SUPPLIES- VALENTINE DANCE, RAFFLE TICKET
9965	AMAZON.COM INC.	PRK CC Supplies	33110	12.10	ICC OFFICE SUPPLIES - CALENDAR
9965	AMAZON.COM INC.	PRK CC Supplies	33111	41.12	ICC SCHOOLHOUSE REC, VALENTINE DANCE SUPPLIES
9965	Amazon.com Inc.	PRK CC Supplies	33113	18.71	SCHOOLHOUSE REC SUPPLIES - IRON
9965	AMAZON.COM INC.	PRK CC Supplies	33115	71.52	ICC OFFICE AND OPERATING - CLEANER

9965	AMAZON.COM INC.	PRK CC Supplies	33116	11.00	PRESCHOOL SUPPLIES - DISHRACK
9965	AMAZON.COM INC.	PRK CC Supplies	33118	557.76	ICC OPERATIONS - OFFICE, PRESHOOL, SCHOOLHOUSE REC
9965	AMAZON.COM INC.	PRK CC Supplies	33119	20.84	PRESCHOOL SUPPLIES - PAPER
9965	AMAZON.COM INC.	PRK SC Supplies	33128	49.49	CLEANING WIPES
9965	AMAZON.COM INC.	PRK SC Supplies	33129	23.65	CLEANERS & ENZYMES FOR KITCHEN
9965	Amazon.com Inc.	PRK SC Supplies	33131	18.49	COFFEE FILTERS FOR MEAL PROGRAM
9965	Amazon.com Inc.	PRK SC Supplies	33132	18.49	COFFEE FILTERS FOR MEAL PROGRAM
9965	AMAZON.COM INC.	PRK SC Supplies	33134	19.81	VALENTINE'S DAY PARTY SUPPLIES
9965	AMAZON.COM INC.	PRK SC Supplies	33135	17.60	VALENTINE'S DAY PARTY SUPPLIES
9965	AMAZON.COM INC.	PRK SC Supplies	33136	10.80	PHONE HOLDER FOR VAN
9965	AMAZON.COM INC.	PRK SC Supplies	33137	8.77	VALENTINE'S DAY PARTY STICKERS
9965	AMAZON.COM INC.	PRK SC Supplies	33141	26.41	CARD SHUFFLER
9965	AMAZON.COM INC.	PRK SC Supplies	33144	22.01	DEPOSIT BAGS
9965	Amazon.com Inc.	ADM FAC Office & Ope	33082	170.64	WORK BOOTS
9965	Amazon.com Inc.	ADM FAC Office & Ope	33084	165.09	WORK BOOTS - DAVE HOARE (RETURNED TO AMAZON LATER)
9965	Amazon.com Inc.	ADM FAC Office & Ope	33090	66.05	HEAVY WEIGHT SAFETY WORK PANTS
9965	Amazon.com Inc.	ADM FAC Office & Ope	33091	49.53	WORK PANTS - CHRIS HUME
9965	Amazon.com Inc.	ADM FAC Office & Ope	33100	-165.09	WORK BOOTS - RETURN - DAVE HOARE
9965	AMAZON.COM INC.	ADM FAC Office & Ope	33101	18.38	SCREWS FOR CC VOLLEYBALL POST ASSEMBLY
9965	Amazon.com Inc.	PW OS Supplies	33341	7.13	AMAZON MOUSE PADS FOR PW STAFF
9965	Amazon.com Inc.	PW DIST Supplies	33341	7.13	AMAZON MOUSE PADS FOR PW STAFF
9965	Amazon.com Inc.	PW SHD Supplies	33341	2.38	AMAZON MOUSE PADS FOR PW STAFF
9965	Amazon.com Inc.	PW SHD Supplies	33341	7.12	AMAZON MOUSE PADS FOR PW STAFF
9965	AMAZON.COM INC.	Office & Operating Supplies	33278	4.62	LEVITON 515PV 15 AMP GROUNDING PLUG
9965	AMAZON.COM INC.	Office & Operating Supplies	33279	13.06	HDMI COUPLER
9965	AMAZON.COM INC.	Office & Operating Supplies	33281	280.76	MINI PC STICK
9965	Amazon.com Inc.	Office & Operating Supplies	33282	187.77	STARTECH.COM HPE J9283B COMPATIBLE 3M 10G SFP+ TO
9965	Amazon.com Inc.	Office & Operating Supplies	33283	98.43	STORAGE BOXES
9965	Amazon.com Inc.	Office & Operating Supplies	33284	69.91	STARTECH.COM HDMI SPLITTER 1 IN 2 OUT - 4K 30HZ -
9965	AMAZON.COM INC.	IT DDS Small Tools & Equip	33276	6,363.76	CONFERENCE ROOM CAMERAS
9965	AMAZON.COM INC.	Supplies	33244	176.57	SLEEVE HEIGHT & COUNTER BORE GAUGE_#220_WO20231273

9965	AMAZON.COM SERVICES	EXEC Supplies	33447	55.96	AMAZON ORDER FOR BREAKROOM SNACKS BARS AND FUNERAL
9965	AMAZON.COM SERVICES	EXEC Supplies	33448	29.98	AMAZON ORDER FOR SNACKS FOR BREAKROOM GRANOLA BARS
9965	AMAZON.COM SERVICES	HR Supplies	32858	66.71	AMAZON - VISION BOARD SAMPLES
9965	AMAZON.COM SERVICES	PRK SC Supplies	33163	16.52	RETURN LABELS
9965	AMAZON.COM SERVICES	PRK SC Supplies	33165	32.04	KITCHEN CLEANER
9965	AMAZON.COM SERVICES	PRK SC Supplies	33166	21.34	CARD SHUFFLER
9965	AMAZON.COM SERVICES	Office & Operating Supplies	33289	49.53	KEYBOARD CASE
9965	AMERICAN CITY BUSINE	EXEC Miscellaneous	32836	120.00	THE BUSINESS JOURNALS SUBSCRIPTION
4015	AMERICAN EAGLE CO	ADM COMM Professional	32820	920.00	DESIGN PROJECT FOR PARKS CAMPS
9965	AMERICAN PLANNING	CPD PLN Miscellaneous	32809	668.00	AMERICAN PLANNING ASSOCIATION DUES - STEPHEN PADUA
2414	AMERICAN RED CROSS	PD PTR Training & Reg	32536	108.00	Officers Mills, Vu, & Costa - Adult & Pediatric F
9965	ARCTAC.NET	PD JAIL Training & Reg	32618	370.00	GRACE/OCONNOR DYNAMIC CELL EXTRACTION TRAINING
9965	ARCTAC.NET	PD JAIL Training & Reg	32621	185.00	WATSON DYNAMIC CELL EXTRACTION TRAINING
9965	ASSOCIATIO* NFBPA CA	HR Professional Svcs	32841	350.00	NFBPA CAREER CENTER - JOB POSTING
2519	AWC	EXEC Training & Reg	33439	400.00	ASSOCIATION OF WASHINGTON REGISTRATION FOR LINDSEY
2530	BEN'S CLEANER SALES	Supplies	33248	204.36	NOZZLE_#9240_WO20230103
9965	Bitly Europe GmbH	IT INFR SFTW Software	32818	211.26	ANNUAL SUBSCRIPTION FOR QR CODES
9965	BLETHEN CORP	ADM COMM Miscellaneous	32823	15.96	SEATTLE TIMES SUBSCRIPTION
2569	BRAKE & CLUTCH SUPPL	Supplies	33192	356.25	BRAKES_#113_WO20230092
9965	C R SMITH MUSEUM FOU	FIN Travel	32549	268.20	AIRFARE FOR TYLER CONFERENCE - JENNIFER REIN
4656	CAFES INCORPORATED	EXEC Travel	33168	51.82	ISSAQUAH CAFE FOR TOLA MARTS AND WALLY CHECK IN AN
4656	CAFES INCORPORATED	EXEC Travel	33174	43.77	BREAKFAST WALLY AND MAYOR PAULY CHECK IN
3559	CALIFORNIA POLICE	HR Professional Svcs	32853	400.00	CALIFORNIA POLICE CHIEFS ASSOCIATION - JOB POSTING
9965	CAM CLARK EVERGREEN	Capital Outlay	33193	1,030.00	PURCHASE DOWNPAYMENT & CC PROCESSING FEE
9965	CAM CLARK EVERGREEN	Supplies	33242	77.08	THERMOSTAT_#113_WO20230092
9965	CAM CLARK EVERGREEN	Supplies	33243	77.99	FILTERS_#190_WO20230101
9965	CAM CLARK EVERGREEN	Supplies	33252	208.22	VACUUM PUMP_#122_WO20220113
9965	CAM CLARK EVERGREEN	Supplies	33255	111.25	ENGINE MOUNT_#113_WO20230092
9965	CAM CLARK EVERGREEN	Supplies	33261	261.87	BRACKETS_#131_WO20230169
9965	CAM CLARK EVERGREEN	Supplies	33422	14.69	READ DIFF DRIVE AXLE SEAL_#124_WO20230118
9965	CAM CLARK EVERGREEN	Repairs & Maintenance	33247	1,720.77	SUBLET REPAIR_#174_WO20230074

9965	CAM CLARK EVERGREEN	Repairs & Maintenance	33417	155.96	SUBLET ALIGNMENT_#118_WO20230052
9965	CAM CLARK EVERGREEN	Repairs & Maintenance	33257	107.95	SUBLET ALIGNMENT_#315_WO20230148
9965	CAM CLARK EVERGREEN	Capital Outlay	33260	798.23	SUBLET BEDLINER_#4049_WO20230168
9965	CHEFSTORE 7555	PRK SC Supplies	33153	619.85	SENIOR MEAL PROGRAM
9965	CHEFSTORE 7559	PRK SC Supplies	33133	175.63	SENIOR MEAL PROGRAM
9965	CHIPOTLE MEXICAN GRI	LEGIS Supplies	32797	330.59	LUNCH FOR CITY COUNCIL RETREAT ON JAN. 28, 2023
4303	COMMERCIAL DRIVER	Training & Reg	33421	695.00	HAZARDOUS MATERIALS CDL TRAINING - R. SANCHEZ
9965	COPQUEST INC	PRK OPS Supplies	33087	66.06	RADIO HOLDER AND BELT KEEPER
9965	COSTCO WHOLESALE COR	HR Supplies	32851	37.48	COSTCO - CAREER FAIR SUPPLIES - CANDY AND CHIPS
9965	COSTCO WHOLESALE COR	PD PTR Supplies	32624	100.63	SMALL SNACKS FOR BLEA CLASSES/KITCHEN SUPPLIES
9965	COSTCO WHOLESALE COR	PRK CC Supplies	33124	1,016.29	ICC EVENT SUPPLIES - VALENTINE DANCE, REFRESHMENTS
9965	COSTCO WHOLESALE COR	PRK CC Supplies	33125	119.88	ICC EVENT SUPPLIES - VALENTINE DANCE, REFRESHMENTS
9965	COSTCO WHOLESALE COR	PRK SC Supplies	33138	372.63	SENIOR MEAL PROGRAM
9965	COSTCO WHOLESALE COR	PRK SC Supplies	33145	487.00	SENIOR MEAL PROGRAM
9965	COSTCO WHOLESALE COR	PRK SC Supplies	33162	725.52	SENIOR MEAL PROGRAM
9965	COSTCO WHOLESALE COR	PW OS Supplies	33331	106.33	COSTCO SNACKS AND DRINKS FOR PW STAFF
9965	COSTCO WHOLESALE COR	PW OS Supplies	33338	113.32	COSTCO SNACKS AND DRINKS FOR PW STAFF
9965	COSTCO WHOLESALE COR	PW OS Supplies	33342	113.46	COSTCO SNACKS & DRINKS FOR PW STAFF
9965	COSTCO WHOLESALE COR	PW DIST Supplies	33331	106.33	COSTCO SNACKS AND DRINKS FOR PW STAFF
9965	COSTCO WHOLESALE COR	PW DIST Supplies	33338	113.32	COSTCO SNACKS AND DRINKS FOR PW STAFF
9965	COSTCO WHOLESALE COR	PW DIST Supplies	33342	113.46	COSTCO SNACKS & DRINKS FOR PW STAFF
9965	COSTCO WHOLESALE COR	PW SHD Supplies	33331	35.44	COSTCO SNACKS AND DRINKS FOR PW STAFF
9965	COSTCO WHOLESALE COR	PW SHD Supplies	33338	37.77	COSTCO SNACKS AND DRINKS FOR PW STAFF
9965	COSTCO WHOLESALE COR	PW SHD Supplies	33342	37.82	COSTCO SNACKS & DRINKS FOR PW STAFF
9965	COSTCO WHOLESALE COR	PW SHD Supplies	33331	106.32	COSTCO SNACKS AND DRINKS FOR PW STAFF
9965	COSTCO WHOLESALE COR	PW SHD Supplies	33338	113.32	COSTCO SNACKS AND DRINKS FOR PW STAFF
9965	COSTCO WHOLESALE COR	PW SHD Supplies	33342	113.47	COSTCO SNACKS & DRINKS FOR PW STAFF
9965	CRAIGSLIST INC	HR Professional Svcs	32847	90.00	CRAIGSLIST JOB AD - FACILITIES SERVICES WORKER II
9965	CUMMINS POWER SOUTH	Supplies	33246	330.30	COMPUTER REPROGRAMMING LICENSE FEE_#2049_WO2023002
9965	CYBER MARKETING NETW	ADM FAC Office & Ope	33088	259.74	SAFETY TOE WORK FOOTWEAR - CHRIS HUME
9965	DELTA AIR LINES INC	FIN Travel	32535	417.80	AIRFARE FOR TYLER CONFERENCE - ROBERT HAMUD

9965	DELTA AIRLINES	FIN Travel	32548	218.21	AIRFARE FOR TYLER CONFERENCE - JENNIFER REIN
9965	DELTA AIRLINES	PW OS Travel	33339	173.90	ESRI CONFERENCE TRAVEL & HOTEL BOOKINGS - BENNETT
2799	DEPT OF TRANSPORTATI	PD PTR Travel	32606	5.50	PATROL VEHICLE 121
2799	DEPT OF TRANSPORTATI	PD PTR Travel	32607	2.75	PATROL VEHICLE # 116
9965	DIAMOND PARKING SERV	PRK SC Travel	33157	24.95	SENIOR TRIP-DIAMOND PRKG
9965	DIAMOND PARKING SERV	PRK SC Travel	33158	24.95	SENIOR TRIP-DIAMOND PRKG
2816	DOBBS PETERBILT	Supplies	33239	523.24	WIPER MOTOR_#2049_WO20230025
9965	Dollar Tree Stores	PRK CC Supplies	33120	15.00	ICC EVENT SUPPLIES - VALENTINE DANCE, ICE
9965	Dollar Tree Stores	PRK CC Supplies	33121	25.00	ICC EVENT SUPPLIES - VALENTINE DANCE, ICE
9965	Dollar Tree Stores	PRK SC Supplies	33140	39.36	SENIOR PARTY & CRAFT SUPPLIES
9965	Dollar Tree Stores	PRK SC Supplies	33150	11.01	TABLECLOTHS FOR PARTY
9965	DTG ENTERPRISES INC	Miscellaneous	33198	84.12	DISPOSAL OF TRACKS_#4017_WO20230112
9965	EASTSIDE EQUITIES IN	PRK SC Supplies	33126	126.28	SENIOR MEAL PROGRAM -PAPA MURPHYS
9965	EASTSIDE EQUITIES IN	PRK SC Supplies	33152	129.59	SENIOR MEAL PROGRAM-PAPA MURPHY'S
9965	EB 2023 ONEEASTSIDE	ED ASST Training & Reg	33343	196.51	EB 2023 ONEEASTSIDE ECONOMIC SUMMIT FOR JEN DAVIS
9965	EB 2023 ONEEASTSIDE	ED REC Training & Reg	33343	49.13	EB 2023 ONEEASTSIDE ECONOMIC SUMMIT FOR JEN DAVIS
9965	ETHERWAN SYSTEMS INC	IT CYB Capital Outla	32533	3,435.12	HARDENED 12-PORT 802.3BT POE LITE L3 NETWORK SWITC
9965	EVENT* GRANT WRITING	FIN Training & Reg	32545	40.00	MRSC GRANT WRITING WEBINAR - NATALIE MCNABB
9965	Expedia Inc.	FIN Travel	32546	4.07	AIRFARE FOR TYLER CONFERENCE - JENNIFER REIN
9965	Expedia Inc.	PW OS Travel	33335	2,227.75	ESRI CONFERENCE TRAVEL & HOTEL BOOKINGS - BENNETT
9965	Expedia Inc.	PW OS Travel	33336	3.38	ESRI CONFERENCE TRAVEL & HOTEL BOOKINGS - BENNETT
9965	FARMERS MARKET BRU	PRK REN Training & Reg	33114	107.72	FARMERS MARKET BOOT CAMP FOR MANAGERS (TRAINING) -
3389	FBINAA	PD ADM Training & Reg	32625	590.00	FBINNA ANNUAL CONFERENCE SCHWAN
9965	FEDEX CIS	PW DIST Communication	32805	77.90	ANATEK LABS WATER SAMPLING SHIPPING
9965	FSP	CPD BLDG Miscellaneous	32807	230.00	BOARD OF CERTIFIED SAFETY PROFESSIONALS CERTIFICAT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33353	159.72	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33355	175.48	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33356	186.72	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33357	175.48	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33358	186.72	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33359	186.72	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT

9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33360	175.48	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33361	186.72	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33362	175.48	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33364	76.93	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33365	79.86	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33366	229.80	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33367	91.11	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33368	91.11	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33369	76.93	EMERGENCY WEATHER SHELTER FOR UNHOUSED COMMUNITY M
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33370	91.11	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33371	85.49	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33372	91.11	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33373	91.11	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33374	85.49	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33375	85.49	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33377	419.55	EMERGENCY WEATHER SHELTERING FOR UNOUSED COMMUNITY
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33378	410.00	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33379	397.84	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33380	397.84	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33381	397.84	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33382	410.00	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33384	397.84	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33385	410.00	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33386	659.18	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33387	397.84	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33388	410.00	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33389	397.84	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33390	397.84	EMERGENCY WEATHER SHELTER FOR UNHOUSED COMMUNITY M
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33391	397.84	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33394	277.83	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33395	332.04	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT

9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33396	332.04	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33397	281.27	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33398	227.76	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33399	227.76	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33400	227.76	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33401	233.84	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33402	233.84	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33403	-82.00	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33404	233.84	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33405	259.83	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33406	233.84	EMERGENCY SHELTERING FOR UNHOUSED COMMUNITY MEMBER
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33407	233.84	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33408	260.11	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33411	89.99	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33412	227.76	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33413	227.76	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33414	227.76	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33415	227.76	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	G6 HOSPITALITY PROPE	PRK HS Miscellaneous	33416	227.76	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	GALLS LLC	PRK OPS Supplies	33092	159.49	RANGER JACKET - ALEX ANDERSON
2134	GENERAL EQUIPMENT CO	Supplies	33222	1,484.59	LOCK COUPLER_#2074_WO20230009
2623	GENUINE PARTS CO.	PW DIST Supplies	33176	62.49	NAPA STORE 3767086 - SOCKET TOOLS
2623	GENUINE PARTS CO.	Supplies	33209	23.12	ANTISEIZE_#299_WO20230001
2623	GENUINE PARTS CO.	Supplies	33185	15.76	FILTERS_#4045_WO20230085
2623	GENUINE PARTS CO.	Supplies	33187	18.65	BELT_#739_WO20230090
2623	GENUINE PARTS CO.	Supplies	33188	15.70	FILTER_#7144_WO20230083
2623	GENUINE PARTS CO.	Supplies	33189	11.76	PLUGS_#742_WO20230097
2623	GENUINE PARTS CO.	Supplies	33190	45.89	LAMPS_#4027_WO20230093
2623	GENUINE PARTS CO.	Supplies	33191	13.01	CONNECTOR, TRAILER_#4027_WO20230094
2623	GENUINE PARTS CO.	Supplies	33206	-9.91	CORE CREDIT_#4020_WO20230105
2623	GENUINE PARTS CO.	Supplies	33229	4.80	REFLECTOR_#4004_WO20230179

2623	GENUINE PARTS CO.	Supplies	33233	38.92	FILTERS_#4004_WO20230182
2623	GENUINE PARTS CO.	Supplies	33184	10.37	FILTER_#118_WO20230082
2623	GENUINE PARTS CO.	Supplies	33194	47.78	GASKETS/HARDWARE_#113_WO20230092
2623	GENUINE PARTS CO.	Supplies	33195	7.40	GASKET_#113_WO20230092
2623	GENUINE PARTS CO.	Supplies	33199	27.23	FILTERS_#110_WO20230107
2623	GENUINE PARTS CO.	Supplies	33200	5.28	LIGHTS_#110_WO20230107
2623	GENUINE PARTS CO.	Supplies	33201	21.57	PUMP_#122_WO20230113
2623	GENUINE PARTS CO.	Supplies	33205	10.37	FILTERS_#124_WO20230120
2623	GENUINE PARTS CO.	Supplies	33216	20.74	FILTERS_#111_WO20230147
2623	GENUINE PARTS CO.	Supplies	33218	15.57	GASKET_#195_WO20230167
2623	GENUINE PARTS CO.	Supplies	33230	206.99	FILTERS, SHOCKS_#127_WO20230184
2623	GENUINE PARTS CO.	Supplies	33234	16.03	FILTER_#166_WO20230185
2623	GENUINE PARTS CO.	Supplies	33182	60.08	FILTERS_#2055_WO20230064
2623	GENUINE PARTS CO.	Supplies	33183	85.09	ANTIFREEZE_#2135_WO20230063
2623	GENUINE PARTS CO.	Supplies	33210	5.19	FILTERS_#2077_WO20230139
2623	GENUINE PARTS CO.	Supplies	33232	5.19	FILTER_#2075_WO20230187
2623	GENUINE PARTS CO.	Supplies	33211	15.26	REFLECTOR_#2033_WO20230141
2623	GENUINE PARTS CO.	Supplies	33196	301.72	BALL JOINTS_#283_WO20230099
2623	GENUINE PARTS CO.	Supplies	33214	123.33	COIL_#2047_WO20230142
2623	GENUINE PARTS CO.	Supplies	33217	5.03	NOZZLE_#2047_WO20230142
2623	GENUINE PARTS CO.	Supplies	33228	25.38	PAINT_#220_WO20221273
2623	GENUINE PARTS CO.	Supplies	33231	97.77	COOLANT_#220_WO20221273
2623	GENUINE PARTS CO.	Supplies	33212	32.41	WIPERS_#315_WO20230148
2623	GENUINE PARTS CO.	Supplies	33213	20.74	FILTERS_#315_WO20230136
2623	GENUINE PARTS CO.	Supplies	33215	61.30	WIPER_#315_WO20230148
2623	GENUINE PARTS CO.	Supplies	33186	221.99	BATTERY_#2040_WO20230079
2623	GENUINE PARTS CO.	Supplies	33235	103.71	RV ANTIFREEZE_#924_WO20230209
3766	GOVERNMENTJOBS.COM	HR Professional Svcs	32842	125.00	GOVT JOBS - JOB POSTING - FACILITIES SERVICES WORK
3766	GOVERNMENTJOBS.COM	HR Professional Svcs	32843	223.45	GOVT JOBS - JOB POSTING ON RECRUITICS - SYSTEMS AN
3766	GOVERNMENTJOBS.COM	HR Professional Svcs	32845	119.00	GOVT JOBS - JOB POSTING ON ZIP RECRUITER - SYSTEMS
3766	GOVERNMENTJOBS.COM	HR Professional Svcs	32846	295.00	GOVT JOBS - JOB POSTING ON DIVERSITY JOBS - SYSTEM

1465	GRAINGER INC	Supplies	33203	80.82	BATTERIES_#299_WO20230001
1465	GRAINGER INC	Supplies	33207	126.93	RESPIRATOR_#299_WO20230001
1465	GRAINGER INC	Supplies	33208	800.64	GLOVES_#299_WO20230001
1465	GRAINGER INC	Supplies	33204	54.24	FITTINGS_#4047_WO20230035
1465	GRAINGER INC	Supplies	33226	24.51	CONNECTOR_#4004_WO20230179
1465	GRAINGER INC	Supplies	33197	101.25	CAPACITERS_#997_WO20230098
9965	HAMPTON INN KENNEWIC	PD DISP Travel	32597	357.72	PALYU - HOTEL FOR MENTAL HEALTH CONFERENCE
1516	HARBORVIEW MEDICAL C	PD PTR Travel	32537	5.00	PARKING AT HARBORVIEW FOR VITCIM / WITNESS INTERVI
1516	HARBORVIEW MEDICAL C	PD PTR Travel	32538	4.00	PARKING AT HARBORVIEW FOR VITCIM / WITNESS INTERVI
9965	HEALTH DEPT ADMINIST	PRK SC Miscellaneous	33149	10.00	WA FOOD WORKER CARD- AMANDA HEFNER
9965	ICC CHICAGO REGIONAL	CPD BLDG Training & Reg	32810	290.00	INT'L CODE COUNCIL EXAM - RICHARD O'NEILL
9965	ICMA ONLINE	PW MOB Miscellaneous	33275	550.80	ICMA ONLINE MEMBERSHIP DUES
9965	ICMA ONLINE	PW Miscellaneous	33275	237.60	ICMA ONLINE MEMBERSHIP DUES
9965	ICMA ONLINE	PW Miscellaneous	33275	93.60	ICMA ONLINE MEMBERSHIP DUES
9965	ICMA ONLINE	PW Miscellaneous	33275	318.00	ICMA ONLINE MEMBERSHIP DUES
9965	IDEMIA TSA HME	Professional Services	33251	86.50	BACKGROUND & FINGERPRINTS - D. BOYLE
9965	IDEMIA TSA HME	Miscellaneous	33420	86.50	HAZMAT BACKGROUND & FINGERPRINTING
1803	IEDC	ED ASST Miscellaneous	33351	160.00	Membership for Farel Otieno to economic development
1803	IEDC	ED ASST Miscellaneous	33352	160.00	Membership fee for Juliana da Cruz to economic dev
1803	IEDC	ED REC Miscellaneous	33351	40.00	Membership for Farel Otieno to economic development
1803	IEDC	ED REC Miscellaneous	33352	40.00	Membership fee for Juliana da Cruz to economic dev
2416	IIMC	CC Miscellaneous	32796	225.00	INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS 2023 M
9965	INTERNATIONAL HOUSE	PRK HS Miscellaneous	33392	300.00	FOOD FOR UNHOUSED COMMUNITY MEMBERS DURING SEVERE
9965	INTERNATIONAL HOUSE	PRK HS Miscellaneous	33393	1,400.00	FOOD FOR UNHOUSED COMMUNITY MEMBERS DURING SEVERE
9965	INTERNATIONAL HOUSE	PRK HS Miscellaneous	33409	200.00	FOOD FOR UNHOUSED COMMUNITY MEMBERS DURING SEVERE
9965	INTERNATIONAL HOUSE	PRK HS Miscellaneous	33410	100.00	FOOD FOR UNHOUSED COMMUNITY MEMBERS DURING SEVERE
9965	INTUIT PAYMENTS INC.	EXEC Training & Reg	32838	200.00	2023 WOMEN'S LEADERSHIP CONFERENCE REGISTRATION
9965	INTUIT PAYMENTS INC.	PD PTR Professional Srvc	32623	250.00	POLYGRAPH WOOD/ORTIZDEANAYA
9965	INTUIT PAYMENTS INC.	PD DISP Professional Srvc	32623	250.00	POLYGRAPH WOOD/ORTIZDEANAYA
9965	INTUIT PAYMENTS INC.	PW ROAD Supplies	33322	721.16	4 SEGMENT GUTTER BROOMS
9965	INTUIT PAYMENTS INC.	PW SGN Supplies	33334	378.44	CHEM LABS GRAFFITI REMOVER

9965	INTUIT PAYMENTS INC.	Supplies	33238	149.74	SWEEPER BROOMS_#2056
9965	IRON MOUNTAIN INFO M	PW OS Op Rentals & Leases	32806	123.02	IRON MOUNTAIN ARCHIVE STORAGE
9965	IRON MOUNTAIN INFO M	PW DIST Op Rentals & Leases	32806	123.02	IRON MOUNTAIN ARCHIVE STORAGE
9965	IRON MOUNTAIN INFO M	PW SHD Op Rentals & Leases	32806	41.01	IRON MOUNTAIN ARCHIVE STORAGE
9965	IRON MOUNTAIN INFO M	PW SHD Op Rentals & Leases	32806	123.00	IRON MOUNTAIN ARCHIVE STORAGE
4972	ISP SUPPLIES, LLC	IT CYB Capital Outla	32532	219.95	120V AC to 54V DC POWER SUPPLY FOR NETWORK SWITCH
2422	ISSAQUAH CHAMBER OF	ED ASST Travel	33345	100.00	For Farel Otieno & Juliana da Cruz -- Chamber brea
1637	JOHNSTONE SUPPLY	ADM FAC Office & Ope	33102	1,170.82	HEATING UNIT FOR PFS BAYS 1 & 2
9965	JOHNSTONE SUPPLY OF	Supplies	33267	10.67	FILTERS_#9169_WO20230178
9965	KC SOLID WASTE 01A	PW DIST Miscellaneous	32827	30.00	KC SOLID WASTE - REFERIGERATOR RECYCLE
9965	KGRG RADIO	PW DIST Training & Registr	32826	180.00	GRCC CONTROL VALVES CLASS - JACK DALTON
9965	KGRG RADIO	PW DIST Training & Registr	32828	180.00	GREEN RIVER COLLEGE - CLA VAL CLASS JEREMY STUMP
9965	KING COUNTY PERMIT	PW Capital Outlay	32811	500.00	KING COUNTY, REAL ESTATE SVS - PERMIT SUP23-0013/S
1027	KROGER - FREDMEYER	PRK HS Supplies	33376	53.82	SNACKS FOR BLACK HISTORY MONTH COMMUNITY EVENT- WA
1027	KROGER - FREDMEYER	PRK SC Supplies	33127	335.70	SENIOR MEAL PROGRAM
1027	KROGER - FREDMEYER	PRK SC Supplies	33143	44.79	SENIOR MEAL PROGRAM
1027	KROGER - FREDMEYER	PRK SC Supplies	33147	80.60	SENIOR MEAL PROGRAM
1027	KROGER - FREDMEYER	PRK SC Supplies	33161	86.90	SENIOR MEAL PROGRAM
1334	LEIRA	PD REC Training & Reg	32605	75.00	Van Der Vliet Training - Intro to PD for LE
9965	LOCAL GOVERNMENT HIS	HR Professional Srvc	32840	100.00	CAREER HUB - JOB POSTING - POLICE COMMANDER
1758	LOGMEIN, INC.	IT APP SFTW Software	33236	1,156.05	LogMeIn Rescue Remote Support App
2499	LOWE'S	PW TRAF Supplies	32829	19.53	LOWES CONNECTOR AND IRON STRING
2499	LOWE'S	PW TRAF Supplies	32830	26.25	LOWES CABLE TIES
2499	LOWE'S	PW TRAF Supplies	32833	131.02	LOWES MAX DUAL PRT CH
2499	LOWE'S	PW OS Supplies	33326	400.02	LOWES HOOKS, HATCHETS, SCREWS, SUPPLIES FOR PW SHO
2499	LOWE'S	PW DIST Supplies	33181	66.02	LOWES UTILITECH MILKHOUSE
9965	M P N INC	Supplies	33227	2,409.41	HEAT EXCHANGER_#2056_WO20230181
3368	MAC TOOLS	Small Tools & Equip	32596	605.54	POWER PROBE DIAGNOSTIC TOOL_FLEETSHOP
9965	MAC TOWING INC.	PD PTR Professional Srvc	32617	279.65	Evidence Impound 23-02089
9965	MAD ANTHONY'S INC	EXEC Travel	33171	166.06	DINNER W/ COUNCIL PRES WALSH, DEP COUNCIL HALL, WA
9965	MARKETPLACE EVENTS L	PRK SC Supplies	33151	252.00	NORTHWEST FLOWER & GARDEN ADMISSION

