



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 AGENDA Lake Stevens School District Educational Service Center (Admin. Bldg.) 12309 22nd Street NE, Lake Stevens

Monday June 22, 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:

**CITY DEPARTMENT
REPORT**

CONSENT AGENDA:

*A	Approve 2015 Vouchers	Barb
*B	Approve June 8, 2015 Council Regular Meeting Minutes	Barb

PUBLIC MEETING

*A	Plat of Bayview Final Approval	Stacie
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ACTION ITEMS:

*A	Appointment of New Planning Commissioner	Mayor
*B	Approve Interlocal Agreement with Snohomish County re Regional Drug & Task Force	Dan
*C	Approve Resolution 2015-11 Establishing Schedule for Comprehensive Plan Update	Becky
*D	Approve Perpetual Contract Expenditure for Wetland Vacation	Becky

DISCUSSION ITEMS:

*A	Steven Human Request for Right of Way Vacation	Becky
*B	Budget Amendment #3 – Ordinance No. 935	Barb
#C	Introduction of Personnel Rules and Policies / Lexipol	Steve & Dan

COUNCIL PERSON'S

Lake Stevens City Council Regular Meeting Agenda

June 22, 2015

BUSINESS

MAYOR'S BUSINESS

EXECUTIVE SESSION Potential Property Sale – Action to Follow

ADJOURN

* 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

STAFF REPORT UPDATES
JUNE 22, 2015 CITY COUNCIL MEETING

ADMINISTRATION

- I met with Jill McKinnie the new Snohomish County Ombudsman, formerly from Congressman Larsen's office. Her rule is to support the transparency and accountability of Snohomish County government by responding to public complaints and to work with City governments if having difficulty working with the County on specific issues.
- Bonneville Park Update- I have been able to get information from Municipal Research on the ability of the City to enter into a contract with Lake Stevens Little League (LSLL) for their continued use of the land but not necessarily exclusive use. I have requested a meeting with LSLL to discuss this and any future improvements they may have planned to ensure the City code doesn't negatively affect them if the land became city jurisdiction. I am also putting together the steps needed if the City would like to take over ownership. This topic will be on a future Council agenda.
- Roadside Memorials – the two memorials have been removed per the City's adopted policy and I have received a roadside memorial sign application from of Mr. Caleb Quaife for a memorial sign. Public Works is assisting on the location of the sign.

FINANCE

- The City's 2014 Annual Financial Statements were completed and submitted to the Washington State Auditor's Office prior to the May 30th filing deadline. Although the City is currently on a 2-year audit cycle, submittal of financial statements is an annual requirement. The City was last audited in 2013 and we expect our Financial and Accountability Audits to be scheduled for this fall.
- The 2014 Street Report was also submitted in May 2015. This report is an annual requirement by the Washington State Department of Transportation that includes yearend financial data as well as a summarized inventory of roads within the City that totaled 111.9 centerline miles at yearend 2014.
- The 2014 Impact Fee Report is being compiled. This report will include park and traffic mitigation fees receipted by the City and expended on projects. The presentation of this report to Council is expected during July.

HUMAN RESOURCES DEPARTMENT

- Both Public Works Crew Work I positions have been filled. New employees are Mark Hammrich and Phil Stevens.
- Police Records Clerk testing has been completed. Four candidate were interviewed by the Chief last Thursday, June 18th.
- I will be attending the AWC Annual Conference this week in Wenatchee.

PLANNING DEPARTMENT

- Petco building is currently under construction and Dairy Queen has scheduled their final inspection and is expected to open any day.
- The pre- application conference with Downtown development representatives.
- Attended Snohomish County Tomorrow Steering Committee meeting - Presentations by Tourism Bureau and Sound Transit
- Several plats are either in review or under construction
- Economic Development – met with Chamber of Commerce leadership to work on collaboration efforts. Meeting is set for June 24th with the Snohomish County Tourism Bureau Executive Director to see how Lake Stevens can be more represented in their materials.
- Park Board meeting scheduled for June 23rd. Scheduled to discuss the Trail Master Plan approach and update on the Hartford Trail Connection

POLICE DEPARTMENT

- Police Officer hire update- We are currently in the process of looking at a lateral police officer to fulfill the remaining position. In order to bring this next hire aboard, we are currently sending two officers to a (FTO) Field Training Officer class, so we have the ability to train three officers at one time. It currently takes five (5) FTO Officers to train three officers. Officer Chris Lyons and Officer Kristen Parnell are scheduled to be released to solo patrol by late August. Recruit Officer Gleb Shein is scheduled to graduate from the Basic Law Enforcement Academy on October 12th, 2015, at which time he will return and begin a 12 week field training process.
- Property Crime Unit- Attached are the stats for the Property Crime Unit (PCU) for the month of May 2015 and an overall look at the January-May 2015 for the regional crime unit. A notable event is the identification and arrest of one of the two individuals who burglarized Best Storage and Ace Hardware in Lake Stevens. The PCU detectives tracked down the subject and he was taken into custody. The Property Crime Unit has been active in our area, tracking down individuals who are suspected in multiple crimes in our region.

PUBLIC WORKS DEPARTMENT

- North Davies Sidewalk Connection project – the design is completed and the project is expected to go to bid for construction in early July. Construction is targeted for August through October this year.
- Fish Roundabout – Work has begun on the site preparation of the Fish roundabout island. This was part of the approved 2015 budget. The initial work will be to mound the center about 3 to 4 feet high. This work will allow for the installation of a future artwork.
- Road pavement restriping – The City had given Snohomish County the notice to proceed with this year's restriping. The County expects the work to be performed in late August or early September.
- Aquafest Access Weed Plan – this year the City has added in key entrance routes to the Aquafest Plan. The intent is to help ensure that the main access roads to downtown are trimmed back for pedestrian travel and on street parking.
- Roadside mowing – earlier this month the City got the shoulder mower back from the County. Since that time, the mower has been out every day. The priority is to get sight distance first, main entrance routes second, and arterial and collectors last.

**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	6/15/2015	\$148,689.68
Payroll Checks	38670-38671	\$4,258.59
Tax Deposit(s)	6/15/2015	\$61,838.90
Electronic Funds Transfers	ACH	\$5,247.12
Claims	38672-38735	\$243,717.62
Void Checks	36612, 37450	(\$84.77)
Total Vouchers Approved:		\$463,667.14

This 22nd day of June 2015:

Mayor

Councilmember

Finance Director

Councilmember

Councilmember

Councilmember



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Checks to be Approved for 6/9/2015 to 6/22/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total	
Ace Hardware	38673							\$404.76
		6/22/2015	46355	101-016-544-90-31-02	ST-Operating Cost	Spray Paint	\$10.84	
			46460	001-010-576-80-31-03	PK-Lundeen-Op Costs	Bolt and screw extractor	\$35.61	
			46466	001-010-576-80-31-03	PK-Lundeen-Op Costs	Fasteners	\$1.36	
			46494	410-016-531-50-31-14	DOE G1400295 - Capacity Exp	6' metal ruler to measure catch basin	\$16.28	
			46681	001-007-558-50-31-01	PL-Operating Costs	Toilet seat - Permit Center	\$14.93	
				001-007-559-30-31-01	PB-Operating Cost	Toilet seat - Permit Center	\$14.93	
				101-016-544-90-31-02	ST-Operating Cost	Toilet seat - Permit Center	\$14.93	
				410-016-531-10-31-02	SW-Operating Costs	Toilet seat - Permit Center	\$14.93	
			46682	001-008-521-20-31-01	LE-Operating Costs	Padlock	\$6.51	
			46694	001-008-521-20-31-01	LE-Operating Costs	Turtle wax carwash/simple green	\$36.88	
			46725	101-016-544-90-31-02	ST-Operating Cost	Keys for new employees	\$4.32	
				410-016-531-10-31-02	SW-Operating Costs	Keys for new employees	\$4.32	
			46747	101-016-544-90-31-02	ST-Operating Cost	Plants for planters around City name signs	\$123.61	
			46757	101-016-544-90-31-02	ST-Operating Cost	Roundup	\$99.89	
			46762	001-010-576-80-31-00	PK-Operating Costs	Ground Rod clamp-North Cove Elec panel	\$5.42	
Jennifer Anderson	38674							\$416.16
		6/22/2015	June 2015	001-000-284-00-00-00	Payroll Liability Other	Section 125 Dep Care Reimb	\$416.16	
Angel Transport and Towing	38675							\$255.00
		6/22/2015	3512	001-008-521-20-31-01	LE-Operating Costs	Towing for case #15-01476	\$255.00	
Steven M Apodaca	38676							\$500.00
		6/22/2015	7/9/2015	001-012-573-20-31-00	CS-Arts Commission	Music on the Lake performance on 7/9/2015	\$500.00	
Bills Blueprint	38677							\$16.29
		6/22/2015	510724	001-013-518-20-31-00	GG-Operating	Copies for Public Records req - Kurish	\$16.29	
Blumenthal Uniforms	38678							\$2,445.31
		6/22/2015	132137	001-008-521-20-26-00	LE-Clothing	Uniform items - Parnell	\$664.41	
			132147	001-008-521-20-26-00	LE-Clothing	Uniform items - Lyons	\$754.50	
			135135	001-008-521-20-26-00	LE-Clothing	Uniform boots - Lambier	\$151.99	
			136524-01	001-008-521-20-26-00	LE-Clothing	Uniform items - Shein	\$160.70	
			136879	001-008-521-20-26-00	LE-Clothing	Pants - Anderson	\$141.07	
			140563	001-008-521-20-26-00	LE-Clothing	Uniform shoes - Lorentzen	\$90.90	
			141508	001-008-521-20-26-00	LE-Clothing	Uniform items - Shein	\$559.94	



Checks to be Approved for 6/9/2015 to 6/22/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Blumenthal Uniforms	38678	6/22/2015	142706	001-008-521-20-26-00	LE-Clothing	Pants - Brown	\$52.12
			98892-82	001-008-521-20-26-00	LE-Clothing	Return of pants-Anderson	(\$130.32)
BMI	38679						Check Total \$335.00
		6/22/2015	8847654	001-013-518-20-31-00	GG-Operating	2015-2016 fees Account #2460509	\$335.00
Business Card	38672						Check Total \$8,180.13
		6/17/2015	6/15 0979	001-008-521-20-31-01	LE-Operating Costs	Nikon 24-70 mm Wide Angle zoom lens	\$2,049.23
					LE-Operating Costs	Nikon Wireless remote control	\$28.99
					LE-Operating Costs	Nikon Rechargeable Li-Ion Battery	\$49.00
					LE-Operating Costs	Parking signs for employee/officer of the year	\$70.59
					LE-Operating Costs	Gun Safe-Sporter	\$899.98
					LE-Operating Costs	Nikon D7200 DX format DSLR camera body	\$1,281.89
		6/15 1457	001-007-558-50-41-03	001-008-521-20-43-00	LE-Travel & Meetings	Meals-WASPC conference-Lorentzen/Ubert	\$31.30
					PL-Advertising	Postcard mailing-Trestle ROW Vac	\$30.60
					PL-Advertising	Postcard mailing-Stetner	\$22.05
					PL-Travel & Mtgs	Parking SCT Exec Comm	\$3.00
					PL-Staff Development	Pacific NW Idea Exchange	\$210.00
					PL-Staff Development	Land Use Case law Update Spring 2015	\$35.00
		6/15 4183	001-008-521-20-26-00	001-007-558-50-49-01	LE-Clothing	Flexfit Duty ball cap	\$31.93
					LE- Ops NW Computers	ScanSnap Scanners for New World use	\$1,863.52
					LE-Communication	Postage	\$300.00
		6/15 4396	001-006-518-80-48-00	001-008-521-20-42-00	IT-Repair & Maintenance	Exchange Server support	(\$42.91)
					LE-Professional Services	Tests for Police records clerk	\$240.00
		6/15 8060	001-007-558-50-31-01	001-008-521-20-41-00	PL-Operating Costs	Postcard mailier-Sukaya2	\$15.57
					ST-Traffic Control - Supply	No Parking signs	\$350.00
					ST-Traffic Control - Supply	Sign bracket	\$53.98
					ST-Travel & Meetings	Chamber of Commerce mtg	\$10.00
					ST-Travel & Meetings	Parking-20th st mtg-Perteet	\$6.00
					ST-Travel & Meetings	Parking-ICC meeting	\$6.00
					ST-Office Supplies	Automatic pencil lead	\$9.14
					ST-Office Supplies	Pentel pen refills-blue	\$15.59
					ST-Operating Cost	Publication-Standard Specifications 2014	\$27.18
					SW-Office Supplies	Automatic pencil lead	\$9.13



Checks to be Approved for 6/9/2015 to 6/22/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Business Card	38672	6/17/2015	6/15 8060	410-016-531-10-31-01	SW-Office Supplies	Pentel pen refills-blue	\$15.59
				410-016-531-10-31-02	SW-Operating Costs	Publication-Standard Specifications 2014	\$27.17
		6/15 8877		001-008-521-20-31-01	LE-Operating Costs	Dell Adapters for secondary monitors	\$101.76
					LE-Operating Costs	Aluminum Light grip	\$255.37
				001-008-521-20-41-00	LE-Professional Services	Database searches	\$108.60
				001-008-521-20-43-00	LE-Travel & Meetings	Meals at WASPC Conference	\$24.88
		6/15 9514		001-001-511-60-43-00	Legislative - Travel & Mtgs	Chamber of Commerce mtg - Low/Spencer/Tageant	\$30.00
				001-002-513-11-43-00	AD-Travel & Meetings	Chamber of Commerce mtg - J Berg	\$10.00
City of Marysville	38680	Check Total \$27,027.79					
		6/22/2015	15-009	001-013-512-50-41-00	GG-Municipal Court Fees	Citations for May 2015	\$7,071.03
			POLIN11-0529	001-008-523-60-51-00	LE-Jail	Prinsoner Housing April 2015	\$10,706.66
			POLIN11-0537	001-008-523-60-51-00	LE-Jail	Prinsoner Housing April 2015-Yakima	\$4,610.10
			POLIN11-0539	001-008-523-60-51-00	LE-Jail	Prinsoner Housing April 2015-SCORE	\$4,640.00
Co Op Supply	38681	Check Total \$29.22					
		6/22/2015	609440/4	101-016-542-64-31-00	ST-Traffic Control - Supply	Propane	\$29.22
Comcast	38682	Check Total \$222.92					
		6/22/2015	06/15 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
		5/15 0692756	001-008-521-20-42-00	LE-Communication	Internet services - Market Pl	\$103.96	
	38683	Check Total \$258.04					
		6/22/2015	5/15 0808840	001-010-576-80-42-00	PK-Communication	Internet services - City Shop	\$36.32
				101-016-543-30-42-00	ST-Communications	Internet services - City Shop	\$36.32
				410-016-531-10-42-00	SW-Communications	Internet services - City Shop	\$36.32
		5/15 0827887	101-016-542-64-47-00	ST-Traffic Control -Utility	Traffic signal control	\$149.08	



