



**Lake Stevens City Council Regular Meeting Agenda**

**October 27, 2014**

* ITEMS ATTACHED	** ITEMS PREVIOUSLY DISTRIBUTED	# ITEMS TO BE DISTRIBUTED
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**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  
 2014**

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	10/15/2014	\$141,280.16
Payroll Checks	37549-37550	\$6,541.39
Tax Deposit(s)	10/15/2014	\$60,210.26
Electronic Funds Transfers	ACH	\$3,684.45
Claims	37551-37599	\$32,500.75
Void Checks	37307	(\$215.73)
Total Vouchers Approved:		\$244,001.28

**This 27th day of October 2014:**

\_\_\_\_\_  
 Mayor

\_\_\_\_\_  
 Councilmember

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

\_\_\_\_\_  
 Councilmember

\_\_\_\_\_  
 Councilmember

\_\_\_\_\_  
 Councilmember



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**Accounts Payable Checks and EFTs for period of 10/14/2014 to 10/27/2014**

Invoice	AccountCode	Account Description	Item Description	Amount	
<b>Dept of Revenue</b>			<b>Check 0</b>	<b>10/23/2014</b>	<b>\$126.99</b>
Sept 2014	001-004-514-23-31-00	FI-Office Supplies	Q3 2014 Excise taxes	\$4.26	
Sept 2014	001-013-518-90-49-06	GG-Excise Tax	Q3 2014 Excise taxes	\$122.73	
<b>Nationwide Retirement Solution</b>			<b>Check 0</b>	<b>10/23/2014</b>	<b>\$1,150.00</b>
10/15/14	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-Nationwide	\$1,150.00	
<b>Washington State Support Registry</b>			<b>Check 0</b>	<b>10/23/2014</b>	<b>\$402.46</b>
10/15/14	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Child Support	\$402.46	
<b>EFTPS Electronic Federal Tax Pmt System</b>			<b>Check 0</b>	<b>10/23/2014</b>	<b>\$60,210.26</b>
10/15/2014	001-000-281-00-00-00	Payroll Liability Taxes	Employee/Employer paid Federal Taxes 10/15/14	\$60,210.26	
<b>Dept of Retirement (Deferred Comp)</b>			<b>Check 0</b>	<b>10/23/2014</b>	<b>\$2,005.00</b>
10/15/14	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-State Deferred Comp	\$2,005.00	
<b>Lake Stevens Police Guild</b>			<b>Check 37551</b>	<b>10/14/2014</b>	<b>\$952.00</b>
10/15/14	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Union Dues	\$952.00	
<b>Business Card</b>			<b>Check 37552</b>	<b>10/22/2014</b>	<b>\$2,494.11</b>
10/14 2772	001-002-513-11-43-00	AD-Travel & Meetings	Chamber meeting	\$10.00	
10/14 2772	001-002-513-11-43-00	AD-Travel & Meetings	Chamber meeting	\$10.00	
10/14 2772	001-002-513-11-43-00	AD-Travel & Meetings	Sewer meeting	\$23.07	
10/14 4268	001-004-514-23-43-00	FI-Travel & Meetings	Budget Sub Committe meeting	\$7.68	
10/14 4268	001-004-514-23-43-00	FI-Travel & Meetings	Budget Sub Committe meeting	\$4.49	
10/14 4268	001-004-514-23-43-00	FI-Travel & Meetings	Budget Sub Committe meeting	\$7.68	
10/14 1324	001-007-558-50-31-00	PL-Office Supplies	Econ Dev Recruitment supplies	\$13.87	
10/14 1324	001-007-558-50-31-00	PL-Office Supplies	Econ Dev Recruitment supplies	\$23.82	
10/14 1324	001-007-558-50-41-03	PL-Advertising	Postcard mailer-Snowberry	\$23.21	
10/14 1324	001-007-558-50-41-03	PL-Advertising	Postcard mailer-Springbrook	\$13.20	

Invoice	AccountCode	Account Description	Item Description	Page 6	Amount
10/14 7750	001-007-558-50-41-03	PL-Advertising	Postcard mailer-Huber rezone		\$19.34
10/14 1324	001-007-558-50-43-00	PL-Travel & Mtgs	RCO Grant presentation		\$50.30
10/14 1324	001-007-558-50-43-00	PL-Travel & Mtgs	Planning Directors conf-Hotel		\$355.84
10/14 1324	001-007-558-50-43-00	PL-Travel & Mtgs	Parking-SCT-PAC		\$6.00
10/14 1324	001-007-558-50-49-00	PL-Miscellaneous	IdentitySmart membership		\$19.95
10/14 1324	001-007-558-50-49-00	PL-Miscellaneous	PeopleSmart membership		\$19.95
10/14 1324	001-007-558-50-49-00	PL-Miscellaneous	IdentitySmart membership		(\$18.62)
10/14 8877	001-008-521-20-26-00	LE-Clothing	Ear piece - Planalp		\$47.99
10/14 8877	001-008-521-20-31-01	LE-Operating Costs	Generator cover		\$20.99
10/14 8877	001-008-521-20-31-01	LE-Operating Costs	Transcription services		\$227.00
10/14 0979	001-008-521-20-31-01	LE-Operating Costs	Retractable cord		\$49.13
10/14 8877	001-008-521-20-31-01	LE-Operating Costs	USB cable returned		(\$25.49)
10/14 8877	001-008-521-20-31-01	LE-Operating Costs	USB cable		\$33.98
10/14 4268	001-008-521-20-42-00	LE-Communication	Postage - Police station		\$400.00
10/14 4183	001-008-521-20-43-00	LE-Travel & Meetings	Hotel-Nelson firearms training		\$478.80
10/14 8877	001-008-521-20-43-00	LE-Travel & Meetings	Accreditation meeting		\$19.56
10/14 0979	001-008-521-20-43-00	LE-Travel & Meetings	Meals-WCIA training		\$41.20
10/14 0979	001-008-521-20-43-00	LE-Travel & Meetings	Airport Parking - Lambier		\$76.00
10/14 2772	001-008-521-20-43-00	LE-Travel & Meetings	Labor negotiation meeting		\$25.90
10/14 8877	001-008-521-21-31-00	LE-Boating Operating	Cover for Boat computer		\$43.90
10/14 7750	101-016-542-64-31-00	ST-Traffic Control - Supply	Sign-No U Turn symbol		\$126.31
10/14 2772	101-016-543-30-43-00	ST-Travel & Meetings	Hwy 9 Coalition mtg		\$9.16
10/14 2772	101-016-543-30-43-00	ST-Travel & Meetings	Hwy 9 Coalition mtg		\$28.11
10/14 2772	101-016-543-30-43-00	ST-Travel & Meetings	Hwy 9 Coalition mtg		\$32.47
10/14 7750	101-016-543-30-43-00	ST-Travel & Meetings	Parking ICC meeting		\$3.00
10/14 7750	101-016-543-30-43-00	ST-Travel & Meetings	Parking RCO Grant		\$7.50
10/14 7750	101-016-543-30-43-00	ST-Travel & Meetings	RCO Grait meeting		\$24.30
10/14 7750	101-016-544-90-31-01	ST-Office Supplies	Printer Ink Cartridge		\$25.06