9965	MASTHEAD HOSE & SUPP	Supplies	33225	150.99	FITTINGS_#299
9965	MASTHEAD HOSE & SUPP	Supplies	33224	49.47	FITTINGS_#4047_WO20230035
9965	MASTHEAD HOSE & SUPP	Supplies	33223	464.47	SWIVEL FITTING_#2068_WO20220943
9965	MINUTEMAN PRESS-ANAH	PD PTR Supplies	32608	425.21	TRESPASS FORMS FOR PATROL
2865	NFG SEATTLE, LLC	PRK CC Supplies	33122	105.02	ICC EVENT SUPPLIES - VAELENTINE DANCE, PIZZA FOR VO
2571	NORSTAR INDUSTRIES I	Supplies	33254	1,122.90	TANK_#282_WO20230115
2593	OFFICE DEPOT INC	HR Supplies	32852	30.15	OFFICE DEPOT - SIGN HOLDER - CAREER FAIR
2593	OFFICE DEPOT INC	PW OS Supplies	33332	39.90	ODP TONER CARTRIDGES FOR PW OFFICE
2593	OFFICE DEPOT INC	PW OS Supplies	33333	57.76	ODP PW OFFICE SUPPLIES
2593	OFFICE DEPOT INC	PW DIST Supplies	33177	335.46	PLOTTER INK -TODD FRAZER
2593	OFFICE DEPOT INC	PW DIST Supplies	33178	327.03	PLOTTER INK - TODD FRAZER
2593	OFFICE DEPOT INC	PW DIST Supplies	33179	111.82	PLOTTER INK - TODD FRAZER
2593	OFFICE DEPOT INC	PW DIST Supplies	33332	39.90	ODP TONER CARTRIDGES FOR PW OFFICE
2593	OFFICE DEPOT INC	PW DIST Supplies	33333	57.76	ODP PW OFFICE SUPPLIES
2593	OFFICE DEPOT INC	PW SHD Supplies	33332	13.30	ODP TONER CARTRIDGES FOR PW OFFICE
2593	OFFICE DEPOT INC	PW SHD Supplies	33333	19.25	ODP PW OFFICE SUPPLIES
2593	OFFICE DEPOT INC	PW SHD Supplies	33332	39.89	ODP TONER CARTRIDGES FOR PW OFFICE
2593	OFFICE DEPOT INC	PW SHD Supplies	33333	57.75	ODP PW OFFICE SUPPLIES
9965	OLD WEST 12010 LLC	PRK HS Miscellaneous	33354	134.98	EMERGENCY WEATHER SHELTERING FOR UNHOUSED COMMUNIT
9965	OLYMPIA HOSPITALITY	EXEC Travel	33173	185.98	RED LION INN & SUITES HOTEL RESERVATION FOR CITY D
9965	OLYMPIA HOSPITALITY	EXEC Travel	33442	123.54	RED LION INN & SUITES HOTEL STAY FOR COUNCILMEMBER
9965	OLYMPIA HOSPITALITY	EXEC Travel	33443	123.54	RED LION INN & SUITES HOTEL STAY FOR COUNCILMEMBER
9965	OREGON ASSOCIATION C	HR Professional Srvcs	32854	100.00	OREGON ASSOCIATION CHIEFS OF POLICE - JOB POSTING
9965	O'REILLY AUTO PARTS	Supplies	33241	69.04	MOUNT_#113_WO20230092
2604	PACIFIC PLUMBING SUP	PW DIST Supplies	33175	127.74	PACIFIC PLUMBING - ADMIN BATHROOMS SOAP DISPENSER
9965	PADDLE.COM	IT INFR SFTW Software	32819	6.61	MONTHLY WIDGET COST FOR WEBSITE
9965	Pan American Group L	EXEC Supplies	33435	259.63	PANERA BREAD REFRESHMENTS FOR SLT MEETING 01172023
9965	Pan American Group L	EXEC Supplies	33444	144.90	PANERA BREAD REFRESHMENTS FOR ENVIRONMENTAL SPECIA
9965	Pan American Group L	LEGIS Supplies	32799	213.68	BREAKFAST FOR CITY COUNCIL RETREAT ON JAN. 28, 202
9965	Pan American Group L	CC Supplies	32802	199.37	CITY HALL NW TEMP STAFF FAREWELL LUNCH
9965	Pan American Group L	Office & Operating Supplies	33280	1,127.87	WORKING LUNCH FOR COI EMPLOYEES - EAM DEMOS

9965	Pan American Group L	Office & Operating Supplies	33286	628.68	WORKING LUNCH FOR COI EMPLOYEES - EAM DEMOS
9965	Pan American Group L	Office & Operating Supplies	33287	628.68	WORKING LUNCH FOR COI EMPLOYEES - EAM DEMOS
9965	PAYPAL *KINGCOUNTYM	CC Miscellaneous	32795	88.58	KING COUNTY MUNICIPAL CLERKS ANNUAL MEMBERSHIP - T
9965	PAYPAL AMEX	CPD BLDG Professional Srvc	32542	119.90	PAYFLOW/PAYPAL DEC '22 AND JAN '23 INVOICES
9965	PAYPAL INC.	ED REC Training & Reg	33344	620.00	REGISTRATION FOR NATIONAL MAIN STREET CONFERENCE -
9965	PAYPAL INC.	CC Training & Reg	32800	450.00	WASHINGTON MUNICIPAL CLERKS ANNUAL CONFERENCE - TA
9965	PAYPAL INC.	CC Training & Reg	32801	450.00	WASHINGTON MUNICIPAL CLERKS ANNUAL CONFERENCE - TI
9965	PAYPAL INC.	FIN Dues & Subscriptions	33269	125.00	ANNUAL PSFOA MEMBERSHIP
9965	PAYPAL INC.	HR Professional Srvc	32844	50.00	PAYPAL AWC - JOB POSTING
9965	PAYPAL INC.	HR Professional Srvc	32848	50.00	PAYPAL AWC - SINGLE JOB POSTING
9965	PAYPAL INC.	HR Professional Srvc	32849	300.00	NOBLE - JOB POSTING - POLICE COMMANDER
9965	PAYPAL INC.	HR Professional Srvc	32850	50.00	PAYPAL AWC - SINGLE JOB POSTING - STEWARDSHIP VOLU
9965	PAYPAL INC.	PW OS Training & Reg	33340	51.00	ADMINISTRATIVE TRAINING CLASS - RUZIELLE GANUELAS
9965	PAYPAL INC.	PW DIST Training & Registr	33340	51.00	ADMINISTRATIVE TRAINING CLASS - RUZIELLE GANUELAS
9965	PAYPAL INC.	PW SHD Training & Reg	33340	17.00	ADMINISTRATIVE TRAINING CLASS - RUZIELLE GANUELAS
9965	PAYPAL INC.	PW SHD Training & Reg	33340	51.00	ADMINISTRATIVE TRAINING CLASS - RUZIELLE GANUELAS
2624	PLATT ELECTRIC SUPPL	PW TRAF Supplies	32831	256.54	PLATT ELECTRIC SHIPPING CHARGES FOR SUPPLIES ORDER
9965	PMRA* INV-1340	EXEC Miscellaneous	33441	140.00	PUBLIC MANAGEMENT RESEARCH ASSOCIATION MEMBERSHIP
2535	POLLARDWATER.COM	PW CONV Supplies	32825	68.10	REPLACEMENT ELECTRODE KIT PH10A METER
9965	QUALITY FOOD	LEGIS Supplies	32798	29.62	SODA & COOKIES FOR CITY COUNCIL RETREAT ON JANUARY
9965	RECOLOGY	SUS ENV Supplies	32835	129.38	RECOLOGY CLEANSCAPES Awards for design contest for
2655	RODDA PAINT	ADM FAC Office & Ope	33083	410.37	PFS PAINT
2655	RODDA PAINT	ADM FAC Office & Ope	33098	331.78	PICKERING BARN- WALL PAINT AND SUPPLIES
2377	RWC GROUP	Supplies	33219	813.19	HARNES_#220_WO20221273
2377	RWC GROUP	Supplies	33220	1,329.23	HARDWARE_#220_WO20221273
2377	RWC GROUP	Supplies	33221	820.50	HARDWARE_#220_WO20221273
2377	RWC GROUP	Supplies	33263	302.78	SENSOR_#220_WO20221273
2377	RWC GROUP	Supplies	33265	115.18	GASKET_#220_WO20221273
2667	SAFEWAY INC-SEATTLE	ED ASST Supplies	33347	5.99	Fruit for Vision Partners retreat - see agenda for
2667	SAFEWAY INC-SEATTLE	PRK CC Supplies	33112	429.30	ICC EVENT SUPPLIES - VALENTINE DANCE, JUICE AND SO
2667	SAFEWAY INC-SEATTLE	PRK SC Supplies	33139	100.19	SENIOR MEAL PROGRAM

2667	SAFEWAY INC-SEATTLE	PRK SC Supplies	33146	27.82	SENIOR MEAL PROGRAM
2667	SAFEWAY INC-SEATTLE	PRK SC Supplies	33148	52.26	SENIOR MEAL PROGRAM
1142	SEATTLE AUTOMOTIVE D	Supplies	33262	74.09	ADDITIVE_#4004_WO20230182
1142	SEATTLE AUTOMOTIVE D	Supplies	33423	334.26	IGNITION & ENGINE FILTERS_#127_WO20230184
2696	SIX ROBBLEES' INC	Supplies	33250	121.22	TONGUE JACK_#4023_WO20230108
9965	Smartsheet Inc.	PW OS Dues & Subscriptions	33325	92.48	SMARTSHEET PROJECT MANAGEMENT SUBSCRIPTION
9965	SOL*SNAP-ON INDUSTRI	Small Tools & Equip	33202	1,250.80	TPMS TOOL
1820	SONSRAY MACHINERY LL	Supplies	33264	167.11	SENSOR_#2035_WO20230175
1820	SONSRAY MACHINERY LL	Supplies	33258	383.04	PINS & RETAINERS_#9063_WO20230124
9965	Space Exploration Te	IT NET Communication	33277	500.00	STARLINK BUSINESS SUBSCRIPTION
9965	SQ *CLARK'S TOWING L	PD PTR Professional Srvc	32610	354.25	EVIDENCE IMPOUND 23-01400
9965	SQ *TAYLOR RAY'S CAF	EXEC Travel	32812	6.81	MAYOR PAULY & ANDREA SNYDER LEGISLATIVE DAY IN OLY
9965	SQUARE INC.	EXEC Travel	32815	36.86	ANDREA & JEAME JUSTICE LUNCH DISCUSSED PW FAMILY N
9965	SQUARE INC.	MC Training & Reg	32531	175.00	MISDEMEANANT PROBATION ANNUAL CONFERENCE REGISTRAT
9965	SQUARE INC.	PD PTR Professional Srvc	32603	354.25	EVIDENCE IMPOUND 23-01764
9965	SQUARE INC.	PRK SC Supplies	33130	553.35	SENIOR TRIP ADMISSION
9965	SQUARE INC.	Repairs & Maintenance	33237	354.25	SUBLET TOWING_#174_WO20230074
9965	ST SUBSCRIPTIONS	ADM COMM Miscellaneous	32817	15.96	SEATTLE TIMES MONTHLY NEWSPAPER SUBSCRIPTION
9965	STATE SUPPORT REGIST	EXEC Travel	33172	6.00	STATE OF WA CAPITOL CAMPUS PARKING FOR CITY DAYS I
9965	SUMNER LAWN N SAW L	Supplies	33418	63.30	FUEL TANK_#432_WO20230090
1287	SWANK MOTION PICTURE	PRK HS Miscellaneous	33363	285.00	COPYRIGHT MOVIE FOR BLACK HISTORY MONTH EVENT
9965	T&A Supply Company I	ADM FAC Office & Ope	33089	154.30	PFS- MANAGER OFFICE FLOORING
9965	T&A Supply Company I	ADM FAC Office & Ope	33094	145.54	FLOORING SUPPLIES
2726	TACOMA SCREW PRODUCT	PW OS Supplies	33329	135.79	TACOMA SCREW AEROSOL, ZINC, FLAT WASHERS, SCREWS,
2726	TACOMA SCREW PRODUCT	PW OS Supplies	33330	3.91	TACOMA SCREW CREDIT CARD TRANSACTION FEE
9965	TARGET CORPORATION	HR Supplies	32855	-33.02	TARGET - RETURN - ROKU - BLACK HISTORY MONTH MOVIE
9965	TARGET CORPORATION	HR Supplies	32856	54.46	TARGET - SNACKS- BLACK HISTORY MONTH MOVIE SCREENI
9965	TARGET CORPORATION	PRK SC Supplies	33142	42.32	COFFEE MATE FOR MEAL PROGRAM
9965	Terrapins Lessee LLC	CC Travel	33348	145.90	WA Municipal Clerks Annual Conference Hotel Lodgin
9965	Terrapins Lessee LLC	CC Travel	33349	145.90	WA Municipal Clerks Annual Conference Hotel Lodgin
9965	THE HOME DEPOT INC	PRK OPS Supplies	33085	202.53	CITY PARKS BATHROOM PAINTING PROJECT

9965	THE HOME DEPOT INC	PRK OPS Supplies	33086	149.74	POWER PAINTERS FOR BATHROOM PAINTING PROJECT
9965	THE HOME DEPOT INC	ADM FAC Office & Ope	33081	62.05	PFS- BRASS PARTS FOR WASHER/DRYER
9965	THE HOME DEPOT INC	ADM FAC Office & Ope	33096	19.78	DIABLO PACKING PAD KIT
9965	THE HOME DEPOT INC	ADM FAC Office & Ope	33104	121.19	PFS- WASHER/DRYER PARTS
9965	THE HOME DEPOT INC	PW TRAF Supplies	32832	8.07	THE HOME DEPOT MOISTURE ABSORBER
9965	THE HOME DEPOT INC	PW TRAF Supplies	32834	56.05	THE HOME DEPOT SOCKET ADAPTER SET
9965	THE HOME DEPOT INC	PW RDSO Supplies	33323	214.42	HOME DEPOT BUCKETS, EXTENSIONS, ADAPTERS, DRILLS,
9965	THE HOME DEPOT INC	PW PAV Capital Outlay	33327	75.61	THE HOME DEPOT PIPES, PVC FOR 2022 PMP VPD
9965	THE HOME DEPOT INC	PW PAV Capital Outlay	33328	1,286.23	THE HOME DEPOT BATTERIES, SAW, PRUNER, ETC. FOR 20
9965	THE HOME DEPOT INC	Supplies	33256	19.62	FITTINGS_#284_WO20230146
9965	The Rocket Science G	ED ASST Communication	33350	110.10	Monthly subscription to MAILCHIMP for Business com
9965	The Rocket Science G	IT INFR SFTW Software	32816	126.62	MONTHLY EMAIL SERVICE COST
9965	The Rocket Science G	IT INFR SFTW Software	32821	291.77	PARKS MONTHLY EMAIL SERVICE
9965	The Rocket Science G	IT INFR SFTW Software	32824	126.62	MONTHLY EMAIL SERVICE COST
9965	THE WELL AND TABLE	EXEC Travel	32814	47.64	ANDREA AND EMILY PERFORMANCE REVIEW LUNCH
3681	THE WORKWEAR PLACE	PW MOB Supplies	32804	90.96	WORKWEAR PLACE UNIFORM BOOTS - GLEN PALACIOS
3681	THE WORKWEAR PLACE	PW OS Supplies	33324	188.23	WORKWEAR PLACE JEANS - STOKOSA & PALOMA
3681	THE WORKWEAR PLACE	PW Supplies	32804	39.24	WORKWEAR PLACE UNIFORM BOOTS - GLEN PALACIOS
3681	THE WORKWEAR PLACE	PW Supplies	32804	15.46	WORKWEAR PLACE UNIFORM BOOTS - GLEN PALACIOS
3681	THE WORKWEAR PLACE	PW Supplies	32804	52.51	WORKWEAR PLACE UNIFORM BOOTS - GLEN PALACIOS
9965	THERMO KING INTERMOU	Supplies	33249	246.50	COUPLERS_#7047_WO20230110
9965	TICKETS-COEUR DALENE	PD JAIL Training & Reg	32604	332.69	ZUPPE - REGISTRATION FOR FIRST RESPONDER MENTAL HE
9965	TOAST INC.	ED ASST Supplies	33346	32.90	Food for Vision Partners retreat - see agenda for
9965	TOAST INC.	EXEC Travel	32813	28.50	SNYDER & MAYOR LUNCH WITH REPS IN OLYMPIA REGARDIN
9965	TOAST INC.	EXEC Travel	33167	56.81	WALLY AND DEPUTY HALL LUNCH
9965	TOAST INC.	EXEC Travel	33169	58.78	WALLY AND COUCILMEMBER RUSSELL JOE MONTHLY LUNCH C
9965	TOYOTA	Supplies	33419	173.67	WEATHER STRIP
9965	TRAVELERS INDEMNITY C	CPD BLDG Miscellaneous	32808	40.00	BOND FOR NOTARY VIA TRAVELERS INSURANCE-JENNIFER W
2815	TURF STAR WESTERN	Supplies	33240	122.74	SEAL KIT_#7016_WO20230084
9965	Typeform S.L	IT INFR SFTW Software	32822	420.00	ANNUAL COST FOR SURVEY SERVICE
9965	USPS	PD PTR Miscellaneous	32629	15.95	SEND BADGES IN FOR REPAIR AND REFURBISH

2759	VERMEER NW SALES & S	Supplies	33245	336.61	NOZZLE_#9240_WO20230103
2761	VILLAGE THEATRE	PRK SC Supplies	33154	907.50	VILLAGE THEATRE TICKETS
2761	VILLAGE THEATRE	PRK SC Supplies	33164	363.00	SENIOR TRIP-VILLAGE THEATRE - ISSA
9965	VIRGINIA INNOVATION	FIN Training & Reg	32544	950.00	TRANSFORMING LOCAL GOVERNMENT REGISTRATION - DALE
3115	VOYAGER FLEET SYSTEM	PD DISP Travel	32601	249.40	PALYU - THE COEUR DALENE HOTEL FOR FIRST RESPONDER
3115	VOYAGER FLEET SYSTEM	PD DISP Travel	32627	162.70	CASTILLO TRAINING HOTEL
1194	WA STATE UNIVERSITY	CC Training & Reg	32803	1,075.00	NW CLERKS INSTITUTE PROFESSIONAL DEVELOPMENT 1 TRA
9965	WACD	PRK OPS Supplies	33099	182.25	NATIVE PLANTS
9965	WACD	PRK OPS Supplies	33103	584.87	GREEN ISSAQUAH- NATIVE PLANTS
9965	WAL-MART INC	PD PTR Supplies	32600	230.94	PHOTOS FOR CHIEF'S OFFICE
1156	WASHINGTON HYDRAULIC	Repairs & Maintenance	33266	172.48	HYDRAULIC MOTOR_#7016_WO20230084 INSTALL
2786	WRPA	PRK OPS Miscellaneous	33080	650.00	CPSI CERTIFICATION - SCOTT FRAME
2786	WRPA	PRK OPS Miscellaneous	33097	650.00	WRPA CPSI CERTIFICATION COURSE/EXAM - MICHAEL BLIS
9965	YM CAREERS	HR Professional Svcs	32839	474.00	YOURMEMBERSHIP IACP - JOB POST - POLICE COMMANDER

P-Cards for February 2023

\$ 117,003.34

PAYROLL

CHECK NUMBERS

AMOUNT

Payroll Checks	5333 Through	5359	10,398.88
Direct Deposits	128646 Through	129023	810,290.99
Payroll Wire Transfer Checks	129024 Through	129028	510,410.32
Payroll Check Reissued	5360 Through	5360	130.66
Payroll Check Voided	5168 Through	5168	(130.66)
Total	March 24th Pay Date		\$ 1,331,100.19

**CITY OF ISSAQUAH
City Council Regular Meeting**

7:00 PM
January 17, 2023

MINUTES

Council Chambers
135 E. Sunset Way

COUNCIL AND ADMINISTRATIVE PERSONNEL PRESENT

Councilmembers:

Barbara de Michele
Zach Hall
Victoria Hunt
Russell Joe
Tola Marts
Chris Reh
Lindsey Walsh

Administration/Staff:

Mary Lou Pauly, Mayor (*Excused Absence*)
Wally Bobkiewicz, City Administrator
Andrea Snyder, Deputy City Administrator
Rachel Bender Turpin, City Attorney
Tisha Gieser, City Clerk

CALL TO ORDER

Council President Walsh, Mayor pro tem, called the meeting to order at 7:00 PM.

PLEDGE OF ALLEGIANCE

Mayor pro tem Walsh led the Pledge of Allegiance.

AUDIENCE COMMENTS

The following public comment was provided:

- Mark Clemens, Downtown Issaquah Association Executive Director, shared past and future Downtown Issaquah Association events and requested AB 8522 - Community Investment Strategy Park Project Design & Construction Management Contract be moved to Regular Business so impacts to local businesses could be discussed.
- Connie Marsh, resident, spoke regarding the titles of the agenda items and requested AB 8522 - Community Investment Strategy Park Project Design & Construction Management Contract be moved to Regular Business so impacts to local businesses could be discussed.

COMMITTEE / REGIONAL REPORTS

Councilmember Joe:

Cascade Water Alliance Board Finance Committee - Made report.
Cascade Water Alliance Board - Announced upcoming meeting.

Councilmember de Michele:

King County Regional Transit Committee - Announced upcoming meeting.
Eastside Transportation Partnership - Made report.
Connect2 Community Advisory Group - Made report.

Councilmember Hunt:

Planning, Development & Environment Committee - Made report. Announced upcoming meeting.

King County Cities Climate Collaborative (K4C) Outreach Committee - Made report.
WRIA8 Salmon Recovery Council - Announced upcoming meeting.

Councilmember Reh:

Eastside Fire & Rescue Board - Made report.

Councilmember Marts:

Sound Cities Association Public Issues Committee - Made report.

Services, Safety & Parks Committee - Announced upcoming meeting.

Council President Walsh:

Growth Management Policy Board - Made report. Announced upcoming meeting.

MAYOR'S REPORT

Mayor pro tem Walsh reported on the following topics:

- Executive Session: There is no executive session planned for this evening.
- Seeking Salary Commission Members
- Legislative Action Days Reminder
- Reminder- Upcoming Committee Meetings
- AB 8522 Park Bid Approval Scope
- AWC Scholarship Nominee
- Upcoming Community Events

CONSENT CALENDAR

Items listed were distributed to Councilmembers in advance for study and were enacted with one motion.

IT WAS MOVED BY HALL, SECONDED BY MARTS; MOTION CARRIED (7-0), TO APPROVE THE CONSENT AGENDA AS PRESENTED.

- a) **ID 1328 - Accounts: Payables and Payroll of Jan. 17, 2023, \$9,523,131.95;** Approved.
- b) **AB 8470 - Crack and Cape Seal Project;** Accepted completion of the MC21-1 Crack and Cape Seal Project and release of the retainage to the contractor.
- c) **AB 8500 - Wayfinding & Park Signage Project Implementation;** Awarded the construction contract (Schedules A-C), for the first phase of wayfinding implementation (City facility, park and trail signage), and the Creative Arts District signage, in the amount of \$168,471.19 to Plumb Signs, Inc.; and authorized the Mayor to enter into and execute the related agreement.
- d) **AB 8521 - King County Conservation Futures Tax Levy 2023 Grant Award (Weymouth);** Authorized acceptance of 2023 King County Conservation Futures grant funds in the amount of \$530,000 for open space acquisition and execution of Amendment 1 to the Conservation Futures Interlocal Cooperative Agreement with King County.

- e) **AB 8522 - Community Investment Strategy Park Project Design & Construction Management Contract;** Authorized the Mayor to execute a professional services agreement in the amount of \$788,006.00 with Mithun, Inc. for the Veterans Memorial Consolidated Park design and construction management services.
- f) **AB 8524 - Contract Amendment for the Public Works HVAC Control System Upgrade;** Authorized the Mayor to enter into and execute a contract amendment with ATS Automation to expand the scope of the Public Works HVAC control upgrade project as proposed and authorized the revised project budget of \$143,050.
- g) **AB 8525 - Teamsters 763 (Public Works Maintenance) Collective Bargaining Agreement;** Approved the terms of the 2023-2024 Collective Bargaining Agreement between the City and the Teamsters Public, Professional, and Office-Clerical Local Union No. 763 and authorized the Mayor to enter into and execute the Agreement.
- h) **AB 8526 - AFSCME (General Employee Group) Collective Bargaining Agreement;** Approved the terms of the 2023-2024 Collective Bargaining Agreement between the City and the American Federation of State, County and Municipal Employees, Council 2 and authorized the Mayor to enter into and execute the Agreement.
- i) **AB 8528 - Storm and Surface Water Master Plan Contract Addendum No. 5;** Authorized the Mayor to enter into and execute Addendum No. 5 to the professional service contract with Otak, Inc. to extend the term of the contract to April 1, 2023.
- j) **AB 8533 - 2022 Emergency Management Performance Grant;** Authorized acceptance of Emergency Management Performance Grant funds in the amount of \$24,113; execution of the grant agreement with the Washington State Military Department to fund the purchase of a trailer and associated equipment to improve emergency network connectivity; and directed the Chief Financial Officer to include \$24,113 in a subsequent 2023 budget amendment for the remaining costs of the trailer and equipment from the General Fund.
- k) **AB 8535 - Appointment to Cascade Water Alliance Board Position;** Approved Resolution No. 2023-02, designating a representative to serve on the Cascade Water Alliance Board of Directors.

REGULAR BUSINESS – None.

NEW BUSINESS

- a) **ID 1325 - New Business Request: City Council Meetings Order of Business Update**

The item was introduced by Deputy Council President Hall.

IT WAS MOVED BY DE MICHELE, SECONDED BY HUNT, TO:

Forward the “City Council Meetings Order of Business Update” New Business item to the Feb. 6 Council meeting for a preliminary staff response.

MOTION CARRIED, 7-0.

GOOD OF THE ORDER

a) **ID 1322 - 2023 City Council Appointments & Exception to City Council Rules of Procedure**

Mayor pro tem Walsh announced her 2023 appointments, which were included in the agenda packet, and announced that one of the appointments requires an exception to the City Council rules.

IT WAS MOVED BY DE MICHELE, SECONDED BY REH, TO:

Approve an exception to the City Council Rule of Procedure Section 2.04, Appointments, Standing Committees, to allow a member of Council leadership to be appointed to two Standing Committees in 2023.

MOTION CARRIED, 7-0.

- b) *Mayor pro tem Walsh:*
Upcoming Council Meetings - Announced anticipated agenda items.

EXECUTIVE SESSION - None.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 7:42 PM.

Lindsey Walsh, Mayor pro tem

Tisha Gieser, City Clerk



Informational Update

ID # 1408 – Public Engagement Toolkit

Meeting Date	Apr. 3, 2023
Department	Administrative Services
Staff Lead	Thomas Rush, Communications Manager

Attachments

A. Public Engagement Toolkit

Purpose

The purpose of this informational update is to provide the City Council with an overview of updates recently made to Issaquah's Public Engagement Toolkit.

Background

As Issaquah's growing community continues to diversify and change, the importance of public engagement is essential – and at the heart of the role of public servants.

Providing the City Council quality public input also assists elected leaders in oftentimes making difficult decisions, and ensures community voices are heard on issues that affect them.

The City of Issaquah engages with the public to:

- Identify community perspectives
- Shape effective public policy
- Gather feedback to help prioritize project variables
- Inform community members on important issues and outcomes
- Address community-wide and neighborhood-specific concerns

There's no one way, however, to conduct effective engagement.

Using guidance from award-winning engagement programs throughout the country, the City's Communications Team designed a Public Engagement Toolkit in 2017 to assist project managers as they develop customized plans for engagement depending on the issue/topic, audience and timing.

In addition, this toolkit sets a common language among departments, elected leaders and others as we strive to develop effective engagement programs. It aligns City Council members and staff around engagement expectations for a range of projects.

First adopted by the City Council on [March 20, 2017](#), staff aim to periodically update the toolkit and incorporate many lessons learned during the City's ongoing engagement with community members.

Goals for the 2023 update included:

- Adding new communication tools/techniques that are now available.
- Ensuring project managers approach engagement with an increased equity lens.
- Enhancing the toolkit's usability for staff. The largest functional change, based on extensive feedback, was to adopt a worksheet-based layout that encourages users to plug-in content by topic area. This allows project managers to better utilize the toolkit multiple times throughout their projects.

Staff presented the updated toolkit to the Equity Board on [February 1, 2023](#) to collect additional feedback. Changes based on the board's input include: standardizing terminology; encouraging staff to work with Communications for translation and interpreter services; and adding in links to the [Religious and Cultural Calendar](#), as well as the [Equity Framework](#).

Overview

The Public Engagement Toolkit provides project managers with tangible tools to create a tailored engagement plan, including the following worksheets:

- "Define the Project" provides a space to create an overview of the project that will be useful when talking with partners and setting the context for future engagement options.
- "Assess Readiness" and "Identify Project Community Groups" are designed to encourage project managers to think critically about their projects, potential partners, and impacts.
- "Determine Level of Engagement" is a worksheet that breaks down types of engagement, and tools available for each level.

- “Public Meeting Checklist” and “Equity and Accessibility” provide functional guidance for planning events, and key questions on equity/accessibility considerations.
- “Develop a Timeline” helps staff consider when engagement would be most effective on their project timeline.
- “Report and Evaluate” is a critical after-action worksheet to reflect on lessons learned.

Next Steps

The Communications team will focus on training staff on the updated toolkit.



As our community continues to diversify and grow, the importance of public engagement becomes that much more essential.

ENGAGEMENT PRINCIPLES

So what does high quality engagement look like? It will be different for each issue and project. However, successful projects share many commonalities:

- Planning and goal setting
- Coordination with internal partners
- Engagement opportunities early in the process
- Strategic and analytical steps
- Identify interrelationships of projects and policies over time
- Determine the right level of engagement with the right groups

The City of Issaquah engages with the public to:

- Identify community perspectives
- Shape effective public policy
- Gather feedback to help prioritize project variables
- Inform community members on important issues and outcomes
- Address community-wide and neighborhood-specific concerns

ESTABLISHING TRUST

Engagement does not begin and end with a single project or plan. Engagement is about using a shared set of goals and values to build a foundation of trust with our community.

We are dedicated to valuing the time our community members take to provide input, and must ensure we are upfront and clear on how the City will use that input. Building these relationships will strengthen short-term project goals, and lead to stronger long-term partnerships and buy-in for the future.

THIS TOOLKIT IS A GUIDE

The goal of this document is to guide project managers as you formulate outreach to the Issaquah community. This document will walk you through the steps and ways in which to incorporate public engagement in your work.

Depending on the topic, intended audience and available time frame, this toolkit allows project managers to scale engagement efforts to fit the community's needs and interests.

In addition, this toolkit sets a common language among departments, elected leaders and others as we strive to develop effective engagement programs. It aligns all of us — including City Council members and staff — around engagement expectations for a range of projects.

