



**City of Lake Stevens Vision Statement**

*By 2030, we are a sustainable community around the lake with a vibrant economy, unsurpassed infrastructure and exceptional quality of life.*

**CITY COUNCIL REGULAR MEETING REVISED AGENDA  
Lake Stevens School District Educational Service Center (Admin. Bldg.)  
12309 22<sup>nd</sup> Street NE, Lake Stevens**

**Tuesday May 26, 2015 – 7:00 p.m.**

**NOTE: WORKSHOP ON VOUCHERS AT 6:45 P.M.**

**CALL TO ORDER:** 7:00 P.M.  
Pledge of Allegiance

**ROLL CALL:**

**GUEST BUSINESS:**

**EAGLE SCOUT RECOGNITION** Jared Olsen, Boy Scouts Troop 183 and Mayor  
Tanner Luke Siler, Boy Scouts Troop 42

**NEW EMPLOYEE INTRODUCTION** Dan

<b>CONSENT AGENDA:</b>	*A Approve 2015 Vouchers	Barb
	*B Approve May 11, 2015 Council Regular Meeting Minutes	Barb
	*C Ordinance 933 re Budget Amendment No. 2 to 2015 Budget	Barb
	*D Department of Revenue Data Sharing Agreement	Barb

**PUBLIC HEARING:** PUBLIC HEARING FORMAT:

1. Open Public Hearing
2. Staff presentation
3. Council's questions of staff
4. Proponent's comments
5. Comments from the audience
6. Close public comments portion of hearing
7. Discussion by City Council
8. Re-open the public comment portion of the hearing for additional comments (optional)
9. Close Public Hearing

**Lake Stevens City Council Regular Meeting Agenda**

**May 26, 2015**

- 10. COUNCIL ACTION:
  - a. Approve
  - b. Deny
  - c. Continue

\*A Public Hearing and First and Final Reading of Ordinance 934 Providing for Right-of-Way Vacation of 9,126 Square Feet of 79<sup>th</sup> Avenue SE to be Transferred to the Adjacent Tackitt Property (Trestle Station) Russ

**ACTION ITEMS:** None

**DISCUSSION ITEMS:** \*A Sign Permit Fees Becky  
#B Sound Transit Phase 3 Mayor

**COUNCIL PERSON'S BUSINESS**

**MAYOR'S BUSINESS**

**STAFF REPORTS**

**EXECUTIVE SESSION**

**ADJOURN**

* ITEMS ATTACHED	** ITEMS PREVIOUSLY DISTRIBUTED	# ITEMS TO BE DISTRIBUTED
------------------	---------------------------------	---------------------------

**THE PUBLIC IS INVITED TO ATTEND  
Special Needs**

*The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Steve Edin, City of Lake Stevens ADA Coordinator, (425) 377-3227, at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, (800) 833-6384, and ask the operator to dial the City of Lake Stevens City Hall number.*

**NOTICE:**  
**All proceedings of this meeting are audio recorded, except Executive Sessions**

**BLANKET VOUCHER APPROVAL  
 2015**

We, the undersigned Council members of the City of Lake Stevens, Snohomish County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers have been approved for payment:

Payroll Direct Deposits	5/15/2015	\$139,218.24
Payroll Checks	38544-38545	\$4,259.99
Tax Deposit(s)	5/15/2015	\$57,578.30
Electronic Funds Transfers	ACH	\$61,570.44
Claims	38546-38599	\$92,764.43
Void Checks	38073	(\$750.00)
<b>Total Vouchers Approved:</b>		<b>\$354,641.40</b>

**This 25th day of May 2015:**

\_\_\_\_\_  
 Mayor

\_\_\_\_\_  
 Councilmember

\_\_\_\_\_  
 Finance Director

\_\_\_\_\_  
 Councilmember

\_\_\_\_\_  
 Councilmember

\_\_\_\_\_  
 Councilmember



This page left blank intentionally



## Checks to be Approved for 5/12/2015 to 5/25/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total	
Ace Hardware	38549						<b>Check Total</b>	<b>\$302.03</b>
		5/25/2015	46336	001-007-558-50-31-01	PL-Operating Costs	Wall Texture Spray	\$10.85	
			46345	001-007-558-50-31-01	PL-Operating Costs	Paint	\$29.31	
			46346	001-008-521-20-31-01	LE-Operating Costs	Cable ties/keys/light bulbs	\$95.26	
			46360	001-010-576-80-31-00	PK-Operating Costs	Trimmer lines	\$32.56	
				101-016-544-90-31-02	ST-Operating Cost	Trimmer lines	\$32.56	
			46372	001-012-572-20-31-00	CS-Library-Office & Operating	Faucet for Library restroom	\$32.57	
			46374	410-016-531-10-31-02	SW-Operating Costs	Grass seed for ditch on 85th Dr SE	\$43.43	
46455	001-008-521-20-31-01		LE-Operating Costs	Turtle wax/tire cleaner/Simple Green cleaner	\$25.49			
Alexander Printing	38550						<b>Check Total</b>	<b>\$64.16</b>
		5/25/2015	42530	001-007-558-50-31-01	PL-Operating Costs	Business Cards - Ashe	\$64.16	
Blumenthal Uniforms	38551						<b>Check Total</b>	<b>\$115.03</b>
		5/25/2015	114123	001-008-521-20-26-00	LE-Clothing	Boot exchange - Lyons	(\$147.78)	
			126800	001-008-521-20-26-00	LE-Clothing	Armoured vest - Carter	\$1,093.60	
CK41845	001-008-521-20-26-00		LE-Clothing	Credit for Dupl Pmt	(\$830.79)			
Bratwear	38552						<b>Check Total</b>	<b>\$288.33</b>
		5/25/2015	14964	001-008-521-21-26-00	LE-Boating Clothing	Special Uniform items-boating	\$288.33	
Bruce C Allen & Assoc Inc	38553						<b>Check Total</b>	<b>\$4,900.00</b>
		5/25/2015	15-0098A	001-013-518-20-41-00	GG-Professional Service	Property Appraisal	\$4,900.00	
Business Card	38546						<b>Check Total</b>	<b>\$6,503.50</b>
		5/18/2015	5/15 0979	001-008-521-20-31-01	LE-Operating Costs	13 Binoculars-Vortex Diamondback	\$2,989.87	
				001-008-521-21-31-00	LE-Boating Operating	SeaSense LED Mast Light	\$25.44	
					LE-Boating Operating	Dock Lines	\$78.58	
					LE-Boating Operating	Marine LED Anchor Light	\$34.81	
		5/15 1324		001-008-521-30-31-00	LE-Investigations-Operating	Metal Detector	\$637.45	
				001-007-558-50-41-03	PL-Advertising	Postcard mailing-Owen Dock	\$10.86	
					PL-Advertising	Postcard mailing-Relay for Life 2015	\$57.37	
				001-007-558-50-43-00	PL-Travel & Mtgs	Parking-SCT Exec Mtg	\$3.00	
					PL-Travel & Mtgs	Parking-SCT PAC Mtg	\$3.00	
				001-007-558-50-49-00	PL-Miscellaneous	ICSC membership	\$50.00	
				001-007-558-50-49-02	PL-Printing and Bindin	Puget Sound Bus Journal Subscription	\$90.00	
				5/15 2772		001-001-511-60-49-02	Legislative-C.C.Retreat	Council retreat supplies



### Checks to be Approved for 5/12/2015 to 5/25/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc		
Business Card	38546	5/18/2015	5/15 2772	001-013-518-20-32-00	GG-Fuel	Fuel for PW41 trip to Olympia	\$31.00	
			5/15 4183	001-008-521-20-26-00	LE-Clothing	Badges	\$250.61	
			5/15 4396	001-008-521-20-43-00	LE-Travel & Meetings	WSU Conference-Thomas	\$77.25	
					LE-Travel & Meetings	Meal - Burien WA	\$8.83	
					520-008-594-21-63-00	Capital Equipment	License for PT59 new vehicle	\$49.75
			5/15 4396	001-001-511-60-43-00	Legislative - Travel & Mtgs	State of the Station 4/16/2015	\$60.00	
					Legislative - Travel & Mtgs	EASC annual mtg - Low	\$55.00	
				001-002-513-11-43-00	AD-Travel & Meetings	State of the Station 4/16/2015	\$30.00	
					AD-Travel & Meetings	EASC annual mtg - Berg	\$55.00	
				001-006-518-80-48-00	IT-Repair & Maintenance	Exchange server support	\$541.91	
				001-007-558-50-41-03	PL-Advertising	Help Wanted - Senior Planner	\$129.00	
				001-008-521-20-41-03	LE-Advertising	Help Wanted - Police Records Clerk	\$50.00	
				5/15 8877	001-008-521-20-31-00	LE-Office Supplies	Binders returned	(\$32.00)
			001-008-521-20-31-04		LE - Donation Exp - Other	Donation-promotional	\$182.25	
			001-008-521-20-41-00		LE-Professional Services	Transcription services-Detective	\$47.25	
					LE-Professional Services	Lexis Nexis Database searches	\$54.30	
			001-008-521-40-49-01		LE-Staff Development	WHIAC Conference-2015-2 attendees	\$600.00	
					LE-Staff Development	WSU-FBINAA Lessons Learned-Wachtveitl	\$77.25	
				38548	<b>Check Total</b>			
			5/20/2015	5/15 7750	101-016-542-64-31-00	ST-Traffic Control - Supply	In Street Crossing signs	\$2,794.34
				101-016-544-90-31-02	ST-Operating Cost	Corrugated Plastic	\$227.00	
				410-016-531-10-31-02	SW-Operating Costs	Corrugated Plastic	\$227.00	
Carquest Auto Parts Store	38554	<b>Check Total</b>					<b>\$49.01</b>	
		5/25/2015	2421-219717	101-016-544-90-31-02	ST-Operating Cost	Light bulb	\$0.88	
				410-016-531-10-31-02	SW-Operating Costs	Light bulb	\$0.88	
		2421-219719	101-016-544-90-31-02	ST-Operating Cost	Diesel Kleen	\$8.14		
			410-016-531-10-31-02	SW-Operating Costs	Diesel Kleen	\$8.14		
		2421-221156	001-010-576-80-31-00	PK-Operating Costs	Oil and filters for PK36	\$30.97		
CDW Government Inc	38555	<b>Check Total</b>					<b>\$622.50</b>	
		5/25/2015	VD42611	510-006-518-80-49-00	License Renewal - Annual Maint	Watchguard firewall license renewal	\$622.50	
CHS Engineers LLC	38556	<b>Check Total</b>					<b>\$1,148.28</b>	
		5/25/2015	3715031504	101-016-544-20-41-00	ST-Prof Srv - Engineering	LUA2015-0023 Williams BLA	\$1,148.28	



## Checks to be Approved for 5/12/2015 to 5/25/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total	\$			
City of Everett	38557							<b>Check Total</b>	<b>\$620.00</b>		
		5/25/2015	115000861	001-008-554-30-51-00	LE-Environmental-Animal Contro	Animal shelter services - March 2015	\$620.00				
City of Marysville	38558							<b>Check Total</b>	<b>\$15,097.20</b>		
		5/25/2015	15-007	001-013-512-50-41-00	GG-Municipal Court Fees	Court Citations April 2015	\$7,964.74				
			POLIN11-0527	001-008-523-60-51-00	LE-Jail	Prisoner Housing/Medical SCORE/Yakima/APRN Mar 2015	\$7,032.46				
			POLIN11-0535	001-008-523-60-51-00	LE-Jail	Prisoner Medical APRN April 2015	\$100.00				
Clover Island Inn	38559							<b>Check Total</b>	<b>\$507.70</b>		
		5/25/2015	271866	001-008-521-21-43-00	LE-Boating-Travel	Hotel - Kennewick WA-Carter	\$507.70				
Co Op Supply	38560							<b>Check Total</b>	<b>\$86.79</b>		
		5/25/2015	608872/4	001-010-576-80-31-00	PK-Operating Costs	Wood Posts	\$86.79				
Comcast	38561							<b>Check Total</b>	<b>\$118.96</b>		
		5/25/2015	5/15 0443150	001-002-513-11-42-00	AD-Communications	Internet Service - All City	\$2.38				
				001-003-514-20-42-00	CC-Communications	Internet Service - All City	\$7.14				
				001-004-514-23-42-00	FI-Communications	Internet Service - All City	\$4.76				
				001-005-518-10-42-00	HR-Communications	Internet Service - All City	\$2.38				
				001-006-518-80-42-00	IT-Communications	Internet Service - All City	\$4.76				
				001-007-558-50-42-00	PL-Communication	Internet Service - All City	\$19.03				
				001-008-521-20-42-00	LE-Communication	Internet Service - All City	\$69.00				
				001-010-576-80-42-00	PK-Communication	Internet Service - All City	\$3.17				
				101-016-543-30-42-00	ST-Communications	Internet Service - All City	\$3.17				
		410-016-531-10-42-00	SW-Communications	Internet Service - All City	\$3.17						
		5/25/2015	4/15 0808840							<b>Check Total</b>	<b>\$258.04</b>
				101-016-543-30-42-00	ST-Communications	Internet services - City shop	\$54.48				
				410-016-531-10-42-00	SW-Communications	Internet services - City shop	\$54.48				
4/15 0827887	101-016-542-64-47-00	ST-Traffic Control -Utility	Traffic signal control	\$149.08							
Corporate Office Supply	38563							<b>Check Total</b>	<b>\$1,462.60</b>		
		5/25/2015	161388i	001-007-558-50-31-00	PL-Office Supplies	Dry erase board/markers/file folders/chairmat/hooks	\$48.15				
				001-007-559-30-31-00	PB-Office Supplies	Dry erase board/markers/file folders/chairmat/hooks	\$48.15				
			161590i	001-008-521-20-31-00	LE-Office Supplies	Envelopes	\$156.17				
			161820i	001-013-518-20-31-00	GG-Operating	Toner/paper/pens/paperclips	\$383.39				
			161864i	001-008-521-20-31-00	LE-Office Supplies	CDs/labels/postits/notebooks/clips/correction tape	\$366.59				



### Checks to be Approved for 5/12/2015 to 5/25/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc		
Corporate Office Supply	38563	5/25/2015	161885i	001-008-521-20-31-00	LE-Office Supplies	Paper	\$70.57	
			161937i	001-003-514-20-31-00	CC-Office Supply	Toner cartridge	\$86.67	
				001-004-514-23-31-00	FI-Office Supplies	Monitor stand	\$31.44	
				001-005-518-10-31-00	HR-Office Supplies	Badge holder	\$21.67	
				001-013-518-20-31-00	GG-Operating	Air freshner	\$22.13	
			162069i	001-013-518-20-31-00	GG-Operating	Tissue/file folders/postits/envelopes/badge holders	\$77.68	
			162072i	001-007-558-50-31-00	PL-Office Supplies	Pens/cork board/index tabs/postits/folders	\$112.94	
				001-007-559-30-31-00	PB-Office Supplies	Folders/index tabs/labels	\$90.16	
			162105	001-004-514-23-31-00	FI-Office Supplies	Monitor stand returned	(\$31.44)	
001-005-518-10-31-00	HR-Office Supplies	Badge holder returned		(\$21.67)				
Crystal and Sierra Springs	38564						<b>Check Total</b>	<b>\$392.22</b>
		5/25/2015	5249844050115	001-007-558-50-31-01	PL-Operating Costs	Bottled Water	\$27.15	
				001-007-559-30-31-01	PB-Operating Cost	Bottled Water	\$27.14	
				001-013-518-20-31-00	GG-Operating	Bottled Water	\$142.05	
				101-016-544-90-31-02	ST-Operating Cost	Bottled Water	\$97.94	
				410-016-531-10-31-02	SW-Operating Costs	Bottled Water	\$97.94	
					<b>Check Total</b>	<b>\$3,443.49</b>		
Datec Inc	38565	5/25/2015	32086	111-008-594-21-63-00	Drug - Capital Outlay	Barcoding Equipment	\$3,443.49	
							<b>Check Total</b>	<b>\$912.89</b>
Dept of Commerce	38566	5/25/2015	PWTF-273429	101-016-591-95-71-00	2010 PWTF Loan Principal Pymt	Loan Pmt Contract # PE10-951-003	\$633.95	
				101-016-592-95-83-00	2010 PWTF Loan Int Pymt	Loan Pmt Contract # PE10-951-003	\$278.94	
Dept of Retirement (Deferred Comp)	0						<b>Check Total</b>	<b>\$2,290.00</b>
		5/25/2015	05/15/15	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,290.00	
Dept of Retirement PERS LEOFF	0						<b>Check Total</b>	<b>\$56,649.23</b>
		5/25/2015	April 2015	001-000-282-00-00-00	Payroll Liability Retirement	PERS LEOFF Contributions April 2015	\$56,649.23	
Dept of Revenue	0						<b>Check Total</b>	<b>\$723.75</b>
		5/25/2015	April 2015	001-008-521-20-31-01	LE-Operating Costs	April 2015 Excise Taxes	\$257.13	
				001-008-521-21-31-00	LE-Boating Operating	April 2015 Excise Taxes	\$2.99	
				001-008-521-30-31-00	LE-Investigations-Operating	April 2015 Excise Taxes	\$54.82	
				001-013-518-90-49-06	GG-Excise Tax	April 2015 Excise Taxes	\$251.48	
				410-016-531-10-44-00	SW-Excise Taxes	April 2015 Excise Taxes	\$157.33	



## Checks to be Approved for 5/12/2015 to 5/25/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total		
Steven Edin	38567							<b>Check Total</b>	<b>\$259.78</b>
		5/25/2015	5/11 req	001-005-518-10-43-00	HR-Travel & Meetings	2015 AWC Labor Relations conf-Hotel chgs	\$259.78		
Electronic Federal Tax Pmt System EFTPS	0							<b>Check Total</b>	<b>\$57,578.30</b>
		5/25/2015	05/15/15	001-000-281-00-00-00	Payroll Liability Taxes	Federal Payroll Taxes 05/15/15	\$57,578.30		
Electronic Business Machines	38568							<b>Check Total</b>	<b>\$885.39</b>
		5/25/2015	113185	001-008-521-20-48-00	LE-Repair & Maintenance	Copier maintenance	\$677.24		
			113427	001-013-518-20-48-00	GG-Repair & Maintenance	Copier maintenance	\$208.15		
Grainger	38569							<b>Check Total</b>	<b>\$115.01</b>
		5/25/2015	9727647233	001-010-576-80-31-00	PK-Operating Costs	Bugee cords	\$10.05		
				101-016-544-90-31-02	ST-Operating Cost	Bugee cords	\$10.05		
				410-016-531-10-31-02	SW-Operating Costs	Bugee cords	\$10.04		
		9727647241	001-010-576-80-31-00	PK-Operating Costs	Bugee cords	\$20.94			
			101-016-544-90-31-02	ST-Operating Cost	Bugee cords	\$20.94			
			410-016-531-10-31-02	SW-Operating Costs	Bugee cords	\$20.94			
		9728173916	101-016-544-90-31-02	ST-Operating Cost	Duct Tape	\$11.03			
			410-016-531-10-31-02	SW-Operating Costs	Duct Tape	\$11.02			
		Chris L Griffen	38570						
5/25/2015	5Z0236458			001-011-515-91-41-00	LG-General Indigent Defense	Public Defender services	\$300.00		
Honey Bucket	38571							<b>Check Total</b>	<b>\$136.00</b>
		5/25/2015	2-1198532	001-010-576-80-45-00	PK-Equipment Rental	Honeybucket rental - Boat Launch	\$136.00		
Integra Telecom Inc	38572							<b>Check Total</b>	<b>\$906.48</b>
		5/25/2015	12985669	001-002-513-11-42-00	AD-Communications	Telephone Service	\$13.32		
				001-003-514-20-42-00	CC-Communications	Telephone Service	\$26.65		
				001-004-514-23-42-00	FI-Communications	Telephone Service	\$26.65		
				001-005-518-10-42-00	HR-Communications	Telephone Service	\$13.32		
				001-006-518-80-42-00	IT-Communications	Telephone Service	\$39.97		
				001-007-558-50-42-00	PL-Communication	Telephone Service	\$86.66		
				001-007-559-30-42-00	PB-Communication	Telephone Service	\$13.33		
				001-008-521-20-42-00	LE-Communication	Telephone Service	\$453.24		
				001-012-575-30-42-00	CS-Historical-Communications	Telephone Service Museum	\$13.33		
001-012-575-50-42-00	CS-Commnity Center - Comm			Telephone Service Senior Ctr	\$13.33				