Invoice	AccountCode	Account Description	Item Description	Amount
10/14 7750	101-016-544-90-31-02	ST-Operating Cost	Printer Ink Cartridge	\$44.88
10/14 7750	101-016-544-90-31-02	ST-Operating Cost	Printer Ink Cartridge	\$47.32
10/14 7750	410-016-531-10-31-01	SW-Office Supplies	Printer Ink Cartridge	\$47.32
10/14 7750	410-016-531-10-31-01	SW-Office Supplies	Printer Ink Cartridge	\$25.06
10/14 7750	410-016-531-10-31-02	SW-Operating Costs	Printer Ink Cartridge	\$44.88
<b>SCCFOA</b>			<b>Check 37553</b>	<b>10/22/2014</b>
10/23 mtg	001-003-514-20-43-00	CC-Travel & Meetings	10/23/14 SCCFOA meeting	\$22.00
10/23 mtg	001-004-514-23-43-00	FI-Travel & Meetings	10/23/14 SCCFOA meeting	\$18.00
10/23 mtg	001-008-521-20-43-00	LE-Travel & Meetings	10/23/14 SCCFOA meeting	\$22.00
<b>Ace Hardware</b>			<b>Check 37554</b>	<b>10/27/2014</b>
44089	001-008-521-20-31-01	LE-Operating Costs	***Putty knife/putty/concrete	\$17.66
44049	001-008-521-20-31-01	LE-Operating Costs	Fasteners	\$0.72
43947	001-008-521-20-31-01	LE-Operating Costs	Florescent light bulbs	\$156.25
44101	001-008-521-20-31-01	LE-Operating Costs	***Primer	\$13.02
44065	001-008-521-20-31-01	LE-Operating Costs	Staple gun for shooting range	\$20.07
43996	001-008-521-20-31-01	LE-Operating Costs	Painting supplies for Police offices	\$102.58
44107	001-008-521-20-31-01	LE-Operating Costs	***Drywall mud/texture spray/paddle box/tape	\$48.04
43990	001-010-576-80-31-00	PK-Operating Costs	Concrete mix	\$6.51
43911	001-012-569-00-31-00	CS-Aging Services-Supplies	Entry Lite fixture	\$29.31
43998	101-016-544-90-31-02	ST-Operating Cost	Ice scrapers/squeegee	\$17.34
43981	101-016-544-90-31-02	ST-Operating Cost	Fasteners/tire gauge/screws/pencil sharpener	\$12.36
44059	101-016-544-90-31-02	ST-Operating Cost	Kerosene	\$40.71
44059	410-016-531-10-31-02	SW-Operating Costs	Kerosene	\$40.71
44043	410-016-531-10-31-02	SW-Operating Costs	Supplies for Retention pond repair	\$46.65
43981	410-016-531-10-31-02	SW-Operating Costs	Fasteners/tire gauge/screws/pencil sharpener	\$12.36
44102	410-016-531-10-31-02	SW-Operating Costs	Locks	\$130.23
43998	410-016-531-10-31-02	SW-Operating Costs	Ice scrapers/squeegee	\$17.35

Invoice	AccountCode	Account Description	Item Description	Amount	
<b>Anderson Jennifer</b>			<b>Check 37555</b>	<b>10/27/2014</b>	<b>\$416.66</b>
Nov2014	001-000-284-00-00-00	Payroll Liability Other	Section 125 Dep Care Reimbursement		\$416.66
<b>Angel Transport and Towing</b>			<b>Check 37556</b>	<b>10/27/2014</b>	<b>\$276.94</b>
2691	001-008-521-20-31-01	LE-Operating Costs	Tow animal control truck		\$138.47
2692	001-008-521-20-31-01	LE-Operating Costs	Tow Patrol Car		\$138.47
<b>Berg Janet</b>			<b>Check 37557</b>	<b>10/27/2014</b>	<b>\$44.80</b>
10/22 exp rpt	001-002-513-11-43-00	AD-Travel & Meetings	Mileage-WCIA Board Meeting		\$44.80
<b>Blumenthal Uniforms</b>			<b>Check 37558</b>	<b>10/27/2014</b>	<b>\$1,311.80</b>
90088-02	001-008-521-20-26-00	LE-Clothing	Jacket/pants/alterations-Lambier		\$347.47
97152	001-008-521-20-26-00	LE-Clothing	Duty belt & accessories/shoes-Heinemann		\$643.96
93346	001-008-521-20-26-00	LE-Clothing	100 Shoulder emblems		\$320.37
<b>Brown Kandy</b>			<b>Check 37559</b>	<b>10/27/2014</b>	<b>\$28.27</b>
10/17/14 exp rp	001-008-521-20-31-01	LE-Operating Costs	Boxes for tools		\$28.27
<b>Campbells Management Co LLC</b>			<b>Check 37560</b>	<b>10/27/2014</b>	<b>\$229.08</b>
68427	001-008-521-21-43-00	LE-Boating-Travel	Hotel-Marine Conference		\$229.08
<b>Carquest Auto Parts Store</b>			<b>Check 37561</b>	<b>10/27/2014</b>	<b>\$13.44</b>
2421-212633	101-016-544-90-31-02	ST-Operating Cost	Wiper blades		\$13.44
<b>CDW Government Inc</b>			<b>Check 37562</b>	<b>10/27/2014</b>	<b>\$65.52</b>
PV38757	520-008-594-21-63-00	Capital Equipment	Computer base mount for patrol car		\$65.52
<b>Comcast</b>			<b>Check 37563</b>	<b>10/27/2014</b>	<b>\$132.51</b>
10/14 0443150	001-002-513-11-42-00	AD-Communications	Internet Service - All City		\$2.65
10/14 0443150	001-003-514-20-42-00	CC-Communications	Internet Service - All City		\$7.95
10/14 0443150	001-004-514-23-42-00	FI-Communications	Internet Service - All City		\$5.30
10/14 0443150	001-005-518-10-42-00	HR-Communications	Internet Service - All City		\$2.65
10/14 0443150	001-006-518-80-42-00	IT-Communications	Internet Service - All City		\$5.30
10/14 0443150	001-007-558-50-42-00	PL-Communication	Internet Service - All City		\$21.21

