



## **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.*



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

**Tuesday May 9, 2017 – 7:00 p.m.**

**NOTE:**

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

<b>CALL TO ORDER:</b>	7:00 P.M.	Mayor
<b>PLEDGE OF ALLEGIANCE</b>		Mayor
<b>ROLL CALL:</b>		
<b>APPROVAL OF AGENDA:</b>		Council President
<b>CITIZEN COMMENTS:</b>		
<b>NEW EMPLOYEE INTRODUCTIONS</b>	Cory Nau	Eric
<b>GUEST BUSINESS:</b>	Janet Pritchard of Republic Services: Public Works Appreciation Week	
<b>COUNCIL BUSINESS:</b>	Subcommittee Updates	Chair
<b>MAYOR'S BUSINESS:</b>		
<b>CITY DEPARTMENT REPORT:</b>	Update	
<b>CONSENT AGENDA:</b>	<ul style="list-style-type: none"><li>*A Approve 2017 Vouchers</li><li>*B Approve City Council Workshop Meeting Minutes of April 25, 2017</li><li>*C Approve Special Meeting Minutes of May 2, 2017</li><li>*D Approve Music on the Lake / Shakespeare in the Park Contracts</li></ul>	<ul style="list-style-type: none"><li>Barb</li><li>Barb</li><li>Barb</li><li>Barb</li></ul>
<b>PUBLIC HEARING:</b>	<u><b>PUBLIC HEARING FORMAT:</b></u> <ul style="list-style-type: none"><li>1. Open Public Hearing</li><li>2. Staff Presentation</li></ul>	Mayor

**Lake Stevens City Council Regular Meeting Agenda**

**May 9, 2017**

3. Council's Questions of Staff
4. Public Comments
6. Close Public Comments Mayor
7. Close Public Hearing Mayor
8. Re-open public comment portion of the hearing for additional comments (optional)
9. Close Hearing Mayor
10. COUNCIL MOTION/DELIBERATION/ACTION:
  - a. Approve
  - b. Deny
  - c. Continue
  - d. Remand

- \*A Approve Resolution 2017-08 Amending Six-Year Transportation Improvement Plan Eric

**ACTION ITEMS:**

- \*A Approve Nomination of Ann Hilton-Adams to Library Board and Kathy Kruse to Arts Commission Mayor
- \*B Approve Ordinance 994 Amending LSMC Chapter 9.12.010 – Statute Adopted John D.

**DISCUSSION ITEMS:**

**EXECUTIVE SESSION:**

**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**



## CITY DEPARTMENT REPORT MAY 9, 2017 CITY COUNCIL MEETING

### **Police Department**

- Police has hired a new Support Services Commander, Jeff Beazizo, who is a Lake Stevens resident, former Washington State Patrol Lieutenant, and former Risk Management Officer for the Monroe School District.

### **Public Works Department**

- **Catherine Creek Enhancements/ City Hall building**
  - The Native plantings have been installed
  - The irrigation system for the site is in design and will be installed before summer
- **Lundeen Park Tree Removal**
  - Final grading, landscaping, and planting has begun now that ground is drying.
  - Fill from the City Hall project was placed to level out the west side of the park.
  - Once grading is complete, native plantings will be installed.
- **Stormwater damage/cleanup**
  - Storm pipe failure in the Southwest Annexation area (79<sup>th</sup> St SE and 10<sup>th</sup> St SE, at Hwy 204), replacement occurring
- **New stop signs**
  - Solar, Flashing Stop signs have been installed at the intersection of S. Lake Stevens and S. Davies Rd.
- **Lundeen Bridge**
  - Replaced washed out sidewalk, refilled and fortified the slide area.

### **Human Resources Department**

- New positions posted:
  - Building/Code Compliance Inspector
  - City Engineer
  - Senior Planner



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**BLANKET VOUCHER APPROVAL  
2017**

Payroll Direct Deposits	5/1/2017	\$168,673.81
Payroll Checks	42467-42471	\$6,876.58
Tax Deposit(s)	5/1/2017	\$69,519.16
Electronic Funds Transfers	ACH	\$245,532.27
Claims	42472-42548	\$232,997.56
Void Checks		
Total Vouchers Approved:		\$723,599.38

**This 9th day of May 2017:**

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

\_\_\_\_\_  
Finance Director/Auditing Officer

\_\_\_\_\_  
Mayor

We, the undersigned Council members of the City of Lake Stevens, Snohomish County, Washington, do hereby approve for payment of the above mentioned claims:

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

May 9th

CITY OF LAKE STEVENS



City Expenditures by Type on this voucher packet			
Personnel Costs	\$	175,550	24%
Payroll Federal Taxes	\$	69,519	10%
Quarterly L&I	\$	35,583	5%
VEBA Sick Leave Cash Out	\$	14,817	2%
Retirement Benefits - Employer	\$	79,207	11%
Medical Benefits - Employer	\$	115,840	16%
Employer paid Benefits - By Check	\$	6,256	1%
Employee paid benefits - By Payroll	\$	14,564	2%
Supplies	\$	21,581	3%
Professional Services*	\$	63,944	9%
Intergovernmental Services	\$	24,491	3%
Capital	\$	47,696	7%
Debt Payments	\$	54,553	8%
<b>Total</b>		<b>\$723,599.38</b>	<b>100%</b>

Large Purchases

\* Hazardous Tree Removal - MacNaughton Lane - \$14,560



## Checks to be Approved for 4/21/2017 to 5/4/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total	
Ace Hardware	42483	5/4/2017						<b>\$510.02</b>
			54209	001-008-521-20-31-02	LE-Minor Equipment	Ace Snips - Right Cut	\$15.24	
			54340	101-016-544-90-31-02	ST-Operating Cost	Bushings for water line	\$16.86	
			54344	001-010-576-80-31-00	PK-Operating Costs	Potting soil for plants for entry sign on 16th	\$24.24	
			54350	101-016-542-64-31-00	ST-Traffic Control - Supply	Concrete for crosswalk signs	\$43.78	
			54377	101-016-544-90-31-02	ST-Operating Cost	Hand saws for trees on Hwy 92	\$72.36	
			54396	101-016-544-90-31-02	ST-Operating Cost	Chain saw	\$311.45	
			54468	001-008-521-20-31-02	LE-Minor Equipment	6 foot strap	\$26.09	
Advance Auto Parts	42484	5/4/2017						<b>\$345.51</b>
			2421-256257	001-010-576-80-31-00	PK-Operating Costs	Filters for stock & PW34	\$36.35	
				101-016-544-90-31-02	ST-Operating Cost	Filters for stock & PW34	\$36.35	
				410-016-531-10-31-02	SW-Operating Costs	Filters for stock & PW34	\$36.35	
			2421-256280	001-010-576-80-31-00	PK-Operating Costs	Hydraulic filter for PW34	\$10.26	
				101-016-544-90-31-02	ST-Operating Cost	Hydraulic filter for PW34	\$10.25	
				410-016-531-10-31-02	SW-Operating Costs	Hydraulic filter for PW34	\$10.25	
			2421-256367	001-010-576-80-31-00	PK-Operating Costs	Vise grip pliers for shop	\$15.91	
				101-016-544-90-31-02	ST-Operating Cost	Vise grip pliers for shop	\$15.91	
				410-016-531-10-31-02	SW-Operating Costs	Vise grip pliers for shop	\$15.92	
			2421-256368	001-010-576-80-31-00	PK-Operating Costs	Vise grip pliers for shop	\$3.17	
				101-016-544-90-31-02	ST-Operating Cost	Vise grip pliers for shop	\$3.17	
				410-016-531-10-31-02	SW-Operating Costs	Vise grip pliers for shop	\$3.17	
			2421-256369	001-010-576-80-31-00	PK-Operating Costs	Filters for Case Backhoe PW34	\$26.82	
				101-016-544-90-31-02	ST-Operating Cost	Filters for Case Backhoe PW34	\$26.82	
				410-016-531-10-31-02	SW-Operating Costs	Filters for Case Backhoe PW34	\$26.82	
			2421-256384	001-010-576-80-31-00	PK-Operating Costs	V Belt for Plate Compactor	\$2.26	
				101-016-544-90-31-02	ST-Operating Cost	V Belt for Plate Compactor	\$2.25	
				410-016-531-10-31-02	SW-Operating Costs	V Belt for Plate Compactor	\$2.25	
			2421-256405	001-010-576-80-31-00	PK-Operating Costs	Air filter for Plate compactor	\$4.36	
				101-016-544-90-31-02	ST-Operating Cost	Air filter for Plate compactor	\$4.36	
				410-016-531-10-31-02	SW-Operating Costs	Air filter for Plate compactor	\$4.36	
			2421-256555	001-010-576-80-31-00	PK-Operating Costs	Oil & filter for PW51	\$16.05	
				101-016-544-90-31-02	ST-Operating Cost	Oil & filter for PW51	\$16.05	