## Checks to be Approved for 5/12/2015 to 5/25/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc		
Integra Telecom Inc	38572	5/25/2015	12985669	001-013-518-20-42-00	GG-Communication	Telephone Service	\$53.30	
				101-016-543-30-42-00	ST-Communications	Telephone Service Shop	\$76.69	
				410-016-531-10-42-00	SW-Communications	Telephone Service Shop	\$76.69	
Johns Cleaning Service	38573						<b>Check Total</b>	<b>\$220.59</b>
		5/25/2015	1563	001-008-521-20-26-00	LE-Clothing	Uniform cleaning	\$220.59	
Keating Bucklin and McCormack Inc	38574						<b>Check Total</b>	<b>\$1,934.50</b>
		5/25/2015	6155	001-008-521-20-41-02	LE-Professional Srv-Legal	Employment Litigation	\$1,934.50	
Lake Industries LLC	38575						<b>Check Total</b>	<b>\$361.61</b>
		5/25/2015	266476	101-016-544-90-31-02	ST-Operating Cost	1-1/4 Minus Crushed Rock	\$64.59	
				410-016-531-10-31-02	SW-Operating Costs	1-1/4 Minus Crushed Rock	\$64.59	
			266487	101-016-544-90-31-02	ST-Operating Cost	1-1/4 Minus Crushed Rock	\$41.21	
				410-016-531-10-31-02	SW-Operating Costs	1-1/4 Minus Crushed Rock	\$41.22	
			29693	101-016-544-90-31-02	ST-Operating Cost	Asphalt disposal	\$45.00	
				410-016-531-10-31-02	SW-Operating Costs	Asphalt disposal	\$45.00	
			29696	101-016-544-90-31-02	ST-Operating Cost	Asphalt disposal	\$30.00	
				410-016-531-10-31-02	SW-Operating Costs	Asphalt disposal	\$30.00	
Lake Stevens Police Guild	38576						<b>Check Total</b>	<b>\$1,228.50</b>
		5/25/2015	05/15/15	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Union Dues	\$1,078.50	
					Payroll Liability Other	Employee Initiation Fees-Shein	\$150.00	
Lake Stevens School District	38577						<b>Check Total</b>	<b>\$6,237.79</b>
		5/25/2015	1039	001-007-559-30-32-00	PB-Fuel	Fuel	\$185.11	
				101-016-542-30-32-00	ST-Fuel	Fuel	\$599.41	
				410-016-531-10-32-00	SW-Fuel	Fuel	\$705.20	
			1040	001-008-521-20-32-00	LE-Fuel	Fuel - April 2015	\$4,698.07	
			Refund	001-000-345-81-00-00	Zoning and Subdivision Fees	Refund of overpayment on sign permit SGN2015-0003	\$50.00	
Lemay Mobile Shredding	38578						<b>Check Total</b>	<b>\$85.13</b>
		5/25/2015	4435787	001-008-521-20-31-01	LE-Operating Costs	Shredding services	\$58.84	
			4435788	001-013-518-20-31-00	GG-Operating	Shredding services	\$26.29	
Les Schwab Tire Center	38579						<b>Check Total</b>	<b>\$343.55</b>
		5/25/2015	40200214443	001-010-576-80-31-00	PK-Operating Costs	Tires for John Deere Mower	\$343.55	



## Checks to be Approved for 5/12/2015 to 5/25/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total		
MPH Industries Inc	38580	<b>Check Total</b>							<b>\$2,378.34</b>
		5/25/2015	KJ578195	001-008-521-20-31-01	LE-Operating Costs	Radar Readers-Python III	\$2,378.34		
Nationwide Retirement Solution	0	<b>Check Total</b>							<b>\$1,250.00</b>
		5/25/2015	05/15/15	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-Nationwide	\$1,250.00		
Margaret Norton-Arnold	38581	<b>Check Total</b>							<b>\$3,900.00</b>
		5/25/2015	29501	001-001-511-60-49-02	Legislative-C.C.Retreat	Services in relation to CC Retreat	\$3,900.00		
Pacific Power Batteries	38582	<b>Check Total</b>							<b>\$103.87</b>
		5/25/2015	11321864	001-008-521-20-31-01	LE-Operating Costs	Universal Adaptor/Inverter/Batteries	\$103.87		
Perteet Engineering Inc	38583	<b>Check Total</b>							<b>\$5,013.51</b>
		5/25/2015	20120176.000-2	301-016-544-40-41-00	Street Op - Planning -Design	20th St SE Phase II	\$5,013.51		
Pilchuck Veterinary Hospital	38584	<b>Check Total</b>							<b>\$144.00</b>
		5/25/2015	25471	001-008-554-30-51-00	LE-Environmental-Animal Contro	Necropsy to WADDL	\$144.00		
Pitney Bowes	38585	<b>Check Total</b>							<b>\$113.10</b>
		5/25/2015	9619164-MY15	001-013-518-20-45-00	GG-Equipment Rental	Postage machine rental	\$113.10		
Daniel Planalp	38586	<b>Check Total</b>							<b>\$750.00</b>
		5/25/2015	2015	001-008-521-20-26-00	LE-Clothing	2015 Uniform Allowance	\$750.00		
Puget Sound Energy	38587	<b>Check Total</b>							<b>\$156.28</b>
		5/25/2015	5/15 24316495	001-010-576-80-47-00	PK-Utilities	Natural gas service - City Shop	\$12.44		
				101-016-543-50-47-00	ST-Utilities	Natural gas service - City Shop	\$12.44		
				410-016-531-10-47-00	SW-Utilities	Natural gas service - City Shop	\$12.44		
		5/15 3723810	001-008-521-50-47-00	LE-Utilities	Natural Gas - N Lakeshore Dr	\$118.96			
Rice Signs LLC	38588	<b>Check Total</b>							<b>\$2,794.34</b>
		5/25/2015	46718	101-016-542-64-31-00	ST-Traffic Control - Supply	In Street Crossing Signs	\$2,794.34		
Robinson Noble	38589	<b>Check Total</b>							<b>\$2,156.51</b>
		5/25/2015	15-356	101-016-542-30-41-02	ST-Professional Service	Environmental services - City Shop	\$1,078.26		
				410-016-531-10-41-01	SW-Professional Services	Environmental services - City Shop	\$1,078.25		
Safeguard Pest Control Inc	38590	<b>Check Total</b>							<b>\$104.96</b>
		5/25/2015	46070	001-007-558-50-48-00	PL-Repairs & Maint.	Pest Control	\$17.50		
				001-007-559-30-48-00	PB-Repair & Maintenance	Pest Control	\$17.49		
				001-013-518-20-48-00	GG-Repair & Maintenance	Pest Control	\$34.97		
				101-016-542-30-48-00	ST-Repair & Maintenance	Pest Control	\$17.50		



## Checks to be Approved for 5/12/2015 to 5/25/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc		
Safeguard Pest Control Inc	38590	5/25/2015	46070	410-016-531-10-48-00	SW-Repairs & Maintenance	Pest Control	\$17.50	
Screen Printing NW Inc	38591						<b>Check Total</b>	<b>\$87.25</b>
		5/25/2015	43132	001-008-521-20-26-00	LE-Clothing	Sno Co Multiple Agency Response Team shirts	\$54.49	
			43141	001-008-521-20-26-00	LE-Clothing	Sno Co Multiple Agency Response Team jacket graphics	\$32.76	
Snohomish County Cities	38547						<b>Check Total</b>	<b>\$175.00</b>
		5/18/2015	5/21/15 mtg	001-001-511-60-43-00	Legislative - Travel & Mtgs	SCC mtg 5/18/2015	\$140.00	
				001-001-513-10-43-00	Executive - Travel & Mtgs	SCC mtg 5/18/2015	\$35.00	
Snohomish County PUD	38592						<b>Check Total</b>	<b>\$2,134.12</b>
		5/25/2015	127509091	101-016-542-63-47-00	ST-Lighting - Utilities	205320781	\$100.36	
			130816151	001-010-576-80-47-00	PK-Utilities	203531959	\$72.82	
			130816739	101-016-542-63-47-00	ST-Lighting - Utilities	201860178	\$281.98	
			130819017	101-016-542-63-47-00	ST-Lighting - Utilities	205338056	\$107.24	
			143949135	001-008-521-50-47-00	LE-Utilities	202766820	\$1,393.41	
			160200923	001-008-521-50-47-00	LE-Utilities	203033030	\$178.31	
Sound Publishing Inc	38593						<b>Check Total</b>	<b>\$286.12</b>
		5/25/2015	EDH629694	001-007-558-50-41-03	PL-Advertising	LUA2015-0029 Kjorsvik Admin Cond Use Permit	\$86.12	
			EDH629979	001-013-518-30-41-01	GG-Advertising	Ordinance # 931	\$24.20	
			EDH629981	001-013-518-30-41-01	GG-Advertising	Ordinances 730/678/557/478 Code sections 2.08.020 & 2.08.030	\$25.92	
			EDH631448	001-007-558-50-41-03	PL-Advertising	LUA2015-0027 Tackitt ROW	\$72.36	
			EDH631483	001-007-558-50-41-03	PL-Advertising	LUA2015-0031 Trestle Station	\$77.52	
Stericycle Inc	38594						<b>Check Total</b>	<b>\$10.36</b>
		5/25/2015	3003011658	001-008-521-20-41-00	LE-Professional Services	Hazardous waste disposal	\$10.36	
Washington Dept of Ecology	38595						<b>Check Total</b>	<b>\$18,368.00</b>
		5/25/2015	2015RSWAR045523	410-016-531-10-51-01	SW-DOE Annual Permit	Annual Regional Stormwater Monitoring Permit	\$18,368.00	
Washington State Dept of Enterprise Svcs	38596						<b>Check Total</b>	<b>\$41.96</b>
		5/25/2015	73134632	001-008-521-20-31-00	LE-Office Supplies	Business cards	\$41.96	
Washington State Patrol	38597						<b>Check Total</b>	<b>\$368.75</b>
		5/25/2015	115008019	633-008-586-00-00-06	Gun Permit - FBI Remittance	Background checks-CPL applications	\$368.75	



### Checks to be Approved for 5/12/2015 to 5/25/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total	
Washington State Support Registry	0						<b>Check Total</b>	<b>\$657.46</b>
		5/25/2015	05/15/15	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Child Support	\$657.46	
Washington Tractor	38598						<b>Check Total</b>	<b>\$157.56</b>
		5/25/2015	721979	001-010-576-80-31-00	PK-Operating Costs	Bearing for John Deere Lawn Mower	\$157.56	
WFOA	38599						<b>Check Total</b>	<b>\$365.00</b>
		5/25/2015	1714980819249 47	001-004-514-23-49-01	FI-Staff Development	DOR Governmental Taxation Training	\$40.00	
			81974064	001-004-514-23-49-01	FI-Staff Development	WFOA 2015 Annual Conference	\$325.00	
<b>Total</b>							<b>\$211,913.17</b>	



This page left blank intentionally

**CITY OF LAKE STEVENS  
REGULAR CITY COUNCIL MEETING MINUTES**

Monday May 11, 2015  
Lake Stevens School District Educational Service Center (Admin. Bldg.)  
12309 22<sup>nd</sup> Street N.E. Lake Stevens

CALL TO ORDER: 7:00 p.m. by Mayor Pro Tem Holder

COUNCILMEMBERS PRESENT: Todd Welch, Suzanne Quigley, Kathy Holder, Kim Daughtry, Sam Low and John Spencer

COUNCILMEMBERS ABSENT: Marcus Tageant

STAFF MEMBERS PRESENT: City Administrator Jan Berg, Finance Director/City Clerk Barb Stevens, Planning Director Rebecca Ableman McCrary, Public Works Director Mick Monken, Human Resources Director Steve Edin, Police Chief Dan Lorentzen, Deputy City Clerk Kathy Pugh and City Attorney Cheryl Beyer

OTHERS: Rob Stanton, Lake Stevens School District, Representative Mark Harmsworth, Aquafest President Janice Huxford

---

**Excused Absence:** Moved by Councilmember Low, seconded by Councilmember Spencer, to excuse Councilmember Tageant from the meeting. On vote the motion carried (6-0-0-1).

**Guest Business.** Rob Stanton, from the Lake Stevens School District, 12309 – 22<sup>nd</sup> Street NE, shared that at a recent awards luncheon held for Region IX, Snohomish County School District, the City of Lake Stevens Public Works Department and Public Works Director Mick Monken were recognized as partner of the year. He also thanked Director Monken for his efforts in coordinating with the School District's transportation department.

**Consent Agenda.**

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Welch, to approve (A) 2015 Vouchers [Payroll Direct Deposits of \$132,784.49, Payroll Checks 38476-38478 in the amount of \$6,132.10, Tax Deposits of \$53,274.51, Electronic Funds Transfers (ACH) of \$102,089.92, Claims Checks 38479-38543 in the amount of \$280,722.05, Void Check No. 38376 in the amount of \$18.00, Total Vouchers Approved: \$574,985.05]; (B) April 11, 2015 Council Special Meeting Minutes; (C) April 27, 2015 Council Regular Meeting Minutes; (D) Work Service Agreement with Department of Corrections; (E) Music on the Lake and Movie in the Park Agreements; and (F) Facility Use Agreement with Lake Stevens Rowing Club. On vote motion carried (6-0-0-1).

**Action Items:**

**Approve Professional Services Agreement with Robinson Noble for Callow Road Embankment Geotechnical Study:** Public Works Director Mick Monken presented the staff report and said this contract will allow for exploratory geotechnical services resulting in findings and recommendations for stabilization of the roadway embankment, and that this would be paid

for out of the contingency budget that is part of the 2015 Pavement Overlay project; he then responded to Councilmembers' questions.

MOTION: Councilmember Spencer moved, Councilmember Welch seconded, to authorize the Mayor to execute a Professional Services Agreement in the amount of \$10,400 with Robinson Noble, Inc. to perform an embankment geotechnical analysis and study for the west side of Callow Road in the vicinity of the 3200 block. On vote the motion carried (6-0-0-1).

**Approve Snohomish County Interlocal Agency Agreement (ILA) for 20<sup>th</sup> Street SE**

**Property Transfer:** Public Works Director Monken presented the staff report and said this ILA allows for the transfer of real property that is owned by Snohomish County and located along 20<sup>th</sup> Street SE in the City limits. The ILA provides that the property will be transferred to the City at no cost, however, there is a possibility the City will incur future expense for demolition of structures on the property. Director Monken also said there is a proposal by the County that the northern most westbound lane of 20<sup>th</sup> Street NE be an a.m. committed commuter lane, however that is not being decided tonight, and is something that would be brought back to Council at a later date. He then responded to Councilmembers' questions.

MOTION: Councilmember Welch moved, Councilmember Spencer seconded, to authorize the Mayor to sign an Interlocal Agency Agreement with Snohomish County for the transfer of real property acquired along 20<sup>th</sup> Street SE. On vote the motion carried (6-0-0-1).

**Aquafest VIP Tent, Alcohol in the Park:** Planning Director Rebecca Ableman McCrary reviewed the annual request to allow alcohol in the park during Aquafest at the VIP booth on Saturday, July 25, from 5:00 p.m. to 11:00 p.m. This is for invited guests only and honors some of the sponsors. She explained this is similar to previous years.

Janice Huxford, President of Aquafest, 625 South Lake Stevens Road, said she was here to answer any questions and gather Council feedback to take to the Aquafest general board. She thanked the City for its cooperation both financially and for being responsive, making planning of the event very smooth. In response to a question from Councilmember Low, Ms. Huxford said there is both overnight security and there will also be on-site security during the day.

**MOTION:** Councilmember Daughtry moved, Councilmember Welch seconded, to approve the Aquafest Committee's request to serve beer and wine in the VIP booth during 2015 Aquafest. On vote the motion passed (6-0-0-1).

**Discussion Items:**

**Ordinance 933 re Budget Amendment No. 2 to 2015 Budget:** Finance Director Barb Stevens presented the proposed Budget Amendment No. 2; she then responded to Councilmembers' questions. There was consensus to bring Ordinance No. 933 forward for a vote at the May 26, 2015 regular City Council meeting.

**Trestle Station Right-of-Way Vacation Application – Introduction:** Planning Director Ableman McCrary presented the staff report. Director Ableman McCrary clarified this right-of-way vacation is in the area of 79<sup>th</sup> Street at 20<sup>th</sup> Avenue SE. The proposed right-of-way vacation is for 9,126 square feet, and if approved the City will be compensated in the total amount of \$5,231. The applicant submitted a valuation report which was reviewed and it was determined by Director Monken that this is a fair market value. Director Monken also said the

property in its current state poses some liability to the City. The Applicant will utilize the space and also install sidewalk, curbs and gutters, and landscaping, which the Applicant will maintain.

**Council Person's Business:** Councilmembers reported on the following meetings:

Councilmember Daughtry: Community Transit; Leadership Breakfast.  
Councilmember Low: Sewer Utility meeting; Health District;  
Councilmember Spencer: Sewer Utility meeting;  
Councilmember Welch: Arts Commission – roundabout art;  
Councilmember Holder: Parks Board.

**Staff Reports:** Staff reported on the following:

City Administrator Berg: North Cascades Rowing Club; Bonnevill Park site;  
Planning Director Becky Ableman McCrary: Planning Commission; Design Review Board;  
Economic Alliance annual meeting; completing research on sign fees;  
Public Works Director Monken: Upcoming road safety improvements around Hillcrest  
Elementary; Cavalero & 20<sup>th</sup> SE signal light installation inquiries; 101<sup>st</sup> Avenue NE;  
Police Chief Lorentzen: Distributed and reviewed Snohomish Property Crimes Unit statistical  
data handout.

There was consensus of Council to allow State Representative Mark Harmsworth to address the Council.

Representative Mark Harmsworth distributed a handout on House Democrat Transportation Spending. He reviewed the Legislative session, particularly matters related to the Transportation package, and said it is possible there will not be a transportation package this year. He also reviewed funding for education and funding for Cavalero Park. The Public Works Trust Fund will be funded, and liquor and marijuana tax revenue sharing is still in play for cities that have not banned marijuana sales. Representative Harmsworth commented the proposal to change I-405 carpool lanes from 2+ to 3+ riders per vehicle is strongly opposed by local constituents.

Councilmember Spencer commented that transportation should be the Legislature's highest priority.

**Adjourn:**

Moved by Councilmember Daughtry, seconded by Councilmember Welch, to adjourn the meeting at 7:56 p.m. Motion carried (6-0-0-1).

---

Vern Little, Mayor

---

Kathy Pugh, Deputy City Clerk



This page left blank intentionally



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** May 26, 2015

**Subject:** 2015 Budget Amendment #2

**Contact Person/Department:** Barb Stevens/ Finance

**Budget Impact:** Yes

---

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:**

Approve Ordinance No. 933 Amending Budget Ordinance No. 925.

**SUMMARY/BACKGROUND:**

Throughout the year the City Council authorizes various purchase requests and agreements. At the time of authorization, the budget impact is presented to the Council as part of the information required in order for the Council to make an informed decision. The budget amendment follows to adjust the specific line items that will be affected by purchase or contract award. Detailed explanations of the changes requested are described below:

**No changes have been made to the amendment since presented to Council on May 11th, 2015**

General Fund - 001

Explanations for the amended revenues are as follows:

- Insurance Recoveries (\$5,791) - Received for damaged police vehicles
- Arts Commission (\$2,280) - Donation made for Movie in the Park
- Arts Commission (\$2,500) - Donations made for Music on the Lake

Explanations for the amended expenditures are as follows:

- Information Technology Overtime (\$1,000) - To account for numerous improvements occurring in the IT environment in 2015 and the need for additional call-outs and troubleshooting
- Law Enforcement Repair & Maintenance
  - Correction of a billing issue made by Snohomish County in 2014 where numerous work orders were not billed to the City for work performed. This additional billing will likely put this line item over budget in 2015 (\$12,900).
  - Repairs to damaged police cars (\$5,791)
- SnoPac Dispatch (\$798) – O&M slightly more than originally estimated
- Building Staff Development (\$1,200) – Roll forward for Fire Inspection training
- Parks Repair & Maintenance (\$10,000) – Dangerous tree removal – various locations throughout City to be determined by arborist.
- General Government Professional Services (\$9,000) – Grade Road site field work – *Council approved ILA (maximum \$9,000) 4/27/15*
- Arts Commission
  - Movie in the Park (\$2,280)
  - Music on the Lake (\$2,500)
- Community Repair & Maintenance
  - Senior Center emergency roof repair (\$11,739) – *Council approved emergency resolution to perform work 12/10/14*
  - Senior Center air conditioning (\$6,628) – *Council approved bid award/contract 1/26/15*

The ending fund balance reflects these changes.

Street Fund - 101

The increased expenditures (\$1,400) are due to a correction of a billing issue made by Snohomish County in 2014 where numerous work orders were not billed to the City for work performed. This additional billing may put this line item over budget in 2015. The ending fund balance reflects these changes.

Drug Seizure & Forfeiture Fund - 111

The expenditures are increased for the state remittance portion of the 2014 4<sup>th</sup> quarter forfeiture funds that were not remitted until 2015. Additionally, the purchase of an evidence bar coding system was budgeted in 2014 (\$5,600) yet was not rolled forward into the 2015 budget. The ending fund balance reflects these changes.

LTGO 2010 Bond – 212

The revenues are increased for the transfer in of funds from REET I fund. The expenditures are increased for the final payment of interest on the 2010B series bond due December 31, 2015. The 2010B series are taxable bonds that were used to purchase a portion of the Grade Road property for commercial use. The original budget amounts were based on the amortization schedule received from bond counsel in 2010. That schedule showed a final interest payment (\$10,374) to be made with the lump-sum principal payment (\$455,000) on June 30, 2015. A corrected schedule has been received that reflects the bond maturity date of December 31, 2015. This extended time period for the lump-sum principal payment is beneficial, as plans have not yet been finalized regarding the commercial portions of the property, yet one additional interest payment will be due per the bond notes.

