CITY OF BLACK DIAMOND

May 19, 2022 - Regular Business Meeting Agenda
Council Chambers, 25510 Lawson Street, Black Diamond, WA 98010

THIS IS OFFERED AS A HYBRID MEETING AND MAY BE ATTENDED IN PERSON AT THE ABOVE NOTED ADDRESS OR BY JOINING VIRTUAL/TELEPHONICALLY. CALL IN AND JOINING INFORMATION FOLLOWS:

Zoom link to join meeting:
https://zoom.us/j/4454477047?pwd=eGxRY3ZEeU14SVM2cGRBcUxCSjdmZz09
(Note: You do not need a web cam to join the meeting, but you will need audio to hear the proceedings.)
Meeting ID: 445 447 7047
Password: Council

Telephone dial in options:
+1 253 215 8782 US (Tacoma)
+1 206 337 9723 US (Seattle)
Meeting ID: 445 447 7047
Password:426953 (phone in only)

7:00 P.M. – CALL TO ORDER, FLAG SALUTE, ROLL CALL

AGENDA REVIEW AND APPROVAL:

APPOINTMENTS, ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS:

1) **Proclamation –** National Police Week and Peace Officer Memorial Day

CONSENT AGENDA:

2) **Claim Checks –** May 19, 2022, Check No. 51430 through 51501 (void 51428, 51429, 51433) and EFTs in the amount of $1,402,290.98
3) **Payroll** – April 2022, Check No. 20176 through 20182 and ACHs in the amount of $455,478.03
4) **Minutes** – Special Meeting (Retreat) of April 23, 2022
5) **AB22-034** – Resolution Amending Council Rules of Procedure — Ms. Martinez

PUBLIC COMMENTS: Persons wishing to address the City Council regarding items of new business are encouraged to do so at this time. If in person, when recognized by the Mayor, please come to the podium and clearly state your name and city. If joining virtually/telephonically, please use the "raise your hand" feature and once recognized by the Mayor you may unmute and state your name and city for the record. For those dialing in please press *9 to raise your hand and *6 to unmute yourself. Please limit your comments to 3 minutes.

PUBLIC HEARINGS: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

6) AB22-035 – Ordinance Amending Section 1.24.010 Regarding Posting Places — Ms. Martinez

7) AB22-036 – Ordinance Amending Section 2.12.040 Regarding Filing of Claims Against the City — Ms. Martinez

8) AB22-037 – Ordinance Amending Section 19.04.260 of the Black Diamond Municipal Code Related to SEPA Appeals — Ms. Davis

DEPARTMENT REPORTS:

MAYOR'S REPORT:

COUNCIL REPORTS:

- Councilmember Smith
- Councilmember Mulvihill
- Councilmember de Leon
- Councilmember O'Donnell
- Councilmember Page
- Councilmember Deady
- Councilmember Stallard

ATTORNEY REPORT:

PUBLIC COMMENTS:

EXECUTIVE SESSION:

ADJOURNMENT:

FOLLOWING ADJOURNMENT OF THE MEETING WILL BE A CLOSED SESSION TO DISCUSS COLLECTIVE BARGAINING PURSUANT TO RCW 42.30.140(4)

Office of the Mayor

Black Diamond, Washington

PROCLAMATION

WHEREAS, in 1962 Congress and the President of the United States signed a proclamation which designated May 15 as *"Peace Officer Memorial Day"* and the week in which that date falls as *"Police Week"; and*

WHEREAS, members of law enforcement recognize their duty to serve the citizens of the City of Black Diamond by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deceptions and the weak against oppression or intimidation; and

WHEREAS, during Law Enforcement Week, and throughout the year, the Black Diamond City Council recognizes and appreciates the critical contributions and sacrifices made by members of law enforcement at all levels, and honors their courage and dedication; and

WHEREAS, the dedicated men and women of the Black Diamond Police Department provide this vital public service day and night enforcing the law, safeguarding the lives and property, rights, and freedom of every community member;

NOW, THEREFORE, I, Carol Benson, Mayor of the City of Black Diamond, do hereby proclaim the City's recognition and appreciation of our law enforcement officers, past and present, by designating the week of May 15 – 21, 2022 as

NATIONAL POLICE WEEK

in recognition of the service given by these men and women who stand guard to preserve the rights and security of all citizens.

Further, we call upon the citizens of Black Diamond to observe May 15, 2022, as

PEACE OFFICER'S MEMORIAL DAY

in honor of those fallen law enforcement officers and those who became disabled in the performance of their duty and recognize and offer our respect to the survivors of our fallen heroes.

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Carol Benson, Mayor

CERTIFICATION

Finance Committee Meeting **May 12, 2022**
Council Date: **May 19, 2022**

Check No.'s / EFT	Batch Name	Check / EFT Date		Amount
	April EFT Batch	04.01.2022 - 04.30.2022	$	27,711.71
51428, 51429 & 51433	Check Stock Damaged in Printing	______	$	0.00
51430 - 51434	Early 2nd May Batch	5/02/2022- 5/10/2022	$	42,533.37
51435 - 51484	4th April Batch	05/20/22	$	1,213,197.55
51485 - 51501	2nd May Batch	05/20/22	$	118,848.35
		TOTAL	**$**	**1,402,290.98**

I, THE UNDERSIGNED DO HEREBY CERTIFY UNDER THE PENALTY OF PERJURY, THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED AND OR THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE CLAIM IS A JUST, DUE AND UNPAID OBLIGATION AGAINST THE CITY OF BLACK DIAMOND, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.

May Miller, Finance Director
May Miller, Finance Director

CAROL BENSON, MAYOR

DATE May 11, 2022

DATE

Voucher Directory with Transaction Date

Vendor	Transaction Number / Transaction Reference	Invoice Date / Account Number	Fiscal Description / Name / Title	Void Amount
Columbia Bank				
	EFT Payment 5/6/2022 2:03:35 PM - 1	**4/15/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**	
	04152022 CB			
	First Qtr 2022 Analysis Fees			
		001-000-120-512-50-49-11	Court- Bank Analysis Fees	$78.87
		001-000-180-518-50-49-05	City- Bank Analysis Fees	$94.18
		001-000-240-558-51-49-05	Bank Analysis Fees/Merch CC Fees	$282.56
		101-000-000-542-30-49-50	Credit Card/Bank Charges	$94.18
		401-000-000-534-80-49-50	Bank Analysis Fees/Merch CC/ Lien Fees	$188.37
		407-000-000-535-80-49-50	Bank Analysis Fees/Merch CC/ Lien Fees	$188.37
		410-000-000-531-10-49-50	Bank Analysis Fees/Merch CC/ Lien Fees	$94.18
	Total 04152022 CB			**$1,020.71**
	Total EFT Payment 5/6/2022 2:03:35 PM - 1			**$1,020.71**
Total Columbia Bank				**$1,020.71**
Dept of Licensing-Firearms Online				
	EFT Payment 5/6/2022 2:09:25 PM - 1	**4/25/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**	
	04252022 DOL			
		633-000-400-589-30-00-00	CPL Fees for DOL - Firearms EFT	$234.00
			Concealed Pistol License	
	Total 04252022 DOL			**$234.00**
	Total EFT Payment 5/6/2022 2:09:25 PM - 1			**$234.00**
Total Dept of Licensing-Firearms Online				**$234.00**
First Bankcard				
	EFT Payment 5/6/2022 2:10:10 PM - 1	**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**	
	Allen 6926 04212022			
		001-000-240-558-51-49-01	Memberships	$55.00
			WA Assoc Code Enforcement	
	Total Allen 6926 04212022			**$55.00**

Vendor				
Transaction Number	Invoice Date	Fiscal Description	Void	
Transaction Reference		Name		Amount
Account Number		Title		
EFT Payment 5/6/2022 2:10:10 PM - 1	**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
Bain, J 0909 04212022				
510-000-500-594-48-62-00		PW Bldg Related Impr.		$112.61
		King Cty Solid Waste - Dump Fees		
Total Bain, J 0909 04212022				**$112.61**
EFT Payment 5/6/2022 2:10:10 PM - 1	**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
Brealey, C 6773 04212022				
001-000-140-514-23-43-00		Lodging, Meals & Mileage		$484.16
		Lodging - WPTA Conf - Chelan, WA		
001-000-140-514-23-43-00		Lodging, Meals & Mileage		$21.49
		Meals WPTA Conf - Chelan, WA		
001-000-140-514-23-43-00		Lodging, Meals & Mileage		$24.66
		Meals - WPTA Conf - Chelan, WA		
001-000-140-514-23-43-00		Lodging, Meals & Mileage		$20.41
		Meals - WPTA Conf - Chelan, WA		
001-000-140-514-23-43-00		Lodging, Meals & Mileage		$23.93
		Meals - WPTA Conf - Chelan, WA		
001-000-180-518-50-32-01		Fuel-Central Services		$19.14
		Fuel - WPTA Conf - Chelan, WA		
001-000-180-518-50-48-03		Vehicle Rep & Mtc		$7.57
		Windshield Wiper Fluid- WPTA Conf - Chelan, WA		
Total Brealey, C 6773 04212022				**$601.36**
EFT Payment 5/6/2022 2:10:10 PM - 1	**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
Clifton, T 3262 04212022				
001-000-240-558-51-31-03		Books, Maps & Periodicals		$151.93
		Code Book		
001-000-240-558-51-32-00		Fuel		$53.37
		Fuel WABO Conference - Lynwood, WA		
001-000-240-558-51-43-01		Lodging, Meals & Mileage		$275.76
		Lodging - WABO Conference - Lynwood, WA		
Total Clifton, T 3262 04212022				**$481.06**
EFT Payment 5/6/2022 2:10:10 PM - 1	**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
Cote', E 3963 04212022				
001-000-210-521-10-31-00		PD-Operating Supplies		$6.18
		Amazon - Cable Ties		
001-000-210-521-10-31-00		PD-Operating Supplies		$491.77
		DRI Uprint - Copies		
001-000-210-521-10-31-00		PD-Operating Supplies		$76.08
		Amazon - Dry Erase Board		

Vendor Transaction Number	Invoice Date	Fiscal Description	Void
Transaction Reference		Name	Amount
Account Number		Title	
001-000-210-521-10-31-00		PD-Operating Supplies	$27.16
		Amazon - Clorox Wipes	
001-000-210-521-10-31-00		PD-Operating Supplies	$55.11
		Amazon - Batteries	
Total Cote', E 3963 04212022			**$656.30**
EFT Payment 5/6/2022 2:10:10 PM - 1	**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**	
Del Valle, L 0484 04212022			
001-000-210-521-10-49-01		PD-Training	$99.00
		Professional Law Enforcement - Training	
001-000-215-521-10-43-00		Lodging, Meals & Mileage VRF	$834.30
		Lodging - Marine Training Gig Harbor, WA	
Total Del Valle, L 0484 04212022			**$933.30**
EFT Payment 5/6/2022 2:10:10 PM - 1	**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**	
Esping, K 9037 04212022			
001-000-181-518-30-31-04		Uniforms	$32.59
		Costco - Uniform	
001-000-181-518-30-31-04		Uniforms	$84.73
		Costco - Uniform	
001-000-181-518-30-31-04		Uniforms	($32.59)
		Costco - Returned Uniform Items	
001-000-215-521-10-31-00		Marine Operating Supplies VRF	$19.56
		Costco - Battery - Marine	
001-000-216-521-10-31-01		Costs Assoc w/Police Recognition	$8.15
		C & B Awards - Employeee of Year Award	
001-000-248-518-20-49-02		MDRT Bldg Security Costs	$30.43
		SimpliSafe - Alarm Monitoring	
001-000-254-518-20-49-00		Facilities Security	$30.43
		SimpliSafe - Alarm Monitoring	
101-000-000-542-30-31-12		PW Clearing Acct-Supplies	$30.75
		Office Depot - Laminating Supplies	
101-000-000-542-30-31-12		PW Clearing Acct-Supplies	$152.09
		Costco - Batteries	
310-000-031-594-22-64-01		Fire Improv. Equip	$63.50
		WA Dept of Licensing - Licensing for Aid Car	
510-000-300-594-21-64-01		Police Other Equipment & Radios	$957.27
		Tractor Supply - Mats for Gym Project	
Total Esping, K 9037 04212022			**$1,376.91**

Vendor	Transaction Number / Transaction Reference	Invoice Date / Account Number	Fiscal Description / Name / Title	Void	Amount
	EFT Payment 5/6/2022 2:10:10 PM - 1	**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
	Henrich, M 9656 04212022				
		001-000-210-521-10-43-00	PD-Lodging, Meals & Mileage Background Inves Training - Pullman, WA		$105.41
		001-000-210-521-10-48-01	PD-Vehicle/Eq. Mtc. & Repair N. American Rescue - Guaze		$71.62
	Total Henrich, M 9656 04212022				**$177.03**
	EFT Payment 5/6/2022 2:10:10 PM - 1	**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
	Hopkins, G 4215 04212022				
		001-000-140-514-23-43-00	Lodging, Meals & Mileage Meal - PSFOA Conf - Chelan, WA		$10.51
		001-000-140-514-23-43-00	Lodging, Meals & Mileage Meal - PSFOA Conf - Chelan, WA		$24.91
		001-000-140-514-23-43-00	Lodging, Meals & Mileage Meal - PSFOA Conf - Chelan, WA		$19.33
		001-000-140-514-23-43-00	Lodging, Meals & Mileage Meal - PSFOA Conf - Chelan, WA		$17.63
		001-000-140-514-23-43-00	Lodging, Meals & Mileage Lodingl - PSFOA Conf - Chelan, WA		$467.46
		001-000-180-518-50-32-01	Fuel-Central Services Fuel - PSFOA Conf - Chelan, WA		$30.70
	Total Hopkins, G 4215 04212022				**$570.54**
	EFT Payment 5/6/2022 2:10:10 PM - 1	**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
	Kiblinger J 7383 04212022				
		001-000-210-521-10-35-03	Small Tools or Equipment Home Depot - Refrigerator		$1,095.76
		510-000-300-594-21-64-01	Police Other Equipment & Radios Amazon - Yoga Mats for Gym Project		$38.14
		510-000-300-594-21-64-01	Police Other Equipment & Radios Amazon - Wellness Book for Gym Project		$46.18
		510-000-300-594-21-64-01	Police Other Equipment & Radios Amazon - Yoga Mats for Gym Project		$108.62
	Total Kiblinger J 7383 04212022				**$1,288.70**
	EFT Payment 5/6/2022 2:10:10 PM - 1	**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
	Kuzaro J 7057 04212022				
		001-000-240-558-51-43-01	Lodging, Meals & Mileage Enzian Inn - Leavenworth WA - Permit Tech Training		$265.38
		001-000-240-558-51-49-00	Training WSAPT- Permit Tech Training		$150.00