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Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Advance Auto Parts	42484	5/4/2017	2421-256555	410-016-531-10-31-02	SW-Operating Costs	Oil & filter for PW51	\$16.05
AFLAC	0						<b>Check Total \$1,823.06</b>
		4/28/2017	043017	001-000-284-00-00-00	Payroll Liability Other	Employee paid Insurance Prem	\$1,823.06
Alexander Printing	42485						<b>Check Total \$378.47</b>
		5/4/2017	50832	001-002-513-11-31-00	AD-Office Supply	Business cards - Braun	\$75.71
				001-007-558-50-31-01	PL-Operating Costs	Business cards - Dillon/Place	\$151.38
				001-010-576-80-31-00	PK-Operating Costs	Business cards - Haugen	\$75.69
				101-016-544-90-31-02	ST-Operating Cost	Business cards - Monken	\$75.69
Assoc of Washington Cities EFT	0						<b>Check Total \$115,840.31</b>
		4/28/2017	043017	001-000-283-00-00-00	Payroll Liability Medical	Medical Insurance Premium	\$115,840.29
				001-013-518-30-20-00	GG-Benefits	Medical Insurance Premium	\$0.02
Wayne Aukerman	42486						<b>Check Total \$148.23</b>
		5/4/2017	042117	001-008-521-20-43-00	LE-Travel & Per Diem	Per Diem - Training Total Station Mapping - Aukerman	\$148.23
Kerry Bernhard	42487						<b>Check Total \$69.00</b>
		5/4/2017	020817	001-008-521-20-43-00	LE-Travel & Per Diem	Per Diem-NW Fraud Investigators Conference-Bernhard	\$69.00
Bills Blueprint	42488						<b>Check Total \$26.42</b>
		5/4/2017	549643	001-007-558-50-49-02	PL-Printing and Bindin	McBride Const BLD2016-0687	\$26.42
Gene Brazel	42473						<b>Check Total \$216.00</b>
		4/28/2017	042617	001-002-513-11-43-00	AD-Travel & Meetings	Per Diem for AWC Labor Relations - Brazel	\$216.00
Donald Cameron	42489						<b>Check Total \$862.50</b>
		5/4/2017	LUA2017-0028	001-000-345-81-00-00	Zoning and Subdivision Fees	Refund unused portion LUA2017-0028	\$862.50
Canon Financial Services Inc	42490						<b>Check Total \$34.13</b>
		5/4/2017	17234837	101-016-542-30-48-00	ST-Repair & Maintenance	Copier repair & maint - City Shop	\$17.07
				410-016-531-10-48-00	SW-Repairs & Maintenance	Copier repair & maint - City Shop	\$17.06
Rick Carlson	42491						<b>Check Total \$15,383.75</b>
		5/4/2017	050214	001-013-594-18-60-02	GG - City Hall Demo	Tree removal at City Hall construction site	\$1,633.50
				621-000-389-20-00-02	Retainage - Other PW Project	Retainage - All Phase Brush & Land Clearing	(\$81.68)
			3	001-010-576-80-41-01	PK -Professional Tree Srv	Hazardous Tree Removal - MacNaughtonLane	\$14,559.93
				621-000-389-20-00-02	Retainage - Other PW Project	Retainage - All Phase Brush & Land Clearing	(\$728.00)