Real Estate Excise Tax I – 303

The expenditures are increased (\$10,374) for the transfer of funds to the LTGO 2010 Bond fund for the payment of interest due December 31, 2015. The ending fund balance reflects these changes.

Storm & Surface Water Management - 410

The increased expenditures (\$1,400) are due to a correction of a billing issue made by Snohomish County in 2014 where numerous work orders were not billed to the City for work performed. This additional billing may put this line item over budget in 2015. The ending fund balance reflects these changes.

Equipment Fund – Public Works - 530

The approved 2015 budget includes the purchase of a compact excavator in the amount of \$60,000. After further research done by the department it was determined that the purchase of a different excavator would give more flexibility in usage and would eliminate the need for 2 separate pieces of equipment. As such the one currently in service (with limited uses) can be traded in for FMV, and put toward the price of the larger compactor (\$79,330). The increase in revenues in the amount of \$18,500 would be to recognize the trade in value, and the increase in expenditures (\$17,701) is to account for the full amount (including trade in value) of the new compactor. The net increase in ending fund balance in the amount of \$799 reflects these changes.

---

**APPLICABLE CITY POLICIES:**

In accordance with the Financial Management Policies, Budget Themes and Policies, and the Revised Code of Washington, changes in the adopted budget must be brought before the City Council.

---

**BUDGET IMPACT:**

The budget ordinance will amend the beginning and ending balances, and expenditures in the funds set forth in the ordinance.

---

**ATTACHMENTS:**

- ▶ Exhibit A: Ordinance No. 933

**CITY OF LAKE STEVENS  
 LAKE STEVENS, WASHINGTON  
 ORDINANCE NO. 933**

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, AMENDING THE 2014 BUDGET AS SET FORTH IN ORDINANCE NO. 925 CONCERNING FUND BALANCES AND EXPENDITURES FOR VARIOUS FUND BALANCES FOR THE YEAR 2015.

WHEREAS, the City of Lake Stevens adopted the 2015 budget pursuant to Ordinance No. 925; and

WHEREAS, the City of Lake Stevens will incur expenditures in categories and amounts other than anticipated in the adopted 2015 budget; and

WHEREAS, pursuant to RCW 36.70A.130(2)(a)(iv) the City intends to adopt the Lake Stevens School District Capital Facilities Plan concurrently with the adoption of this budget amending ordinance;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE STEVENS DO ORDAIN AS FOLLOWS:

SECTION 1. The 2015 budget, as adopted in Ordinance No. 925, is hereby amended as follows:

<i>Fund</i>	<i>Description</i>	<i>Current Budget</i>	<i>Amended Budget</i>	<i>Amount of Inc/(Dec)</i>	<i>Exp/Rev</i>
001 - General	Revenues	\$9,225,643	\$9,236,214	\$10,571	Rev.
001 - General	Expenditures	\$9,513,887	\$9,577,723	\$63,836	Exp.
001 - General	Ending Fund Balance	\$6,805,563	\$6,752,298	(\$53,265)	EndBal.
101 - Street	Expenditures	\$2,232,956	\$2,234,356	\$1,400	Exp.
101 - Street	Ending Fund Balance	\$3,502,279	\$3,500,879	(\$1,400)	EndBal.
111 - Drug Seizure & Forfeiture	Expenditures	\$200	\$7,300	\$7,100	Exp.
111 - Drug Seizure & Forfeiture	Ending Fund Balance	\$34,871	\$27,771	(\$7,100)	EndBal.
212 - LTGO 2010 Bond	Revenues	\$539,539	\$549,913	\$10,374	Rev.
212 - LTGO 2010 Bond	Expenditures	\$539,539	\$549,913	\$10,374	Exp.
303 - Real Estate Excise Tax I	Expenditures	\$811,002	\$821,376	\$10,374	Exp.
303 - Real Estate Excise Tax I	Ending Fund Balance	\$558,424	\$548,050	(\$10,374)	EndBal.
410 - Storm & Surface Water	Expenditures	\$1,501,015	\$1,502,415	\$1,400	Exp.
410 - Storm & Surface Water	Ending Fund Balance	\$1,613,197	\$1,611,797	(\$1,400)	EndBal.
530 - Equip Fund - PW	Revenues	\$156,225	\$174,725	\$18,500	Rev.
530 - Equip Fund - PW	Expenditures	\$270,400	\$288,101	\$17,701	Exp.
530 - Equip Fund - PW	Ending Fund Balance	\$162,178	\$162,977	\$799	EndBal.

SECTION 2. Except as set forth above, all other provisions of Ordinance 925 shall remain in full force, unchanged.

SECTION 3. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in force five (5) days after the date of publication.

PASSED by the City Council of the City of Lake Stevens this \_\_\_\_ day of \_\_\_\_\_, 2015.



This page left blank intentionally



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**

**Date:** May 26, 2015

**Subject:** Agency Data Sharing Agreement – DOR

**Contact**

**Person/Department:** Barb Stevens – Finance Dir/City Clerk **Budget Impact:** N/A

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:**

Authorize the Mayor to enter into the Agency Data Sharing Agreement with the Washington State Department of Revenue.

**SUMMARY/BACKGROUND:**

The purpose of this Data Sharing Agreement is to establish the terms under which the Washington State Department of Revenue (DOR) and the City voluntarily share business license and sales tax information for official purposes. Sales tax and business licensing information collected by the DOR is necessary for the City to conduct business. Because much of this data is considered confidential, Tax and License Confidentiality Affidavits are also required to be signed by staff in order to receive the data. Nothing in this Agreement requires either part to share requested information of any kind or for any purpose.

The current agreement updates standard contract language from the previous version signed in 2014.

**APPLICABLE CITY POLICIES:**

**BUDGET IMPACT:**

**ATTACHMENTS:**

- ▶ Exhibit A: Agency Data Sharing Agreement

**CITY OF LAKE STEVENS DATA SHARING AGREEMENT  
FOR TAX/LICENSING INFORMATION**

**I. Parties and Contact Information**

	<b>State of Washington Department of Revenue</b>	<b>City of Lake Stevens</b>
<b>Mailing Address</b>	PO Box 47478 Olympia, WA 98504-7478	Post Office Box 257 Lake Stevens, WA 98258
<b>Delivery Address</b>	6500 Linderson Way SW, Ste 102 Tumwater, WA 98501	1812 Main Street Lake Stevens, WA 98258
<b>Contract Manager:</b>	Sandra Yuen Phone: (360) 705-6620 FAX: (360) 705-6655 E-mail: <a href="mailto:SandraY@dor.wa.gov">SandraY@dor.wa.gov</a>	City Clerk Phone: (425) 334-1012 FAX: (425) 334-0835 <a href="mailto:bstevens@lakestevenswa.gov">bstevens@lakestevenswa.gov</a>

**II. Purpose and Authority**

The purpose of this Data Sharing Agreement (“Agreement”) is to establish the terms under which the Washington State Department of Revenue (“Department”) and City of Lake Stevens (“City”) may voluntarily share information of the types identified below for tax enforcement and other official purposes pursuant to Revised Code of Washington (RCW) 19.02.115(3)(j) and RCW 82.32.330 (3)(h), as applicable, and LSMC 3.28.040. Nothing in this Agreement requires either party to share requested information of any kind or for any purpose.

For purposes of this Agreement, information is limited to taxpayers located within your jurisdiction or those who conduct business within your jurisdiction. The Department will, to the best of its ability, use the mailing address, physical location, or reported retail sales activity to identify the taxpayers.

**III. Attachments**

This Agreement includes the following attachments, which are to be considered part of this Agreement for all purposes:

Exhibit A Tax and License Confidentiality Affidavit  
Exhibit B Certification of Data Disposition

#### IV. Definitions

- A. **“Confidential Licensing Information”** has the same meaning as “Licensing Information” under RCW 19.02.115(1)(b). Confidential Licensing Information is classified as at least Category 3 data under Washington’s Standard for Securing Information Technology Assets, Office of the Chief Information Officer (OCIO) Standard No. 141.10.
- B. **“Confidential Tax Information”** as the same meaning as “Return,” “Tax Information,” and “Taxpayer Identity” under RCW 82.32.330(b),(c), & (e). Confidential Tax Information is classified as at least Category 3 data under Washington’s Standard for Securing Information Technology Assets, OCIO Standard No. 141.10.
- C. **“Confidential”** refers to data classified as at least Category 3 data under Washington’s Standard for Securing Information Technology Assets, OCIO Standard No. 141.10.
- D. **“Portable Devices”** refers to small portable computing devices. Examples of portable devices include, but are not limited to handhelds/PDAs, Ultramobile PCs, flash memory devices (e.g., USB flash drives, personal media players), portable hard disks, and laptop/notebook computers.
- E. **“Portable Media”** refers to small portable digital storage media. Examples of portable media include, but are not limited to optical media (e.g., CDs, DVDs, Blu-Rays), magnetic media (e.g., floppy disks, tape, Zip or Jaz disks), or flash media (e.g., CompactFlash, SD, MMC).
- F. **“Data”** refers to individual pieces of information.
- G. **“Cloud”** refers to a non-partner data center(s) offering infrastructure, operating system platform, or software services. A more complete definition of “cloud” can be found in the National Institute of Standards (NIST) Special Publication 800-145.
- H. **“Encryption”** refers to enciphering data with a NIST-approved algorithm or cryptographic module using a NIST-approved key length.
- I. **“Complex Password” or “Complex Passphrase”** refers to a secret phrase, string of characters, numbers, or symbols used for authentication that is not easily guessable and meets an established industry guideline for complexity and length, such as NIST Special Publication 800-118.

#### V. Data Classification, Authorized Use, Access and Disclosure

- A. **Data Classification:** Data shared under this Agreement is considered confidential and classified as at least Category 3 data under Washington’s Standard for Securing Information Technology Assets, OCIO Standard No. 141.10.

- B. **Permitted Uses:** Confidential Licensing Information, Confidential Tax Information and Confidential Information received under this Agreement may be used for official purposes only.
- C. **Permitted Access:** Confidential Licensing Information, Confidential Tax Information and Confidential Information may only be accessed by each party's employees that have a bona fide need to access such information in carrying out their official duties.
- D. **Permitted Disclosure:** Confidential Licensing Information, Confidential Tax Information and Confidential Information received under the Agreement must not be disclosed to non-parties unless the disclosure is:
  - 1) Ordered under any judicial or administrative proceeding; or
  - 2) Otherwise expressly authorized by the Department in writing.
- E. **Public Records Requests:** In the event that the City reasonably believes that it must disclose information pursuant to a Public Records Request, and the City is prohibited from disclosing such information under the terms of this Agreement, the City must give notice to the Department of its intention to disclose. The notice shall be provided at least fourteen (14) business days in advance of disclosure, the notice shall contain a copy of the Public Records Request, and the notice shall reasonably identify the information that the City believes is prohibited from disclosure under this Agreement.

## VI. **Information Types**

- A. **"Confidential Licensing Information":** Any information identifiable to a specific licensee protected by RCW 19.02.115, including, but not limited to, information created or obtained by the Department in its administration of chapters 19.80 RCW and 59.30 RCW, and business license applications, renewal applications, and business licenses. Confidential Licensing Information protected by RCW 19.02.115 is classified as, at least, Category 3 data under Washington's OCIO Standard No. 141.10.
- B. **"Confidential Tax Information":** Any information identifiable to a specific taxpayer protected by RCW 82.32.330(b), (c), & (e), including, but not limited to, a taxpayer's identity, income, assets, liabilities, tax payments, or actual or possible tax liabilities. Confidential Tax Information protected by RCW 82.32.330 is classified as, at least, Category 3 data under Washington's OCIO Standards No. 141.10.
- C. **"Confidential Information":** Any information, except Confidential Licensing Information and Confidential Tax Information, that may legally be shared between the parties and is personal or proprietary in nature, or is exempt from public disclosure under chapter 42.56 RCW, or other state or federal law. "Confidential Information" includes, but is not limited to, Personal Information as defined in RCW 42.56.230 and RCW 42.56.590(5).

Confidential Information is classified as, at least, Category 3 data under Washington's OCIO Standards No. 141.10.

For purposes of this Agreement, Confidential Licensing Information, Confidential Tax Information and Confidential Information is limited to taxpayers located within your jurisdiction or those who conduct business within your jurisdiction. The Department will, to the best of its ability, use the mailing address, physical location, or reported retail sales activity to identify the taxpayers.

**VII. Requesting, Receiving, and Accessing Information**

The requesting party is responsible for ensuring that only persons authorized under this section are able to request, receive or access each type of information from the other party.

- A. **Confidential Licensing Information:** Only employees who have been authorized by the receiving party and have signed the Tax and License Confidentiality Affidavit, attached at Exhibit A, may request, receive or access Confidential Licensing Information. Agents of the receiving party shall not receive or access Confidential Licensing Information.
- B. **Confidential Tax Information:** Only employees who have been authorized by the receiving party and have signed the Tax and License Confidentiality Affidavit, attached at Exhibit A, may request, receive or access Confidential Tax Information. Agents of the receiving party shall not receive or access Confidential Tax Information.
- C. **Confidential Information:** Any employee or agent authorized by the receiving party may request, receive or access Confidential Information.
- D. **Confidentiality Affidavit:** The Department requires City employees with access to Confidential Licensing Information and/or Confidential Tax Information to sign a copy of the Tax and License Confidentiality Affidavit, attached at Exhibit A.
- E. **Authorization:** The City will provide the Department with a regularly updated list of persons authorized to request, receive or access Confidential Licensing Information and Confidential Tax Information. The Department will not disclose Confidential Licensing Information or Confidential Tax Information to any person or party without a signed Tax and License Confidentiality Affidavit on file with the Department.

**VIII. Information Format**

Each party will make a good faith effort to accommodate format preferences of the other party (e.g., hard copy, electronic data, CD, secure file transfer, etc.), but nothing in this Agreement requires either party to provide Information in any particular format.

**IX. Confidentiality and Security**

- A. **Confidentiality:** The City and Department each agree to keep confidential and secure from unauthorized use, access, or disclosure, all confidential data received under the Agreement.
- B. **Ensuring Security:** The City and the Department shall each establish and implement physical, electronic, and managerial policies, procedures, and safeguards to ensure that all confidential data exchanged under this Agreement is secure from unauthorized use, access, or disclosure.
- C. **Proof of Security:** The Department reserves the right to monitor, audit, or investigate the City's security policies, procedures, and safeguards for confidential data. The City agrees to provide information or proof of its security policies, procedures, and safeguards as reasonably requested by the Department.

**X. Statutory Prohibition Against Disclosure**

- A. **Criminal Sanctions.** RCW 19.02.115(2) prohibits the disclosure of Confidential Licensing Information, except as expressly authorized under RCW 19.02.115(3). RCW 82.32.330(3) prohibits the disclosure of Confidential Tax Information except as expressly authorized under RCW 82.32.330(3). It is a misdemeanor for any person acquiring Confidential Licensing Information or Confidential Tax Information under this Agreement to disclose such information in violation of the disclosure limitations stated in RCW 19.02.115 and RCW 82.32.330. Additionally, if the person is a state officer or employee, the person must forfeit such office or employment and is incapable of holding any public office or employment in Washington for a period of two (2) years thereafter. RCW 19.02.115(6); RCW 82.32.330(6).
- B. The City will require employees with access to Confidential Licensing Information and/or Confidential Tax Information to sign a copy of the Tax and Licensing Confidentiality Affidavit attached at Exhibit A.

**XI. Breach of Confidentiality**

In the event of any use, access, or disclosure of confidential data by the City or its employees in material violation of the terms of this Agreement:

- A. The City shall notify the Department in writing as soon as practicable, but no later than three (3) working days, after determining that a violation has occurred.
- B. The Department may immediately terminate this Agreement and require the certified return or destruction of all records containing confidential data received under the Agreement.

## **XII. Data Breach Notification**

If City employees detect a compromise or potential compromise in the data security for Department data such that the data may have been accessed or disclosed without proper authorization, the City shall give notice to the Department within one (1) business day of discovering the compromise or potential compromise. the City shall take corrective action as soon as practicable to eliminate the cause of the breach and shall be responsible for ensuring that appropriate notice is made to those individuals whose personal information may have been improperly accessed or disclosed. At a minimum, notification to the Department will include:

- A. The date and time of the event;
- B. A description of the Department data involved in the event; and
- C. Corrective actions the City is taking to prevent further compromise of data.

## **XIII. Data Security**

Confidential data provided by the Department shall be stored in a secure physical location and on City owned devices with access limited to the least number of staff needed to complete the purpose of this Agreement.

- A. The City agrees to store data only on one or more of the following media and protect the data as described:
  - 1) Workstation hard disk drives
    - a) Access to the data stored on local workstation hard disks will be restricted to authorized users by requiring logon to the local workstation using a unique user ID and complex password, passphrase, or other authentication mechanism which provide equal or greater security, such as biometrics or smart cards.
    - b) If the workstation is not located in secure physical location, the hard drive must be encrypted.
    - c) Workstations must be maintained with current anti-malware or anti-virus software.
    - d) Software and operating system security patches on workstations must be kept current.
  - 2) Network servers
    - a) Access to data stored on hard disks mounted on network servers and made available through shared folders will be restricted to authorized users through the use of access control lists which will grant access only after the authorized user has authenticated to the network using a unique user ID and complex password, passphrase, or other authentication mechanism which provide equal or greater security, such as biometrics or smart cards.

- b) Data on disks mounted to such servers must be located in a secure physical location.
  - c) Servers must be maintained with current anti-malware or anti-virus software.
  - d) Software and operating system security patches on servers must be kept current.
- 3) Optical discs (e.g., CDs, DVDs, Blu-Rays)
- a) Data on optical discs will be used in local workstation or server optical disc drives and will not be transported out of a secure physical location.
  - b) When not in use for the Agreement purpose, such discs must be locked in a drawer, cabinet or other container to which only authorized users have the key, combination or mechanism required to access the contents of the container.
  - c) Workstations or servers which access Department data on optical discs must be located in a secure physical location.
- 4) Backup tapes or backup media
- a) The City may archive Department data for disaster recovery (DR) or data recovery purposes.
  - b) Backup devices, tapes, or media must be kept in a secure physical location.
  - c) Backup tapes and media must be encrypted.
  - d) When being transported outside of a secure physical location, tapes or media must be under the physical control of staff with authorization to access the data or transported by a secure courier contracted by the City for transportation purposes.
- B. Data storage on portable devices or media.
- 1) Department data stored on portable devices shall be given the following protections:
- a) Encrypt the data.
  - b) Control access to portable devices with a unique user ID and complex password, passphrase, or stronger authentication method such as a physical token or biometrics.
  - c) Control access to encrypted portable media with a unique complex password, passphrase, or stronger authentication method such as a physical token or biometrics.
  - d) Manually lock devices whenever they are left unattended or set devices to lock automatically after a period of inactivity, if this feature is available. Maximum period of inactivity is 20 minutes.
  - e) Physically protect the portable device(s) and/or media by:
    - I. Keeping them in locked storage when not in use;
    - II. Using check-in/check-out procedures when they are shared; and

III. Taking periodic inventories.

- 2) When being transported outside of a secure physical location, portable devices and media with confidential Department data must be under the physical control of City staff with authorization to access the data.
- 3) Optical disks kept in secure physical locations do not require encryption.

C. Cloud Storage

- 1) Encrypt the data at rest and in transit.
- 2) Control access to the cloud environment with a unique user ID and complex password, passphrase, or stronger authentication method such as a physical token or biometrics.
- 3) Cloud provider data center(s) and systems must be Service Organization Control (SOC) 2 Type II certified.

D. Protection of Data in Transit

City agrees that any retransmission of Department data over a network, other than the City's internal business network, will be encrypted.

**XIV. Data Segregation**

Department data must be segregated or otherwise distinguishable from non-Department data. This is to ensure that if the data is breached through unauthorized access it can be reported to the Department and when the data is no longer needed by the City, all Department data can be identified for return or destruction.

**XV. Ownership and Retention of Records**

Records furnished to City in any medium remain the property of the Department. Except as otherwise expressly provided in this Agreement, the City may retain possession of all such records in accordance Chapter 40.14 RCW, Preservation and Destruction of Public Records.

**XVI. Return or Destruction of Confidential Licensing Information, Confidential Tax Information and/or Confidential Information**

- A. **Return or Destruction for Violation:** The Department may, at any time, require the return or destruction of all Confidential Licensing Information, Confidential Tax Information and/or Confidential Information provided to the City during the term of this Agreement if Confidential Licensing Information, Confidential Tax Information and/or Confidential Information in the possession of the City has been disclosed, accessed, or used, or is at substantial risk of disclosure, access, or use, in violation of the terms of this Agreement.

- B. **Request for Return or Destruction.** Any request for return or destruction of Confidential Licensing information and Confidential Tax Information must be in writing and provide a reasonable time for compliance. The Department may request certification in writing that all copies of the Confidential Licensing information and Confidential Tax Information have been returned or destroyed.
- C. **Acceptable Destruction Methods.** The destruction of any information under this Agreement must follow the Agreement's data destruction procedures.

**XVII. Disposition of Data**

- A. Upon termination of the Agreement, the City shall dispose of the data received using the data destruction procedures in this Agreement.
- B. Upon the destruction of Department data, the City shall complete a Certification of Data Disposition, attached to this Agreement as Exhibit B, and submit it to the Department Contract Manager within fifteen (15) days of the date of disposal.