Invoice	AccountCode	Account Description	Item Description	Amount	
10/14 0443150	001-008-521-20-42-00	LE-Communication	Internet Service - All City	\$76.85	
10/14 0443150	001-010-576-80-42-00	PK-Communication	Internet Service - All City	\$3.53	
10/14 0443150	101-016-543-30-42-00	ST-Communications	Internet Service - All City	\$3.54	
10/14 0443150	410-016-531-10-42-00	SW-Communications	Internet Service - All City	\$3.53	
<b>Corporate Office Supply</b>			<b>Check 37564</b>	<b>10/27/2014</b>	<b>\$185.80</b>
155046	001-005-518-10-31-00	HR-Office Supplies	Binders	\$41.62	
155093	001-005-518-10-31-00	HR-Office Supplies	Binders	(\$91.14)	
154963i	001-005-518-10-31-00	HR-Office Supplies	Binders/index dividers/Report jacket	\$149.49	
155307i	001-007-558-50-31-00	PL-Office Supplies	Mousepad	\$20.08	
155307i	101-016-544-90-31-01	ST-Office Supplies	Pens/Wipes/Tape	\$32.88	
155307i	410-016-531-10-31-01	SW-Office Supplies	Pens/Wipes/Tape	\$32.87	
<b>Crystal and Sierra Springs</b>			<b>Check 37565</b>	<b>10/27/2014</b>	<b>\$268.32</b>
5249844100114	001-007-558-50-31-01	PL-Operating Costs	Bottled Water	\$28.19	
5249844100114	001-007-559-30-31-01	PB-Operating Cost	Bottled Water	\$28.19	
5249844100114	001-013-518-20-31-00	GG-Operating	Bottled Water	\$62.80	
5249844100114	101-016-544-90-31-02	ST-Operating Cost	Bottled Water	\$74.58	
5249844100114	410-016-531-10-31-02	SW-Operating Costs	Bottled Water	\$74.56	
<b>Dept of Revenue</b>			<b>Check 37566</b>	<b>10/27/2014</b>	<b>\$785.16</b>
Q3.2014	633-013-586-00-00-05	Leasehold Excise Tax Remit	Q3 2014 Leasehold Excise Tax	\$785.16	
<b>Dimensional Communications</b>			<b>Check 37567</b>	<b>10/27/2014</b>	<b>\$106.43</b>
26076	001-001-511-60-31-00	Legislative - Operating Costs	Projector remote	\$106.43	
<b>Dunlap Industrial Hardware</b>			<b>Check 37568</b>	<b>10/27/2014</b>	<b>\$93.67</b>
1328666-01	101-016-544-90-31-02	ST-Operating Cost	Throw & Go	\$46.84	
1328666-01	410-016-531-10-31-02	SW-Operating Costs	Throw & Go	\$46.83	
<b>Edin Steven</b>			<b>Check 37569</b>	<b>10/27/2014</b>	<b>\$42.39</b>
10/15/14 exp rp	001-005-517-90-41-00	HR-Wellness Program	Employee Benefit Fair supplies	\$42.39	
<b>Electronic Business Machines</b>			<b>Check 37570</b>	<b>10/27/2014</b>	<b>\$640.54</b>

Invoice	AccountCode	Account Description	Item Description	Amount
105171	001-008-521-20-48-00	LE-Repair & Maintenance	Copier Maintenance	\$446.29
104678	001-013-518-20-48-00	GG-Repair & Maintenance	Copier Maintenance	\$194.25
<b>Frontier</b>			<b>Check 37571</b>	<b>10/27/2014</b>
				<b>\$82.27</b>
10/14425334083 5	001-013-518-20-42-00	GG-Communication	Telephone service	\$27.43
10/14425334083 5	101-016-543-30-42-00	ST-Communications	Telephone service	\$27.42
10/14425334083 5	410-016-531-10-42-00	SW-Communications	Telephone service	\$27.42
<b>Frontier</b>			<b>Check 37572</b>	<b>10/27/2014</b>
				<b>\$56.90</b>
10/14425397967 4	101-016-542-64-47-00	ST-Traffic Control -Utility	Traffic control modem	\$56.90
<b>Grainger</b>			<b>Check 37573</b>	<b>10/27/2014</b>
				<b>\$36.40</b>
9559400727	001-010-576-80-31-00	PK-Operating Costs	Utility Blades	\$12.13
9559400727	101-016-544-90-31-02	ST-Operating Cost	Utility Blades	\$12.13
9559400727	410-016-531-10-31-02	SW-Operating Costs	Utility Blades	\$12.14
<b>Group Health Coop</b>			<b>Check 37574</b>	<b>10/27/2014</b>
				<b>\$18.00</b>
74007309	001-007-558-50-41-00	PL-Professional Servic	Employee lab analysis	\$9.00
74007309	001-008-521-20-41-00	LE-Professional Services	Employee lab analysis	\$9.00
<b>HB Jaeger Co LLC</b>			<b>Check 37575</b>	<b>10/27/2014</b>
				<b>\$2,044.06</b>
153040/1	410-016-531-10-31-02	SW-Operating Costs	Channel drain on Vernon Rd	\$2,044.06
<b>Integra Telecom Inc</b>			<b>Check 37576</b>	<b>10/27/2014</b>
				<b>\$942.84</b>
12426766	001-002-513-11-42-00	AD-Communications	Telephone Service	\$13.86
12426766	001-003-514-20-42-00	CC-Communications	Telephone Service	\$27.72
12426766	001-004-514-23-42-00	FI-Communications	Telephone Service	\$27.72
12426766	001-005-518-10-42-00	HR-Communications	Telephone Service	\$13.86
12426766	001-006-518-80-42-00	IT-Communications	Telephone Service	\$41.58
12426766	001-007-558-50-42-00	PL-Communication	Telephone Service	\$90.14

Invoice	AccountCode	Account Description	Item Description	Amount	
12426766	001-007-559-30-42-00	PB-Communication	Telephone Service	\$13.86	
12426766	001-008-521-20-42-00	LE-Communication	Telephone Service	\$471.42	
12426766	001-012-575-30-42-00	CS-Historical-Communications	Telephone Service Museum	\$13.85	
12426766	001-012-575-50-42-00	CS-Commnity Center - Comm	Telephone Service Senior Ctr	\$13.86	
12426766	001-013-518-20-42-00	GG-Communication	Telephone Service	\$55.44	
12426766	101-016-543-30-42-00	ST-Communications	Telephone Service Shop	\$79.76	
12426766	410-016-531-10-42-00	SW-Communications	Telephone Service Shop	\$79.77	
<b>Kustom Signals Inc</b>			<b>Check 37577</b>	<b>10/27/2014</b>	<b>\$145.41</b>
504300	001-008-521-20-31-01	LE-Operating Costs	Battery	\$145.41	
<b>Lake Industries LLC</b>			<b>Check 37578</b>	<b>10/27/2014</b>	<b>\$510.51</b>
28529	101-016-544-90-31-02	ST-Operating Cost	Fill Hauled in by the Yard	\$20.00	
264927	101-016-544-90-31-02	ST-Operating Cost	1 1/4 inch Minus Crushed Rock	\$135.25	
28525	101-016-544-90-31-02	ST-Operating Cost	Fill Hauled in by the Yard	\$40.00	
28520	101-016-544-90-31-02	ST-Operating Cost	Fill Hauled in by the Yard	\$60.00	
264927	410-016-531-10-31-02	SW-Operating Costs	1 1/4 inch Minus Crushed Rock	\$135.26	
28520	410-016-531-10-31-02	SW-Operating Costs	Fill Hauled in by the Yard	\$60.00	
28525	410-016-531-10-31-02	SW-Operating Costs	Fill Hauled in by the Yard	\$40.00	
28529	410-016-531-10-31-02	SW-Operating Costs	Fill Hauled in by the Yard	\$20.00	
<b>Lake Stevens Fire</b>			<b>Check 37579</b>	<b>10/27/2014</b>	<b>\$100.00</b>
8010	001-008-521-20-31-01	LE-Operating Costs	Annual fire inspection	\$100.00	
<b>Lake Stevens School District</b>			<b>Check 37580</b>	<b>10/27/2014</b>	<b>\$2,232.80</b>
943	001-007-559-30-32-00	PB-Fuel	Fuel - Aug 2014	\$184.60	
943	001-010-576-80-32-00	PK-Fuel Costs	Fuel - Aug 2014	\$93.37	
943	101-016-542-30-32-00	ST-Fuel	Fuel - Aug 2014	\$907.12	
943	410-016-531-10-32-00	SW-Fuel	Fuel - Aug 2014	\$1,047.71	
<b>Lasting Impressions Inc</b>			<b>Check 37581</b>	<b>10/27/2014</b>	<b>\$81.45</b>
32110	001-008-521-20-31-01	LE-Operating Costs	Embroider numbers on duffle bags	\$81.45	