## Checks to be Approved for 4/21/2017 to 5/4/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total
David Carter	42492						<b>\$395.00</b>
		5/4/2017	010417	001-008-521-20-43-00	LE-Travel & Per Diem	Per Diem Training-Boating Accident Investigation-Carter	\$395.00
CDW Government Inc	42493						<b>\$4,848.72</b>
		5/4/2017	HLK5391	510-006-594-18-64-00	Capital - Purch Computer Equip	Logi P710E Mobile Speakerphone	\$154.33
			HMF2278	510-006-594-18-64-00	Capital - Purch Computer Equip	Samsung 850 EVO 250 GB SATA Solid State drive	\$105.35
			HPH3871	510-006-518-80-49-00	License Renewal - Annual Maint	Trend WF internet security - annual service	\$481.99
			HPT2467	510-006-594-18-64-00	Capital - Purch Computer Equip	(2) MS Surface Pro 4 /(4) Monitors / Docks / Desk stands etc	\$4,107.05
City of Everett	42494						<b>\$26.11</b>
		5/4/2017	010340 0417	101-016-543-50-47-00	ST-Utilities	Water services at 9306 20th St SE	\$26.11
City of Marysville	42495						<b>\$22,996.09</b>
		5/4/2017	POLIN11-0786	001-008-523-60-51-00	LE-Jail	Prisoner Housing Yakima February 2017	\$1,601.60
			POLIN11-0792	001-008-523-60-51-00	LE-Jail	Prisoner Housing Transport fees to SCORE March 2017	\$85.00
			POLIN11-0795	001-008-523-60-51-00	LE-Jail	Prisoner Housing Yakima March 2017	\$2,402.40
			POLIN11-0797	001-008-523-60-51-00	LE-Jail	Prisoner Housing SCORE March 2017	\$1,849.26
			POLIN11-0799	001-008-523-60-51-00	LE-Jail	Prisoner Housing March 2017	\$9,376.00
			POLIN11-0802	001-008-523-60-51-00	LE-Jail	Prisoner Housing March 2017	\$7,681.83
Comcast	42496						<b>\$86.18</b>
		5/4/2017	0810218 0417	001-008-521-20-42-00	LE-Communication	Internet services - N Lakeshore Drive	\$86.18
	42497						<b>\$146.18</b>
		5/4/2017	1009612 0417	001-013-518-20-42-00	GG-Communication	Internet services - VIC	\$146.18
Curvature	42498						<b>\$833.44</b>
		5/4/2017	590902	001-013-594-18-60-02	GG - City Hall Demo	Ethernet switches	\$833.44
Cuz Concrete Products Inc	42499						<b>\$994.99</b>
		5/4/2017	242574	001-013-594-18-60-02	GG - City Hall Demo	Concrete electrical vault at new building site	\$994.99
Day Wireless Systems	42500						<b>\$215.37</b>
		5/4/2017	435024	001-008-521-20-31-02	LE-Minor Equipment	Black visor mic & adapter-Fiske	\$215.37
Dept of Labor and Industries	0						<b>\$35,583.27</b>
		4/28/2017	Q1 2017	001-000-281-00-00-00	Payroll Liability Taxes	Q1 2017 Workers Comp Insurance	\$35,171.05
				001-008-521-20-24-00	LE-Workmans Compensation	Q1 2017 Workers Comp Insurance	\$11.83
				001-010-576-80-24-00	PK-Workmans Compensation	Q1 2017 Workers Comp Insurance	\$133.12
				001-013-518-30-24-00	GG-Workers Compensation	Q1 2017 Workers Comp Insurance	\$1.03



## Checks to be Approved for 4/21/2017 to 5/4/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Dept of Labor and Industries	0	4/28/2017	Q1 2017	101-016-542-30-24-00	ST-Workmans Compensation	Q1 2017 Workers Comp Insurance	\$133.12
				410-016-531-10-24-00	SW-Workmans Compensation	Q1 2017 Workers Comp Insurance	\$133.12
Dept of Retirement (Deferred Comp)	0	Check Total					\$2,395.00
		4/28/2017	043017	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,395.00
Dept of Retirement PERS LEOFF	0	Check Total					\$79,206.72
		5/4/2017	043017	001-000-282-00-00-00	Payroll Liability Retirement	PERS LEOFF Contributions	\$79,206.72
Dept of Revenue	0	Check Total					\$330.28
		4/28/2017	March2017	001-008-521-20-31-02	LE-Minor Equipment	March 2017 Excise Tax	\$11.13
				001-013-518-90-49-06	GG-Excise Tax	March 2017 Excise Tax	\$319.15
	42472	Check Total					\$1,494.50
		4/28/2017	Q12017	001-013-518-90-49-06	GG-Excise Tax	Q1 2017 Excise Tax	\$0.05
				633-000-589-30-00-01	Leasehold Excise Tax Remit	Q1 2017 Leasehold Excise Tax	\$1,494.45
Dicks Towing Inc	42501	Check Total					\$377.21
		5/4/2017	153489	001-008-521-20-41-00	LE-Professional Services	Evidence towing case 2017-7943	\$125.47
			164746	001-008-521-20-41-00	LE-Professional Services	Evidence towing case 2017-6938	\$125.58
			166214	001-008-521-20-41-00	LE-Professional Services	Evidence towing case 2017-7896	\$126.16
Electronic Federal Tax Pmt System EFTPS	0	Check Total					\$69,519.16
		4/28/2017	043017	001-000-281-00-00-00	Payroll Liability Taxes	Federal Payroll Taxes	\$69,519.16
Emerald Inc	42502	Check Total					\$173.76
		5/4/2017	2676	001-010-576-80-48-00	PK-Repair & Maintenance	Fire Extinguisher service - City Shop	\$57.92
				101-016-542-30-48-00	ST-Repair & Maintenance	Fire Extinguisher service - City Shop	\$57.92
				410-016-531-10-48-00	SW-Repairs & Maintenance	Fire Extinguisher service - City Shop	\$57.92
Fastenal Company	42503	Check Total					\$107.38
		5/4/2017	WAEV134915	101-016-542-64-31-00	ST-Traffic Control - Supply	Traffic markers	\$107.38
FBI - LEEDA	42504	Check Total					\$1,300.00
		5/4/2017	200007053	001-008-521-40-49-01	LE-Registration Fees	SLI registration-Kirkland-Barnes	\$650.00
			200007094	001-008-521-40-49-01	LE-Registration Fees	SLI registration-Kirkland-Thomas	\$650.00
Feldman and Lee	42505	Check Total					\$6,150.00
		5/4/2017	AR1701	001-011-515-91-41-01	Social Worker Program (Grant)	Q1 2017 Arlington Social Services Program fees	\$2,175.00
			LS1701	001-011-515-91-41-01	Social Worker Program (Grant)	Q1 2017 Lake Stevens Social Services Program fees	\$3,975.00