**XVIII. Data Destruction Procedures**

The following are acceptable destruction methods for various types of media. At least one method defined under the various types of media must be used to destroy Department data for that media type.

- A. Optical discs
  - 1) Incinerate the disc(s); or
  - 2) Shred the discs
- B. Magnetic tape(s)
  - 1) Degauss;
  - 2) Incinerate; or
  - 3) Crosscut shredding
- C. Server, workstation, or laptop hard drives or similar media
  - 1) For mechanical hard drives, use a "wipe" utility which will overwrite the data at least three (3) times using either random or single character data;
  - 2) For solid state hard drives, use a "secure erase" utility that resets all cells to zero;
  - 3) Degauss sufficiently to ensure that the data cannot be reconstructed; or
  - 4) Physically destroy disk(s)
- D. Portable media
  - 1) For mechanical hard drives, use a "wipe" utility which will overwrite the data at least three (3) times using either random or single character data;
  - 2) For solid state hard drives and devices, use a "secure erase" utility that resets all cells to zero;
  - 3) Degauss sufficiently to ensure that the data cannot be reconstructed;

- 4) Physically destroy disk(s) or devices; or
- 5) For SmartPhones and similar small portable devices use one of the following:
  - a. If the devices are encrypted and secured with a complex password, the data is considered destroyed. Before disposal or reissue of the device, make sure the data is encrypted and then reset the device to original or new condition; or
  - b. If a Mobile Device Management (MDM) solution for the device exists, enable the remote wipe command to destroy the data.

E. Cloud Storage

Use the cloud provider's procedures to permanently delete the files and folders.

**XIX. Not a Service Agreement**

Neither party is obligated to provide services or is entitled to compensation under this Agreement.

**XX. Term and Termination**

This Agreement is effective on the date of the last signature of the parties and will remain in effect for five (5) years. The parties may enter into five (5) year extensions thereafter. Either party may terminate this Agreement at any time for any reason on fifteen (15) days written notice to the other party.

**XXI. Mediation and Arbitration**

The parties may resolve any dispute according to the specific dispute resolution provisions of this Agreement or by any other informal means. The parties agree to participate in good faith mediation to resolve any disputes relating to this Agreement that are not otherwise resolved prior to any action in court.

At any time, either party may initiate formal mediation by providing written request to the other party setting forth a brief description of the dispute and a proposed mediator. If the parties cannot agree upon a mediator within ten (10) working days after receipt of the written request for mediation, the parties shall use a mediation service that selects the mediator for the parties. Each party shall be responsible for one-half of the mediation fees, if any, and its own costs and attorneys' fees. Nothing in this Agreement shall be construed to limit the parties' choice of a mutually acceptable alternative resolution method, such as a dispute hearing, dispute resolution board, or arbitration.

**XXII. Miscellaneous Terms**

- A. **Governing Law and Venue.** This Agreement shall be governed by the laws of the state of Washington. Any action arising out of this Agreement must be commenced in Thurston County, Washington.
- B. **Interpretation.** This Agreement shall be interpreted to the extent possible in a manner consistent with all applicable laws and not strictly for or against either party.
- C. **Severability.** If any term of this Agreement shall be finally adjudicated by a court of competent jurisdiction to be unenforceable, the remainder of this Agreement will remain in full force and effect.
- D. **Survival.** Terms of this Agreement, which by their nature would continue beyond termination, will survive termination of this Agreement for any reason, including without limitation, terms in Sections IX.A and IX.B (Confidentiality and Ensuring Security).
- E. **No Waiver.** The failure of either party to enforce any term in any one or more instance will not be construed as a waiver of a future right to insist upon strict performance of the term.
- F. **No Third Party Beneficiaries.** This Agreement is for the benefit of the parties and may not be enforced by any non-party.
- G. **Amendments.** No amendment to this Agreement is enforceable unless made in writing signed by personnel authorized to bind the party against whom enforcement is sought.
- H. **Notice.** Any notice required by this Agreement is effective only if provided in writing to the Contract Manager designated in Section I. Notice by email is acceptable.
- I. **Merger and Integration.** This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties.
- J. **Legislative Changes.** The parties intend this Agreement to remain effective in the event of legislative change to authority cited above. The provisions of this Agreement shall be deemed to change in a manner that is consistent with any changes to cited authority, provided that the change is consistent with the manifest intent of this Agreement and does not conflict with any express provisions. Any such change to this Agreement shall be effective on the effective date of the change in authority.

DOR Contract No. \_\_\_\_

Signed in counterparts, effective as of the date of the final signature of the parties below:

State of Washington  
Department of Revenue

City of Lake Stevens

\_\_\_\_\_  
(Signature) (Date)

\_\_\_\_\_  
(Signature) (Date)

\_\_\_\_\_  
(Print Name)

Vern Little, Mayor

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Title)

TEMPLATE APPROVED AS TO FORM ONLY

Approved as to Form

On File  
\_\_\_\_\_  
Assistant Attorney General

\_\_\_\_\_  
Grant K. Weed, City Attorney



Taxpayer and licensing information reported to the Department of Revenue (Department) is confidential and only authorized individuals with a business need may view these records. In addition, the information may only be shared with individuals in your jurisdiction who have a signed Confidentiality Affidavit on file with the Department.

**Licensing Information RCW 19.02.115**

<http://apps.leg.wa.gov/RCW/default.aspx?cite=19.02.115>

Licensing information that is collected and maintained through the Business Licensing Service (BLS) is confidential and may not be disclosed by any person unless and to the extent expressly authorized by statute, local law, or administrative rule.

Licensing information is defined under RCW 19.02.115(1)(b) and includes, without limitation, all information included in any initial and renewal business license applications and business licenses under the BLS program.

**Tax Information RCW 82.32.330**

<http://apps.leg.wa.gov/RCW/default.aspx?cite=82.32.330>

Tax information is information reported to the Department by a taxpayer, any Department actions with a taxpayer, or other data received by, recorded by, prepared by, furnished to, or collected by the Department with respect to any actions with the taxpayer. Tax information includes the taxpayer's identity, nature, source, or amount of the taxpayer's income, payments, credits, or tax payments. The following taxes are covered by this statute including but not limited to:

- Business & Occupation Tax
- Sales/Use Tax
- Lodging taxes
- Public Utility Tax
- Brokered Natural Gas (BNG)
- E-911 taxes
- Real Estate Excise Tax (REET)
- Leasehold Excise Tax

**Data Security**

Keep all data secure regardless of medium.

- ✓ Print only information you need
- ✓ Do not leave documents on printers
- ✓ Copy or download electronic data only as needed and save where only authorized persons can access
- ✓ Communication of confidential information via email, including attachments, is prohibited

**Determining Whether Information is Confidential**

Pages 3 and 5 of this form include examples demonstrating what is confidential, when information may be disclosed, and to whom it may be disclosed.

**Disclosure Penalty**

Any person acquiring knowledge of any licensing or tax information as provided under RCW 19.02.115 or 82.32.330 who discloses any such licensing or tax information to another person not entitled to knowledge of such information under the provisions of these statutes is guilty of a misdemeanor.

**Forms Submission & Questions**

Send your completed form to Patti Wilson, Local Government Liaison at [PattiW@dor.wa.gov](mailto:PattiW@dor.wa.gov). If you have questions contact by email or by calling (360) 534-1543.

DOR Contract No. \_\_\_\_

**What types of tax or licensing information received from the Department are confidential?**

This table provides examples of when information your jurisdiction receives from the Department may or may not be shared with others.

#	Scenario	Confidential Information Yes or No?	Access
1.	The Mayor asks if ABC Painting is reporting sales tax to your city.	Yes, detailed information about a business's tax reporting is confidential. Even though the mayor didn't ask for actual dollar amounts, disclosing whether the business has reported or not is considered a disclosure.	If the Mayor has a business need and submitted a signed Confidentiality Affidavit to the Department, the information may be shared.
2.	A councilmember asks how much tax Jim's Plumbing has reported to your jurisdiction.	Yes, detailed information regarding a business's tax reporting is confidential.	If the councilmember has a business need and submitted a signed Confidentiality Affidavit to the Department, the information may be shared.
3.	An employee of the fire department wants to know if Joe's Automotive indicated on their business license that they would be storing flammable or toxic materials.	Yes, the information contained on the business application, including the city addendum, is confidential.	If the employee of the fire department has a business need and submitted a signed Confidentiality Affidavit to the Department, the information may be shared.
4.	The county's monthly local tax distribution amount is higher than normal due to reporting of one taxpayer. At a council meeting, the difference is discussed but no taxpayer name is disclosed.	No, talking about the distribution amounts as a whole and even stating that it is due to one taxpayer's reporting is allowed as long as the taxpayer's name and the amount the taxpayer reported is not disclosed.  The taxpayer's business activity (i.e., hotel) cannot be disclosed if there are less than three businesses with that activity in the jurisdiction.	General public, city/county staff, media

DOR Contract No. \_\_\_\_

#	Scenario	Confidential Information	Access
5.	The Treasurer asks whether a business is registered and if so what is their address?	<p>No, any information contained in the on-line <u>Business Registration Lookup</u> is considered public information.                      (<a href="http://dor.wa.gov/content/doingbusiness/registermybusiness/brd/">http://dor.wa.gov/content/doingbusiness/registermybusiness/brd/</a>)</p> <p>Information contained in the Department's on-line <u>Business License Lookup</u> is also considered public information.                      (<a href="http://bls.dor.wa.gov/LicenseSearch">http://bls.dor.wa.gov/LicenseSearch</a>)</p>	General public, city/county staff, media
6.	Another jurisdiction contacts you to see if ABC Painting has reported sales tax to your jurisdiction.	Yes, the information we send one jurisdiction may not be shared with another.	<p>The Department provides each jurisdiction the information they are entitled to receive based on how the taxpayer has reported on their Combined Excise Tax Return.</p> <p>The jurisdiction requesting the information should contact the Department to investigate the taxpayer's local tax coding.</p>
7.	A reporter contacts you to confirm the amount of tax reported by a taxpayer to your jurisdiction. The reporter got the figure from the business.	Yes.	Even though the reporter got the amount from the taxpayer, any confirmation by a local jurisdiction is considered a release of confidential information.

DOR Contract No. \_\_\_\_

#	Scenario	Confidential Information Yes or No?	Access
8.	A Finance Director prepares a report for a council meeting showing the sales tax distributions by NAICS code.	<p>Depends on the number of taxpayers:</p> <p><b>Yes</b> As a policy, DOR does not disclose information when there are less than three taxpayers in a NAICS code. If there are less than three, the public or the taxpayers involved may be able to determine the income reported by the taxpayers.</p> <p><b>No</b> If there are three or more taxpayers, there is no risk of disclosure.</p>	<p>If less than three - only the jurisdiction's employees or authorized individuals (mayor, councilperson, etc.) with a business need and a signed Confidentiality Affidavit on file may view the information.</p> <p>Three or more – general public, city/county staff, media.</p>

NOTE: A local jurisdiction may release taxpayer information if you provide the Department a Confidential Tax Information Authorization form (<http://dor.wa.gov/Docs/forms/Misc/27-0055e.pdf>) signed by the taxpayer.

To inquire about this form in an alternate format, please call 1-800-647-7706. Teletype (TTY) users may use the Washington Relay Service by calling 711.

REV 27 0056e (5/20/14)

DOR Contract No. \_\_\_\_

**EXHIBIT B**

**Certification of Data Disposition**

**Date of Disposition** \_\_\_\_\_

\_\_\_ All copies of any data sets related to DSA No. \_\_\_\_\_ have been wiped from data storage systems.

\_\_\_ All materials and non-wiped computer media containing any data sets related to DSA No. \_\_\_\_\_ have been destroyed.

\_\_\_ All copies of any data sets related to DSA No. \_\_\_\_\_ that have not been disposed of in a manner described above, have been returned to the Department Contract Manager listed in this Contract.

The data recipient hereby certifies, by signature below, that the data disposition requirements as provided in DSA No. \_\_\_\_\_ have been fulfilled as indicated above.

\_\_\_\_\_  
(City Contract Manager Printed Name)

\_\_\_\_\_  
(City Contract Manager Signature)

\_\_\_\_\_  
(Date)

*Return original to the Department Contract Manager indicated on page one of this Contract.  
Retain a copy for your records.*



This page left blank intentionally



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** May 26, 2015

**Subject:** Trestle Station Right-of-Way Vacation LUA2015-0027 (Ordinance No. 934)

<b>Contact</b>	Mick Monken	<b>Budget Impact:</b>	\$5,231.00
<b>Person/Department:</b>	Public Works Director		revenue
	Rebecca Ableman McCrary, Planning & Community Development Director		compensation

---

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Approve the Proposed Right-of-Way Vacation by adoption of Ordinance 934 (**Attachment 1**).

---

**BACKGROUND/HISTORY:**

The applicant proposes to construct a commercial retail center at 1933 - 79th Ave SE, which will include a convenience store, car wash, gas pumps, espresso stand and multi-tenant retail building along with associated site improvements including appropriate stormwater and fueling facilities.

The preliminary design is predicated on the City vacating 9,126 square feet of unused right-of-way east of 79th Ave SE and north of 20th Street SE. The area requested for vacation is existing ROW annexed from Snohomish County, but is not necessary for future road needs due to the configuration of 79<sup>th</sup> Ave SE as constructed. The proponent will construct frontage improvements within the existing rights-of-way along 79th Ave SE and 20th Street SE as part of a separate application.

In return for the ROW vacation, the City would receive \$5,231.00 in compensation. A drawing that illustrates the proposed vacation is included (**Attachment 2**). Subject to Lake Stevens Municipal Code 14.16C.095, the applicant has provided a cost summary of adjacent properties estimated to be \$.57 per square foot to determine a value for the proposed vacation (**Attachment 3**).

The requested project is a Type V permit subject to a public hearing with City Council. Before the City staff can approve a building permit application, City Council would need to approve the ROW vacation. Staff briefed City Council on the request at the May 11, 2015 meeting.

**ANALYSIS:**

1. The city received a Type V application, identified as File No. LUA2015-0027, property assessment and survey on April 22, 2015, which staff deemed complete on April 22, 2015.
2. The city provided public notice for the land use action and hearing by publication in the Everett Herald, mailing postcards to residents within 300-feet of the properties; and posting the site on May 8, 2015, in accordance with Chapter 14.16B LSMC, Part V.
3. LSMC 14.16C.095 establishes the procedure and decision criteria for right-of-way vacations. The applicant provided a narrative responding to LSMC 14.16C.095 with the application.

- a. Patrick McCourt, on behalf of William Tackitt, petitioned the city to consider a right-of-way vacation of approximately 9,126 square feet.
- b. The application contains the signature of William Tackitt, the adjacent property owner.
- c. An attorney-approved ordinance is attached, for City Council's consideration.
- d. The applicant has provided an accurate survey and legal descriptions for the affected portions of the properties under review, which the Public Works Department has reviewed and accepted.
- e. The applicant has provided documentation for the assessed value of the adjacent property on a square foot basis established using Snohomish County Assessor's information.
- f. Decision Criteria (LSMC 14.16C.095):
  - 1) This criterion is not applicable, as the property does not adjoin any fresh water body.
  - 2) Responses to City Council criteria for deciding upon the petition:
    - i. The proposal would provide a public benefit by eliminating maintenance responsibility of unused right-of-way.
    - ii. The proposal would not affect traffic circulation as the street alignment on 79<sup>th</sup> Ave SE is set and includes excess right-of-way.
    - iii. The ROW vacation does not adversely affect the public need.
    - iv. The vacation will not affect ingress or egress to any property.
  - 3) The applicant has provided a cost summary of adjacent properties estimated to be \$.57 per square foot to determine a value for the proposed vacation and is proposing to purchase vacated right-of-way based on this assessed value. Based on Google Earth map 79<sup>th</sup> Ave SE has been public right-of-way since at least 1990. This assessed value is complies with the code regardless of whether the right of way has been dedicated for more than or less than 25 years.
- g. The ordinance upon approval will be recorded with Snohomish County along with the record of survey
- h. The proceeds will applied to the city's transportation fund.

#### **CONCLUSIONS:**

1. The proposal meets the procedural and noticing requirements for Type V permits per Chapters 14.16A and 14.16B LSMC; and
2. The proposal meets the criteria to approve a right-of-way vacation per LSMC 14.16C.095.

#### **RECOMMENDATION**

The Planning and Community Development and Public Works departments recommend that City Council **APPROVE** the proposed Right-Of-Way Vacation (LUA2015-0027) subject to Ordinance 934.

#### **APPEALS**

The decision of the City Council on a Type V application is the final decision and may be appealed to Snohomish County Superior Court by filing a land use petition, which meets the requirements set forth in Chapter 36.70C RCW. The petition must be filed and served upon all necessary parties as set forth in State law and within the 21-day time period as set forth in RCW 36.70C.040. The appeal period shall commence

upon the City Council's final decision and not upon expiration of the reconsideration period.

---

**APPLICABLE CITY POLICIES:** Lake Stevens Municipal Code 14.16C.095 – Right-of-Way Vacation and Chapter 14.16B LSMC, Part V – Type V Review - Quasi-Judicial, City Council Decisions

---

**BUDGET IMPACT:** The city would receive \$5,231.00 in compensation for vacated property.

---

**ATTACHMENTS:**

1. Ordinance 934
2. Survey
3. Value Assessment

**Exhibit 1**  
**CITY OF LAKE STEVENS**  
**Lake Stevens, Washington**  
**ORDINANCE NO. 934**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS PROVIDING FOR A RIGHT-OF-WAY VACATION OF APPROXIMATELY 9,126 SQUARE FEET OF LAND BETWEEN THE TACKITT PROPERTY (PARCEL NO. 00431400300100) AND ADJACENT CITY RIGHT-OF-WAY LOCATED OFF 79<sup>TH</sup> AVE SE AND 20<sup>TH</sup> STREET SE.**

**WHEREAS**, the City of Lake Stevens is the owner of public right-of-way located at the intersection of 79<sup>th</sup> Ave SE and 20<sup>th</sup> Street SE; and

**WHEREAS**, William Tackitt is the owner of Parcel No. 00431400300100 and did petition the City Council to vacate portions of 79<sup>th</sup> Ave SE, described and shown in Exhibit A, in accordance with the provisions of Lake Stevens Municipal Code (LSMC) 14.16C.095; and

**WHEREAS**, William Tackitt proposed to pay \$5,231.00 to the City of Lake Stevens to compensate the City for the proposed vacation of portions of 79<sup>th</sup> Ave SE, described and shown in Exhibit A; and

**WHEREAS**, Right-of-way vacations are Type V (quasi-judicial) land use permits subject to public notice and a public hearing before the City Council; and

**WHEREAS**, Planning and Community Developments staff prepared a staff report for City Council's consideration describing the project and provided an analysis, conclusions, and recommendations; and

**WHEREAS**, Public notice for the land use action and hearing was provided by publication in the Everett Herald, mailing postcards to residents within 300-feet of the properties; and posting the site on May 8, 2015, in accordance with Chapter 14.16B LSMC, Part V; and

**WHEREAS**; The Lake Stevens City Council held a public hearing on May 26, 2015 to receive public comment and testimony, in accordance with Chapter 14.16B LSMC, Part V; and

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE STEVENS, WASHINGTON, DO ORDAIN AS FOLLOWS:**

**Section 1.** The City Council hereby adopts the following findings and conclusions, in addition to the analysis, conclusions and recommendations contained in the staff report dated May, 26, 2015 in support of the proposed request:

**FINDINGS:**

1. The City received a Type V application, identified as File No. LUA2015-0027, property assessment and survey on April 22, 2015, which staff deemed complete on April 22, 2015.
2. The City provided public notice for the land use action and hearing by publication in the

Everett Herald, mailing postcards to residents within 300-feet of the properties; and posting the site on May 8, 2015, in accordance with Chapter 14.16B LSMC, Part V.

3. LSMC 14.16C.095 establishes the procedure and decision criteria for right-of-way vacations. The applicant provided a narrative responding to LSMC 14.16C.095 with the application.
  - a. Patrick McCourt, on behalf of William Tackitt, petitioned the City to consider a right-of-way vacation of approximately 9,126 square feet.
  - b. The application contains the signature of William Tackitt, the adjacent property owner.
  - c. The applicant has provided an accurate survey and legal descriptions for the affected portions of the properties under review, which the Public Works Department has reviewed and accepted.
  - d. The applicant has provided documentation for the assessed value of the adjacent property on a square foot basis established using Snohomish County Assessor's information.
  - e. Decision Criteria (LSMC 14.16C.095):
    - 1) This criterion is not applicable, as the property does not adjoin any fresh water body.
    - 2) City Council criteria for deciding upon the petition:
      - i. The proposal would provide a public benefit by eliminating maintenance responsibility of unused right-of-way.
      - ii. The proposal would not affect traffic circulation as the street alignment on 79<sup>th</sup> Ave SE is set and includes excess right-of-way.
      - iii. The ROW vacation does not adversely affect the public need.
      - iv. The vacation will not affect ingress or egress to any property.
    - 3) The applicant has provided a cost summary of adjacent properties estimated to be \$.57 per square foot to determine a value for the proposed vacation and is proposing to purchase vacated right-of-way based on this assessed value. This assessed value complies with the code regardless of whether the right of way has been dedicated for more than or less than 25 years.
  - f. The proceeds will be applied to the City's transportation fund.