Invoice	AccountCode	Account Description	Item Description	Amount	
<b>Michael &amp; Alexander PLLC</b>			<b>Check 37582</b>	<b>10/27/2014</b>	<b>\$60.10</b>
12959	001-008-521-20-41-02	LE-Professional Srv-Legal	Legal services Sept 2014	\$60.10	
<b>NAGARA</b>			<b>Check 37583</b>	<b>10/27/2014</b>	<b>\$139.00</b>
2014 E-Records	001-003-514-20-49-02	CC-Staff Development	2014 E-Records Forum Info Governance	\$139.00	
<b>Nessen Chris</b>			<b>Check 37584</b>	<b>10/27/2014</b>	<b>\$400.00</b>
LUA2014-0070	001-000-345-81-00-00	Zoning and Subdivision Fees	LUA2014-0070 Application Withdrawn refund	\$400.00	
<b>Office of The State Treasurer</b>			<b>Check 37585</b>	<b>10/27/2014</b>	<b>\$9,110.63</b>
Sept 2014	633-007-586-00-00-02	Building - State Bl	September 2014 State Court Fees	\$49.50	
Sept 2014	633-008-586-00-00-03	Public Safety And Ed. 1986	September 2014 State Court Fees	\$4,330.83	
Sept 2014	633-008-586-00-00-04	Public Safety And Education	September 2014 State Court Fees	\$2,519.67	
Sept 2014	633-008-586-00-00-05	Judicial Information System-Ci	September 2014 State Court Fees	\$927.12	
Sept 2014	633-008-586-00-00-08	Trauma Care	September 2014 State Court Fees	\$322.42	
Sept 2014	633-008-586-00-00-09	School Zone Safety	September 2014 State Court Fees	\$27.11	
Sept 2014	633-008-586-00-00-10	Public Safety Ed #3	September 2014 State Court Fees	\$123.62	
Sept 2014	633-008-586-00-00-11	Auto Theft Prevention	September 2014 State Court Fees	\$463.63	
Sept 2014	633-008-586-00-00-12	HWY Safety Act	September 2014 State Court Fees	\$44.86	
Sept 2014	633-008-586-00-00-13	Death Inv Acct	September 2014 State Court Fees	\$45.25	
Sept 2014	633-008-586-00-00-14	WSP Highway Acct	September 2014 State Court Fees	\$256.62	
<b>Pacific Power Batteries</b>			<b>Check 37586</b>	<b>10/27/2014</b>	<b>\$75.61</b>
11312887	001-008-521-20-31-01	LE-Operating Costs	Batteries	\$75.61	
<b>Pitney Bowes</b>			<b>Check 37587</b>	<b>10/27/2014</b>	<b>\$112.17</b>
9619164-OT14	001-013-518-20-45-00	GG-Equipment Rental	Postage machine rental	\$112.17	
<b>Public Safety Testing</b>			<b>Check 37588</b>	<b>10/27/2014</b>	<b>\$425.00</b>
2014-5754	001-005-521-11-41-00	HR-Civil - Professional Srv	Q3 2014 Recruiting Assistance	\$425.00	
<b>Pugh Kathleen</b>			<b>Check 37589</b>	<b>10/27/2014</b>	<b>\$83.36</b>
10/17/14 exp rp	001-003-514-20-43-00	CC-Travel & Meetings	Mileage and parking WAPRO Conference	\$83.36	

Invoice	AccountCode	Account Description	Item Description	Amount	
<b>Reid John</b>			<b>Check 37590</b>	<b>10/27/2014</b>	<b>\$337.50</b>
LUA2014-0066	001-000-345-81-00-00	Zoning and Subdivision Fees	LUA2014-0066 Application withdrawn refund		\$337.50
<b>Shred It Western Washington</b>			<b>Check 37591</b>	<b>10/27/2014</b>	<b>\$112.89</b>
9404303403	001-008-521-20-31-01	LE-Operating Costs	Shredding services		\$112.89
<b>Smith Gary</b>			<b>Check 37592</b>	<b>10/27/2014</b>	<b>\$75.00</b>
BLD2014-0395	001-000-322-10-00-00	Building Permits	BLD2014-0395 Application withdrawn refund		\$75.00
<b>Snohomish County PUD</b>			<b>Check 37593</b>	<b>10/27/2014</b>	<b>\$997.63</b>
127432398	001-010-576-80-47-00	PK-Utilities	203599006		\$98.94
166699857	101-016-542-63-47-00	ST-Lighting - Utilities	202342622		\$137.22
137249791	101-016-542-63-47-00	ST-Lighting - Utilities	200178218		\$409.28
127432398	101-016-543-50-47-00	ST-Utilities	203599006		\$98.94
127432398	410-016-531-10-47-00	SW-Utilities	203599006		\$98.95
140565857	410-016-531-20-47-00	SW-Aerator Utilities	202150405		\$154.30
<b>Snohomish County Treasurer</b>			<b>Check 37594</b>	<b>10/27/2014</b>	<b>\$167.71</b>
Sept 2014	633-008-586-00-00-01	Crime Victims Compensation	Sept 2014 Crime Victims Compensation		\$167.71
<b>Sonsray Machinery LLC</b>			<b>Check 37595</b>	<b>10/27/2014</b>	<b>\$5,049.90</b>
R00125-08	410-016-531-10-45-00	SW-Equipment Rental	Front end loader Rental		\$4,615.50
R00129-08	410-016-531-10-45-00	SW-Equipment Rental	Front end loader Delivery and Pickup		\$434.40
<b>Sound Publishing Inc</b>			<b>Check 37596</b>	<b>10/27/2014</b>	<b>\$50.00</b>
EDH592369	001-007-558-50-41-03	PL-Advertising	Special Meeting-Econ Dev		\$50.00
<b>Thomas Dean</b>			<b>Check 37597</b>	<b>10/27/2014</b>	<b>\$20.08</b>
10/15/14 exp rp	001-008-521-20-31-01	LE-Operating Costs	Batteries		\$20.08
<b>UPS</b>			<b>Check 37598</b>	<b>10/27/2014</b>	<b>\$22.22</b>
74Y42414	001-008-521-20-42-00	LE-Communication	Evidence shipping		\$22.22
<b>Washington State Criminal Justice</b>			<b>Check 37599</b>	<b>10/27/2014</b>	<b>\$150.00</b>
20114024	001-008-521-40-49-01	LE-Staff Development	FTO Training Thor/Nelson		\$150.00

Invoice

AccountCode

Account Description

Item Description

Amount

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**Total Disbursements**

**\$96,395.46**

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

Monday, October 13, 2014  
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 Kim Daughtry.