Vendor / Transaction Number	Invoice Date	Fiscal Description	Void	Amount
Transaction Reference		Name		
Account Number		Title		
001-000-240-558-51-49-01		Memberships		$25.00
		Permittechnation - 2022 Membership		
Total Kuzaro J 7057 04212022				**$440.38**
EFT Payment 5/6/2022 2:10:10 PM - 1	**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
Martinez B 2849 04212022				
001-000-210-521-10-43-00		PD-Lodging, Meals & Mileage		$10.83
		Refreshments - Sgt Promotional Exam		
001-000-210-521-10-43-00		PD-Lodging, Meals & Mileage		$146.80
		Lunch - Sgt Promotional Exam		
Total Martinez B 2849 04212022				**$157.63**
EFT Payment 5/6/2022 2:10:10 PM - 1	**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
Martinez B 4360 04212022				
001-000-137-514-21-49-01		Workshops and Training		$80.00
		Labor Relations Institute Material Binder		
001-000-137-514-21-49-02		Memberships		$75.00
		PayPal - 2022 WMCA Dues		
001-000-213-521-10-43-00		Civil Service Lodging, Meals & Mileage		$41.93
		Refreshments - Oral Board Panel		
Total Martinez B 4360 04212022				**$196.93**
EFT Payment 5/6/2022 2:10:10 PM - 1	**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
Pittam J 4402 04212022				
001-000-280-536-20-31-02		Cemetery Operating Supplies		$27.12
		WAVE Graphics - Dedication Plaque		
101-000-000-542-30-31-12		PW Clearing Acct-Supplies		$400.08
		Home Depot - Misc small tools		
401-000-000-534-80-48-02		Water System Rep & Mtc-Ext/Int		$617.50
		IN Enable IT- Ethernet Extenders		
402-000-003-594-34-63-06		Springs Water Project		$617.50
		IN Enable IT- Ethernet Extenders		
510-000-300-594-21-64-01		Police Other Equipment & Radios		$186.77
		Home Depot - Trim, Wall Plates...		
510-000-300-594-21-64-01		Police Other Equipment & Radios		$239.32
		Tractor Supply - Mats for Gym Project		
510-000-500-594-48-62-00		PW Bldg Related Impr.		$531.48
		Home Depot - Door, Shims, Knob		
510-000-500-594-48-62-00		PW Bldg Related Impr.		$612.02
		Home Depot - Pex Piping, Connectors, Exhaust Fan		
510-000-500-594-48-62-00		PW Bldg Related Impr.		$547.01
		Home Depot - Sink, Faucet, Siding		

Vendor	Transaction Number / Transaction Reference	Account Number	Invoice Date	Fiscal Description / Name / Title	Void / Amount
		510-000-500-594-48-62-00		PW Bldg Related Impr.	$709.75
				Home Depot - ABS Pipe	
		510-000-500-594-48-62-00		PW Bldg Related Impr.	$270.66
				Home Depot - Door for Shop Reno	
		510-000-500-594-48-62-00		PW Bldg Related Impr.	($270.66)
				Home Depot - Returned Door	
	Total Pittam J 4402 04212022				**$4,488.55**
	EFT Payment 5/6/2022 2:10:10				
	PM - 1		**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**	
	Reed R 3197 04212022				
		001-000-145-518-80-41-03		Net Motion Support	$120.00
				Duo Com - IT Security	
		001-000-145-518-80-41-10		Cloud storage & Comp	$1,675.76
				Iland - Annual Cloud Storage Subscription Fee	
		001-000-145-518-80-41-18		Drop Box/Misc software	$162.94
				Disputed Zoom Fee - Pending Credit	
		001-000-145-518-80-41-18		Drop Box/Misc software	$444.42
				Zoom Access Fee	
		001-000-145-518-80-42-01		Tech-Comm-INET Costs-First Net	$215.23
				Zendesk - Monthly IT Helpdesk Portal Subscription	
		001-000-145-518-80-42-01		Tech-Comm-INET Costs-First Net	$24.00
				Sweethawk Suite - Monthly IT Helpdesk Portal Subscription	
	Total Reed R 3197 04212022				**$2,642.35**
	EFT Payment 5/6/2022 2:10:10				
	PM - 1		**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**	
	Riepl W 7041 04212022				
		001-000-210-521-10-31-04		PD-Uniforms	$112.20
				Viking Tactics - Belt	
		001-000-210-521-10-31-04		PD-Uniforms	$66.00
				Centrifuge Training - TQ Holders	
		001-000-210-521-10-31-04		PD-Uniforms	$133.69
				Tritech Forensics - IFAK	
		001-000-210-521-10-31-04		PD-Uniforms	$113.03
				L.N. Curtis - Uniform Belt	
		001-000-210-521-10-35-00		PD-Firearms Program	$659.18
				Midway USA - Magazines	
		001-000-210-521-10-35-00		PD-Firearms Program	$15.08
				Safeway - Knife for Training Use	
	Total Riepl W 7041 04212022				**$1,099.18**

Vendor	Transaction Number / Transaction Reference	Invoice Date / Account Number	Fiscal Description / Name / Title	Void	Amount
	EFT Payment 5/6/2022 2:10:10 PM - 1	**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
	Rydbeg K 0813 04212022				
		001-000-120-512-50-42-03	Postage		$174.00
			US Post Office - Postage		
	Total Rydbeg K 0813 04212022				**$174.00**
	EFT Payment 5/6/2022 2:10:10 PM - 1	**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
	Sloss J 1135 04212022				
		001-000-210-521-10-43-00	PD-Lodging, Meals & Mileage		$19.53
			Starbucks - Refreshments - SGT Exam		
		001-000-210-521-10-43-00	PD-Lodging, Meals & Mileage		$32.92
			QFC - Refreshments - SGT Exam		
	Total Sloss J 1135 04212022				**$52.45**
	EFT Payment 5/6/2022 2:10:10 PM - 1	**4/21/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
	Thornquist C 2432 04212022				
		001-000-180-518-50-31-03	Wellness Supplies		$40.55
			Refreshments		
	Total Thornquist C 2432 04212022				**$40.55**
	Total EFT Payment 5/6/2022 2:10:10 PM - 1				**$15,544.83**
Total First Bankcard					**$15,544.83**
Invoice Cloud					
	EFT Payment 5/6/2022 2:10:32 PM - 1	**4/7/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
	04072022 IC				
	March 2022 Fees				
		001-000-210-521-10-49-04	PD-Bank Analysis Fees/Merch CC Fees		$25.00
			PD Online Portal		
		001-000-240-558-51-49-05	Bank Analysis Fees/Merch CC Fees		$25.00
			CD Online Portal		
		401-000-000-534-80-49-50	Bank Analysis Fees/Merch CC/ Lien Fees		$168.54
			Water Online Portal & Misc		
		407-000-000-535-80-49-50	Bank Analysis Fees/Merch CC/ Lien Fees		$168.54
			Sewer Online Portal & Misc		
		410-000-000-531-10-49-50	Bank Analysis Fees/Merch CC/ Lien Fees		$29.32
			Storm Online Portal & Misc		
	Total 04072022 IC				**$416.40**
	Total EFT Payment 5/6/2022 2:10:32 PM - 1				**$416.40**
Total Invoice Cloud					**$416.40**

Vendor / Transaction Number / Transaction Reference	Invoice Date / Account Number	Fiscal Description / Name / Title	Void	Amount
Merchant Card Services / Vantive Holding, LLC				
EFT Payment 5/6/2022 2:11:22 PM - 1	**4/12/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
04122022 MCS				
	001-000-270-576-80-49-01	Bank Analysis Fees/Merch CC Fees		$100.36
	Lake Sawyer Pay Station			
Total 04122022 MCS				**$100.36**
Total EFT Payment 5/6/2022 2:11:22 PM - 1				**$100.36**
Total Merchant Card Services / Vantive Holding, LLC				**$100.36**
U.S. Postal Service (Black Diamond) Utility Postage Only				
EFT Payment 5/6/2022 2:11:52 PM - 1	**5/5/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
Invoice - 5/5/2022 1:36:56 PM				
	401-000-000-534-80-42-01	Postage		$173.51
	407-000-000-535-80-42-01	Postage		$173.51
	410-000-000-531-10-42-01	Postage		$431.61
Total Invoice - 5/5/2022 1:36:56 PM				**$778.63**
Total EFT Payment 5/6/2022 2:11:52 PM - 1				**$778.63**
Total U.S. Postal Service (Black Diamond) Utility Postage Only				**$778.63**
US Bank Equipment Finance				
EFT Payment 5/6/2022 2:12:23 PM - 1	**4/20/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
04202022 USBEF				
	001-000-210-521-10-45-00	PD-Payments - US Bank/Copier		$211.05
	001-000-248-518-20-45-03	MDRT-Copier Costs		$211.04
	001-000-254-518-20-45-04	City Hall/Comm Deve Copier Lease		$1,050.67
Total 04202022 USBEF				**$1,472.76**
Total EFT Payment 5/6/2022 2:12:23 PM - 1				**$1,472.76**
Total US Bank Equipment Finance				**$1,472.76**
Washington State Department of Revenue				
EFT Payment 5/6/2022 2:13:04 PM - 1	**5/5/2022**	**2022 - April - April EFT Batch for 5.19.2022 CM**		
04262022				
	001-000-280-536-20-49-05	Cemetery Sales Excise Tax		$6.75
	B&O Tax: Cemetery			
	401-000-000-534-80-44-01	State of WA Utility Excise Tax		$79.26
	B&O Tax: Water			
	401-000-000-534-80-44-01	State of WA Utility Excise Tax		$5,424.73
	Utility Tax: Water			

Vendor Transaction Number Transaction Reference Account Number	Invoice Date	Fiscal Description Name Title	Void Amount
407-000-000-535-80-44-01		State of WA Excise Tax	($3,571.81)
		Utility Tax: Sewer(KC Credit)	
407-000-000-535-80-44-01		State of WA Excise Tax	$378.11
		B&O Tax: Sewer	
407-000-000-535-80-44-01		State of WA Excise Tax	$5,120.43
		Utility Tax: Sewer	
410-000-000-531-10-44-01		State of Wa Excise Tax	$613.02
		B&O Tax: Storm	
510-000-300-594-21-64-01		Police Other Equipment & Radios	$93.53
		Sales Tax Payable - Budget Mirrors Direct	
Total 04262022			**$8,144.02**
Total EFT Payment 5/6/2022 2:13:04 PM - 1			**$8,144.02**
Total Washington State Department of Revenue			**$8,144.02**

Vendor Count 8 **Grand Total $27,711.71**

Voucher Directory with Transaction Date

Vendor	Transaction Number	Transaction Reference	Account Number	Invoice Date	Fiscal Description / Name / Title	Void	Amount
A & M Tree Service NW, Inc							
	51431			**4/11/2022**	**2022 - May - Early 2nd May 2022 Batch**		
		1933 A&M					
			April 2022 Service				
			001-000-180-518-50-49-00		Miscellaneous		$461.98
					Tree Removal @ PD Building		
		Total 1933 A&M					**$461.98**
	Total 51431						**$461.98**
Total A & M Tree Service NW, Inc							**$461.98**
De/Mar Company							
	51430			**5/2/2022**	**2022 - May - Early 2nd May 2022 Batch**		
		SE 296999					
			310-000-002-594-18-62-03		Gen Govt Campus Improvements		$16,782.97
					Carpeting - City Hall Project		
		Total SE 296999					**$16,782.97**
	Total 51430						**$16,782.97**
Total De/Mar Company							**$16,782.97**
Reber Ranch, Inc.							
	51432			**3/9/2022**	**2022 - May - Early 2nd May 2022 Batch**		
		793384					
			Gym Project				
			510-000-300-594-21-64-01		Police Other Equipment & Radios		$288.42
					Straw & Grass Seed for cable trench		
		Total 793384					**$288.42**
	Total 51432						**$288.42**
Total Reber Ranch, Inc.							**$288.42**

Vendor Transaction Number Transaction Reference Account Number	Invoice Date	Fiscal Description Name Title	Void Amount
Talmadge / Fitzpatrick PLLC			
51434	**5/10/2022**	**2022 - May - Early 2nd May 2022 Batch**	
05102022 TFP			
Claim Settlement			
001-000-150-518-61-41-00		Lawsuit settlement- Claim Settlement	$25,000.00
Total 05102022 TFP			**$25,000.00**
Total 51434			**$25,000.00**
Total Talmadge / Fitzpatrick PLLC			**$25,000.00**

Vendor Count 4 **Grand Total $42,533.37**

Voucher Directory with Transaction Date

Vendor
Transaction Number | **Invoice Date** | **Fiscal Description** | **Void**
Transaction Reference | **Name** | **Amount**
Account Number | **Title**

Alliance 2020. Inc

51435 **4/30/2022** **2022 - April - 4th April Batch for 05.19.2022 CM**
5837377
April 2020 Service
001-000-180-518-50-41-03 Misc hiring/Employment costs $41.40
GG - New Hire Background Check
Total 5837377 **$41.40**
Total 51435 **$41.40**
Total Alliance 2020. Inc **$41.40**

Amazon Capital Services, Inc.

51436 **4/28/2022** **2022 - April - 4th April Batch for 05.19.2022 CM**
1HN7-XLR4-VVDY
PW - Supplies
101-000-000-542-64-31-01 Street Signs $52.08
Flag
Total 1HN7-XLR4-VVDY **$52.08**

51436 **4/26/2022** **2022 - April - 4th April Batch for 05.19.2022 CM**
1JY7-XHWD-H7MV
CH - Supplies
001-000-180-518-50-31-00 Office Supplies City Hall $21.28
Paper
Total 1JY7-XHWD-H7MV **$21.28**

51436 **4/26/2022** **2022 - April - 4th April Batch for 05.19.2022 CM**
1KCX-DRJ6-3RCG
CH - Supplies
001-000-180-518-50-31-00 Office Supplies City Hall $53.84
Chair Mat
Total 1KCX-DRJ6-3RCG **$53.84**
Total 51436 **$127.20**
Total Amazon Capital Services, Inc. **$127.20**

Vendor Transaction Number Transaction Reference	Invoice Date Account Number	Fiscal Description Name Title	Void Amount

ATD Polygraph Services LLC

51437		**5/9/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
103 ATD				
	April 2022 Service			
	001-000-213-521-10-41-04		Civil Service-Hiring Evaluations	$275.00
Total 103 ATD				**$275.00**
Total 51437				**$275.00**
Total ATD Polygraph Services LLC				**$275.00**

Black Diamond Auto Parts

51438		**3/1/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
460309				
	PW - Vehicle / Equip Maint			
	101-000-000-542-30-48-04		PW Clearing- Shared Veh/Equip Maint	$415.59
		DEF Fluid, fuse holder, PICO, PICO Toggle, Battery Bolts		
Total 460309				**$415.59**
51438		**3/21/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
460510				
	PW - Vehicle / Equip Maint			
	101-000-000-542-30-48-04		PW Clearing- Shared Veh/Equip Maint	$104.28
		Fittings, Nuts, Bolts, funnels		
Total 460510				**$104.28**
51438		**4/4/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
460982				
	PW - Vehicle / Equp Maint			
	101-000-000-542-30-48-04		PW Clearing- Shared Veh/Equip Maint	$492.72
		Batteries		
Total 460982				**$492.72**
Total 51438				**$1,012.59**
Total Black Diamond Auto Parts				**$1,012.59**

CallTower, Inc.