DOCUMENT PREVIEW

This document contains worksheets for you to read, consider and fill out as you are planning your project. These sheets will help shape the larger conversation with Communications and your other partners regarding your engagement plans:

- Define the Project
- Assess Readiness
- Identify Project Community Groups
- Determine Level of Engagement, Select Tools
- Public Meeting Checklist
- Equity and Accessibility
- Develop a Timeline
- Report and Evaluate

ASSESS READINESS

Before you start an engagement process — it’s time to assess if you are ready! Start by answering these questions. If this is a substantial project, be sure you can answer “yes” or “to some extent” to most of these questions to ensure your efforts will be effective.

	Yes	To Some Extent	No	Notes
Is the issue/topic you need engagement on clearly defined?				
Is this of high interest or visibility within the community?				
Have you identified what engagement success looks like (i.e., more participants, increased diversity, ongoing communication, gathering input and/or feedback)?				
Are there opportunities to combine outreach efforts on multiple projects or repurpose data from previous efforts?				
Is there enough time for meaningful engagement? Do you know when engagement should be completed?				
Does the project have the resources to effectively support a public engagement process?				
Have you identified the ultimate decision maker?				
Are all internal participants ready for meaningful public involvement?				
Have you involved the City’s Communications team, consultants and staff from other departments who will be part of the process or affected by the outcomes?				
Have you had initial discussions with community groups on readiness? Is this the right time?				
If your department uses a project charter, have you completed it?				

IDENTIFY PROJECT COMMUNITY GROUPS

Identify community groups at the beginning — notify them of key decision points and opportunities for input. Community groups provide expertise that enhances the engagement process. Below are groups and points of contacts to begin this process. This list is not exhaustive. Leverage your colleagues and existing relationships to find groups specific to your project.

Category	Issaquah-Specific Examples	Internal Resource	Other Groups Related to My Project
Arts	Village Theatre, Issaquah Philanthropic Orchestra	Parks	
Boards and Commissions	Environmental Board, Planning Policy Commission, Transportation Advisory Board	City Clerks	
Business	Greater Issaquah Chamber of Commerce, Downtown Issaquah Association, Visit Issaquah	Economic Development	
Community Services	Issaquah Food & Clothing Bank, Friends of Youth, KidVantage	Human Services	
Cultural Groups	Cultural Bridges, Chinese Information and Service Center, The Muslim Community Resource Center	Human Services	
Education	Issaquah School District, Issaquah School District Equity Council, Issaquah Schools Foundation	Communications	
Environment	Friends of Lake Sammamish State Park, Friends of the Issaquah Salmon Hatchery	Sustainability	
Faith Groups	Bahá'ís of Issaquah, Chabad of the Central Cascades, Timberlake Church	Human Services	
Mobility, Transit	Cascade Bicycle Club, transit users, Washington State Department of Transportation (WSDOT)	Public Works	
Neighborhoods, Property Owners	Homeowner Associations (HOAs), apartment complexes, real estate professionals	Communications	
Neighboring Jurisdictions	Cities of Bellevue and Sammamish, Snoqualmie Tribe, King County	Communications	
Parks	Park and trail users, King County Parks, Issaquah Alps Trails Club	Parks	

Who will be affected by the decisions made?

ASK YOURSELF – OR EVEN BETTER, YOUR TEAM! – THESE QUESTIONS TO ENSURE YOU ARE REACHING COMMUNITY GROUPS.

What are decision maker's expectations for involvement and engagement?

Who should not be left out?

Who may be impacted by this?

DETERMINE LEVEL OF ENGAGEMENT, SELECT TOOLS

The type of engagement and the tools used to complete outreach are dependent on your project and the style of public outreach you intend to pursue. Projects may also change, and that can also shift level of engagement. Communications is here to help.

All projects will use tools from "Inform" and some from "Consult" and "Collaborate."

	Approach	Tools Used	Project Examples
<p>Inform</p> <p>Inform community members about a decision that is already made.</p>	<p>More passive outreach, providing information to increase awareness of a decision and its impact.</p> <p>Social media has made "inform" less one-way; while the City may not be seeking feedback, there will be opportunities to respond to constituent questions and comments.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Digital assets, e.g., video, website, news flash <input type="checkbox"/> Printed materials, e.g., postcards, door hangers <input type="checkbox"/> Newsletter <input type="checkbox"/> Social media, podcast <input type="checkbox"/> Large visuals in the community, e.g, variable message boards, banners 	<ul style="list-style-type: none"> ▪ Notification of road closures due to construction ▪ Water line repairs ▪ Trail maintenance
<p>Consult</p> <p>Present a limited number of options or drafts and ask for structured feedback.</p>	<p>This is best for projects that have an established set of options, with known parameters, such as engineering or budget constraints, environmental considerations, or safety and law implications.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Present ideas to community members at an open house or focus group <input type="checkbox"/> Leverage an existing event (like Concerts on the Green) <input type="checkbox"/> Gather feedback through a survey 	<ul style="list-style-type: none"> ▪ Input on new City accessibility measures ▪ Blackberry Park ▪ NW Sammamish non-motorized improvements
<p>Collaborate</p> <p>Collaborate with the community from the beginning of a project to develop alternatives and identify preferred options.</p>	<p>Often long-term and visionary. Be prepared for multiple touch points with the community.</p> <p>This is an opportunity to experiment and test unique ideas.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Community partnerships through workshops, task forces, committees <input type="checkbox"/> Opportunities for conversation and dialogue, i.e., workshops 	<ul style="list-style-type: none"> ▪ Parks Strategic Plan ▪ Our Issaquah, Citywide Strategic Plan ▪ Wayfinding project

Which engagement level is most appropriate for (this phase) in this project?

- Inform
 Consult
 Collaborate

Notes

PUBLIC MEETING CHECKLIST

Hosting a public meeting? The City uses these four main options:

Open House

- Best for consulting community members
- Can feature a short presentation from staff
- Staff are available at informational stations
- Staff take detailed notes to follow-up with community members

Neighborhood Meeting

- Best for consulting with specific sections of the City
- Staff travel to neighborhood locations versus City spaces
- Can feature a short presentation from staff
- Large focus on Q&A to understand concerns of localized residents

Workshop

- Best for collaborating with community members
- Starts with presentation from staff
- Participants break into smaller groups to brainstorm key issues
- Groups reconvene to share ideas and staff take detailed notes

Leverage Existing Meeting

- Best for consulting community members
- Host a booth or table at an existing event
- Staff are available with visuals and to answer questions
- Engagement occurs through comment cards, surveys, etc.

Once you determine the type of public meeting, use this checklist as a guide.

	Yes	No	Notes
What type of space do you need? Break out rooms, presentation space, tabling, etc.?			
Can you tie into an existing meeting, or do you need your own meeting?			
Did you book the space through Outlook (if a City-owned space)?			
Do you need translation or interpreter services?			
Will you have refreshments?			
Is a tech walk-through planned?			
Do you need to have signage created?			
Did you check the Equity and Accessibility worksheet (pg. 8)?			
Did you do outreach to priority community groups?			
Have you worked with Communications to promote the meeting?			
After your meeting: Have you returned materials to City Hall and other locations?			

EQUITY AND ACCESSIBILITY

We take pride in our community’s diversity and are committed to creating a welcoming and inclusive environment. Social, economic and cultural conditions, as well as other factors, influence how people communicate and interact with others.

	Y/N	Notes
Did you choose a time/s that work for people who work 9-5, those who have families, those who will use transit?		
Have you considered child care options?		
Will you provide hand outs in other languages?		
Do you need translation services? Interpreter services?		
Did you consider the Americans with Disabilities Act (ADA) compliance of your space?		
Did you consult and schedule around the Religious and Cultural Calendar ?		
Did you review the Equity Framework in relation to your project and public engagement?		

List the multiple ways you are providing opportunities for community members and groups to provide input and feedback, e.g., attending online, submitting a question ahead of a meeting, completing a survey

Public engagement efforts benefit from including and bringing new voices to the table.

Benefits include:

- Ensuring an equitable engagement process
- Increasing confidence in City systems
- Creating better outcomes for all
- Building long-lasting relationships

DEVELOP A TIMELINE

With Communications, build a timeline to plan your key engagement with the community. If you are already using a Project Charter, make sure that you incorporate engagement elements. You do not need to create a separate timeline.



What are your overall engagement goals? What are your desired outcomes, e.g., increased community awareness, improved understanding of community priorities?

What constraints do you have in your timeline, e.g., presenting to City Council, consultant touch points, budgetary?

Constraint	Details	Date

What needs to be accomplished at each stage of the project? When would engagement be most impactful?

Near Term

Activity	Date	Engagement Opportunity?

Medium Term

Activity	Date	Engagement Opportunity?

Long Term

Activity	Date	Engagement Opportunity?

REPORT AND EVALUATE

To identify challenges, measure successes and adjust plans accordingly, it's important to monitor and evaluate your project throughout the process, and particularly at the close of the project. Ensure you share your engagement process — and results — with those who provided input, in addition to partners, team members and City Council. It's important to note that effective engagement can draw out competing values and doesn't always provide clear consensus.

	Yes	To Some Extent	No	Notes
Was my engagement topic clearly defined?				
Was my project successful? Did I meet my outcomes and goals?				
Was it delivered on time?				
Did I engage those more impacted by the project?				
Did I receive feedback and engagement from a diverse group of voices?				
Have I followed up with the community groups I engaged?				
Do I have any remaining City Council touch points?				
Does anything need to be documented with photos, video?				

What was the feedback from:

Community members?

Decision makers?

What did I learn that will inform my work next time?

What needs updating on the website and in news items?

The following engagement toolkits served as valuable resources, and were often incorporated into this customized version for the City of Issaquah.

- [City of Arlington, Virginia: "A Six-Step Public Engagement Guide for Capital Projects"](#)
- [City of San Luis Obispo, California: "Public Engagement and Noticing Manual"](#)
- [City of Seattle, Seattle Neighborhoods: "Strategies for Equitable Engagement"](#)
- [City of Seattle, Washington: "Inclusive Outreach and Public Engagement Guide"](#)
- [City of Waterloo, Ontario, Canada: "Public Involvement: Guidelines, tools and worksheets for successful community engagement"](#)
- [Oregon Metro: "Public Engagement Guide"](#)
- [Puget Sound Regional Council: "Equitable Engagement for Comprehensive Plans"](#)



CITY COUNCIL
AGENDA BILL

City Council Regular Meeting - Apr 03 2023

NEW
AB 8465 -
Consent Calendar

Lower Issaquah Creek Stream and Riparian Habitat Enhancement (ST 006) Construction Project Proposed Council Action: Accept Project

Table with 2 columns: Department/Meeting info and Dates/Policy numbers. Includes DEPARTMENT OF OTHER COUNCIL MEETINGS, COMP PLAN POLICY NOS., OTHER POLICIES, EXHIBITS.

SUMMARY STATEMENT

Introduction

This agenda bill seeks City Council authorization to accept completion of the Lower Issaquah Creek Stream and Riparian Habitat Enhancement Project (ST 006) construction contract.

Background

On March 21, 2022, the City Council awarded the construction contract for the Lower Issaquah Creek Stream and Riparian Habitat Enhancement Project (ST 006) to OMA Construction, Inc. in the amount of \$1,996,984.99.

- 1. Change Order No 1 (approved via AB 8547 - Feb 6, 2023) in the amount of \$112,660.46 was required to address a change in site conditions...
2. Increase in bid quantities for channel excavation, erosion control blanket, stream bed cobble and gravel/soil amendment.
3. Decrease in bid quantities for bank armor removal, construction fencing, wood chip mulch, stream bed sediment and pedestrian trail.

The scope of the project was to create over 1,200 LF of salmon habitat along the east bank of Issaquah Creek between SE 62nd Street and SE 61st NE. Specific work items performed under the project included:

- 1. Excavating side and backwater channels
2. Installation of a pedestrian trail segment (constructed for future use, as connections to the trail system continue to be built)
3. Removal of bank armoring
4. Installation of habitat logs
5. Placement of spawning gravel and streambed cobbles

Proposal

The completed contract cost of \$2,036,443.30 is within the total project budget of \$2,491,985 (see Financial Information section). Acceptance of completion of the project construction contract is now requested.

Financial Information

The approved project budget for ST006 is \$2,491,985. The final project costs are shown below:

Table with 3 columns: Project Elements, Projected Project Costs at Contract Award, Actual Project Costs (including Change Orders and adjustments to bid items). Rows include Construction Contract (OMA) and Riparian Planting Contract.

Riparian Plant Materials	\$82,734.95	\$86,545.76
Construction Management Contract (Watershed)	\$123,441.00	\$135,421.05
Total	\$2,309,400.79	\$2,364,649.96

The total actual project cost of \$2,364,649.96 to-date is less than the approved project budget of \$2,491,985.

The project was funded through a variety of sources, including several grants. Grantors included Water Resource Inventory Area (WRIA 8), King County and the Snoqualmie Tribe (AB 8334).

A portion of the remaining project budget will be used to construct limited fencing and to provide watering to help establish the new plants. Consistent with the City's requirements and practices for restoration and habitat enhancement projects, a 5-year maintenance and monitoring plan will begin in the spring of 2024. Funding for that scope of work will be budgeted in the Public Works Department's operating budget.

Administration's Recommendation

The Administration recommends acceptance of the completion of the Lower Issaquah Creek Stream and Riparian Habitat Enhancement Project construction contract and release of the retainage to the contractor.

Update

n/a

Alternative(s)

n/a

RECOMMENDATION

Administration / Public Works Department:

MOVE TO: Accept completion of the Lower Issaquah Creek Stream and Riparian Habitat Enhancement Project construction contract and release of the retainage to the contractor.



CITY COUNCIL
AGENDA BILL

City Council Regular Meeting - Apr 03 2023

NEW
AB 8509 -

Consent Calendar

Washington State Department of Commerce
Comprehensive Plan Periodic Update Grant

Proposed Council Action:
Accept Grant; Authorize Agreement

Table with 2 columns: Department/Meeting info and Staff/Policy info. Includes rows for DEPARTMENT OF, OTHER COUNCIL MEETINGS, COMP PLAN POLICY NOS., OTHER POLICIES, and EXHIBITS.

SUMMARY STATEMENT

Introduction

This agenda bill requests City Council action to accept grant funds in the amount of \$32,000 from the Washington State Department of Commerce to update the Comprehensive Plan and authorization to enter into the related grant agreement.

The City is eligible for \$125,000 from the Washington State Department of Commerce. A second grant agreement for the remainder of the funds will come before the City Council in May 2023.

Background

Every county and city in the state is required to conduct a Periodic Update of its Comprehensive Plan and development regulations every eight years. This update allows local governments to ensure their Comprehensive Plans and development regulations address the minimum requirements of the Growth Management Act (GMA).

The intent of this grant program is to support jurisdiction updates of comprehensive plans to meet the minimum requirements as defined by the Growth Management Act. Activities eligible for funding include all planning work activities necessary to update the comprehensive plan.

Proposal

The Administration requests City Council action to accept grant funds in the amount of \$32,000 from the Washington State Department of Commerce to update the Comprehensive Plan and authorization to enter into the related grant agreement. The grant agreement is set to expire on June 30, 2023.

The periodic update for the comprehensive plan will initiate in 2023 and will be completed in 2024. The scope of work will include review of the City's vision, goals and policies to ensure compliance with state and county requirements and coordinate with the City's planned work to complete a transit study, housing assessments, Park Strategic Plan Update, and Economic Vitality Plan update.

If the grant funds are awarded, they will be used to hire a consultant to implement the following work:

- 1. Refine the Comprehensive Plan community vision, goals and policies with an equity lens;
2. Update neighborhood boundaries and create a template for future neighborhood plans; and
3. Streamline the Comprehensive Plan and make it more user-friendly.

Growth Management Act cities with a populations under 49,999 are prioritized for grants up to \$125,000. Issaquah plans to utilize the full amount.

Next Steps

A second grant agreement for the remainder of the funds will be effective from July 1, 2023 and will expire at the end of 2024. The Administration will return in May 2023 to request authorization for the second grant agreement.

Financial Information

This grant funding was anticipated in the adopted 2023-24 budget as part of the Comprehensive Plan Periodic Update project. All of the consulting services to complete the recommended updates to the Comprehensive Plan will be paid using grant funds. General funds will not be needed towards consulting services. The grant does not require matching funds from the City.

The first grant agreement for funds to be expended by June 30, 2023 is for \$32,000. A second grant agreement for the remainder of the funds will be effective from July 1, 2023 and will expire at the end of 2024.

Administration's Recommendation

The Administration recommends acceptance of grant funds and execution of the grant agreement with the Washington State Department of Commerce for the Comprehensive Plan Periodic Update Grant.

Update

n/a

Alternative(s)

Do not accept grant and do not authorize the agreement. (Impact: Work on periodic update will not include the recommended consultant tasks.)

RECOMMENDATION

Administration / Community Planning & Development:

MOVE TO: Authorize acceptance of grant funds in the amount of \$32,000 and execution of the grant agreement with the Washington State Dept. of Commerce for the Comprehensive Plan Periodic Update Grant.



Interagency Agreement with

City of Issaquah

through

Growth Management Services

**Contract Number:
23-63210-014**

For

GMA Periodic Update Grant – FY2023

Dated: Date of Execution



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Face Sheet

Contract Number: 23-63210-014

**Local Government Division
Growth Management Services**

1. Contractor City of Issaquah Community Planning & Development Department PO Box 1307 Issaquah, WA 98027		2. Contractor Doing Business As (as applicable) N/A	
3. Contractor Representative Christen Leeson Senior Planner 425.837.3096 christenl@issaquahwa.gov		4. COMMERCE Representative Ted Vanegas Senior Planner 360.725.3031 ted.vanegas@commerce.wa.gov PO Box 42525 1011 Plum St. SE Olympia, WA 98504	
5. Contract Amount \$62,500	6. Funding Source Federal: <input type="checkbox"/> State: <input checked="" type="checkbox"/> Other: <input type="checkbox"/> N/A: <input type="checkbox"/>	7. Start Date Date of Execution	8. End Date June 30, 2023
9. Federal Funds (as applicable) N/A		Federal Agency: N/A ALN N/A	
10. Tax ID # N/A	11. SWV # SWV0000310-00	12. UBI # 179-000-314	13. UEI # N/A
14. Contract Purpose Grant funding to assist City of Issaquah with planning work for the completion the Growth Management Act (GMA) requirement to review, and if needed, revise the comprehensive plan and development regulations under RCW 36.70A.130(5).			
COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract and Attachments and have executed this Contract on the date below and warrant they are authorized to bind their respective agencies. The rights and obligations of both parties to this Contract are governed by this Contract and the following documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" – Scope of Work and Attachment B - Budget			
FOR CONTRACTOR		FOR COMMERCE	
_____ Mary Lou Pauly, Mayor City of Issaquah		_____ Mark K. Barkley, Assistant Director Local Government Division	
_____ Date		_____ Date	
		APPROVED AS TO FORM ONLY BY ASSISTANT ATTORNEY GENERAL APPROVAL ON FILE	



Special Terms and Conditions

1. AUTHORITY

COMMERCE and Contractor enter into this Contract pursuant to the authority granted by Chapter 39.34 RCW.

2. CONTRACT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Contract.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Contract.

The Representative for the Contractor and their contact information are identified on the Face Sheet of this Contract.

3. COMPENSATION

COMMERCE shall pay an amount not to exceed sixty-two thousand, five hundred dollars (\$62,500), for the performance of all things necessary for or incidental to the performance of work under this Contract as set forth in the Scope of Work.

4. BILLING PROCEDURES AND PAYMENT

COMMERCE will pay Contractor upon acceptance of services and deliverables provided and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE not more often than monthly nor less than quarterly.

The parties agree this is a performance-based contract intended to produce the deliverables identified in Scope of Work (Attachment A). Payment of any invoice shall be dependent upon COMMERCE'S acceptance of Contractor's performance and/or deliverable. The invoices shall describe and document, to COMMERCE's satisfaction, a description of the work performed, the progress of the project, and fees. The invoice shall include the Contract Number 23-63210-014. If expenses are invoiced, provide a detailed breakdown of each type. A receipt must accompany any single expenses in the amount of \$50.00 or more in order to receive reimbursement.

Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Contractor.

COMMERCE may, in its sole discretion, terminate the Contract or withhold payments claimed by the Contractor for services rendered if the Contractor fails to satisfactorily comply with any term or condition of this Contract.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

Grant Start Date

COMMERCE will pay the Contractor for costs incurred beginning July 1, 2022, for services and deliverables described under this Agreement.

Duplication of Billed Costs

The Contractor shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Contractor, if the Contractor is entitled to payment or has been or will be paid by any other source, including grants, for that service.



Disallowed Costs

The Contractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

COMMERCE may, in its sole discretion, withhold ten percent (10%) from each payment until acceptance by COMMERCE of the final report (or completion of the project, etc.).

Line Item Transfers

The total amount of transfers of funds between line item budget categories shall not exceed ten percent (10%) of the total budget. If the cumulative amount of these transfers exceeds or is expected to exceed ten percent, the total budget shall be subject to justification and negotiation of a contracts amendment by the Contractor and COMMERCE.

Ineligible Costs

Only eligible project-related costs will be reimbursed. Ineligible costs include, but are not necessarily limited to: capital expenses, such as land acquisition or construction costs; purchase of machinery; hosting expenses, such as meals, lodging, or transportation incurred by persons other than staff and volunteers working directly on the project; lobbying or political influencing; and other costs which are not directly related to the project.

5. SUBCONTRACTOR DATA COLLECTION

Contractor will submit reports, in a form and format to be provided by Commerce and at intervals as agreed by the parties, regarding work under this Contract performed by subcontractors and the portion of Contract funds expended for work performed by subcontractors, including but not necessarily limited to minority-owned, woman-owned, and veteran-owned business subcontractors. "Subcontractors" shall mean subcontractors of any tier.

6. INSURANCE

Each party certifies that it is self-insured under the State's or local government self-insurance liability program, and shall be responsible for losses for which it is found liable.

7. FRAUD AND OTHER LOSS REPORTING

Contractor shall report in writing all known or suspected fraud or other loss of any funds or other property furnished under this Contract immediately or as soon as practicable to the Commerce Representative identified on the Face Sheet.

8. ORDER OF PRECEDENCE

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Special Terms and Conditions
- General Terms and Conditions
- Attachment A – Scope of Work
- Attachment B – Budget



General Terms and Conditions

1. DEFINITIONS

As used throughout this Contract, the following terms shall have the meaning set forth below:

- A. "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.
- B. "COMMERCE" shall mean the Washington Department of Commerce.
- C. "Contract" or "Agreement" or "Grant" means the entire written agreement between COMMERCE and the Contractor, including any Attachments, documents, or materials incorporated by reference. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
- D. "Contractor" or "Grantee" shall mean the entity identified on the face sheet performing service(s) under this Contract, and shall include all employees and agents of the Contractor.
- E. "Personal Information" shall mean 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, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- F. "State" shall mean the state of Washington.
- G. "Subcontractor" shall mean one not in the employment of the Contractor, who is performing all or part of those services under this Contract under a separate contract with the Contractor. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.

2. ALL WRITINGS CONTAINED HEREIN

This Contract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or to bind any of the parties hereto.

3. AMENDMENTS

This Contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

4. ASSIGNMENT

Neither this Contract, work thereunder, nor any claim arising under this Contract, shall be transferred or assigned by the Contractor without prior written consent of COMMERCE.

5. CONFIDENTIALITY AND SAFEGUARDING OF INFORMATION

- A. "Confidential Information" as used in this section includes:
 - i. All material provided to the Contractor by COMMERCE that is designated as "confidential" by COMMERCE;
 - ii. All material produced by the Contractor that is designated as "confidential" by COMMERCE; and



iii. All Personal Information in the possession of the Contractor that may not be disclosed under state or federal law.

B. The Contractor shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Contractor shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The Contractor shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Contractor shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Contract whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The Contractor shall make the changes within the time period specified by COMMERCE. Upon request, the Contractor shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Contractor against unauthorized disclosure.

C. Unauthorized Use or Disclosure. The Contractor shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

6. COPYRIGHT

Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the Contractor hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, the Contractor hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Contractor warrants and represents that the Contractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The Contractor shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Contractor shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the Contractor with respect to any Materials delivered under this Contract. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the Contractor.

7. DISPUTES

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, Agreement terms and applicable statutes and rules and make a determination of the dispute. The Dispute Board shall thereafter decide the dispute with the majority



prevailing. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

8. GOVERNING LAW AND VENUE

This Contract shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9. INDEMNIFICATION

Each party shall be solely responsible for the acts of its employees, officers, and agents

10. LICENSING, ACCREDITATION AND REGISTRATION

The Contractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

11. RECAPTURE

In the event that the Contractor fails to perform this Contract in accordance with state laws, federal laws, and/or the provisions of this Contract, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Contractor of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Contract.

12. RECORDS MAINTENANCE

The Contractor shall maintain books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract.

The Contractor shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the contract, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

13. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Contract and prior to normal completion, COMMERCE may suspend or terminate the Contract under the "Termination for Convenience" clause, without the ten calendar day notice requirement. In lieu of termination, the Contract may be amended to reflect the new funding limitations and conditions.

14. SEVERABILITY

The provisions of this contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the contract.



15. **SUBCONTRACTING**

The Contractor may only subcontract work contemplated under this Contract if it obtains the prior written approval of COMMERCE.

If COMMERCE approves subcontracting, the Contractor shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Contractor to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Contractor is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Contractor shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to COMMERCE for any breach in the performance of the Contractor's duties.

Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

16. **SURVIVAL**

The terms, conditions, and warranties contained in this Contract that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Contract shall so survive.

17. **TERMINATION FOR CAUSE**

In the event COMMERCE determines the Contractor has failed to comply with the conditions of this contract in a timely manner, COMMERCE has the right to suspend or terminate this contract. Before suspending or terminating the contract, COMMERCE shall notify the Contractor in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the contract may be terminated or suspended.

In the event of termination or suspension, the Contractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the contract, withhold further payments, or prohibit the Contractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Contractor or a decision by COMMERCE to terminate the contract. A termination shall be deemed a "Termination for Convenience" if it is determined that the Contractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this contract are not exclusive and are, in addition to any other rights and remedies, provided by law.

18. **TERMINATION FOR CONVENIENCE**

Except as otherwise provided in this Contract, COMMERCE may, by ten (10) business days written notice, beginning on the second day after the mailing, terminate this Contract, in whole or in part. If this Contract is so terminated, COMMERCE shall be liable only for payment required under the terms of this Contract for services rendered or goods delivered prior to the effective date of termination.

19. **TERMINATION PROCEDURES**

Upon termination of this contract, COMMERCE, in addition to any other rights provided in this contract, may require the Contractor to deliver to COMMERCE any property specifically produced or acquired for the performance of such part of this contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.



COMMERCE shall pay to the Contractor the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the Contractor and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of COMMERCE. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this contract. COMMERCE may withhold from any amounts due the Contractor such sum as the Authorized Representative determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

After receipt of a notice of termination, and except as otherwise directed by the Authorized Representative, the Contractor shall:

- A. Stop work under the contract on the date, and to the extent specified, in the notice;
- B. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the contract that is not terminated;
- C. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- D. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
- E. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the contract had been completed, would have been required to be furnished to COMMERCE;
- F. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and
- G. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this contract, which is in the possession of the Contractor and in which COMMERCE has or may acquire an interest.

20. TREATMENT OF ASSETS

Title to all property furnished by COMMERCE shall remain in COMMERCE. Title to all property furnished by the Contractor, for the cost of which the Contractor is entitled to be reimbursed as a direct item of cost under this contract, shall pass to and vest in COMMERCE upon delivery of such property by the Contractor. Title to other property, the cost of which is reimbursable to the Contractor under this contract, shall pass to and vest in COMMERCE upon (i) issuance for use of such property in the performance of this contract, or (ii) commencement of use of such property in the performance of this contract, or (iii) reimbursement of the cost thereof by COMMERCE in whole or in part, whichever first occurs.

- A. Any property of COMMERCE furnished to the Contractor shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this contract.
- B. The Contractor shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the Contractor or which results from the failure on the part of the Contractor to maintain and administer that property in accordance with sound management



practices.

- C. If any COMMERCE property is lost, destroyed or damaged, the Contractor shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.
- D. The Contractor shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this contract.
- E. All reference to the Contractor under this clause shall also include Contractor's employees, agents or Subcontractors.

21. **WAIVER**

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Contract unless stated to be such in writing and signed by Authorized Representative of COMMERCE.



Attachment A: Scope of Work

Tasks / Actions / Deliverables	Description	End Date
Task 1	Identify missing or existing policies and regulations needing to be added or updated.	March 2023
Action 1.1	Review the comprehensive plan using the Commerce periodic update checklist.	February 2023
Action 1.2	Review the land use code using the Commerce periodic update checklist.	March 2023
<i>Deliverable 1</i>	Completed Commerce periodic update checklists for comprehensive plan and development regulations.	<i>March 31, 2023</i>
Task 2	Hire Consultant	April 2023
Action 2.1	Prepare and publish RFQ for consultant	February 2023
<i>Deliverable 2</i>	Completed contract with consultant	<i>April 30, 2023</i>
Task 3	Update Visions and neighborhood boundaries	June 2023
Action 3.1	Work with Planning Policy Commission to update Visions and revise neighborhood boundaries	May 2023
<i>Deliverable 3</i>	Updated visions and neighborhood boundaries	June 30, 2023



Attachment B: Budget

SFY 2023 Task/Deliverable	SFY 2023 Amount
Deliverable 1: <i>Completed Commerce periodic update checklists for comprehensive plan and development regulations.</i>	\$0
Deliverable 2: <i>Completed contract with consultant.</i>	\$2,000
Deliverable 3: <i>Updated visions and neighborhood boundaries.</i>	\$30,000
Total Grant (SFY 2023 only)	\$32,000



CITY COUNCIL
AGENDA BILL

City Council Regular Meeting - Apr 03 2023

NEW
AB 8587 -

Consent Calendar

King County Aquatic Feasibility Planning Project Grant

Proposed Council Action:
Accept Grant; Authorize Agreement

Table with 2 columns: Department/Meeting/Policy/Exhibit and corresponding details like Parks & Community Services Brian Berntsen, n/a, and A. Grant Agreement.

SUMMARY STATEMENT

Introduction

This agenda bill seeks City Council authorization to accept \$80,000 of King County grant funds for the purpose of conducting a pool feasibility study of the Julius Boehm Pool and authorization to execute the related grant agreement (Exhibit A).

Background

Built in 1972 under the King County Forward Thrust program, the pool was built with a 25-year life expectancy at a time when the city population was approximately 3,000 and the facility was able to meet the aquatic needs of the area. Since that time, the city has grown significantly, along with the Issaquah School District that it also serves, resulting in demand for pool use that exceeds the pool's capacity.

In 2013, the City of Issaquah passed a Park Bond that included \$5 million for the renovation of the Issaquah Julius Boehm Pool. The renovation was completed in 2015, which improved and updated the existing facility, but did not increase the pool's capacity.

In 2019, as part of the King County Parks and Recreation levy, voters approved funding to create four (4) unique grant opportunities:

- Parks Capital Projects and Open Space Program
• Targeted Equity Program
• Aquatic Facilities Program
• Open Space and River Corridors Program

The Aquatic Facilities Grant Program is intended to preserve and increase public access to aquatic facilities across King County. For more than 50 years King County communities have built public pools and aquatic centers to improve access to public recreation, competition, and critical water safety skills (drowning prevention). This grant program is intended to assist communities across all of King County as our regions grows and existing facilities become obsolete or reach capacity. The Aquatic Facilities Grant Program provides funding opportunities for activities related to the renovation or expansion of existing facilities, or construction of new aquatic facilities in King County.