Checks to be Approved for 6/9/2015 to 6/22/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total
Comdata Corporation	38684						\$399.41
		6/22/2015	20232412	001-007-559-30-32-00	PB-Fuel	Fuel May 2015	\$92.93
				001-008-521-20-32-00	LE-Fuel	Fuel May 2015	\$306.48
Crystal and Sierra Springs	38685						\$259.57
		6/22/2015	5249844060115	001-007-558-50-31-01	PL-Operating Costs	Bottled Water	\$23.03
				001-007-559-30-31-01	PB-Operating Cost	Bottled Water	\$23.03
				001-013-518-20-31-00	GG-Operating	Bottled Water	\$82.11
				101-016-544-90-31-02	ST-Operating Cost	Bottled Water	\$65.70
				410-016-531-10-31-02	SW-Operating Costs	Bottled Water	\$65.70
Datec Inc	38686						\$320.38
		6/22/2015	32112	001-008-521-20-31-01	LE-Operating Costs	Sector paper	\$320.38
Day Wireless Systems 16	38687						\$85.73
		6/22/2015	387868	001-008-521-20-26-00	LE-Clothing	Earphone kit/ear insert-Lyons	\$85.73
Dept of Licensing	0						\$851.00
		6/22/2015	1205-1247	633-008-586-00-00-00	Gun Permit - State Remittance	Weapons permits	\$851.00
Dept of Retirement (Deferred Comp)	0						\$2,290.00
		6/22/2015	06/15/15	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,290.00
Dept of Revenue	0						\$198.66
		6/22/2015	May 2015	001-013-518-90-49-06	GG-Excise Tax	Excise Taxes May 2015	\$161.39
				410-016-531-10-44-00	SW-Excise Taxes	Excise Taxes May 2015	\$37.27
DTSGIS Data Transfer Solutions LLC	38735						\$37,400.00
		6/22/2015	4109	101-016-544-90-31-02	ST-Operating Cost	VUEWorks Software Modules:Cloud based	\$13,000.00
				410-016-531-50-31-14	DOE G1400295 - Capacity Exp	VUEWorks Software Modules:Cloud based	\$13,000.00
			4216	101-016-544-90-31-02	ST-Operating Cost	VUEWorks Software Modules:Hosting/install/support/implementation	\$5,700.00
				410-016-531-50-31-14	DOE G1400295 - Capacity Exp	VUEWorks Software Modules:Hosting/install/support/implementation	\$5,700.00
Electronic Federal Tax Pmt System EFTPS	0						\$61,838.90
		6/22/2015	06/15/15	001-000-281-00-00-00	Payroll Liability Taxes	Federal Payroll Taxes	\$61,838.90
Electronic Business Machines	38688						\$433.39
		6/22/2015	114350	001-008-521-20-48-00	LE-Repair & Maintenance	Copier repair - Police Station	\$212.13
			114552	001-013-518-20-48-00	GG-Repair & Maintenance	Copier maint & Repair	\$221.26



Checks to be Approved for 6/9/2015 to 6/22/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc		
Evergreen State Heat	38689						Check Total	\$403.18
		6/22/2015	28051	001-007-558-50-48-00	PL-Repairs & Maint.	Quarterly HVAC Service Maint	\$50.39	
				001-008-521-20-48-00	LE-Repair & Maintenance	Quarterly HVAC Service Maint	\$100.80	
				001-012-575-50-48-00	CS-Community Center - R & M	Quarterly HVAC Service Maint	\$100.80	
				001-013-518-20-48-00	GG-Repair & Maintenance	Quarterly HVAC Service Maint	\$100.79	
				101-016-542-30-48-00	ST-Repair & Maintenance	Quarterly HVAC Service Maint	\$25.20	
				410-016-531-10-48-00	SW-Repairs & Maintenance	Quarterly HVAC Service Maint	\$25.20	
Frontier	38690						Check Total	\$62.52
		6/22/2015	6/15 4253979674	101-016-542-64-47-00	ST-Traffic Control -Utility	Traffic control modem	\$62.52	
Grainger	38691						Check Total	\$393.56
		6/22/2015	9751493132	101-016-542-90-31-01	ST-Clothing	Hard hat	\$56.86	
			9752600636	101-016-544-90-31-02	ST-Operating Cost	Liquid Dish Soap	\$27.41	
				410-016-531-10-31-02	SW-Operating Costs	Liquid Dish Soap	\$27.40	
				9752600644	001-010-576-80-31-00	PK-Operating Costs	Disposable Respirators	\$5.56
			101-016-544-90-31-02		ST-Operating Cost	Disposable Respirators	\$5.56	
			410-016-531-10-31-02		SW-Operating Costs	Disposable Respirators	\$5.56	
			9758135694	101-016-544-90-31-02	ST-Operating Cost	Cordless Drill/Driver Kit Tag 704	\$118.92	
				410-016-531-10-31-02	SW-Operating Costs	Cordless Drill/Driver Kit Tag 704	\$118.92	
			9758461272	101-016-544-90-31-02	ST-Operating Cost	2 cycle oil/duct tape	\$42.11	
				410-016-531-10-31-02	SW-Operating Costs	2 cycle oil/duct tape	\$42.12	
			9759085195	101-016-542-90-31-01	ST-Clothing	Hard Hats returned	(\$28.43)	
				410-016-531-10-31-00	SW-Clothing	Hard Hats returned	(\$28.43)	
Granite Construction Supply	38692						Check Total	\$488.37
		6/22/2015	262_00058337	101-016-542-90-31-01	ST-Clothing	Jackets/boots/vests/hats	\$244.19	
				410-016-531-10-31-00	SW-Clothing	Jackets/boots/vests/hats	\$244.18	
Group Health Coop	38693						Check Total	\$1,261.00
		6/22/2015	1684248-42138	001-008-521-20-41-00	LE-Professional Services	New hire medical exam	\$806.00	
			1684248-42165	101-016-542-30-41-02	ST-Professional Service	Employee lab tests	\$227.50	
				410-016-531-10-41-01	SW-Professional Services	Employee lab tests	\$227.50	
HB Jaeger Co LLC	38694						Check Total	\$498.02
		6/22/2015	160490/1	410-016-531-10-31-02	SW-Operating Costs	Curb inlet and Pipe for storm drain	\$498.02	



Checks to be Approved for 6/9/2015 to 6/22/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc		
Honey Bucket	38695						Check Total	\$443.14
		6/22/2015	2-1221192	001-010-576-80-45-00	PK-Equipment Rental	Honey bucket rental - handicap -boat launch	\$196.00	
			2-1222498	001-010-576-80-45-00	PK-Equipment Rental	Honey bucket rental - boat launch	\$69.64	
			2-1228416	001-010-576-80-45-00	PK-Equipment Rental	Honey bucket rental - swim beach	\$177.50	
Industrial Supply Inc	38696						Check Total	\$87.63
		6/22/2015	558519	101-016-544-90-31-02	ST-Operating Cost	Shovels	\$43.81	
				410-016-531-10-31-02	SW-Operating Costs	Shovels	\$43.82	
Keating Bucklin and McCormack Inc	38697						Check Total	\$2,998.88
		6/22/2015	6310	001-008-521-20-41-02	LE-Professional Srv-Legal	Employment litigation	\$2,589.38	
			6319	101-016-542-30-41-02	ST-Professional Service	Consultations-City Lot	\$204.75	
				410-016-531-10-41-01	SW-Professional Services	Consultations-City Lot	\$204.75	
Lake Industries LLC	38698						Check Total	\$238.01
		6/22/2015	266687	101-016-544-90-31-02	ST-Operating Cost	1 1/4 Minus Crushed Rock-Overlay fill	\$187.42	
			266700	101-016-544-90-31-02	ST-Operating Cost	1 1/4 Minus Crushed Rock-Overlay fill	\$50.59	
Lake Stevens Police Guild	38699						Check Total	\$1,078.50
		6/22/2015	6/15/2015	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Union Dues	\$1,078.50	
Lake Stevens School District	38700						Check Total	\$75.00
		6/22/2015	65156	001-001-511-60-45-01	Legislative - Rentals	Council chamber rental 4/13/15 & 5/11/15	\$75.00	
Lake Stevens Sewer District	38701						Check Total	\$800.00
		6/22/2015	6/2015	001-008-521-50-47-00	LE-Utilities	Sewer - N Lakeshore Dr	\$80.00	
					LE-Utilities	Sewer - Police Station	\$80.00	
				001-010-576-80-47-00	PK-Utilities	Sewer - Lundeen Park	\$160.00	
				001-012-572-20-47-00	CS-Library-Utilities	Sewer - Library	\$80.00	
				001-013-518-20-47-00	GG-Utilities	Sewer - City Hall	\$160.00	
					GG-Utilities	Sewer - Permit Center	\$80.00	
					GG-Utilities	Sewer - Family Center	\$80.00	
				101-016-543-50-47-00	ST-Utilities	Sewer - 99th Ave SE Property	\$80.00	
Last Leaf Productions	38702						Check Total	\$500.00
		6/22/2015	7/02/2015	001-012-573-20-31-00	CS-Arts Commission	Music on the Lake performance on 7/2/2015	\$500.00	
Lemay Mobile Shredding	38703						Check Total	\$40.06
		6/22/2015	4439267	001-008-521-20-31-01	LE-Operating Costs	Shredding services	\$4.38	



Checks to be Approved for 6/9/2015 to 6/22/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Lemay Mobile Shredding	38703	6/22/2015	4439268	001-013-518-20-31-00	GG-Operating	Shredding services	\$35.68
Nationwide Retirement Solution	0						Check Total \$1,250.00
		6/22/2015	06/15/15	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-Nationwide	\$1,250.00
Outcomes by Levy LLC	38704						Check Total \$4,963.51
		6/22/2015	2015-05-LS	001-013-511-20-41-02	GG-Advisory Srv - Lobbying	Lobbying services May 2015	\$4,963.51
Pacific Power Batteries	38705						Check Total \$41.23
		6/22/2015	365764	001-008-521-20-31-01	LE-Operating Costs	Battery	\$41.23
Petty Cash Account	38706						Check Total \$47.25
		6/22/2015	Apr-June 2015	530-016-594-48-60-00	Purchase Of Capital Equipment	License for PW41	\$47.25
Pilchuck Veterinary Hospital	38707						Check Total \$60.60
		6/22/2015	29501	001-008-554-30-51-00	LE-Environmental-Animal Contro	Animal medical services Case #15-01053	\$60.60
Port Supply	38708						Check Total \$213.46
		6/22/2015	2399850	001-008-521-21-31-00	LE-Boating Operating	PFD Bobbin	\$213.46
Powerplan	38709						Check Total \$192.26
		6/22/2015	9483317	101-016-544-90-31-02	ST-Operating Cost	Pin fastener for John Deere tractor	\$96.13
				410-016-531-10-31-02	SW-Operating Costs	Pin fastener for John Deere tractor	\$96.13
Puget Sound Energy	38710						Check Total \$119.45
		6/22/2015	6/15 24316495	001-010-576-80-47-00	PK-Utilities	Utilities - Natural gas	\$11.70
				101-016-543-50-47-00	ST-Utilities	Utilities - Natural gas	\$11.70
				410-016-531-10-47-00	SW-Utilities	Utilities - Natural gas	\$11.69
		6/15 3723810		001-008-521-50-47-00	LE-Utilities	Utilities - Natural gas	\$84.36
R&R Star Towing Inc	38711						Check Total \$193.31
		6/22/2015	98126	001-008-521-20-31-01	LE-Operating Costs	Towing services Case 15-01387	\$193.31
Rice Signs LLC	38712						Check Total \$1,259.48
		6/22/2015	46905	101-016-542-64-31-00	ST-Traffic Control - Supply	Street signs - overlay projects	\$1,259.48
Robinson Noble	38713						Check Total \$691.25
		6/22/2015	15-425	101-016-542-30-41-02	ST-Professional Service	Engineering/Environmentall services - City Lot	\$345.63
				410-016-531-10-41-01	SW-Professional Services	Engineering/Environmentall services - City Lot	\$345.62
Safeguard Pest Control Inc	38714						Check Total \$104.96
		6/22/2015	46497	001-007-558-50-48-00	PL-Repairs & Maint.	Pest Control	\$17.50