COUNCILMEMBERS PRESENT: Todd Welch, Suzanne Quigley, Kathy Holder, Kim Daughtry, Marcus Tageant, and Sam Low

COUNCILMEMBERS ABSENT: John Spencer, Mayor Vern Little

STAFF MEMBERS PRESENT: City Administrator Jan Berg, Planning Director Becky Ableman, Finance Director/City Clerk Barb Stevens, Public Works Director Mick Monken, Senior Planners Russ Wright and Sally Payne, Police Commander Dennis Taylor, Human Resource Director Steve Edin, Deputy City Clerk Kathy Pugh and City Attorney Cheryl Beyer

OTHERS:

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**Excused Absence.** Councilmember Welch moved, Councilmember Holder seconded, to excuse Councilmember Spencer from the meeting. Motion passed unanimously (5-0-0-1).

Councilmember Quigley arrived at 7:03 p.m.

**Guest Business.**

Brent Kirk introduced Michael Bowers, the new Lake Stevens Sewer District General Manager. Mr. Bowers said he looks forward to opportunities for the sewer district to partner with the City.

Kirsten Reid, 3105 101<sup>st</sup> Avenue NE, Lake Stevens, commented on the fifty-five home development going in above her neighborhood. Ms. Reid said that her road is narrow and inadequate to handle the increased traffic that will result from the development. She distributed pictures, and requested the road be widened.

Virginia Seitz, 3025 101<sup>st</sup> Avenue NE, Lake Stevens, agreed with Ms. Reid's concerns.

Jeff Nelson, 1620 11<sup>th</sup> Drive SE, Lake Stevens, said that his address is not within the city limits. At a recent meeting of the Mission Ridge Homeowners Association, the members agreed that they would like to explore annexation into the City. He requested information on the annexation process.

Caitlin Bardsley, 3106 101<sup>st</sup> Avenue NE, Lake Stevens, supported widening of her road to accommodate the increased traffic created by the new development above her neighborhood.

**Consent Agenda.**

MOTION: Councilmember Low moved, Councilmember Tageant seconded, to approve the Consent Agenda: (A) Approve 2014 vouchers [Payroll Direct Deposits 10/1/2014 for

\$116,395.57, Payroll Checks 37454-37455 for \$4,549.40, Tax Deposits 10/2/2014 of \$45,471.25, Electronic Funds Transfers ACH of \$141,942.29, Claims Check Nos. 37456-37548 for \$193,339.94, Total vouchers approved \$501,698.45], (B) Approve City Council regular meeting minutes of September 22, 2014, and (C) Approve City Council special meeting minutes of October 7, 2014, with the correction to the spelling of Councilmember Holder's name on page 1 of the September 22, 2014 minutes. Motion passed unanimously (6-0-0-1).

**Public Hearings:**

City Clerk Barb Stevens read the Public Hearing procedure for Open Record Public Hearings and noted the procedures would apply to agenda items regarding Ordinance Nos. 916, 917, 918, 919 and 920.

**Public Hearing in consideration of second reading of Ordinance No. 916, Frontage Improvements Code Update:**

Senior Planner Payne presented the staff report and reviewed that this is the second reading of Ordinance No. 916. Following the first reading of Ordinance 916 the ordinance was changed to reflect Council's direction to change the expiration of the sunset clause regarding no protest agreements to proposed local improvement districts (LID) from ten years to eight and to address corner lot circumstances. Ms. Payne also said that staff worked with the City Attorney's office on a waiver provision in the ordinance that would allow the provision to be retroactive to vested properties that have not been issued a certificate of occupancy so that those properties will be in compliance with this code amendment.

Councilmember Quigley objected to the payment of a fee in lieu of providing frontage improvements, and also to the no protest provision regarding any LIDs. Public Works Director Monken explained that money received as part of a fee in lieu of improvements could be applied to any sidewalk projects within the City. Councilmember Quigley also questioned the 100 foot reduction and urged a return to the 200 foot requirement for installation of sidewalks.

Councilmembers Tageant and Welch disagreed and said this ordinance is targeted to people building single family residences, and not to developers.

In response to Councilmember Holder's question discussion ensued as to why the sunset clause on the LID no protest agreement was set at eight years instead of ten. Councilmember Holder wondered if paying the fee in lieu would be less of a burden to property owners, and Public Works Director Monken said this fee is fixed with no additional costs. Councilmember Holder expressed concern about creating a piecemeal situation for frontage improvements when the City is in need of more sidewalks.

Public Works Director Monken responded to Councilmember Quigley's concern regarding the exception to deviating from requiring a frontage improvement in the case where a safety issue is created when the improvement is completed.

Mayor Pro Tem Daughtry invited comments from the public, and there were none.

MOTION: Councilmember Welch moved, Councilmember Tageant seconded, to close the public comment portion of the hearing on Ordinance 916. Motion carried unanimously (6-0-0-1).

Councilmember Quigley would like more information on adding incentive language to the ordinance that would be a percentage of the estimated cost of a frontage improvement.

MOTION: Councilmember Low moved, Councilmember Tagueant seconded, to close the public hearing on Ordinance 916. Motion passed (5-1-0-1).

MOTION: Councilmember Low moved, Councilmember Tagueant seconded, to approve the second reading and adopt Ordinance 916 with the new Section 3 added, with the 100 foot waiver and with the eight year sunset clause for LID no protest agreement. Motion passed (5-1-0-1).

**Public Hearing in consideration of 2014 Comprehensive Plan Amendments and Second Reading of Ordinances 917, 918 and 919.** Senior Planner Sally Payne presented the staff report regarding the 2014 Comprehensive Plan Amendments which are City initiated, including two substantive text amendments and other minor administrative amendments to the Comprehensive Plan; additionally there are two citizen-initiated amendments to the land use map. The first reading for these items occurred at the September 22, 2014 Council meeting.

Senior Planner Wright reviewed the Kjorsvik and Huber map amendments under Ordinances 918 and 919 respectively. He said the proposed map amendments will change to commercial zoning, and reminded of possible traffic impacts and staff proposals to relieve these impacts. Mr. Wright then responded to Councilmembers' questions regarding proposed traffic impact solutions.

PUBLIC COMMENT: Henry Cussen, 5772 Vista Linda Lane, Boca Raton, Florida, a partner with the developer Mr. Kjorsvik, spoke in favor of the map amendment, Ordinance 918. The developer views this project as a good gateway project and believes the property lends itself to commercial development that will help to create job opportunities and a sustainable tax base for the City.

MOTION: Councilmember Tagueant moved, Councilmember Welch seconded, to close the public comment portion of the hearing. Motion carried unanimously (6-0-0-1).

MOTION: Councilmember Tagueant moved, Councilmember Welch seconded, to close the public hearing on Ordinances 917, 918 and 919. Motion carried unanimously (6-0-0-1).

MOTION: Councilmember Welch moved, Councilmember Low seconded, to approve the second and final reading and adopt Ordinance 917, 2014 Comprehensive Plan Update. Motion carried unanimously (6-0-0-1).

MOTION: Councilmember Holder moved, Councilmember Tagueant seconded, to approve the second and final reading and adopt Ordinance 918, Kjorsvik Map Amendment. Motion carried unanimously (6-0-0-1).