51439		**4/26/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
201032739				
	April 2022 Service			
	001-000-120-512-50-42-00		Telephone/DSL	$172.97
		Court Telephone		
	001-000-214-521-20-42-00		Police Tele/web/DSL/Air Cards	$518.92
		Police Telephone		

Vendor Transaction Number Transaction Reference Account Number	Invoice Date	Fiscal Description Name Title	Void Amount
001-000-240-558-51-42-00 Comm Dev Telephone		Telephone	$244.10
001-000-246-558-70-42-01 MDRT Telephone		Telephones	$137.04
001-000-254-518-20-42-00 City Hall Telephone		Facilities-Telephones	$405.53
001-000-270-576-80-42-00 4% Parks Telephone		Telephone/DSL/Radios	$10.58
001-000-280-536-20-42-00 2% Cemetary Telephone		Telephone, DSL & Radios	$5.29
101-000-000-542-30-42-01 22% Streets Telephone		Telephone/DSL/Radios	$58.17
401-000-000-534-80-42-00 24% Water Telephone		Telephone/DSL/Radios	$63.45
407-000-000-535-80-42-00 24% Sewer Telephone		Telephone/DSL/Radios	$63.45
410-000-000-531-10-42-00 24% Drainage Telephone		Telephone/DSL/Radios	$63.46
Total 201032739			**$1,742.96**
Total 51439			**$1,742.96**
Total CallTower, Inc.			**$1,742.96**

CHS/Cenex Inc

51440	**4/30/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
124244 043022 CH			
CH - April 2022 Fuel			
001-000-240-558-51-32-00 Com Dev / Inspections		Fuel	$181.96
001-000-246-558-70-32-00 MDRT		Fuel	$382.15
001-000-270-576-80-32-00 PARKS 4%		Fuel	$61.17
001-000-280-536-20-32-00 CEMETERY 2%		Fuel	$30.57
101-000-000-543-50-32-00 STREETS 22%		Fuel	$336.42
401-000-000-534-80-32-00 WATER 24%		Fuel	$367.01
407-000-000-535-80-32-00 SEWER 24%		Fuel	$367.01

Vendor	Transaction Number	Transaction Reference	Account Number	Invoice Date	Fiscal Description	Name	Title	Void	Amount
			410-000-000-531-10-32-00			STORM WATER 24%	Fuel		$367.01
		Total 124244 043022 CH							**$2,093.30**
	51440			**4/30/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**				
		128275 043022 PD	**PD - April 2022 Fuel**						
			001-000-210-521-10-32-00			Police	PD-Fuel		$3,455.77
		Total 128275 043022 PD							**$3,455.77**
	Total 51440								**$5,549.07**
Total CHS/Cenex Inc									**$5,549.07**

City of Black Diamond/Retained Funds

Vendor	Transaction Number	Transaction Reference	Account Number	Invoice Date	Fiscal Description	Name	Title	Void	Amount
	51441			**5/2/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**				
		PMT 2 05022022 RWS	**Retainage RW Scott Construction**						
			404-000-019-594-34-63-02			Retainage	Morganville S Wtr Construction		$16,658.34
		Total PMT 2 05022022 RWS							**$16,658.34**
	51441			**5/2/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**				
		PMT 7 05022022 PCI	**Retainage Pacific Civil & Infrastructure**						
			402-000-003-594-34-63-06			Retainage	Springs Water Project		$3,250.00
		Total PMT 7 05022022 PCI							**$3,250.00**
	Total 51441								**$19,908.34**
Total City of Black Diamond/Retained Funds									**$19,908.34**

Elwalu LLC (Elephant Car Wash)

Vendor	Transaction Number	Transaction Reference	Account Number	Invoice Date	Fiscal Description	Name	Title	Void	Amount
	51442			**1/31/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**				
		1405 ADJ	**Dec 2021 Service**						
			001-000-210-521-10-48-01			Correct Data Entry Error	PD-Vehicle/Eq. Mtc. & Repair		($34.98)
		Total 1405 ADJ							**($34.98)**

Vendor Transaction Number Transaction Reference Account Number	Invoice Date	Fiscal Description Name Title	Void Amount
51442	**3/31/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
1440 ELW			
March 2022 Service			
001-000-210-521-10-48-01		PD-Vehicle/Eq. Mtc. & Repair	$16.32
		Car Washes	
Total 1440 ELW			**$16.32**
51442	**3/31/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
1443 ELW			
March 2022 Service			
001-000-210-521-10-48-01		PD-Vehicle/Eq. Mtc. & Repair	$111.27
		Oil / Lube	
Total 1443 ELW			**$111.27**
Total 51442			**$92.61**
Total Elwalu LLC (Elephant Car Wash)			**$92.61**
Enumclaw School District			
51443	**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
05032022 ESD			
April 2022 School Fees			
111-000-100-518-65-49-01		Enumclaw School Mitigation Fees MPD Single-Fam	$62,804.00
		7 ea MPD Single Fam	
Total 05032022 ESD			**$62,804.00**
Total 51443			**$62,804.00**
Total Enumclaw School District			**$62,804.00**
Eunyoung Kim			
51444	**4/26/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
2712792			
April 2022 Service			
001-000-120-512-50-41-04		Court Interpreter	$180.00
Total 2712792			**$180.00**
Total 51444			**$180.00**
Total Eunyoung Kim			**$180.00**

Vendor	Transaction Number	Transaction Reference	Account Number	Invoice Date	Fiscal Description / Name / Title	Void	Amount
Grindline Skateparks							
	51445			**5/4/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
		5886					
			Pmt 6 April 2022 Service				
			310-000-004-594-76-63-07		Skate Park Design-Grindline		$2,500.00
		Total 5886					**$2,500.00**
	Total 51445						**$2,500.00**
Total Grindline Skateparks							**$2,500.00**
Gunderson Law Firm							
	51446			**4/29/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
		1195 GLF					
			April 2022 Service				
			001-000-151-515-41-41-04		Court Legal-Pros Attorney		$400.00
			Extra 1/2 Day @ 04.20.2022				
			001-000-151-515-41-41-04		Court Legal-Pros Attorney		$3,400.00
		Total 1195 GLF					**$3,800.00**
	Total 51446						**$3,800.00**
Total Gunderson Law Firm							**$3,800.00**
Home Depot Credit Service							
	51447			**4/29/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
		8170262					
			City Hall Project				
			310-000-002-594-18-62-03		Gen Govt Campus Improvements		$43.32
			Sanding Disks				
		Total 8170262					**$43.32**
	51447			**4/29/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
		8614473					
			City Hall Project				
			310-000-002-594-18-62-03		Gen Govt Campus Improvements		$26.03
			Fasteners				
		Total 8614473					**$26.03**
	51447			**4/19/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
		8974551					
			Shop Reno				
			510-000-500-594-48-62-00		PW Bldg Related Impr.		$1,785.90
			Washer & Dryer				
		Total 8974551					**$1,785.90**

Vendor	Transaction Number / Transaction Reference / Account Number	Invoice Date	Fiscal Description / Name / Title	Void	Amount
	51447	4/19/2022	2022 - April - 4th April Batch for 05.19.2022 CM		
	8974554				
	Shop Reno				
	510-000-500-594-48-62-00		PW Bldg Related Impr.		$1,029.39
			Shower		
	Total 8974554				**$1,029.39**
	51447	4/29/2022	2022 - April - 4th April Batch for 05.19.2022 CM		
	9170263				
	City Hall Project				
	310-000-002-594-18-62-03		Gen Govt Campus Improvements		$54.19
			Fine Screen Sander		
	Total 9170263				**$54.19**
	51447	4/28/2022	2022 - April - 4th April Batch for 05.19.2022 CM		
	9524050				
	City Hall Project				
	310-000-002-594-18-62-03		Gen Govt Campus Improvements		$21.18
			Plumbing Supplies		
	Total 9524050				**$21.18**
	51447	4/28/2022	2022 - April - 4th April Batch for 05.19.2022 CM		
	9610484				
	City Hall Project				
	310-000-002-594-18-62-03		Gen Govt Campus Improvements		$294.94
			Resperator & Reserator Supplies		
	Total 9610484				**$294.94**
	51447	4/28/2022	2022 - April - 4th April Batch for 05.19.2022 CM		
	9614292				
	PW - Supplies				
	101-000-000-542-64-31-01		Street Signs		$77.36
			ABS Pipe and Supplies		
	Total 9614292				**$77.36**
	51447	4/28/2022	2022 - April - 4th April Batch for 05.19.2022 CM		
	9614328				
	City Hall Project				
	310-000-002-594-18-62-03		Gen Govt Campus Improvements		$126.03
			Respirator		
	Total 9614328				**$126.03**

Vendor	Transaction Number	Transaction Reference	Invoice Date / Account Number	Fiscal Description / Name / Title	Void / Amount
	51447		**4/28/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
		9903469			
			City Hall Project		
			310-000-002-594-18-62-03	Gen Govt Campus Improvements	$150.00
				Equip Rental	
		Total 9903469			**$150.00**
	Total 51447				**$3,608.34**
Total Home Depot Credit Service					**$3,608.34**

HWA GeoSciences Inc.

Vendor	Transaction Number	Transaction Reference	Invoice Date / Account Number	Fiscal Description / Name / Title	Void / Amount
	51448		**4/23/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
		32893			
			April 2022 Service		
			001-000-257-558-70-41-05	MDRT Geotech	$400.00
		Total 32893			**$400.00**
	51448		**4/23/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
		32895			
			April 2022 Service		
			001-000-257-558-70-41-05	MDRT Geotech	$400.00
		Total 32895			**$400.00**
	51448		**4/23/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
		32896			
			April 2022 Service		
			001-000-257-558-70-41-05	MDRT Geotech	$200.00
		Total 32896			**$200.00**
	Total 51448				**$1,000.00**
Total HWA GeoSciences Inc.					**$1,000.00**

Johnsons Home & Garden

Vendor	Transaction Number	Transaction Reference	Invoice Date / Account Number	Fiscal Description / Name / Title	Void / Amount
	51449		**4/19/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
		463681			
			PW - Supplies		
			401-000-000-534-80-31-01	Water Operating Supplies	$40.31
				Pipe Insulation	
		Total 463681			**$40.31**

Vendor	Transaction Number / Transaction Reference	Invoice Date / Account Number	Fiscal Description / Name / Title	Void	Amount
	51449	4/27/2022	2022 - April - 4th April Batch for 05.19.2022 CM		
	463861				
		City Hall Project			
		310-000-002-594-18-62-03	Gen Govt Campus Improvements		$77.98
			Joint Compound, Lag Screws, Supplies		
	Total 463861				$77.98
	51449	4/27/2022	2022 - April - 4th April Batch for 05.19.2022 CM		
	463866				
		Parks - Supplies			
		001-000-270-576-80-31-03	Parks Operating Supplies		$62.99
			Misc Nuts, Bolts & Screws		
	Total 463866				$62.99
	51449	5/3/2022	2022 - April - 4th April Batch for 05.19.2022 CM		
	464015				
		PW - Supplies			
		101-000-000-542-30-31-12	PW Clearing Acct-Supplies		$551.60
			Gloves, Hammer, First Aid Kit, Post Hole Diggers		
	Total 464015				$551.60
	51449	5/4/2022	2022 - April - 4th April Batch for 05.19.2022 CM		
	464061				
		CH Project			
		310-000-002-594-18-62-03	Gen Govt Campus Improvements		$34.39
			Hex key set, Galv Nipple, PTFE Tape		
	Total 464061				$34.39
	Total 51449				$767.27
Total Johnsons Home & Garden					$767.27
King County Finance - I-Net					
	51450	4/30/2022	2022 - April - 4th April Batch for 05.19.2022 CM		
	11011928				
		April 2022 Service			
		001-000-214-521-20-42-01	Police Comm KC I-Net		$745.00
			PD INet		
		001-000-248-518-20-42-00	MDRT Telephone costs		$298.00
			MDRT INet		
		001-000-254-518-20-42-00	Facilities-Telephones		$447.00

Vendor				
Transaction Number	Invoice Date	Fiscal Description	Void	
Transaction Reference		Name		Amount
Account Number		Title		

CH/CD INet

Total 11011928 **$1,490.00**

Total 51450 **$1,490.00**

Total King County Finance - I-Net **$1,490.00**

King County Finance - Wastewater Treat Div.

51451 **4/1/2022** **2022 - April - 4th April Batch for 05.19.2022 CM**

30034201

April 2022 Service

407-000-000-535-80-41-04 Metro Sewer Charges $93,810.08

Total 30034201 **$93,810.08**

Total 51451 **$93,810.08**

Total King County Finance - Wastewater Treat Div. **$93,810.08**

King County Prosecuting Attorney

51452 **5/3/2022** **2022 - April - 4th April Batch for 05.19.2022 CM**

05032022 KCPA

April 2022 Court Receipts

633-000-100-589-30-00-00 Court Fees for King County $132.24

Court Remittance

Total 05032022 KCPA **$132.24**

Total 51452 **$132.24**

Total King County Prosecuting Attorney **$132.24**

King County Radio Comm Services

51453 **4/28/2022** **2022 - April - 4th April Batch for 05.19.2022 CM**

18326

April 2022 Service

001-000-214-521-20-41-03 K/C 800 Mhz Radio Costs $1,483.76

Total 18326 **$1,483.76**

Total 51453 **$1,483.76**

Total King County Radio Comm Services **$1,483.76**

Vendor					
Transaction Number	Transaction Reference	Invoice Date / Account Number	Fiscal Description / Name / Title	Void	Amount

L.N. Curtis & Sons

51454		**4/29/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
	INV591395				
		PD - Uniforms			
		001-000-210-521-10-31-04	PD-Uniforms		$218.64
		Jacket, Tie, Name Blank			
	Total INV591395				**$218.64**
Total 51454					**$218.64**
Total L.N. Curtis & Sons					**$218.64**

Language Line Services, Inc.

51455		**4/30/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
	10513677				
		April 2022 Service			
		001-000-211-523-60-49-02	Prisoner Lang/ Medical Costs		$149.75
	Total 10513677				**$149.75**
Total 51455					**$149.75**
Total Language Line Services, Inc.					**$149.75**

Law Office of Krista White Swain

51456		**5/2/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
	05022022 LOKWS				
		April 2022 Service			
		001-000-120-512-50-41-00	Court Judge		$400.00
		1/2 Day April 20, 2022			
		001-000-120-512-50-41-00	Court Judge		$4,200.00
		Regular Calendar			
	Total 05022022 LOKWS				**$4,600.00**
Total 51456					**$4,600.00**
Total Law Office of Krista White Swain					**$4,600.00**

Long Bay Enterprises, Inc

51457		**5/2/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
	2022-1044				
		April 2022 Service			
		310-000-002-594-18-62-10	Future Campus Planning		$1,279.50
	Total 2022-1044				**$1,279.50**
Total 51457					**$1,279.50**
Total Long Bay Enterprises, Inc					**$1,279.50**

Vendor	Transaction Number	Transaction Reference	Account Number	Invoice Date	Fiscal Description	Name	Title	Void	Amount

Madrona Law Group LLC

Transaction Number	Transaction Reference	Account Number	Invoice Date	Fiscal Description / Name	Title	Amount
51458	**11317**		**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
		April 2022 Service				
		310-000-002-594-18-62-10		Future Campus Planning		$372.00
	Total 11317					**$372.00**
51458	**11318**		**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
		April 2022 Service				
		001-000-150-515-41-41-33		Legal Svs Franchise Costs	Comcast Franchise	$225.00
	Total 11318					**$225.00**
51458	**11319**		**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
		April 2022 Service				
		001-000-150-515-41-41-40		Legal Svs Development Permits	CD - Permit Review	$75.00
	Total 11319					**$75.00**
51458	**11320**		**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
		April 2022 Service				
		001-000-150-515-41-41-38		Legal Svs Comp Plan appeal	Comp Plan Appeal	$3,689.00
	Total 11320					**$3,689.00**
51458	**11321**		**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
		April 2022 Service				
		001-000-195-525-60-41-39		COVID Legal Service	Covid	$713.00
	Total 11321					**$713.00**
51458	**11322**		**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
		April 2022 Service				
		001-000-150-515-41-41-01		Legal Services-General Govt	General City Billing	$5,536.35
		101-000-000-542-30-41-15		Legal Costs	General City Billing	$1,230.30

Vendor	Transaction Number / Transaction Reference	Invoice Date / Account Number	Fiscal Description / Name / Title	Void / Amount
		401-000-000-534-80-41-04	Legal Svcs	$1,845.45
			General City Billing	
		407-000-000-535-80-41-09	Legal Costs	$1,845.45
			General City Billing	
		410-000-000-531-10-41-01	Legal Costs	$1,845.45
			General City Billing	
	Total 11322			**$12,303.00**
	51458	**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
	11323			
		April 2022 Service		
		001-000-150-515-41-41-02	Legal Services -Employment	$275.00
			Employment	
	Total 11323			**$275.00**
	51458	**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
	11324			
		April 2022 Service		
		001-000-257-558-70-41-00	MDRT Legal Services	$3,007.00
			MDRT / OakPoint	
	Total 11324			**$3,007.00**
	51458	**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
	11325			
		April 2022 Service		
		001-000-150-515-45-41-10	Legal Lawsuits/Other Charges	$1,178.00
			Talmadge / Fitzpatrick	
	Total 11325			**$1,178.00**
	51458	**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
	11326			
		April 2022 Service		
		001-000-150-515-41-41-41	Legal Costs-TDR'S	$94.50
			TDR	
	Total 11326			**$94.50**
	51458	**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
	11327			
		April 2022 Service		
		001-000-150-515-41-41-17	Legal Costs-Public Disc/Oth	$25.00
			WFSE V State Of WA	
	Total 11327			**$25.00**
Total 51458				**$21,956.50**