Proposal

The Administration proposes acceptance of the \$80,000 of King County grant funds for the purpose of conducting a pool feasibility study of the Julius Boehm Pool and authorization to execute the related grant agreement; and directing the Chief Financial Officer to include the revenues and related expenditures in a subsequent 2023 budget amendment, if needed.

The grant funds will be used to conduct a feasibility study to assess the growing community's aquatic needs. The proposed feasibility study will look at options to increase the pool's capacity and improve its functionality in order to meet the needs of the community. The feasibility study will include, but will not be limited, to:

- Analysis of physical components
• Analysis of program components
• Capital and operational cost analysis for alternatives
• Operational cost recovery analysis based on alternatives
• Site analysis and evaluation
• Alternative conceptual facility designs
• Graphic analysis and other visual aids for presentations

- Preparation of a draft and final written report

Next Steps

If Council approves acceptance of the grant funds and authorization to execute the related grant agreement, next steps will be to interview consultants to conduct the feasibility study. The preferred consultant will be selected based on their expertise and experience in conducting similar studies (aquatics focused) and their ability to deliver high-quality results within the given timeframe.

The feasibility study will be conducted with an estimated completion date of the end of 2023. During this time staff will work closely with the selected consultant to ensure that the study is conducted efficiently and effectively.

The Administration will provide a copy of the completed study to the City Council. The study will then be used to aid the Administration in capital planning for the pool.

Financial Information

Funding match not required. If the funding is accepted and the grant agreement is authorized, this agenda bill includes direction to the Chief Financial Officer to include the revenues and related expenditures in a subsequent 2023 budget amendment, if needed.

Administration's Recommendation

The Administration recommends acceptance of the \$80,000 of King County grant funds for the purpose of conducting a pool feasibility study of the Julius Boehm Pool and authorization to execute the related grant agreement; and directing the Chief Financial Officer to include the revenues and related expenditures in a subsequent 2023 budget amendment, if needed.

Update

n/a

Alternative(s)

Do not accept funds or authorize grant agreement. Pool use will continue to exceed its capacity.

RECOMMENDATION

Administration / Parks & Community Services:

MOVE TO: Authorized the acceptance of the \$80,000 of King County grant funds for the purpose of conducting a pool feasibility study of the Julius Boehm Pool and authorization to execute the related grant agreement; and directing the Chief Financial Officer to include the revenues and related expenditures in a subsequent 2023 budget amendment, if needed.

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AQUATIC FACILITIES PROGRAM
FEASIBILITY/PLANNING PROJECT GRANT AGREEMENT

Department/Division: Natural Resources and Parks / Parks and Recreation

Grant Recipient: City of Issaquah - Recreation and Community Services

Project: Issaquah Aquatic Center Study

Award Amount: \$80,000.00 Project#: 1144468 Contract#: 6328660

Term Period: Effective Date To 11/30/2024

THIS AGREEMENT is a grant agreement entered into between City of Issaquah Recreation and Community Services (“Grant Recipient”) and King County (the “County”) (collectively the “Parties”) for planning and feasibility study (“Feasibility Study”) for the development or improvement of a publicly owned pool (“Aquatics Recreation Project”) using a Parks Aquatic Facilities Program Grant.

RECITALS

- A. Ordinance 18890, which took effect May 13, 2019, called for a special election to authorize the King County parks, recreation trails and open space levy. On August 6, 2019, King County voters approved the levy, which included funding for development and improvement of publicly owned pools.
- B. Motion 15378, Section A.4., and Attachment D, further delineated the use of levy funds for the Parks Aquatic Facilities Grants Program and the guidelines governing that use.
- C. Ordinance 19166, Attachment C established the grant award criteria and the process for the distribution of Parks Aquatic Facilities Grants as well as the proposed composition of an advisory committee to review and make recommendations on the grant awards.
- D. King County, a home rule charter county and political subdivision of the State of Washington, is authorized to administer the Parks Aquatic Facilities Grant Program and enter into agreements for the use of the grant funds with King County towns, cities, metropolitan parks districts, and other public entities that own an aquatic facility for capital projects for the development or improvement of publicly owned pools.
- E. Grant Recipient is a City.
- F. The Parks Aquatic Facilities Grant Program Advisory Committee has

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recommended an allocation of levy grant funds to specific projects, pursuant to Ordinance 19433.

- G. King County has selected Grant Recipient to receive a Parks Aquatic Facilities Grant award in the amount of \$80,000.00 (“Grant Award Funds”) in order to conduct a feasibility study for the development or improvement of a publicly owned pool.

NOW THEREFORE, in consideration of the promises, covenants, and other provisions set forth in this Agreement, the Parties agree as follows:

GRANT AWARD TERMS AND CONDITIONS

1. **DEFINITIONS**

- 1.1 **Project.** The term “Project” means the Feasibility Study described in **Exhibit A** for an Aquatics Recreation Project. Grant Award Funds available pursuant to this Agreement may only be used for the Project. To complete the Project, Grant Recipient shall use the Grant Award Funds to conduct the study, as set forth in **Exhibit B**, consistent with the requirements set forth in this Agreement and in the following attached exhibits, which are incorporated herein by reference:

<input checked="" type="checkbox"/>	Scope of Work	Attached hereto as Exhibit A
<input checked="" type="checkbox"/>	Project Budget	Attached hereto as Exhibit B
<input checked="" type="checkbox"/>	Insurance Requirements	Attached hereto as Exhibit C

- 1.2 **Scope of Work.** Grant Recipient shall provide a scope of work (“Scope of Work”), attached hereto as **Exhibit A**, which describes the Project in detail and includes a description of the feasibility study milestones required for completion of the Project and intended use of the Grant Award Funds. Grant Recipient shall apply the funds received from the County for the Project under this Agreement in accordance with the Scope of Work, attached hereto as **Exhibit A**.
- 1.3 **Project Budget.** Grant Recipient shall work with King County to develop a Project Budget, attached hereto as **Exhibit B**. King County shall provide the Grant Award Funds to the Grant Recipient to pay for costs and expenditures related to the Project, as set forth in **Exhibits A** and **B**. Grant Award Funds provided to Grant Recipient may only be used to pay for costs and expenditures related to the Project, as set forth in **Exhibits A** and **B**.
- 1.4 **Contractor.** “Contractor” shall include any contractor or consultant hired by Grant Recipient, including any of the contractor’s or consultant’s subcontractors or subconsultants.

2. **EFFECTIVE DATE**

The Agreement shall be effective upon signature by both Parties (“Effective Date”).

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3. TERM

The term (“Term”) of this Agreement shall begin on the Effective Date and end on 11/30/2024. This Agreement shall remain in effect until such time as it is amended in writing or terminated as provided herein.

4. AMENDMENTS

This Agreement together with the attached exhibits expressly incorporated herein by reference and attached hereto shall constitute the whole Agreement between the Parties. This Agreement may be amended only by an instrument, in writing, duly executed by the Parties. Either party may request changes to this Agreement, however, changes that deviate substantially from the proposal submitted to and approved by the Advisory Committee and the King County Council will need to be approved by those entities.

5. NOTICES

Unless otherwise specified in the Agreement, all notices or documentation required or provided pursuant to this Agreement shall be in electronic form and shall be deemed duly given when received at the addresses first set forth below via electronic mail.

KING COUNTY	City of Issaquah Recreation and Community Services
Rusty Milholland	Zachariah Lisson
Program Manager, Community Investments	Recreation Supervisor
King County Parks	City of Issaquah Recreation and Community Services
201 S Jackson Street Suite #5702	50 SE Clark St.
Seattle, WA 98104	Issaquah, WA 98027
206-848-0299	425-837-3352
rmilholland@kingcounty.gov	zackl@issaquahwa.gov

Either Party hereto may, at any time, by giving ten (10) days written notice to the other Party to designate any other address in substitution of the foregoing address to which such notice or communication shall be given.

6. DISBURSEMENT OF GRANT FUNDS

6.1 The County may authorize, at County’s sole discretion, release of a portion of the Grant Award Funds to Grant Recipient, upon execution of this Agreement, and receipt of Grant Recipient’s County-approved completed Scope of Work and Project Budget (see Section 1 and **Exhibits A and B**).

6.2 The County shall initiate authorization for payment and disbursement of Grant Award Funds after approval of sufficiently detailed Project-related invoices submitted by Grant Recipient. The County shall make payment to Grant Recipient not more than thirty (30) days after a complete and accurate invoice and any other required documentation is received and approved.

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6.3 Grant Recipient shall submit the final invoice, supporting documentation and any outstanding deliverables, as specified in the Scope of Work (**Exhibit A**) and Project Budget (**Exhibit B**), within thirty (30) days of the date this Agreement expires or is terminated. If the Grant Recipient’s final invoice, supporting documentation and reports are not submitted by the day specified in this subsection, the County will be relieved of all liability for payment to Grant Recipient of the amounts set forth in said invoice or any subsequent invoice.

7. GRANT REPORTING

All Grant Award Funds received pursuant to this Agreement and accrued interest therefrom will be accounted for separately from all other Grant Recipient accounts and moneys. Until the Project is completed, and all proceeds provided pursuant to this Agreement have been expended, the Grant Recipient shall provide reports to the King County Project Manager on a schedule determined by the County.

8. COMPLETION OF THE PROJECT

Grant Recipient shall complete the Project described in Section 1.1 and **Exhibits A and B** of this Agreement. If Grant Recipient cannot complete the Project, as specified by the Scope of Work and deliverables set forth in **Exhibit A**, the County shall be released from any obligation to fund the Project, and the County in its sole discretion may reallocate such funds for other projects in other jurisdictions.

Pursuant to Section 18, Termination, this Agreement will be terminated if the Grant Recipient is unable or unwilling to expend the Grant Award Funds for the Project as provided in this Agreement. The Grant Recipient may not redirect Grant Award Funds for a purpose other than completion of the Project as approved by the Advisory Committee and King County Council.

9. COMMUNICATION AND KING COUNTY MILESTONE NOTIFICATION

Grant Recipient shall recognize County as a “grant sponsor” for the Project in the following manner:

- 9.1 Events: Grant Recipient shall invite and recognize “King County Parks” at all events promoting the Project, and at the final Project dedication.
- 9.2 Community Relations: Grant Recipient shall recognize “King County Parks” as a “grant sponsor” in all social media, websites, brochures, banners, posters, press releases, and other promotional material related to the Project.
- 9.3 King County Parks Notification: Grant Recipient shall notify the King County Parks Project Manager 30 days prior to any major milestone, such as a groundbreaking or opening dates.
- 9.4 King County Council Notification: If Grant Recipient is a city or town notification to the King County Council 30 days prior to any major milestone, such as a groundbreaking or opening dates is required.
- 9.5 Signage: Grant Recipient shall recognize “King County Parks” on any signage as a funder/contributor of project/facility. Grant Recipient is required to use appropriate

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King County logo on any signage and communications.

10. DISPOSITION OF REMAINING GRANT AWARD FUNDS

If Grant Recipient does not expend all proceeds obligated to be provided through this Agreement, such proceeds, if held by Grant Recipient, shall be refunded to the County. For purposes of this section, “proceeds” shall include all Grant Award Funds obligated to be provided by the County plus interest accrued by Grant Recipient on the grant funds. Any proceeds in excess of those required to be provided by the County for the actual costs of the Project shall remain with the County for use in its sole discretion.

11. PUBLIC ACCESS AND RESTRICTIVE COVENANTS

The Grant Award is provided to Grant Recipient for the Project for the purpose of land protection and recreation for the citizens of King County. Therefore, Grant Recipient and any successor in interest agree that the Feasibility Study is for an Aquatics Recreation Project for use by the public, as required by Ordinances 18890 and 19166. The final Aquatics Recreation Project shall be open and accessible to the public at reasonable hours and times. The public shall be notified of the availability of use by posting and updating that information on its website and by maintaining at entrances and/or other locations openly visible signs with such information. Fees for use of the Aquatics Recreation Project shall be no greater than those generally charged by public operators of similar facilities in King County.

Notwithstanding temporary closure for required maintenance or repairs, the minimum period of time the Aquatics Recreation Project must be available for public use is thirty (30) years. Upon completion of construction of the Aquatics Recreation Project a restrictive covenant agreement specifying the public use requirements and other funding restrictions on the Aquatics Recreation Project shall be recorded.

12. INSURANCE

12.1 Minimum Scope and Limits of Insurance.

Grant Recipient shall maintain, and/or require its Contractor(s) to maintain the minimum scope and limits of insurance as required in **Exhibit D** – Insurance Requirements.

13. INTERNAL CONTROL AND ACCOUNTING SYSTEM

Grant Recipient shall establish and maintain a system of accounting and internal controls which complies with applicable, generally accepted accounting principles, and governmental accounting and financial reporting standards in accordance with Revised Code of Washington (RCW) Chapter 40.14.

14. MAINTENANCE OF RECORDS

14.1 Grant Recipient shall maintain accounts and records, including personnel, property, financial, Project records, including Agreement deliverables, and other such records as may be deemed necessary by the County to ensure proper accounting for all Grant Award Funds and compliance with this Agreement.

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14.2 These records shall be maintained for a period of six (6) years after the expiration or earlier termination of this Agreement unless permission to destroy them is granted by the Office of the Archivist in accordance with RCW Chapter 40.14.

14.3 Grant Recipient shall inform the County in writing of the location, if different from the Grant Recipient address listed in Section 5 of this Agreement of the aforesaid books, records, documents, and other evidence and shall notify the County in writing of any changes in location within ten (10) working days of any such relocation.

15. RIGHT TO INSPECT

King County reserves the right to review and approve the performance of Grant Recipient with regard to this Agreement, and, at its sole discretion, to inspect or audit the Grant Recipient’s records regarding this Agreement and the Project upon seventy-two (72) hours’ notice during normal business hours.

16. COMPLIANCE WITH ALL LAWS AND REGULATIONS

Grant Recipient shall comply with all applicable laws, ordinances and regulations in using funds provided by the County, including, without limitation, those relating to providing a safe working environment to employees and, specifically, the requirements of the Washington Industrial Safety and Health Act (WISHA); and, to the extent applicable, those related to “public works,” payment of prevailing wages, and competitive bidding of contracts. The Grant Recipient specifically agrees to comply and pay all costs associated with achieving such compliance without notice from King County; and further agrees that King County, does not waive this Section by giving notice of demand for compliance in any instance. The Grant Recipient shall indemnify and defend the County should it be sued or made the subject of an administrative investigation or hearing for a violation of such laws related to this Agreement.

17. CORRECTIVE ACTION

17.1 If the County determines that a breach of contract has occurred or does not approve of the Grant Recipient’s performance, it will give the Grant Recipient written notification of unacceptable performance. Grant Recipient will then take corrective action within a reasonable period of time, as may be defined by King County in its sole discretion in its written notification to Grant Recipient.

17.2 King County may withhold any payment owed Grant Recipient until the County is satisfied that corrective action has been taken or completed.

18. TERMINATION

18.1 King County may terminate this Agreement in whole or in part, with or without cause, at any time during the Term of this Agreement, by providing Grant Recipient ten (10) days advance written notice of the termination.

18.2 If the termination results from acts or omissions of Grant Recipient, including but not limited to misappropriation, nonperformance of required services, or fiscal mismanagement, Grant Recipient shall return to the County immediately any funds, misappropriated or unexpended, which have been paid to Grant Recipient by the County.

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18.3 Any King County obligations under this Agreement beyond the current appropriation biennium are conditioned upon the County Council's appropriation of sufficient funds to support such obligations. If the Council does not approve such appropriation, then this Agreement will terminate automatically at the close of the current appropriation biennium.

18.4 The Agreement will be terminated if the Grant Recipient is unable or unwilling to expend the Grant Award Funds as specified in Section 1 and **Exhibits A and B**, or upon reimbursement by the Grant Recipient to the County of all unexpended proceeds provided by the County pursuant to this Agreement and payment of all amounts due pursuant to Section 6.

19. FUTURE SUPPORT; UTILITIES AND SERVICE

The County makes no commitment to support the services contracted for herein and assumes no obligation for future support of the Project or the Aquatics Recreation Project except as expressly set forth in this Agreement. Grant Recipient understands, acknowledges, and agrees that the County shall not be liable to pay for or to provide any utilities or services in connection with the future Aquatics Recreation Project unless specifically contracted for in another agreement.

20. HOLD HARMLESS AND INDEMNIFICATION

Grant Recipient shall protect, indemnify, and save harmless the County, its officers, agents, and employees from and against any and all claims, costs, and/or losses whatsoever occurring or resulting from (1) Grant Recipient's failure to pay any such compensation, wages, benefits, or taxes, and/or (2) work, services, materials, or supplies performed or provided by Grant Recipient's employees or other suppliers in connection with or support of the performance of this Agreement.

Grant Recipient further agrees that it is financially responsible for and will repay the County all indicated amounts following an audit exception which occurs due to the negligence, intentional act, and/or failure, for any reason, to comply with the terms of this Agreement by the Grant Recipient, its officers, employees, agents, representatives, or subcontractors. This duty to repay the County shall not be diminished or extinguished by the expiration or prior termination of the Agreement.

Grant Recipient agrees for itself, its successors, and assigns, to defend, indemnify, and hold harmless King County, its appointed and elected officials, and employees from and against liability for all claims, demands, suits, and judgments, including costs of defense thereof, for injury to persons, death, or property damage which is caused by, arises out of, or is incidental to any use of or occurrence on the Project that is the subject of this Agreement, or Grant Recipient's exercise of rights and privileges granted by this Agreement, except to the extent of the County's sole negligence. Grant Recipient's obligations under this Section shall include:

- A. The duty to promptly accept tender of defense and provide defense to the County at the Grant Recipient's own expense;
- B. Indemnification of claims made by Grant Recipient's employees or agents; and
- C. Waiver of Grant Recipient's immunity under the industrial insurance provisions of

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Title 51 RCW, but only to the extent necessary to indemnify King County, which waiver has been mutually negotiated by the parties.

In the event it is necessary for the County to incur attorney's fees, legal expenses or other costs to enforce the provisions of this Section, all such fees, expenses and costs shall be recoverable from the Grant Recipient.

In the event it is determined that RCW 4.24.115 applies to this Agreement, the Grant Recipient agrees to protect, defend, indemnify and save the County, its officers, officials, employees and agents from any and all claims, demands, suits, penalties, losses damages judgments, or costs of any kind whatsoever for bodily injury to persons or damage to property (hereinafter "claims"), arising out of or in any way resulting from the Grant Recipient's officers, employees, agents and/or subcontractors of all tiers, acts or omissions, performance of failure to perform the rights and privileges granted under this Agreement, to the maximum extent permitted by law or as defined by RCW 4.24.115, as now enacted or hereafter amended.

A hold harmless provision to protect King County similar to this provision shall be included in all Agreements or subcontractor Agreements entered into by Grant Recipient in conjunction with this Agreement. **Grant Recipient's duties under this Section 20 will survive the expiration or earlier termination of this Agreement.**

21. NONDISCRIMINATION

King County Code ("KCC") chapters 12.16 through 12.19 apply to this Agreement and are incorporated by this reference as if fully set forth herein. In all hiring or employment made possible or resulting from this Agreement, there shall be no discrimination against any employee or applicant for employment because of sex, race, color, marital status, national origin, religious affiliation, disability, sexual orientation, gender identity or expression or age except minimum age and retirement provisions, unless based upon a bona fide occupational qualification.

22. POLITICAL ACTIVITY PROHIBITED

None of the funds, materials, property, or services provided directly or indirectly under this Agreement shall be used for any partisan political activity or to further the election or defeat of any candidate for public office.

23. PROJECT MAINTENANCE; EQUIPMENT PURCHASE, MAINTENANCE, AND OWNERSHIP

- A. As between the County and Grant Recipient, Grant Recipient shall be responsible to operate and maintain the completed Project at its own sole expense and risk. Grant Recipient understands, acknowledges, and agrees that the County is not responsible to operate or to maintain the Project in any way.
- B. Grant Recipient shall be responsible for all property purchased pursuant to this Agreement, including the proper care and maintenance of any equipment.

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C. Grant Recipient shall establish and maintain inventory records and transaction documents (purchase requisitions, packing slips, invoices, receipts) of equipment and materials purchased with Grant Award Funds.

Grant Recipient’s duties under this Section 23 shall survive the expiration of this Agreement.

24. ASSIGNMENT

Grant Recipient shall not assign any portion of rights and obligations under this Agreement or transfer or assign any claim arising pursuant to this Agreement without the written consent of the County. Grant Recipient must seek such consent in writing not less than fifteen (15) days prior to the date of any proposed assignment.

25. WAIVER OF BREACH OR DEFAULT

Waiver of breach of any provision in this Agreement shall not be deemed to be a waiver of any subsequent breach and shall not be construed to be a modification of the terms of the Agreement unless stated to be such through written approval by the County, which shall be attached to the original Agreement. Waiver of any default shall not be deemed to be a waiver of any subsequent defaults.

26. TAXES

Grant Recipient agrees to pay on a current basis all taxes or assessments levied on its activities and property, including, without limitation, any leasehold excise tax due under RCW Chapter 82.29A; PROVIDED, however, that nothing contained herein will modify the right of the Grant Recipient to contest any such tax, and Grant Recipient shall not be deemed to be in default as long as it will, in good faith, be contesting the validity or amount of any such taxes.

27. WASHINGTON LAW CONTROLLING; WHERE ACTIONS BROUGHT

This Agreement is made in and will be in accordance with the laws of the State of Washington, which will be controlling in any dispute that arises hereunder. Actions pertaining to this Agreement will be brought in King County Superior Court, King County, Washington.

28. PUBLIC DOCUMENT

This Agreement will be considered a public document and will be available for inspection and copying by the public.

29. LEGAL RELATIONS

Nothing contained herein will make, or be deemed to make, County and Grant Recipient a partner of one another, and this Agreement will not be construed as creating a partnership or joint venture. Nothing in this Agreement will create, or be deemed to create, any right, duty or obligation in any person or entity not a party to it.

30. PERMITS AND LICENSES

Grant Recipient shall develop and run the Project in accordance with all applicable laws and regulatory requirements including environmental considerations, permitting determinations, and other legal requirements. All activities and improvements shall be

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performed by Grant Recipient at its sole expense and liability. Grant Recipient shall, at its sole cost and expense, apply for, obtain and comply with all necessary permits, licenses and approvals required for the Project.

31. INTERPRETATION OF COUNTY RULES AND REGULATIONS

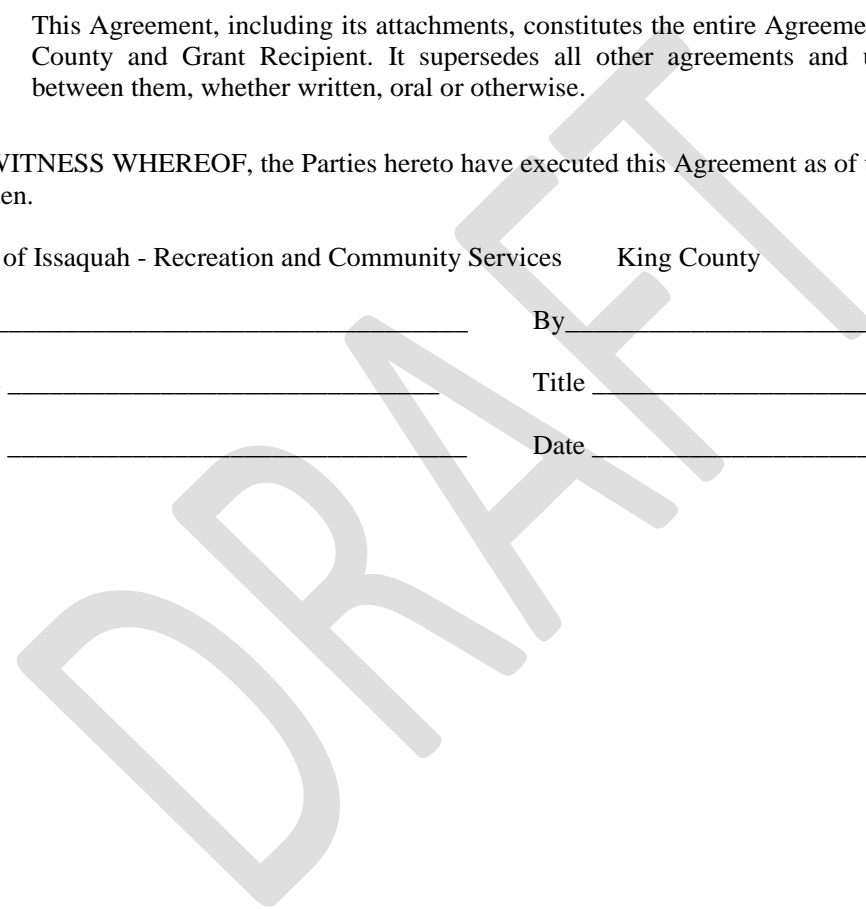
If there is any question regarding the interpretation of any County rule or regulation, the County decision will govern and will be binding upon the Grant Recipient.

32. ENTIRE AGREEMENT

This Agreement, including its attachments, constitutes the entire Agreement between the County and Grant Recipient. It supersedes all other agreements and understandings between them, whether written, oral or otherwise.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the first date written.

City of Issaquah - Recreation and Community Services	King County
By _____	By _____
Title _____	Title _____
Date _____	Date _____



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EXHIBIT A - SCOPE OF WORK

Levy Grants

Aquatic Facilities Grant
Scope of Services

Conduct a feasibility study on the potential of adding pool space for the City of Issaquah. The Julius Boehm Pool has served the Eastside Community since the early 1970s, and additional capacity is needed to meet the large demands for aquatic services in this growing community. The feasibility study will help us explore several options to meet this demand, including possible expansion to the existing Julius Boehm Pool.

Activities/Milestones		Estimated Completion Date	Deliverables
1	Send out RFQ	April 2023	Completed Feasibility Study
2	Feasibility Study Consultant Selected	May 2023	
3	Feasibility Work Starts	June 2023	
4	Feasibility Work Completed	October 2023	
5	Grant Closeout	December 2023	

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EXHIBIT B - PROJECT BUDGET

Project Budget

Organization and Project Name: City of Issaquah - Issaquah Aquatic Center Study

Project Tasks		Project Costs	Grant Request
Feasibility/Planning			
	Feasibility/planning consultant	\$80,000	\$80,000
Other			
	Contingency		
	Tax		
	Project Management (Max 15% of grant)		
TOTALS		\$80,000	\$80,000



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EXHIBIT C - INSURANCE REQUIREMENTS

1. Insurance Requirements

- 1.1. Grant Recipient shall purchase and maintain, at its sole cost and expense, the minimum insurance set forth below. By requiring such minimum insurance, the County does not and shall not be deemed or construed to have assessed the risks that may be applicable to Grant Recipient, or any Contractor under this Agreement, or in any way limit the County's potential recovery to insurance limits required hereunder. To the contrary, this Agreement's insurance requirements may not in any way be construed as limiting any potential liability to the County or the County's potential recovery from Grant Recipient. Grant Recipient and any Contractor shall assess their own risks and if they deem appropriate and/or prudent, maintain greater limits and/or broader coverage.
- 1.2. Nothing contained within these insurance requirements shall be deemed to limit the scope, application and/or limits of the coverage afforded, which coverage shall apply to each insured to the full extent provided by the terms and conditions of the policy(s). Nothing contained within this provision shall affect and/or alter the application of any other provision contained within this Agreement.
- 1.3. Each insurance policy shall be written on an "occurrence" basis; excepting insurance for Professional Liability (Errors and Omissions), and/or Pollution Liability, and/or Cyber Liability (Technology Errors and Omissions). These coverages required by this Agreement may be written on a "claims made" basis.

If coverage is approved and purchased on a "claims made" basis, the coverage provided under that insurance shall be maintained through: (i) consecutive policy renewals for not less than three (3) years from the date of completion of the Project which is subject of this Agreement or, if such renewals are unavailable, (ii) the purchase of a tail/extended reporting period for not less than three (3) years from the date of completion of the Project which is the subject of this Agreement.

2. Evidence and Cancellation of Insurance

- 2.1. Upon execution of the Agreement, and within thirty (30) days of request by the County, Grant Recipient shall furnish the County certificates of insurance and endorsements certifying the issuance of all insurance required by this Agreement. All evidence of insurance shall be signed by a properly authorized officer, agent, general agent, or qualified representative to the insurer(s), shall certify the name of the insured(s), the type and amount of insurance, the location and operations to which the insurance applies, the inception and expiration dates, shall specify the form numbers of any endorsements issued to satisfy this Agreement's insurance requirements, and shall state that the County shall receive notice at least thirty (30) days prior to the effective date of any cancellation, lapse, or material change in the policy(s). Similar documentation confirming renewal of required insurance shall be provided on each insurance renewal date.

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- 2.2. The County reserves the right to require complete, certified copies of all required insurance policies, including all endorsements and riders, which may be redacted of any confidential or proprietary information. Grant Recipient shall deliver such policies to the County within five (5) business days of County's request.
 - 2.3. County's receipt or acceptance of Grant Recipient's or any Contractor's evidence of insurance at any time without comment or objection, or County's failure to request certified copies of such insurance, does not waive, alter, modify, or invalidate any of the insurance requirements set forth in this **Exhibit C** or, consequently, constitute the County's acceptance of the adequacy of Grant Recipient's or any Contractor's insurance or preclude or prevent any action by County against Grant Recipient for breach of the requirements of this section.
3. Minimum Scope and Limits of Insurance
 - 3.1. Grant Recipient shall maintain the following types of insurance and minimum insurance limits:
 - 3.1.1. Commercial General Liability: \$1,000,000 per occurrence and \$2,000,000 in the aggregate for bodily injury, personal and advertising injury, and property damage. Coverage shall be at least as broad as that afforded under ISO form number CG 00 01. Such insurance shall include coverage for, but not limited to premises liability, products and completed operations, ongoing operations, and contractual liability. Limits may be satisfied by a single primary limit or by a combination of separate primary and umbrella or excess liability policies, provided that coverage under the latter shall be at least as broad as that afforded under the primary policy and satisfy all other requirements applicable to liability insurance including but not limited to additional insured status for the County.
 - 3.1.2. Professional Liability (Errors and Omissions): Grant Recipient or its Contractor(s) shall procure and maintain Professional Liability (Errors and Omissions) insurance with minimum limits of \$1,000,000 per claim and in the aggregate
 - 3.1.3. Workers Compensation: Workers Compensation coverage, as required by the Industrial Insurance Act of the State of Washington, as well as any similar coverage required for this Project by applicable Federal or "Other States" State Law.
 - 3.1.4. Employers Liability or "Stop Gap" coverage: \$1,000,000 each occurrence and shall be at least as broad as the protection provided by the Workers Compensation policy Part 2 (Employers Liability), or, in monopolistic states including but not limited to Washington, the protection provided by the "Stop Gap" endorsement to the commercial general liability policy.
 4. Other Insurance Provisions and Requirements

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- 4.1. All insurance policies purchased and maintained by Grant Recipient and any Contractor required in this Agreement shall contain, or be endorsed to contain the following provisions:
 - 4.1.1. With respect to all liability policies except Professional Liability (Errors and Omissions) and Workers Compensation:
 - 4.1.1.1. King County, its officials, employees and agents shall be covered as additional insured for full coverage and policy limits as respects liability arising out of activities performed by or on behalf of the Grant Recipient, its agents, representatives, employees, or Contractor(s) in connection with this Agreement. Additional Insured status shall include products-completed operations CG 20 100 11/85 or its substantive equivalent. The County requires the endorsement(s) to complete the Agreement.
 - 4.1.2. With respect to all liability policies (except Workers Compensation):
 - 4.1.2.1. Coverage shall be primary insurance as respects the County, its officials, employees and agents. Any insurance and/or self-insurance maintained by the County, its officials, employees or agents shall not contribute with any Grant Recipient's, or Contractor(s) insurance or benefit the Grant Recipient, or any Contractor, or their respective insurers in any way.
 - 4.1.2.2. Insurance shall expressly state that it applies separately to each insured and additional insured against whom a claim is made and/or lawsuit is brought, except with respect to the limits of insurer's liability.
5. Waiver of Subrogation
 - 5.1. Grant Recipient, its Contractor(s), and their respective insurance carriers release and waive all rights of subrogation against King County, its officials, agents and employees for damages caused by fire or other perils which can be insured by a property insurance policy. This provision shall be valid and enforceable only to the extent permissible by the applicable property insurance policies.
6. Deductibles/Self-Insured Retentions
 - 6.1. Any deductible and/or self-insured retention of the policies shall not in any way limit the County's right to coverage under the required insurance, or to Grant Recipient's, or any Contractor's liability to the County, and shall in all instances be the sole responsibility of Grant Recipient or its Contractor, even if no claim has been made or asserted against them.
7. Acceptability of Insurers
 - 7.1. Unless otherwise approved by the County, insurance is to be placed with insurers with an A.M. Best rating of no less than A:VIII.
 - 7.2. Professional Liability (Errors and Omissions) insurance may be placed with insurers with an A.M. Best rating of no less than B+:VII.
 - 7.3. If at any time any of the foregoing policies fail to meet the above stated requirements, Grant Recipient shall, upon notice to that effect from the County, promptly obtain a new policy, and shall submit the same to the County, with the appropriate certificates and endorsements, for review.