#### CONCLUSIONS:

1. The proposal meets the procedural and noticing requirements for Type V permits per Chapters 14.16A and 14.16B LSMC; and
2. The proposal meets the criteria to approve a right-of-way vacation per LSMC 14.16C.095.

**Section 2.** Conditioned on the payment required in Section 3 hereof, the City of Lake Stevens does hereby vacate the portions of 79th Ave SE, described and shown in **Exhibit A** to William Tackitt, the adjacent landowner, to become part of Parcel No. 00431400300100. Recording of

this ordinance in accordance with Section 5 hereof shall confirm satisfaction of the condition to this right-of-way vacation; and

**Section 3.** William Tackitt or successor agrees to purchase the portions of 79th Ave SE, described and shown in Exhibit A for the sum of \$5,231.00 from the City of Lake Stevens, to become part of 00431400300100; and

**Section 4.** Reservation of Utility and Access Easement. The above-described property shall be vacated subject to reservation of a utility and access easement under and through the property for all existing utilities connecting to the public right-of-way.

**Section 5.** Pursuant to LSMC 14.16C.095 (g) the City Clerk or designee will confirm that William Tackitt or successor shall and has recorded the record of survey for the right-of-way vacation and certified copy of Ordinance 934 and any part thereof and returned conformed copies of the same to the Lake Stevens Planning and Community Development Department. William Tackitt or successor shall be responsible for all recording costs; and

**Section 6.** Severability. If any section, subsection, sentence, clause, phrase or work of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance; and

**Section 7.** Effective Date. This Ordinance shall take effect five (5) days after passage and publication of an approved summary thereof consisting of the title.

**ADOPTED** by the City Council and **APPROVED** by the Mayor this 26<sup>th</sup> day of May, 2015  
CITY OF LAKE STEVENS

By \_\_\_\_\_  
Vern Little, Mayor

ATTEST/AUTHENTICATED:

By: \_\_\_\_\_  
Barbara Stevens, City Clerk/Finance Director

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Grant K. Weed, City Attorney

First and Final Reading: May 26, 2015  
Date of Publication: \_\_\_\_\_  
Effective Date: \_\_\_\_\_

**EXHIBIT A**

**RECORD OF SURVEY FOR  
RIGHT-OF-WAY VACATION**

**LEGAL DESCRIPTION**

ALL THAT PORTION OF LOT 1 AND THE WEST HALF OF LOT 2, BLOCK 3, EAST EVERETT 5 ACRE TRACTS, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 5 OF PLATS, PAGE 36, RECORDS OF SNOHOMISH COUNTY, WASHINGTON,  
LESS THE SOUTH 10.0 FEET THEREOF;  
TOGETHER WITH:

THAT PORTION OF THE SOUTHEAST QUARTER OF SECTION 23, TOWNSHIP 29 NORTH, RANGE 5 EAST, W.M. DESCRIBED AS FOLLOWS:  
COMMENCING AT THE SOUTHWEST CORNER OF LOT 1, BLOCK 3, PLAT OF EAST EVERETT 5 ACRE TRACTS, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 5 OF PLATS, PAGE 36, RECORDS OF SNOHOMISH COUNTY, WASHINGTON;  
THENCE NORTH 00°21'33" WEST ALONG THE WEST LINE OF SAID LOT 1 A DISTANCE OF 10.00 FEET TO THE POINT OF BEGINNING;  
THENCE CONTINUING NORTH 00°21'33" WEST ALONG SAID WEST LINE A DISTANCE OF 627.86 FEET TO THE NORTHWEST CORNER OF SAID LOT 1;  
THENCE SOUTH 88°22'58" WEST A DISTANCE OF 3.50 FEET;  
THENCE SOUTH 00°21'33" EAST PARALLEL WITH SAID WEST LINE OF LOT 1 A DISTANCE OF 317.87 FEET TO A POINT OF CURVE CONCAVE TO THE WEST, HAVING A RADIUS OF 382.50 FEET AND A CENTRAL ANGLE OF 193°32'26";  
THENCE ALONG SAID CURVE TO THE RIGHT 44.48 ARC DISTANCE OF 123.83 FEET TO A POINT OF REVERSE CURVE CONCAVE TO THE EAST, HAVING A RADIUS OF 379.50 FEET, AND A CENTRAL ANGLE OF 173°39'15";  
THENCE ALONG SAID CURVE TO THE LEFT AN ARC DISTANCE OF 116.93 FEET;  
THENCE SOUTH 46°04'50" EAST A DISTANCE OF 17.10 FEET;  
THENCE SOUTH 01°18'53" EAST A DISTANCE OF 46.05 FEET;  
THENCE SOUTH 53°17'53" EAST A DISTANCE OF 27.25 FEET;  
THENCE NORTH 88°41'05" EAST A DISTANCE OF 11.27 FEET TO THE POINT OF BEGINNING;  
SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.

**EQUIPMENT & PROCEDURES**

**METHOD OF SURVEY:**  
SURVEY PERFORMED BY FIELD TRAVERSE  
**INSTRUMENTATION:**  
LEICA TS151 3" ROBOTIC ELECTRONIC TOTAL STATION  
**PRECISION:**  
MEETS OR EXCEEDS STATE STANDARDS WAC 332-130-090  
**BASIS OF BEARING:**  
THE MONUMENTED CENTERLINE OF 79TH AVE. S.E., AS THE BEARING OF N 00°21'33" W.

**LEGEND**

- SET 1/2" X 24" REBAR W/CAP STAMPED "L.S. 37536"
- EXISTING REBAR W/CAP, AS NOTED
- ⊗ FOUND CASED CONCRETE MONUMENT AS NOTED
- ⊕ RIGHT OF WAY CENTERLINE

**REFERENCES**

GROUP 4 RECORD OF SURVEY AFN 200702025002  
PLAT OF TAYLORS COURT AFN 201004155503  
PLAT OF STONEBRIER PH. 2 AFN 201409125002  
PLAT OF EAST EVERETT 5 ACRE TRACTS VOL. 5, PG. 36

**NOTES**

- 1.) THIS SURVEY HAS BEEN PREPARED FOR THE EXCLUSIVE USE OF PARTIES WHOSE NAMES APPEAR HEREON ONLY AND DOES NOT EXTEND TO ANY UNNAMED THIRD PARTIES WITHOUT EXPRESS RECAPITULATION BY THE LAND SURVEYOR.
- 2.) BOUNDARY LINES SHOWN AND CORNERS SET REPRESENT DEED LOCATIONS. OWNERSHIP LINES MAY VARY. NO GUARANTEE OF OWNERSHIP IS EXPRESSED OR IMPLIED AND DOES NOT PURPORT TO SHOW ALL EASEMENTS, RESTRICTIONS, RESERVATIONS, AND OCCUPATION WHICH MAY ENCUMBER TITLE TO OR USE OF THIS PROPERTY.

**AUDITOR'S CERTIFICATE**

FILED FOR RECORD THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015,  
AT \_\_\_\_\_ M., IN BOOK \_\_\_\_\_ OF SURVEYS, AT PAGE \_\_\_\_\_,  
\_\_\_\_\_ , AT THE REQUEST OF PACIFIC COAST SURVEYS, INC.  
COUNTY AUDITOR \_\_\_\_\_ DEPUTY COUNTY AUDITOR \_\_\_\_\_

**SURVEYOR'S CERTIFICATE**

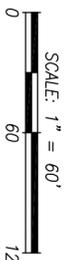
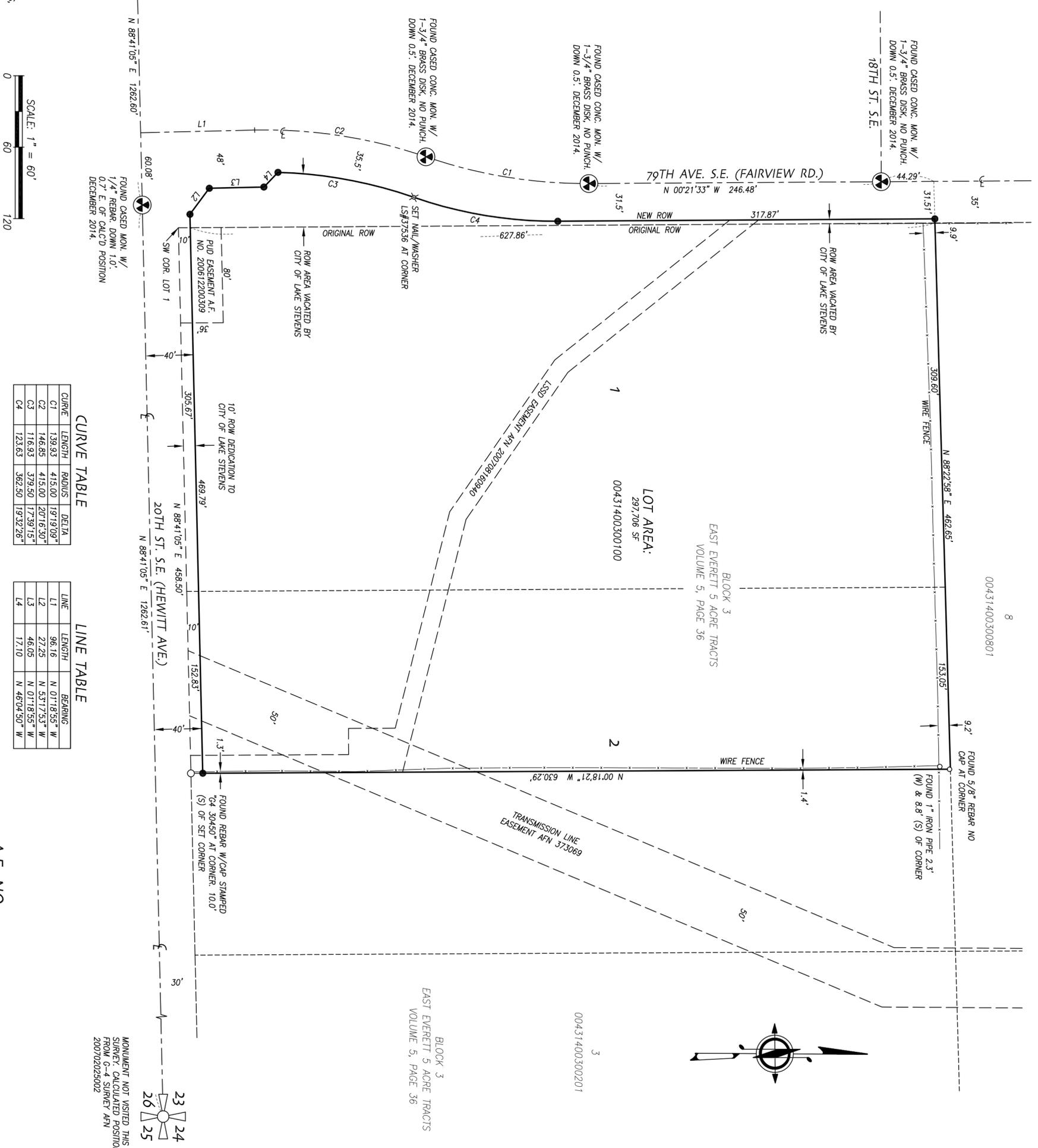
THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE SURVEY RECORDING ACT AT THE REQUEST OF MATT MONAHAN IN MAY, 2015.  
DARREN J. RIDDLE, PLS.  
REGISTRATION NO. 37536



**Pacific Coast Surveys, Inc.**  
LAND SURVEYING & MAPPING  
P.O. BOX 13619  
MILL CREEK, WA 98082  
PH. 425.508.4951 FAX 425.357.3577  
WWW.PCSURVEYS.NET

**RECORD OF SURVEY FOR:**

**MATT MONAHAN**  
DRAWN BY DATE DRAWING FILE NAME SCALE JOB NO.  
SE/4 & SW/4, SE/4, SEC.23, T.29N., R.5E., W.M., 5-14-15 1485905.DWG 1" = 60' 14-855



**CURVE TABLE**

CURVE	LENGTH	RADIUS	DELTA
C1	139.93	415.00	197.909°
C2	146.85	415.00	207.630°
C3	116.93	379.50	173.915°
C4	123.63	362.50	193.3226°

**LINE TABLE**

LINE	LENGTH	BEARING
L1	96.16	N 01°18'55" W
L2	27.25	N 53°17'53" W
L3	46.05	N 01°18'55" W
L4	17.10	N 46°04'50" W

MONUMENT NOT VISITED THIS SURVEY. CALCULATED POSITION FROM G-4 SURVEY AFN 200702025002

A.F. NO. \_\_\_\_\_

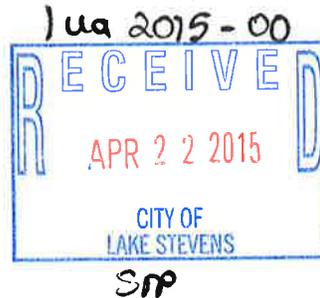
# BILL TACKITT - ROW VACATION APPLICATION

## ROW VALUATION REPORT

FOR

PORTION OF UNUSED PUBLIC RIGHT-OF-WAY  
79<sup>th</sup> Ave. SE

LAKE STEVENS, WA 98258



Prepared April 21, 2015

**Attachment 3**

**MPS55 INC**

**10515 20<sup>th</sup> ST. SE  
Lake Stevens, WA 98258**

**TABLE OF CONTENTS**

<b>FINAL VALUATION LETTER</b>	<b>1</b>
<b>VICINITY AND AERIAL MAP</b>	<b>2</b>
<b>SCHEDULE OF ASSESSED VALUE OF ABUTTING PROPERTIES</b>	<b>3</b>
<b>TAX ASSESSOR INFORMATION ON ABUTTING PROPERTIES</b>	<b>4</b>
<b>SITE PLAN DEPCITING ROW AREA TO BE VACATED</b>	<b>5</b>
<b>RECORD OF SURVEY</b>	<b>6</b>
<b>LEGAL DESCRIPTION</b>	<b>7</b>

**Attachment 3**

**MPS55 INC**  
10515 20<sup>th</sup> ST. SE  
Lake Stevens, WA 98258

April 21, 2015

City of Lake Stevens  
1812 Main Street  
Lake Stevens, WA 98258

RE: ROW VACATION AREA VALUATION  
79<sup>th</sup> Ave. S.E.

Dear Mr. Wright,

An application for Right-of-Way Vacation has been submitted to the City of Lake Stevens by Mr. Bill Tackitt for the vacation of a portion of unused Public Right-of-Way on 79<sup>th</sup> Ave. S.E.

Pacific Coast Survey, Mr. Darren Riddle P.L.S., was retained by Mr. Tackitt to draft a legal description and to prepare a Record of Survey.

Per the Record of Survey, the total square feet of ROW for which the vacation is requested is 9,126 square feet.

The Lake Stevens Municipal Code, Section 14.16C.095 provides specific procedures and requirements including methods for establishing a value for the ROW. Mr. Tackitt elected to use the assessed value of comparable abutting properties method to establish the value. Assessor Method for Valuation.

We followed the procedures set forth in the code which included identification of the abutting properties and the 2015 assessed values of those properties.

We then prepared a Tax Assessor Value for Abutting Properties Valuation Summary for the properties to determine the average assessed value. The average assessed value is Fifty Seven cents, (.57) per square foot.

The average assessed value of .57 cents was then multiplied by the total square feet of the ROW vacation area of 9,126 resulting in a total value for the ROW of Five Thousand Two Hundred Thirty One and no/100 Dollars, (\$5,231.00).

Should have any questions regarding the valuation please feel free to contact me at 425-308-5101.

**MPS55 INC.**



Patrick McCourt  
President

cc: Bill Tackitt  
Matt Monahan

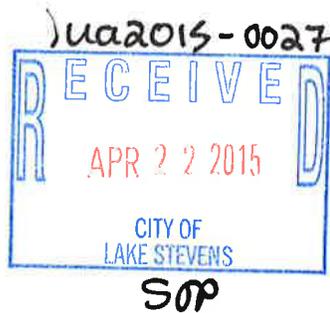
# BILL TACKITT - ROW VACATION APPLICATION

## ROW VALUATION REPORT

FOR

PORTION OF UNUSED PUBLIC RIGHT-OF-WAY  
79<sup>th</sup> Ave. SE

LAKE STEVENS, WA 98258



Prepared April 21, 2015

**Attachment**

**10515 20<sup>th</sup> ST. SE  
Lake Stevens, WA 98258**

**TABLE OF CONTENTS**

FINAL VALUATION LETTER	1
VICINITY AND AERIAL MAP	2
SCHEDULE OF ASSESSED VALUE OF ABUTTING PROPERTIES	3
TAX ASSESSOR INFORMATION ON ABUTTING PROPERTIES	4
SITE PLAN DEPCITING ROW AREA TO BE VACATED	5
RECORD OF SURVEY	6
LEGAL DESCRIPTION	7

**Attachment 3**  
**MPS55 INC**

10515 20<sup>th</sup> ST. SE  
Lake Stevens, WA 98258

April 21, 2015

City of Lake Stevens  
1812 Main Street  
Lake Stevens, WA 98258

RE: ROW VACATION AREA VALUATION  
79<sup>th</sup> Ave. S.E.

Dear Mr. Wright,

An application for Right-of-Way Vacation has been submitted to the City of Lake Stevens by Mr. Bill Tackitt for the vacation of a portion of unused Public Right-of-Way on 79<sup>th</sup> Ave. S.E.

Pacific Coast Survey, Mr. Darren Riddle P.L.S., was retained by Mr. Tackitt to draft a legal description and to prepare a Record of Survey.

Per the Record of Survey, the total square feet of ROW for which the vacation is requested is 9,126 square feet.

The Lake Stevens Municipal Code, Section 14.16C.095 provides specific procedures and requirements including methods for establishing a value for the ROW. Mr. Tackitt elected to use the assessed value of comparable abutting properties method to establish the value. Assessor Method for Valuation.

We followed the procedures set forth in the code which included identification of the abutting properties and the 2015 assessed values of those properties.

We then prepared a Tax Assessor Value for Abutting Properties Valuation Summary for the properties to determine the average assessed value. The average assessed value is Fifty Seven cents, (.57) per square foot.

The average assessed value of .57 cents was then multiplied by the total square feet of the ROW vacation area of 9,126 resulting in a total value for the ROW of Five Thousand Two Hundred Thirty One and no/100 Dollars, (\$5,231.00).

Should have any questions regarding the valuation please feel free to contact me at 425-308-5101.