Vendor	Transaction Number / Transaction Reference / Account Number	Invoice Date	Fiscal Description / Name / Title	Void	Amount
Total Madrona Law Group LLC					**$21,956.50**
Maria Moscoso					
	51459	**4/27/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
	220004				
	April 2022 Service				
	001-000-120-512-50-41-04		Court Interpreter		$130.00
	Total 220004				**$130.00**
	Total 51459				**$130.00**
Total Maria Moscoso					**$130.00**
Mountain View Fire & Rescue					
	51460	**5/2/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
	22-1079				
	First 1/2 2022 Fire Services				
	001-000-530-522-10-41-00		Fire Dist 44 Prof Serv		$491,000.00
	Total 22-1079				**$491,000.00**
	Total 51460				**$491,000.00**
Total Mountain View Fire & Rescue					**$491,000.00**
O'Brien, Barton, & Hopkins, PLLP					
	51461	**5/2/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
	69346				
	April 2022 Service				
	001-000-151-515-91-41-00		Court Legal-Public Defender		$3,500.00
	Total 69346				**$3,500.00**
	Total 51461				**$3,500.00**
Total O'Brien, Barton, & Hopkins, PLLP					**$3,500.00**
Office Products Nationwide					
	51462	**4/29/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
	1180813-0				
	MDER - Supplies				
	001-000-246-558-70-31-00		Office Supplies		$68.87
			MDRT Office Supplies		
	Total 1180813-0				**$68.87**
	Total 51462				**$68.87**
Total Office Products Nationwide					**$68.87**

Vendor	Transaction Number / Transaction Reference / Account Number	Invoice Date	Fiscal Description / Name / Title	Void / Amount
Orkin Commercial Services				
	51463	**5/9/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
	226428402			
	May 2022 Service			
	001-000-212-521-50-48-02		Police Bldg Repairs & Maintenance	$118.48
			Facilities Service	
	Total 226428402			**$118.48**
	Total 51463			**$118.48**
Total Orkin Commercial Services				**$118.48**
Pacific Civil and Infrastructure				
	51464	**5/2/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
	6 05022022 PCI			
	Pmt 6 Springs Project			
	402-000-003-594-34-63-06		Springs Water Project	$67,405.00
	Total 6 05022022 PCI			**$67,405.00**
	Total 51464			**$67,405.00**
Total Pacific Civil and Infrastructure				**$67,405.00**
RW Scott Construction Co				
	51465	**5/2/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
	2 05022022 RWS			
	Pmt 2 Morganville South Water Proj			
	404-000-019-594-34-63-02		Morganville S Wtr Construction	$325,373.08
	Total 2 05022022 RWS			**$325,373.08**
	Total 51465			**$325,373.08**
Total RW Scott Construction Co				**$325,373.08**
Rylan Ramirez				
	51466	**4/28/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
	04282022 RR			
	Refund Overpayment			
	001-000-000-369-81-00-00		Cash Over/Short	$30.00
			Refund Overpayment for Traffic School - Overage Receipted to Over/Short.	
	Total 04282022 RR			**$30.00**
	Total 51466			**$30.00**
Total Rylan Ramirez				**$30.00**

Vendor	Transaction Number	Transaction Reference	Account Number	Invoice Date	Fiscal Description	Name	Title	Void	Amount
Severson's Building Maintenance									
	51467			**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**				
		576394							
			April 2022 Service						
			001-000-248-518-20-49-01			MDRT Bldg Custodial Costs			$180.00
							MDRT Janitorial Services		
			001-000-254-518-20-49-01			Facilities Bldg.Custodial & Maint.			$720.00
							City Hall/Com Dev Janitorial Services		
		Total 576394							**$900.00**
	51467			**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**				
		576396							
			April 2022 Service						
			001-000-270-575-51-48-00			Gym Facility Repair & Maintenance			$250.00
							Gym Janitorial Services		
		Total 576396							**$250.00**
	51467			**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**				
		576397							
			April 2022 Service						
			101-000-000-542-30-48-03			PW Clearing-shared Shop Cost			$200.00
							PW Shop Janitorial Services		
		Total 576397							**$200.00**
	51467			**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**				
		576398							
			April 2022 Service						
			001-000-212-521-50-41-03			Police Custodial Cost			$500.00
							Police/Court Janitorial Services		
		Total 576398							**$500.00**
	Total 51467								**$1,850.00**
Total Severson's Building Maintenance									**$1,850.00**
SHI International Corp.									
	51468			**4/22/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**				
		B15115484							
			IT - Supplies						
			310-000-011-594-18-64-00			Gen Gvt-Pc related Hardware			$234.79

Vendor	Transaction Number / Transaction Reference / Account Number	Invoice Date	Fiscal Description / Name / Title	Void	Amount
			Surface Covers		
	Total B15115484				$234.79
	Total 51468				$234.79
Total SHI International Corp.					$234.79

Sound Publishing Inc.

	51469	3/30/2022	2022 - April - 4th April Batch for 05.19.2022 CM		
	ECH951326				
	March 2022 Service				
	001-000-240-558-60-41-75		Advertising-Long range planning		$283.20
			Ammend Code & Incorporation of School Districts,		
	Total ECH951326				$283.20
	51469	4/6/2022	2022 - April - 4th April Batch for 05.19.2022 CM		
	ECH951680				
	April 2022 Service				
	001-000-240-558-60-41-75		Advertising-Long range planning		$262.50
			Incorporation of School Districts		
	Total ECH951680				$262.50
	51469	4/13/2022	2022 - April - 4th April Batch for 05.19.2022 CM		
	ECH952297				
	April 2022 Service				
	001-000-140-514-23-41-75		Advertising		$69.30
			2022 Salary Table		
	Total ECH952297				$69.30
	Total 51469				$615.00
Total Sound Publishing Inc.					$615.00

Stericycle, Inc

	51470	5/3/2022	2022 - April - 4th April Batch for 05.19.2022 CM		
	8001445804				
	001-000-120-512-50-49-04		Shredding Services		$28.88
	001-000-180-518-50-49-04		Shredding Services		$28.88

Vendor	Transaction Number	Transaction Reference	Account Number	Invoice Date	Fiscal Description	Name	Title	Void	Amount
			001-000-210-521-10-49-05				PD-Shredding Services		$28.89
		Total 8001445804							**$86.65**
	Total 51470								**$86.65**
Total Stericycle, Inc									**$86.65**
Tacoma Public Utilities									
	51471			**4/30/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**				
		04302022 TPU							
			April 2022 Service						
			401-000-000-534-80-41-05			Base Fee	Tacoma Wholesale base Charge		$13,119.82
			401-000-000-534-80-47-05			Consumption	Tacoma Util- Water Purchase		$8,211.44
		Total 04302022 TPU							**$21,331.26**
	Total 51471								**$21,331.26**
Total Tacoma Public Utilities									**$21,331.26**
Tara Durnford, CPA									
	51472			**5/2/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**				
		2189							
			April 2022 Service						
			001-000-140-514-23-41-00			2021 Year End Report	Professional Services		$742.50
		Total 2189							**$742.50**
	Total 51472								**$742.50**
Total Tara Durnford, CPA									**$742.50**
The Falconer Group									
	51473			**5/10/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**				
		22-008							
			April 2022 Service						
			001-000-180-518-50-49-16			April 2022 Council Retreat	Retreat-Travel & Training		$4,192.50
		Total 22-008							**$4,192.50**
	Total 51473								**$4,192.50**
Total The Falconer Group									**$4,192.50**

Vendor	Transaction Number	Transaction Reference	Invoice Date / Account Number	Fiscal Description / Name / Title	Void	Amount
Thomson Reuters - West						
	51474		**5/1/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
		846298894				
			April 2022 Service			
			001-000-210-521-10-41-07	PD-Prof Serv/Leads Online-Pawn shop		$195.66
		Total 846298894				**$195.66**
	Total 51474					**$195.66**
Total Thomson Reuters - West						**$195.66**
TRM Wood Products Co. Inc.						
	51475		**4/27/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
		411664				
			City Hall Project & Parks - Maint			
			001-000-270-576-80-48-01	Parks Repair & Maint Shops		$249.79
			310-000-002-594-18-62-03	Gen Govt Campus Improvements		$528.28
		Total 411664				**$778.07**
	51475		**4/29/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
		411750				
			City Hall Project			
			310-000-002-594-18-62-03	Gen Govt Campus Improvements		$80.36
			Lumber, Screws			
		Total 411750				**$80.36**
	Total 51475					**$858.43**
Total TRM Wood Products Co. Inc.						**$858.43**
UBM						
	51476		**5/4/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**		
		INV472465				
			April 2022 Service			
			001-000-120-512-50-49-02	Printing and Binding		$79.22
			Per Copy Charges			
		Total INV472465				**$79.22**
	Total 51476					**$79.22**
Total UBM						**$79.22**

Vendor Transaction Number	Transaction Reference	Account Number	Invoice Date	Fiscal Description / Name / Title	Void	Amount

Utilities Underground Location Center

51477			**4/30/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
	2040126				
		April 2022 Service			
		401-000-000-534-80-41-08		Locating Service	$129.00
		100 locates			
	Total 2040126				**$129.00**
Total 51477					**$129.00**
Total Utilities Underground Location Center					**$129.00**

Valley Communications Center

51478			**5/10/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
	0026428				
		April 2022 Service			
		001-000-214-521-20-41-00		Valley Comm - Dispatch Service	$6,569.19
		141 calls			
	Total 0026428				**$6,569.19**
Total 51478					**$6,569.19**
Total Valley Communications Center					**$6,569.19**

Varius Inc.

51479			**4/29/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
	1497 VAR				
		April 2022 Service			
		001-000-257-558-70-41-02		MDRT Civil Engineering	$1,036.00
	Total 1497 VAR				**$1,036.00**
51479			**4/29/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
	1498 VAR				
		April 2022 Service			
		001-000-257-558-70-41-02		MDRT Civil Engineering	$14,147.80
	Total 1498 VAR				**$14,147.80**
51479			**4/29/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
	1499 VAR				
		April 2022 Service			
		001-000-257-558-70-41-02		MDRT Civil Engineering	$1,554.00
	Total 1499 VAR				**$1,554.00**

Vendor	Transaction Number / Transaction Reference	Invoice Date / Account Number	Fiscal Description / Name / Title	Void / Amount
	51479	4/29/2022	2022 - April - 4th April Batch for 05.19.2022 CM	
	1500 VAR			
		April 2022 Service		
		001-000-257-558-70-41-02	MDRT Civil Engineering	$22,533.00
	Total 1500 VAR			**$22,533.00**
	51479	4/29/2022	2022 - April - 4th April Batch for 05.19.2022 CM	
	1501 VAR			
		April 2022 Service		
		001-000-257-558-70-41-02	MDRT Civil Engineering	$8,547.00
	Total 1501 VAR			**$8,547.00**
	51479	4/29/2022	2022 - April - 4th April Batch for 05.19.2022 CM	
	1502 VAR			
		April 2022 Service		
		001-000-257-558-70-41-02	MDRT Civil Engineering	$777.00
	Total 1502 VAR			**$777.00**
	Total 51479			**$48,594.80**
Total Varius Inc.				**$48,594.80**
Washington Law Enforcement Information and Records Association				
	51480	4/29/2022	2022 - April - 4th April Batch for 05.19.2022 CM	
	1885			
		Leadership Training - J Sloss		
		001-000-210-521-10-49-01	PD-Training	$750.00
			July 2022 Online Training - Oct 2022 In Person Training	
	Total 1885			**$750.00**
	Total 51480			**$750.00**
Total Washington Law Enforcement Information and Records Association				**$750.00**
Washington State Patrol				
	51481	5/3/2022	2022 - April - 4th April Batch for 05.19.2022 CM	
	I22006372			
		April 2022 Service		
		001-000-180-518-50-41-03	Misc hiring/Employment costs	$22.00
			Background Check - GG Hiring	
	Total I22006372			**$22.00**

Vendor	Transaction Number	Transaction Reference	Account Number	Invoice Date	Fiscal Description	Name	Title	Void	Amount
	51481			**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**				
		I22006545							
			April 2022 Service						
			633-000-500-589-30-00-00			CPL Fees for WSP/FBI - Fingerprint	Fingerprints - CPL		$106.00
		Total I22006545							**$106.00**
	Total 51481								**$128.00**
Total Washington State Patrol									**$128.00**
Washington State Treasurer									
	51482			**5/3/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**				
		05032022 WST							
			April 2022 Court Receipts						
			633-000-200-589-30-00-00			Court Fees for WA State Treasurer	Court Remittance		$10,018.48
		Total 05032022 WST							**$10,018.48**
	Total 51482								**$10,018.48**
Total Washington State Treasurer									**$10,018.48**
Washington Workwear Stores, Inc.									
	51483			**4/26/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**				
		6002							
			PW - Uniforms						
			101-000-000-542-30-49-07			PW Clearing-Shared Other costs	PW - Clearing - Uniforms		$598.39
		Total 6002							**$598.39**
	Total 51483								**$598.39**
Total Washington Workwear Stores, Inc.									**$598.39**
Water Management Laboratories, Inc.									
	51484			**4/26/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**				
		202265							
			April 2022 Service						
			401-000-000-534-80-41-02			Water Testing and Sampling			$23.00
		Total 202265							**$23.00**

Vendor Transaction Number Transaction Reference Account Number	Invoice Date	Fiscal Description Name Title	Void Amount
51484	**4/29/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
202390			
April 2022 Service			
401-000-000-534-80-41-02		Water Testing and Sampling	$23.00
Total 202390			**$23.00**
51484	**5/4/2022**	**2022 - April - 4th April Batch for 05.19.2022 CM**	
202514			
April 2022 Service			
401-000-000-534-80-41-02		Water Testing and Sampling	$23.00
Total 202514			**$23.00**
Total 51484			**$69.00**
Total Water Management Laboratories, Inc.			**$69.00**

Vendor Count 50 **Grand Total $1,213,197.55**

Voucher Directory with Transaction Date

Vendor					
Transaction Number	Transaction Reference	Account Number	Invoice Date	Fiscal Description / Name / Title	Void / Amount

Amazon Capital Services, Inc.