Checks to be Approved for 6/9/2015 to 6/22/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Safeguard Pest Control Inc	38714	6/22/2015	46497	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
				410-016-531-10-48-00	SW-Repairs & Maintenance	Pest Control	\$17.50
Snohomish County Cities	38715	Check Total					\$35.00
		6/22/2015	5/21/15	001-001-511-60-43-00	Legislative - Travel & Mtgs	SSC mtg - Tageant 5/21/15	\$35.00
Snohomish County Parks and Recreation	38716	Check Total					\$140.00
		6/22/2015	I000383081	001-007-558-70-41-00	PL-Economic Devel	Business Sign Centennial Trail permit 092906-0003	\$140.00
Snohomish County PUD	38717	Check Total					\$15,757.11
		6/22/2015	114257185	101-016-542-63-47-00	ST-Lighting - Utilities	201973682	\$43.12
			117576624	101-016-542-63-47-00	ST-Lighting - Utilities	204719074	\$18.02
			120889813	001-010-576-80-47-00	PK-Utilities	205395999	\$99.91
			124213217	101-016-542-63-47-00	ST-Lighting - Utilities	200178218	\$287.67
			127517002	101-016-542-63-47-00	ST-Lighting - Utilities	201595113	\$315.42
			127517928	001-012-575-50-47-00	CS-Community Center-Utilities	200860922	\$568.48
			127519044	001-012-572-20-47-00	CS-Library-Utilities	200206977	\$610.54
				001-013-518-20-47-00	GG-Utilities	200206977	\$153.97
			127521455	101-016-542-63-47-00	ST-Lighting - Utilities	202342622	\$115.04
			130827568	101-016-542-63-47-00	ST-Lighting - Utilities	202624367	\$9,366.54
			130827569	101-016-542-63-47-00	ST-Lighting - Utilities	202648101	\$1,011.47
			130827570	101-016-542-63-47-00	ST-Lighting - Utilities	202670725	\$1,128.33
			130829475	001-012-575-30-47-00	CS-Historical-Utilities	202289237	\$34.65
				001-012-575-51-47-00	CS-Grimm House Expenses	202289237	\$34.64
			134116575	001-013-518-20-47-00	GG-Utilities	201783685	\$149.63
			134116576	001-013-518-20-47-00	GG-Utilities	201956075	\$50.19
			134117272	001-010-576-80-47-00	PK-Utilities	201513934	\$32.67
			137329800	001-013-518-20-47-00	GG-Utilities	200206019	\$482.41
			137329801	001-013-518-20-47-00	GG-Utilities	200245215	\$350.84
			143957712	001-010-576-80-47-00	PK-Utilities	200748721	\$92.50
			147256262	101-016-542-63-47-00	ST-Lighting - Utilities	203115522	\$246.15
			147258542	101-016-542-63-47-00	ST-Lighting - Utilities	200363505	\$127.72
			150538957	001-010-576-80-47-00	PK-Utilities	202513354	\$33.04



Checks to be Approved for 6/9/2015 to 6/22/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Snohomish County PUD	38717	6/22/2015	156989690	101-016-542-63-47-00	ST-Lighting - Utilities	202648705	\$89.09
			200321172	001-013-518-20-47-00	GG-Utilities	200321172	\$315.07
Snohomish County PW S	38718	Check Total					\$1,979.64
		6/22/2015	I000383289	101-016-542-64-48-00	ST-Traffic Control - R&M	Traffic signal maint April 2015	\$1,979.64
Snohomish County Sherrifs Office	38719	Check Total					\$16,748.50
		6/22/2015	2015-2563	001-008-523-60-51-00	LE-Jail	Prisoner Housing/Medical March 2015	\$8,658.50
			2015-2622	001-008-523-60-51-00	LE-Jail	Prisoner Housing/Medical April 2015	\$8,090.00
Snohomish Valley Roofing Inc	38720	Check Total					\$14,017.00
		6/22/2015	14079	001-012-575-51-47-00	CS-Grimm House Expenses	Grimm House Roof	\$14,017.00
Snopac	38721	Check Total					\$26,965.37
		6/22/2015	7501	001-008-528-00-51-00	LE-Snopac Dispatch	Dispatch services	\$26,965.37
Sound Publishing Inc	38722	Check Total					\$113.88
		6/22/2015	EDH635699	001-004-514-23-41-01	FI-Advertising	Ordinance 933 Budget amendment	\$22.48
			EDH635702	001-007-558-50-41-03	PL-Advertising	Ordinance 934 ROW vacation	\$24.20
			EHD636029	001-007-558-50-41-03	PL-Advertising	LUA2015-0048 Bayview Plat Final Plat Approval	\$67.20
Stericycle Inc	38723	Check Total					\$47.08
		6/22/2015	3003033218	001-008-521-20-41-00	LE-Professional Services	Hazardous waste disposal	\$47.08
Tacoma Screw Products Inc	38724	Check Total					\$150.76
		6/22/2015	30679670	101-016-544-90-31-02	ST-Operating Cost	Lynch and Lock Pins/respirators/washers	\$40.76
				410-016-531-10-31-02	SW-Operating Costs	Lynch and Lock Pins/respirators/washers	\$40.76
			30681483	001-010-576-80-31-00	PK-Operating Costs	Nuts/screws	\$23.08
				101-016-544-90-31-02	ST-Operating Cost	Nuts/screws	\$23.08
				410-016-531-10-31-02	SW-Operating Costs	Nuts/screws	\$23.08
The Glass Door & Window Co LLC	38725	Check Total					\$932.87
		6/22/2015	13545	001-012-572-20-48-00	CS-Library-Repair & Maint.	Installation/Materials/Disposal Library Windows	\$932.87
Traffic & Parking Control Co Inc	38726	Check Total					\$1,101.00
		6/22/2015	1491679	101-016-542-64-31-00	ST-Traffic Control - Supply	Econocade Barricades	\$1,101.00
UPS	38727	Check Total					\$54.23
		6/22/2015	74Y42235	001-008-521-20-42-00	LE-Communication	Evidence shipping	\$54.23
Verizon Northwest	38728	Check Total					\$2,457.48
		6/22/2015	9746183851	001-001-513-10-42-00	Executive - Communication	Wireless phone/internet services	\$82.48



Checks to be Approved for 6/9/2015 to 6/22/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Verizon Northwest	38728	6/22/2015	9746183851	001-002-513-11-42-00	AD-Communications	Wireless phone/internet services	\$82.48
				001-005-518-10-42-00	HR-Communications	Wireless phone/internet services	\$52.46
				001-006-518-80-42-00	IT-Communications	Wireless phone/internet services	\$124.92
				001-007-558-50-42-00	PL-Communication	Wireless phone/internet services	\$226.57
				001-007-559-30-42-00	PB-Communication	Wireless phone/internet services	\$104.77
				001-008-521-20-42-00	LE-Communication	Wireless phone/internet services	\$1,438.12
				001-010-576-80-42-00	PK-Communication	Wireless phone/internet services	\$115.23
				101-016-543-30-42-00	ST-Communications	Wireless phone/internet services	\$115.22
				410-016-531-10-42-00	SW-Communications	Wireless phone/internet services	\$115.23
Jerad Wachtveitl	38729	Check Total					\$84.77
		6/22/2015	03/07/14	001-008-521-20-43-00	LE-Travel & Meetings	PSR Training	\$21.77
			9/10 req	001-008-521-20-43-00	LE-Travel & Meetings	PerDiem for training-Investigation of Mobile Devices	\$63.00
Washington Assoc of Sheriffs and Poli	38730	Check Total					\$150.00
		6/22/2015	DUES2015-00645	001-008-521-20-49-00	LE-Miscellaneous	WASPC Dues J Ubert 2015-2016	\$75.00
			DUES2015-00670	001-008-521-20-49-00	LE-Miscellaneous	WASPC Dues Lambier 2015-2016	\$75.00
Washington State Dept of Agriculture	38731	Check Total					\$33.60
		6/22/2015	1098	001-008-521-20-31-01	LE-Operating Costs	Small scale inspection	\$33.60
Washington State Patrol	38732	Check Total					\$365.25
		6/22/2015	I15008818	633-008-586-00-00-06	Gun Permit - FBI Remittance	Weapons permit background checks May 2015	\$365.25
Washington State Support Registry	0	Check Total					\$657.46
		6/22/2015	06/15/15	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Child Support	\$657.46
Washington Tractor	38733	Check Total					\$59,201.24
		6/22/2015	60660	530-000-395-10-00-00	Sale of Capital Equipment	Trade in Kubota kx91 for 2015 Yanmar Backhoe	(\$18,500.00)
				530-016-594-48-60-00	Purchase Of Capital Equipment	2015 Yanmar Backhoe Stock# 220527	\$77,701.24
Weed Graafstra & Benson Inc	38734	Check Total					\$7,139.11
		6/22/2015	138	001-011-515-30-41-00	LG-Professional Service	Professional services-legal matters	\$7,139.11
Total							\$310,803.64

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

Monday June 8, 2015
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

CALL TO ORDER: 7:00 p.m. by Mayor Vern Little

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

COUNCILMEMBERS ABSENT: None

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

OTHERS: Fire Chief Kevin O'Brien, Arts Commissioners Holly Forbis and Kristen Hunt

Excused Absence. None.

Guest Business. None.

Introduction: Police Chief Dan Lorentzen introduced Fire Chief Kevin O'Brien, and said Chief O'Brien is a great community partner. Chief O'Brien shared his background and experience, and said he and his family are very excited to join the Lake Stevens community.

Consent Agenda.

MOTION: Moved by Councilmember Tageant, seconded by Councilmember Welch, to approve (A) 2015 Vouchers [Payroll Direct Deposits of \$135,141.29; Payroll Checks 38600-38604 in the amount of \$5,406.24; Tax Deposit(s) of \$54,126.54; Electronic Funds Transfers (ACH) of \$158,340.72; Claims Check Nos. 38605-38669 in the amount of \$1,281,146.34; Total Vouchers Approved: \$1,634,161.13]; and (B) City Council Regular Meeting Minutes of May 26, 2015. On vote the motion carried unanimously (7-0-0-0).

Public Hearing in consideration of Resolution 2015-10 re 2016-2021 6-Year

Transportation Improvement Plan: City Clerk Barb Stevens opened the Public Hearing and read the Public Hearing Procedures for the record.

Public Works Director Mick Monken presented the staff report and said that it is Staff's recommendation to hold a public hearing, take comments on the proposed 2016-2021 Six-Year Transportation Improvement Plan ("TIP"), and if there are no changes, adopt Resolution 2015-10. He reviewed the various projects proposed to be included in the new TIP and estimated expenditures over the six years; he then responded to Councilmembers' questions.

Mayor Little invited public comment and there was none.

MOTION: Councilmember Spencer moved, Councilmember Daughtry seconded, to close the public comment portion of the public hearing. On vote the motion carried unanimously (7-0-0-0).

MOTION: Councilmember Daughtry moved, Councilmember Welch seconded, to close the public hearing. On vote the motion carried unanimously (7-0-0-0).

MOTION: Councilmember Low moved, Councilmember Spencer seconded, to approve the first and final reading of Resolution 2015-10 adopting a Six-Year Transportation Improvement Plan for the years 2016-2021 and directing the same to be filed with the State Secretary of Transportation and the Puget Sound Regional Council. On vote the motion carried unanimously (7-0-0-0).

Action Items:

Mayor Little announced that Action Item B, Nonstandard Warning Sign Policy, is being removed from tonight's agenda. Also there will be an executive session regarding potential litigation with no action to follow.

Recommendation for Roundabout Art: Public Works Director Mick Monken presented the staff report and said it is staff's recommendation to authorize the Mayor to enter into a purchase agreement with artist Gunter Reimnitz, for his art work entitled "Salmon Migration". Director Monken reminded that Council previously budgeted \$4,000 for landscaping this roundabout. Staff has been waiting for selection and installation of the art work before installing new landscaping that will be compatible with the selected art. Arts Commissioner Holly Forbis displayed a model of the recommended art work and reviewed the selection process that the Arts Commission used in making this recommendation. Some criteria considered for the art work was that it must be representative of Lake Stevens, durable, and if possible, created by a local artist. The Arts Commission invited public input for suggestions as to theme of the artwork, and the predominant responses included elements of water, fish and sailboats. Five artists were interviewed. Commissioner Forbis and Director Monken responded to Councilmembers' questions, and Commissioner Forbis said the Arts Commission is planning a variety of media announcements to let the public know of the new art work.

MOTION: Councilmember Welch moved, Councilmember Tageant seconded, to approve the Arts Commission's recommended purchase of the "Salmon Migration" sculpture for the roundabout at Callow and Lundeen, and authorize the Mayor to enter into a purchase agreement with the Artist Gunter Reimnitz. On vote the motion carried unanimously (7-0-0-0).

Alliance for Housing Affordability Annual Work Program and Budget: Planning and Community Development Director Becky Ableman McCrary reviewed the staff report and said this is before Council now because the Alliance for Housing Affordability's fiscal year runs from July 1 through June 30. The Alliance for Housing Affordability assists member cities and Snohomish County in meeting their housing goals and to assist with other housing issues related to the jurisdictions' respective Comprehensive Plans. She then responded to Councilmembers' questions.

MOTION: Councilmember Tageant moved, Councilmember Welch seconded, to approve the Alliance for Housing Affordability 2016 work program and budget for fiscal year 2016-2017. On vote the motion carried unanimously (7-0-0-0).

Discussion Items:

Economic Development Work Plan: Director Ableman McCrary distributed material regarding the Economic Development Work Plan and said the proposed work plan is part of the subarea plan; Economic Developer Jeanie Ashe highlighted that her efforts will be directed to the 20th SE corridor and its intersection with Highway 9 for the coming six months; and also that she will continue to meet with Lake Stevens business owners. She also said she would focus efforts on tourism. Discussion ensued and Ms. Ashe responded to Councilmembers' questions.

There was consensus by the City Council to move forward with the downtown subarea plan as presented.

Council Person's Business: Councilmembers reported on the following meetings: Councilmember Tageant: Sewer District Meeting; Councilmember Welch: Fire Commission Meeting; Councilmember Spencer: Lake Stevens Education Foundation; Councilmember Low: Sewer District Meeting, Snohomish Health District; Councilmember Daughtry: Community Transit, Family Center.

Mayor's Business: Sewer District Meeting, Senate Bill 5761 relating to the manufacturing property tax exemption passed.

Staff Reports: Staff reported on the following: City Administrator Berg: Invited Chamber to tour Lundeen House as a possible larger location for the Visitor Center; Planning and Community Development Director Becky Ableman McCrary: Comprehensive Plan Open House; Snohomish County Tomorrow; Public Works Director Monken: Snohomish Community Church interested in adopting at least four and possibly six of the existing entry signs and doing maintenance; mower is repaired and in service; Police Chief Lorentzen: Update on training status of new police officers; Human Resources Director Edin: City awarded Well City status.

Execute Session: Mayor Little announced an executive session for five minutes to discuss potential litigation beginning at 8:20 p.m. and ending at 8:25 p.m. with no action to follow.

Mayor Little reconvened the regular meeting of the City Council at 8:25 p.m.

Adjourn:

Moved by Councilmember Low, seconded by Councilmember Tageant to adjourn the meeting at 8:26 p.m. On vote the motion carried unanimously (7-0-0-0).

Vern Little, Mayor

Kathy Pugh, Deputy City Clerk



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: January 22, 2015

Subject: Bayview at Lake Stevens Final Plat – (LUA2015-0048)

Contact Person/Department: Stacie J. Pratschner

Budget Impact: N/A

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Hold a public meeting pursuant to LSMC 14.18.035(a) and approve the Bayview at Lake Stevens Final Plat (LUA2015-0048) and accept the right of way dedication by motion.