**MPS55 INC.**

Patrick McCourt  
President  
cc: Bill Tackitt  
Matt Monahan

**Attachment 3**

**Valuation Summary**

**TAX ASSESSOR VALUE FOR ABUTTING PROPERTIES**

	Parcel	Owner	Acreage	Sq Ft	Land Value	Value / Sq Ft
A	431400300100	TACKITT WILLIAM D	6.66	290,110	\$201,100	\$ 0.69
<b>ADJACENT PROPERTIES*</b>						
B	00431400300801	BAUMAN ROBERT E	3.61	157,252	\$92,400	\$ 0.59
C	00431400300201	SNOHOMISH COUNTY	4.00	174,240	\$94,200	\$ 0.54
D	29052600100800	SATHER GERHARD J	2.00	87,120	\$85,100	\$ 0.98
E	29052600100700	SATHER GERHARD J	4.78	208,217	\$89,500	\$ 0.43
F	29052600100600	JONES WAYLON A	1.85	80,586	\$93,900	\$ 1.17
G	00431400300202	SNOHOMISH COUNTY	0.46	20,038	\$40,600	\$ 2.03
H	29052600101300	SNOHOMISH CO PROP MGMT	8.37	364,597	\$130,300	\$ 0.36
<b>TOTAL</b>			<b>25.07</b>	<b>1,092,049</b>	<b>\$626,000</b>	<b>\$ 0.57</b>

\* SEE ATTACHED AERIAL MAP FOR ASSESSOR PARCEL IDENTIFICATION

	Acreage	Sq Ft	Land Value	Value / Sq Ft
Area of Proposed Right of Way Vacation	0.21	9,126	\$5,231	\$ 0.57
<b>Proposed Vacated Right of Way Size and Price</b>	<b>0.21</b>	<b>9,126</b>	<b>\$5,231</b>	<b>\$ 0.57</b>

*Valuation based on average of abutting properties per E1. See below*

**Chapter 14.16C  
 LAND USE ACTIONS, PERMITS AND DETERMINATIONS - DECISION CRITERIA AND STANDARDS**

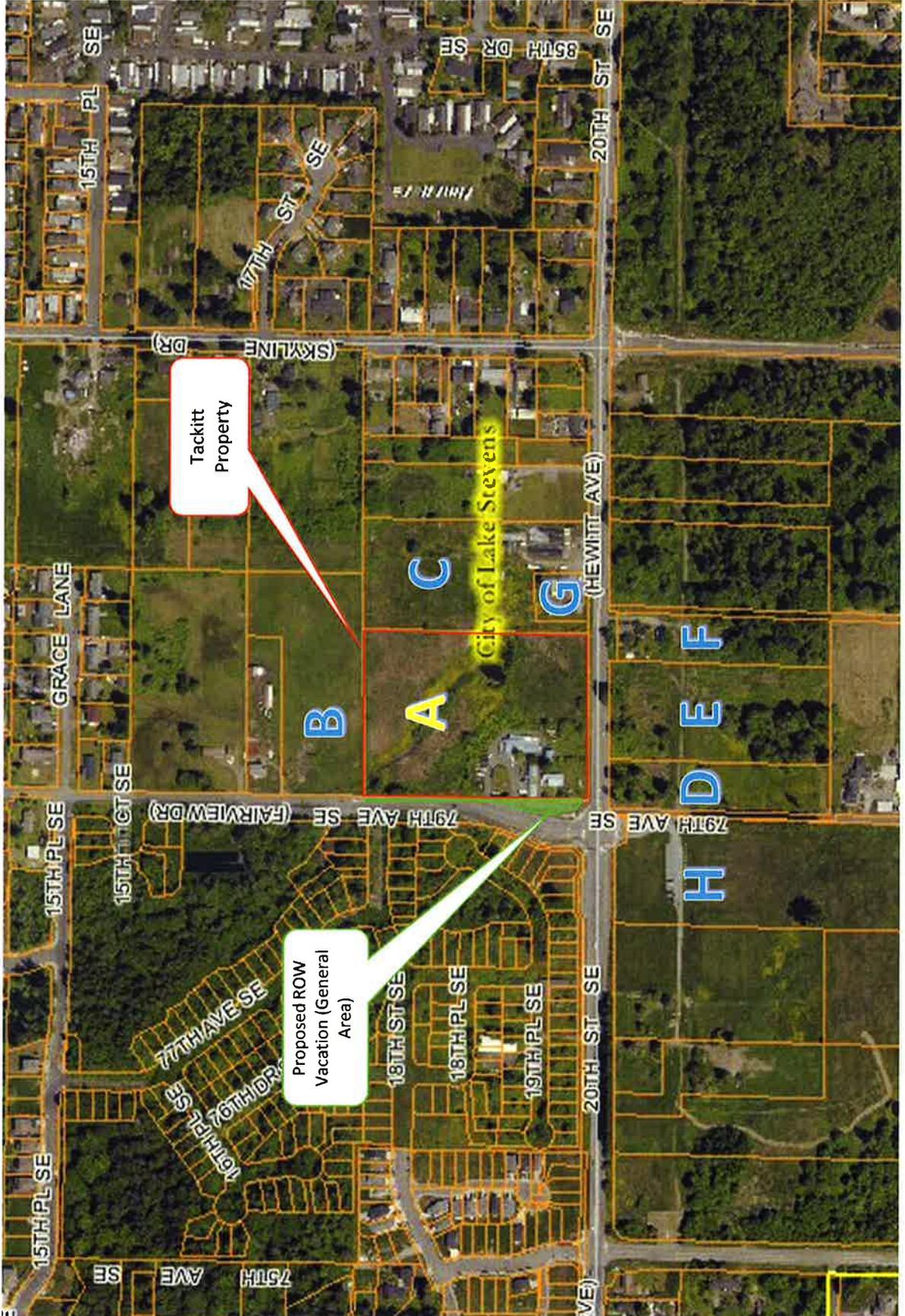
**14.16C.095 Right-of-Way Vacation.**  
 (a) The purpose of this section is to provide procedures and requirements for the vacation of public rights-of-way and streets. The owners of an interest in any real estate abutting upon any street or alley who may desire to vacate the street or alley, or any part thereof, may petition the City Council for the vacation, or the City Council may initiate, by resolution, such vacation procedure.

(e) **Appraisal.** In all cases where the City Council requires compensation for the vacated right-of-way, an appraisal of the right-of-way proposed for vacation shall be made by one or more of the following methods:

- (1) The assessed value of comparable abutting property shall be obtained from the records of the Snohomish County assessor. The average of said values, on a square foot basis, shall be applied to the right-of-way which is proposed for vacation.
- (2) The petitioner shall be required to submit a report of a professional appraiser to the City, stating the fair market value of the right-of-way proposed for vacation.
- (3) The City shall obtain a report from one or more professional appraisers stating the fair market value of the right-of-way proposed for vacation. The cost of said report or reports shall be paid by the petitioner prior to the time of the public hearing.

# TACKITT PROPERTY (TRESTLE STATION)

## ADJACENT PROPERTY IDENTIFICATION



# Printable View

A

To print this document please press



## Property Account Summary

Parcel Number	00431400300100	Property Address	1933 79TH AVE SE , LAKE STEVENS, WA 98258
---------------	----------------	------------------	---

### Parties - For changes use 'Other Property Data' menu

Role	Percent	Name	Mailing Address
Taxpayer	100	TACKITT WILLIAM D	18960 SR 2 STE 146, MONROE, WA 98272
Owner	100	TACKITT WILLIAM D	5917 EVERGREEN WAY, EVERETT, WA 98203 United States

### General Information

Property Description	EAST EVERETT 5 AC TR DIV A & B BLK 003 D-00 - LOT 1 LOT 2 W1/2
Property Category	Land and Improvements
Status	Active, Locally Assessed
Tax Code Area	00408

### Property Characteristics

Use Code	113 3 Single Family Residences
Unit of Measure	Acre(s)
Size (gross)	6.66

### Related Properties

No Values Found

### Active Exemptions

No Exemptions Found

### Installments Payable

Tax Year	Installment	Due Date	Principal	Interest, Penalties and Costs	Total Due	Cumulative Due	Select to Pay
2015	1	04/30/2015	1,858.69	0.00	1,858.69	1,858.69	<input checked="" type="radio"/>
2015	2	10/31/2015	1,858.70	0.00	1,858.70	3,717.39	<input type="radio"/>

Statement of Payable/Paid For Tax Year: 2015

### Distribution of Current Taxes

District	Rate	Amount
CITY OF LAKE STEVENS	1.54	425.94
FIRE DISTRICT 08 LAKE STEVENS	1.87	514.83
LAKE STEVENS SCHOOL DIST NO 4	4.99	1,377.60
SNO-ISLE INTERCOUNTY RURAL LIBRARY	0.47	129.19

### Attachment 3

SNOHOMISH COUNTY-CNT	1.00	275.57
STATE	2.28	628.95
LAKE STEVENS CITY WMA		359.98
SNOHOMISH CONSERVATION DISTRICT		5.33
<b>TOTALS</b>	<b>12.15</b>	<b>3,717.39</b>

#### Property Values

Value Type	Tax Year 2015	Tax Year 2014	Tax Year 2013	Tax Year 2012	Tax Year 2011
Taxable Value Regular	276,000	211,500	211,900	392,100	365,400
Exemption Amount Regular					
Market Total	276,000	211,500	211,900	392,100	365,400
Assessed Value	276,000	211,500	211,900	392,100	365,400
Market Land	201,100	145,800	145,800	311,800	278,300
Market Improvement	74,900	65,700	66,100	80,300	87,100
Personal Property					

#### Levy Rate History

Tax Year	Total Levy Rate
2014	13.074286
2013	13.819751
2012	13.250242

#### Real Property Structures

Description	Type	Year Built	More Information
1 Story	Dwelling	1961	<a href="#">View Detailed Structure Information</a>
1 Story	Dwelling	1961	<a href="#">View Detailed Structure Information</a>
1 Story	Dwelling	1970	<a href="#">View Detailed Structure Information</a>

#### Property Sales (since 7/31/1999)

Transfer Date	Receipt Date	Sales Price	Excise Number	Deed Type	Grantor (Seller)	Grantee (Buyer)	Other Parcels

#### Property Maps

Neighborhood Code	Township	Range	Section	Quarter	Parcel Map
2616000	29	05	23	SE	<a href="#">View parcel maps for this Township/Range/Section</a>

#### Receipts

Date	Receipt No.	Amount Applied
11/03/2014 00:00:00	8041010	1,565.26
04/21/2014 00:00:00	7628852	1,565.26
11/05/2013 00:00:00	7496860	1,646.86
05/03/2013 00:00:00	7229116	1,646.86
11/05/2012 00:00:00	6957782	2,780.37
05/03/2012 00:00:00	6698196	2,780.36
11/03/2011 00:00:00	6414411	2,436.96
05/02/2011 00:00:00	6149239	2,436.96
11/01/2010 00:00:00	5871804	3,434.22
04/30/2010 00:00:00	5614082	3,434.22

#### Events

Effective Date	Entry Date-Time	Type	Remarks
01/11/2011	01/11/2011 11:21:00	The situs address has changed	by sasrrg
02/01/2010	02/01/2010 15:11:00	Annexation Completed For Property	CTYLKS ORD 801 - SOUTHWEST ANNEX-added to annexation by batch process 99,133. by SASCJH

**Attachment 3**

10/31/2007	11/21/2007 15:22:00	Excise Processed	Property Transfer Filing No.: 215687, Statutory Warranty Deed 10/31/2007 by strgss
03/02/2007	03/02/2007 11:54:00	The situs address has changed	by sasrrg
08/18/2006	08/18/2006 16:22:00	Taxpayer Changed	Party/Property Relationship by strsjb

---

Developed by Manatron, Inc.  
©2005-2010 All rights reserved.  
Version 1.0.5211.18540

# Printable View

B

To print this document please press



## Property Account Summary

Parcel Number	00431400300801	Property Address	UNKNOWN UNKNOWN , UNKNOWN,
---------------	----------------	------------------	----------------------------

### Parties - For changes use 'Other Property Data' menu

Role	Percent	Name	Mailing Address
Taxpayer	100	BAUMAN ROBERT E	1703 79TH AVE SE, LAKE STEVENS, WA 98258 United States
Owner	100	BAUMAN ROBERT E	1703 79TH AVENUE S E, EVERETT, WA 98205 United States

### General Information

Property Description	EAST EVERETT 5 AC TR DIV A & B BLK 003 D-01 - LOT 8 LESS THE N 100FT OF W 435.6FT THOF
Property Category	Land and Improvements
Status	Active, Locally Assessed
Tax Code Area	00408

### Property Characteristics

Use Code	111 Single Family Residence - Detached
Unit of Measure	Acre(s)
Size (gross)	3.61

### Related Properties

No Values Found

### Active Exemptions

No Exemptions Found

### Installments Payable

Tax Year	Installment	Due Date	Principal	Interest, Penalties and Costs	Total Due	Cumulative Due	Select to Pay
2015	1	04/30/2015	572.68	0.00	572.68	572.68	<input checked="" type="radio"/>
2015	2	10/31/2015	572.68	0.00	572.68	1,145.36	<input type="radio"/>

Statement of Payable/Paid For Tax Year: 2015

### Distribution of Current Taxes

District	Rate	Amount
CITY OF LAKE STEVENS	1.54	142.60
FIRE DISTRICT 08 LAKE STEVENS	1.87	172.36
LAKE STEVENS SCHOOL DIST NO 4	4.99	461.20

**Attachment 3**

SNO-ISLE INTERCOUNTY RURAL LIBRARY	0.47	43.25
SNOHOMISH COUNTY-CNT	1.00	92.26
STATE	2.28	210.55
LAKE STEVENS CITY WMA		17.96
SNOHOMISH CONSERVATION DISTRICT		5.18
TOTALS	12.15	1,145.36

**Property Values**

Value Type	Tax Year 2015	Tax Year 2014	Tax Year 2013	Tax Year 2012	Tax Year 2011
Taxable Value Regular	92,400	92,400	130,400	211,700	234,500
Exemption Amount Regular					
Market Total	92,400	92,400	130,400	211,700	234,500
Assessed Value	92,400	92,400	130,400	211,700	234,500
Market Land	92,400	92,400	130,400	211,700	234,500
Market Improvement	0	0	0	0	0
Personal Property					

**Levy Rate History**

Tax Year	Total Levy Rate
2014	13.074286
2013	13.819751
2012	13.250242

**Real Property Structures**

Description	Type	Year Built	More Information

**Property Sales (since 7/31/1999)**

Transfer Date	Receipt Date	Sales Price	Excise Number	Deed Type	Grantor (Seller)	Grantee (Buyer)	Other Parcels

**Property Maps**

Neighborhood Code	Township	Range	Section	Quarter	Parcel Map
2616000	29	05	23	SE	<a href="#">View parcel maps for this Township/Range/Section</a>

**Receipts**

Date	Receipt No.	Amount Applied
10/28/2014 09:59:00	7907339	615.60
04/25/2014 11:46:00	7692223	615.60
10/28/2013 10:55:00	7375907	964.62
05/06/2013 00:00:00	7238115	964.62
10/22/2012 13:17:00	6793254	1,405.13
04/26/2012 13:23:00	6635842	1,405.13
10/28/2011 12:37:00	6380852	1,448.38
04/27/2011 16:35:00	6117983	1,448.37
10/27/2010 14:05:00	5784860	1,608.79
04/29/2010 11:54:00	5593916	1,608.79

**Events**

Effective Date	Entry Date-Time	Type	Remarks
02/01/2010	02/01/2010 15:11:00	Annexation Completed For Property	CTYLKS ORD 801 - SOUTHWEST ANNEX-added to annexation by batch process 99,133. by SASCJH
09/28/2006	09/28/2006	Taxpayer	Party/Property Relationship by strldd

**Attachment 3**

	08:37:00	Changed	
06/27/2001	06/27/2001 13:49:00	Annexation Completed For Property	SWRLKS RES 671 CAVALERO HILLS-annexed by LAKE STEVENS SEWER DISTRICT for 2002-Revise District Membership by sascab

---

Developed by Manatron, Inc.  
©2005-2010 All rights reserved.  
Version 1.0.5211.18540

# Printable View



To print this document please press



## Property Account Summary

Parcel Number	00431400300201	Property Address	UNKNOWN UNKNOWN , UNKNOWN,
---------------	----------------	------------------	----------------------------

### Parties - For changes use 'Other Property Data' menu

Role	Percent	Name	Mailing Address
Taxpayer	100	SNOHOMISH COUNTY	3000 ROCKEFELLER AVE M/S 607, EVERETT, WA 98201
Owner	100	SNOHOMISH COUNTY	3000 ROCKEFELLER AVE M/S 607, EVERETT, WA 98201
Mortgage Company	100	RIGHT OF WAY	3000 ROCKEFELLER AVE M/S 607, EVERETT, WA 98201

### General Information

Property Description	EAST EVERETT 5 AC TR DIV A & B BLK 003 D-01 - E1/2 LOT 2 & W1/2 LOT 3 LESS FDT S 150FT OF E 135 FT OF W 165 FT
Property Category	Land and Improvements
Status	Active, Locally Assessed
Tax Code Area	00408

### Property Characteristics

Use Code	910 Undeveloped (Vacant) Land
Unit of Measure	Acre(s)
Size (gross)	4.00

### Related Properties

No Values Found

### Active Exemptions

Government Property

### Installments Payable

Tax Year	Installment	Due Date	Principal	Interest, Penalties and Costs	Total Due	Cumulative Due	Select to Pay
2015	1	04/30/2015	228.88	0.00	228.88	228.88	<input checked="" type="radio"/>
2015	2	10/31/2015	228.88	0.00	228.88	457.76	<input type="radio"/>

Statement of Payable/Paid For Tax Year: 2015

### Distribution of Current Taxes

District	Rate	Amount
LAKE STEVENS CITY WMA		457.76

### Attachment 3

TOTALS		457.76
--------	--	--------

#### Property Values

Value Type	Tax Year 2015	Tax Year 2014	Tax Year 2013	Tax Year 2012	Tax Year 2011
Taxable Value Regular	0	0	0	0	0
Exemption Amount Regular	94,200	72,900	62,400	103,500	83,000
Market Total	94,200	72,900	62,400	103,500	83,000
Assessed Value	94,200	72,900	62,400	103,500	83,000
Market Land	94,200	72,900	62,400	103,500	83,000
Market Improvement	0	0	0	0	0
Personal Property					

#### Levy Rate History

Tax Year	Total Levy Rate
2014	13.074286
2013	13.819751
2012	13.250242

#### Real Property Structures

Description	Type	Year Built	More Information

#### Property Sales (since 7/31/1999)

Transfer Date	Receipt Date	Sales Price	Excise Number	Deed Type	Grantor (Seller)	Grantee (Buyer)	Other Parcels
11/1/2010	11/8/2010	\$0	421487	W	CHOI SUN DONG & JAY KUM	SNOHOMISH COUNTY	No
8/11/2005	8/12/2005	\$146,000	298410	W	PARK ELLEN EUN-YOUNG	CHOI SUN DONG & JAY KUM	Yes
5/13/2002	5/21/2002	\$159,000	170647	W	HEDLUND LILLIAN M, AUI WATA GLADDING	CHOI EUN Y	Yes

#### Property Maps

Neighborhood Code	Township	Range	Section	Quarter	Parcel Map
2616000	29	05	23	SE	<a href="#">View parcel maps for this Township/Range/Section</a>

#### Receipts

Date	Receipt No.	Amount Applied
04/25/2014 14:28:00	7740931	457.76
10/23/2013 14:41:00	7361922	228.88
05/13/2013 08:22:00	7249967	228.88
04/26/2013 11:37:00	7188194	0.00
10/31/2012 14:09:00	6937594	266.36
06/15/2012 13:41:00	6718785	2,829.24
04/27/2010 10:18:00	5515685	666.95

#### Events

Effective Date	Entry Date-Time	Type	Remarks
04/24/2012	04/24/2012 10:03:00	Tax Bill Recalculation	Levy Code Change for 2012 performed by strphb
12/21/2010	12/21/2010 14:13:00	Tax Bill Recalculation	Entity Tax Exemption for 2010 performed by straml
11/01/2010	11/30/2010 14:33:00	Property Assigned To Transfer/Sale	Property Assigned to Transfer/Sale. Filing No.: 421487, Statutory Warranty Deed by sasset
	11/30/2010		

**Attachment 3**

11/01/2010	09:28:00	Owner Added	Party/Property Relationship by sascaf
11/01/2010	11/30/2010 09:28:00	Owner Terminated	Party/Property Relationship by sascaf
11/01/2010	11/22/2010 10:11:00	Taxpayer Changed	Property Transfer Filing No.: 421487 11/01/2010 by strlrm
11/01/2010	11/08/2010 10:47:00	Excise Processed	Property Transfer Filing No.: 421487, Statutory Warranty Deed 11/01/2010 by strrlw
02/01/2010	02/01/2010 15:11:00	Annexation Completed For Property	CTYLKS ORD 801 - SOUTHWEST ANNEX-added to annexation by batch process 99,133. by SASCJH
08/11/2005	10/05/2005 17:24:00	Property Assigned To Transfer/Sale	Property Assigned to Transfer/Sale. Filing No.: 298410, Statutory Warranty Deed by sasmns
08/11/2005	10/05/2005 17:24:00	Owner Terminated	Property Transfer Filing No.: 298410 08/11/2005 by sasmns
08/11/2005	10/05/2005 17:24:00	Owner Added	Property Transfer Filing No.: 298410 08/11/2005 by sasmns
08/11/2005	08/17/2005 08:39:00	Taxpayer Changed	Property Transfer Filing No.: 298410 08/11/2005 by strsjb
08/11/2005	08/12/2005 13:17:00	Excise Processed	Property Transfer Filing No.: 298410, Statutory Warranty Deed 08/11/2005 by strgss
05/13/2002	07/02/2002 09:04:00	Owner Terminated	Property Transfer Filing No.: 170647 05/13/2002 by saskmo
05/13/2002	07/02/2002 09:04:00	Owner Added	Property Transfer Filing No.: 170647 05/13/2002 by saskmo
05/13/2002	07/02/2002 09:04:00	Property Assigned To Transfer/Sale	Property Assigned to Transfer/Sale. Filing No.: 170647, Statutory Warranty Deed by saskmo
05/13/2002	05/21/2002 11:28:00	Excise Processed	Property Transfer Filing No.: 170647, Statutory Warranty Deed 05/13/2002 by strrjy
05/13/2002	05/21/2002 11:28:00	Taxpayer Changed	Property Transfer Filing No.: 170647 05/13/2002 by strrjy
09/28/2001	09/28/2001 08:47:00	Taxpayer Changed	Party/Property Relationship by strsjb

# Printable View



To print this document please press



## Property Account Summary

Parcel Number	29052600100800	Property Address	UNKNOWN UNKNOWN , UNKNOWN,
---------------	----------------	------------------	----------------------------

### Parties - For changes use 'Other Property Data' menu

Role	Percent	Name	Mailing Address
Taxpayer	100	SATHER GERHARD J	212 E 8TH ST, ABERDEEN, WA 98520
Owner	100	SATHER GERHARD J	14527 21ST DR SE, MILL CREEK, WA 98012 United States

### General Information

Property Description	SEC 26 TWP 29 RGE 05 RT-5) BEG NW COR NE1/4 NE1/4 TH S 660FT TH E 132FT TH N 660FT TH W 132FT TO POB SUBJ EASE TO CITY OF EVERETT LESS N 30FT FOR CO RD
Property Category	Land and Improvements
Status	Active, Locally Assessed
Tax Code Area	00408