## Checks to be Approved for 4/21/2017 to 5/4/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total
Jennie Fenrich	42506						<b>\$357.70</b>
		5/4/2017	042717	001-007-558-50-43-00	PL-Travel & Mtgs	Travel expense for Permit training-Fenrich	\$357.70
Financial Consulting Solutions Group	42507						<b>\$2,123.75</b>
		5/4/2017	2563-21704023	001-004-514-23-41-00	FI-Professional Service	Lake Stevens Strategic Financial Plan	\$2,123.75
Frontier	42508						<b>\$87.81</b>
		5/4/2017	4253340835 0417	001-013-518-20-42-00	GG-Communication	Telephone services	\$29.27
				101-016-543-30-42-00	ST-Communications	Telephone services	\$29.27
				410-016-531-10-42-00	SW-Communications	Telephone services	\$29.27
	42509						<b>\$58.33</b>
		5/4/2017	4253979674 0417	101-016-542-64-47-00	ST-Traffic Control -Utility	Traffic Control Modem	\$58.33
Gall LLC	42510						<b>\$706.08</b>
		5/4/2017	007281932	001-008-521-20-31-02	LE-Minor Equipment	Covert Softshell Vest-R Brooks	\$106.51
			007313444	001-008-521-20-31-02	LE-Minor Equipment	Boots-R Brooks	\$73.71
			007322162	001-008-521-20-31-02	LE-Minor Equipment	Trousers - R Brooks	\$262.46
			007322168	001-008-521-20-31-02	LE-Minor Equipment	Badge holder/holster - Parnell	\$48.11
			007338295	001-008-521-20-31-02	LE-Minor Equipment	Shirts - R Brooks	\$180.45
			007346821	001-008-521-20-31-02	LE-Minor Equipment	Cuff Mag Combo-Parnell	\$34.84
GCR Tire & Service	42511						<b>\$542.04</b>
		5/4/2017	801-35870	101-016-542-30-48-00	ST-Repair & Maintenance	Wheel & tire repair	\$271.02
				410-016-531-10-48-00	SW-Repairs & Maintenance	Wheel & tire repair	\$271.02
Glens Welding and Machine Inc	42512						<b>\$158.14</b>
		5/4/2017	S10014	001-010-576-80-31-00	PK-Operating Costs	Sparkplugs & chains for chainsaws	\$38.94
				101-016-544-90-31-02	ST-Operating Cost	Sparkplugs & chains for chainsaws	\$38.93
				410-016-531-10-31-02	SW-Operating Costs	Sparkplugs & chains for chainsaws	\$38.93
			S9800	001-010-576-80-31-00	PK-Operating Costs	Grease for Weedeater and trimmer	\$13.78
				101-016-544-90-31-02	ST-Operating Cost	Grease for Weedeater and trimmer	\$13.78
				410-016-531-10-31-02	SW-Operating Costs	Grease for Weedeater and trimmer	\$13.78
Grainger	42513						<b>\$9,457.93</b>
		5/4/2017	9398471764	530-016-594-48-60-00	Purchase Of Capital Equipment	Walk Behind Aerator 4 HP 19inch width	\$4,242.48
			9413598641	101-016-542-64-31-00	ST-Traffic Control - Supply	LED Stop Signs	\$5,195.84
			9416792712	101-016-544-90-31-02	ST-Operating Cost	Liquid Bandage	\$9.81