SUMMARY: Public meeting and City Council acceptance of the final plat of Bayview at Lake Stevens – a subdivision of a 4.67 acre lot into 18 single-family lots in the Urban Residential Zone.

BACKGROUND: Final Plats are Type V Quasi-Judicial decisions per Table 14.16A-I. City Council accepts final plats, following a public meeting, when the subdivision's proponent has met municipal requirements for preliminary plats (Chapter 14.18 LSMC), completed applicable conditions of approval and met the requirements of Chapter 58.17 RCW.

The City of Lake Stevens issued a SEPA Mitigated Determination of Non-Significance for the project on October 17, 2013, and issued a SEPA Addendum for the project on February 12, 2015. The City of Lake Stevens approved the preliminary subdivision on November 26, 2013. The City of Lake Stevens approved the construction plans for the subdivision on March 2, 2015. The proponent submitted an application for Final Plat approval on May 19, 2015. The City issued a Notice of Application and Public Meeting for the final subdivision on June 1, 2015.

Planning and Community Development has prepared a final plat recommendation for City Council's review and consideration along with the final plat map. Staff concludes the final subdivision meets the requirements of the Lake Stevens Municipal Code conditions of approval and the requirements of Chapter 58.17 RCW (Subdivisions-Dedications). Staff recommends Council approve the final plat and accept the right-of-way dedications.

APPLICABLE CITY POLICIES: Chapter 14.18 LSMC - Subdivisions, Boundary Line Adjustments and Binding Site Plans and Chapter 14.16B LSMC

BUDGET IMPACT: None at the time of subdivision; however, the City will collect impact fees for schools, parks, and traffic when building permits are issued.

ATTACHMENTS:

Attachment 1 - Final Plat Recommendation with exhibits.

ATTACHMENT 1



Planning & Community Development
Type V Decision
Final Plat

Bayview at Lake Stevens Final Plat

LUA2015-0048

A. PROJECT DESCRIPTION AND REQUEST

Final plat application for the Bayview at Lake Stevens Subdivision (18 proposed single family residential lots) in the Urban Residential Zoning district, received on May 19, 2015. The City of Lake Stevens approved the preliminary subdivision on November 26, 2013 after an open record hearing and an environmental mitigated determination of non-significance. The applicant has submitted necessary financial securities and installed required improvements. The city of Lake Stevens approved the construction plans for the subdivision on March 2, 2015. The proponent has met the requirements for final plat approval and has installed required improvements or provided necessary financial securities before recording. Along with the final plat approval, the proponent will dedicate rights-of-way (new roads) to the city of Lake Stevens.

B. GENERAL INFORMATION

1. Property Owner: JM1 Holdings, LLC
2. Applicant / Contact Person: Mr. Tim Bruggman, Golden Eagle Development
3. Property Address: 927 79th Avenue SE, Lake Stevens, WA 98258
4. Parcel Number: 00431400100300
5. Comprehensive Plan Land Use Designations, Zoning Classifications and Existing Land Uses of the Site and Surrounding Area:

AREA	LAND USE DESIGNATION	ZONING	EXISTING USE
Project Site	Medium Density Residential	UR	Undeveloped
North of Site	Medium Density Residential	UR	Church
South of Site	Medium Density Residential	UR	Single Family Residential
East of Site	Medium Density Residential	UR	Single Family Residential
West of Site	Medium Density Residential	UR	Single Family Residential

6. Public Utilities and Services Provided by:

Water:	Snohomish County PUD	Gas:	Puget Sound Energy
Sewer:	Lake Stevens Sewer District	Cable TV:	Comcast
Garbage:	Allied Waste/Waste Management	Police:	City of Lake Stevens
Stormwater:	City of Lake Stevens	Fire:	Lake Stevens Fire District
Telephone:	Frontier	School:	Lake Stevens School District
Electricity:	Snohomish County PUD	Hospital:	Providence Hospital

C. ENVIRONMENTAL REVIEW

1. Environmental / Project Review: The city of Lake Stevens SEPA official issued a SEPA Mitigated Determination of Non-Significance for the project on October 17, 2013, and issued a SEPA addendum for the project on February 12, 2015.

D. FINDINGS OF FACT

1. Application Process: The city of Lake Stevens received a final plat application on May 19, 2015 (**Exhibit A**) associated materials (e.g., title report, closing calculations, plat name certification and declaration of covenants, conditions and restrictions) and a final plat map (**Exhibit B**) for the Bayview at Lake Stevens subdivision. City staff issued a Notice of Application and Public Meeting for the project on June 1, 2015 (**Exhibit C**). City staff mailed the notice to property owners within 300 feet, posted the subject property, and posted at City Hall. At the time that this staff report was prepared, no comments have been received.
2. Density and Dimensional Standards: Density and dimensional standard review was completed during preliminary plat approval by the City. The city has confirmed the proposed final plat complies with the preliminary plat approval. No encroachments have been identified by the city during review.
3. Stormwater Management: Stormwater impacts were reviewed during preliminary plat approval and construction plan approval. City staff has reviewed and inspected all required stormwater improvements. The applicant will provide financial securities for any remaining or incomplete stormwater items in addition to maintenance securities for road improvements.
4. Traffic Impacts: The City has reviewed traffic impacts for this project during preliminary plat approval. Traffic impact fees have been calculated to address these impacts. The Public Works Director has approved the offsite road improvements completed by the applicant and credited a portion of the required TIF. The final balance will be collected at the time of building permit issuance.
5. Public Roads and Frontage Improvements: Access to new lots within the subdivision will be from new public roads, constructed to applicable City standards. New roads and required frontage improvements have been constructed to the approved plans.
6. Utilities: Public utilities have been installed to serve all of the proposed lots in the proposed subdivision. The Snohomish County PUD (water and electricity) and Lake Stevens Sewer District have granted approval for the utility improvements.
7. Fire Department Review: The Fire Marshall for the Lake Stevens Fire District has reviewed the proposed subdivision and approved the design as shown on the final plat drawings.
8. Impact Fees: Impact fees are required for the lots in the proposed subdivision and were defined in the preliminary plat approval or as revised. The following fees are indicated on the face of the plat and shall be collected at the time of building permit issuance:
 - a. In accordance with the Hearing's Examiners decision, the total TIF for the subject site is \$49, 589 (18 new PM peak hour trips x \$2917 less credit for the existing home). Pursuant to the City's requested offsite road improvements, the sum total cost equaled \$47, 379. This total amount will be credited to the TIF, leaving a balance amount of \$2210 due prior to building permit issuance.
 - b. The proponent or successor shall pay school impact fees prior to or at the time of building permit issuance for new single family residences. Mitigation fees are those in effect at the time of payment.

- c. The proponent or successor shall pay school impact fees prior to or at the time of building permit issuance for new single family residences. Mitigation fees are those in effect at the time of payment.

E. CONCLUSIONS

1. The city has confirmed that all required improvements for subdivision approval have been installed or has been financially secured as approved by the Public Works Director and the Director of Planning and Community Development.
2. The proposed subdivision documents submitted to the city of Lake Stevens meet all requirements of the Preliminary Plat Approval issued by the City, and the city's standards for Final Plat Approval.
3. The subdivision, as proposed, is consistent with all applicable requirements, permit processing procedures, and other applicable codes.

F. RECOMMENDATIONS & CONDITIONS

The Planning and Community Development Department recommends **APPROVAL**, of the Final Plat for Bayview at Lake Stevens, **subject to the listed conditions:**

1. The proponent or successor shall record the approved subdivision (final plat) as depicted in Exhibit B – all recording fees shall be the obligation of the subdivision proponent.
2. The proponent shall provide conformed copies of the approved final plat to the city of Lake Stevens after recording with Snohomish County.
3. The proponent must comply with any federal, state, or local statutes, ordinances, or regulations applicable to this project. Failure to meet or maintain strict compliance with these regulations and conditions shall be grounds for revocation of this permit.

G. APPEALS

Per LSMC 14.16B.740, to appeal the Council's decision an appeal application must be filed, with all required fees, within 14 days of the date of issuance of this permit. An appeal of this decision would be heard by the Snohomish County Superior Court.

H. EXHIBITS

- A. Final Plat Application, received on May 19, 2015
- B. Final Plat of Bayview at Lake Stevens
- C. Notice of Application and Public Meeting issued on June 1, 2015

Decision Completed by



06-18-15

Stacie Pratschner, *Associate Planner*

DATE

Distributed to the Following Parties

1. Lake Stevens City Council
2. Mr. Tim Bruggman, Contact
3. JM1 Holdings, LLC, Property Owner



Planning and Community Development
1812 Main Street, P O Box 257
Lake Stevens WA 98258
Phone Number (425) 377-3235

EXHIBIT A

To Be Completed By Staff

Date of Application: 5.19.15
Staff Initials: MM
Permit Number: LUA2015-0048

**TYPE IV, V AND VI - COUNCIL DECISIONS
LAND USE DEVELOPMENT APPLICATION**

CHECK ONE

TYPE IV – Quasi-judicial

- ☐ Essential Public Facility
☐ Planned Neighborhood Development
☐ Rezone – Site Specific Zoning Map Amendment
☐ Secure Community Transition Facility
☐ Type IV Other: _____

TYPE V – Quasi-judicial

- ☒ Final Plats
☐ Plat Alterations
☐ Plat Vacations
☐ Right-of-Way Vacations
☐ Type V Other: _____

TYPE VI – Legislative

- ☐ Comprehensive Plan Amendment, Map and Text
☐ Development Agreements
☐ Land Use Code Amendments
☐ Rezones – Area Wide Zoning Map Amendments
☐ Type VI Other: _____

ARE ANY LOWER LEVEL PERMITS REQUIRED? Yes ☐ No ☒ Describe: _____

Property Information	Site Address: <u>927 79th Ave SE</u>			
	Assessor Parcel No: <u>2043140030</u>	Area of property	Square Feet:	Acres: <u>4.67</u>
	Land Use Designation:		Zoning: <u>Urban Residential</u>	
	Number of Buildings on Site/: <u>0</u>		Number to be Retained: <u>0</u>	
	Existing Impervious Surface Area: <u>0</u>		Proposed Impervious Surface Area:	
Applicant	Name/Company: <u>JMI Holdings LLC</u>			
	Address: <u>Po Box 610</u>		City/State/Zip: <u>Lake Stevens WA 98258</u>	
	Phone: <u>425-359-4487</u>		Applicants relationship to owner: <u>same</u>	
	Fax:		Email: <u>kaintztk@msn.com</u>	
Primary Contact	Name/Company: <u>Tim Baugman</u>			
	Address: <u>Po Box 1377</u>		City/State/Zip: <u>Monroe WA 98272</u>	
	Phone: <u>425-308-3519</u>		Email: <u>tb@goldencogleds.com</u>	
	Fax:			

Property Owner	Name/Company: JMI Holdings LLC				
	Address: PO Box 610		City/State/Zip: Lake Stevens WA 98258		
	Phone: 425-359-4487		Email: baintek@msn.com		
	Fax:				
Project Description	Grading Quantities		Cut: _____		Fill: _____
	Proposed project/land use (attach additional sheets if necessary):				

Building Information	Gross Floor Area of Existing and Proposed Buildings:				
	Bldg 1:	Bldg 2:	Bldg 3:	Bldg 4:	Bldg 5:
	Gross Floor Area by Use of Buildings (please describe use as well as floor area):				
	Use 1:				
	Use 2: _____				
	Use3:				
	Use4:				

You may not begin any activity based on this application until a decision, including the resolution of any appeal, has been made. Conditions or restrictions may be placed on your permit if it is approved. After the City has acted on your application, you will receive notice of the outcome. If an appeal is filed, you may not begin any work until the appeal is settled. You may also need approvals from other agencies; please check this before beginning any activity.

This application expires 180 days after the last date that additional information is requested (LSMC 14316A.245)

If you suspect that your site contains a stream or wetland or is adjacent to a lake, you may need a permit from the state or federal government.

I DECLARE UNDER PENALTY OF THE PERJURY LAWS THAT THE INFORMATION I HAVE PROVIDED ON THIS APPLICATION IS TRUE, CORRECT AND COMPLETE.


Signature of Property Owner/Agent

5-18-2015
Date of Application

By affixing my signature I certify that I am the legal owner of the property for which this application is issued or an authorized agent of the owner.



Planning and Community Development
1812 Main Street, P O Box 257
Lake Stevens WA 98258
Phone Number (425) 377-3235

To be completed by staff

Date of Application: _____

Staff Initials: _____

Permit Number: _____

STATEMENT OF OWNERSHIP/APPLICANT AUTHORITY

I certify or declare under penalty of perjury under the laws of the state of Washington that:

1. This application is authorized by the all the land owners with authority to bind the land/property;
2. That the developer is operating under the landowner's authority;
3. That the developer and/or landowner is either an individual or a duly formed and qualified corporation, partnership, or other legal entity; and
4. That the person signing all applications or other legal documents is authorized by the legal entity and/or landowner to do so; and
5. That the application and submittals are true and correct to the best of my information.