### Property Characteristics

Use Code	910 Undeveloped (Vacant) Land
Unit of Measure	Acre(s)
Size (gross)	2.00

### Related Properties

No Values Found
-----------------

### Active Exemptions

No Exemptions Found
---------------------

### Installments Payable

Tax Year	Installment	Due Date	Principal	Interest, Penalties and Costs	Total Due	Cumulative Due	Select to Pay
2015	1	04/30/2015	571.32	0.00	571.32	571.32	<input checked="" type="radio"/>
2015	2	10/31/2015	571.33	0.00	571.33	1,142.65	<input type="radio"/>

Statement of Payable/Paid For Tax Year:

### Distribution of Current Taxes

District	Rate	Amount
CITY OF LAKE STEVENS	1.54	131.33

**Attachment 3**

FIRE DISTRICT 08 LAKE STEVENS	1.87	158.74
LAKE STEVENS SCHOOL DIST NO 4	4.99	424.76
SNO-ISLE INTERCOUNTY RURAL LIBRARY	0.47	39.83
SNOHOMISH COUNTY-CNT	1.00	84.97
STATE	2.28	193.92
LAKE STEVENS CITY WMA		104.00
SNOHOMISH CONSERVATION DISTRICT		5.10
<b>TOTALS</b>	<b>12.15</b>	<b>1,142.65</b>

**Property Values**

Value Type	Tax Year 2015	Tax Year 2014	Tax Year 2013	Tax Year 2012	Tax Year 2011
Taxable Value Regular	85,100	84,800	71,800	108,200	124,200
Exemption Amount Regular					
Market Total	85,100	84,800	71,800	108,200	124,200
Assessed Value	85,100	84,800	71,800	108,200	124,200
Market Land	85,100	84,800	71,800	108,200	124,200
Market Improvement	0	0	0	0	0
Personal Property					

**Levy Rate History**

Tax Year	Total Levy Rate
2014	13.074286
2013	13.819751
2012	13.250242

**Real Property Structures**

Description	Type	Year Built	More Information

**Property Sales (since 7/31/1999)**

Transfer Date	Receipt Date	Sales Price	Excise Number	Deed Type	Grantor (Seller)	Grantee (Buyer)	Other Parcels
11/10/2000	11/13/2000	\$0	260352	QC	SATHER GERHARD J	LIVING TRUST OF GERHARD J SATHER	No

**Property Maps**

Neighborhood Code	Township	Range	Section	Quarter	Parcel Map
2616000	29	05	26	NE	<a href="#">View parcel maps for this Township/Range/Section</a>

**Receipts**

Date	Receipt No.	Amount Applied
11/03/2014 00:00:00	8031577	0.00
11/03/2014 00:00:00	8038350	608.90
05/02/2014 00:00:00	7770433	608.90
11/04/2013 00:00:00	7485668	550.68
05/03/2013 00:00:00	7227160	550.68
09/17/2012 10:12:00	6734606	771.39
04/09/2012 15:14:00	6509316	771.39
10/20/2011 15:50:00	6293452	830.75
02/28/2011 11:21:00	5916743	830.74
10/08/2010 15:45:00	5681829	948.57
04/19/2010 15:25:00	5436419	948.57

**Events**

Effective Date	Entry Date-Time	Type	Remarks

**Attachment 3**

02/01/2010	02/01/2010 15:11:00	Annexation Completed For Property	CTYLKS ORD 801 - SOUTHWEST ANNEX-added to annexation by batch process 99,133. by SASCJH
01/06/2006	01/06/2006 16:16:00	Taxpayer Changed	Party/Property Relationship by strsjb
07/17/2002	07/17/2002 13:31:00	Annexation Completed For Property	SWRLKS RES 688 CEDARLOFT FARMS-annexed by LAKE STEVENS SEWER DISTRICT for 2003-Revise District Membership by saslmh
03/24/2001	03/24/2001 10:42:00	Owner Added	Party/Property Relationship by sasmns

Developed by Manatron, Inc.  
 @2005-2010 All rights reserved.  
 Version 1.0.5211.18540

# Printable View

E

To print this document please press



## Property Account Summary

Parcel Number	29052600100700	Property Address	UNKNOWN UNKNOWN , UNKNOWN,
---------------	----------------	------------------	----------------------------

### Parties - For changes use 'Other Property Data' menu

Role	Percent	Name	Mailing Address
Taxpayer	100	SATHER GERHARD J	212 E 8TH ST, ABERDEEN, WA 98520
Owner	100	SATHER GERHARD J	14527 21ST DR SE, MILL CREEK, WA 98012 United States

### General Information

Property Description	SEC 26 TWP 29 RGE 05RT-4) BAAP 858FT W OF NE COR SEC TH S 660FT TH W 330FT TH N 660FT TH E TO POB LESS N 30FT THOF FOR CO RD PER QCD VOL 670 PG 435 SUBJ ESE TO CITY OF EVERETT
Property Category	Land and Improvements
Status	Active, Locally Assessed
Tax Code Area	00408

### Property Characteristics

Use Code	910 Undeveloped (Vacant) Land
Unit of Measure	Acre(s)
Size (gross)	4.78

### Related Properties

No Values Found

### Active Exemptions

No Exemptions Found

### Installments Payable

Tax Year	Installment	Due Date	Principal	Interest, Penalties and Costs	Total Due	Cumulative Due	Select to Pay
2015	1	04/30/2015	546.11	0.00	546.11	546.11	<input checked="" type="radio"/>
2015	2	10/31/2015	546.12	0.00	546.12	1,092.23	<input type="radio"/>

Statement of Payable/Paid For Tax Year:

### Distribution of Current Taxes

District	Rate	Amount

### Attachment 3

CITY OF LAKE STEVENS	1.54	138.12
FIRE DISTRICT 08 LAKE STEVENS	1.87	166.95
LAKE STEVENS SCHOOL DIST NO 4	4.99	446.72
SNO-ISLE INTERCOUNTY RURAL LIBRARY	0.47	41.89
SNOHOMISH COUNTY-CNT	1.00	89.36
STATE	2.28	203.95
SNOHOMISH CONSERVATION DISTRICT		5.24
<b>TOTALS</b>	<b>12.15</b>	<b>1,092.23</b>

#### Property Values

Value Type	Tax Year 2015	Tax Year 2014	Tax Year 2013	Tax Year 2012	Tax Year 2011
Taxable Value Regular	89,500	89,200	98,100	167,000	184,600
Exemption Amount Regular					
Market Total	89,500	89,200	98,100	167,000	184,600
Assessed Value	89,500	89,200	98,100	167,000	184,600
Market Land	89,500	89,200	98,100	167,000	184,600
Market Improvement	0	0	0	0	0
Personal Property					

#### Levy Rate History

Tax Year	Total Levy Rate
2014	13.074286
2013	13.819751
2012	13.250242

#### Real Property Structures

Description	Type	Year Built	More Information

#### Property Sales (since 7/31/1999)

Transfer Date	Receipt Date	Sales Price	Excise Number	Deed Type	Grantor (Seller)	Grantee (Buyer)	Other Parcels
11/10/2000	11/13/2000	\$0	260352	QC	SATHER GERHARD J	SATHER GERHARD J TRUSTEE	No

#### Property Maps

Neighborhood Code	Township	Range	Section	Quarter	Parcel Map
2616000	29	05	26	NE	<a href="#">View parcel maps for this Township/Range/Section</a>

#### Receipts

Date	Receipt No.	Amount Applied
11/03/2014 00:00:00	8031578	0.00
11/03/2014 00:00:00	8038351	637.73
05/02/2014 00:00:00	7770434	637.73
11/04/2013 00:00:00	7485667	732.48
05/03/2013 00:00:00	7227161	732.47
09/17/2012 10:12:00	6734606	1,161.02
04/09/2012 15:14:00	6509316	1,161.01
10/20/2011 15:50:00	6293452	1,203.21
02/28/2011 11:21:00	5916743	1,203.20
10/08/2010 15:45:00	5681829	1,331.88
04/19/2010 15:25:00	5436419	1,331.87

#### Events

Effective Date	Entry Date-Time	Type	Remarks
		Annexation	

**Attachment 3**

02/01/2010	02/01/2010 15:11:00	Completed For Property	CTYLKS ORD 801 - SOUTHWEST ANNEX-added to annexation by batch process 99,133. by SASCJH
07/17/2002	07/17/2002 13:31:00	Annexation Completed For Property	SWRLKS RES 688 CEDARLOFT FARMS-annexed by LAKE STEVENS SEWER DISTRICT for 2003-Revise District Membership by saslmh
11/10/2000	11/13/2000 16:15:00	Excise Processed	Property Transfer Filing No.: 260352, Quit Claim Deed 11/10/2000
11/10/2000	11/13/2000 16:15:00	Taxpayer Changed	Property Transfer Filing No.: 260352 11/10/2000
11/10/2000	03/24/2001 10:41:00	Owner Terminated	Property Transfer Filing No.: 260352 11/10/2000 by sasmns
11/10/2000	03/24/2001 10:41:00	Owner Added	Property Transfer Filing No.: 260352 11/10/2000 by sasmns

Developed by Manatron, Inc.  
 @2005-2010 All rights reserved.  
 Version 1.0.5211.18540

F

# Printable View

To print this document please press 

## Property Account Summary

Parcel Number	29052600100600	Property Address	8020 20TH ST SE , LAKE STEVENS, WA 98258
---------------	----------------	------------------	--

**Parties - For changes use 'Other Property Data' menu**

Role	Percent	Name	Mailing Address
Taxpayer	100	JONES WAYLON A	8020 20TH ST SE, LAKE STEVENS, WA 98258
Owner	100	JONES WAYLON A	8020 20TH ST SE, LAKE STEVENS, WA 98258 United States

**General Information**

Property Description	Section 26 Township 29 Range 05 Quarter NE - TH PTN NW1/4 NE1/4 NE1/4 SD SEC 26 DAF - BEG NE COR SD SEC 26 TH W 44 RODS (726FT) TO TPB TH S 40 RODS (660FT) TH W 8 RODS (132FT) TH N 40 RODS (660FT) TH E 8 RODS (132FT) TO POB EXC TH PTN THOF (N 30FT) LY WHN BDY OF E HEWITT AVE (CO RD) & EXC ADDL N 20FT FOR RD R/W TO SNO CO PER SWD REC UND AFN 200911090114
Property Category	Land and Improvements
Status	Active, Locally Assessed
Tax Code Area	00408

**Property Characteristics**

Use Code	111 Single Family Residence - Detached
Unit of Measure	Acre(s)
Size (gross)	1.85

**Related Properties**

No Values Found

**Active Exemptions**

No Exemptions Found

**Installments Payable**

Tax Year	Installment	Due Date	Principal	Interest, Penalties and Costs	Total Due	Cumulative Due	Select to Pay
2015	1	04/30/2015	759.44	0.00	759.44	759.44	<input checked="" type="radio"/>
2015	2	10/31/2015	759.45	0.00	759.45	1,518.89	<input type="radio"/>

Statement of Payable/Paid For Tax Year: 2015

**Distribution of Current Taxes**

### Attachment 3

District	Rate	Amount
CITY OF LAKE STEVENS	1.54	176.86
FIRE DISTRICT 08 LAKE STEVENS	1.87	213.77
LAKE STEVENS SCHOOL DIST NO 4	4.99	572.00
SNO-ISLE INTERCOUNTY RURAL LIBRARY	0.47	53.64
SNOHOMISH COUNTY-CNT	1.00	114.42
STATE	2.28	261.15
LAKE STEVENS CITY WMA		121.96
SNOHOMISH CONSERVATION DISTRICT		5.09
<b>TOTALS</b>	<b>12.15</b>	<b>1,518.89</b>

#### Property Values

Value Type	Tax Year 2015	Tax Year 2014	Tax Year 2013	Tax Year 2012	Tax Year 2011
Taxable Value Regular	114,600	130,300	119,300	154,000	158,600
Exemption Amount Regular					
Market Total	114,600	130,300	119,300	154,000	158,600
Assessed Value	114,600	130,300	119,300	154,000	158,600
Market Land	93,900	90,300	77,000	99,900	117,300
Market Improvement	20,700	40,000	42,300	54,100	41,300
Personal Property					

#### Levy Rate History

Tax Year	Total Levy Rate
2014	13.074286
2013	13.819751
2012	13.250242

#### Real Property Structures

Description	Type	Year Built	More Information
1 Story	Dwelling	1926	<a href="#">View Detailed Structure Information</a>

#### Property Sales (since 7/31/1999)

Transfer Date	Receipt Date	Sales Price	Excise Number	Deed Type	Grantor (Seller)	Grantee (Buyer)	Other Parcels
1/19/2005	1/21/2005	\$0	293729	QC	JONES MARTHA LOUISE	JONES WAYLON A	No
4/16/2001	5/10/2001	\$0	264419	QC	JONES MONTIE L	JONES MARTHA LOUISE	No

#### Property Maps

Neighborhood Code	Township	Range	Section	Quarter	Parcel Map
2616000	29	05	26	NE	<a href="#">View parcel maps for this Township/Range/Section</a>

#### Receipts

Date	Receipt No.	Amount Applied
11/14/2014 10:42:00	8057500	924.48
06/05/2014 00:00:00	7800654	1,041.83
05/28/2014 00:00:00	7798858	0.00
04/29/2013 09:04:00	7190362	1,775.75
03/02/2012 00:00:00	6453120	2,167.59
04/01/2011 13:41:00	5936385	2,085.65
03/30/2010 10:08:00	5408676	2,370.62

#### Events

Effective Date	Entry Date-Time	Type	Remarks
	02/05/2010	Tax Bill	

**Attachment 3**

02/05/2010	14:33:00	Recalculation	Value Modification for 2009 performed by straml
02/01/2010	02/01/2010 15:11:00	Annexation Completed For Property	CTYLKS ORD 801 - SOUTHWEST ANNEX-added to annexation by batch process 99,133. by SASCJH
12/14/2009	12/14/2009 09:21:00	Value Modification	Type: Value Change Due to Segregation/Merger, Status: Approved, Tax Year: 2009 by sassls
12/14/2009	12/14/2009 09:20:00	Value Modification	Type: Value Change Due to Segregation/Merger, Status: Approved, Tax Year: 2010 by sassls
12/08/2009	12/08/2009 08:28:00	Value Modification	Type: Value Change Due to Segregation/Merger, Status: Under Review, Tax Year: 2010 by sassls
12/08/2009	12/08/2009 08:25:00	Value Modification	Type: Value Change Due to Segregation/Merger, Status: Under Review, Tax Year: 2009 by sassls
12/03/2009	12/03/2009 14:44:00	Property Characteristic Changed	Size (gross) changed from 2.00 to 1.85 in 2010 by sassls
12/03/2009	12/03/2009 14:44:00	Property Characteristic Changed	Surface Water Units changed from 2.00 to 1.85 in 2010 by sassls
12/03/2009	12/03/2009 14:44:00	Property Characteristic Changed	2009 Size (gross) changed from 2.00 to 1.85 by sassls
12/03/2009	12/03/2009 14:44:00	Property Characteristic Changed	2009 Surface Water Units changed from to 1.85 by sassls
11/04/2009	11/09/2009 10:04:00	Excise Processed	Property Transfer Filing No.: 225862, Statutory Warranty Deed 11/04/2009 by strgss
01/19/2005	02/01/2005 16:57:00	Owner Terminated	Property Transfer Filing No.: 293729 01/19/2005 by sasmns
01/19/2005	02/01/2005 16:57:00	Owner Added	Property Transfer Filing No.: 293729 01/19/2005 by sasmns
01/19/2005	01/21/2005 15:02:00	Taxpayer Changed	Property Transfer Filing No.: 293729 01/19/2005 by strbjp
01/19/2005	01/21/2005 15:02:00	Excise Processed	Property Transfer Filing No.: 293729, Quit Claim Deed 01/19/2005 by strbjp
07/17/2002	07/17/2002 13:31:00	Annexation Completed For Property	SWRLKS RES 688 CEDARLOFT FARMS-annexed by LAKE STEVENS SEWER DISTRICT for 2003-Revise District Membership by saslmh
04/16/2001	06/06/2001 11:44:00	Owner Terminated	Property Transfer Filing No.: 264419 04/16/2001 by sasmns
04/16/2001	06/06/2001 11:44:00	Owner Added	Property Transfer Filing No.: 264419 04/16/2001 by sasmns
04/16/2001	05/10/2001 13:24:00	Excise Processed	Property Transfer Filing No.: 264419, Quit Claim Deed 04/16/2001 by strgss
04/16/2001	05/10/2001 13:24:00	Taxpayer Changed	Property Transfer Filing No.: 264419 04/16/2001 by strgss

# Printable View



To print this document please press



## Property Account Summary

Parcel Number	00431400300202	Property Address	8021 20TH ST SE , LAKE STEVENS, WA 98258
---------------	----------------	------------------	--

### Parties - For changes use 'Other Property Data' menu

Role	Percent	Name	Mailing Address
Taxpayer	100	SNOHOMISH COUNTY	3000 ROCKEFELLER AVE M/S 607, EVERETT, WA 98201
Owner	100	SNOHOMISH COUNTY	3000 ROCKEFELLER AVE M/S 607, EVERETT, WA 98201
Mortgage Company	100	RIGHT OF WAY	3000 ROCKEFELLER AVE M/S 607, EVERETT, WA 98201

### General Information

Property Description	EAST EVERETT 5 AC TR DIV A & B BLK 003 D-02 - S 150 FT OF E 135 FT OF W 165 FT OFFDT E1/2 OF LOT 2 & W1/2 LOT 3
Property Category	Land and Improvements
Status	Active, Locally Assessed
Tax Code Area	00408

### Property Characteristics

Use Code	111 Single Family Residence - Detached
Unit of Measure	Acre(s)
Size (gross)	0.46

### Related Properties

No Values Found

### Active Exemptions

Government Property

### Installments Payable

Tax Year	Installment	Due Date	Principal	Interest, Penalties and Costs	Total Due	Cumulative Due	Select to Pay
2015	1	04/30/2015	60.98	0.00	60.98	60.98	<input checked="" type="radio"/>
2015	2	10/31/2015	60.98	0.00	60.98	121.96	<input type="radio"/>

Statement of Payable/Paid For Tax Year:

### Distribution of Current Taxes

District	Rate	Amount
LAKE STEVENS CITY WMA		121.96

### Attachment 3

TOTALS		121.96
--------	--	--------

#### Property Values

Value Type	Tax Year 2015	Tax Year 2014	Tax Year 2013	Tax Year 2012	Tax Year 2011
Taxable Value Regular	0	0	0	0	0
Exemption Amount Regular	138,700	127,100	129,000	162,300	149,800
Market Total	138,700	127,100	129,000	162,300	149,800
Assessed Value	138,700	127,100	129,000	162,300	149,800
Market Land	40,600	30,800	26,000	44,800	35,500
Market Improvement	98,100	96,300	103,000	117,500	114,300
Personal Property					

#### Levy Rate History

Tax Year	Total Levy Rate
2014	13.074286
2013	13.819751
2012	13.250242

#### Real Property Structures

Description	Type	Year Built	More Information
1 Story w/Basement	Dwelling	1934	<a href="#">View Detailed Structure Information</a>

#### Property Sales (since 7/31/1999)

Transfer Date	Receipt Date	Sales Price	Excise Number	Deed Type	Grantor (Seller)	Grantee (Buyer)	Other Parcels
11/1/2010	11/8/2010	\$0	421487	W	CHOI SUN DONG & JAY KUM	SNOHOMISH COUNTY	No
8/11/2005	8/12/2005	\$146,000	298410	W	PARK ELLEN EUN-YOUNG	CHOI SUN DONG & JAY KUM	Yes
5/13/2002	5/21/2002	\$159,000	170647	W	HEDLUND LILLIAN M, AUI WATA GLAD1706	CHOI EUN Y	Yes

#### Property Maps

Neighborhood Code	Township	Range	Section	Quarter	Parcel Map
2616000	29	05	23	SE	<a href="#">View parcel maps for this Township/Range/Section</a>

#### Receipts

Date	Receipt No.	Amount Applied
04/25/2014 14:28:00	7740931	121.96
10/23/2013 14:41:00	7361922	60.98
05/13/2013 08:22:00	7249967	60.98
04/26/2013 11:37:00	7188194	0.00
10/31/2012 14:09:00	6937594	60.98
07/05/2012 15:20:00	6721866	1,072.62
04/27/2010 10:18:00	5515685	952.37

#### Events

Effective Date	Entry Date-Time	Type	Remarks
01/11/2011	01/11/2011 11:21:00	The situs address has changed	by sasrrg
12/21/2010	12/21/2010 14:14:00	Tax Bill Recalculation	Entity Tax Exemption for 2010 performed by straml
11/01/2010	11/30/2010 14:33:00	Property Assigned To Transfer/Sale	Property Assigned to Transfer/Sale. Filing No.: 421487, Statutory Warranty Deed by sasset
	11/30/2010		