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8. Self-Insurance

8.1. If the Grant Recipient is a governmental entity or municipal corporation, Grant Recipient may maintain a fully funded self-insurance program or participate in an insurance pool for the protection and handling of its liabilities including injuries to persons and damage to property.

9. Contractors

9.1. Grant Recipient shall include all Contractors as insureds under its policies or, alternatively, Grant Recipient must require each of its Contractors to procure and maintain appropriate and reasonable insurance coverage and insurance limits to cover each of the Contractor's liabilities given the scope of work and services being provided herein. To the extent reasonably commercially available, insurance maintained by any Contractor must comply with the specified requirements of this **Exhibit C**, including the requirement that all liability insurance policies (except Professional Liability and Workers Compensation) provided by the Contractor(s) must include the County, its officials, agents and employees as additional insured for full coverage and policy limits. Grant Recipient is obligated to require and verify that each Contractor(s) to maintain the required insurance and ensure the County is included as additional insured. Upon request by the County, and within five (5) business days, Grant Recipient must provide evidence of each Contractor(s) insurance coverage, including endorsements.

10. Work Site Safety

10.1. Grant Recipient shall have the "right to control" and bear the sole responsibility for the job site conditions, and job site safety. Grant Recipient shall comply with all applicable federal, state and local safety regulations governing the job site, employees, and Contractors.



**Franchise Agreement Renewal for City Facilities in
WSDOT Right-of-Way**

**Proposed Council Action:
Authorize**

DEPARTMENT OF OTHER COUNCIL MEETINGS COMP PLAN POLICY NOS. OTHER POLICIES EXHIBITS	PW - Public Works Matt Ellis Feb. 21, 2023 (AB 8552) n/a n/a A. Franchise Agreement - Fiber
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SUMMARY STATEMENT

Introduction

This agenda bill seeks City Council authorization to submit franchise agreements for an existing City infrastructure in the Washington State Department of Transportation (WSDOT) right-of-way.

Background

WSDOT is pursuing franchise agreements with all parties who operate facilities in WSDOT limited access right-of-way, in preparation for their fish passage replacement project that will impact these facilities. A franchise agreement sets the legal terms for relocation and support during construction.

The City currently owns the following facilities in WSDOT Limited Access Right-of-Way that lack a franchise agreement:

- **Fiber:** Two 2" fiber conduits along SR900, near the I-90 Exit 15 on- and off-ramps. All facilities in this vicinity are considered to be within WSDOT limited access. For more specific location information, see Exhibit A.

City Council previously approved a franchise for one location on February 21, 2023, via Agenda Bill 8552. This is the second location along SR900 that requires a franchise agreement. This utility includes two 2" fiber conduit located within a duct bank operated by Zayo Group. All utilities owning conduits within this duct bank are required to enter into a franchise agreement with WSDOT. Any costs to relocate would be born by all utilities within the duct bank.

Proposal

The Administration recommends authorizing the Mayor to enter into the franchise agreements for existing City infrastructure in WSDOT right-of-way for the City fiber conduit located along SR900.

This agreement is referred to by WSDOT as Utility Accommodation Application Permits or Franchises and is attached as Exhibit A. Under the agreement, the City is obligated to pay for the relocation of its facilities if relocation is required by WSDOT.

This agreement will allow the City to fulfill the WSDOT requirement that each piece of City infrastructure in WSDOT limited access right-of-way has a separate franchise agreement.

Financial Information

There are no financial impacts associated with this action.

Administration's Recommendation

The Administration recommends authorizing the Mayor to enter into and execute the Utility Accommodation Application Franchise Agreement included in Exhibit A for existing City infrastructure in WSDOT right-of-way for the City fiber conduit located along SR900.

Update

n/a

Alternative(s)

Do not enter into a Franchise Agreement. (The franchise agreement authorizes use within WSDOT limited access right-of-way. If the agreement is not authorized, the State may require the City to move its infrastructure now, at the City's cost, into City right-of-way. In certain locations there is no alternative location to WSDOT right-of-way.)

RECOMMENDATION

Administration / Public Works Department:

MOVE TO: Authorize the Mayor to enter into and execute the Utility Accommodation Application Franchise Agreement included in Exhibit A for existing City infrastructure in WSDOT right-of-way for the City fiber conduit located along SR900.



General Provisions for the Utility Accommodation Application

This Permit or Franchise is issued pursuant to the terms of [RCW 47.32](#), [RCW 47.44](#), and [WAC 468-34](#), and amendments thereto. Renewal of a Franchise must be by application prior to expiration of this Franchise as required by [RCW 47.44.020\(3\)](#).

1. A copy of this Permit or Franchise must be on the job site, protected from the elements, at all times during any construction authorized by this Permit or Franchise.
2. The Utility agrees to pay the reasonable costs for investigating, handling, and granting the Permit or Franchise, including, but not limited to basic overhead charges and for providing an inspector during construction and/or maintenance of the Utility's facilities. Further, the Utility agrees that it shall be responsible for and pay WSDOT's expended direct and indirect costs associated with applicable provisions of the Permit or Franchise. WSDOT will assign a reimbursable account to the Utility as a means of invoicing the Utility for the costs associated with this Permit or Franchise.
 - (a) WSDOT will assign a reimbursable account to the Utility as a means of invoicing the Utility for the costs associated with this Permit or Franchise.
 - (b) WSDOT will invoice the Utility and the Utility agrees to pay WSDOT within thirty (30) calendar days of receipt of an invoice.
3. Upon approval of this Permit or Franchise, the Utility shall diligently proceed with the Work and comply with all General and Special provisions herein. Construction of facilities proposed under this Permit or Franchise shall begin within one (1) year and must be completed within three (3) years from date of WSDOT approval. "Work" under this Permit or Franchise shall mean construction, operation, and maintenance of the Utility's facilities as authorized herein.
4. The Utility shall notify WSDOT representative in special provision 1 of the name, address, and telephone number of its contractor when Work outlined herein is going to be performed with other than its own forces. When the Utility uses a contractor, an authorized representative of the Utility shall be present at all times unless otherwise agreed to by WSDOT representative. A list of authorized representatives shall be submitted prior to the construction start date. (Authorized representatives are defined as persons having signatory authority for the Utility and or the authority to control the Work as needed for any issues identified by WSDOT.)
5. The Utility agrees to schedule and perform its Work in such a manner as not to delay WSDOT's contractor's work when WSDOT has a contractor performing work in the vicinity of the Utility's Work.
6. All contact between WSDOT and the Utility's contractor shall be through the Utility representative. Where the Utility chooses to perform the Work with its own forces, it may elect to appoint one of its own employees engaged in the Work as its representative. The Utility, at its own expense, shall adequately police and supervise all Work performed by itself, its contractor, subcontractor, agent, and/or others, so as not to endanger or injure any person or property.
7. The Utility shall contact the identified WSDOT representative two (2) weeks prior to conducting Work, to determine the location of survey control monuments within the area in which the Utility will be working. In the event any monument or right of way marker will be altered, damaged, or destroyed by the Utility, WSDOT, prior to Utility Work, will reference or reset the monument or right of way marker. During the Work, upon discovery of a monument or right of way marker, the Utility shall cease Work in that area and immediately notify WSDOT of the discovery. WSDOT will coordinate with the Utility to ensure that the monument or right of way marker is recorded or replaced. The Utility agrees to pay all WSDOT costs to perform monument or right of way marker work, as provided in this provision, in accordance with general provision 2.
8. In the event any milepost, fence, or guardrail is located within the limits of the Utility's Work and will be disturbed during Utility Work, the Utility agrees to carefully remove these highway facilities prior to Utility Work and reset or replace these highway facilities after the Utility Work, to WSDOT's sole satisfaction and at the sole cost of the Utility. The Utility agrees that all highway signs and traffic control devices shall not be removed or disturbed during Utility Work.

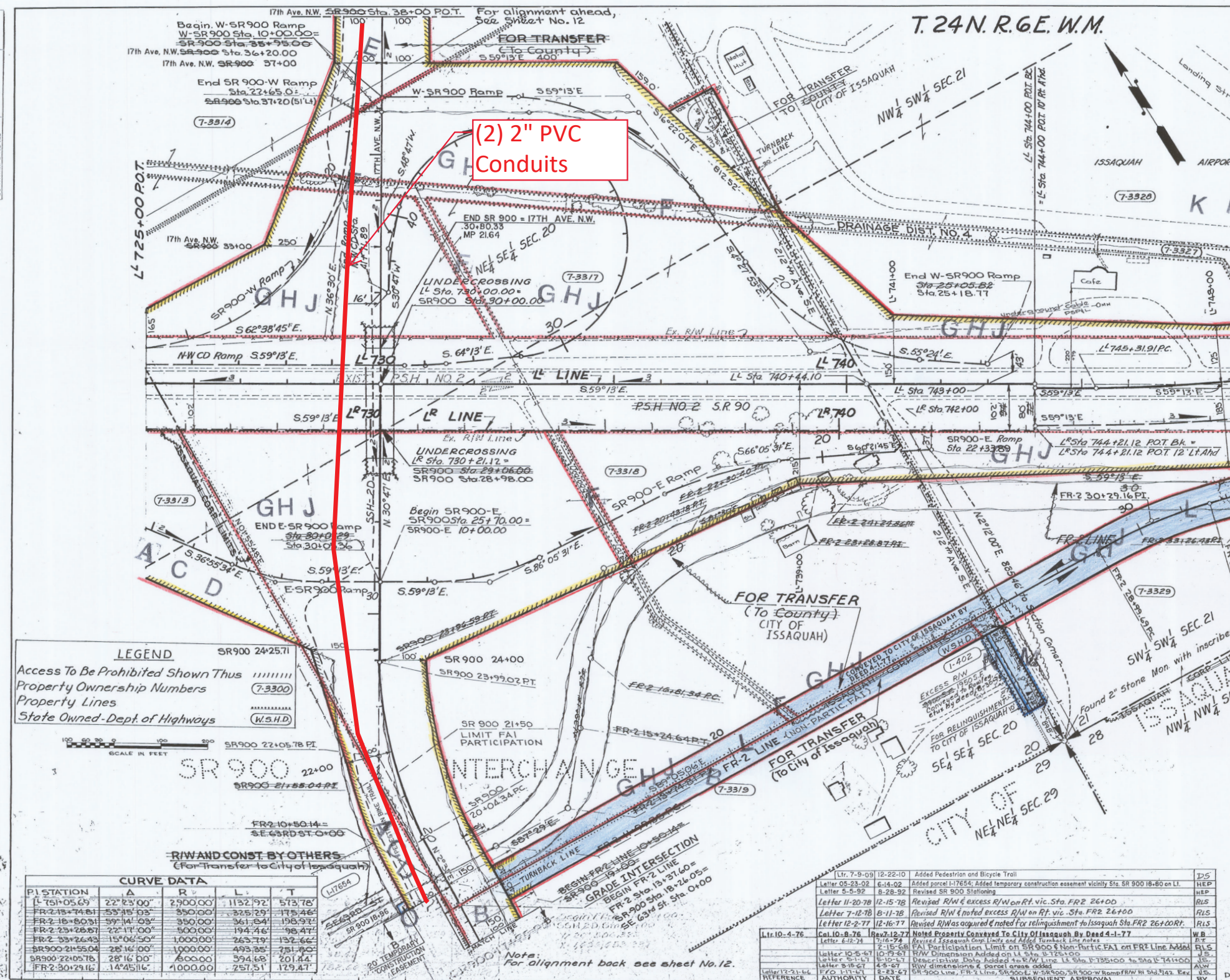
9. The Utility agrees that all Work shall be done to the satisfaction of WSDOT. All material and workmanship shall conform to [WSDOT's Standard Specifications for Road, Bridge, and Municipal Construction](#), current edition, and amendments thereto, and shall be subject to WSDOT inspection. All WSDOT acceptance and inspections are solely for the benefit of WSDOT and not for the benefit of the Utility, the Utility's contractor (if any), or any third party. The Utility agrees that it shall pay all WSDOT inspection costs in accordance with general provision 2.
10. The Utility shall comply with the [Manual on Uniform Traffic Control Devices for Streets and Highways \(Federal Highway Administration\)](#) and the State of Washington modifications thereto ([chapter 468-95 WAC](#)) while it performs the Work. If WSDOT requires, the Utility shall submit a signing and traffic control plan to WSDOT's representative for approval prior to construction or maintenance Work. No lane closures shall be allowed except as approved by WSDOT's representative. Approvals may cause revision of Special Provisions of this Permit or Franchise, including hours of operation.
11. This Permit or Franchise may not be amended or modified without WSDOT's prior review and approval. Upon completion of the Work, the Utility shall provide a written notice of completion of the Work to WSDOT's representative within ten (10) calendar days of the completion of the Work so that WSDOT may make its final inspection. Further, the Utility shall provide the Region Utilities Engineer with detailed as-built drawings within ninety (90) calendar days of Work completion, if the originally approved Permit or Franchise construction plans have been revised during the course of construction.
12. If WSDOT, at its sole discretion, shall determine that any or all of the Utility's facilities must be modified, removed from, or relocated within the state-owned highway right of way as necessary, incidental, or convenient for the construction, alteration, improvement, repair, relocation, or maintenance of the state highway, or for the safety of the traveling public, the Utility, its successors and assigns, shall, at its sole cost and expense, upon written notice by WSDOT, modify, relocate, or remove any or all of its facilities within or from the state-owned highway right of way as required by WSDOT. The Utility shall perform in a timely manner all facility modifications, relocations, and/or removals as WSDOT directs, to avoid highway project impacts or delays and in such manner as will cause the least disruption of traffic or interference with WSDOT's continued operation and/or maintenance of the highway.
13. Should the Utility fail or refuse to comply with WSDOT's direction, pursuant to general provision 12, to modify, remove, or relocate any Utility facility, WSDOT may undertake and perform any modification, removal, or relocation of the Utility facility that WSDOT, in its sole discretion, deems necessary. The Utility agrees to pay WSDOT's expended costs and expenses for performing the work, in accordance with general provision 2.
14. If WSDOT determines in good faith that emergency maintenance work on the Utility's facility is needed to (a) protect any aspect of the state highway right of way, or (b) secure the safety of the traveling public due to a failure of the Utility's facility, WSDOT may perform the necessary work without the Utility's prior approval, and the Utility agrees to pay WSDOT's expended costs and expenses for performing the work in accordance with general provision 2. WSDOT will notify the Utility of the emergency work performed as soon as practicable.
15. WSDOT may amend, revoke, or cancel this Permit or Franchise at any time by giving written notice to the Utility. If the Permit or Franchise is amended, the Utility will have thirty (30) calendar days to modify the facility as the Permit or Franchise amendment(s) require. If the facility modifications cannot be made within thirty (30) calendar days, the Utility shall respond to WSDOT, in writing, as to when the facility modifications can be made. If the Permit or Franchise is revoked or canceled, the Utility shall immediately remove all facilities from the right of way. Any facilities remaining upon the right of way thirty (30) calendar days after written notice of Permit or Franchise revocation or cancellation may be removed by WSDOT at the expense of the Utility. The Utility agrees to pay WSDOT's expended costs and expenses for performing the work in accordance with general provision 2.
16. Should the Utility breach any of the conditions and requirements of this Permit or Franchise, or should the Utility fail to proceed with due diligence and in good faith with the Work as authorized by this Permit or Franchise, WSDOT may cancel or revoke the Permit or Franchise upon thirty (30) calendar days written notice to the Utility.
17. The Utility shall not excavate or place any obstacle within the state-owned highway right of way in such a manner as to interfere with WSDOT's construction, operation, and maintenance of the state-owned highway right of way or the public's travel thereon without first receiving WSDOT's written authorization.
18. The Utility agrees to maintain, at its sole expense, its facilities authorized by this Permit or Franchise in a condition satisfactory to WSDOT.
19. The Utility agrees that it is financially responsible to WSDOT for all necessary expenses incurred in inspecting the construction and restoring the highway pavement or related transportation equipment or facilities to a permanent condition suitable for travel as determined by WSDOT, as well as financially responsible to WSDOT for trenching

work not completed and for compensating WSDOT for the loss of useful pavement life caused by trenching as required by [RCW 47.44.020](#).

20. Upon completion of all Work, the Utility shall immediately remove all rubbish and debris from the state-owned highway right of way, leaving the state-owned highway right of way in a neat, presentable, and safe condition to WSDOT's satisfaction. Any Work-related rubbish and debris clean up, or any necessary slope treatment to restore and/or protect the state-owned right of way, not done within one (1) week of Work completion, unless otherwise negotiated, will be done by WSDOT at the expense of the Utility. The Utility agrees to pay WSDOT's expended costs and expenses for performing the work in accordance with general provision 2.
21. For the benefit and safety of the traveling public, the Utility voluntarily agrees to permit WSDOT to attach and maintain upon any Utility facility under this Permit or Franchise any required traffic control devices, such as traffic signals, luminaires, and overhead suspended signs, when the use of such devices or attachments does not interfere with the use for which the facility was constructed. WSDOT shall bear the cost of attachment and maintenance of such traffic control devices, including the expended cost of any extra Utility infrastructure construction beyond what is necessary for the Utility's facility; such extra cost to be jointly determined by WSDOT and the Utility. WSDOT shall not share in the Utility facilities' cost of installation, operation, or maintenance of any of the facilities installed under this Permit or Franchise.
22. The Utility shall comply with [WSDOT's Temporary Erosion and Sediment Control Manual \(M 3103.01\)](#) and any revisions thereto, for erosion control and/or to mitigate any erosion occurring as a result of the Work. If the Utility Work performed under this Permit alters, modifies, changes, or interferes in any way with the drainage of the state-owned highway right of way, the Utility shall, at its own expense, make all corrections and/or provisions WSDOT requires to fix and restore the state-owned right of way drainage to its original condition and function prior to the Utility's Work. Any flows from the Utility shall not exceed the flows discharging to WSDOT drainage prior to the new work. Any flows discharged to state-owned highway right of way shall meet the requirements for quantity and water quality according to the current version [Highway Runoff Manual \(M 31-16\)](#). Should the Utility not make the required drainage restoration, WSDOT reserves the right to make such changes as necessary to restore the original drainage function at the sole cost of the Utility, and the Utility agrees to pay WSDOT's expended costs and expenses for performing the work in accordance with Stormwater Discharge General Provision 2.
23. The Utility shall be responsible for securing all necessary permits, including but not limited to, federal, state, and local regulatory, tribal, environmental, archeological, and railroad permits and permits from the Washington State Department of Ecology, the Washington State Department of Fish and Wildlife, and/ or the U.S. Army Corps of Engineers prior to beginning the Work authorized by this Permit or Franchise. The Utility shall be responsible for mitigation measures where wetlands have been disturbed and agrees that it is responsible for any fines imposed for noncompliance with the permit(s) conditions or for failure to obtain the required permits. In addition, the Utility, on behalf of itself and its contractors, officers, officials, employees, and agents, agrees to indemnify, hold harmless, and defend, at its sole cost and expense, WSDOT and its officers, officials, employees, and agents from any and all fines, costs, claims, judgments, and/or awards of damages (to regulatory agencies, persons, and/or property), arising out of, or in any way resulting from, the Utility's failure to (1) obtain any required permit for the Utility Work or (2) comply with permit conditions. Further, the Utility shall be responsible for compliance with all federal, state, and local laws, regulations.
24. For any of the Utility's Work that requires permit coverage under the "CONSTRUCTION STORMWATER GENERAL PERMIT – National Pollutant Discharge Elimination System and State Waste Discharge General Permit for Stormwater Discharges Associated with Construction Activity" (Construction Stormwater General Permit), the Utility shall obtain said permit coverage and shall comply with all requirements of the Construction Stormwater General Permit. Upon WSDOT's request, the Utility shall provide a copy of the Construction Stormwater General Permit. In addition, the Utility, on behalf of itself and its contractors, officers, officials, employees, and agents, agrees to indemnify, hold harmless, and defend, at its sole cost and expense, WSDOT and its officers, officials, employees, and agents from any and all fines, costs, claims, judgments, and/or awards of damages (to regulatory agencies, persons, and/or property), arising out of, or in any way resulting from, the Utility's failure to (1) obtain coverage under the Construction Stormwater General Permit for Utility Work or (2) comply with the Construction Stormwater General Permit requirements.

25. This Permit or Franchise does not authorize the Utility, or its employees, contractors, or agents, any right to cut, spray, retard, remove, destroy, disfigure, or in any way modify the physical condition of any vegetative material located on the state-owned highway right of way. Should the Utility anticipate that its Work will alter the appearance of the state-owned highway right of way vegetation, the Utility shall notify WSDOT representative listed in special provision 1 to obtain WSDOT's prior written approval of the Utility's proposed work. If WSDOT permits the Utility to modify the state-owned highway right of way vegetation, it agrees that any vegetation cutting and/or trimming activities shall be conducted in such a manner that the state-owned highway right of way vegetation appearance will not be damaged. Should the Utility damage the appearance of the state-owned highway right of way vegetation without WSDOT's prior written approval, the Utility is subject to penalties provided for in RCWs [47.40.070](#), [47.40.080](#), and [4.24.630](#), as applicable.
26. The Utility hereby certifies that its facilities described in this Permit or Franchise are (1) in compliance with the Control Zone Guidelines, or (2) for a franchise consolidation or renewal, a mitigation plan has been submitted and approved for any existing Location I or Location II utility objects to be corrected in accordance with the Control Zone Guidelines, pursuant to Chapter 9 of WSDOT's [Utilities Manual \(M 22-87\)](#) and any revisions thereto.
27. The Utility shall not assign or transfer this Permit or Franchise without WSDOT's prior written approval. The Utility understands that any assignment or transfer requires the assignee or transferee to have the means to assume all obligations, duties, and liabilities of the terms and conditions of this Permit or Franchise, and the Utility will advise the assignee or transferee of its obligation to apply for an updated or replacement Permit or Franchise. If WSDOT does not approve the assignment or transfer, this Permit or Franchise shall automatically terminate, and the facility occupying state-owned highway right of way shall be subject to the terms of RCW [47.44.060](#).
28. The Utility, its successors and assigns, shall indemnify, defend at its sole cost and expense, and hold harmless the State of Washington, its officers and employees, from all claims, demands, damages (both to persons and/or property), expenses, regulatory fines, and/or suits that (1) arise out of or are incident to any acts or omissions of the Utility, its agents, contractors, and/or employees, in the use of the state-owned highway right of way as authorized by the terms and conditions of this Permit or Franchise, or (2) are caused by the breach of any of the terms or conditions of this Permit or Franchise by the Utility, its successors and assigns, and its contractors, agents, and/or employees. The Utility, its successors and assigns, shall not be required to indemnify, defend, or hold harmless the State of Washington, its officers and/or employees, if the claim, suit, or action for damages (both to persons and/or property) is caused by the acts or omissions of the State of Washington, its officers and/or employees; provided that, if such claims, suits, or actions result from the concurrent negligence of (a) the State of Washington, its officers and/or employees, and (b) the Utility, its agents, contractors, and/or employees, or involves those actions covered by RCW [4.24.115](#), the indemnity provisions provided herein shall be valid and enforceable only to the extent of the acts or omissions of the Utility, its agents, contractors, and/or employees.
29. The Utility agrees that its obligations under this Permit or Franchise extend to any claim, demand, and/or cause of action brought by, or on behalf of, any of its employees or agents while performing Work under this Permit or Franchise while located on state-owned highway right of way. For this purpose, the Utility, by MUTUAL NEGOTIATION, hereby waives, with respect to the State of Washington only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provisions in [chapter 51.12 RCW](#).
30. The indemnification and waiver provided for in general provisions 28 and 29 shall survive the termination of this Permit or Franchise.
31. Any action for damages against the State of Washington, its agents, contractors, and/or employees, arising out of damages to a utility or other facility located on state-owned highway right of way, shall be subject to the provisions and limitations of [RCW 47.44.150](#).
32. This Permit or Franchise shall not be deemed or held to be an exclusive one and shall not prohibit WSDOT from granting rights of like or other nature to other public or private utilities, nor shall it prevent WSDOT from using any of the state-owned highway right of way or other properties for transportation purposes, or affect WSDOT's right to full supervision and control over all or any part of the state-owned highway right of way or properties, none of which is hereby surrendered. Further, WSDOT reserves the exclusive right to require that all utility facilities be subject to joint trenching and occupancy.

DESIGNED	W.E.C.
DRAWN	W.E.C.
CHECKED	C.H.F.
QUANTITIES FIGURED	
QUANTITIES CHECKED	



OWNERSHIPS					
EASEMENT	PARCEL NO.	NAME	TOTAL AREA	TAKE	REMAINDER
	7-3313	See Sheet No. 5 For Ownership Data			
	7-3317	PICKERING	16.54 Ac.	13.26 Ac.	3.28 Ac.
	7-3318	PICKERING	24.60 Ac.	13.57 Ac.	11.03 Ac.
	7-3319	WALLACE	9.80 Ac.	2.04 Ac.	7.76 Ac.
	7-3327	DRAINAGE DIST. 4			
	7-3328	PICKERING	138.35 Ac.	10.54 Ac.	128.09 Ac.
	7-3329	PICKERING	74.10 Ac.	4.22 Ac.	69.88 Ac.
	7-3314	See Sheet No. 5 For Ownership Data			
600 SF.	1-17654	ROWLEY ENTERPRISES INC. 50,741 SF.			

NOTES:
 For Parcels 7-3315, 7-3316, and 7-3320 thru 7-3326, See Sheet No. 12.
 O TOTAL AREA FROM ASSESSOR'S RECORDS
 T TEMPORARY CONSTRUCTION EASEMENT
 For total parcel details see Sheet No. 1

ACCESS NOTE:
 Grade intersection for Future public road will be allowed on left at Station SR900-19+00.
 PEDESTRIAN AND BICYCLE TRAFFIC WILL BE PERMITTED ACCESS AND USE OF THE TRAIL DESIGNATED ON THE LEFT BETWEEN STA. SR 900 18+96 AND 17TH AVE. NW STA. 38+00 P.O.T.

LEGEND	
SR900 24+25.71	SR900 24+25.71
Access To Be Prohibited Shown Thus	
Property Ownership Numbers	(7-3300)
Property Lines	-----
State Owned-Dept. of Highways	(W.S.H.D.)