Applicant

Signature: [Signature] member

Name: JMI Holdings LLC

Address: PO Box 610
Lake Stevens WA 98258

Phone: 425-359-4487

Email address: kaintztk@msn.com

Property Owner(s)

Signature: [Signature] member

Name: JMI Holdings LLC

Address: PO Box 610
Lake Stevens WA 98258

Phone: 425-359-4487

Email address: kaintztk@msn.com

Signature: _____

Name: _____

Address: _____

Phone: _____

Email address: _____

EXHIBIT B

LINE TABLE

LINE	LENGTH	BEARING
L1	21.50'	N 00°02'20" W
L2	43.00'	N 33°51'20" E
L3	26.50'	N 57°14'27" E
L4	45.18'	N 33°51'20" E
L5	22.21'	N 18°54'49" E
L6	10.30'	N 30°00'00" E
L7	14.48'	N 10°14'42" E
L8	14.48'	N 89°22'07" W
L9	50.38'	N 67°02'24" E
L10	50.38'	N 30°44'54" W
L11	42.91'	N 57°14'27" E
L12	34.79'	N 67°02'24" E
L13	31.86'	N 25°19'18" E
L14	30.22'	N 59°20'19" E
L15	37.07'	N 08°14'07" E
L16	37.46'	N 79°42'09" E
L17	35.00'	N 07°50'00" E
L18	18.34'	N 07°14'48" E
L19	22.77'	N 87°02'24" E
L20	28.25'	N 78°50'11" E
L21	22.21'	N 68°01'05" E
L22	24.15'	N 68°14'17" W
L23	44.50'	N 05°21'23" W
L24	15.00'	N 78°14'08" W
L25	18.59'	N 78°14'08" W
L26	4.75'	N 52°46'44" W

CURVE TABLE

CURVE	LENGTH	RADIUS	DELTA
C1	13.74'	10.00'	96°12'07"
C2	13.67'	10.00'	96°47'34"
C3	14.03'	48.50'	17°16'18"
C4	25.24'	48.50'	24°53'58"
C5	20.70'	48.50'	17°16'18"
C6	31.13'	48.50'	18°38'42"
C7	64.43'	48.50'	29°21'13"
C8	41.48'	48.50'	51°04'47"
C9	11.88'	28.50'	35°51'10"
C10	3.98'	28.50'	11°03'17"
C11	48.13'	58.25'	88°22'58"
C12	7.06'	37.50'	167°17'38"
C13	54.43'	37.50'	167°17'38"

EQUIPMENT & PROCEDURES

METHOD OF SURVEY:
SURVEY PERFORMED BY FIELD TRAVERSE
INSTRUMENTATION:
LEICA TOPCON 1201 ROBOTIC ELECTRONIC TOTAL STATION
PRECISION:
MEETS OR EXCEEDS STATE STANDARDS WAC 332-130-080
BASIS OF BEARING:
THE MONUMENTAL CENTERLINE OF 8TH STREET SE PER TAYLOR'S COURT, A PLANNED RESIDENTIAL DEVELOPMENT, RECORDED UNDER AUDITOR'S FILE NO. 201004155003, RECORDS OF SNOHOMISH COUNTY, WA, BEARING N 89°53'37" E

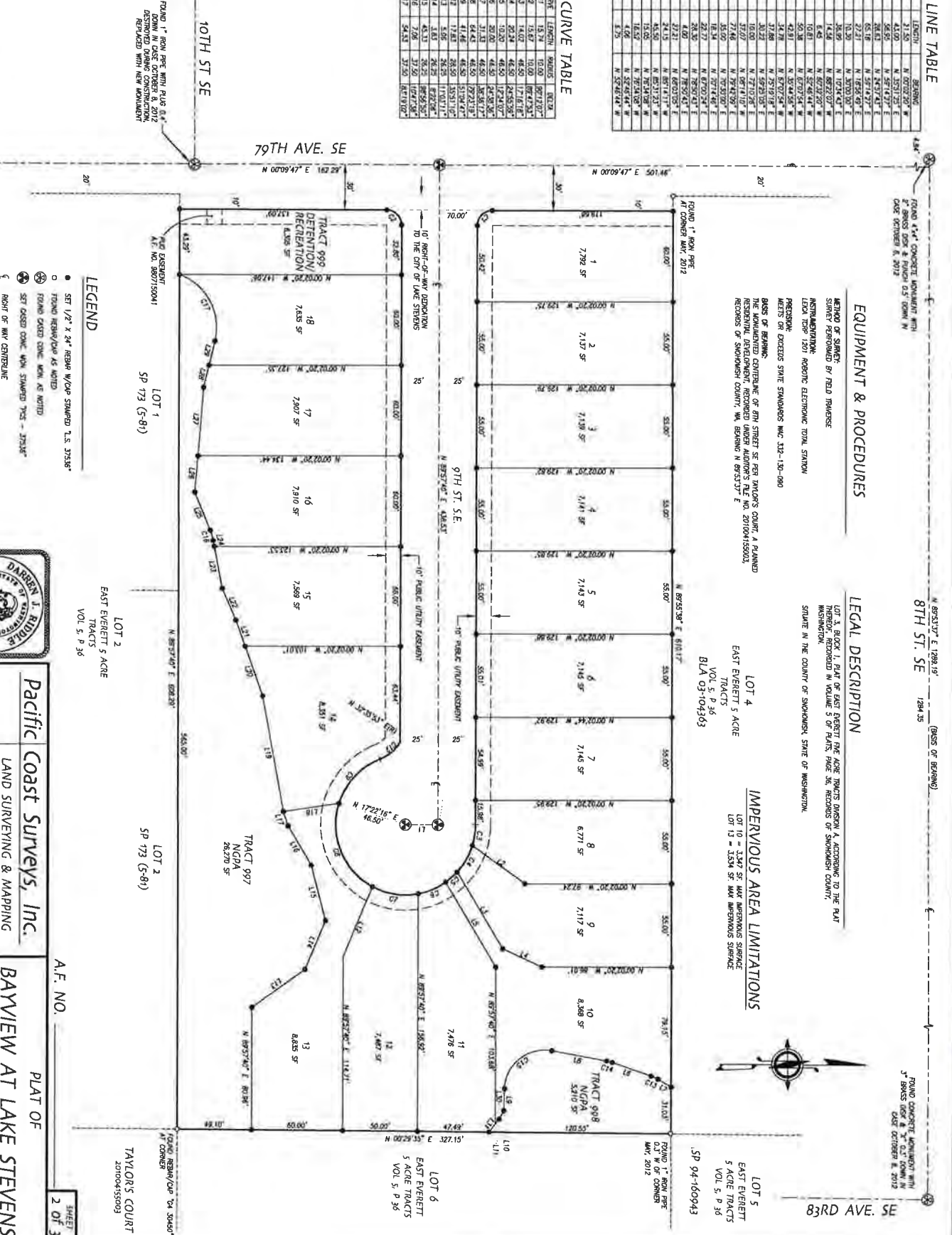
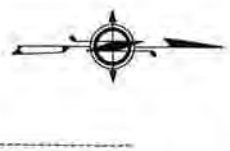
LEGAL DESCRIPTION

LOT 3, BLOCK 1, PART OF EAST EVERETT FIVE ACRE TRACTS DIVISION A, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 3 OF PLATS, PAGE 36, RECORDS OF SNOHOMISH COUNTY, WASHINGTON.
SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.

LOT 4
EAST EVERETT 5 ACRE TRACTS
VOL. 5, P. 36
BLA 03-104363

IMPERVIOUS AREA LIMITATIONS

LOT 10 = 3.24 AC MAX IMPERVIOUS SURFACE
LOT 12 = 3.85 AC MAX IMPERVIOUS SURFACE



- LEGEND**
- SET 1/2" x 24" REBAR W/OUT STAMPED "L.S. 37538"
 - TYPING REBAR/CLIP AS NOTED
 - ⊗ FOUND EXIST CONC. W/IN AS NOTED
 - ⊕ SET EXIST CONC. W/IN STAMPED "YES - 37538"
 - ⊖ RIGHT OF WAY CENTERLINE

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

BAYVIEW AT LAKE STEVENS
PLAT OF
LUA 2015-0032
SE 1/4, NE 1/4, SEC. 23, T.30N, R.3E, W.1M
DRAWN BY DATE DRAWING FILE NAME SCALE JOB NO.
SJB/S 5/28/15 12597PMA.DWG 1"=40' 12-597



SHADED 2 OF 3
TAYLOR'S COURT 201004155003



SHEET
3 of 3

PLAT OF

BAYVIEW AT LAKE STEVENS

LUA 2015-0032

NCM	5.2815	43D1FPM DVC	$\theta^* = 40^\circ$	12.591
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NOTICE OF APPLICATION & PUBLIC MEETING Subdivision

EXHIBIT C

Project Name: Final Plat Approval: Bayview Plat
Project Location: 927 79th Avenue NE, Lake Stevens, WA 98258
Project File No.: LUA2015-0048
Applicant: JMI Holdings, LLC

Proposed Project Description: The request is to create a (18) eighteen lot plat in the Urban Residential Zone. The 4.67 acre site will be developed with (18) eighteen single family detached units. The plat will be accessed via 79th Avenue SE from 9th Street SE. The applicant has submitted necessary financial securities and installed required improvements. The Lake Stevens City Council will consider acceptance of the subdivision at a public meeting scheduled for Monday, June 22, 2015 at 7 pm.

Permits Required: Subdivision
Date of Application: May 19, 2015
Completeness Date: May 28, 2015
Notice of Application: June 1, 2015
Notice of City Council Meeting: June 22, 2015

Public Review and Comment Period: Interested parties may view the project file at the City of Lake Stevens Permit Center, 1812 Main Street, Monday-Friday 8 am to 4:30 pm. Please contact Planning and Community Development to receive more information or to submit written comments.

Phone number: (425) 377-3219
Email: spratschner@lakestevenswa.gov
Mailing address: P.O. Box 257, Lake Stevens, WA 98258

Upon publication of the Notice of Application, there is a 14-day period comment period. **The deadline for public comments is 5:00 PM, June 15, 2015.**

It is the City's goal to comply with the American with Disabilities Act. The City offers its assistance to anyone with special needs, including the provision of TDD services.

Distribution: Applicant and Project Contact
Official City Notification Boards (City Hall, Subject Property)
Property Owners within 300 feet of project site & The Herald



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City of Lake Stevens

Memo

To: City Council
From: Mayor Little 
Date: June 22, 2015
RE: Planning Commission Appointment

The City advertised for and received two applicants for the Planning Commission position recently vacated. On June 15, 2015 Commissioner Hoult, Planning and Community Development Director Becky Ableman McCrary and I interviewed the two candidates.

At this time I recommend that Linda Oslund be appointed to the vacated position which is an unexpired position. This appointment will expire on December 31, 2017.

With this appointment the Planning Commission will continue with full membership.



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Date: **Agenda** 6/22/15

Subject: Inter-local Agreement for the Snohomish Regional Drug & Gang Task Force

Contact	Chief Dan Lorentzen	Budget	\$7,702.00
Person/Department:		Impact:	

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the Mayor to sign the Snohomish Regional Drug & Gang Task Force Inter-local Agreement.

SUMMARY/BACKGROUND:

Snohomish County Regional Drug and Gang Task Force is a multi-agency effort to combat drug dealers and suppliers. The purpose of the Task Force is to formally structure and jointly coordinate selected law enforcement activities, resources and functions in order to disrupt drug trafficking systems and to remove traffickers through cooperative programs of investigation, prosecution and asset forfeiture. The Task Force efforts are directed towards mid and upper level dealers. The Task Force also assists agencies within the county with narcotics enforcement and narcotics training. This inter-local agreement continues our participation through June 30, 2016.

The City of Lake Stevens has participated in the county-wide Task Force since 1988. The main Task Force staffing comes from participating agencies at their expense and with the assistance of federal funding. Lake Stevens has been a part of short-term projects, but has not dedicated an individual to the Task Force full time. Our participation continues to be providing support funding for the program. The City has benefited from the Task Force in numerous cases over the years and the Task Force provides resources for the City to utilize.

This ILA was reviewed by the City Attorney's Office and approved as to form.

APPLICABLE CITY POLICIES:

BUDGET IMPACT: Local match breakdowns are determined by populations of the participating jurisdictions.

2006- \$1642	2010- \$6152	2014-\$7474
2007- \$2219	2011- \$6520	2015-\$7702
2008- \$3011	2012- \$7044	
2009- \$3425	2013- \$7256	

The 2015 Budget includes money for this agreement.

ATTACHMENTS: ► Exhibit A: Inter-local Agreement Snohomish Regional Drug & Gang Task Force.

**INTERLOCAL AGREEMENT ESTABLISHING
SNOHOMISH REGIONAL DRUG & GANG TASK FORCE**

This Interlocal Agreement Establishing the Snohomish Regional Drug & Gang Task Force ("Agreement"), is entered into by and among Snohomish County, a political subdivision of the State of Washington, and the following jurisdictions (hereinafter collectively referred to as the "Participating Jurisdictions"):

City of Arlington	City of Mill Creek
City of Bothell	City of Monroe
City of Brier	City of Mountlake Terrace
City of Darrington	City of Mukilteo
City of Edmonds	City of Snohomish
City of Everett	City of Stanwood
City of Gold Bar	City of Sultan
City of Granite Falls	DSHS, Child Protective Services
City of Index	Washington State Patrol
City of Lake Stevens	Snohomish Health District
City of Lake Forest Park	
City of Lynnwood	
City of Marysville	

WITNESSES THAT:

WHEREAS, the State of Washington Department of Commerce (hereinafter "Commerce"), has received funds from the U.S. Department of Justice under authority of the Anti-Drug Abuse Act of 1988 to provide grants to local units of government for drug law enforcement; and

WHEREAS, eligible applicants include cities, counties and Indian tribes; and

WHEREAS, chapter 39.34 RCW permits one or more public agencies to contract with any one or more other public agencies to perform any governmental service, activity, or undertaking that each public agency is authorized by law to perform; and

WHEREAS, Snohomish County and Commerce have entered into a Narcotics Control Grant Contract (hereinafter "Grant Contract") whereby Snohomish County will use specified grant funds solely for a regional task force project consistent with the task force grant application submitted to Commerce on or before July 1, 2013, upon which the Grant Contract is based (by this reference both the Grant Contract and the grant application are incorporated in this agreement as though set forth fully herein); and

WHEREAS, the Participating Jurisdictions recognize the above-mentioned Grant Contract between Commerce and Snohomish County; and

WHEREAS, the Participating Jurisdictions desire to participate as members of the multi-jurisdictional task force with Snohomish County administering task force project grants on their behalf; and

WHEREAS, the Participating Jurisdictions desire to enter into an agreement with Snohomish County to enable Snohomish County to continue to be the receiver of any grant funds related to the task force project; and

WHEREAS, each of the Participating Jurisdictions represented herein is authorized to perform each service contemplated for it herein;

NOW, THEREFORE, in consideration of covenants, conditions, performances and promises hereinafter contained, the parties hereto agree as follows:

1.0 TASK FORCE CONTINUATION, TERM, AND PURPOSE

- 1.1 The countywide multi-jurisdictional task force, composed of law enforcement, prosecutor, and support personnel, known as the Snohomish Regional Drug & Gang Task Force (hereinafter "Task Force"), was created pursuant to the Interlocal Agreement Among Participating Jurisdictions dated January 18, 1988. The Task Force has operated on a continuous basis since that time under a series of interlocal agreements, the most recent effective from July 1, 2014, through June 30, 2015. This Agreement shall serve to continue the operation of the Task Force.
- 1.2 The term of this Agreement shall be from July 1, 2015, through June 30, 2016, unless earlier terminated or modified as provided in this Agreement.
- 1.3 The purpose of the Task Force is to formally structure and jointly coordinate selected law enforcement activities, resources, and functions in order to disrupt illegal drug trafficking systems and to remove traffickers through a cooperative program of investigation, prosecution, and asset forfeiture. The parties do not intend that this Agreement create a separate legal entity subject to suit.
- 1.4 The Task Force agrees to perform the statement of work indicated in the Task Force Abstract set forth in the application for funding between Commerce and Snohomish County. Therefore each Participating Jurisdiction adopts the following Task Force goals:
 - Reduce the number of drug traffickers and gang members in the communities of Snohomish County through the professional investigation, apprehension and conviction.
 - Efficiently attack, disrupt and prosecute individual and organized mid to upper level drug traffickers and street gang members who do not recognize jurisdictional boundaries or limitations, and by doing so, impact drug trafficking organizations previously impregnable.