## Checks to be Approved for 4/21/2017 to 5/4/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Grainger	42513	5/4/2017	9416792712	410-016-531-10-31-02	SW-Operating Costs	Liquid Bandage	\$9.80
Granite Construction Supply	42514						<b>Check Total \$473.84</b>
		5/4/2017	262_00067233	101-016-542-64-31-00	ST-Traffic Control - Supply	Street signs	\$38.40
			262_00067242	410-016-531-10-31-02	SW-Operating Costs	Ultra Drain Guard Fabric	\$326.59
			262_00067246	101-016-542-64-31-00	ST-Traffic Control - Supply	Sign	\$23.96
			262_00067251	101-016-542-64-31-00	ST-Traffic Control - Supply	Rubber boots	\$32.67
				101-016-542-90-31-01	ST-Clothing	Rubber boots	\$52.22
HB Jaeger Co LLC	42515						<b>Check Total \$5,678.65</b>
		5/4/2017	184656/1	001-013-594-18-60-02	GG - City Hall Demo	Plumbing supplies for Temp City Hall project	\$192.98
			184772/1	001-010-576-80-31-00	PK-Operating Costs	Plumbing supplies for Community Garden waterline	\$142.57
			184773/1	001-010-576-80-31-00	PK-Operating Costs	Wire for Community Garden waterline	\$98.19
			184865/1	410-016-531-10-31-02	SW-Operating Costs	Storm supplies - Pipe	\$4,899.63
			184866/1	001-013-594-18-60-02	GG - City Hall Demo	Plumbing supplies temp City Hall	\$345.28
HERC Rentals Inc	42516						<b>Check Total \$7,209.19</b>
		5/4/2017	29107288-003	001-013-594-18-60-02	GG - City Hall Demo	Excavator rental for City Hall site	\$7,209.19
Home Depot	42517						<b>Check Total \$17.17</b>
		5/4/2017	6112386	001-010-576-80-31-00	PK-Operating Costs	Parts for waterline for Community Garden	\$17.17
Honey Bucket	42518						<b>Check Total \$764.00</b>
		5/4/2017	0550299904	001-010-576-80-45-00	PK-Equipment Rental	Honey Bucket rental Boat Launch	\$214.00
				001-012-571-20-45-00	CS-Special Event-Equip Rent	Honey Bucket rental Special Event	\$550.00
HRA VEBA Trust YA20192	42474						<b>Check Total \$2,179.57</b>
		4/28/2017	043017	001-007-559-30-20-00	PB-Benefits	Sick Leave Cash Out - Sniffen	\$711.28
				101-016-542-30-20-00	ST-Benefits	Sick Leave Cash Out - Goad	\$734.15
				410-016-531-10-20-00	SW-Benefits	Sick Leave Cash Out - Goad	\$734.14
	42475						<b>Check Total \$12,637.13</b>
		4/28/2017	31394	001-000-282-00-00-00	Payroll Liability Retirement	VEBA Contributions	\$12,637.13
International Institute of Municipal Clerks	42519						<b>Check Total \$200.00</b>
		5/4/2017	31685 2017	001-003-514-20-49-00	CC-Miscellaneous	2017 Annual Membership IIMC - Pugh	\$200.00
J Thayer Company Inc	42520						<b>Check Total \$912.97</b>
		5/4/2017	1130484-0	001-008-521-20-31-00	LE-Office Supplies	Rubber stamps	\$92.95



## Checks to be Approved for 4/21/2017 to 5/4/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
J Thayer Company Inc	42520	5/4/2017	1134158-0	001-008-521-20-31-00	LE-Office Supplies	Stapler/office chair	\$279.27
			1137472-0	001-002-513-11-31-00	AD-Office Supply	Scissors/Pens	\$17.60
				001-013-518-20-31-00	GG-Operating	Napkins/Wall Pocket/Pen/Plates	\$84.30
			1137702-0	001-008-521-20-31-00	LE-Office Supplies	Envelopes/Mailer/Files	\$301.89
			1137768-0	001-007-558-50-31-00	PL-Office Supplies	Folders/Tissue/Plates	\$68.48
				001-007-559-30-31-00	PB-Office Supplies	Folders/Tissue/Plates	\$68.48
Jeffrey D. Goldman	42521	Check Total					\$200.00
		5/4/2017	1297	001-008-521-20-41-00	LE-Professional Services	Polygraph Examination PE17-0437	\$200.00
K&E Enterprise Inc	42476	Check Total					\$4,630.36
		4/28/2017	042517	530-016-594-48-60-00	Purchase Of Capital Equipment	2017 Eagle Landscape trailer for Parks	\$4,630.36
Kroesens Uniforms	42522	Check Total					\$59.90
		5/4/2017	43584	001-008-521-20-31-05	LE-Equipment - New Officers	New officer equipment - Bassett	\$59.90
Lake Industries LLC	42523	Check Total					\$267.00
		5/4/2017	33010	101-016-542-67-41-00	ST-Street Cleaning	Dump fees	\$30.00
				410-016-531-10-41-03	SW-Street Cleaning	Dump fees	\$30.00
		33025	101-016-542-67-41-00	ST-Street Cleaning	Dump fees	\$45.00	
			410-016-531-10-41-03	SW-Street Cleaning	Dump fees	\$45.00	
		33039	101-016-542-67-41-00	ST-Street Cleaning	Dump fees	\$58.50	
			410-016-531-10-41-03	SW-Street Cleaning	Dump fees	\$58.50	
Lake Stevens Chamber of Commerce	42524	Check Total					\$1,500.00
		5/4/2017	May2017	001-013-518-90-49-01	GG-Chamber of Commerce	May 2017 Contribution for VIC operations	\$1,500.00
Lake Stevens Police Guild	42477	Check Total					\$1,028.00
		4/28/2017	043017	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Union Dues	\$1,028.00
Sarah A Leighan	42525	Check Total					\$580.96
		5/4/2017	20450	001-007-558-50-31-00	PL-Office Supplies	Project information sign boards	\$580.96
Life-Assist Inc	42526	Check Total					\$339.46
		5/4/2017	794229	001-008-521-20-31-04	LE - Donation Exp - Other	First Aid Trauma supplies	\$339.46
Lowes Companies	42527	Check Total					\$536.32
		5/4/2017	914328	001-010-576-80-31-00	PK-Operating Costs	Plantings for entrance sign on 16th	\$63.33
			920227	001-010-576-80-31-00	PK-Operating Costs	Soil & Plants for replanting entry signs	\$305.19
			944948	001-013-518-20-31-00	GG-Operating	New door for food bank bldg at Eagle Ridge Park	\$167.80