CURVE DATA				
PI STATION	Δ	R	L	T
L 751+05.69	22°23'00"	2900.00	1132.92	573.78
FR 2-18+74.81	55°15'03"	350.00	325.29	175.46
FR 2-18+80.31	59°14'03"	350.00	361.04	198.92
FR 2-23+26.87	22°11'00"	500.00	194.46	98.47
FR 2-33+26.93	115°04'50"	1000.00	263.79	132.66
SR900 21+55.04	28°16'00"	1000.00	493.85	251.90
SR900 22+05.76	28°16'00"	500.00	394.68	201.84
FR 2-30+29.16	14°45'11"	4000.00	257.51	129.47

DATE	DESCRIPTION	BY
12-22-10	Added Pedestrian and Bicycle Trail	D/S
05-23-02	4-14-02 Added parcel 1-17654; Added temporary construction easement vicinity Sta. SR 900 18+80 on LI.	HEP
5-5-92	8-28-92 Revised SR 900 Stationing	HEP
11-20-78	12-15-78 Revised R/W & excess R/W on Rt. vic. Sta. FR 2 26+00	R/S
7-12-78	8-11-78 Revised R/W & noted excess R/W on Rt. vic. Sta. FR 2 26+00	R/S
12-2-77	12-16-77 Revised R/W as acquired & noted for relinquishment to Issaquah Sta. FR 2 26+00 RT.	R/S
10-8-76	8-27-77 Noted Property Conveyed to City of Issaquah By Deed 4-1-77	W.B.
8-7-74	7-16-74 Revised Issaquah Prop. Limits and Added Turnback Line	R/S
5-15-68	PAI Participation Limit on SR 900 & Non-Partic. FAI on FR 2 Line Added	R/S
10-9-67	R/W Dimension Added on LI Sta. 3+125+00	W.S.
5-14-67	2-12-67 Deleted Excess Data Added to W.M. Line 13 Sta. 1+35+00 to Sta. 1+41+00	W.S.
5-16-67	4-5-67 W.M. dimensions & parcel areas added	AW
11-1-67	8-23-67 SR 900 Line, FR 2 Line, SR 900 LI, W-SR 900 W-Ramp/FR 2 in SR 900 Ex	W.S.
	DATE	BY

EXHIBIT A
 Commission Findings and Order
 Issued January 17, 1967

PSH-2 SR 90
 LAKE SAMMAMISH TO EAST
 ISSAQUAH INTERCHANGE
 KING COUNTY

RIGHT OF WAY AND LIMITED ACCESS PLAN
 FULLY CONTROLLED
 STA. 125+00 TO STA. 180+00

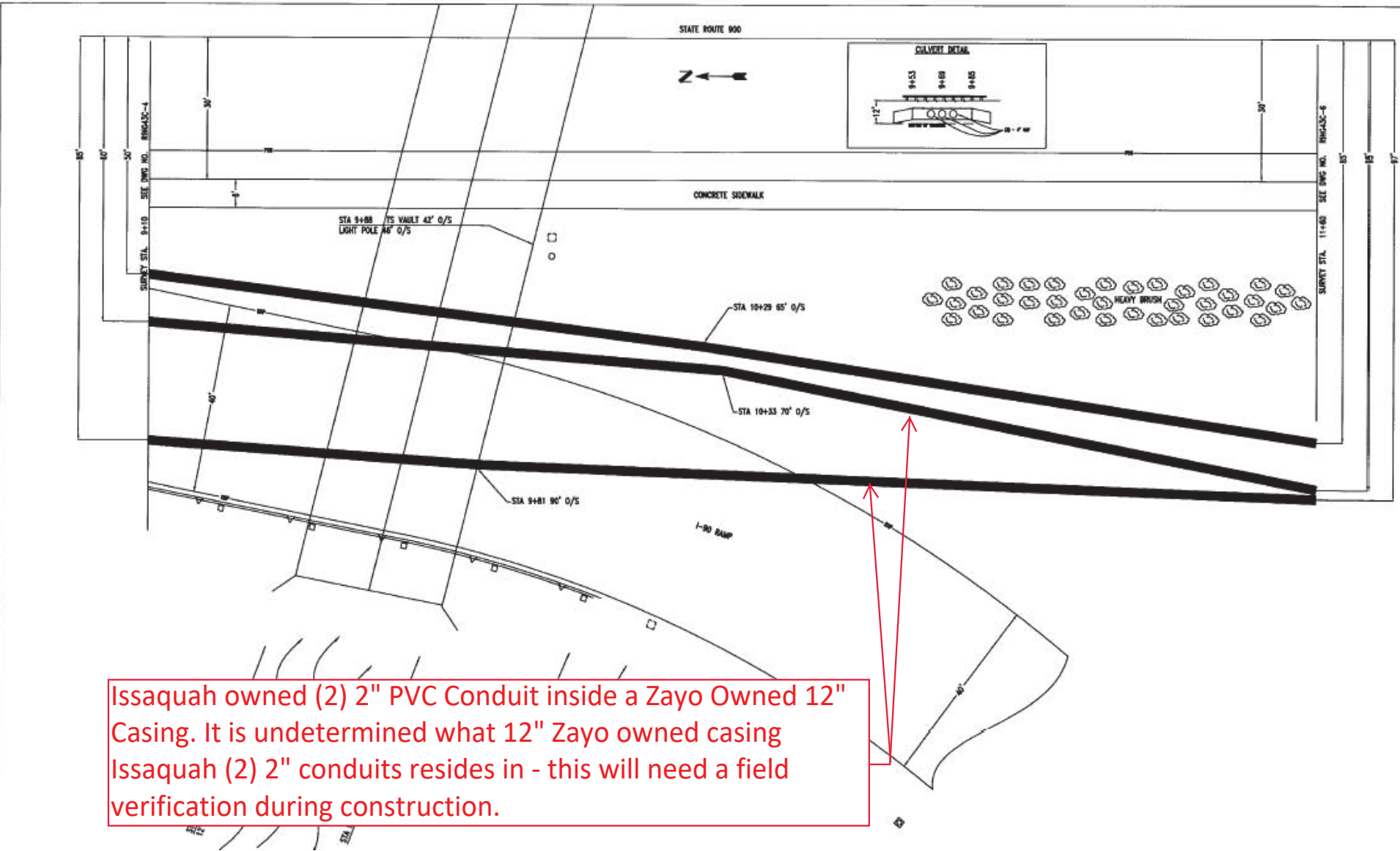
WASHINGTON STATE HIGHWAY COMMISSION
 DEPARTMENT OF HIGHWAYS
 OLYMPIA, WASHINGTON

E. C. WORTHY, CHAIRMAN
 S. L. BIRKHOFF, MEMBER

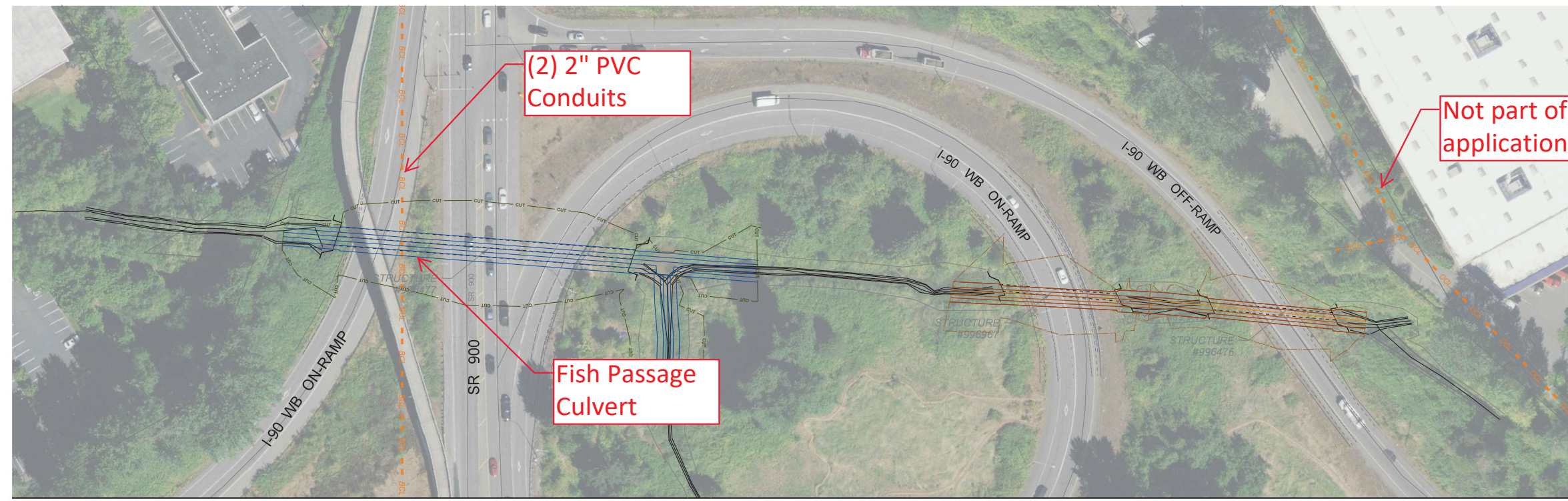
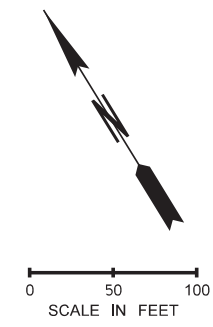
APPROVED: 11/9/66
 TENTATIVELY APPROVED: 11/9/66

SHEET 6 OF 22 SHEETS

Designated for Limited Access Control by Comm. Resolution 95, dated July 23, 1955



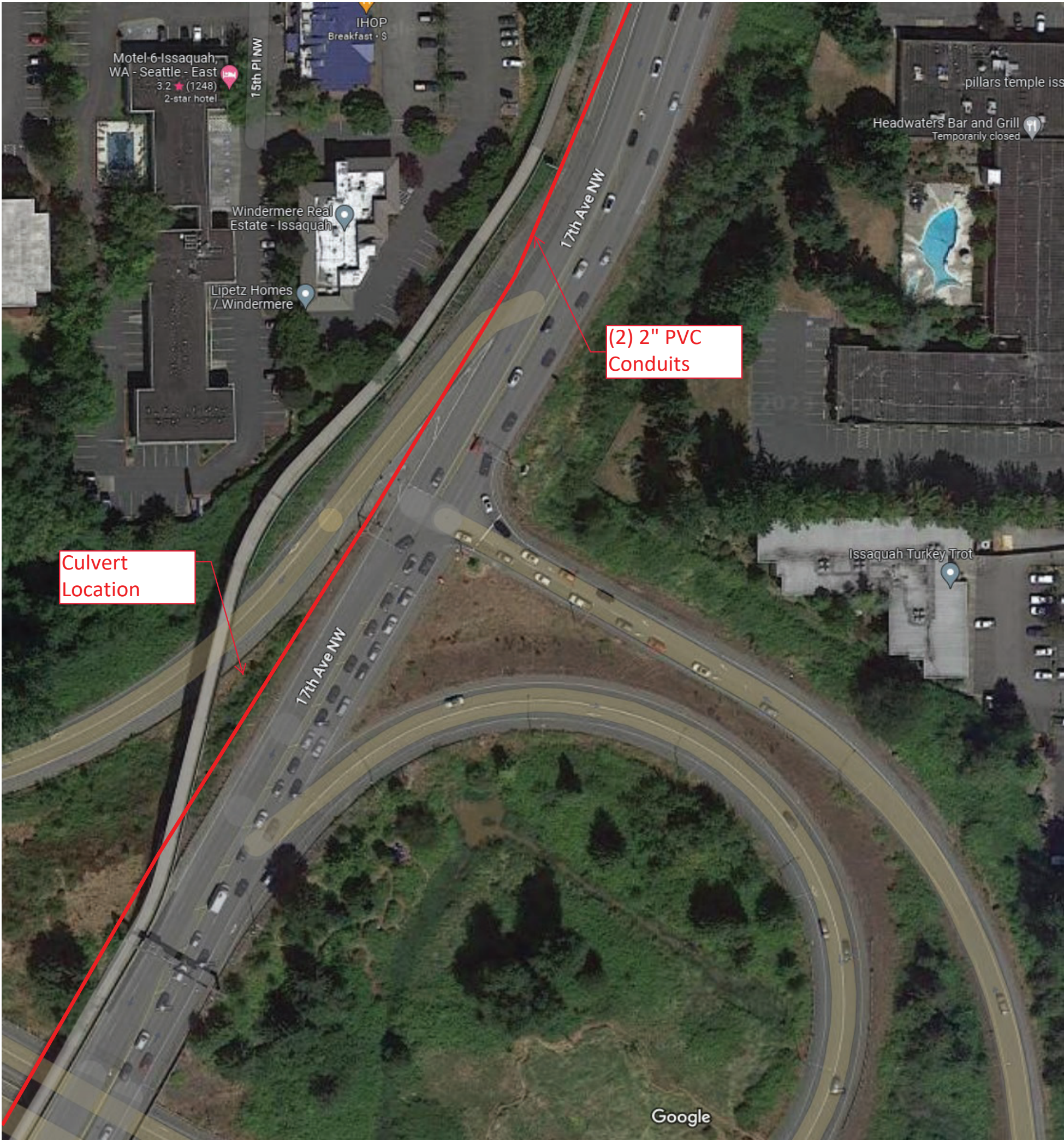
Issaquah owned (2) 2" PVC Conduit inside a Zayo Owned 12" Casing. It is undetermined what 12" Zayo owned casing Issaquah (2) 2" conduits resides in - this will need a field verification during construction.



MATCHLINE - SEE EXHIBIT 2

FILE NAME		c:\cadd\l\p\w\hntb_qzheng\west\d0219742\Utility Exhibit 1.dgn		REGION NO.	STATE	FED.AID PROJ.NO.				I-90 AT SR 900 TIBBETTS CREEK FISH PASSAGE UTILITY CONFLICT EXHIBIT	PLAN REF NO
TIME	11:15:25 AM			10	WASH						SHEET 1 OF 3 SHEETS
DATE	4/7/2022			JOB NUMBER		LOCATION NO.					
PLOTTED BY	qzheng			CONTRACT NO.							
DESIGNED BY											
ENTERED BY											
CHECKED BY											
PROJ. ENGR.											
REGIONAL ADM.		REVISION	DATE	BY							
							P.E. STAMP BOX	DATE	P.E. STAMP BOX	DATE	

City of Issaquah Utility Map





CITY COUNCIL
AGENDA BILL

City Council Regular Meeting - Apr 03 2023

NEW
AB 8594 -
Consent Calendar

Interlocal Agreement with King County for Jail Services

Proposed Council Action: Authorize

Table with 2 columns: Item and Value. Items include DEPARTMENT OF, OTHER COUNCIL MEETINGS, COMP PLAN POLICY NOS., OTHER POLICIES, and EXHIBITS.

SUMMARY STATEMENT

Introduction

This agenda bill seeks City Council authorization to approve an updated Interlocal Agreement with King County and the City for jail services (Exhibit A).

Background

King County Jail is a County Jail located in Seattle, Washington serving the confinement needs of agencies within King County. The City contracts with King County to house inmates with acute mental illness or medical needs that generally require around the clock medical care. King County Jail is utilized when the South Correctional Entity (SCORE) Jail refuses an inmate because they either do not have room to house an inmate with acute mental illness or medical needs or if the needs of the inmate go beyond what the SCORE Jail is capable of providing. In 2022, the City housed seven inmates at the King County Jail for a total of 207 days. The City's latest ILA with King County was updated in 2021 and expired at the end of 2022.

Proposal

The proposed Interlocal Agreement (Exhibit A) offers a two-year contract with King County for jail services and includes a 2023 rate increase. The shorter contract term provides King County time to discuss any more substantive changes to be negotiated in a future agreement.

The Administration recommends entering into the King County ILA.

Next Steps

Following Council approval, the ILA will be executed by the Mayor.

Financial Information

The Interlocal Agreement includes a rate increase for 2023 daily rates and booking fees. A rate comparison is shown below:

Table with 3 columns: Category, 2022 Rates, and 2023 Rates. Rows include Daily Rate, Booking Fee, SURCHARGES, Infirmary Care, Non-Acute Psych Care, and Acute Psych Care.

The rate increase is not anticipated to impact the Issaquah Police Department's ability to operate within the approved 2023 jail budget.

Administration's Recommendation

The Administration recommends authorizing the Mayor to enter into and execute the Interlocal Agreement with King County for Jail Inmate Housing.

Update

n/a

Alternative(s)

Do not approve ILA. (Impact: This would discontinue the City's relationship with King County. The City would be unable to book medical and acute mental inmates at the King County Jail if they were refused admittance to the SCORE Jail.)

RECOMMENDATION

Administration / Police Department:

MOVE TO: Authorize the Mayor to enter into and execute the Interlocal Agreement with King County for Jail Inmate Housing.

Attachment A

Interlocal Agreement Between King County and The City of Issaquah for Jail Services

THIS AGREEMENT is effective as of January 1, 2023 ("Effective Date"). The Parties to this Agreement are King County, a Washington municipal corporation and legal subdivision of the State of Washington (the "County") and The City of Issaquah, a Washington municipal corporation (the "City").

WHEREAS, this Agreement is made in accordance with the Interlocal Cooperation Act (RCW Chapter 39.34) and the City and County Jails Act (RCW Chapter 70.48);

NOW THEREFORE, in consideration of the promises, payments, covenants and agreements contained in this Agreement, the parties agree as follows:

1. **Definitions:** Unless the context clearly shows another usage is intended, the following terms shall have these meanings in this Agreement:
 - 1.1 "Agreement" means this Interlocal Agreement by and between King County and the City for Jail Services and any amendments to this Agreement.
 - 1.2 "Booking" means registering, screening and examining persons for confinement in the Jail or assignment to a King County Community Corrections Division (CCD) program; inventorying and safekeeping personal property of such persons; maintaining all computerized records of arrest; performing warrant checks; Jail Health Services (JHS) health screening; and all other activities associated with processing a person for confinement in Jail or assignment to a CCD program.
 - 1.3 "Booking Fee" means the fee incurred for booking City Inmates, as further described in Exhibit III, Section 2.
 - 1.4 "Business Day" means Monday through Friday, 8:00 a.m. until 5:00 p.m., except emergency facility closures, holidays and County-designated furlough days.
 - 1.5 "City Detainee" means a person booked into or housed in a Secure Detention facility such as the Jail but also including any other Secure Detention facility not operated by or on behalf of the County, which individual would, if housed in the Jail, qualify as a City Inmate.
 - 1.6 "City Inmate" means a person booked into or housed in the Jail when a City charge is the principal basis for booking or confining that person.
 - A. A City charge is the principal basis for booking or confining a person where one or more of the following applies, whether pre-trial or post-trial. (See Exhibit I for further billable charge rules.):

Interlocal Agreement: Jail Services – City of Issaquah

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- 1.6.1 The person is booked or confined by reason of committing or allegedly committing a misdemeanor or gross misdemeanor offense within the City’s jurisdiction, and:
 - 1.6.1.1 The case is referred to the City, through its City Attorney or contracted attorney, for a filing decision; or
 - 1.6.1.2 The case is referred to the City, through its City Attorney or contracted attorney, who then refers the case to the County Prosecutor for a filing decision per section 1.6.2; or
 - 1.6.1.3 The case is filed by the City, through its City Attorney or contracted attorney, whether filed under state law or city ordinance.
 - 1.6.2 The person is booked or confined by reason of committing or allegedly committing a misdemeanor or gross misdemeanor offense, whether filed under state law or city ordinance, within the City’s jurisdiction and the case is referred by the City, through its City attorney or contracted attorney, to the County prosecutor and filed by the County prosecutor as a misdemeanor in district court due to a conflict or other reason but excluding a case filed in a regionally-funded mental health court as described in Section 1.6.10.
 - 1.6.3 The person is booked or confined by reason of a Court warrant issued either by the City's Municipal Court or other court when acting as the City's Municipal Court;
 - 1.6.4 The person is booked or confined by reason of a Court order issued either by the City’s Municipal Court or other court when acting as the City's Municipal Court; or,
 - 1.6.5 The person is booked or confined by reason of subsections 1.6.1 through 1.6.4 above in combination with charges, investigation of charges, and/or warrants of other governments, and the booking or confinement by reason of subsections 1.6.1 through 1.6.4 above is determined to be the most serious charge in accordance with Exhibit I.
 - 1.6.6 The person has been booked or confined for reasons other than subsections 1.6.1 through 1.6.5 and would be released or transferred but for the City having requested that the County continue to confine the person.
- B. A City charge is not the principal basis for confining a person where:
- 1.6.7 The person is booked or confined exclusively or in combination with other charges by reason of a felony charge or felony investigation.
 - 1.6.8 The person is confined exclusively or in combination with other charges by reason of a felony charge or felony investigation that has been reduced to a State misdemeanor or gross misdemeanor.
 - 1.6.9 The City has requested the transfer of the person to another jail facility not operated by King County and the County denies the request, unless one or more of the transfer exception criteria listed in Attachment I-2 are met, in which case the person remains a City Inmate. The billing status of the person will change to no longer be the City’s responsibility effective the calendar day following the day that the County denies the transfer request. If the County thereafter determines that it no longer needs to detain the person and the person would as a result become a City Inmate, then the County will provide notice to the City that it will become billable for the Inmate. For details on notice and billing, see Attachment I-2.

Interlocal Agreement: Jail Services – City of Issaquah

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- 1.6.10 The person is booked or confined by reason of committing a misdemeanor or gross misdemeanor offense, whether filed under state law or city ordinance, within the City’s jurisdiction and the case is referred by the City attorney or contracted attorney to the County prosecutor and filed by the County prosecutor as a misdemeanor in the mental health court (or successor) for so long as the operations of such court are substantially funded by special regional funds (for example, Mental Illness and Drug Dependency sales tax levy) or other regional funding as the County may determine. The County shall provide the City thirty (30) days Notification before changing the status of a regionally-funded mental health court to local funding status. The City is not billed for cases filed by the County prosecutor into mental health court prior to changing to local funding status.

 - 1.7 “Community Corrections Programs” means programs designed as alternatives to, or as rehabilitation or treatment in lieu of, Secure Detention, operated by or on behalf of the King County Department of Adult and Juvenile Detention (DAJD) Community Corrections Division, or its successor. Upon the date of the execution of this Agreement, Community Corrections Programs include Electronic Home Detention and Community Center for Alternative Programs (CCAP).

 - 1.8 “Continuity of Care Records” means an Inmate’s diagnosis, list of current medications, treatments, PPD (tuberculosis screening test) results and scheduled appointments or follow-ups.

 - 1.9 “Contract Cities” mean cities that are signatory to an agreement in substantially similar form to this Agreement. Contract Cities do not include cities who are a party to the 2012-2030 Agreement.

 - 1.10 “Contract Cities Inmates” means all Contract Cities' City Inmates.

 - 1.11 “County Inmate” means any Inmate that is not a City Inmate.

 - 1.12 “DAJD” means the King County Department of Adult and Juvenile Detention or its successor agency.

 - 1.13 “Fees and Charges” are the Fees and Charges imposed as described in Section 4 and Exhibit III.

 - 1.14 “Force Majeure” means war, civil unrest, and any natural event outside of the party’s reasonable control, including pandemic, fire, storm, flood, earthquake or other act of nature.

 - 1.15 “Inmate” means a person booked into or housed in the Jail.

 - 1.16 The first "Inmate Day" means confinement for more than six (6) hours measured from the time such Inmate is first presented to and accepted by the Jail for housing in the Jail until the person is released, provided that an arrival on or after six (6) o'clock p.m. and continuing into the succeeding day shall be considered one day. The second and each subsequent Inmate Day means confinement for any portion of a calendar day after the first Inmate Day. For persons confined to the Jail for the purpose of mandatory Driving Under the Influence (DUI) sentences, "Inmate Day" means confinement in accordance with Exhibit II.

Interlocal Agreement: Jail Services – City of Issaquah

- 1.17 “Jail” means a place owned or operated by or under contract to the County primarily designed, staffed, and used for the housing, in full confinement, of adults charged or convicted of a criminal offense; for the punishment, correction, and rehabilitation of offenders charged or convicted of a criminal offense; for confinement during a criminal investigation or for civil detention to enforce a court order, all where such place is structured and operated to ensure such individuals remain on the premises 24-hours a day (excluding time for court appearances, court approved off-premises trips, or medical treatment). Inmates housed in the Jail are considered to be in Secure Detention as defined in Section 1.37. Upon the date of the execution of the Agreement, Jail includes the King County Correctional Facility and the detention facility at the Maleng Regional Justice Center.
- 1.18 “Maintenance Charge” is the daily housing charge incurred for City Inmates housed in Jail as further described in Exhibit III, Section 1.
- 1.19 “Medical Inmate” means an Inmate clinically determined by the Seattle-King County Department of Public Health, or its successor charged with the same duties, as needing the level of services provided in the Jail’s infirmary. If an Inmate is moved to the general population, then the Inmate is no longer considered a Medical Inmate.
- 1.20 “Notification” means provision of written alert, confirmation of information or request meeting the requirements of Section 11.11. In contrast, a “notice” means providing alert or confirmation of information or request in writing to the individuals identified in Section 11.11, or their designee (as may be specified through a formal Notification) through means less formal than required by Section 11.11, including but not limited to electronic mail or facsimile.
- 1.21 "Official Daily Population Count" is an official count of Inmates in the custody of the Jail made at a point in time in a 24-hour period for, among other purposes, security and population management. It is not used for billing purposes.
- 1.22 “Offsite Medical Care Charges” means those pass-through charges for treatment of a City Inmate where that Inmate is clinically determined by the Seattle-King County Department of Public Health, or its successor charged with the same duties, as needing services provided from offsite medical institutions, as further defined in Exhibit III Section 4. An Inmate may receive Offsite Medical Care that triggers an Offsite Medical Care Charge without being otherwise classified as a Medical Inmate or Psychiatric Inmate (e.g., some Inmates held in the general population receive offsite medical care that will result in Offsite Medical Care Charges being incurred).
- 1.23 “Psychiatric Inmate” means either an Acute Psychiatric Inmate or a Non-Acute Psychiatric Inmate, as defined below.
 - 1.23.1 A “Non-Acute Psychiatric Inmate” is an Inmate clinically determined by the Seattle-King County Department of Public Health, or its successor charged with the same duties, as needing Psychiatric Care Services (as further described in Exhibit III and Attachment III-1) and housed outside the Jail’s acute psychiatric housing units.

Interlocal Agreement: Jail Services – City of Issaquah

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- 1.23.2 An “Acute Psychiatric Inmate” is an inmate clinically determined by the Seattle-King County Department of Public Health, or its successor charged with the same duties, as needing the level of services provided in the Jail’s acute psychiatric housing units (as further described in Exhibit III and Attachment III-1). If an Inmate is moved to housing outside the Jail’s acute psychiatric housing units then the Inmate is no longer considered an Acute Psychiatric Inmate.
 - 1.24 “Parties” mean the City and County, as parties to this Agreement.
 - 1.25 “Secure Bed Cap for Contract Cities” means the maximum total number of beds in Secure Detention in the Jail available on a daily basis to house Contract Cities Inmates in the aggregate. The Secure Bed Cap for Contract Cities is based on the Official Daily Population Count and is established in Section 6.
 - 1.26 “Secure Detention” refers to a facility structured and operated for the full confinement of City Detainees to ensure such individuals remain on the premises 24-hours a day (excluding time for court appearances, court approved off-premises trips, or medical treatment), such as the Jail but also including other similar facilities that the City may elect to house City Detainees. Secure Detention excludes City Inmates enrolled in Community Corrections Programs.
 - 1.27 “Surcharge” means any of the following special charges, defined in Exhibit III, Section 3 and further described in Attachment III-1: Infirmary Care Surcharge; Non-Acute Psychiatric Care Surcharge; Acute Psychiatric Care Surcharge; and 1:1 Guarding Surcharge.
 - 1.28 “2012-2030 Agreement” means the agreement executed by the County and the City of Seattle effective on January 1, 2012, together with any other interlocal agreement in substantially the same form of said agreement executed by the County and another city.
 - 1.29 “Base Year” refers to the year in which the base fees, charges and surcharges are set.
- 2. Term. This Agreement shall commence on the Effective Date and shall extend through December 31, 2024. This Agreement shall supersede all previous contracts and agreements among the Parties relating to the Jail and any other jail services, except that any obligations contained in these previous contracts or agreements which expressly survived termination or expiration of these previous contracts or agreements shall remain in effect.
 - 3. Jail and Health Services. The County shall accept City Inmates for confinement in the Jail, except as provided in Sections 5.4, and 6 of this Agreement. The County shall also furnish the City with Jail facilities; booking; transportation among facilities, as determined necessary in the County’s sole discretion, including the various Jail facilities, Harborview Medical Center and Western State Hospital; custodial services; and personnel for the confinement of City Inmates at least equal to those the County provides for confinement of County Inmates. However, the County reserves the right to operate specific programs and/or facilities exclusively for County Inmates or persons sentenced or assigned to Community Corrections Programs. The County shall furnish to City Inmates in Secure Detention all medical, dental, and other health care services required to be provided pursuant to federal or state law. Also, the County shall make every reasonable effort to release a City Inmate as expeditiously as possible after the County has received notice of a court order to release. Nothing in this section shall be deemed to limit the County’s right to refuse to accept City Detainees for confinement in Jail when they are deemed by the County to be in need

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of urgent medical or psychological care, nor to return custody of such inmates back to the City if the City Detainee is admitted to the hospital or psychiatric facility.

4. City Compensation. The City will pay the County a Booking Fee, Maintenance Charge, Surcharges, and Offsite Medical Charges as follows (together with such other charges as may be applicable in accordance with this Agreement):
 - 4.1 Booking Fee. The Booking Fee shall be assessed for the booking of City Inmates by or on behalf of the City into the Jail as further described in Exhibit III, Section 2. The Booking Fee will be inflated effective January 1, 2023.
 - 4.2 Maintenance Charge. The Maintenance Charge shall be assessed for a City Inmate for each Inmate Day as provided in Exhibit III, Subsection 1. The Maintenance Charge will be inflated effective January 1, 2023.
 - 4.2.1 The County will provide notice to the City after booking a City Inmate in order to give notice that the City Inmate has been booked and to provide the opportunity for release to the City if the City so desires. Such action will take place as soon as reasonably possible but no later than the next business day after booking. A City Inmate released within six hours of booking will result in no Maintenance Charges.
 - 4.2.2 The County will provide notice to the City of the billing status of its Inmates for the prior calendar day in cases where confinement is the result of multiple warrants or sentences from two or more jurisdictions. As of the date of this Agreement, this notice is provided to the City once each business day when applicable. The intent of this program is to allow the City to take custody of a City Inmate if they so desire after the other jurisdictional warrants are resolved and thereby prevent unnecessary Maintenance Charges.
 - 4.2.3 The Parties may amend the notice requirements of Sections 4.2.1 and 4.2.2 by administrative agreement signed by both the Chief Executive Officer of the City and the King County Executive.
 - 4.3 Access to and Charges for City Inmate Use of Community Corrections Programs. The Parties agree to discuss in good faith the ability for the City to access Community Corrections Programs, and to negotiate charges for such access. Any agreement between the Parties with respect to access and charges for Community Corrections Programs shall be enacted through an amendment to this Agreement.
 - 4.4 Surcharges and Offsite Medical Charges. In addition to the Booking Fee, Maintenance Charge, and any other charges agreed to per Section 4.3, the City will be charged for Offsite Medical Charges and Surcharges as detailed in Exhibit III, Section 3 and 4.
 - 4.4.1 Proposed Notice of Certain Surcharges. The County intends to provide or make available to the City timely notice of occurrences when a City Inmate is transported to Harborview Medical Center or other offsite medical institution, or is receiving infirmary care or psychiatric care that will subject a City to Surcharges. Notice provided or made available will be based on information known to DAJD at the time (since billing status of an Inmate may be changed retroactively based on new information or other factors). The County intends to provide or make available this notice within two (2) business days following the day in which the chargeable

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event occurs and will make good faith efforts to provide notice sooner if practicable. The County will make good faith efforts to try to institute a means to provide notice to the City within twenty-four (24) hours of the admittance of a City Inmate to Harborview Medical Center or other offsite medical institution. The County's failure to provide or make available notice or develop quicker means to provide notice to the City as detailed above shall not excuse the City from financial responsibility for related Offsite Medical Charges or Surcharges and shall not be a basis for imposing financial responsibility for related Offsite Medical Charges or Surcharges on the County.

5. Billing and Billing Dispute Resolution Procedures.

5.1 The County shall transmit billings to the City monthly. Within forty-five (45) days after receipt, the City shall pay the full amount billed or withhold a portion thereof and provide the County written notice meeting the requirements of Section 5.2.1, specifying the total amount withheld and the grounds for withholding such amount, together with payment of the remainder of the amount billed (if any amount remains). Notwithstanding the foregoing, the County shall bill the City for Offsite Medical Charges as such charges are periodically received by the County from third party medical institutions or other offsite medical providers. Offsite Medical Charges shall be due within such time and subject to such withholding and dispute resolution procedures as otherwise provided in this Section 5.

5.2 Withholding of any amount billed or alleging a violation related to billing provisions of this Agreement shall constitute a dispute, which shall be resolved as follows:

5.2.1 The County shall respond in writing to billing disputes within sixty (60) days of receipt of such disputes by the DAJD billing offices. To ensure the soonest start to the sixty (60)-day timeline, the City should electronically mail scanned billing disputes directly to the DAJD billing office, or by fax, or U.S. mail rather than to any other County office or officer. The DAJD billing office contact information as of the date of this Amendment is:

KC DAJD
 DAJD-AP@kingcounty.gov
 Attn: Finance – Inmate Billing
 500 Fifth Avenue
 Seattle, WA 98104

5.2.2 In the event the parties are unable to resolve the dispute, either Party may pursue the dispute resolution mechanisms outlined in Section 9.

5.3 Any amount withheld from a billing, which is determined to be owed to the County pursuant to the dispute resolution procedure described herein, shall be paid by the City within thirty (30) days of the date of the resolution.

5.4 If the City fails to pay a billing within forty-five (45) days of receipt, the County will provide the City with a notice of its failure to pay and the City shall have ten (10) days from receipt of such notice to cure nonpayment. Any undisputed billing amount not paid by the City within sixty (60) days of receipt of the billing, and any amounts found to be owing to the County as a result of the billing dispute resolution procedure that are not paid

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within thirty (30) days of resolution, shall be conclusively established as a lawful debt owed to the County by the City, shall be binding on the Parties, and shall not be subject to legal question either directly or collaterally. In the event the City fails to cure its nonpayment, the City shall be deemed to have voluntarily waived its right to house City Inmates in the Jail and, at the County’s request, will remove City Inmates already housed in the Jail within thirty (30) days. Thereafter, the County, at its sole discretion, may accept no further City Inmates until all outstanding bills are paid. This provision shall not limit the City’s ability to challenge or dispute any billings that have been paid by the City.

- 5.5 The County may charge an interest rate equal to the interest rate on the monthly County investment earnings on any undisputed billing amount not paid by the City within forty-five (45) days of receipt of the billing, and any amounts found to be owing to the County as a result of the billing dispute resolution procedure. Interest on amounts owed begin accruing on the forty-sixth (46) day after payment was due.
- 5.6 Each Party may examine the other's financial records to verify charges. If an examination reveals an improper charge, the next billing statement will be adjusted appropriately. Disputes on matters related to this Agreement which are revealed by an audit shall be resolved pursuant to Section 5.2.