- Enhance drug enforcement cooperation and coordination through multi-agency investigations, training of local jurisdictions and the sharing of resources and information.
 - To address these issues with the foremost consideration of safety for both law enforcement and the community.
- 1.5 The Task Force will follow a management system for the shared coordination and direction of personnel as well as financial, equipment and technical resources as stated in this Agreement.
- 1.6 The Task Force will implement operations, including:
- a. Development of intelligence
 - b. Target identification
 - c. Investigation
 - d. Arrest of Suspects
 - e. Successful prosecution of offenders, and
 - f. Asset forfeiture/disposition
- 1.7 The Task Force shall evaluate and report on Task Force performance to Commerce as required in the Grant Contract.

2.0 ORGANIZATION

- 2.1 Exhibit "D", incorporated herein by this reference, sets forth the organization of the Task Force.
- 2.2 The Task Force Executive Board shall be comprised of the Snohomish County Prosecuting Attorney, the Snohomish County Sheriff, the Everett Police Chief, the Everett City Attorney, and one (1) chief of police from the remaining Participating Jurisdictions chosen by the chiefs of police of the remaining Participating Jurisdictions. The Snohomish County Sheriff shall serve as Chair of the Executive Board. The Task Force Executive Board may adopt bylaws providing for appointment of alternates to attend Executive Board meetings in the absence of members. At such meetings the alternate shall have the same

rights as the appointing member. Any action taken by the Task Force Executive Board under this Agreement shall be based on a majority vote.

- 2.3 Personnel assigned to the Task Force shall be directed in their Task Force duties by the Snohomish County Sheriff's Office (SCSO) through the Task Force Commander. The Task Force Commander will be an employee of Snohomish County for all purposes and, if not a regular SCSO deputy, will hold a special commission for that purpose.
- 2.4 Exhibit "A", incorporated herein by this reference, sets forth the personnel currently assigned to the Task Force by each Participating Jurisdiction. Nothing in this Agreement shall restrict the ability of the Snohomish County Prosecuting Attorney, Snohomish County Sheriff, Everett Police Chief, or chief law enforcement officer of any Participating Jurisdiction to reassign personnel now or later assigned to the Task Force.
- 2.5 Participating Jurisdiction Employees: Personnel assigned to the Task Force by Participating Jurisdiction shall be considered employees of that Participating Jurisdiction. All rights, duties, and obligations of the employer and the employee shall remain with that individual jurisdiction. Each Participating Jurisdiction shall be responsible for ensuring compliance with all applicable laws, collective bargaining agreements, and/or civil service rules and regulations, with regard to its employees.

3.0 FINANCING

- 3.1 Exhibit "B", incorporated herein by reference, sets forth the estimated Task Force Grant Contract budget. Participating Jurisdictions agree to provide funds that in the aggregate will allow for at least a one-third match of the funds awarded under the Grant Contract ("Local Match").
- 3.2 Exhibit "C", incorporated herein by reference, sets forth the Local Match breakdown for the period from July 1, 2015, to June 30, 2016. Although State and/or Federal Grant funds may vary from the amount initially requested, each

Participating Jurisdiction agrees to provide funding that is no less than the amount indicated in Exhibit "C", and to pay its funding share to Snohomish County as administrator of Task Force funds promptly upon request.

- 3.3 As required by the Grant Contract, each Participating Jurisdiction agrees that the funding it contributes shall be provided in addition to that currently appropriated to narcotics enforcement activities and that no Task Force activity will supplant or replace any existing narcotic enforcement activities.
- 3.4 Except as modified by section 5.3 below, all revenues collected or generated by or for the Task Force shall be forwarded to the Snohomish County Treasurer and placed in a designated special account for the purpose of supporting Task Force operations, and all real or personal property of the Task Force will be held in Snohomish County's name for the benefit of the Task Force.
- 3.5 Upon termination of the Task Force, all funds remaining in said special account shall be disbursed pro rata to the then-current Participating Jurisdictions in proportion to the percentage of their most recent contribution to the Local Match indicated in Exhibit "C".

4.0 GENERAL ADMINISTRATION

- 4.1 Snohomish County agrees to provide Commerce with the necessary documentation to receive grant funds.
- 4.2 By executing this Agreement, each Participating Jurisdiction agrees to make any certified assurances required by the Grant Contract that are within its particular control, and agrees to make all its records related to the Task Force available for inspection consistent with the Grant Contract.
- 4.3 All Task Force contracts and agreements executed on behalf of Participating Jurisdictions under this Agreement must first be approved on motion of the Task Force Executive Board. By executing this Agreement, each Participating Jurisdiction agrees that, for the purpose of administering the assets and

resources available to the Task Force, Snohomish County is hereby granted the authority to execute on behalf of the Participating Jurisdictions all agreements and contracts signed as approved by the Task Force Executive Board, by and through its Chair, including but not limited to all contracts for professional services. Agreements and contracts executed in this manner shall have the same legal effect as if they were executed by each Participating Jurisdiction. No such agreement or contract may impose or waive liability with respect to a Participating Jurisdiction in a manner that is inconsistent with the hold harmless provision in section 10.0 of this Agreement.

- 4.4 Any dispute arising under this Agreement will be forwarded to the Task Force Executive Board for arbitration. The determination made by the Executive Board shall be final and conclusive as between the parties. This provision shall not apply to issues of indemnity and liability governed by the hold harmless provision in section 10.0 of this Agreement.

5.0 ASSET FORFEITURE

- 5.1 The Participating Jurisdictions shall refer all potential asset forfeitures initiated or investigated by officers assigned to the Task Force during the pendency of this agreement to the Task Force for disposition at the discretion of the Task Force Executive Board or prosecuting authority (Prosecuting Attorney or United States Attorney). Any such referred asset forfeiture that is pursued in state court will be prosecuted in the name of Snohomish County on behalf of the Task Force and its Participating Jurisdictions.
- 5.2 The Task Force Commander, under the direction of the Task Force Executive Board, shall manage the acquisition and disposition of assets seized or forfeited as a result of this Agreement in compliance with law and Task Force procedures.
- 5.3 A portion of the net monetary proceeds of each asset forfeiture made by the Task Force shall be distributed to the involved investigating agencies

commensurate with their participation as determined by prior agreement between the Task Force Commander and said agencies, or in the absence of such agreement, by the Task Force Executive Board, prior to dedication of the remaining proceeds to the Task Force as specified in section 3.4. As long as the personnel assignments stated in Exhibit "A" remain unchanged, distributions to Snohomish County and the City of Everett under this subparagraph shall be 40 percent each of the net monetary proceeds remaining after distributions under this subparagraph to Participating Jurisdictions other than Snohomish County and the City of Everett. If assignments change from those stated in Exhibit "A", the Task Force Executive Board may modify the relative percentage allocations to Snohomish County and the City of Everett on a case-by-case or permanent basis. For purposes of this subparagraph, the term "net monetary proceeds" means cash proceeds realized from property forfeited during the term of this agreement that is not retained for use by the Task Force after deducting all costs and expenses incurred in its acquisition, including but not limited to the cost of satisfying any bona fide security interest to which the property may be subject at the time of seizure, the cost of sale in the case of sold property (including reasonable fees or commissions paid to independent selling agencies), amounts paid to satisfy a landlord's claim for damages, and the amount of proceeds (typically ten percent) payable to the State of Washington under RCW 69.50.505(9) or similar law.

- 5.4 The Task Force may retain funds in an amount up to \$250,000.00 from the net proceeds of vehicle seizures for the purchase of Task Force vehicles and related fleet costs.
- 5.5 Any Participating Jurisdiction receiving a distribution of assets forfeited under RCW 69.50.505 shall use such assets in accordance with RCW 69.50.505(10), which limits use to the expansion and improvement of controlled substances related law enforcement activity and prohibits use to supplant preexisting funding sources.

- 5.6 Upon termination of the Task Force, the Task Force Executive Board shall dispose of the Task Force's interest in assets seized or forfeited as a result of this agreement in accordance with applicable federal, state and county requirements, and shall distribute proceeds in accordance with sections 5.3 and 3.5.

6.0 ACQUISITION AND USE OF EQUIPMENT

- 6.1 For purposes of this Agreement, the term "Equipment" shall refer to all personal property used by the Task Force in performing its purpose and function, including but not limited to: materials, tools, machinery, equipment, vehicles, supplies, and facilities.
- 6.2 In the event that any Equipment is acquired with grant funds, the Participating Jurisdictions agree that the Task Force will use that equipment only for specified law enforcement purposes for the term of the grant.
- 6.3 Personnel assigned to the Task Force may use Equipment that is provided or acquired for Task Force purposes as directed by the Task Force Commander.
- 6.4 Upon termination of the Task Force, any Equipment provided to the Task Force by a Participating Jurisdiction will be returned to that jurisdiction.
- 6.5 Upon termination of the Task Force, the Task Force Executive Board shall dispose of all acquired equipment in accordance with applicable federal, state and county requirements, and shall distribute proceeds in accordance with section 3.5.

7.0 MODIFICATION

Participating Jurisdictions hereto reserve the right to amend this Agreement in the future from time to time as may be mutually agreed upon. No such amendment shall be effective unless written and signed by all then-contributing jurisdictions with the same formality as this Agreement.

8.0 NONDISCRIMINATION PROVISION

There shall be no discrimination against any employee who is paid by the grant funds or against any applicant for such employment because of race, color, religion, handicap, marital status, political affiliation, sex, age, or national origin. This provision shall include, but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, lay-off or termination, rates of pay or other forms of compensation, and selection for training.

9.0 TERMINATION OF AGREEMENT

- 9.1 Notwithstanding any provisions of this Agreement, any party may withdraw from the agreement as it pertains to it by providing written notice of such withdrawal to all other parties, specifying the effective date thereof at least thirty (30) days prior to such date. A withdrawing party may take with it any Equipment it has provided to the Task Force, and shall be entitled to distributions under section 5.3 of this Agreement with respect to asset forfeitures initiated before the effective date of withdrawal.
- 9.2 If there is a reduction in funds by the source of those funds, and if such funds are the basis of this agreement, Snohomish County may unilaterally terminate all or part of the agreement, or may reduce its scope of work and budget.

10.0 HOLD HARMLESS

Each party hereto agrees to save, indemnify, defend and hold the other parties harmless from any allegations, complaints, or claims of wrongful and/or negligent acts or omissions, by said party and/or its officers, agents, or employees to the fullest extent allowed by law. In the case of allegations, complaints, or claims against more than one party, any damages allowed shall be levied in proportion to the percentage of fault attributable to each party, and each party shall have the right to seek contribution from each of the other parties in proportion to the percentage of fault attributable to each of the other parties. Moreover, the parties agree to cooperate and jointly defend

any such matter to the extent allowed by law. An agency that has withdrawn assumes no responsibility for the actions of the remaining members arising after the date of withdrawal, but shall remain liable for claims of loss or liability arising prior to the effective date of withdrawal.

11.0 GOVERNING LAW AND VENUE

This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Washington without reference to choice of law principles, and venue of any suit between the parties arising out of this Agreement shall be in the Superior Court of Snohomish County, Washington.

12.0 INTEGRATION

With the exception of necessary operational agreements between law enforcement agencies of the Participating Jurisdictions and agreements pursuant to section 5.3 hereof, this Agreement constitutes the whole and entire agreement among those parties as to the Task Force and no other understandings, oral, or otherwise, regarding the Task Force shall be deemed to exist or bind the parties.

13.0 EXECUTION OF MULTIPLE ORIGINAL COUNTERPARTS

This Agreement may be reproduced in any number of original counterparts. Each party need sign only one counterpart and when the signature pages are all assembled with one original counterpart, that compilation constitutes a fully executed and effective agreement among all the Participating Jurisdictions. In the event that fewer than all named parties execute this agreement, the agreement, once filed as specified in section 15.0, shall be effective as between the parties that have executed the Agreement to the same extent as if no other parties had been named.

14.0 SEVERABILITY

If any part of this Agreement is unenforceable for any reason the remainder of the agreement shall remain in full force and effect.

15.0 POSTING/RECORDING

This Agreement will be filed with the Snohomish County Auditor or posted on the County's or Participating Jurisdiction's interlocal agreements webpage, in compliance with RCW 39.34.040.

In witness whereof, the parties have executed this Agreement.