## Checks to be Approved for 4/21/2017 to 5/4/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total
Miles Sand & Gravel	42528						<b>\$528.68</b>
		5/4/2017	1540771	001-013-594-18-60-02	GG - City Hall Demo	Building sand for Temp City Hall project	\$528.68
Nationwide Retirement Solution	0						<b>\$1,975.00</b>
		4/28/2017	043017	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-Nationwide	\$1,975.00
Nelson Petroleum	42529						<b>\$1,222.77</b>
		5/4/2017	0609363-IN	001-010-576-80-31-00	PK-Operating Costs	Bulk engine oil	\$407.59
				101-016-544-90-31-02	ST-Operating Cost	Bulk engine oil	\$407.59
				410-016-531-10-31-02	SW-Operating Costs	Bulk engine oil	\$407.59
Pacific Power Batteries	42530						<b>\$25.83</b>
		5/4/2017	12240333	001-008-521-20-31-02	LE-Minor Equipment	Battery	\$25.83
Pakor Inc NW8935	42531						<b>\$311.65</b>
		5/4/2017	8023282	001-008-521-20-31-00	LE-Office Supplies	Supplies for passport processing	\$311.65
Kristen Parnell	42532						<b>\$180.00</b>
		5/4/2017	011717	001-008-521-20-43-00	LE-Travel & Per Diem	Per Diem for Crime Scene Class-Parnell	\$180.00
Partsmaster	42533						<b>\$283.35</b>
		5/4/2017	23139018	101-016-544-90-31-02	ST-Operating Cost	Extended reach screwdriver set/Self tapping pan head screws	\$141.68
				410-016-531-10-31-02	SW-Operating Costs	Extended reach screwdriver set/Self tapping pan head screws	\$141.67
Perteet Engineering Inc	42534						<b>\$17,138.81</b>
		5/4/2017	20120176.001-22	301-016-544-40-41-00	Street Op - Planning -Design	20th Street SE Phase II-Segment 1 Design	\$11,680.96
			20150253.002-4	001-013-594-18-60-02	GG - City Hall Demo	City Campus Phase 1-Site Plan	\$5,457.85
Powerplan	42535						<b>\$321.56</b>
		5/4/2017	10380668	101-016-544-90-31-02	ST-Operating Cost	Filters for fleet vehicles	\$160.78
				410-016-531-10-31-02	SW-Operating Costs	Filters for fleet vehicles	\$160.78
Joshua Roundy	42536						<b>\$559.51</b>
		5/4/2017	050417	001-004-514-23-43-00	FI-Travel & Meetings	Expense reimb - WPTA conference - Roundy	\$559.51
Safety Source LLC	42537						<b>\$3,706.96</b>
		5/4/2017	883301	101-016-544-90-31-02	ST-Operating Cost	Steel Plates	\$1,853.48
				410-016-531-10-31-02	SW-Operating Costs	Steel Plates	\$1,853.48
Deborah Smith	42538						<b>\$180.00</b>
		5/4/2017	011717	001-008-521-20-43-00	LE-Travel & Per Diem	Per Diem for Crime Scene Class Smith	\$180.00