**Attachment 3**

11/01/2010	09:27:00	Owner Added	Party/Property Relationship by sascaf
11/01/2010	11/30/2010 09:27:00	Owner Terminated	Party/Property Relationship by sascaf
11/01/2010	11/22/2010 10:11:00	Taxpayer Changed	Property Transfer Filing No.: 421487 11/01/2010 by strlrm
11/01/2010	11/08/2010 10:47:00	Excise Processed	Property Transfer Filing No.: 421487, Statutory Warranty Deed 11/01/2010 by strrlw
02/01/2010	02/01/2010 15:11:00	Annexation Completed For Property	CTYLKS ORD 801 - SOUTHWEST ANNEX-added to annexation by batch process 99,133. by SASCJH
08/11/2005	10/05/2005 17:24:00	Property Assigned To Transfer/Sale	Property Assigned to Transfer/Sale. Filing No.: 298410, Statutory Warranty Deed by sasmns
08/11/2005	10/05/2005 17:24:00	Owner Added	Property Transfer Filing No.: 298410 08/11/2005 by sasmns
08/11/2005	10/05/2005 17:24:00	Owner Terminated	Property Transfer Filing No.: 298410 08/11/2005 by sasmns
08/11/2005	08/17/2005 08:39:00	Taxpayer Changed	Property Transfer Filing No.: 298410 08/11/2005 by strsjb
08/11/2005	08/12/2005 13:17:00	Excise Processed	Property Transfer Filing No.: 298410, Statutory Warranty Deed 08/11/2005 by strgss
05/13/2002	07/02/2002 09:04:00	Owner Added	Property Transfer Filing No.: 170647 05/13/2002 by saskmo
05/13/2002	07/02/2002 09:04:00	Owner Terminated	Property Transfer Filing No.: 170647 05/13/2002 by saskmo
05/13/2002	07/02/2002 09:04:00	Property Assigned To Transfer/Sale	Property Assigned to Transfer/Sale. Filing No.: 170647, Statutory Warranty Deed by saskmo
05/13/2002	05/21/2002 11:28:00	Taxpayer Changed	Property Transfer Filing No.: 170647 05/13/2002 by strrjy
05/13/2002	05/21/2002 11:28:00	Excise Processed	Property Transfer Filing No.: 170647, Statutory Warranty Deed 05/13/2002 by strrjy
12/15/2001	12/15/2001 15:46:00	Value Modification	Type: Value Change S/C Back Year, Status: Approved, Tax Year: 1996 by sasdks
12/15/2001	12/15/2001 15:45:00	Tax Code Area Change	Property Maintenance Changed TCA from 03194 TO 03162 for tax year 1996. by sasdks

H

# Printable View

To print this document please press 

## Property Account Summary

Parcel Number	29052600101300	Property Address	UNKNOWN UNKNOWN , UNKNOWN,
---------------	----------------	------------------	----------------------------

**Parties - For changes use 'Other Property Data' menu**

Role	Percent	Name	Mailing Address
Taxpayer	100	SNOHOMISH CO PROP MGMT	3000 ROCKEFELLER AVE M/S 404, EVERETT, WA 98201
Owner	100	SNOHOMISH CO PROP MGMT	3000 ROCKEFELLER AVE M/S 404, EVERETT, WA 98201
Mortgage Company	100	PARKS	3000 ROCKEFELLER AVE, M/S 404, EVERETT, WA 98201

**General Information**

Property Description	Section 26 Township 29 Range 05 Quarter NE - E1/2 E1/2 NW1/4 NE1/4 SD SEC 26 EXC N 30FT & EXC E 20FT THOF & EXC ADDL NLY PTN TO SNO CO FOR RD R/W PER SNO CO COUNCIL MOTION NO 10-385 PASSED AUG. 18, 2010
Property Category	Land and Improvements
Status	Active, Locally Assessed
Tax Code Area	00408

**Property Characteristics**

Use Code	910 Undeveloped (Vacant) Land
Unit of Measure	Acre(s)
Size (gross)	8.37

**Related Properties**

No Values Found

**Active Exemptions**

Government Property

No Taxes Owed at this Time. No Charges are currently due.

No Charge Amounts can be reported because no taxes are due for the year this application is processing. No Charge Amounts are due for this property. If you believe this is incorrect, please contact a Property Support Specialist.

Statement of Payable/Paid For Tax Year:

**Attachment 3**

<b>Distribution of Current Taxes</b>		
District	Rate	Amount
LAKE STEVENS CITY WMA		957.86
<b>TOTALS</b>		<b>957.86</b>

<b>Property Values</b>					
Value Type	Tax Year 2015	Tax Year 2014	Tax Year 2013	Tax Year 2012	Tax Year 2011
Taxable Value Regular	0	0	0	0	0
Exemption Amount Regular	130,300	130,100	186,800	373,200	416,800
Market Total	130,300	130,100	186,800	373,200	416,800
Assessed Value	130,300	130,100	186,800	373,200	416,800
Market Land	130,300	130,100	186,800	373,200	416,800
Market Improvement	0	0	0	0	0
Personal Property					

<b>Levy Rate History</b>	
Tax Year	Total Levy Rate
2014	13.074286
2013	13.819751
2012	13.250242

<b>Real Property Structures</b>			
Description	Type	Year Built	More Information

<b>Property Sales (since 7/31/1999)</b>							
Transfer Date	Receipt Date	Sales Price	Excise Number	Deed Type	Grantor (Seller)	Grantee (Buyer)	Other Parcels
7/31/2002	8/26/2002	\$0	172613	QC	VENTURE PACIFIC PARTNERS INC	VENTURE PACIFIC PARTNERS INC	No
7/31/2002	8/26/2002	\$0	172614	QC	CAVALERO HILL LLC	CAVALERO HILL LLC	No
6/22/2001	6/29/2001	\$1,400,000	460456	W	CAVALERO HILL LLC, A WA LLC	SNOHOMISH CO PROPERTY MGMT	No

<b>Property Maps</b>						
Neighborhood Code	Township	Range	Section	Quarter	Parcel Map	
2616000	29	05	26	NE	<a href="#">View parcel maps for this Township/Range/Section</a>	

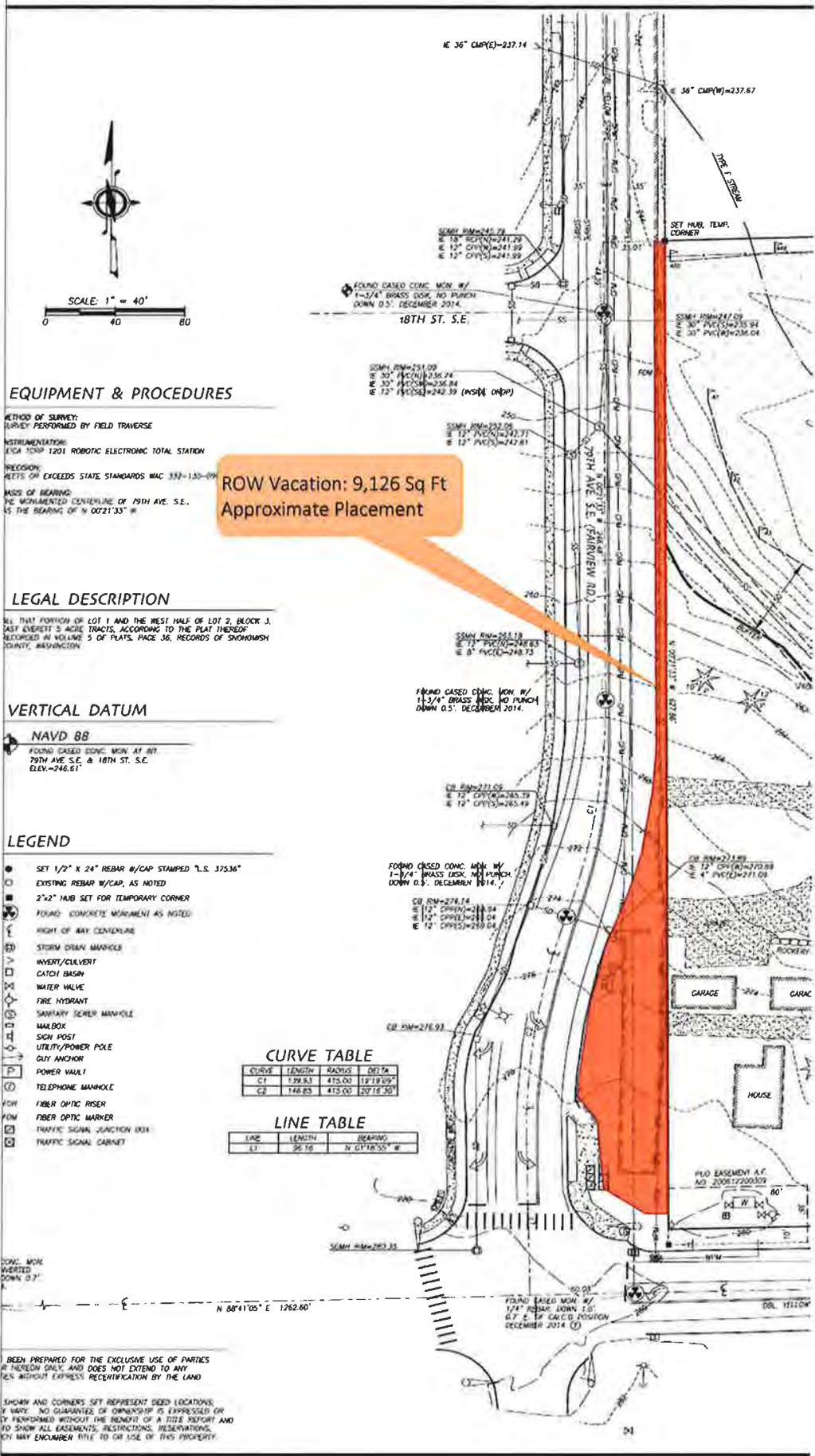
<b>Receipts</b>		
Date	Receipt No.	Amount Applied
04/07/2015 00:00:00	8109879	957.86
04/23/2014 09:56:00	7644738	957.86
04/22/2013 00:00:00	7070149	957.86
05/04/2012 09:52:00	6700289	957.86
04/13/2011 09:49:00	5949686	978.77
04/23/2010 10:54:00	5508631	122.00

<b>Events</b>			
Effective Date	Entry Date-Time	Type	Remarks
10/15/2010	10/15/2010	Value Modification	Type: Value Change Due to Segregation/Merger, Status:

**Attachment 3**

	14:09:00		Approved, Tax Year: 2011 by sassls
10/13/2010	10/13/2010 10:14:00	Value Modification	Type: Value Change Due to Segregation/Merger, Status: Under Review, Tax Year: 2011 by sassls
10/08/2010	10/08/2010 11:54:00	Property Characteristic Changed	Size (gross) changed from 9.18 to 8.37 in 2011 by sassls
10/08/2010	10/08/2010 11:54:00	Property Characteristic Changed	Surface Water Units changed from 9.18 to 8.37 in 2011 by sassls
10/08/2010	10/08/2010 11:54:00	Property Characteristic Changed	Size (gross) changed from 9.18 to 8.37 in 2010 by sassls
10/08/2010	10/08/2010 11:54:00	Property Characteristic Changed	Surface Water Units changed from 9.18 to 8.37 in 2010 by sassls
04/20/2010	04/20/2010 16:21:00	Tax Bill Recalculation	Manual SWM Charge for 2010 performed by strbls
02/01/2010	02/01/2010 15:11:00	Annexation Completed For Property	CTYLKS ORD 801 - SOUTHWEST ANNEX-added to annexation by batch process 99,133. by SASCJH
07/31/2002	10/10/2002 16:50:00	Property Assigned To Transfer/Sale	Property Assigned to Transfer/Sale. Filing No.: 172614, Quit Claim Deed by sasceh
07/31/2002	10/10/2002 16:49:00	Property Assigned To Transfer/Sale	Property Assigned to Transfer/Sale. Filing No.: 172613, Quit Claim Deed by sasceh
07/31/2002	08/26/2002 14:39:00	Excise Processed	Property Transfer Filing No.: 172614, Quit Claim Deed 07/31/2002 by strplv
07/31/2002	08/26/2002 14:35:00	Excise Processed	Property Transfer Filing No.: 172613, Quit Claim Deed 07/31/2002 by strplv
07/13/2001	07/13/2001 11:56:00	Owner Added	Party/Property Relationship by strrlw
07/13/2001	07/13/2001 11:55:00	Taxpayer Changed	Party/Property Relationship by strrlw
07/12/2001	07/13/2001 11:56:00	Owner Terminated	Party/Property Relationship by strrlw
06/22/2001	06/29/2001 10:51:00	Excise Processed	Property Transfer Filing No.: 460456, Statutory Warranty Deed 06/22/2001 by strrjy
06/22/2001	06/29/2001 10:51:00	Taxpayer Changed	Property Transfer Filing No.: 460456 06/22/2001 by strrjy

# Attachment 3



### EQUIPMENT & PROCEDURES

METHOD OF SURVEY:  
 SURVEY PERFORMED BY FIELD TRAVERSE

INSTRUMENTATION:  
 LEICA TOPCON 1201 ROBOTIC ELECTRONIC TOTAL STATION

PRECISION:  
 MEETS OR EXCEEDS STATE STANDARDS MAC 339-130-09

MARKS OF BEARING:  
 THE MONUMENTED CENTERLINE OF 79TH AVE. S.E.  
 IS THE BEARING OF N 00°21'33" W

**ROW Vacation: 9,126 Sq Ft  
 Approximate Placement**

### LEGAL DESCRIPTION

ALL THAT PORTION OF LOT 1 AND THE WEST HALF OF LOT 2, BLOCK 3,  
 EAST EVERETT 5 ACRE TRACTS, ACCORDING TO THE PLAT THEREOF  
 RECORDED IN VOLUME 5 OF PLATS, PAGE 36, RECORDS OF SHOSHONE  
 COUNTY, WASHINGTON.

### VERTICAL DATUM

**NAVD 88**  
 FOUND BASED CONC. MON. AT INT.  
 79TH AVE S.E. & 18TH ST. S.E.  
 ELEV. -246.61'

### LEGEND

- SET 1/2" X 24" REBAR W/CAP STAMPED "L.S. 37536"
- EXISTING REBAR W/CAP, AS NOTED
- 2"x2" HAUB SET FOR TEMPORARY CORNER
- ⊙ FOUND: CONCRETE MONUMENT AS NOTED
- ⊕ HIGH OF WAY CENTERLINE
- ⊖ STORM DRAIN MANHOLE
- ⊗ INVERT/CULVERT
- ⊘ CATCH BASIN
- ⊙ WATER VALVE
- ⊕ FIRE HYDRANT
- ⊖ SANITARY SEWER MANHOLE
- ⊗ MAILBOX
- ⊘ SIGN POST
- ⊕ UTILITY/POWER POLE
- ⊖ GUY ANCHOR
- ⊗ POWER VAULT
- ⊘ TELEPHONE MANHOLE
- ⊕ FIBER OPTIC RISER
- ⊖ FIBER OPTIC MARKER
- ⊗ TRAFFIC SIGNAL JUNCTION BOX
- ⊘ TRAFFIC SIGNAL CABINET

### CURVE TABLE

CURVE	LENGTH	RADIUS	DEG/ST
CT	139.61	475.00	19°19'09"
CE	146.83	475.00	20°18'30"

### LINE TABLE

LINE	LENGTH	BEARING
LT	36.16	N 01°18'55" W

BEEN PREPARED FOR THE EXCLUSIVE USE OF PARTIES  
 IN THEREON ONLY, AND DOES NOT EXTEND TO ANY  
 RES WITHOUT EXPRESS RECONCILIATION BY THE LAND

SHOWN AND CORNERS SET REPRESENT DEED LOCATIONS,  
 IF ANY. NO GUARANTEE OF OWNERSHIP IS EXPRESSED OR  
 IMPLIED WITHOUT THE BENEFIT OF A TITLE REPORT AND  
 TO SHOW ALL EASEMENTS, RESTRICTIONS, RESERVATIONS,  
 ETC. MAY ENCUMBER TITLE TO OR USE OF THIS PROPERTY.



## EXHIBIT "A"

79<sup>th</sup> Avenue S.E. ROW Vacation

THAT PORTION OF THE SOUTHEAST QUARTER OF SECTION 23, TOWNSHIP 29 NORTH, RANGE 5 EAST, W.M., DESCRIBED AS FOLLOWS;

COMMENCING AT THE SOUTHWEST CORNER OF LOT 1, BLOCK 3, PLAT OF EAST EVERETT 5 ACRE TRACTS, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 5 OF PLATS, PAGE 36, RECORDS OF SNOHOMISH COUNTY, WASHINGTON; THENCE NORTH 00°21'33" WEST ALONG THE WEST LINE OF SAID LOT 1 A DISTANCE OF 10.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 00°21'33" WEST ALONG SAID WEST LINE A DISTANCE OF 627.86 FEET TO THE NORTHWEST CORNER OF SAID LOT 1; THENCE SOUTH 88°22'58" WEST A DISTANCE OF 3.50 FEET; THENCE SOUTH 00°21'33" EAST PARALLEL WITH SAID WEST LINE OF LOT 1 A DISTANCE OF 317.87 FEET TO A POINT OF CURVE CONCAVE TO THE WEST, HAVING A RADIUS OF 362.50 FEET, AND A CENTRAL ANGLE OF 19°32'26"; THENCE ALONG SAID CURVE TO THE RIGHT AN ARC DISTANCE OF 123.63 FEET TO A POINT OF REVERSE CURVE CONCAVE TO THE EAST, HAVING A RADIUS OF 379.50 FEET, AND A CENTRAL ANGLE OF 17°39'15"; THENCE ALONG SAID CURVE TO THE LEFT AN ARC DISTANCE OF 116.93; THENCE SOUTH 46°04'50" EAST A DISTANCE OF 17.10 FEET; THENCE SOUTH 01°18'55" EAST A DISTANCE OF 46.05 FEET; THENCE SOUTH 53°17'53" EAST A DISTANCE OF 27.25 FEET; THENCE NORTH 88°41'05" EAST A DISTANCE OF 11.27 FEET TO THE POINT OF BEGINNING;

SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.

CONTAINING 9,126 SQUARE FEET



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** May 26, 2015

**Subject:** Sign Code Fee Comparison

<b>Contact</b>	Rebecca Ableman McCrary	<b>Budget</b>	0
<b>Person/Department:</b>	Planning and Community Development Director	<b>Impact:</b>	

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:**

This information is being presented at the request of Council.

**SUMMARY:**

Council requested a comparison of the City’s sign permit fees with other jurisdictions in response to questions regarding these fees. Staff’s research indicates Lake Stevens fee for a sign permit is competitive.

**BACKGROUND:**

The City’s land use and permit fees were adjusted in 2009 based on a time and cost analysis performed by the Finance Director at that time. The fees are intended to recover staff review time and other administrative costs associated with permit processing.

In 2010, the City adopted more streamlined permit processing regulations and made fee adjustments to be consistent with the new system. Minor changes have been made to the fees resolution since then.

**DISCUSSION:**

Staff research included information obtained online, discussion with other jurisdictions, and interviews with two sign companies. The jurisdictions chosen were Lake Stevens neighboring communities, other Snohomish County cities, a King County city and a Skagit County city. A typical raceway wall sign was used for comparison such as shown here.



The table below shows the majority of jurisdictions surveyed use the building permit process for sign permitting. Under this system, there is a valuation table with a sliding fee scale and includes a separate plan check fee. In some cases there are additional fees.

Lake Stevens fees are structured as a flat rate and are based on the amount of staff time to process the permit with the exception of a new large free standing sign. Those signs require structural review and a more extensive inspection regimen and are therefore treated as a Building Permit. The flat fee system is more predictable for applicants.

CITY	PERMIT FEE*	PLAN REVIEW	COMMENTS	PERMIT	PLAN REVIEW	TOTAL
<b>Arlington</b>	Based on valuation	n/a		\$ 167.25	\$ -	\$ 167.25
<b>Bothell</b>	Based on valuation	65% of permit fee	Land Use fee of \$144	\$ 167.25	\$ 108.71	\$ 419.96
<b>Everett</b>	Based on valuation	60% of permit fee		\$ 167.25	\$ 100.35	\$ 267.60
<b>Marysville</b>	Based on valuation	65% of permit fee		\$ 167.25	\$ 108.71	\$ 275.96
<b>Mill Creek</b>	Based on valuation	65% of permit fee		\$ 167.25	\$ 108.71	\$ 275.96
<b>Mt. Vernon</b>	Based on valuation	65% of permit fee		\$ 167.25	\$ 108.71	\$ 275.96
<b>Snohomish</b>	Based on valuation	75% of permit fee	\$50 base fee	\$ 167.25	\$ 125.44	\$ 342.69
<b>Woodinville</b>	Flat fee	Flat fee	Portable Sign \$110 + annual \$27 renewal fee	\$ 191.00	\$ 114.00	\$ 305.00

<b>Lake Stevens**</b>	Flat fee	Flat fee	\$50 for each additional sign	\$ 150.00	\$ -	\$ 150.00
-----------------------	----------	----------	-------------------------------	-----------	------	-----------

\*Average raceway wall sign valued at \$6k + \$2k to install = \$8k valuation

\*\*Building Permit Fee based on valuation plus plan check fee of 85% for free standing signs that require footings and structural review

---

**APPLICABLE CITY POLICIES:**

Jurisdictions generally use a permit fees system based on cost recovery. The City of Lake Stevens Economic Development Goals support ensuring development costs that can be controlled by the City are appropriate and competitive.

---

**BUDGET IMPACT:**

None at this time.