THE COUNTY:

Snohomish County, a political subdivision
of the State of Washington

By _____
Name: _____
Title: _____

Approved as to Form:

Judith M. Downey 5/21/15
Deputy Prosecuting Attorney

EXHIBIT A

Snohomish Regional Drug & Gang Task Force

Personnel Assigned by Jurisdiction
July 1, 2015 through June 30, 2016

EVERETT POLICE DEPARTMENT

1 Lieutenant
1 Sergeant
1 Detective
1 Detective
1 Detective
1 Detective
1 Detective
1 Detective
1 Support Personnel

FUNDING

Everett PD
Everett PD
Everett PD
Everett PD
Everett PD
Everett PD
Everett PD
Everett PD
Everett PD

VACANT

ARLINGTON POLICE DEPARTMENT

1 Detective - K9

FUNDING

Arlington PD

MARYSVILLE POLICE DEPARTMENT

1 Detective

FUNDING

Marysville PD

VACANT

BOTHELL POLICE DEPARTMENT

1 Detective

FUNDING

Bothell PD

VACANT

SNOHOMISH COUNTY SHERIFF'S OFFICE

1 Task Force Commander
1 Lieutenant
1 Sergeant
1 Sergeant
1 Detective
1 Detective
1 Detective
1 Detective
1 Detective
1 Detective
1 Information Deputy
1 K9 Detective
1 Reserve Deputy
1 Support Staff

FUNDING

Justice Assistance Grant
Snohomish County Sheriff
Justice Assistance Grant
Snohomish County Sheriff
Snohomish County Sheriff
Snohomish County Sheriff
Snohomish County Sheriff
Snohomish County Sheriff
Snohomish County Sheriff
Snohomish County Sheriff
Snohomish County Sheriff
Snohomish County Sheriff
Snohomish County Sheriff
Snohomish County Sheriff

VACANT

SNOHOMISH HEALTH DISTRICT

1 Local Health Officer

FUNDING

Snohomish Health District

SNOHOMISH COUNTY PROSECUTOR'S OFFICE

1 Deputy Prosecutor

1 Support Staff

1 Deputy Prosecutor

FUNDING

Justice Assistance Grant

VACANT

Snohomish County Prosecutor

Snohomish County Prosecutor

STATE OF WASHINGTON

1 Detective

1 Case Worker

1 Agent

FUNDING

Washington State Patrol

DSHS, Child Protective Services

Department of Corrections

WA STATE GAMBLING COMMISSION

1 Agent

FUNDING

Washington State

NATIONAL GUARD

1 Intelligence Analyst

FUNDING

Washington National Guard

BUREAU OF ALCOHOL TOBACCO FIREARMS AND EXPLOSIVES

1 Agent

FUNDING

ATF

VACANT

DRUG ENFORCEMENT AGENCY

1 Agent

FUNDING

Drug Enforcement Agency

VACANT

INTERNAL REVENUE SERVICE

1 Agent

FUNDING

Internal Revenue Service

IMMIGRATION AND CUSTOMS ENFORCEMENT

1 Agent

FUNDING

Immigration And Customs Enforcement

NAVAL CRIMINAL INTELLIGENCE SERVICE

1 Agent

FUNDING

NCIS

VACANT

FEDERAL BUREAU OF INVESTIGATIONS

1 Agent

FUNDING

FBI

EXHIBIT B

Snohomish Regional Drug & Gang Task Force

Byrne/JAG Grant Estimated Operating Budget for July 1, 2015 through June 30, 2016

	<u>FEDERAL FUNDS</u>	<u>LOCAL MATCH</u>	<u>TOTAL</u>
Salaries	122,000	145,894	267,894
Benefits	23,000	49,410	72,410
Contracted Services	0	0	0
Goods and Services	0	0	0
Travel	0	0	0
Training	0	0	0
Equipment	0	0	0
Confidential Funds	0	0	0
TOTALS	\$145,000	\$195,304	\$340,304

EXHIBIT C

Snohomish Regional Drug & Gang Task Force

Local Match Breakdowns for July 1, 2015 through June 30, 2016

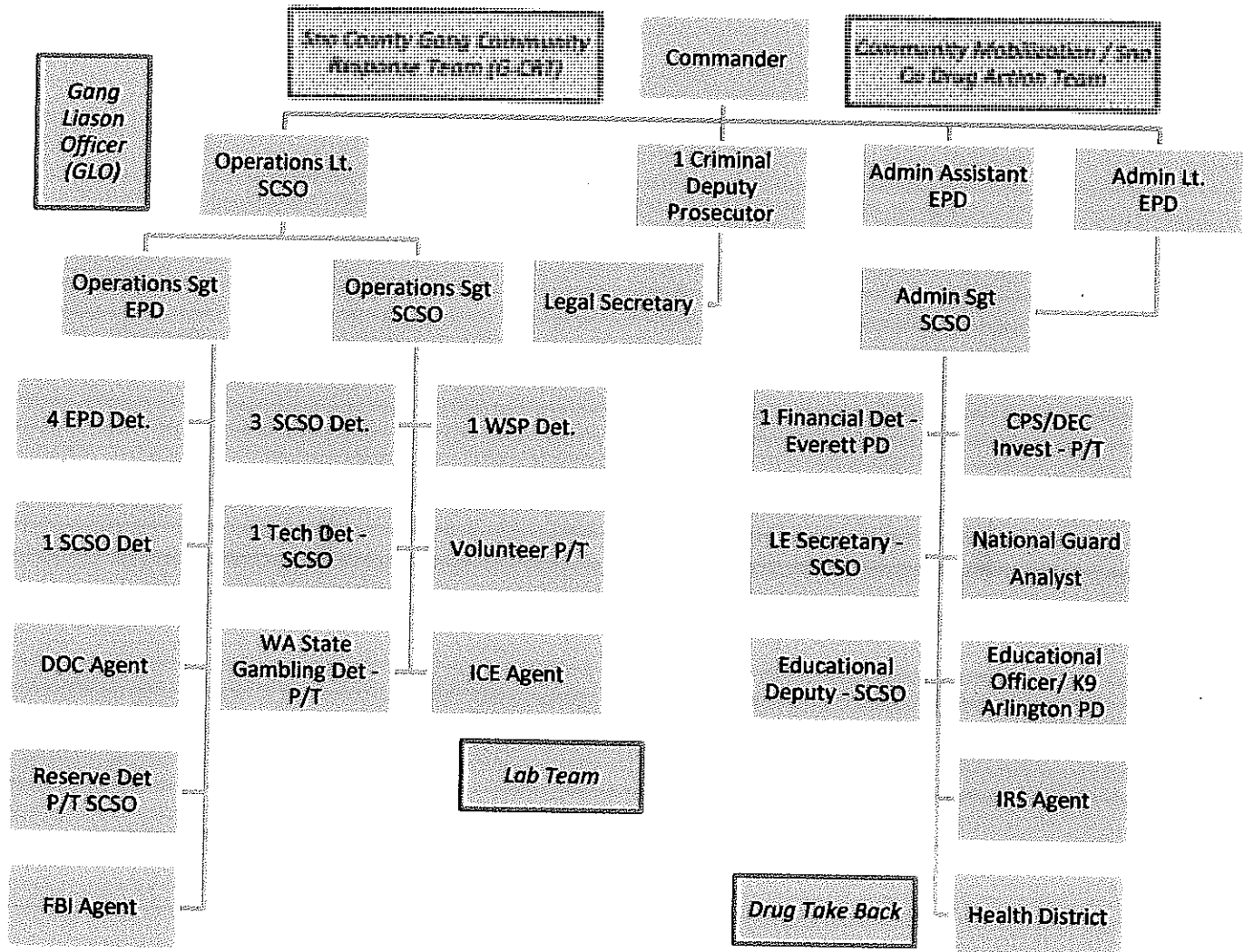
JURISDICTION	POPULATION	PERCENTAGE	AMOUNT
Arlington	18,360	2.48%	\$ 4,848
Bothell	17,020	2.30%	\$ 4,494
Brier	6,345	0.86%	\$ 1,675
Darrington	1,350	0.18%	\$ 356
Edmonds	39,950	5.39%	\$ 10,548
Everett	104,900	14.16%	\$ 27,697
Gold Bar	2,085	0.28%	\$ 551
Granite Falls	3,390	0.46%	\$ 895
Index	180	0.02%	\$ 48
Lake Stevens	29,170	3.94%	\$ 7,702
Lake Forest Park	-	-	\$ -
Lynnwood	36,030	4.86%	\$ 9,513
Marysville	62,600	8.45%	\$ 16,528
Mill Creek	18,780	2.53%	\$ 4,959
Monroe	17,660	2.38%	\$ 4,663
Mountlake Terrace	20,530	2.77%	\$ 5,421
Mukilteo	20,540	2.77%	\$ 5,423
Snohomish	9,270	1.25%	\$ 2,448
Snohomish County	320,335	43.23%	\$ 84,579
Stanwood	6,530	0.88%	\$ 1,724
Sultan	4,665	0.63%	\$ 1,232
DSHS, CPS	-	-	\$ -
Snohomish Health District	-	-	\$ -
Washington State Patrol	-	-	\$ -

PARTICIPATING JURISDICTIONS' TOTALS: **\$ 195,304**

EXHIBIT D

SRD-GTF Executive Board

Chief of Everett (Asst Chair), Chief of Lynnwood, Snohomish County Sheriff (Chair),
Snohomish County Prosecutor, City of Everett Attorney, SRD-GTF Commander





LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: June 22, 2015

Subject: 2015 Comprehensive Plan Schedule – Resolution 2015-11

Contact	Rebecca Ableman McCrary,	Budget	N/A
Person/Department:	Planning & Community Development Director <u>Russ Wright, Lead Senior Planner</u>	Impact:	

ACTION REQUESTED: Adopt Resolution 2015-11

SUMMARY: Adopt Resolutions 2015-11, which establishes an adoption schedule for the 2015 Comprehensive Plan update.

BACKGROUND / DISCUSSION:

Jurisdictions are required to update their comprehensive plans and development regulations periodically to remain compliant with GMA requirements and to be eligible for state grants and loans. Minor updates usually occur as part of the jurisdiction's annual docket. The GMA mandates jurisdictions complete thorough updates to comprehensive plans according to a predetermined schedule. Snohomish County cities, including Lake Stevens, are scheduled to complete their updates by June 30, 2015. In the past Update years, the State provided grant money to jurisdictions, primarily for consultants to assist staff. This round, there was no grant money available and all work was performed in-house with existing staffing resources. Several jurisdictions are running past the deadline and adopting resolutions demonstrating to the Department of Commerce that the work is in process.

The City Council and Planning Commission have held multiple workshops and two open houses related to updates to the city's Comprehensive Plan over the last 18 months. At this point staff has completed a majority of the required technical updates to the plan and is preparing to begin the adoption phase of the plan. City staff is recommending that City Council adopt a resolution establishing an adoption schedule. Remaining tasks will include issuing SEPA (addendum issued on June 19, 2015), notifying Department of Commerce (Notice sent June 19, 2015), publishing notices for public hearings and holding public hearings with City Council and City Council.

APPLICABLE CITY POLICIES: Comprehensive Plan

BUDGET IMPACT: None

ATTACHMENTS:

A. Resolution 2015-11 w, Adoption Schedule

ATTACHMENT A

CITY OF LAKE STEVENS LAKE STEVENS, WASHINGTON

RESOLUTION 2015-11

A RESOLUTION OF THE CITY OF LAKE STEVENS, ESTABLISHING A SCHEDULE FOR FINAL ADOPTION OF THE 2015 COMPREHENSIVE PLAN

WHEREAS, the City of Lake Stevens is a City in Snohomish County, Washington, planning under the Growth Management Act; and

WHEREAS, the Growth Management Act establishes a schedule for mandatory reviews and updates of local jurisdictions' comprehensive plans and implementing regulations to ensure compliance with the act;

WHEREAS, in accordance with RCW 36.70A.130, the City of Lake Stevens is required to adopt a major update to its Comprehensive Plan in 2015; and

WHEREAS, the City would like to establish a formal adoption schedule (Exhibit A) for completing updates to its major Comprehensive Plan update.

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

Section 1. Requested Action. The Lake Stevens City Council hereby adopts Exhibit A, attached hereto as the official schedule for completing the 2015 Comprehensive Plan update.

Section 3. Severability. If any section, sentence, clause or phrase of this resolution should be held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this resolution.

Section 4. Effective Date. This resolution shall take effect immediately upon passage by the Lake Stevens City Council.

PASSED by the City Council of the City of Lake Stevens this 22nd day of June 2015.

Vern Little, Mayor

ATTEST:

Barb Stevens, City Clerk

APPROVED AS TO FORM:

Grant K. Weed, City Attorney

ATTACHMENT A

EXHIBIT A - Comprehensive Plan Adoption Schedule

Tasks	Timeline
Issue SEPA Addendum	June 19, 2015
Send Department of Commerce and Puget Sound Regional Council 60-day Notice of Intent to Adopt	June 19, 2015
Final Planning Commission workshop on proposed amendments to the comprehensive plan.	July 15, 2015
Publish Notice of Public Hearing in Lake Stevens Journal and Everett Herald	July 15, 2015
Planning Commission public hearing and recommendation on proposed amendments to the comprehensive plan.	July 29, 2015
Publish Notice of Public Hearing in Lake Stevens Journal and Everett Herald	July 29, 2015 & August 5, 2015
City Council public hearing # 1 / 1 st ordinance reading on proposed amendments to the comprehensive plan.	August 10, 2015 or August 24, 2015
City Council public hearing # 2 / 2 nd ordinance reading on proposed amendments to the comprehensive plan.	August 24, 2015 or September 8, 2015
Publish Notice of Adoption in paper	August 2015 or September 2015
Submit final update ordinance to State	August 2015 or September 2015



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: June 22, 2015

Subject: Wetland Delineation Expenditure for Grade Road Property - Perteet

Contact Rebecca Ableman McCrary
Person/Department: Planning and Community
Development Director

Budget \$21,046
Impact:

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

The recommended action is for Council to authorize the expenditure of \$21,046 for Perteet to complete the wetland delineation including field flagging on the City's Grade Road property (Attachment A). The work will be performed in the existing Ongoing Planning Services Contract with Perteet. Council will need to approve a corresponding budget amendment.

SUMMARY:

The Sno-Isle Library District is currently working on the design for a new facility on the Grade Road site consistent with the City's Grade Road Master Plan. As part of their work, they hired consultants to identify the boundaries of the wetlands, creek, and floodplain on the northern portions of the site. The effort used previous, outdated delineations as reference points. The City participated financially as approved by Council on April 27, 2015. The remaining portions of the City's property will need to similarly be updated.

BACKGROUND:

In 2007, the City completed the Grade Road Master Plan that identifies a combination of uses including a civic campus with city hall and library, high density residential and retail development as a vision. There are several wetlands, fish bearing stream, regulated ditches and flood areas present on the site. In order for any development project to proceed, an update of the critical areas must be verified, delineated and categorized.

DISCUSSION:

Building on existing data, the Consultant will verify and update boundaries, perform GPS mapping, install flagging of the boundaries onsite and categorize the critical areas throughout the entire property. This will provide the City with the buildable areas on the remainder of the Grade Road site available for development. Mitigation plans would be developed under a specific construction project.