6. Jail Capacity.

- 6.1 The Contract Cities may house Contract Cities Inmates in the Jail at an aggregate number, calculated based on the Jail’s Official Daily Population Count, equal to or less than the Secure Bed Cap for Contract Cities established in Sections 6.1.1.
 - 6.1.1 Through December 31, 2024, the Secure Bed Cap for Contract Cities in the aggregate is fifty (50) beds. These fifty (50) beds shall be available on a first-come, first-served basis measured at the time of the Jail’s Official Daily Population Count.
- 6.2 In the event the number of Contract Cities Inmates exceeds the Secure Bed Cap for Contract Cities described in Section 6.1, the County will notify the Contract Cities by phone or electronic mail. The County may then decide to continue to house Contract Cities Inmates in excess of the Secure Bed Cap for Contract Cities. Alternatively, the County may refuse to accept bookings from the City until such time as the aggregate number of Contract Cities Inmates is reduced below the Secure Bed Cap for Contract Cities. If the aggregate number of Contract Cities Inmates is reduced below the Secure Bed Cap for Contract Cities through removal of Contract Cities Inmates from the Jail, then the County will be obligated to accept new City bookings. The notice required by the first sentence of this Section 6.2, will be made to the person designated in Section 13.10 of this Agreement, and will inform the City whether the County intends to continue to house Contract Cities Inmates in excess of the Secure Bed Cap for Contract Cities described in Section 6.1, or whether the County will refuse to accept bookings from the City until such time as the aggregate number of Contract Cities Inmates is reduced below the Secure Bed Cap for Contract Cities described in Section 6.1.
- 6.3 At the end of the last day of this Agreement, the Contract City agrees to reduce the number of Contract City Inmates in the Jail to zero (0), with the exception that Inmates whose status has changed to Contract City Inmate, will not be included in the calculation of the number

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of Contract City Inmates, if such individuals are removed from the Jail within seventy-two (72) hours of such change in status.

For the purpose of determining the number of Contract Cities Inmates only, and not for billing purposes, Inmates held on multiple warrants or sentences by the County which include one or more city warrants or sentences in addition to a County and/or state warrant or sentence, and Contract Cities Inmates that have been booked into the Jail and the Contract City has not been notified of such booking shall not be considered a Contract Cities Inmate . Also, Contract Cities Inmates housed in the Jail will not be considered Contract Cities Inmates for the purpose of determining the number of City Inmates.

- 6.4 The Jail’s capacity limit for Contract City Medical Inmates is thirty (30). The Jail’s capacity limit for Contract City Psychiatric Inmates is one-hundred-fifty-one (151). For the purpose of this Section the Medical and Psychiatric Inmate population will be determined following the definitions in Sections 1.21 and 1.25 at the time of the Jail’s Official Daily Population Count.
- 6.5 When the Jail has reached its capacity limit for either Medical or Psychiatric Inmates as set forth in Section 6.5, the County will provide notice to the City by phone or electronic mail. Such notification will be made to the person designated in Section 11.11 of this Agreement. At the time this notification is made the County may request that the City take custody of a sufficient number of its Medical or Psychiatric Inmates to reduce the number of Medical or Psychiatric Inmates to the capacity limits detailed in Section 6.5, or the County may inform the City that the County is willing to continue to house these Inmates.
- 6.6 County requests under Section 6.5 will be made as follows. The billable city (under this Agreement or other jail service agreements between the County and cities that have identical provisions as this Section) with the Inmate most recently admitted as Medical or Psychiatric Inmate will be asked to take custody of that inmate. This process will be repeated until such time as the Medical and Psychiatric populations are reduced below capacity limits, or the Jail is willing to house these Inmates.
- 6.7 If the County, pursuant to Sections 6.5 and 6.6, requests that the City take custody of Medical or Psychiatric Inmates, the City shall comply with the County’s request. The City shall take custody of its¹ Medical or Psychiatric Inmates by picking them up no later than twenty-four (24) hours after the County’s request. If the City has not picked-up the Medical or Psychiatric Inmate within twenty-four (24) hours of the County’s request, the County shall deliver the Medical or Psychiatric Inmate to the City’s designated drop-off location or backup location. In either case, the City’s designee must accept the Medical or Psychiatric Inmate from the County and must be available to do so seven (7) days a week, twenty-four (24) hours a day. In all cases, the County shall provide the receiving entity

¹ Within eight (8)-hours of the County’s request, the City may provide the County with the names of other Medical Inmates to substitute for the Medical Inmates identified for pick-up by the County. In the event the City identifies substitute Medical Inmates that are City Inmates, the provisions of Section 6 will continue to apply. In the event the City identifies substitute Medical Inmates that are the responsibility of a different city (Substitute City) that is party to this Agreement or a jail services agreement with the King County containing these same provisions, the Substitute City will be responsible for picking-up the substitute Medical Inmates within 24-hours of the initial request for pick-up. In the event the Substitute City fails to pick-up its Medical Inmates within 24-hours of initial notification to the City, the County may deliver the Medical Inmates named in the original notification to the City’s designated drop-off location or backup location. The procedures outlined in this footnote will also apply to Psychiatric Inmates.

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with Continuity of Care Records, in a sealed envelope, at the time custody is transferred. The City will ensure that the City and the receiving entity comply with all applicable confidentiality laws and rules. Similarly, the City will ensure that Continuity of Care Records are provided to the County at the time custody of a City Inmate receiving the level of care consistent with a Medical or Psychiatric Inmate is transferred to the County.

- 6.8 If the County, in its sole discretion, decides to transport Medical or Psychiatric Inmates to the City’s designated drop-off location or backup location within King County, Washington, the County will do so without charge. Should the County agree to a drop-off location or backup location outside of King County, Washington, the City will pay all transportation costs for Medical or Psychiatric Inmates taken to the designated drop off location or backup location. In no case will the County be obligated to transport a Medical or Psychiatric Inmate out-of-state.

7. Jail Planning.

- 7.1 Jail Planning. The County and the City recognize the value of sharing information about their respective inmate populations and anticipated use of Secure Detention and alternative means of detention. The Parties agree to make good-faith efforts to share this information regularly. Furthermore, should the County begin planning for potential changes in jail space or models, the County will make good-faith efforts to provide notice to the City that such planning is underway, so that the City has an opportunity to participate in planning efforts.

8. Indemnification.

- 8.1 The County shall indemnify and hold harmless the City and its officers, agents, and employees, or any of them, from any, and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatsoever, by reason of or arising out of any negligent action or omission of the County, its officers, agents, and employees, or any of them. In the event that any suit based upon such a claim, action, loss, or damage is brought against the City, the County shall defend the same at its sole cost and expense; provided, that, the City retains the right to participate in said suit if any principle of governmental or public law is involved; and if final judgment be rendered against the City and its officers, agents, and employees, or any of them, or jointly against the City and the County and their respective officers, agents, and employees, or any of them, the County shall satisfy the same.
- 8.2 The City shall indemnify and hold harmless the County and its officers, agents, and employees, or any of them, from any, and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatsoever, by reason of or arising out of any negligent act or omission of the City, its officers, agents, and employees, or any of them. In the event that any suit based upon such a claim, action, loss, or damage is brought against the County, the City shall defend the same at its sole cost and expense; provided that the County retains the right to participate in said suit if any principle of governmental or public laws is involved; and if final judgment be rendered against the County, and its officers, agents, and employees, or any of them, or jointly against the County and the City and their respective officers, agents, and employees, or any of them, the City shall satisfy the same.
- 8.3 In executing this agreement, the County does not assume liability or responsibility for or in any way release the City from any liability or responsibility, which arises in whole or in

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part from the existence or effect of City ordinances, rules, or regulations. If any cause, claim, suit, action or administrative proceeding is commenced in which the enforceability and/or validity of any such City ordinance, rule or regulation is at issue, the City shall defend the same at its sole expense and if judgment is entered or damages are awarded against the City, the County, or both, the City shall satisfy the same, including all chargeable costs and attorney's fees.

- 8.4 The terms of this Section 8 "Indemnification" shall survive the termination or expiration of this Agreement.
- 9. Dispute Resolution. In the event the Parties are unable to resolve a dispute, then either Party may pursue the dispute resolution provisions of this Section 9.
 - 9.1. Either Party may give Notification to the other in writing of a dispute involving the interpretation or execution of the Agreement. Within thirty (30) days of this Notification, the King County Executive and the Chief Executive Officer of the City, or their designees, shall meet to resolve the dispute. If the dispute is not resolved, then at the request of either Party it shall be referred to non-binding mediation. The mediator will be selected in the following manner: The City shall propose a mediator and the County shall propose a mediator; in the event the mediators are not the same person, the two proposed mediators shall select a third mediator who shall mediate the dispute. Alternately, the Parties may agree to select a mediator through a mediation service mutually acceptable to both Parties. The Parties shall share equally in the costs charged by the mediator or mediation service.
 - 9.2. Each party reserves the right to litigate any disputed issue in court, *de novo*.
- 10. Termination. Either Party may initiate a process to terminate this Agreement as follows:
 - 10.1. Ten (10)-Day Notification of Intent to Terminate. Any Party wishing to terminate this Agreement shall issue a written Notification of intent to terminate, not less than ten (10) days prior to issuing a ninety (90) day termination Notification under Section 10.2 of this Agreement. Upon receipt of the written Notification of intent to terminate, the parties will meet to confer on whether there are steps that the non-terminating party can take, in order to, avoid a ninety (90) day termination Notification notice under Section 10.2 of this Agreement.
 - 10.2. Ninety (90)-Day Termination Notification. After the ten (10) day period has run under Section 10.1 of this Agreement, the party desiring to terminate this Agreement may provide the other party ninety (90) days written termination Notification, as provided in RCW 70.48.090.
- 11. General Provisions.
 - 11.1. Other Facilities. This Agreement reserves in each party the power to establish a temporary holding facility during a pandemic, riot, civil disobedience or natural disaster, to establish group homes or other care or rehabilitation facilities in furtherance of a social service program, to temporarily transfer Inmates to alternative detention facilities in order to respond to Jail overcrowding, a public health directive, or to comply with a final order of a federal court or a state court of record for the care and treatment of Inmates.

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- 11.2. Grants. Both Parties shall cooperate and assist each other toward procuring grants or financial assistance from the United States, the State of Washington, and private benefactors for the Jail, the care and rehabilitation of Inmates, and the reduction of costs of operating and maintaining Jail facilities.
 - 11.3. Law Enforcement Intake Portal. The County will offer the use of a web-based Subject Intake Portal when its Jail Management System goes live in 2021. The tool will allow law enforcement officers to log onto the system and enter all arrest, case/charge, victim, probable cause, and drug crime certificate information. This method is the County's preferred method of intake and booking. Cities that take advantage of this intake method will be able to print out or receive an electronic version of the intake information, including the ability to integrate with the JMS via web services or API integration if desired.
 - 11.4. Severability. If any provision of this Agreement shall be held invalid, the remainder of this Agreement shall not be affected thereby.
 - 11.5. Remedies. No waiver of any right under this Agreement shall be effective unless made in writing by the authorized representative of the party to be bound thereby. Failure to insist upon full performance on any one or several occasions does not constitute consent to or waiver of any later non-performance nor does payment of a billing or continued performance after Notification of a deficiency in performance constitute an acquiescence thereto. The Parties are entitled to all remedies in law or equity.
 - 11.6. Exhibits. This Agreement consists of several pages plus the following attached exhibits, which are incorporated herein by reference as fully set forth:

Exhibit I	Method of Determining Billable Charge and Agency
Exhibit II	Exception to Billing Procedure
Exhibit III	Calculation of Fees, Charges and Surcharges
 - 11.7. Not Binding on Future Agreements. This Agreement does not bind the Parties as to the terms, fees, or rate formulas to be included in any future jail services agreements.
 - 11.8. Entire Agreement. This Agreement, including all exhibits and attachments hereto, represents the entire understanding of the Parties and supersedes any oral representations that are inconsistent with or modify its terms and conditions.
 - 11.9. Modifications. The provisions of this Agreement may only be modified and amended with the mutual written consent of the King County Executive and the Chief Executive Officer of the City and the approval of their respective legislative bodies, excepting that, certain modifications to the notice requirements in Sections 4.2.2, 4.2.3 and Attachment I-2 may be approved administratively by signature of both the Chief Executive Officer of the City and King County Executive as specified herein.
 - 11.10. Force Majeure. In the event either party's performance of any of the provisions of this Agreement become impossible due to Force Majeure, that party will be excused from performing such obligations until such time as the Force Majeure event has ended and all facilities and operations have been repaired and/or restored.

Interlocal Agreement: Jail Services – City of Issaquah

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- 11.11. Notifications. Except as otherwise provided in this Agreement, any Notification required to be provided under the terms of this Agreement, shall be delivered by certified mail, return receipt requested or by personal service to the following person:

For the City of Issaquah:

Or his/her successor, as may be designated by written Notification from the City to the County.

For the County:

Chief of Administration
 Dept. of Adult and Juvenile Detention
 500 Fifth Avenue
 Seattle, WA 98104

Or his/her successor, as may be designated by written Notification from the County to the City.

- 11.12. Council Approval. The Parties' obligations under this Agreement are subject to official City and County Council approval.
- 11.13. Filing. As provided by RCW 39.34.040, this Agreement shall be filed with the King County Department of Records and Elections.
- 11.14. Assignment/Subcontracting. The City may not assign or subcontract any portion of this Agreement or transfer or assign any claim arising pursuant to this Agreement.
- 11.15. No-Third Party Beneficiaries. Except as expressly provided herein, there are no third-party beneficiaries to this Agreement. No person or entity other than a party to this Agreement shall have any rights hereunder or any authority to enforce its provisions, and any such rights or enforcement must be consistent with and subject to the terms of this Agreement.
- 11.16. Execution in Counterparts. This Agreement and any amendments thereto, shall be executed on behalf of each party by its duly authorized representative and pursuant to an appropriate motion, resolution, or ordinance. The Agreement may be executed in any number of counterparts, each of which shall be an original, but those counterparts will constitute one and the same instrument.

Interlocal Agreement: Jail Services – City of Issaquah

King County

The City of Issaquah

King County Executive

Title of City Official

Date

Date

Approved as to Form:

Approved as to Form:

King County
Deputy Prosecuting Attorney

Title of City Official

Date

Date

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EXHIBIT I
Method of Determining Billable Charge and Agency

Process Overview

The application of all billing rules in conjunction with Section 1.6 of this Agreement comprises the method for determining the principal basis for booking or confining a person. The County’s billing system examines all open and active charges and holds for each calendar day and applies the billing priority rules and tie breaker rules as set forth below. Then the billable agency is determined from the billable charge(s) or hold(s) and the application of exception rules, for example, the special DUI sentencing rule or the special six-hour rule.

Billing Priority Rules

The Billing Priority Group is determined in the following order:

1. Local felony charge(s)	A local felony charge is filed by the King County Prosecuting Attorney into a King County court.
2. Investigation holds from King County agencies or pursuant to a contract	An investigation hold is one that has been referred to the King County Prosecutor and includes King County investigation holds.
3. Department of Corrections (DOC) charge(s) pursuant to contract with DOC	Felony and misdemeanor charges adjudicated by DOC hearing examiner. Cases heard by a local court are considered local misdemeanors even if DOC is the originating agency.
4. Local misdemeanor charge(s) and city court appearance orders	Includes King County misdemeanors.
5. Other holds (contract and non-contract)	

Tie Breaker Rules

Tie breaker rules are applied in the following order to the Local Misdemeanor Priority Group (Number 4 above) when there are charges with multiple billable agencies. The first rule that applies determines the billable charge(s). The billable agency for the selected charge(s) is the billable agency.

1. Longest or only sentenced charge rule	This rule selects the charge(s) with an active sentenced charge or, if there is more than one active sentenced charge, the rule selects the charge with the longest imposed sentence length.
2. Earliest sentence rule	This rule selects the charge(s) with the earliest sentence start date.
3. Lowest sentence charge number rule	This rule selects the sentenced charge(s) with the lowest charge number as given in the DAJD booking system.
4. Arresting agency rule	This rule selects the charge(s) or hold(s) with a charge billable agency that matches the arresting agency for the booking.
5. Accumulated bail rule	This rule selects the agency with the highest total bail summed for all of the charge(s) and hold(s) for which the agency is the billable agency.
6. Lowest charge number rule	This rule selects the charge or hold with the lowest charge number as given in the DAJD booking system.

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Attachment I-1: City and County Jail Charges Clarification

This document contains several examples consistent with Section 1.6 of this Agreement.

#	Situation	Jail Costs associated with these cases are:
1	Inmate booked by a city on a felony investigation, whose case is filed by the Prosecutor initially as a felony in Superior Court but subsequently amended to a misdemeanor charge (for evidentiary reasons, or entry into mental health court, or for other reasons)	County responsibility
2	Inmate booked by a city on a felony investigation and whose case is initially filed by the Prosecutor as a felony in District Court as part of a plea bargain effort (so called “expedited cases”)	County responsibility (including the expedited cases to be filed under the new Prosecutor Filing Standards).
3	Inmate booked by a city on a felony investigation, whose case is initially filed by the County Prosecutor as a misdemeanor in district court (i.e., mental health, domestic violence <u>or</u> in regular district court)	County responsibility
4	Inmate booked by a city on a felony investigation. The County prosecutor declines to file the case and refers it to a city prosecutor or law enforcement for any further action.	County responsibility prior to release of felony investigation by the County prosecutor; City responsibility from and after release of felony investigation
5	Misdemeanor or felony cases originated by state agencies (i.e., WSP)	County responsibility
6	Inmates booked by a city on a juvenile charge who are held in adult detention or become adults during the pendency of their charge or sentence.	County responsibility

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Attachment I-2

**Inmate Transfers: Transfer Request Exemption Criteria, Notice and Billing
(Relating to Section 1.6.9)**

- A. In the event of one or more of the following transfer exception criteria are met, a transfer may be denied by the County, in which case the person for whom the City has sought a transfer remains a City Inmate:
- (1) Inmate has medical/health conditions/ treatments preventing transfer.
 - (2) Transfer location refuses Inmate.
 - (3) Inmate refuses to be transported and poses a security risk.
 - (4) Inmate misses transport due to being at court or other location.
 - (5) City refuses to sign transfer paperwork requiring the City to arrange transportation for Inmate back to King County, if needed, when City sentence ends.
- B. If the County has refused a transfer request and thereafter determines that it no longer needs to detain the person and the person would as a result become a City Inmate, then the County will provide notice to the City that it will become billable for the Inmate. The City will not incur a Maintenance Charge on the day of notice. If the City transfers the Inmate during the six calendar days immediately following the day of notice, it will not incur a Maintenance Charge for the first calendar day following notice but will incur a Maintenance Charge for each subsequent calendar day until the Inmate is transferred. If the City does not transfer the Inmate from the Jail during this six-day period, the City is billable beginning the calendar day following the day of notice from the County.
- C. The terms of this Attachment I-2 may be amended by administrative agreement evidenced by execution in writing by the Chief Executive Officer of the City and King County Executive.

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EXHIBIT II
Exception to Billing Procedure

For persons serving the one- and two-day commitments pursuant to the mandatory DUI sentence grid who report directly from the community to the Jail for incarceration, Inmate day shall not be defined according to Section 1.16 of the Agreement. Instead, Inmate day shall be defined as a twenty-four-hour period beginning at the time of booking. Any portion of a twenty-four-hour period shall be counted as a full Inmate day. The number of days billed for each sentence shall not exceed the sentence lengths specified on the court commitment.

Two examples are provided for illustration:

Two-day sentence served on consecutive days:

John Doe	Booked 7/1/23 0700	Released 7/3/23 0700
	Number of Inmate days = 2	

Two-day sentence served on non-consecutive days:

John Doe	Booked 7/1/23 0700	Temporary Release 7/2/23 0700
	Return to Jail 7/8/23 0700 Number of Inmate days = 2	Released 7/9/23 0700

The Department of Adult and Juvenile Detention will apply this definition of Inmate day to the City's direct DUI one and two-day Inmates by adjusting the City's monthly bill before it is sent to the City. If the changes are not made for some reason, the City will notify the Department of Adult and Juvenile Detention, which will make the necessary adjustments.

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EXHIBIT III
Calculation of Fees, Charges and Surcharges

Starting on the Effective Date of this Agreement, the City shall pay the fees, charges, and surcharges with such annual adjustments for inflation as described below. Starting on the Effective Date of this Agreement, the City shall also pay offsite medical care charges as detailed below

2023 is the Base Year for fees, charges, and surcharges and is the basis from which the fees, charges, and surcharges are to be annually adjusted by applying the inflators set forth in Subsection 5.a. of this Exhibit III.

1. MAINTENANCE CHARGE AND CAPITAL EXPENDITURE CHARGE

The Maintenance Charge shall be calculated as described below.

- a. The **Maintenance Charge** starting **January 1, 2023**, and for the remainder of the calendar year 2023, **excluding** any adjustments for Capital Expenditure Charges, will be **\$250.64**. When combined with the Capital Expenditure Charges, the Maintenance Charge for calendar year 2023 is **\$256.90**. The Maintenance Charge shall be inflated in 2024 as described in Section 5. The City will not be charged a Maintenance Charge for a City Inmate where the Inmate has been offsite (e.g. housed outside of the Jail) for all twenty-four (24) hours of a Surcharge Day and subject to 1:1 Guarding Surcharge for the entirety of such twenty-four (24)-hour period.
- b. In addition to the annual adjustment to the Maintenance Charge described above, King County will increase the Maintenance Charge to capture the cost of **Capital Expenditures**. Capital Expenditures are defined as the cost of repairing and renovating current jail capacity and facilities and support and administrative facilities that benefit Jail operations. Additional Capital Expenditures will be included in the Maintenance Charge if such expenditures benefit City Inmates. Any Capital Expenditure that solely benefits County Inmates will not be charged to the City. Capital Expenditures do not include Jail Bed Expansion Projects. Capital Expenditures do not include Major Maintenance.
 - i. Capital Expenditures will be calculated in proportion to the square footage that benefits adult detention. Cities will be billed their proportionate share based on the total number of Inmate Days (as defined in Section 1.17). By August 15 of 2023, DAJD will estimate the total number of Inmate Days for 2024 and provide notice to the City of the Capital Expenditure Charge to be included in the Maintenance Charge for 2024.
 - ii. Upon request of the City, the County shall provide its six (6)-year CIP and its six (6)-year major maintenance plan to the City. The County will provide a detailed line-item budget of each Capital Expenditure. If the City disputes that the Capital Expenditure benefits City Inmates or otherwise disputes the inclusion of the Capital Expenditure or any portion of the Capital Expenditures' budget in the maintenance fee, the matter will be resolved under the dispute resolution processes described herein. Capital Expenditures will not be charged to the City to the extent such Capital Expenditures are covered by federal grants, state grants, insurance proceeds, capital maintenance reserves or voter approved capital funding for jail related improvements.
 - iii. Capital Expenditures, if debt financed, shall begin being charged when debt service payments begin for the permanent financing of the Capital Expenditure and shall

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continue until the end of the debt amortization unless the debt amortization is less than fifteen (15) years, in which case the charges to the City will be amortized over fifteen (15) years. If the Capital Expenditure is not debt financed, Capital Expenditure charges shall be based on actual expenditures. The County will make available documentation evidencing such expenditures.

- iv. Beginning January 1, 2023, and continuing through calendar year 2023, the Capital Expenditure Charge for ISP for the City is \$5.21 and the Capital Expenditure Charge for the CSSP is \$1.05, for a combined total Capital Expenditure Charge of \$6.26 to be added to the Maintenance Charge set forth in subparagraphs a and b above.

2. BOOKING FEE

- a. The booking fee shall be based on whether, or not the City is using the County’s Personal Recognizance (PR) screeners for individuals it brings to a County jail facility to be booked. The two booking fees starting January 1, 2023, and for the remainder of the calendar year 2023 will be initially set as follows:
 - i. The **Base Booking Fee** shall be **\$178.67**. This is the booking fee payable by Contract Cities that are **not** using the County’s PR screeners. This Booking Fee shall include **40.86%** of the total Budgeted Jail Costs associated with booking (including Jail Health Intake Services); this percentage of booking costs to be included in the Booking Fee shall remain fixed through the term of this Agreement.
 - ii. The **Standard Booking Fee** shall be **\$262.25**. This is the booking fee payable by Contract Cities using the County’s PR screeners. This booking fee is composed of the Base Booking Fee plus the fee associated with the County’s PR screeners.
- b. If the City has a court order on file as of the Effective Date, confirming that the City and not the County will have authorization to provide PR screening for City Inmates, then the City will be qualified for the Base Booking Fee as of the Effective Date. To qualify for the Base Booking Fee in 2024, the City must either provide a court order not later than July 1, 2023, confirming that the City and not the County will have authorization to provide PR screening for City Inmates, or a previously issued court order must remain in effect. If an authorizing court order is revoked or expires and is not renewed, the City will no longer qualify for the Base Booking Fee.

The Booking Fee shall be inflated in 2023 as described in section 5 below.

3. SURCHARGES

In addition to payment of the Maintenance Charge and the Booking Fees, the City shall pay Surcharges associated with services provided to City Inmates as described below. The types of services provided to an Inmate associated with each Surcharge, and a general description of each Surcharge, is set forth in Attachment III-1.

The initial Surcharge amounts described in paragraphs (a) – (d) below shall apply from the January 1, 2023, through December 31, 2023, and shall be inflated for 2024 as described in Section 5 below.

- a. **Infirmiry Care.** For Medical Inmates, the City shall pay an Infirmiry Care Surcharge of **\$388.99** for each Surcharge Day.

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- b. **Non-Acute Psychiatric Care.** For Non-Acute Psychiatric Inmates, the City shall pay a Psychiatric Care Surcharge of **\$119.26** for each Surcharge Day.
- c. **Acute Psychiatric Care.** For Acute Psychiatric Inmates, the City shall pay an Acute Psychiatric Care Surcharge of **\$304.51.** for each Surcharge Day.
 - i. The **Acute Psychiatric Surcharge** for each Surcharge Day shall be **\$304.51.**
 - ii. The **Psychiatric Care Surcharge** for each Surcharge Day of **\$119.26** is added to the Acute Psychiatric Housing surcharge for a total Acute Psychiatric Care Surcharge of **\$423.77.**
- d. **1:1 Guarding Surcharge.** The 1:1 Guarding Surcharge is the charge imposed when the County dedicates an individual officer to guard a City Inmate. The Surcharge shall be **\$87.28** per guard *for each hour* or portion thereof, and as further described in Attachment III-1.
- e. A **Surcharge Day** is defined as a 24-hour period from midnight to midnight, or any portion thereof, in which an Inmate receives any of the services within the Surcharges listed in subparagraphs (a) – (c) above; *provided that* with respect to the Infirmary Care Surcharge, Psychiatric Care Surcharge and Acute Psychiatric Surcharge, a maximum of one (1) charge may be imposed within the twenty-four (24)-hour period for a single inmate, and the charge imposed shall be the highest applicable charge. For example, if an inmate is placed in Acute Psychiatric Care, released to the general population, and then again placed in Acute Psychiatric Care all within the same twenty-four (24)-hour period (midnight to midnight), a single Acute Psychiatric Care Surcharge will be imposed. Similarly, if an Inmate is placed in Acute Psychiatric Care and then in Non-Acute Psychiatric Care within the twenty-four (24)-hour midnight to midnight period, then a single Acute Psychiatric Care charge will be imposed.

4. OFFSITE MEDICAL CARE CHARGES

In addition to the Maintenance Charge, the Booking Fee, and the Surcharges detailed above, the City shall be responsible for payment of all Offsite Medical Care Charges incurred by a City Inmate.

5. INFLATORS AND RE-SETS OF FEES CHARGES, AND SURCHARGES

- a. Inflators. Effective January 1, 2023, all fees, charges, and surcharges, excluding: (1) Offsite Medical Care Charges and, (2) the Capital Expenditure Charge components of the Maintenance Charge, shall be inflated by the percentage rates described below.

Non-Medical Charges: the following fees and charges are subject to an annual inflator of the Seattle-Tacoma-Bremerton CPI-W (covering the 12-month period ending in June) plus 1.5% but shall in no event be lower than 1.5%.:

- i. Maintenance Charge
- ii. Booking Fee
- iii. Acute Psychiatric Housing Surcharge
- iv. 1:1 Guarding

Medical Charges: The following fees and charges are subject to an annual inflator of the Seattle-Tacoma-Bremerton CPI-W (covering the twelve (12)-month period ending in June) plus three (3) percent, but shall in no event be lower than three (3) percent:

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-
- i. Infirmiry Care Surcharge
 - ii. Psychiatric Care Surcharge
- b. Final Fee, Charge and Surcharge Notice for Following Calendar Year. No later than August 15, the County will provide notice to the City of the final fees, charges and surcharges listed in this Subsection 5.a. reflecting the application of the June-June CPI index in the manner prescribed in Subsection 5.a above.
- c. Inflation Re-sets. Notwithstanding the terms of Subsections 5.a and 5.b to the contrary, in the event the Seattle-Tacoma-Bremerton CPI-W (June-June) exceeds eight (8) percent then, as part of the August 15, final fee and charge notice, the County will include information demonstrating whether, based on factors affecting the DAJD Budgeted Jail Costs including but not limited to personnel costs, food, utilities and pharmaceuticals, the County's reasonably expected inflation experience for the DAJD Budgeted Jail Costs in the next calendar year (the "Expected Inflation Rate") is *less than or greater than* said CPI-W (June-June) rate. If the Expected Inflation Rate is lower than the CPI-W (June-June) rate, the County will apply the lower of the two rates to the fees and charges listed in this Subsection 5.c for the following calendar year.

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**Attachment III-1
Summary Description of Medical Cost Model Surcharges and Pass-Through Charges**

	Surcharge	Description
1.	1:1 Guarding	Cost to guard an inmate in a 1:1 situation. Most common occurrence is at hospital or at off-site medical appointments. If more than one guard is required, then the rate would be the multiple of guards.
2.	Acute Psychiatric Care (two components) – billed by location	
	a. Psychiatric Care Surcharge	Costs for Jail Health Services (JHS) treatment team for services listed below for Psychiatric Care.
	b. Acute Psychiatric Surcharge	Costs for additional officer staffing for: 15-minute checks, assistance with feeding, emergency responses, escorts, and other necessary services to provide for an inmate who poses a potential danger to him or herself.
3.	Non-Acute Psychiatric Care (one component)	
	a. Psychiatric Care Surcharge	Costs for JHS Psychiatric treatment team for services listed below for Psychiatric Care.
4.	Infirmary Care	Costs for JHS Infirmary care, services listed on reverse.