Transaction Number	Transaction Reference	Account Number	Invoice Date	Fiscal Description / Name / Title	Amount
51485			**5/3/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
	1G93-K76X-G79J				
		CD - Supplies			
		001-000-240-558-51-31-00		CD-Office Supplies only	$17.38
				Desk Organizer	
	Total 1G93-K76X-G79J				**$17.38**
51485			**5/8/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
	1H34-MKLT-LX3P				
		PW - Supplies			
		101-000-000-542-30-31-12		PW Clearing Acct-Supplies	$118.14
				Spill Pads	
	Total 1H34-MKLT-LX3P				**$118.14**
51485			**5/4/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
	1H3D-P7RY-FRt6				
		IT - Supplies			
		310-000-011-594-18-64-00		Gen Gvt-Pc related Hardware	$836.74
				4 K Monitors	
	Total 1H3D-P7RY-FRt6				**$836.74**
51485			**5/3/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
	1TQG-WH6M-7W7T				
		PD VRF - Supplies			
		001-000-215-521-10-48-00		Repairs and Maintenance VRF	$11.72
				Amazon - Washer Plate for Stationary Dock	
	Total 1TQG-WH6M-7W7T				**$11.72**
51485			**5/1/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
	1TTK-J4JY-NCQ9				
		PD VRF - Supplies			
		001-000-215-521-10-48-00		Repairs and Maintenance VRF	$49.42
				Amazon - Dock Edge Connector Hinge	
	Total 1TTK-J4JY-NCQ9				**$49.42**

Vendor	Transaction Number	Transaction Reference	Account Number	Invoice Date	Fiscal Description	Name	Title	Void	Amount
	51485			**5/6/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**				
		1WGJ-1JGP-3QDP							
			IT - Supplies						
			310-000-011-594-18-64-00			Gen Gvt-Pc related Hardware			$1,269.76
					IPad Case, 42K Monitors, I Pad				
		Total 1WGJ-1JGP-3QDP							**$1,269.76**
	51485			**5/2/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**				
		1XQ9-1CN1-1C3L							
			PW - Supplies						
			001-000-254-518-20-49-01			Facilities Bldg.Custodial & Maint.			$21.73
					SimpliSafe Panic Button				
		Total 1XQ9-1CN1-1C3L							**$21.73**
	51485			**5/2/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**				
		1XQ9-1CN1-3T4V							
			PW - Supplies						
			101-000-000-542-30-48-04			PW Clearing- Shared Veh/Equip Maint			$118.35
					Hotstart Engine Heater				
		Total 1XQ9-1CN1-3T4V							**$118.35**
	Total 51485								**$2,443.24**
Total Amazon Capital Services, Inc.									**$2,443.24**
Andy Herman									
	51486			**5/4/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**				
		4766.0							
			Utility Refund						
			401-000-000-343-40-00-01			Water Charges			$141.41
					Refund Closed Account				
		Total 4766.0							**$141.41**
	51486			**5/4/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**				
		5226.53							
			Utility Refund						
			401-000-000-343-40-00-01			Water Charges			$184.39
					Refund Closed Account				
		Total 5226.53							**$184.39**
	Total 51486								**$325.80**
Total Andy Herman									**$325.80**

Vendor	Transaction Number / Transaction Reference / Account Number	Invoice Date	Fiscal Description / Name / Title	Void / Amount

Bitco Software LLC

51487		**5/1/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
	1019 BS LLC			
	2022 Annual Maintenance Fee			
	001-000-240-558-51-41-05		Permit Software Maintenance	$11,304.80
	Total 1019 BS LLC			**$11,304.80**
Total 51487				**$11,304.80**
Total Bitco Software LLC				**$11,304.80**

Cadman, Inc.

51488		**5/5/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
	5832466			
	PW - Supplies			
	101-000-000-542-30-31-12		PW Clearing Acct-Supplies	$316.01
		Gravel		
	Total 5832466			**$316.01**
Total 51488				**$316.01**
Total Cadman, Inc.				**$316.01**

Home Depot Credit Service

51489		**5/6/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
	1512637			
	City Hall Project			
	310-000-002-594-18-62-03		Gen Govt Campus Improvements	$186.78
		Storage Box, Trash Cans		
	Total 1512637			**$186.78**
51489		**5/2/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
	5614971			
	City Hall Project			
	310-000-002-594-18-62-03		Gen Govt Campus Improvements	$18.00
		Duct Tape		
	Total 5614971			**$18.00**
51489		**5/10/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
	7031737			
	City Hall Project			
	310-000-002-594-18-62-03		Gen Govt Campus Improvements	$201.38
		Exit Lighting		
	Total 7031737			**$201.38**

Vendor	Transaction Number	Transaction Reference	Account Number	Invoice Date	Fiscal Description	Name	Title	Void	Amount
	51489			**5/10/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**				
		7513226							
			Community Events Supplies						
			001-000-270-575-50-31-00			Community Event Supplies			$325.01
							Grill		
		Total 7513226							**$325.01**
	51489			**5/10/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**				
		7610764							
			City Hall Project						
			310-000-002-594-18-62-03			Gen Govt Campus Improvements			$66.27
							Exit Lighting		
		Total 7610764							**$66.27**
	51489			**5/9/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**				
		8014531							
			PD - VRF Supplies						
			001-000-215-521-10-48-00			Repairs and Maintenance VRF			$174.53
							Home Depot - Plywood Sheathing		
		Total 8014531							**$174.53**
	51489			**5/9/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**				
		8014532							
			City Hall Project						
			310-000-002-594-18-62-03			Gen Govt Campus Improvements			$129.35
		Total 8014532							**$129.35**
	51489			**5/9/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**				
		8083706							
			City Hall Project						
			310-000-002-594-18-62-03			Gen Govt Campus Improvements			($115.13)
							Returned Storage Boxes		
		Total 8083706							**($115.13)**
	51489			**5/9/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**				
		8620572							
			PD - VRF Supplies						
			001-000-215-521-10-48-00			Repairs and Maintenance VRF			$120.05
							Home Depot - Degreaser, Motor Treatment, Caster		
		Total 8620572							**$120.05**
	Total 51489								**$1,106.24**
Total Home Depot Credit Service									**$1,106.24**

Vendor	Transaction Number	Transaction Reference	Account Number	Invoice Date	Fiscal Description	Name	Title	Void	Amount

Honey Bucket/Northwest Cascade Inc.

51490			**4/26/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
	0552725223				
		4/26/2022 - 5/23/2022 Service			
		001-000-270-576-80-31-00		Portable Restroom Facilty	$98.00
				Parks-Boat Launch Rental: 145291	
	Total 0552725223				**$98.00**
51490			**4/26/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
	0552725224				
		4/26/2022 - 5/23/2022 Service			
		001-000-270-576-80-31-00		Portable Restroom Facilty	$98.00
				Lake Sawyer Regional Park: 71400002	
	Total 0552725224				**$98.00**
Total 51490					**$196.00**

Total Honey Bucket/Northwest Cascade Inc. **$196.00**

Jill Kuzaro

51491			**5/7/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
	05072022 JK				
		Employee Reimbursement			
		001-000-240-558-51-43-01		Lodging, Meals & Mileage	$150.93
				Mileage to Leavenworth, 258 Round Trip Miles - WA Permit Tech Training 4/25-4/26/2022	
	Total 05072022 JK				**$150.93**
Total 51491					**$150.93**

Total Jill Kuzaro **$150.93**

Johnsons Home & Garden

51492			**5/8/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
	464127				
		PD - Gym Project			
		510-000-300-594-21-64-01		Police Other Equipment & Radios	$17.35
				Duplicate Keys	
	Total 464127				**$17.35**
51492			**5/8/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
	464163				
		PD VRF - Supplies			
		001-000-215-521-10-48-00		Repairs and Maintenance VRF	$47.21
				Lag Screws and Bolts for Dock Maint	
	Total 464163				**$47.21**

Vendor	Transaction Number	Transaction Reference	Account Number	Invoice Date	Fiscal Description	Name	Title	Void	Amount
	51492			**5/10/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**				
		464200							
			City Hall Project						
			310-000-002-594-18-62-03			Gen Govt Campus Improvements			$6.50
							Key		
		Total 464200							**$6.50**
	Total 51492								**$71.06**
Total Johnsons Home & Garden									**$71.06**
Jonathan & Cimberly Wilkins									
	51493			**5/10/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**				
		5394.0							
			Utility Refund						
			401-000-000-343-40-00-01			Water Charges			$350.00
							Refund Closed Account		
		Total 5394.0							**$350.00**
	Total 51493								**$350.00**
Total Jonathan & Cimberly Wilkins									**$350.00**
King County Finance									
	51494			**4/13/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**				
		2141013							
			2021 General Elect Voter's Pamphlet						
			001-000-137-514-40-49-07			Voter Registration Costs			$315.75
		Total 2141013							**$315.75**
	Total 51494								**$315.75**
Total King County Finance									**$315.75**
King County Finance - Wastewater Treat Div.									
	51495			**5/1/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**				
		30034247							
			May 2022 Service						
			407-000-000-535-80-41-04			Metro Sewer Charges			$93,810.08
		Total 30034247							**$93,810.08**
	Total 51495								**$93,810.08**
Total King County Finance - Wastewater Treat Div.									**$93,810.08**

Vendor Transaction Number / Transaction Reference / Account Number	Invoice Date	Fiscal Description / Name / Title	Void / Amount
Kyle Danielson			
51496	**5/10/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
4799.0			
Utility Refund			
401-000-000-343-40-00-01		Water Charges	$51.04
	Refund Closed Account		
Total 4799.0			**$51.04**
Total 51496			**$51.04**
Total Kyle Danielson			**$51.04**
SHI International Corp.			
51497	**5/4/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
B15179962			
IT - Supplies			
310-000-011-594-18-64-00		Gen Gvt-Pc related Hardware	$2,136.41
	Surfaces		
Total B15179962			**$2,136.41**
Total 51497			**$2,136.41**
Total SHI International Corp.			**$2,136.41**
Signs By Tomorrow			
51498	**5/5/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
INV-38506			
PW - Supplies			
101-000-000-542-64-31-01		Street Signs	$222.41
Total INV-38506			**$222.41**
Total 51498			**$222.41**
Total Signs By Tomorrow			**$222.41**
VenTek International			
51499	**5/1/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**	
131982			
May 2022 Service			
001-000-270-576-80-41-02		Venvue Pay Station	$90.00
Total 131982			**$90.00**
Total 51499			**$90.00**
Total VenTek International			**$90.00**

Vendor	Transaction Number / Transaction Reference / Account Number	Invoice Date	Fiscal Description / Name / Title	Void	Amount
Washington Workwear Stores, Inc.					
	51500	**5/3/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**		
	6012				
	PW - Uniforms				
	101-000-000-542-30-49-07		PW Clearing-Shared Other costs		$540.97
			PW - Clearing - Uniforms		
	Total 6012				**$540.97**
	Total 51500				**$540.97**
Total Washington Workwear Stores, Inc.					**$540.97**
Williams Scotsman, Inc.					
	51501	**5/1/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**		
	9013828647				
	May 2022 Rent				
	001-000-254-518-20-45-01		Facilities-Bldg Rental/Modspace		$3,457.75
			CD Modular Rental		
	Total 9013828647				**$3,457.75**
	51501	**5/1/2022**	**2022 - May - 2nd May 2022 Batch for 05.19.2022 CM**		
	9013828648				
	May 2022 Rent				
	001-000-248-518-20-45-01		MDRT-Bldg Rental-Modspace		$1,959.86
			MDRT Modular Rental		
	Total 9013828648				**$1,959.86**
	Total 51501				**$5,417.61**
Total Williams Scotsman, Inc.					**$5,417.61**

Vendor Count 17 **Grand Total $118,848.35**

Register

Fiscal: 2022
Deposit Period: 2022 - May, 2022 - April
Check Period: 2022 - May - 2nd May 2022 Batch for 05.19.2022 CM, 2022 - May - Early 2nd May 2022 Batch, 2022 - April - April EFT Batch for 5.19.2022 CM, 2022 - April - 4th April Batch for 05.19.2022 CM

Number	Name	Print Date	Clearing Date	Amount
Columbia Bank				
Check				
51428	De/Mar Company	5/2/2022		Void
51429	De/Mar Company	5/2/2022		Void
51430	De/Mar Company	5/2/2022		$16,782.97
51431	A & M Tree Service NW, Inc	5/3/2022		$461.98
51432	Reber Ranch, Inc.	5/3/2022		$288.42
51433	Talmadge / Fitzpatrick PLLC	5/10/2022		Void
51434	Talmadge / Fitzpatrick PLLC	5/10/2022		$25,000.00
51435	Alliance 2020. Inc	5/20/2022		$41.40
51436	Amazon Capital Services, Inc.	5/20/2022		$127.20
51437	ATD Polygraph Services LLC	5/20/2022		$275.00
51438	Black Diamond Auto Parts	5/20/2022		$1,012.59
51439	CallTower, Inc.	5/20/2022		$1,742.96
51440	CHS/Cenex Inc	5/20/2022		$5,549.07
51441	City of Black Diamond/Retained Funds	5/20/2022		$19,908.34
51442	Elwalu LLC (Elephant Car Wash)	5/20/2022		$92.61
51443	Enumclaw School District	5/20/2022		$62,804.00
51444	Eunyoung Kim	5/20/2022		$180.00
51445	Grindline Skateparks	5/20/2022		$2,500.00
51446	Gunderson Law Firm	5/20/2022		$3,800.00
51447	Home Depot Credit Service	5/20/2022		$3,608.34
51448	HWA GeoSciences Inc.	5/20/2022		$1,000.00
51449	Johnsons Home & Garden	5/20/2022		$767.27
51450	King County Finance - I-Net	5/20/2022		$1,490.00
51451	King County Finance - Wastewater Treat Div.	5/20/2022		$93,810.08
51452	King County Prosecuting Attorney	5/20/2022		$132.24
51453	King County Radio Comm Services	5/20/2022		$1,483.76
51454	L.N. Curtis & Sons	5/20/2022		$218.64
51455	Language Line Services, Inc.	5/20/2022		$149.75
51456	Law Office of Krista White Swain	5/20/2022		$4,600.00
51457	Long Bay Enterprises, Inc	5/20/2022		$1,279.50
51458	Madrona Law Group LLC	5/20/2022		$21,956.50
51459	Maria Moscoso	5/20/2022		$130.00
51460	Mountain View Fire & Rescue	5/20/2022		$491,000.00
51461	O'Brien, Barton, & Hopkins, PLLP	5/20/2022		$3,500.00
51462	Office Products Nationwide	5/20/2022		$68.87

Number	Name	Print Date	Clearing Date	Amount
51463	Orkin Commercial Services	5/20/2022		$118.48
51464	Pacific Civil and Infrastructure	5/20/2022		$67,405.00
51465	RW Scott Construction Co	5/20/2022		$325,373.08
51466	Rylan Ramirez	5/20/2022		$30.00
51467	Severson's Building Maintenance	5/20/2022		$1,850.00
51468	SHI International Corp.	5/20/2022		$234.79
51469	Sound Publishing Inc.	5/20/2022		$615.00
51470	Stericycle, Inc	5/20/2022		$86.65
51471	Tacoma Public Utilities	5/20/2022		$21,331.26
51472	Tara Durnford, CPA	5/20/2022		$742.50
51473	The Falconer Group	5/20/2022		$4,192.50
51474	Thomson Reuters - West	5/20/2022		$195.66
51475	TRM Wood Products Co. Inc.	5/20/2022		$858.43
51476	UBM	5/20/2022		$79.22
51477	Utilities Underground Location Center	5/20/2022		$129.00
51478	Valley Communications Center	5/20/2022		$6,569.19
51479	Varius Inc.	5/20/2022		$48,594.80
51480	Washington Law Enforcement Information and Records Association	5/20/2022		$750.00
51481	Washington State Patrol	5/20/2022		$128.00
51482	Washington State Treasurer	5/20/2022		$10,018.48
51483	Washington Workwear Stores, Inc.	5/20/2022		$598.39
51484	Water Management Laboratories, Inc.	5/20/2022		$69.00
51485	Amazon Capital Services, Inc.	5/20/2022		$2,443.24
51486	Andy Herman	5/20/2022		$325.80
51487	Bitco Software LLC	5/20/2022		$11,304.80
51488	Cadman, Inc.	5/20/2022		$316.01
51489	Home Depot Credit Service	5/20/2022		$1,106.24
51490	Honey Bucket/Northwest Cascade Inc.	5/20/2022		$196.00
51491	Jill Kuzaro	5/20/2022		$150.93
51492	Johnsons Home & Garden	5/20/2022		$71.06
51493	Jonathan & Cimberly Wilkins	5/20/2022		$350.00
51494	King County Finance	5/20/2022		$315.75
51495	King County Finance - Wastewater Treat Div.	5/20/2022		$93,810.08
51496	Kyle Danielson	5/20/2022		$51.04
51497	SHI International Corp.	5/20/2022		$2,136.41
51498	Signs By Tomorrow	5/20/2022		$222.41
51499	VenTek International	5/20/2022		$90.00
51500	Washington Workwear Stores, Inc.	5/20/2022		$540.97
51501	Williams Scotsman, Inc.	5/20/2022		$5,417.61
EFT Payment 5/6/2022 2:03:35 PM - 1	Columbia Bank	4/30/2022	4/30/2022	$1,020.71
EFT Payment 5/6/2022 2:09:25 PM - 1	Dept of Licensing-Firearms Online	4/25/2022	4/30/2022	$234.00
EFT Payment 5/6/2022 2:10:10 PM - 1	First Bankcard	4/25/2022	4/30/2022	$15,544.83
EFT Payment 5/6/2022 2:10:32 PM - 1	Invoice Cloud	4/4/2022	4/30/2022	$416.40
EFT Payment 5/6/2022 2:11:22 PM - 1	Merchant Card Services / Vantive Holding, LLC	4/7/2022	4/30/2022	$100.36