MOTION: Councilmember Tagueant moved, Councilmember Welch seconded, to approve the second and final reading and adopt Ordinance 919, Huber Map Amendment. Motion carried unanimously (6-0-0-1).

**Public Hearing in consideration of Kjorsvik Rezone and second and final reading of Ordinance No. 920.** Senior Planner Russ Wright presented the staff report and said that this is the second reading of Ordinance 920 regarding the Kjorsvik Rezone. He distributed a new version of Ordinance No. 920 with a minor change to the title recommended by the City Attorney's office. The first reading of Ordinance 920 was held on September 22, 2014. He then responded to questions by Councilmembers.

Mayor Pro Tem Daughtry invited Council discussion and there was none.

Mayor Pro Tem Daughtry invited public comment and there was none.

MOTION: Councilmember Welch moved, Councilmember Low seconded, to close the public comment portion of the hearing. Motion carried unanimously (6-0-0-1).

In response to Councilmember Holder's question regarding a previous developer agreement, Mr. Wright explained that the rezone will allow for local businesses on a smaller scale with less impact on neighbors. Neighbor comments regarding the proposed rezone relate to traffic.

MOTION: Councilmember Tageant moved, Councilmember Welch seconded, to close the public hearing on Ordinance 920. Motion carried unanimously (6-0-0-1).

MOTION: Councilmember Low moved, Councilmember Welch seconded, to approve the second and final reading and adopt Ordinance 920 approving the Kjorsvik Rezone request. Motion carried unanimously (6-0-0-1).

**Public Meeting:**

**Snowberry Final Plat Approval:** Senior Planner Russ Wright reviewed the staff report and advised LSMC 14.18.035(a) requires that a public meeting be held and that the City Council accept the final plat known as Snowberry Court by motion. He then responded to Councilmembers' questions.

MOTION: Councilmember Tageant moved, Councilmember Welch seconded, to accept the final plat of Snowberry Court. Motion carried unanimously (6-0-0-1).

**Action Items:**

**Second and Final Reading of Ordinance 921, Huber Rezone.** Councilmember Low disclosed that his business has done business with one of applicant Huber's businesses in the past and he does not believe this will affect his vote.

Senior Planner Wright presented the Staff Report and said that this is the second and final reading of Ordinance 921 related to the Huber Rezone.

MOTION: Councilmember Welch moved, Councilmember Holder seconded, to approve the second and final reading and adopt Ordinance 921, related to the Huber Rezone. Motion carried unanimously (6-0-0-1).

**Discussion Items:**

Finance Director Barb Stevens distributed a 2015 Budget Fund Overview. She provided a preliminary budget presentation and responded to Councilmembers' questions.

**Council Person's Business:** Councilmember Tageant: Sewer Utility Committee; Councilmember Holder: Sewer Utility Committee; Councilmember Low: Health Board meeting.

**Mayor's Business:** None.

**Staff Reports:** City Administrator Berg: attended School Board meeting, met with Hans Dunshee regarding capital projects, AWC; Planning Director Ableman: updated on the Cavalero Park process; Public Works Director Monken: provided a sidewalk update for improvements between 8<sup>th</sup> and 12<sup>th</sup> along 91<sup>st</sup>, PSRC has unofficially notified of successful grant application for 20th SE between 91st & 83<sup>rd</sup> for redesign and right-of-way acquisition; Police Commander Taylor: Police Department is fully staffed; Human Resources Director Edin: updated on new staff city-wide.

**Adjourn.** Councilmember Tageant moved, Councilmember Low seconded, to adjourn the meeting at 9:02 p.m. Motion carried unanimously (6-0-0-1).

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Kim Daughtry, Mayor Pro Tem

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Kathy Pugh, Deputy City Clerk



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LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** October 27, 2014

**Subject:** School Resource Officer Interlocal Agreement with Lake Stevens School District

**Contact Person/Department:** Barb Stevens/ Finance Director      **Budget Impact:** N/A

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

Authorize the Mayor to sign Amendment No. 3 to the SRO ILA updating the fees in Schedule A

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**SUMMARY/BACKGROUND:**

Amendment No. 3 updates Fee Schedule A to reflect estimated costs for the 2014 – 2015 school year.

The City of Lake Stevens and the Lake Stevens School District have had an interlocal agreement to provide for a School Resource Officer at each high school in their jurisdiction for a number of years. The school district reimburses the City 75% of the SRO salary and benefits during the school year (September – June). The ILA for SRO services automatically renews each year, yet periodically, the fees in Schedule A must be updated to reflect salary and benefit increases.

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**APPLICABLE CITY POLICIES:**

RCW 39.34, Interlocal Cooperation Acts, provides authority to enter into agreements with other jurisdictions

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**BUDGET IMPACT:** N/A

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**ATTACHMENTS:**

- ▶ Exhibit A: Amendment No. 3 – School Resource Officer Interlocal Agreement
- ▶ Exhibit B: Schedule A – Fee Schedule

**AMENDMENT NO. 3**

**SCHOOL RESOURCE OFFICER INTERLOCAL AGREEMENT**

This Amendment No. 3- School Resource Officer Interlocal Agreement is made and entered into this 27<sup>th</sup> day of October, 2014 by and between the LAKE STEVENS SCHOOL DISTRICT (“School District”) and the CITY OF LAKE STEVENS (“City”).

WHEREAS School District and City are parties to a School Resource Officer Interlocal Agreement (the “SRO-ILA”) dated October 19, 2010;

WHEREAS the SRO-ILA provides for annual renewals and requires the parties from time to time to adopt a Schedule A to set forth the rate and payment of the School Resource Officer;

NOW, THEREFORE, School District and City agree as follows:

1. Schedule A for 2014-2015. School District and City agree to a new Schedule A attached hereto and incorporate herein to set the rate and payment for the School Resource Officer for the School Year 2014-2015.
2. Ratification of Remaining Terms of SRO-ILA. School District and City hereby ratify and confirm all of the other terms of the School Resource Officer Interlocal Agreement.

In WITNESS WHEREOF, the parties have caused duplication originals of this Amendment No. 3 to be signed by their duly authorized officers.

CITY OF LAKE STEVENS

LAKE STEVENS SCHOOL DISTRICT

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

\_\_\_\_\_  
Amy Beth Cook, Superintendent

ATTEST:

\_\_\_\_\_  
Barb Stevens, City Clerk

APPROVED AS TO FORM:

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

SCHEDULE A  
FEE SCHEDULE

The School District will pay to the City of Lake Stevens the actual officer costs as set forth in Article III A-D in the ILA Agreement.