	Pass-Through Charge	Description
5.	Off-Site Medical Charges	Costs for inmates to receive services from outside medical providers (services not available from JHS). Examples include: <ul style="list-style-type: none"> ❖ Hospital care ❖ Dialysis ❖ Cancer treatment (chemotherapy, radiation) ❖ Specialized transport to medical appointments (wheelchair bound inmates)

JHS Psychiatric Care

Services Provided:	Criteria:
<ul style="list-style-type: none"> ❖ Psychiatric Treatment & Management ❖ Psychiatric Treatment Team Monitoring ❖ Medication Administration ❖ Mental Health Crisis Counseling ❖ Psychiatric Therapy Groups 	<p><i>Inmates with severe or unstable mental health conditions are placed in psychiatric housing units and receive a level of monitoring and care based on the acuity of their mental illness. Inmates in psychiatric housing are evaluated upon admission and then re-evaluated on a regular basis by a multi-disciplinary treatment team.</i></p>

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JHS Infirmiry Care

Services Provided:	Criteria:
<ul style="list-style-type: none"> ❖ 24-hour Skilled Nursing Care ❖ Daily Provider Rounds ❖ Treatment and Management of Complex Disease States ❖ Medication Administration ❖ Activities of Daily Living Assistance ❖ Alcohol Detoxification 	<p><i>Inmates who meet diagnostic criteria that require 24-hour skilled nursing care are housed in the KCCF Infirmiry.</i></p> <p><i>Examples include but are not limited to:</i></p> <ul style="list-style-type: none"> ❖ <i>Patients requiring medical detoxification/withdrawal management</i> ❖ <i>Individuals with non-stable medical conditions such as: need for kidney dialysis, wired jaws, newly started on blood thinning medication;</i> ❖ <i>Individuals who are mobility impaired and/or not independent in activities of daily living;</i> ❖ <i>Individuals requiring IV therapy or with central lines in place;</i> ❖ <i>Individuals who are acutely ill, post-surgical, who require convalescent care, and those with conditions requiring extensive treatment and frequent monitoring; and</i> ❖ <i>Individuals with severe respiratory problems requiring nebulizer treatments, oxygen and close observation.</i> <p><i>Inmates are formally admitted to infirmiry care following assessment by a physician or nurse practitioner and then monitored daily by provider and nursing staff. Discharge from the infirmiry occurs either at the time of release from jail or as the patient’s condition improves and can be safely managed in general population housing. Some individuals remain in infirmiry care for the duration of their incarceration.</i></p>



Public Works Staffing Resources **Proposed Council Action:
Authorize**

DEPARTMENT OF	PW - Public Works Emily Moon
OTHER COUNCIL MEETINGS	n/a
COMP PLAN POLICY NOS.	n/a
OTHER POLICIES	n/a
EXHIBITS	A. Presentation

SUMMARY STATEMENT

Introduction

This agenda bill seeks City Council authorization for additional resources for the Public Works Department, including authorization of:

- a request for professional services funding in the amount of \$410,000 for project management assistance in 2023; and
- a request for 4.0 FTE with an estimated 2023 cost of \$520,650.

These changes, if approved, would also require a revision to the Salary Ordinance to add a new position classification and a future budget amendment to reflect these authorizations in General and Utilities Funds' approved budgets.

Background

Issue

The City recently began to realign its strategies and budget to prioritize capital investment and reinvestment. This transition is necessary to address growth, level of service demands, and as the City moves from being able to rely on large-scale, developer-built infrastructure to City-built improvements throughout the whole community. Furthermore, expansion of and aging in the City's Public Works asset inventory, an ambitious Capital Improvement Plan portfolio, and difficulty filling positions necessitate adding more resources to successfully sustain these assets and implement projects. Under current resources, the Public Works Department will not be able to complete its 2023 and 2024 workplans.

Deficiencies

1. Signal systems operations

The Department currently has two employees tasked with all aspects of the City's traffic and pedestrian signal systems' operations (including maintenance, repair, replacement, reviewing technical plans for new installations, stewarding the City's technical specifications, upkeeping inventory, and more). Despite rapid and constant growth in both the quantity and complexity of these systems, the City last increased this unit's staffing from one employee to two in 2007. Since 2007, the Signals Unit has responded to changes such as implementing an integrated cellular network, additional intersections, software upgrades, use of speed radar signs, new regulatory requirements, an enhanced role in plan review and construction contractor management, new traffic cameras, re-lamping of signal lights, and the installation of modern traffic detection equipment.

The following chart illustrates how some of the City's Signals Unit inventory has changed:

	2003	2007	2023	% increase 2007 vs 2023
Signalized intersections	41	43	53	23%
Electronic signs	6	6	20	233%
Rectangular Rapid Flashing Beacons (RRFBs)	2	2	74	3600%
School zone flashing signal	2	2	10	400%
Street lighting	580	600	760	27%
CCTV camera	0	32	55	72%

Fiber network connection/switches	0	42	60	43%
Programmable vehicle detection	0	3	46	1433%
Variable Message Sign (VMS)	0	0	4	400%
*Annual cabinet replacement	0	0	5	500%
*Vehicle detection replacement	0	0	10	1000%
<i>*Note: does not include accident-related replacements</i>				

Increased numbers of motor vehicle accidents, vandalism and the continued triaging of equipment that is beyond its useful life led to these two employees working a combined total of 850 hours of overtime in 2022. These two individuals handled 47 after-hours emergent calls for service in 2022. In 2023, that pattern has continued with these employees working a combined total of 175 hours of overtime to date (as of February 1). Due to the demand and safety requirements, the employees have been unable to take leave, risk burn out, have had to perform work in a purely reactive manner, and have had to conduct work solo when a team approach would have enhanced safety and efficiency.

The following are a couple illustrations of the volume of work in the Signal Unit, as they relate to increased use of technology and aging infrastructure:

- As shown in the chart above, the number of RRFBs in Issaquah has grown from 2 in 2016 to 74 in 2023. Each RRFB has a warranty of one year and an expected life span of 7 years. 30% of the City's current RRFBs are eligible for replacement now, per industry standards.
- The City has 4 different types or generations of signal cabinets, some dating back to the 1980's. Enhanced safety and high community expectations for signals that are fully functioning at all hours dictate a quick response. Signal cabinets that have been damaged may also pose urgent live wire risks. Emergency repair or replacement can involve a few hours or a full day onsite, and/or a few hours or several days re-configuring existing or building and configuring a new cabinet. Currently, 32 of 52 signal cabinets are beyond their expected service life and need to be replaced.

The Department is currently developing an Intelligent Transportation Systems (ITS) plan, which will include a description of staffing resourcing needs. However, the Signals Unit is in critical need now, and prior to taking on any additional preventative maintenance/replacement actions or new ITS projects.

2. Utilities and Transportation Engineering

With the City Council's July 2022 authorization, Public Works added 2.0 FTE Engineer positions, bringing the Engineering Divisions' total staffing complement to:

- 2.0 FTE Engineering Managers
- 7.0 Engineer/Senior Engineer/Capital Projects Manager
 - 3.0 FTE in the Utilities Division
 - 4.0 FTE in the Transportation Division (one of which focuses on traffic signals operations)
- 1.0 FTE Senior Engineering Technician

Since July 2022, the Engineering Divisions have had mixed success in recruitment and experienced turnover (one voluntary resignation and one at-will separation). Recruitment efforts were revamped; and we are seeing modest success as a result.

The job market for engineers remains extremely tight. Nearly every agency in the Puget Sound has had an open recruitment over the past twelve months. Sound Transit and the Port of Seattle, alone, have had tens of engineering positions open at any one time. The infusion of time-limited state and federal funding have heightened the urgency to complete more projects. Across the country, demand is projected to increase while the supply of civil engineers is decreasing.

Between December 2022 and March 2023, Transportation Engineering filled all its vacancies (although a 2021 hire resigned in March). Utilities and Transportation Engineering each have one vacancy currently. One of the new hires in Transportation is expected to be on leave beginning in May for a few months. New hires range in their level of experience

and their familiarity with the wide range of responsibilities their positions entail. Training, mentorship, access to expert resources and effective management of their workload will be critical to their success.

The divisions' engineers have a combined total of 59 significant capital and non-capital projects in the ambitious 2023 workplan. The capital projects alone constitute approximately \$43M of budgeted City investment, excluding personnel resources. Several of the projects are high-dollar value and critical risk avoidance or mitigation efforts. Some of the projects are time-bound by the American Rescue Plan Act or grant funding. Additionally, the Engineering Divisions have only recently begun to envision the workplan impacts that will result from the WSDOT fish culvert "Super Bundle" project(s). These impacts have not yet been incorporated into the Department's budget or workplan. The Department's surveys and research conducted by other municipalities show that, on average, the City has fewer engineers per planned capital project and that each Issaquah engineer is responsible for a capital portfolio that is higher in dollar value than engineers elsewhere. Issaquah's engineers also carry a significant non-capital project workload. Here is a summary of how Issaquah's engineer workloads compare to our peer cities:

Transportation Engineer Staffing Comparison

	Average ¹	Issaquah
Number of 2023/2024 transportation projects per FTE (engineering/capital project management staff)	2.22	3.83
Value of projects per FTE	\$ 4,490,265	\$ 6,333,333
Value of projects per 1,000 population	\$ 794,731	\$ 927,961
1 Bellevue, Redmond, Kirkland, Kenmore, Shoreline, Issaquah		

As the Department has worked to fill vacancies, Engineering Managers have not had the time to focus on supervisory responsibilities and leadership goals. Instead, they have been busy with recruitment tasks and attempting to advance several capital projects. The newly promoted Utilities Manager, in fact, has had to continue to be a project manager on transportation projects due to the vacancies in that division.

By failing to fill the positions in 2022, some 2023 and two-year projects are already behind schedule. Some 2023 design phase projects have not commenced, and any 2023 construction phase projects need to be rendered bid-ready soon to maintain construction schedules.

3. Franchise management

Rights-of-way (ROW) franchise management has required increasing amounts of staff and attorney time for jurisdictions across the country. Rights-of-way uses have become more varied and complex. Rights-of-way have become burdened by more uses and co-location is now typical, especially for telecommunications and fiber. Some cities house the franchise management function in their development department and others coordinate the function in the public works department. Typical tasks require interpreting city code, reviewing existing ROW constraints, analyzing applications for a new use of the ROW, negotiating new or renewed franchise agreements, managing fees and permits, and resolving disputes. The Department has estimated that franchise management tasks require the equivalent of 15-20% of an FTE.

The Utilities Engineering Manager was anticipated to take on this responsibility in the future. However, the Division contracted with a professional services firm to manage all franchise-related activities in 2022. The intention was to give the new manager time in 2022 to acclimate to his new role, to allow him to continue to work on transportation projects, to ensure someone was able to train the new manager on this function, and to permit him time to fill vacancies. All of 2022's franchise management-related needs are still present but the adopted 2023 budget did not include funding for these contracted professional services.

4. Capital program management and engagement

The Public Works Department's capital project managers have broad and numerous job duties. Many of those responsibilities are not technical and do not require engineering skills. For example, the City's capital project managers are responsible for most aspects of public engagement, researching and resolving issues submitted via the City's "Submit a Request" website and grant management. The capital project managers do not have sufficient capacity to dedicate to making needed improvements to the overall capital program. These improvements may include implementing more robust planning processes, developing and utilizing performance metrics and tools, increasing inter- and intra-departmental coordination, seeking additional grant funding, and driving procedural changes that could enhance on-scope, on-time and on-budget success. It is not uncommon for cities with sizeable capital portfolios to have dedicated staff devoted to both capital project engagement and overall CIP program management functions.

The Public Works Department is currently working on several new tools and enhancements in these arenas. As an example, all project managers are creating project charters to identify key elements of their projects ahead of initiation and to foster accountability. Some examples of public engagement enhancements include, creating new maps to show all projects, establishing outreach plans for each project, holding some neighborhood "capital outlook" events, and developing more video and online content. All these efforts are dependent on staff capacity.

Proposal

Delay projects (\$855,000 in project expenditures delayed; approximately 625 hours of estimated staff time reserved)

Given the difficulty in filling Engineering positions and the need to hone Engineering's focus in 2023, Staff recommends delaying the following projects:

Projects Proposed to Delay

	2023 Adopted Budget	Funding Source	Implications/Notes
Utilities:			
Cabin Creek Tributary stabilization & enhancement (ST 011; design)	\$40,000	Stormwater Fund	Will delay design until 2024. Important to do soon but not urgent.
Sunrise Pl to Sycamore Dr emergency access stabilization & culvert improvement (ST 021; design)	\$40,000	Stormwater Fund	Will delay design until 2024. Important to do soon but not urgent.
Laughing Jacobs Creek channel enhancement support (ST 005; design)	\$175,000	Stormwater Fund	Project scored well but was not awarded necessary grant by Recreation and Conservation Office. Amount shown is only the City's required match. State may award alternate source of funds; will be known in June 2023; otherwise, Staff to reapply this year for 2025 award. This is the second of 3 projects on this creek.
	2023 Adopted Budget	Funding Source	Implications/Notes
Transportation:			
Gilman Boulevard Improvements (engagement and planning)	\$600,000	Capital Improvement Fund (GF)	This is a large-scale outreach and design planning project that may only require consulting

			<p>Engineering staff. With re-assigning the project management oversight to another department and hiring a contractor to serve as project manager, Engineering may have the capacity to serve on the project team. There would likely be some synergies with the I-90 crossing project occurring at the same time.</p>
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Add professional services and staffing resources

1. Professional Services (\$410,000 requested):

Staff recommends providing professional services funding for project management assistance for the following projects:

<p><u>Utilities:</u></p>
<p>Sunset Way landslide repair (TR 061; design)</p>
<p>East Lake Sammamish Parkway ditch conveyance (ST 002; design & construction; use only a small amount of funds for assistance with submittal review)</p>
<p>Highlands sewer main capacity and redundancy project (SW 010; planning & design)</p>
<p><u>Transportation:</u></p>
<p>Central Issaquah multi-modal I-90 crossing (ARPA funded; TR 003; engagement & planning)</p>
<p>Community Investment projects (ARPA funded):</p>
<ul style="list-style-type: none"> • Transportation Safety Bundle (6 projects)
<ul style="list-style-type: none"> • Front St Improvements
<ul style="list-style-type: none"> • Alder Festival Street

Staff estimates that the Utilities projects above could be managed externally with an allocation of \$125,000 in 2023.

Staff estimates that the Transportation projects above could be managed externally with an allocation of \$225,000 in 2023. These ARPA-funded projects have a two-year design-construction implementation schedule. Staff would hope to be able to fully transition the projects to City engineers/project managers in 2024.

The Public Works Department also requests funds to contract assistance managing the City’s ROW franchises. This professional services contract is estimated to cost \$60,000 in 2023.

2. Staffing (2023 estimated cost of \$520,650):

- Authorize a 1.0 FTE Signal Technician. The department would hope to fill this position by Q3 2023. In 2023, this position would require a budget of \$91,020. Total cost of overtime in 2022 for the two existing signal technicians was approximately \$56,000.
- Authorize a 1.0 FTE Senior Engineer/Capital Projects Manager for Utilities Engineering and a 1.0 FTE Senior Engineer/Capital Projects Manager for Transportation Engineering. The department would hope to fill these positions by Q3 2023. In 2023, these positions would require a budget of \$277,000.
- Authorize a 1.0 FTE Capital Program and Franchise Manager. The department would hope to fill this position by Q3 2023. In 2023, this position would require a budget of \$152,630. After hiring and training, the department would transfer to this position the franchise management responsibilities being fulfilled by a contractor and terminate the contract.

Add recruitment and retention incentives

- Offer relocation assistance, as appropriate and consistent with City practice, to engineers hired in 2023 and 2024.
- Extend the non-represented employees’ retention incentive to engineers (in all departments) hired in 2023.

Continue to evaluate capital program engagement needs

City Administration is evaluating whether these needs exist beyond the Public Works Department and how to best respond, perhaps in a citywide fashion.

Council Committee Review

The Mobility and Infrastructure Committee reviewed the Public Works Department's resources request on February 27, 2023. The Committee confirmed their support for the additional requested positions, and the additional allocation and use of professional services. The Committee recommended that this item be placed on City Council's Regular Business agenda for consideration.

Options/Alternatives

Under current conditions, the Public Works Department will not be able to complete its 2023 and 2024 workplans. City Administration proposes adding the resources listed above and delaying potentially four of the 59 projects on the Public Works Department's workplan to give the department a better opportunity to successfully deliver services and projects in the biennium.

Alternatively, City Administration would need to pursue one or more of the following options:

- Allocate more funding and contract for additional design and project management services, in lieu of hiring more staff. City Administration has proposed adding staff so that the City's long-term capacities are improved. Additional professional services in 2023, beyond what has been proposed, will require more staff time to manage and will not resolve resource shortages foreseen in 2024.
- Cancel or delay additional capital and non-capital projects. This action may result in the City needing to return grant funding, infrastructure failures, missed regulatory deadlines and delays in subsequent design or construction phases.
- Limit the time spent scrutinizing and modifying franchise applications prior to the regulatory "shot clock" expiring.
- Adjust the service level expectations for traffic signal systems management.

Next Steps

Pending the City Council's approval, the Administration will recruit for the new positions in April with a goal of filling the positions by July.

The Administration plans to bring the franchise management work in house by October and transition the work conducted by the professional service firms back to City staff at the end of 2023.

Financial Information

In order to better align the City's budget to address its capital needs, the Administration has identified areas of cost savings that can help pay for the additional Public Works resource requests.

First, the Administration recommends not filling the Local Government Management Fellow (LGMF) position in the Finance Department, a Limited-Term position at approximately \$136,000 per year including salary and benefits in both 2023 and 2024.

Delaying the Gilman Boulevard project would also reduce the General Fund-funded Capital budget and shift that funding to support the new Senior Signal Technician, Capital Program and Franchise Manager, and transportation engineer positions for 2023 and 2024. Existing utility funds will be used to fund the new utility engineering position for the 2023-24 biennium. The goal for the Capital Engineering and Program Manager positions in 2025 and beyond is to be supported by project-allocated funds.

The following table outlines the requests and estimated impact to 2023 and 2024 budgets:

New Requests	2023	2024
1.0 FTE Senior Signal Technician	\$91,020	\$141,282
1.0 FTE Senior Engineer/Capital Projects Manager for Utilities Engineering	\$138,500	\$215,349
1.0 FTE Senior Engineer/Capital Projects Manager for Transportation Engineering	\$138,500	\$215,349
1.0 FTE Capital Program and Franchise Manager	\$159,918	\$236,902
Relocation incentive for Engineers*	\$30,000	n/a

New Requests	2023	2024
Extend the non-represented employees' retention incentive to engineers (in all departments) hired in 2023*	\$4,200	n/a
Professional services for Utilities projects	\$125,000	n/a
Professional services for Transportation projects	\$225,000	n/a
Franchise management professional services	\$60,000	n/a
Capital projects engagement resources	TBD	TBD
<i>Total Estimated Resource Cost</i>	<i>\$973,138</i>	<i>\$808,882</i>
<i>Total Estimated 2023-2024 Biennial Cost Impact (Across All Funds)</i>		<i>\$1,782,020</i>

*Note: the employment incentives can be up to \$1,300 per employee. 2023 FTE cost estimates assume an April 1, 2023 start date. These incentives are allowable under the City's Personnel Rules and may be applied with City Administration approval.

The total estimated cost in 2023 and 2024 in the Street Operating Fund (excluding possible retention and relocation incentives) is approximately \$1,050,000 (of which, approximately \$586,000 is the 2023 need). Since most of the funding for the Street Operating Fund each year comes from the General Fund, we will be using these two funds somewhat interchangeably through the remainder of this agenda bill. Funding sources for the Street Operating Fund requests will include reallocation of the LGMF position and deferral and reallocation of the Gilman Boulevard Improvements project.

The total estimated cost in 2023 and 2024 in the Utility Funds (excluding possible retention and relocation incentives) is approximately \$697,000. Existing utility funds will be used to fund the new utility positions (in both years) and professional services needs (in 2023, only).

A 2023/24 budget amendment will be required to shift these dollars to the appropriate funds to support these new requests. The table below summarizes the total cost to each fund for these new requests (excluding possible retention and relocation incentives) for the 2023-24 biennium.

New Requests Subject to 2023-24 Budget Amendment	Street Operating Fund	Water Fund	Sewer Fund	Stormwater Fund	2023-2024 Total
1.0 FTE Senior Signal Technician	232,302	-	-	-	232,302
1.0 FTE Senior Engineer/Capital Projects Manager for Utilities Engineering	-	141,540	141,540	70,770	353,849
1.0 FTE Senior Engineer/Capital Projects Manager for Transportation Engineering	353,849	-	-	-	353,849
1.0 FTE Capital Program and Franchise Manager	178,569	99,205	39,682	79,364	396,820
Professional services for Utilities projects	-	41,667	41,667	41,667	125,000
Professional services for Transportation projects	225,000	-	-	-	225,000
Franchise management professional services	60,000	-	-	-	60,000
TOTAL	1,049,720	282,411	222,888	191,800	1,746,820

In addition, the table below summarizes the funding sources to support the costs for each fund described in the table above.

Funding Source 2023-24 Biennium	Street Operating Fund	Water Fund	Sewer Fund	Stormwater Fund	2023-2024 Total
LGMF Position	188,406	59,053	14,060	19,684	281,203
Gilman Boulevard Improvements (TR 018)	600,000	-	-	-	600,000
Cabin Creek Tributary Stabilization & Enhancement (ST 011)	-	-	-	40,000	40,000
Sunrise Pl to Sycamore Dr Emergency Access Stabilization & culvert Improvement (ST 021)	-	-	-	40,000	40,000
Laughing Jacobs Creek Channel Enhancement Support (ST 005)	-	-	-	175,000	175,000
General Fund / Street Operating Fund Balance	261,314	-	-	-	261,314
Water Fund Balance	-	223,359	-	-	223,359
Sewer Fund Balance	-	-	208,828	-	208,828
Stormwater Fund Balance	-	-	-	(82,884)	(82,884)
TOTAL	1,049,720	282,411	222,888	191,800	1,746,820

The delay of the three Stormwater capital projects will temporarily fund the Stormwater portion of the new requests but will also return approximately \$82,000 to Stormwater Fund balance to be used on these delayed projects when they are ready to proceed. The long-term funding for each of the new positions will be incorporated as ongoing costs in the next biennial budget.

Administration's Recommendation

The Administration recommends authorizing an additional 4.0 FTE and their associated budgets and \$410,000 in funding for professional services in the Public Works Department; and directing Administration to prepare a revision to the Salary Ordinance to add the new classification and a future budget amendment to reflect these authorizations in General and Utilities Funds' approved budgets.

Update

n/a

Alternative(s)

Modify, delay or deny the requests. (Impact: Reductions, delays or denial will result in additional projects needing to be postponed, possible service delivery changes, and may result in increased staff turnover.)

RECOMMENDATION

Administration / Public Works Department:

MOVE TO:

Authorize \$410,000 in professional services funding for Public Works project and franchise management assistance; and

Authorize the following new positions:

- 1.0 FTE Signal Technician
- 1.0 FTE Senior Engineer/Capital Projects Manager for Utilities Engineering

- 1.0 FTE Senior Engineer/Capital Projects Manager for Transportation Engineering
- 1.0 FTE Capital Program and Franchise Manager; and

Direct the Human Resources Director to revise the Salary Ordinance to add the new classification for the Capital Program and Franchise Manager; and

Direct the Chief Financial Officer to bring forward a subsequent 2023-24 budget amendment to fund the professional services and additional positions.



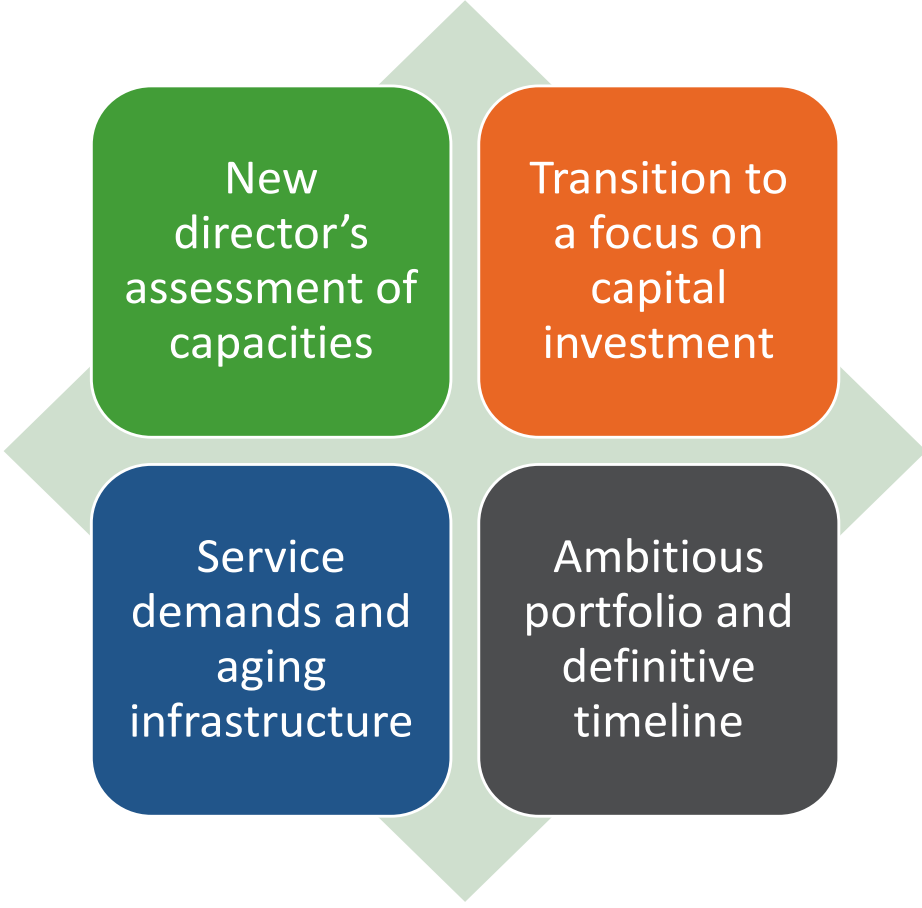
AB 8582: Public Works Resources

APR. 3, 2023 | CITY COUNCIL – REGULAR MEETING

EMILY MOON, PUBLIC WORKS DIRECTOR

Seeks Council
authorization for
additional resources
for the Public Works
Department

Tonight's Agenda Bill



Why now?

Resources Requests

Staffing and Incentives

- 1.0 FTE Senior Signal Technician
- 1.0 FTE Senior Engineer/Capital Project Manager (Utilities)
- 1.0 FTE Senior Engineer/Capital Project Manager (Transportation)
- 1.0 FTE Capital Program and Franchise Manager

Professional Services

- Utilities projects
- Transportation projects
- Franchise management

Background: Traffic Signals Unit

Total number of traffic
signal techs:

2003 = 1

2007 = 2

2023 = 2

**Combined overtime
in 2022 exceeded 850
hours**

	'03	'07	'23	% increase '07 vs '23
Signalized intersections	41	43	53	23%
Electronic signs	6	6	20	233%
Rectangular Rapid Flashing Beacons (RRFBs)	2	2	74	3600%
School zone flashing signal	2	2	10	400%
Street lighting	580	600	760	27%
CCTV camera	0	32	55	72%
Fiber network connection/switches	0	42	60	43%
Programmable vehicle detection	0	3	46	1433%
Variable Message Sign (VMS)	0	0	4	400%
*Annual cabinet replacement	0	0	5	500%
*Vehicle detection replacement	0	0	10	1000%

**Note: does not include accident-related replacements*

Background: Engineering

- 59 significant capital and non-capital projects
- \$43M capital investment
- 9 authorized project-managing employees; only 5 for most of 2022; 8 in Feb. 2023
- 11 ARPA projects (includes 6 smaller projects in transportation safety bundle)

Transportation Engineering Comparison

	Average ¹	Issaquah
Number of 2023/2024 transportation projects per FTE (engineering/capital project management staff)	2.22	3.83
Value of projects per FTE	\$4,490,265	\$6,333,333
Value of projects per 1,000 population	\$794,731	\$927,961

¹ Bellevue, Redmond, Kirkland, Kenmore, Shoreline, Issaquah

Chart reflects capital projects, only.

Staff figures include all transportation engineering positions, regardless of classification.

Background: Capital Program and Franchise Management

- Project and division managers tasked with wide variety of responsibilities
- Developing and implementing capital program improvements is secondary
- Rights-of-way franchise management growing in complexity and requiring increasing amounts of time
- Responsibility has moved between positions and to a contractor

Managing the workload

- Realigning assignments
- Continuing with process improvements
- Delaying a few projects
- Hiring external help on a few projects
- Adding staff

Proposal

Delay a few projects

- Cabin Creek Tributary stabilization & enhancement (ST 011; design)
- Sunrise Pl to Sycamore Dr emergency access stabilization & culvert improvement (ST 021; design)
- Laughing Jacobs Creek channel enhancement support (ST 005; design)
- Gilman Boulevard Improvements (engagement and planning)

Proposal

Use external services to manage a few projects

- Sunset Way landslide repair (TR 061; design)
- East Lake Sammamish Parkway ditch conveyance (ST 002; design & construction)
- Highlands sewer main capacity and redundancy project (SW 010; planning & design)
- Central Issaquah multi-modal I-90 crossing (ARPA funded; TR 003; engagement & planning)
- Community Investment projects (ARPA funded):
 - Transportation Safety Bundle (6 projects)
 - Front St Improvements
 - Alder Festival Street

Summary of request

New Requests	2023	2024
1.0 FTE Senior Signal Technician	\$91,020	\$141,282
1.0 FTE Senior Engineer/Capital Projects Manager for Utilities	\$138,500	\$215,349
1.0 FTE Senior Engineer/Capital Projects Manager for Transportation	\$138,500	\$215,349
1.0 FTE Capital Program and Franchise Manager	\$159,918	\$236,902
Relocation incentive for Engineers*	\$30,000	n/a
Extend the non-represented employees' retention incentive to engineers (in all departments) hired in 2023	\$4,200	n/a
Professional services for Utilities projects	\$125,000	n/a
Professional services for Transportation projects	\$225,000	n/a
Franchise management professional services	\$60,000	n/a
Capital projects engagement resources	TBD	TBD
Total Estimated Resource Cost	\$973,138	\$808,882
Total Estimated 2023-2024 Biennial Cost Impact (Across All Funds)		\$1,782,020

* Up to \$10,000 per person, as eligible per policy.

Funding

2023-2024

- Repurpose budget for LTE Local Government Management Fellow (Finance Department), \$136,000 in 2023 and 2024
- Shift \$600,000 General Fund-funded capital budget for Gilman Boulevard planning to requested General Fund positions
- Utilize existing Utility Funds for related positions

2025 and beyond

- Evaluate supporting capital-related positions by project-allocated funds

Proposed next steps

Delay projects and recruit positions in April

Execute agreements with professional services firms in April

Fill positions by July

Bring franchise management in-house by October

Transition projects from professional service firms to staff by year-end

Alternatives

- Allocate more funding and contract for additional design and project management services, in lieu of hiring more staff.
- Cancel or delay additional capital and non-capital projects.
- Limit the time spent scrutinizing and modifying franchise applications prior to the regulatory “shot clock” expiring.
- Adjust the service level expectations for traffic signal systems management.

Mobility & Infrastructure Committee's recommendation

- Approve the additional requested positions to complete capital projects, enhance capital program and franchise management, and improve the City's ability to maintain its traffic signal systems
- Support the allocation and use of professional services to ensure the delivery of projects while the Public Works Department completes recruitment, hiring and training

Administration's recommendation

- Authorize an additional 4.0 FTE and their associated budgets and \$410,000 in funding for professional services in the Public Works Department; and directing Administration to prepare a revision to the Salary Ordinance to add the new classification and a future budget amendment to reflect these authorizations in General and Utilities Funds' approved budgets.

Motion

- Authorize \$410,000 in professional services funding for Public Works project and franchise management assistance; and
- Authorize the following new positions:
 - 1.0 FTE Signal Technician
 - 1.0 FTE Senior Engineer/Capital Projects Manager for Utilities Engineering
 - 1.0 FTE Senior Engineer/Capital Projects Manager for Transportation Engineering
 - 1.0 FTE Capital Program and Franchise Manager; and
- Direct the Human Resources Director to revise the Salary Ordinance to add the new classification for the Capital Program and Franchise Manager; and
- Direct the Chief Financial Officer to bring forward a subsequent 2023-24 budget amendment to fund the professional services and additional positions.

Questions/Discussion