Number	Name	Print Date	Clearing Date	Amount
EFT Payment 5/6/2022 2:11:52 PM - 1	U.S. Postal Service (Black Diamond) Utility Postage Only	4/12/2022	4/30/2022	$778.63
EFT Payment 5/6/2022 2:12:23 PM - 1	US Bank Equipment Finance	4/1/2022	4/30/2022	$1,472.76
EFT Payment 5/6/2022 2:13:04 PM - 1	Washington State Department of Revenue	4/26/2022	4/30/2022	$8,144.02
		Total	**Check**	**$1,402,290.98**
				$1,402,290.98
		Grand Total		**$1,402,290.98**

City of Black Diamond

Payroll Register April 2022

Number	Name	Fiscal Description	Amount
20176	BD Police Officers Association	2022 - April - Month End	$840.00
20177	City of Black Diamond Flex	2022 - April - Month End	$561.67
20178	Joseph Kaufman	2022 - April - Month End	$147.40
20179	Minnesota Child Support Payment Ctr	2022 - April - Month End	$455.00
20180	Teamsters Local 117	2022 - April - Month End	$2,141.11
20181	Trusteed Plans Service CP LTD	2022 - April - Month End	$130.00
20182	Western States Police Medical	2022 - April - Month End	$600.00
April 2022 Aflac	Aflac	2022 - April - Month End	$209.56
April 2022 Draw	Payroll Vendor	2022 - April - Month End	$52,988.27
April 2022 DRS: DCP	DOR - Deferred Comp	2022 - April - Month End	$13,970.30
April 2022 DRS: Ret	Dept of Retirement Systems	2022 - April - Month End	$47,506.32
April 2022 ESD	Employment Security Dept	2022 - April - Month End	$1,678.19
April 2022 Fed Taxes	City of Black Diamond Taxes	2022 - April - Month End	$84,833.77
April 2022 L&I	Dept of Labor and Industries	2022 - April - Month End	$4,648.46
April 2022 Medical Ins	AWC Employee Benefit Trust	2022 - April - Month End	$64,707.43
April 2022 Month End	Payroll Vendor	2022 - April - Month End	$178,581.77
April 2022 PFML	PFML ESD	2022 - April - Month End	$1,478.78
			$455,478.03

I hereby certify that payroll and benefits have been processed and delivered as required under contract or legal obligation.

Finance Director May Miller, Finance Director

Date May 12, 2022

BLACK DIAMOND CITY COUNCIL MINUTES
Special Meeting of April 23, 2022 - Retreat
Hybrid Meeting Via Zoom and In-Person
Council Chamber, 25510 Lawson Street, Black Diamond, Washington

CALL TO ORDER, FLAG SALUTE:
Mayor Benson called the special meeting to order at 8:30 a.m. and led us all in the Flag Salute.

ROLL CALL:
PRESENT: Councilmembers Deady, Stallard, Smith, Mulvihill, de Leon, O'Donnell, and Page

ABSENT: None

Staff present: Mona Davis, Community Development Director; Scott Hanis, Public Works Director; Andrew Williamson; Ec Dev/MDRT Director; Rob Reed and Tristen Bennett, IS Department; Mayene Miller, Finance Director; Jamey Kiblinger, Police Chief; and Brenda L. Martinez, City Clerk/HR Manager.

Mayor Benson welcomed everyone and turned the meeting over to our facilitator, Jim Reid of The Falcon Group.

For meeting content and discussion attached is the meeting summary which is incorporated into the minutes.

ADJOURNMENT:

Councilmember Smith **moved** to adjourn the meeting; **second** Councilmember Page. Motion **passed** with all voting in favor (7-0). The meeting ended at 2:58 p.m.

ATTEST:

________________________________ ________________________________

Carol Benson, Mayor   Brenda L. Martinez, City Clerk

City of
Black Diamond
Washington

CITY COUNCIL RETREAT

Saturday, April 23, 2022, 8:30 a.m. – 3:00 p.m.
City Council Chambers

SUMMARY

OF THE MEETING'S MAJOR DISCUSSIONS AND DECISIONS

ATTENDED (in person): Mayor Carol Benson; Councilmembers Tamie Deady, Kristiana de Leon, Leih Mulvihill, Bernie O'Donnell, Debbie Page, Trish Stallard, and Therron Smith; Brenda Martinez, City Clerk; Rob Reed, Information Technology Manager; Tristen Bennett, Communication and Information Services; and Jim Reid, The Falconer Group, Facilitator.

ATTENDED (via Zoom): May Miller, Finance Director; Mona Davis, Community Development Director; Jamey Kiblinger, Police Chief; Andy Williamson, Master Development Review Team (MDRT)/Economic Development Director and Scott Hanis, Public Works Director.

THE MAYOR AND COUNCIL REACH CONSENSUS ON GUIDING PRINCIPLES

The first agreement of this year's retreat was the consensus among the Mayor and Council for a set of guiding principles. They are based on Mayor Benson's goals, which she introduced to the Council at the June 2021 retreat. At this meeting the discussion resulted in agreements to rename the goals "Guiding Principles" and to add two more. The eight principles agreed on by Mayor Benson and the Council members are presented as an **ATTACHMENT** on page 4.

> ***NOTES:*** *1) After the retreat adjourned, Council member Smith developed and submitted to facilitator Jim Reid the language for Guiding Principle #7: I.D.E.A. Is this language acceptable to Mayor Benson and the Council? 2) The Guiding Principles are numbered but the elected officials did not rank them. Are they fine in the order in which they appear? Should "bullets" be used instead of numbers so that the list is not interpreted as prioritized?*

After the Council and Mayor agreed on the Guiding Principles, these ideas were suggested as ways to "bring them to life" and ensure that they truly guide policy and operations decisions:

1. Print and frame copies of the Guiding Principles and hang them in the Council Chambers, conference rooms at City Hall, and/or other key places. In addition, attach a copy to the podium

at which people stand to testify to the Council so that the principles are viewed by the Mayor and Council.

2. Make pocket-sized cards of the Guiding Principles for the elected officials and staff and, perhaps, the public.

3. Devote a work session to each Guiding Principle to discuss them in greater depth. During these sessions, hear from the departments about what the principles mean to staff and how they are guiding the department's current. Special guests who partner with the City, such as the Enumclaw School District, might also be invited to join these discussions.

4. In the work sessions, identify and develop Specific, Measurable, Accountable, Relevant, and Timed (SMART) Goals to advance the Guiding Principles. Because the City's budget is tight and new initiatives are unlikely to be funded in the next couple years, start by basing the SMART Goals on the departments' current visions, goals, priorities, and work plans. The Comprehensive Plan's vision and goals will also help guide the development of goals to advance the Guiding Principles.

This discussion also led to acknowledgement that the City needs to do even more to engage the public. As one Council member stated, "Residents see 10% of what the City does. The other 90% is done behind closed doors. We need to show them the 90% so that they know what we are accomplishing."

The Mayor and Council might revive periodic Town Halls. Brenda Martinez suggested that they will draw greater attendance than in the past if each one is focused on a major topic of interest to community members and businesses. Social events, such as an Ice Cream Social or holiday tree lighting, could also help bring the Mayor, Council, and staff, and Black Diamond residents together in a casual manner.

THE MAYOR AND COUNCIL AGREE ON STEPS TO HIRE A CITY ADMINISTRATOR

The Council and Mayor Benson agreed on the need to hire a City Administrator and the most important steps to address their interests and concerns.

Council members opened the discussion by identifying eight interests in hiring a City Administrative Officer (CAO) at this time in Black Diamond's history:

1. As the community keeps growing, the issues facing the City are becoming increasingly complex. Therefore, the City needs the Mayor to "steer the ship" while a City Administrator oversees the work that must be accomplished to support the Mayor.

2. The Mayor leads and the CAO manages. Their roles complement each other. As Black Diamond transforms from a community of 6,000 residents to one of nearly 20,000, this partnership will be a great benefit to City government and the community.

3. The Mayor's job and the departments' work plans are also growing, meaning that they are overworked and under resourced. A CAO would be a much needed additional resource and could identify other resources that are needed and how to get them.

4. Taking their cue from the Mayor, the administrator will reflect the Mayor's vision back into the departments and ensure that their work helps advance the Mayor's vision, goals, and priorities.

5. The CAO will provide continuity—institutional knowledge—as elected officials come and go.

6. The CAO will also ensure accountability by providing full-time oversight of the workplan.

7. An administrator will provide expertise in both the development of public policy and the technical operations of municipal government.

8. For a City growing at the rate of Black Diamond, having a City Administrator is an organizational best practice.

Adding to the Council's interests, Mayor Benson expressed these interests: the cost of the position must be sustainable for the City; the process must yield a highly qualified and trained individual; and the person who is hired must understand their role relative to the Mayor's and Council's roles.

Then the Mayor and Council agreed on two important initial steps to achieve their interests:

- Work with Finance Director May Miller to determine the sources of funding to hire and sustain the position.
- With Jim Reid facilitating this step, interview five to seven City Managers/Administrators in our region to learn what they believe enables them to be successful.

Once these steps are completed, the next steps might be:

- Mayor Benson, the Council, and staff identify the 3-5 most essential qualities and characteristics that are needed in a CAO for the next four or five years.
- Revise the April 2009 CAO job description.
- Produce a Request for Proposal (RFP) to hire a professional recruiting firm or consultant.
- Hire the consulting firm or consultant to design and manage the CAO hiring process.
- Agree on strategies for involving key stakeholders and the community in this process.
- Perhaps in coordination with the recruiting consultant(s), develop a process and the criteria for evaluating the City Administrator's performance and determine the length of time the CAO would be in office before the first assessment of their performance.

Some Council members stated that it is their goal to bring the new CAO on board no later than the end of the first quarter of 2023.

Council members also expressed an interest in working with Jim Reid to develop questions for their interviews of City Managers/Administrators before those interviews take place and sending the questions to the interviewees beforehand. The interview questions could address such things as:

- What "soft" and technical skills are needed to be effective?
- What do we need to know as we go into a hiring process that we don't know today?
- What do we want to avoid, and how do we avoid it?
- Given the culture that we envision for the City of Black Diamond, what specific attributes might we seek and what are other considerations?

MAYOR AND COUNCIL IDENTIFY POTENTIAL STEPS TO STRENGTHEN THE ECONOMY

As it was at last year's City Council retreat, economic development was a primary topic this year. The Council and Mayor identified and appeared to agree on a few **key principles** to help frame their vision for expanding and strengthening Black Diamond's economy:

1. Proactively support local businesses, whether they currently operate in Black Diamond or are considering locating in the community.
2. Amplify the history of Black Diamond to promote the community to businesses and balance the two interests in preserving the city's historic character and being seen as business-friendly.
3. Use a variety of tools at the City's disposal to incentivize business growth.
4. Find a predictable, sustainable funding source to support and strengthen the City's financial condition.
5. Build relationships with a diversity of partners and stakeholders.
6. Be flexible and resilient by tailoring business recruitment and retention strategies to the unique characteristics of business centers and businesses themselves.

Staff briefed the Council on the strategies and actions the Administration is doing now to advance these principles.

- The City is building its image as a community that needs and wants businesses.
- By developing a new checklist, hosting pre-application meetings, and coaching permit applicants, the City is able to fast-track permit applications.
- By upgrading the City's website, developing a more user-friendly packet, and consistently reaching out to provide education and guidance, the City is improving communication and coordination with developers and builders. This, in turn, is strengthening relationships with them.
- The economic development plan has strategies for attracting and retaining businesses, including medium-sized manufacturers.
- The City is working to secure grants, such as from the Port of Seattle, to fund outreach activities and marketing materials, such as the user-friendly guide/checklist for doing business in Black Diamond.

Council members identified some strategies for expanding the economic base, but there was not an attempt to forge consensus on them. For now these are potential actions:

- Build upon the City's current efforts to continue to improve permit processing.

- Update the Zoning Code to incentivize businesses and ensure that business growth fortifies the community's character. Examine land use and zoning in each of these four business areas to identify their unique characters and features: Old Town, 169 Gateway, Ten Trails, Lake Sawyer. Consider how to tailor land use and zoning requirements to meet the needs of the City and businesses in each district.
- Help stimulate the revitalization of business districts, particularly Old Town. One idea was to place electric car charging stations downtown.

- Related to the point above, the City could promote Black Diamond as an energy-generating community. In the 1900s the energy it helped promote was coal; today and into the future the energy the City would help produce would be "green."

- Work with the Chamber of Commerce to ensure that businesses join the Chamber.

- Use the Comprehensive Plan update of 2023 to examine and, if necessary, revise policies and the Code to ensure business growth advances the City's vision. Follow the lead of the Gateway Corridor Overlay, which is currently in the Zoning Code and provides design guidelines for businesses.

- Locate a grocery store in town.

- Use way-finding signs to help promote business districts and other key features of the community.

- Expand broadband.

- Attract "green" industries.

- Consider allowing marijuana sales to increase revenues.

- Partner with Green River College to establish an apprenticeship program or other programs to enhance the skills and preparedness of workers.

- Discuss with May the Business and Occupation (B&O) Tax. Find out why it was repealed and if there are any reasons to reinstate it. For now, the City should keep its "fingers on the pulse" of growth and the economic climate.

Finally, when the Mayor and Council conduct the work session to dive more deeply into Guiding Principle #2, the City could invite business representatives to attend so that everyone could discuss how to strengthen the partnership between the City and business community.

MAYOR AND COUNCIL DISCUSS ENGAGING THE COMMUNITY

The last major topic of discussion at the retreat was public engagement, specifically the use of social media.

Brenda Martinez, Rob Reed, and Tristen Bennett briefed the Council on what the City is currently doing to engage the public. The City's new website and its use of Facebook and Instagram are all intended to strengthen the social media presence. The Information Technology staff are providing the public with alerts about public works projects that on any given day may affect traffic patterns, and Tristin reported that this coming summer they will feature a "Park of the Week" to promote the community's recreational opportunities. The department would like to be able to allow the public to post comments, but additional staff resources would be needed to manage it.

Tristin also mentioned a feature called "Why Wednesday" to foster a stronger sense of community and create connections between Black Diamond residents and/or businesses. Eventually, the City may have its own App as another means to increase its social media presence.