APPLICABLE CITY POLICIES:

Policies for developing the Grade Road site are guided by the Grade Road Master Plan. Critical Areas are regulated under the City's Land Use Code Title 14.

BUDGET IMPACT:

The cost for completing the work will be performed under the existing On-Call Planning Services Professional Service Agreement in the amount of \$21,046. The Council will need to consider a budget amendment as this work was not included in this year's budget.

ATTACHMENTS:

Attachment A: Perteet proposed Scope of Work and Budget
Attachment B: Grade Road Master Plan Preferred Alternative

ATTACHMENT A

Exhibit A1-Scope of Services – June 18, 2015
City of Lake Stevens
Grade Road Planned Business District Phase I Site
Wetland Delineation Update (Including Watercourse Mapping)

Exhibit A1

Scope of Environmental Services

City of Lake Stevens

Grade Road Planned Business District Phase I Site

Wetland Delineation Update (Including Watercourse Mapping and Floodplain Mapping)

INTRODUCTION

The City of Lake Stevens is planning to pursue development of a business district. A master plan for the area was prepared by Makers and a consultant team in 2006 that included a wetland study prepared by Grette Associates. Recent preliminary wetland delineation and floodplain determination efforts were also initiated on the north parcels by DEA. Perteet also provided a delineation in 2009; however, more than 5 years have passed since that delineation, and wetland delineations are typically good for 5 years pursuant to federal regulatory guidance and the delineation should be updated again. Several changes in regulatory guidance have also occurred since the master plan was completed in 2006 that will be addressed under this scope. Guidance from the US EPA released in 2007 following the “Rapanos” Supreme Court decision will be considered to evaluate ditches within the project limits and to delineate and quantify the area of those watercourse features for subsequent impact and mitigation planning. New changes in wetland delineation regulatory guidance also became effective in 2010 by the Army Corps of Engineers which will necessitate new data collection. In 2011 Ecology also repealed WAC 173-22-080 (the state wetland delineation manual) and replaced it with a revision of WAC 173-22-035 that states delineations should be done according to the currently approved federal manual and supplements which will be followed. Ecology also updated the Washington State Wetland Rating Systems for eastern and western Washington in 2014. This update to the Rating System replaces the 2004 version. The effective date of the 2014 rating systems was January 1, 2015 and is being evaluated by the city to integrate in to their critical areas ordinance. Therefore wetlands will be delineated to current federal methods and rated with both the most current update of the Ecology rating system methodology at the time of the field efforts as well as the 2004 system for comparison to current city code.

Work Elements:

- Delineation and watercourse mapping will be provided on the following parcels (six parcels previously owned by Mastro): 00562200000202 (2.86 acres); 00562200000300 (4.88 acres); 00562200000400 (4.81 acres); 00562200001301 (3.83 acres); 00562200001203 (1.93 acres); and 00562200001204 (3.80 acres). Wetland F (as previously delineated by Grette) occurs at the northeast corner of Parcel 00562200000400, on the other side of Catherine Creek and this wetland will be included.
- Perteet will review prior studies and information (as provided by Client and obtained from Perteet files) and conduct a wetland site reconnaissance to preliminarily observe and identify wetlands and watercourses for subsequent delineation. The reconnaissance will be done by the Perteet Environmental Manager to observe field conditions and to develop a strategic work plan prior to mobilizing a field crew to conduct subsequent wetland delineation data collection and boundary mapping.

ATTACHMENT A

Exhibit A1-Scope of Services – June 18, 2015
City of Lake Stevens
Grade Road Planned Business District Phase I Site
Wetland Delineation Update (Including Watercourse Mapping)

- Perteet will evaluate all prior delineations and update the delineations on all subject parcels with any additionally observed characteristics identified under this scope. Delineation will follow the guidelines and procedures for routine wetland determination outlined in the 1987 Corps of Engineers Wetland Delineation Manual and the 2010 Regional Supplement for the Western Mountains, Valleys, and Coast Region. Wetland determination and delineation fieldwork will occur when authorized (assumed to be late June or July of 2015); however, due to drought conditions groundwater data may not be apparent. Hydrologic indicators may therefore need to be inferred and are not as distinguishable or dependable as direct hydrologic observations at the time of delineation.
- Stream and watercourse (ditch) ordinary high water marks (OHWMs) will also be observed and determined where apparent pursuant to Ecology guidance.
- We will document delineations by characterizing vegetation, soils, and hydrology in upland and corresponding wetland test plots. A maximum of twenty (20) plots are assumed for this task. Test plot information will be recorded on standard Corps of Engineers wetland delineation data forms. A hand auger will be used throughout the site to sample surface soils and to qualitatively evaluate shallow hydrology prior to conducting test plots.
- Wetland boundaries will be staked in the field with wood lath stakes and numbered for mapping. Stream/watercourse OHWMs will not be flagged in the field. Wetland boundary points and stream OHWMs will be mapped by Perteet ecological staff with an RTK GPS unit at the time of delineation. Mapping of the features will be provided utilizing GIS with electronic files available for Client use.
- The 100 year floodplain will be mapped only on south parcels 00562200001204, 00562200001203, and 00562200001301. Floodplain will be determined utilizing provided LIDAR data and correlating elevation data to a known FEMA flood elevation. The methods and flood mapping conducted by DEA for the north parcels need to be provided to match the flood boundary lines between parcels. A description of FEMA mapping methods will be provided in our Report.
- Wetland and Watercourse Delineation Report. This limited report will be prepared to explain and document the delineated wetland and watercourse boundaries to accompany the map of delineated features and will summarize and describe: 1) the site location and landscape setting, 2) review of background resource information and prior reports, 3) any discrepancies identified in those data in comparison to recently observed field conditions; 4) methods used for wetland delineation and watercourse OHWM determination; 5) regulatory review and ratings of wetlands and watercourses and standard buffers per local code; 6) wildlife observations, if any; 7) observed characteristics of wetlands, watercourses, buffers, vegetation, and wildlife; 8) hydrologic support considerations and 9) floodplain mapping methodology. The report will include a vicinity map, site map with wetland boundary delineations, delineation data forms, and wetland rating forms pursuant to the Ecology Western Washington Rating System.

Assumptions:

- Up to 20 test plots will be provided and up to 6 wetlands are assumed with upland and wetland data. The exact quantity of probable wetlands is uncertain at this time without conducting the field work and will be verified during the field effort; however, the assumption of 6 wetlands is generally consistent with prior studies.
- Up to 6 wetland ratings will be performed with accompanying rating forms.

ATTACHMENT A

Exhibit A1-Scope of Services – June 18, 2015
City of Lake Stevens
Grade Road Planned Business District Phase I Site
Wetland Delineation Update (Including Watercourse Mapping)

- Impact assessments, impact quantifications, mitigation concept drawings, or other reports or permitting assistance will not be provided at this time. A supplemental scope of work to this agreement will be provided if this or any other additional environmental planning or documentation is required by the Client or other parties.
- A more detailed demarcation and analysis of site conditions could be required by the Corps or other agencies subsequent to this work (e.g. boundary flagging for Jurisdictional Determination). Wetland boundary flags can be set relative to GPS point locations at a later time if needed. If this any additional field efforts and/or study or analysis are warranted, we will prepare an additional scope of work to address these needs as they become apparent and are requested by the Client or other parties.
- The Client shall acquire any needed landowner permissions for access to the site.
- Four days of field work for a small crew are budgeted for all field efforts and field days will be scheduled occur with the same field staff for consistency of data collection.
- This phase does not include confirmation of the typing of the wetlands or watercourses with the Corps, Ecology, WDFW or other agencies for impact and mitigation planning. Confirmation of typing and buffer widths should be conducted if any direct impacts will be proposed and can be included in a supplemental scope and/or future phase of the project.
- If additional analysis, reports, documentation, or permits are needed, or if additional efforts are necessary for completion of a detailed Critical Areas Study, Habitat Study, or Wetland Mitigation Plan beyond this scope, such work can be provided but will be considered as an additional service beyond this scope of work and will necessitate a supplemental scope and fee.
- No meetings are assumed for this task for Perteet ecological staff; Perteet ecological and survey staff associated with this scope will be available by phone and email correspondence related to efforts described herein.

Deliverables:

- Delineation map (GIS and PDF) with floodplain indicated on the south parcels along with the draft and final wetland delineation report via email in PDF format.
- For scheduling, delineation and report production is assumed be complete within six weeks of notice to proceed.

ATTACHMENT A



Project

Lake Stevens Grade Road Wetland Delineation

Contract Start Date

7/1/2015

Last Update date

6/18/2015

Client

City of Lake Stevens

Perteet Project No.

20110012.013

PM

Jason Walker

	Planner II	Professional Land Survey	Sr. Associate	One Person RTK Survey Crew	Accountant	Total Hours	Labor Dollars
TaskBilling Rate	\$33.50	\$29.00	\$57.00	\$31.00	\$18.00		
Project Management			1.00		0.50	1.50	66.00
Total Project Management			1.00		.50	2.00	66.00
Wetland/Waters Delineation, Staking, Mapping	8.00		32.00	32.00		72.00	3,084.00
Total Wetland/Waters Delineation, Staking, Mapping	8.00		32.00	32.00		72.00	3,084.00
Floodplain Determination and Mapping	4.00	12.00	2.00			18.00	596.00
Total Floodplain Determination and Mapping	4.00	12.00	2.00			18.00	596.00
Data/Ratings and Delineation Report	44.00	1.00	25.00			70.00	2,928.00
Total Data/Ratings and Delineation Report	44.00	1.00	25.00			70.00	2,928.00
Total Hours	56.00	13.00	60.00	32.00	.50	161.50	
Total Dollars	\$1,876.00	\$377.00	\$3,420.00	\$992.00	\$9.00		\$6,674.00

Expenses:	
GIS	150
GPS System (2 Dual Freq. Recvrs)	600
Mileage - \$.575	29
Totals:	779

SUMMARY		
Direct Salary Cost		6,674.00
Overhead Cost	173.67 %	11,591.00
Fee 30%		2,002.00
Labor		20,267.00
Expenses		779.00
Subconsultants		
CONTRACT TOTAL		21,046.00



Figure 12. The Preferred Alternative site plan above illustrates the consensus vision for the Grade Road PBD.



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: June 22, 2015

Subject: Steven Human Right-of-Way Vacation LUA2015-0050

Contact	Mick Monken	Budget Impact:	\$10,389.58
Person/Department:	Public Works Director		revenue
	Rebecca Ableman McCrary, Planning & Community Development Director		compensation

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: **Discussion Item** - No action is requested at this time.

BACKGROUND/HISTORY:

The applicant requests that a portion of Spruce Road adjacent to Assessor's Parcel Number (APN) 00385600600202 be vacated. The area requested to be vacated is 1,439 square feet. The subject portion of Spruce Road was previously dedicated concurrently with the recording of a short plat in Snohomish County, and creates a ROW 40 feet in width on the applicant's side of the centerline. Approval of this ROW vacation will make the width 25 feet, which is consistent with the ROW on the parcels both north and south in the surrounding neighborhood. The applicant would like to enclose an existing concrete pad in the future, and upon the granting of the ROW vacation request the edge of the pad would be 22.4 feet away from the edge of ROW. This distance will allow the applicant to be compliant with the required front yard setbacks for structures pursuant to Chapter 14.48 LSMC.

In return for the ROW vacation, the City would receive \$10,389.58 in compensation. A drawing that illustrates the proposed vacation is included (**Attachment 1**). Subject to Lake Stevens Municipal Code 14.16C.095, the applicant has provided a cost summary of adjacent properties estimated to be \$7.22 per square foot to determine a value for the proposed vacation (**Attachment 2**).

The requested project is a Type V permit subject to a public hearing with City Council. Planning and Community Development staff will bring the proposed vacation to Council for a public hearing on July 13, 2015 with a detailed staff report and analysis.

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 \$10,389.58 in compensation for vacated property.

ATTACHMENTS:

1. Site Plan
2. Value Assessment



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: June 22, 2015

Subject: 2015 Budget Amendment #3

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

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Review Ordinance No. 935 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, contract award, or staffing change. Detailed explanations of the changes requested are described below:

General Fund - 001

The increase in revenues includes an approved boating safety grant in the amount of \$15,721. We have received these grants consistently in the past years, yet we wait to budget the funds and related expenditures until approved with a final dollar amount. The additional \$186 is related to Vessel Registration Fees (VRF) which are State revenues remitted to the City through the County. These receipts were slightly more than budgeted.

The increased expenditures include corresponding boating related budget items in the amount of \$20,535. In addition, a decrease in the amount of \$6,000 is included for proposed staffing changes. The change in ending fund balance reflects these changes.

In addition to the above listed amendments, changes to budgeted staff positions are recommended.

Planning & Community Development

- Rearrange Supervision: 1 Permit Specialists currently being supervised by the Building Official move under the supervision of Senior Planning Lead
- Eliminate: 1 Senior Planner position
- Add: 1 Associate Planner position

Early this year, one of the two authorized Senior Planner positions became vacant. This position has been difficult to fill due to the level of experience and knowledge required of the position compared to the experience levels of those in the candidate pool. Through additional review of department requirements, the Planning Director has recommended the changes indicated above.

The salary and benefits related to these positions are budgeted within the General Fund. The 2015 net change resulting from this staffing amendment is decrease in expenditures of approximately \$6,000.

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 revenues and expenditures in the funds set forth in the ordinance and the staffing positions as outlined in the Organizational Chart.

ATTACHMENTS:

- ▶ Ordinance 935
- ▶ Amended Organizational Chart

**CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON
ORDINANCE NO. 935**

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>ExpRev</i>
001 - General	Revenues	\$9,236,214	\$9,250,121	\$13,907	Rev.
001 - General	Expenditures	\$9,577,723	\$9,592,258	\$14,535	Exp.
001 - General	Ending Fund Balance	\$6,752,298	\$6,751,670	(\$628)	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.

Vern Little, Mayor

ATTEST/AUTHENTICATION:

Barb Stevens, Finance Director/City Clerk

APPROVED AS TO FORM:

Grant Weed, City Attorney

Presented: June 22, 2015
Final Reading: July 13, 2015
Published:
Effective:

**City of Lake Stevens
Organizational Chart
2015 – Draft Amended**