The estimate costs are as follows:

**1. The SRO estimated rate for September 1, 2014 – December 31, 2014:**

Officer Barnes \$7,164.14 per month = 75% of \$9,552.18

Estimated extra-duty rate is \$76.40 per hour (billed at time and a half)

Officer Carter \$6,912.51 per month = 75% of 9,216.69

Estimated extra-duty rate is \$70.07 per hour (billed at time and a half)

**2. The SRO estimated rate for January 1, 2015 – August 31, 2015\*:**

Officer Barnes \$7,294.74 per month = 75% of \$9,726.33

Officer Carter \$7,097.97 per month = 75% of 9,463.96

\*Rates will change for this period depending on medical insurance rates, COLA and Collective Bargaining Agreement



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LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda** 10/27/2014  
**Date:** \_\_\_\_\_

**Subject:** Resolution 2014-8 Declaring an Emergency and Authorizing Emergency Tree Removal

<b>Contact</b>	Mick Monken Director	<b>Budget</b>	\$4,000.00
<b>Person/Department:</b>	<u>Public Works</u>	<b>Impact:</b>	_____

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** **Approve Resolution 2014-8 declaring an Emergency Exists and authorizing the Mayor to sign a contract for removal of city-owned trees posing an imminent danger to private property**

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**SUMMARY/BACKGROUND:** On 17<sup>th</sup> October 2014 City staff was advised by members of the Baker Vista community of dangerous trees located in the City-owned Native Growth Protection Area, adjacent to their neighborhood, of which three trees pose an immediate threat to private property. City staff was also provided with a report by Tony Shoffner of Shoffner Consulting, a certified Arborist, documenting the existence and level of threat these trees pose. A copy of Mr. Shoffner's report is attached as Exhibit B.

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**APPLICABLE CITY POLICIES:** LSMC § 14.08.020

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**BUDGET IMPACT:** \$4,000

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**ATTACHMENTS:**

- ▶ Exhibit A: Resolution 2014-8 Declaring an Emergency to Exist and Authorizing an Emergency Public Works Contract for Removal of Dangerous Trees in the Native Growth Protection Area Adjacent to the Baker Vista Development
- ▶ Exhibit B: Shoffner Consulting report dated October 11, 2014
- ▶ Exhibit C: Scope of Work

EXHIBIT A

CITY OF LAKE STEVENS  
Lake Stevens, Washington

RESOLUTION NO. 2014-8

A RESOLUTION OF THE CITY OF LAKE STEVENS DECLARING AN EMERGENCY TO EXIST AND AUTHORIZING AN EMERGENCY PUBLIC WORKS CONTRACT FOR REMOVAL OF DANGEROUS TREES IN THE NATIVE GROWTH PROTECTION AREA ADJACENT TO THE BAKER VISTA DEVELOPMENT.

WHEREAS, the Baker Vista Homeowners Association became concerned about the health and viability of certain trees located within the Native Growth Protection Area adjacent to the Baker Vista development and owned by the City; and

WHEREAS, the Baker Vista Homeowners Association retained the services of Tony Shoffner of Shoffner Consulting, a certified arborist, to evaluate the trees; and

WHEREAS, upon examination Shoffner Consulting determined that three of the trees pose a viable threat to certain private homes and the tennis court, all located in the Baker Vista development, and recommended removal of those trees; and

WHEREAS, the recommendation to remove the identified trees creates an emergency which requires immediate remediation to protect the threatened private properties from damage caused by trees located within the City's property; and

WHEREAS, LSMC § 14.88.295(b) "allows for removal of hazardous trees by the property owner when based on a recommendation by a qualified arborist and an assessment of hazardous tree risk study and when approved by the City"; and

WHEREAS, the public health, safety and welfare of the City and city residents will be jeopardized if said dangerous trees are not immediately removed,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE STEVENS AS FOLLOWS:

1. An emergency exists and property or persons within the City would suffer material injury or damage by delay, and the public health, safety and welfare would suffer material injury or damage by delay, and such emergency is now hereby proclaimed.
2. The existence of such emergency, and the facts constituting the emergency are set out in the recital paragraphs of this Resolution.

3. The City Council pursuant to RCW 39.04.280, does hereby waive the requirements of RCW 35A.40.210 and RCW 35.23.352 requiring public bidding to contract for removal of the dangerous trees and remediation of the emergency.

4. The City Council directs Staff to enter into an emergency Public Work contract to remove the dangerous trees. The Mayor is authorized to enter into an appropriate emergency public works contract with a qualified contractor for said emergency work and any work previously contracted to remediate this public emergency is hereby ratified and approved.

PASSED by the City Council and APPROVED by the Mayor this \_\_\_\_\_ day of October, 2014.

CITY OF LAKE STEVENS

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Vern Little, Mayor

APPROVED AS TO FORM:

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Grant K. Weed, City Attorney

ATTEST:

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Kathy Pugh, Deputy City Clerk

EXHIBIT B

**SHOFFNER CONSULTING**

21529 4<sup>TH</sup> AVE W. #C31 BOTHELL, WA 98021 MOBILE:(206)755-2871 TONY@TONYSHOFFNER.COM

City of  
Lake Stevens

October 11, 2014

Baker Vista HOA  
c/o Sue Fernalld  
11417 33rd NE  
Lake Stevens, WA  
98258

Re: Tree Condition Assessment - Baker Vista, Lake Stevens.

Sue:

This report provides the results of my findings of the condition assessments conducted on five trees in open space areas on the Baker Vista community. During our recent meeting, you pointed out five trees over which concerns have been expressed, and you requested that I prepare this report on my findings and based upon those findings, make recommendations for retention or removal of these trees, as is required by the City of Lake Stevens for trees to be removed. The trees are described in reference to their locations in relations to existing residences and site features.

**1.0 Existing Conditions**

The Baker Vista development includes native growth open space areas which are all heavily wooded and are near homes and other features such as a playground and a tennis court. Many of the trees that have been retained in these areas are small saplings, however, some are very large. Concerns have been expressed by members of the community the owners of homes near these trees of concern over the conditions of these trees and the risk associated with them.

**2.0 Tree Condition Assessments**

The following information on the 5 trees I evaluated, over which concern has been expressed. In order to be classified as a high enough risk to warrant removal, a tree has to meet three criteria; it has be near a high value target (such as a house or other feature used for public or private means), it has to be large enough (20" dbh or greater) and it has to have a defect or be in a condition that represents a high enough failure potential. I used all three of these criteria in evaluating the overall risk rating associated with the following trees.

Tree Information and Condition Evaluation

The first tree you identified is located along the southern border of the open space tract, located just north of your house. This tree is a western red cedar (*Thuja plicata*) measuring 20" dbh, large enough to classify as capable of causing significant damage in the event of failure. It's very near to your house, a high value target. The condition and health, however, are very good. The crown is dense indicating a very healthy tree and I didn't note any defects on the crown. In terms of condition, the failure potential is very low. While the tree is well-exposed, the prevailing winds blow out of the south to

southwest so even in the event of the tree failing during very strong winds, it would more than likely fail to the north into the native growth area. It's worth noting that healthy and sound western red cedars rarely fail at the root crown due to wind throw. This tree doesn't pose a high enough risk to warrant removal at this time.

The second tree identified is a black cottonwood measuring approximately 12" dbh; it's located at the southwest corner of this same native growth area. It leans slightly out to the west, in the direction of the home owned by the community member who expressed concern over it. The tree appears to be in good condition and health. At 12", it ranks low enough to not be able to cause significant damage in the event of failure. The nearest target is a home which is the highest target value. While it is leaning, the lean is a natural response of the tree reaching out from the stand of trees into the available light beyond the edge, so it isn't a defect. Being in good condition and health and with a natural lean, the failure potential is very low and not high enough to warrant removal at this time.