Council member Debbie Page asked: "What is our social media strategy?" She urged the Administration to develop a long-term strategic direction and offered to help develop it. Brenda asked the Council to give things—stories, the Mayor's and Council's activities and appearances, notices of events, etc.—for the staff to post on social media. There was a comment that the City should post at least three times per day; again, staffing currently makes that a challenge. And both the Council and IT staff said that there are things that could be added to the website—the Mayor's newsletter, notices, featured articles spotlighting, for example, the community's history, etc.—that would attract more followers and build Black Diamond's identity. Rob told the Council that protocols for how to get material on the City's social media tools will be presented to Council in the near future.

One other suggestion was to link the Mayor's newsletter that goes out with utility bills so that residents could hit the link and be connected to the website.

Because not all residents use social media, the Council also discussed such things as providing a longer public notice period about City actions to ensure that as many people as possible are aware of and could comment on formal actions that the City is considering.

Council member de Leon suggested that the City consider establishing additional commissions (besides the Planning and Civil Service Commissions) to increase public involvement. One that she suggested was a commission on diversity, equity, and inclusion. She also suggested engaging the public in a series of conversations about DEI with facilitators helping support the City and public.

Finally, a couple Council members supported the idea of having first and second readings before the Council makes any decisions. Adding a second reading would provide more time for the public to become aware of and comment on pending Council decisions.

ISSUES ON THE HORIZON

The retreat concluded with Council members citing issues they believe are on the horizon; i.e., issues the City may have to address in the next few years. The issues mentioned were:

- Make a code change to allow marijuana sales.
- Revise the Code to update the fee schedule.
- Forge a clearer path on the Civic Commons.
- Address the exodus of employees because of retirements and the nationwide resignations of employees fueled by the experiences in American society and the workplace since COVID struck in March 2020.
- Update the Code to incentivize a wide range of housing options and provide more green spaces.
- Establish a Parks and Recreation Department.
- Create an Arts and Culture Commission.

TAKEAWAYS FROM THE RETREAT

In summary, the Mayor and Council agreed on: 1) eight Guiding Principles and to use work sessions to dive deeper into each one; 2) two initial important steps to hire a City Administrator and a list of potential additional steps in that process; and 3) key principles to guide the City's efforts to expand Black Diamond's economy; and 4) the need to increase public engagement, whether through the use of social media or other strategies.

Mayor Benson and the Council expressed satisfaction that they reached consensus on important issues and, therefore, demonstrated that they are "on the same page." They acknowledged that there will be differences of opinion when discussing how to advance their vision, but that their common vision and interests will allow them to have these conversations and make decisions that are in the best interests of the community.

ATTACHMENT

The Mayor's and Council's

GUIDING PRINCIPLES

- **Growth and Development**: Growth is planned and communicated in a responsible way that retains our strong sense of community character and livability.

- **Social and Economic Vitality**: An economically vital and diverse community that is supported by robust businesses and supportive services.

- **Environmental Stewardship**: Environmental resources are proactively enhanced, protected and stewarded.

- **City Leadership and Services**: Leadership and accountability are provided in the delivery of public services for our growing and diversifying community.

- **Infrastructure**: Infrastructure systems that are planned, designed, built, and maintained well to support current and future community needs.

- **Mobility:** Getting around town is easier for people who live, work and play here.

- **Inclusion, Diversity, Equity, Accountability (IDEA):** Actively work for a more inclusive and diverse city, with a strong sense of equity and expectation of accountability.

- **Public Safety:** The community is safe, secure, healthy, resilient, and accessible.

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION

SUBJECT: **Resolution Amending the Council Rules of Procedure regarding order of agenda, the number of Councilmembers on a Standing Committee, and how many Councilmembers it takes to request a special meeting**	**Agenda Date: May 19, 2022 AB22-034**	
	Mayor Carol Benson	
	City Administrator	
	City Attorney David Linehan	
	City Clerk – Brenda L. Martinez	X
	Com Dev – Mona Davis	
	Finance – May Miller	
	MDRT/Ec Dev – Andy Williamson	
Cost Impact (see also Fiscal Note):	Police – Chief Kiblinger	
Fund Source:	Public Works – Scott Hanis	
Timeline:	Court – Stephanie Metcalf	

Agenda Placement: ☒ Mayor ☐ Two Councilmembers ☐ Committee Chair ☐ City Administrator

Attachments: Proposed Resolution

SUMMARY STATEMENT:

Recently new legislation (HB 1329) was passed requiring local agencies to take public comment at regular meetings where final action is taken. This legislation will go into effect on June 9th and has prompted a need to change our Council Rules to reflect that public comment will now come after approval of the agenda. This change will allow the public to comment on items placed on the consent agenda before final action is taken by Council.

In addition, two other changes are needed, 1) to reflect the number of Councilmembers that can be on a Council Standing Committee. Previously this number was two (2), however with the change to a seven-member Council we need to change that number to three (3), and 2) to be consistent with the RCW we need to change the number of Councilmembers it takes to request a special meeting from a majority to three (3).

FISCAL NOTE (Finance Department): N/A

COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: the Budget/Administration/Finance Council Committee reviewed this item at their May 12th meeting.

RECOMMENDED ACTION: **MOTION to approve Resolution No. 22-1483, amending the Council Rules of Procedure regarding the order of the agenda, the number of Councilmembers on a Standing Committee, and the number of Councilmembers it takes to request a special meeting.**

RECORD OF COUNCIL ACTION

Meeting Date	***Action***	***Vote***
May 19, 2022		

RESOLUTION NO. 22-1483

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, KING COUNTY, WASHINGTON, AMENDING THE CITY COUNCIL RULES OF PROCEDURE REGARDING ORDER OF AGENDA, NUMBER OF COUNCILMEMBERS ON A STANDING COMMITTEE, AND HOW MANY COUNCILMEMBERS IT TAKES TO REQUEST A SPECIAL MEETING.

WHEREAS, RCW 35A.11.020 empowers the legislative bodies of noncharter code cities, such as the City of Black Diamond, to organize and regulate their own internal affairs pursuant to rules adopted by the body; and

WHEREAS, the Black Diamond City Council has established certain rules of conduct known as the Rules of Procedure of the City Council of the City of Black Diamond, Washington ("Council Rules"), last amended by Resolution No. 21-1419; and

WHEREAS, the City Council needs to change the order of the agenda to allow the public to provide comment on agenda items before any final action is taken by the Council; and

WHEREAS, the City Council needs to change their Council Rules regarding the number of Councilmembers on a Council Committee; and

WHEREAS, the City Council needs to change their Council Rules regarding the number of Councilmembers it takes to request a special meeting;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Section 3 of the Rules of Procedure of the City Council of the City of Black Diamond ("Council Rules") is hereby amended as follows:

SECTION 3 – REGULAR COUNCIL MEETING ORDER OF BUSINESS

The form of agenda of a Regular City Council meeting shall be as follows:

3.1 Call to Order. The Presiding Officer shall call the meeting to order.

3.2 Flag Salute. The Presiding Officer shall lead the flag salute. However, the Presiding Officer may designate a Councilmember or other person to lead the flag salute.

3.3 Roll Call. The City Clerk will call the roll and determine whether a quorum is satisfied. See Section 2.5.

3.4 Agenda Review and Approval. The Presiding Officer shall announce any changes to the Council's published agenda and present the agenda for approval. The Council may add, delete or amend agenda items by two-thirds majority vote of the members present. The order of the agenda may only be changed by a two-thirds vote of the majority of the Council Members present to suspend the rules and change the order of the agenda. Without the necessity of any vote thereon, the Presiding Officer may present matters to the Council for discussion, consideration, and/or voting.

3.5 Public Comments. Members of the audience may comment on any matter related to City business during the Public Comment period, except where prohibited by RCW 42.17A.555. *See Section 10.*

3.6~~5~~ Appointments, Announcements, Proclamations and Presentations.

3.6.~~5~~1 *Appointments.* In accordance with the Black Diamond Municipal Code and these Rules of Procedure, individuals appointed by the Mayor to hold positions within City government or on various committees, boards and commissions may require confirmation by the Council. Where confirmation is required, the vote of the Council may be preceded by discussion in executive session. See SECTION 17 and SECTION 18.

3.6~~5~~.2 *Announcements*. An announcement is a brief statement that informs the public of an event or happening of general interest. However, it cannot be a statement regarding a subject prohibited below Subsection 3.5.5

3.6~~5~~.3 *Proclamations.* A proclamation is an official announcement made by the Mayor or the City Council regarding a non-controversial event, activity or special interest group which has had a major city-wide impact. The Mayor will read the proclamation and may invite guests to speak on the topic for no more than five (5) minutes.

3.6~~5~~.4 *Presentations*. Any person(s) or organization(s) wishing to make a presentation to the Council must first submit a completed "Request to be on Council Agenda Form" with the City Clerk. The request should be made at least two weeks prior to the intended Council date. The Mayor or the Mayor's designee will determine if the proposed presentation is approved and will notify the applicant of the selected meeting date. If the presentation is not approved, the Mayor or the Mayor's designee will notify the applicant of the decision and the reason(s) for the decision. Presentations will not last more than five (5) minutes in length unless given at the request of the Mayor or Mayor's designee. Upon motion and approval of a majority of Councilmembers present, the Council may authorize presentations and may determine their length.

3.~~6~~5.5 *Prohibited Topics.* Except as authorized or required by RCW 42.17A.555, no person may use this time to address the Council for the purpose of assisting a campaign for election of a person to any office or for the promotion of, or opposition to, any ballot proposition. Further, no person may use this time to address the Council for the purpose of advertising

3.~~7~~6 Consent Agenda. Approval of the Consent Agenda, including items considered to be routine and non-controversial, may be approved by one motion. Any Councilmember may remove any item from the Consent Agenda for separate discussion and action. Items on the Consent Agenda include but are not limited to the following:

a. Approval of minutes.

b. Fixing dates for public hearings and appeals.

c. Approval of claims, vouchers and payroll, bid awards and contracts.

d. Approval of property as surplus.

e. Authorization of grant applications.

f. Approval of interlocal agreements or other contracts.

g. Other items designated by the City Council.

~~3.7 Public Comments. Members of the audience may comment on any matter related to City business during the Public Comment period, except where prohibited by RCW 42.17A.555. *See Section 10.*~~

3.8 Legislative Public Hearings. Individuals may comment on legislative decisions regarding matters of policy. *See Section 11.*

3.9 Quasi-judicial Hearings. More formal proceedings are held to determine the legal rights of specific parties, which include the receipt of proponent and opponent testimony. *See Section 11*.

3.10 Unfinished Business. Unfinished business consists of subjects discussed by the Council at a previous regular or special meeting and which have been placed on the agenda for additional discussion or resolution.

3.11 New Business, Ordinances and Resolutions.

3.11.1 *New Business*. New business shall mean topics or issues that have not previously been before the City Council for discussion or other action, other than ordinances and resolutions.

3.11.2 *Ordinances*. Ordinances prescribe general, uniform, and permanent rules of conduct and constitute the local law of the City of Black Diamond. *See Section 9.1.*

3.11.3 *Resolutions*. Resolutions concern matters of special, temporary, or ministerial character and express the opinion or mind of the City Council. *See Section 9.2*

3.12 Department Reports. Department Directors may report on action and activities of their respective departments.

3.13 Mayor's Report. The Mayor may report on significant activities since the last regular meeting, inquire on matters of general City business, or initiate investigation or action on a matter of concern.

3.14 Councilmember Reports. Councilmembers may report on Council committee discussions or other significant activities since the last regular meeting, or on matters of general City business, or may initiate investigation or action on a matter of concern.

3.15 City Attorney Report. The City Attorney may report on legally significant events or activities.

3.16 Public Comments. Members of the audience may request to comment on any issue discussed during the Council meeting. Comments will be allowed subject to the time limits and other restrictions in Section 10.

3.17 Executive Session. In accordance with RCW 42.30.030 and .110, executive sessions are closed to the general public. *See Section .2.8*.

3.18 Adjournment. With no further business to come before the Council, the Presiding Officer may request a vote to adjourn the meeting.

3.19 Recess. The foregoing agenda may be interrupted for a stated time as called by the Presiding Officer or majority of the City Council to recess for any reason, including executive sessions.

Section 2. Section 18.1.2 of the Council Rules of Procedure regarding Council Standing committees shall be amended to read as follows:

18.1.2 Mayoral Appointment/Council Confirmation. The Mayor shall appoint the members of each Council Standing Committee. Membership of any given committee may include no more than ~~two (2)~~ three (3) Councilmembers. Annually at its first meeting in January, or as soon thereafter as practicable, the Council upon a majority vote of at least the whole membership of the Council shall confirm or decline the Mayor's appoints to Council Standing Committees.

Section 3. Section 2.8 of the Council Rules of Procedure regarding Special Meetings shall be amended to read as follows:

2.8 Special Meetings. In accordance with chapter 42.30.080 RCW, a special meeting of the City Council may be called by the Mayor or at the request of ~~a majority~~ three (3) members of the City Council. If the City Clerk receives a request for a special meeting from ~~a majority~~ three (3) members of the City Council, then the City Clerk shall prepare a notice of the special meeting stating the time, place and business to be transacted. The City Clerk shall attempt to notify each member of the Council, either by telephone, e-mail, or otherwise, of the special meeting. The City Clerk shall give at least 24 hours' notice of the special meeting to each local newspaper of general circulation and to each local radio and/or television station which has filed with the clerk a written request to be notified of special meetings. No subjects other than those specified in the notice shall be considered at the special meeting. The Council may not make final disposition of any matter not mentioned in the notice.

Special meetings may be called in less than 24 hours, and without the notice required in this section, to deal with City emergencies involving injury or damage to persons or property or the likelihood of such injury or damage if the notice requirements would be impractical or increase the likelihood of such injury or damage.

Section 3. All other sections of the Council Rules are unchanged and shall remain in full force and effect.

PASSED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 19TH DAY OF MAY, 2022.

CITY OF BLACK DIAMOND:

____
Carol Benson, Mayor

Attest:

____
Brenda L. Martinez, City Clerk

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION

SUBJECT:	Agenda Date: May 19, 2022 AB22-035	
Ordinance amending Black Diamond Municipal Code section 1.24.010, changing the City's official posting place.	Mayor Carol Benson	
	City Administrator	
	City Attorney David Linehan	
	City Clerk – Brenda L. Martinez	X
	Com Dev – Mona Davis	
	Finance – May Miller	
	MDRT/Ec Dev – Andy Williamson	
Cost Impact (see also Fiscal Note):	Police – Chief Kiblinger	
Fund Source:	Public Works – Scott Hanis	
Timeline:	Court –	

Agenda Placement: ☒ Mayor ☐ Two Councilmembers ☐ Committee Chair ☐ City Administrator

Attachments: Proposed Ordinance

SUMMARY STATEMENT:

This proposed ordinance is a housekeeping item. With the relocation of City Hall to Roberts Drive it is necessary to change the address of the posting place to the Council Chambers located at 25510 Lawson Street.

FISCAL NOTE (Finance Department): N/A

COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: The Budget/Finance/Administration Council Committee reviewed this item at their May 12th meeting.

RECOMMENDED ACTION: **MOTION to approve Ordinance No. 22-1174, amending Black Diamond Municipal Code section 1.24.010, changing the city's official posting place; providing for severability; and establishing an effective date.**

RECORD OF COUNCIL ACTION

Meeting Date	*Action*	*Vote*
May 19, 2022		

ORDINANCE NO. 22-1174

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, KING COUNTY, WASHINGTON, AMENDING BLACK DIMAOND MUNICIPAL CODE SECTION 1.24.010, CHANGING THE CITY'S OFFICIAL POSTING PLACE; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, all ordinances, resolutions, agendas, notices, and other matters requiring posting are currently posted outside the City Council Chambers located at 25510 Lawson Street, Black Diamond; and

WHEREAS, it is necessary that the code provision establishing the official posting place be amended to refer to that location;

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

Section 1. Black Diamond Municipal Code section 1.24.010 is hereby amended as follows:

> **1.24.010 – Posting place**. All ordinances, resolutions, notices, and other matters requiring posting within the city shall be posted outside City Council Chambers ~~at the Black Diamond City Hall~~ located at 25510 Lawson Street, Black Diamond.

Section 2. Severability. If any section, paragraph, sentence, clause, or phrase of this Ordinance, or its application to any person or circumstance, is declared unconstitutional or otherwise invalid for any reason, or if any portion of this Ordinance is pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 3. Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND AT A SPECIAL MEETING THEREOF ON THE 19TH DAY OF MAY, 2022.

CITY OF BLACK DIAMOND

Carol Benson, Mayor

Attest:

Brenda L. Martinez, City Clerk

Approved as to form:

David Linehan, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Ordinance No.
Date of Publication:
Effective Date:

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION

SUBJECT:	Agenda Date: May 19, 2022 AB22-036	
Ordinance amending Black Diamond Municipal Code section 2.12.040 designating the place where the City Clerk receives claims and lawsuits	Mayor Carol Benson	
	City Administrator	
	City Attorney David Linehan	
	City Clerk – Brenda L. Martinez	X
	Com Dev – Mona Davis	
	Finance – May Miller	
	MDRT/Ec Dev – Andy Williamson	
Cost Impact (see also Fiscal Note):	Police – Chief Kiblinger	
Fund Source:	Public Works – Scott Hanis	
Timeline:	Court – Stephanie Metcalf	

Agenda Placement: ☒ Mayor ☐ Two Councilmembers ☐ Committee Chair ☐ City Administrator

Attachments: Proposed Ordinance

SUMMARY STATEMENT:

This proposed ordinance is a housekeeping item. RCW 4.96.020 requires the City to specify the address where the agent (City Clerk) who receives claims and lawsuits against the city may be reached during normal business hours of the local governmental entity. With the change in location of city hall this address needs to be amended to refer to current location of the City Clerk at 24301 Roberts Drive.

FISCAL NOTE (Finance Department): N/A

COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: The Budget/Administration/Finance Council Committee reviewed this item at their May 12th meeting.

RECOMMENDED ACTION: **MOTION to approve Ordinance No. 22-1175, amending section 2.12.040 designating the place where the City Clerk receives claims and lawsuits; providing for severability; and establishing an effective date.**

RECORD OF COUNCIL ACTION

Meeting Date	*Action*	*Vote*
May 19, 2022		

ORDINANCE NO. 22-1175

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, KING COUNTY, WASHINGTON, AMENDING BLACK DIAMOND MUNICIPAL CODE SECTION 2.12.040 DESIGNATING THE PLACE WHERE THE CITY CLERK RECEIVES CLAIMS AND LAWSUITS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, RCW 4.96.020 requires the City to appoint an agent to accept receipt of any claim for damages against the City; and

WHEREAS, RCW 4.96.020 requires the City to specify the address where the agent may be reached during normal business hours of the local governmental entity; and

WHEREAS, the ordinance specifying the address needs to be amended to refer to the current office location of the City Clerk;

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

Section 1. Section 2.12.040 of the Black Diamond Municipal Code is amended as follows:

2.12.040 – City Clerk to Receive Claims and Lawsuits.
In addition to the duties described in other sections of this Chapter, the City Clerk is appointed to be the City's recipient of claims and lawsuits as follows:

1) All claims and lawsuits brought against the City and/or its past and present officers and employees shall be filed or served upon the appointed City Clerk during normal business hours at his or her office.
2) The City Clerk's office is located at ~~Black Diamond, 25510 Lawson Street~~ 24301 Roberts Drive, Black Diamond, WA 98010
3) No other person or staff is authorized to receive such claims or lawsuits on behalf of the City.

Section 2. A copy of this ordinance shall be filed with the King County Auditor pursuant to the requirements of RCW 4.96.020.

<u>Section 3. Severability</u>. If any section, paragraph, sentence, clause, or phrase of this Ordinance, or its application to any person or circumstance, is declared unconstitutional or otherwise invalid for any reason, or if any portion of this Ordinance is pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

<u>Section 4. Effective Date</u>. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND AT A SPECIAL MEETING THEREOF ON THE 19TH DAY OF MAY, 2022.

CITY OF BLACK DIAMOND

____
Carol Benson, Mayor

Attest:

____
Brenda L. Martinez, City Clerk

Approved as to form:

____
David Linehan, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Ordinance No.
Date of Publication:
Effective Date:

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION

SUBJECT:	Agenda Date: May 19, 2022 AB22-037	
Ordinance amending section 19.04.260 of the Black Diamond Municipal Code related to SEPA appeals	Mayor Carol Benson	
	City Administrator	
	City Attorney David Linehan	X
	City Clerk – Brenda L. Martinez	
	Com Dev – Mona Davis	
	Finance – May Miller	
	MDRT/Ec Dev – Andy Williamson	
Cost Impact (see also Fiscal Note):	Police – Chief Kiblinger	
Fund Source:	Public Works – Scott Hanis	
Timeline:	Court – Stephanie Metcalf	

Agenda Placement: ☒ Mayor ☐ Two Councilmembers ☐ Committee Chair ☐ City Administrator

Attachments: Proposed Ordinance

SUMMARY STATEMENT:

This item will be addressed at the meeting.

FISCAL NOTE (Finance Department): N/A

COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:

RECOMMENDED ACTION: **MOTION to approve Ordinance No. 22-1176, amending section 19.04.260 of the Black Diamond Municipal Code related to SEPA appeals; providing for severability; and establishing an effective date.**

RECORD OF COUNCIL ACTION

Meeting Date	*Action*	*Vote*
May 19, 2022		

ORDINANCE NO. 22-1176

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, KING COUNTY, WASHINGTON, AMENDING SECTION 19.04.260 OF THE BLACK DIAMOND MUNICIPAL CODE RELATED TO SEPA APPEALS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the State Environmental Policy Act (SEPA), Chapter 43.21C RCW, and the statewide SEPA Rules promulgated by the state Department of Ecology, WAC Chapter 197-11, require the City to adopt its own local environmental review procedures to implement SEPA, and to make the local SEPA procedures consistent with state law and Department of Ecology regulations; and

WHEREAS, the City's SEPA procedures are codified in Chapter 19.04 of the Black Diamond Municipal Code (BDMC); and

WHEREAS, WAC 197-11-680(3)(a) authorizes, but does not require, local jurisdictions to allow administrative appeals of SEPA decisions, and empowers local jurisdictions to establish by rule, ordinance, or resolution, which, if any, SEPA decisions are subject to administrative appeal and the procedures that apply to such appeals (see also RCW 43.21C.060 and 43.21C.075(4)); and

WHEREAS, BDMC Section 19.04.260 currently allows SEPA administrative appeals to be filed for both project actions and nonproject actions, with said appeals to be heard and decided by the Hearing Examiner; and

WHEREAS, the City Council finds that allowing SEPA administrative appeals to the Hearing Examiner for both project actions and nonproject actions appears to be a minority position among other cities in the region (e.g., Orting, Bonney Lake, Buckley, Edgewood, Kent, and Snoqualmie); and

WHEREAS, the City Council finds that allowing SEPA administrative appeals to the Hearing Examiner of project actions, but not allowing such appeals for nonproject actions, appears to be the practice in a majority of cities in the region (e.g., Covington, Maple Valley, Duvall, Dupont, Fife, Sumner, Lakewood, Burien, Sultan, Mill Creek, Mercer Island, Mukilteo, Sammamish, Woodinville, Lake Stevens, Tukwila, and Shoreline); and

WHEREAS, the City Council has observed that at least two cities in the region have eliminated all SEPA administrative appeals, for both project and nonproject actions, thereby reducing the cost and potential for undue delay associated with such appeals (e.g., North Bend, Carnation); and

WHEREAS, the City Council finds that allowing SEPA administrative appeals of nonproject (legislative/policy) actions of the City has resulted in undue delay of important City priorities, hindered the Council's ability to advance strategic planning initiatives, and forced the City to incur substantial expenses of taxpayer dollars in defending SEPA appeals to uphold City nonproject actions, without a commensurate benefit to the City resulting from said appeals; and

WHEREAS, the City Council now desires to revise the City's SEPA procedures to eliminate SEPA administrative appeals for nonproject actions, while continuing to allow SEPA administrative appeals of project actions, thereby coming into alignment with the SEPA appeal rules of many other cities in the region; and

WHEREAS, amending the City's SEPA procedures is an action that is categorically exempt from SEPA threshold determination, under WAC 197-11-800(19)(c);

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

Section 1. BDMC Section 19.04.260 BDMC Amended. Section 19.04.260 of the Black Diamond Municipal Code is hereby amended as shown on Attachment A hereto.

Section 2. Severability. If any section, paragraph, sentence, clause, or phrase of this Ordinance, or its application to any person or circumstance, is declared unconstitutional or otherwise invalid for any reason, or if any portion of this Ordinance is pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 3. Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND AT A REGULAR MEETING THEREOF ON THE 19TH DAY OF MAY, 2022.

CITY OF BLACK DIAMOND

____
Carol Benson, Mayor

Attest:

____
Brenda L. Martinez, City Clerk

Approved as to form:

____
David Linehan, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Ordinance No.
Date of Publication:
Effective Date:

19.04.260 Appeals.

The city establishes the following administrative appeal procedures under RCW 43.21C.075 and WAC 197-110-680:

A. Appealable Decisions.

1. Only the following decisions may be administratively appealed under this chapter: (a) final threshold determination (DNS, MDNS, or DS) of project actions; (b) mitigation or failure to mitigate in the SEPA decision for a project action; (c) final EIS for a project action; and (d) project denials. There shall be no SEPA administrative appeals of nonproject actions.

2. If the city does not provide for a hearing or appeal on the underlying project action/permit, there shall be no administrative appeal of the decisions for project actions described in subsection 19.04.260(A)(1), except as allowed under WAC 197-11-680(3)(a)(vi). In no event shall SEPA decisions on nonproject actions be subject to administrative appeal.

B. Notice of Decision.

1. In the notice of decision issued by the city pursuant to BDMC 18.08.150 and for every decision for which an appeal is available in this section, the SEPA responsible official shall give official notice of the date and place for commencing an appeal. The notice shall include:

   a. The time limit for commencing the appeal of the SEPA decision, and the statute, regulation, or code section establishing the time limit; and

   b. Where the appeal may be filed.

2. Written notice shall be provided to the applicant, all parties of record to any administrative appeal, all persons who have submitted public comment on the proposal, and all persons who have requested notice of decisions concerning the proposal. Such notice may be appended to the underlying permit or approval, the decision documents, or the SEPA compliance documents, or it may be printed separately.

C. Timing of Appeal. SEPA administrative appeals shall take place prior to the city's final decision on the underlying proposal. However, the SEPA open record appeal hearing shall be consolidated with any other hearing or appeal on the underlying permit or project action in accordance with WAC 197-11-680(3)(a)(5) and subsection 19.04.260(E) below.

D. Number of Appeals. Only one administrative appeal to the city is allowed of the appealable decisions listed in subsection 19.04.260(A) above.

E. Consolidated Appeals. If the underlying project action/permit requires a hearing, any SEPA appeal shall be consolidated with the hearing or appeal of the underlying project action/permit into one simultaneous hearing, with the exception of the following:

1. An appeal of a determination of significance (DS);

2. An appeal of a procedural determination made by the city when the city is a project proponent, or is funding a project, and chooses to conduct its review under SEPA, including any appeals of its procedural determinations, prior to submitting an application for a project permit. Subsequent appeals of substantive determinations by an agency with jurisdiction over the proposed project shall be allowed under the SEPA appeal procedures of the agency with jurisdiction;

~~3. An appeal of a procedural determination made by the city on a nonproject action;~~ and

3~~4~~. An appeal to the city council under RCW 43.21C.060.

F. Deadline for Filing Appeal.

1. SEPA Decision Issues at the Same Time as Decision on Underlying Permit or Project Action. An appeal of a SEPA decision that issued at the same time as the decision on the underlying permit or project action shall be filed within fourteen days after issuance of a notice of decision under BDMC 18.08.150 (or RCW 36.70B.130), or after notice that a decision has been made and is appealable.

However, in order to allow for public comment on a DNS or MDNS before requiring an administrative appeal to be filed, the appeal period shall be extended for an additional seven days if the appeal is of a DNS for which public comment is required under WAC 197-11-340.

2. SEPA Threshold Determination Issues Prior to Decision on Underlying Permit or Project Action. An appeal of a threshold determination issued prior to a decision on the underlying permit or project action shall be filed within fourteen days after notice that the determination has been made and is appealable.

G. Consideration of SEPA Responsible Official's Decision. Procedural determinations made by the SEPA responsible official shall be entitled to substantial weight by the hearing examiner in an appeal.

H. Administrative Record. An administrative record of the appeal must be created, and the record shall consist of the following:

1. Findings and conclusions;

2. Testimony under oath; and

3. A taped or written transcript. (The city may require that the appellant provide an electronic transcript.)

I. Exhaustion of Administrative Remedies. Judicial review of any SEPA decision for which the city allows an administrative appeal may not be initiated until the appellant has exhausted the city's administrative appeal procedures under this section.

J. Content of Appeal. Every appeal must be in writing, and must include the following:

1. The applicable appeal fee, as established by resolution of the city council;

2. Appellant's name, address and phone number;

3. A statement describing the appellant's standing, or why the appellant believes that he or she is aggrieved by the decision appealed from;

4. Identification of the application and decision which is the subject of the appeal;

5. Appellant's statement of grounds for appeal and the facts upon which the appeal is based with specific references to the facts in the record;

6. The specific relief sought;

7. A statement that the appellant has read the appeal and believes the content to be true, followed by the appellant's signature.

K. Timeliness of Appeals. On receipt of a written notice of appeal, the SEPA responsible official shall forward the appeal to the hearing examiner, who shall determine whether the appeal is timely prior to the scheduling of any appeal hearing or consolidated open record hearing on an underlying permit or project action. A written decision will issue if the appeal is untimely and the appeal will not proceed.

L. Hearing Examiner Appeals.

1. Jurisdiction. All administrative appeals of city SEPA decisions shall be heard by the hearing examiner.

2. Hearing. The hearing examiner shall hold an open record public hearing on the appeal, as provided in BDMC 2.30.100.

3. Date for Issuance of Decision. The hearing examiner shall issue a decision on the appeal within the time period set forth in Section 2.30.110, unless a longer period is agreed to in writing by the applicant, appellant, and hearing examiner.

4. Appeals of Hearing Examiner's Decision. The hearing examiner's decision on the timeliness of an appeal within his/her jurisdiction, and any other appeals allowed under this subsection within his/her jurisdiction shall be the final decision of the city. The hearing examiner's decision shall state that any appeal of the final decision shall be filed in King County Superior Court (pursuant to Chapter 36.70C RCW), or the Shorelines Hearings Board or Growth Management Hearings Board, if applicable.

M. Judicial Appeals.

1. When SEPA applies to a decision, any judicial appeal of that decision potentially involves both those issues pertaining to SEPA and those which do not. This section and RCW 43.21C.075 establish the time limits for raising SEPA issues, but existing statutes of limitation control the appeal of non-SEPA issues.

2. Appeals of the city's final decision shall be filed in superior court (or the growth management hearings board or shorelines hearings board, as applicable), but appellants must follow RCW 43.21C.075(6)(c), which provides that "judicial review under chapter 43.21C RCW shall without exception be of the governmental action together with its accompanying environmental determinations," which contemplates a single lawsuit.

N. Submittal of Appeal Documents. The hearing examiner shall decide the means and methods for submittal of documents (motions, briefs, exhibits, testimony, etc.) for the examiner's consideration during the pendency of an appeal.