The third tree you identified is another western red cedar located near the NW corner of the native growth area, and just across the path from the residence at the address of 3322. This tree is rooted on a large decaying stump and it has two trunks, one 18" dbh and the other at 22" dbh. The 22" dbh trunk is large enough to cause significant damage in the event of failure. The nearest target(s) are houses which are the highest target value. Being on a decaying stump, rooted at a height of approximately 4 feet, the failure potential is high enough to warrant a rating high enough to give this tree an overall risk rating high enough to warrant removal of this tree.

The fourth tree you identified is another western red cedar, also located near the NW corner of the native growth area, further toward the interior. It's located just south of the house near the NW corner of the native growth area. This tree also has two trunks, each 22" dbh, and it is also rooted high on a decaying stump. This tree is also in poor condition and health as evidenced by the dead tops. This condition, combined with the instability of it being rooted on a decaying stump presents a considerable defect. Both trunks at 22" are large enough to cause significant damage in the event of failure. Being within range and south of the nearest house, in the event of failure in high winds out of the south to southwest, it would more than likely fail in the direction of that house. The combined defects of being rooted on a stump and showing symptoms of decline with the dead tops that could be associated with root defects result in a high failure potential. The overall risk rating of this tree is high enough to warrant removal at this time.

The fifth tree you identified is a very large black cottonwood (*Populus trichocarpa*) measuring approximately 42" dbh and is very tall with very large upper limbs. This tree is located near the NE corner of the tennis court, and while this feature is not as high of a use target as a house, it is a feature that is utilized by the public. Black cottonwoods are very unstable and are prone to wind throw failure during periods of strong winds. In addition, because of their rapid growth rate, the branch attachments are weak thus cottonwoods are prone to limb failure, particularly of the large and very heavy upper

limbs. Clearly the size of the tree, and even some of the upper limbs which exceed approximately 18" in size, are large enough to cause damage and injury in the event of failure. While the tennis court isn't used as much as a house, it is a feature that is used by the public and could be damaged in the event of failure of the tree or any of the large limbs. Removal of the limbs wouldn't solve the problem as it would call for far too much of the crown and would only result in regrowth that would create the same problem in the future. In the interest of preventing damage associated with failure of any portion of this tree and eliminating future problems, I recommend that the tree is removed at this time.

### **3.0 Recommendations**

The three trees found to pose high enough risk are recommended to be removed at this time, while the other two are not as they don't pose a high enough risk. Although these trees don't possess conditions or defects at this time, it does not mean that they cannot fail as trees are dynamic and environmental conditions can affect them and change their conditions rapidly and can result in failure. This report only addresses the conditions of these trees at the time of my assessments. Any situations and conditions that develop in the future are not guaranteed in this report.

I recommend that you continue to monitor these trees and others and have them assessed on two year intervals in order to identify any emerging situations that could pose high risks.

### **4.0 Use of This Report**

This report is provided to the Baker Vista HOA to report on my assessments of five trees of concern and to make recommendations for retention or removal. As previously stated, trees are dynamic and their conditions are constantly changing particularly when their surrounding environment is altered, therefore, Shoffner Consulting, Tony Shoffner and this report cannot be held liable for unpredictable impacts to the trees of concern. While there are many trees in the Baker Vista community, this report only addresses those five trees over which concern has been expressed and were identified during our meeting.

Cordially,



Tony Shoffner  
ISA Certified Arborist #PN-0909A  
CTRA #1759

## EXHIBIT C

Baker Vista  
Emergency Tree Removal Contract  
October 2014

### SCOPE OF WORK

The intent of this contract is to perform emergency tree removal service of three danger trees in the Native Growth Protection area of the Baker Vista plat. The three trees to be removed are those trees identified in the Arborist Schoffner report dated 11<sup>th</sup> October 2014 and marked in the field. The work shall include falling of the trees in accordance with industry practice and leaving the fallen trees on site. Trimming may be required to the fallen trees to avoid blockage of existing drainage courses and for the protection of private property such as fences.



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LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** October 27, 2014

**Subject:** 2014 Budget Amendment #4

**Contact Person/Department:** Barb Stevens - Finance      **Budget Impact:** Yes

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

Review Ordinance No. 924 Amending Budget Ordinance No. 904

**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, contract award, or staffing change. Detailed explanations of the changes requested are described below:

Capital Project Developer Contribution Fund - 301

The increase in expenditures in the amount of \$2,000 is for costs related to securing the 20<sup>th</sup> Street TIB Grant. For this project, the State is the CA agency and needs to take part in the process. This cost is for time spent by the State during the application and interviewing process. The ending fund balance reflects the changes.

Computer Equipment Fund – 510

The increase in expenditures in the amount of \$14,000 is for the Permit Center printer/copier included in the 2015 requests. The need for this item is more immediate than originally considered as it continually breaks down causing delays and additional work for the Planning and Public Works Departments. The ending fund balance reflects the changes.

Police Equipment Fund – 520

The increase in expenditures in the amount of \$20,000 is the additional amount needed in 2014 to purchase one of the three police vehicles included in the 2015 requests. Due to the recent damage of two police vehicles, the department is need of the vehicles immediately. The ending fund balance reflects the changes.

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**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.

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**BUDGET IMPACT:**

The budget ordinance will amend the beginning and ending balances, and revenues and expenditures in the funds set forth in the ordinance and the staffing positions as outlined in the Organizational Chart.

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**ATTACHMENTS:**

- ▶ Ordinance 924

**CITY OF LAKE STEVENS  
 LAKE STEVENS, WASHINGTON  
 ORDINANCE NO. 924**

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, AMENDING THE 2014 BUDGET AS SET FORTH IN ORDINANCE NO. 904 CONCERNING FUND BALANCES AND EXPENDITURES FOR VARIOUS FUND BALANCES FOR THE YEAR 2014.

WHEREAS, the City of Lake Stevens adopted the 2014 budget pursuant to Ordinance No. 904; and

WHEREAS, the City of Lake Stevens will incur expenditures in categories and amounts other than anticipated in the adopted 2014 budget;

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

SECTION 1. The 2014 budget, as adopted in Ordinance No. 904, 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>ExpRev</i>
301 - Cap. Proj - Dev. Contrib	Expenditures	\$0	\$2,000	\$2,000	Exp.
301 - Cap. Proj - Dev. Contrib	Ending Fund Balance	\$3,116,186	\$3,114,186	(\$2,000)	EndBal.
510 - Equip Fund - Computer	Expenditures	\$75,398	\$89,398	\$14,000	Exp.
510 - Equip Fund - Computer	Ending Fund Balance	\$102,875	\$88,875	(\$14,000)	EndBal.
520 - Equip Fund - Police	Expenditures	\$121,700	\$141,700	\$20,000	Exp.
520 - Equip Fund - Police	Ending Fund Balance	\$266,871	\$246,871	(\$20,000)	EndBal.

SECTION 2. Except as set forth above, all other provisions of Ordinance 904 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 10th day of November, 2014.

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

ATTEST/AUTHENTICATION:

\_\_\_\_\_  
 Barb Stevens, Finance Director/City Clerk

APPROVED AS TO FORM:

First and Final Reading: November 10, 2014  
 Published: November 12, 2014  
 Effective: November 17, 2014

\_\_\_\_\_  
 Grant Weed, City Attorney

ORDINANCE NO. 924