## Checks to be Approved for 4/21/2017 to 5/4/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total
Snohomish County Planning	42539						<b>\$5,549.00</b>
		5/4/2017	1000432367	001-013-518-90-49-05	GG-SnoCo Tomorrow	2017 Snohomish County Tomorrow Dues	\$5,549.00
Snohomish County PUD	42540						<b>\$1,453.75</b>
		5/4/2017	100301589	001-010-576-80-47-00	PK-Utilities	201513934 Parks	\$17.28
			104659890	101-016-542-63-47-00	ST-Lighting - Utilities	200178218 Traffic Signal	\$164.60
			107993563	101-016-542-63-47-00	ST-Lighting - Utilities	205320781 SR92 Roundabout at 99th	\$48.26
			114618765	001-010-576-80-47-00	PK-Utilities	200493443 Cath Creek Park meter 73867	\$15.15
			131172466	001-008-521-50-47-00	LE-Facility Utilities	202766820 Police Dept Electric	\$530.00
			131172839	001-008-521-50-47-00	LE-Facility Utilities	203033030 Police Dept Water	\$69.02
			137680809	001-010-576-80-47-00	PK-Utilities	203599006 City Shop	\$148.44
				101-016-543-50-47-00	ST-Utilities	203599006 City Shop	\$148.45
				410-016-531-10-47-00	SW-Utilities	203599006 City Shop	\$148.49
			140980445	101-016-542-63-47-00	ST-Lighting - Utilities	202342622 Street Lights	\$65.31
			144315688	101-016-542-63-47-00	ST-Lighting - Utilities	203728159 Traffic Signal	\$49.50
			167004785	101-016-542-63-47-00	ST-Lighting - Utilities	202648705 Street Lights	\$49.25
Sound Publishing Inc	42541						<b>\$813.16</b>
		5/4/2017	EDH726708	101-016-542-30-41-01	ST-Advertising	SR9/SR204 Intersection Improvement CC Special mtg	\$41.40
			EDH750387	001-007-558-50-41-03	PL-Advertising	2017 Docket Auth Comp Plan Amendment	\$103.32
			EDH752228	001-007-558-50-41-03	PL-Advertising	LUA2017-0040 Knutson NOLA	\$77.52
			EDH752296	001-007-558-50-41-03	PL-Advertising	LUA2017-0019 Wagner Hills	\$94.72
			EDH752899	001-007-558-50-41-03	PL-Advertising	LUA2017-0043 Nourse ROW Vacation	\$165.36
			EDH753337	001-007-558-50-41-03	PL-Advertising	LUA2016-0198 Hillcrest Estates	\$80.96
			EDH753598	001-013-518-30-41-01	GG-Advertising	April 25 2017 City Council Workshop mtg	\$39.68
			EDH754001	001-007-558-50-41-03	PL-Advertising	LUA2017-0049 Mattison Preliminary SP	\$75.80
			EDH755041	001-013-518-30-41-01	GG-Advertising	Ordinance 996	\$37.96
Standard Insurance Company	0						<b>\$5,795.17</b>
		4/28/2017	043017	001-000-284-00-00-00	Payroll Liability Other	Life/Disability Ins Premiums	\$148.00
				001-002-513-11-20-00	AD-Benefits	Life/Disability Ins Premiums	\$65.37
				001-003-514-20-20-00	CC-Benefits	Life/Disability Ins Premiums	\$105.79
				001-004-514-23-20-00	FI-Benefits	Life/Disability Ins Premiums	\$184.14
				001-005-518-10-20-00	HR-Benefits	Life/Disability Ins Premiums	\$0.00





## Checks to be Approved for 4/21/2017 to 5/4/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Standard Insurance Company	0	4/28/2017	043017	001-006-518-80-20-00	IT-Benefits	Life/Disability Ins Premiums	\$141.89
				001-007-558-50-20-00	PL-Benefits	Life/Disability Ins Premiums	\$455.72
				001-007-559-30-20-00	PB-Benefits	Life/Disability Ins Premiums	\$219.87
				001-008-521-20-20-00	LE-Benefits	Life/Disability Ins Premiums	\$2,858.86
				001-010-576-80-20-00	PK-Benefits	Life/Disability Ins Premiums	\$220.00
				001-013-518-30-20-00	GG-Benefits	Life/Disability Ins Premiums	\$137.18
				101-016-542-30-20-00	ST-Benefits	Life/Disability Ins Premiums	\$678.16
				401-070-535-10-20-00	SE-Benefits	Life/Disability Ins Premiums	\$12.94
				410-016-531-10-20-00	SW-Benefits	Life/Disability Ins Premiums	\$567.25
Strategies 360	42542	Check Total					\$6,000.00
		5/4/2017	772-23880	001-013-511-70-40-00	Lobbying Services	Federal Government Lobbying svcs-April 2017	\$2,000.00
			772-23970	001-013-511-70-40-00	Lobbying Services	Federal Government Lobbying svcs-May 2017	\$4,000.00
Teamsters Local No 763	42478	Check Total					\$1,158.00
		4/28/2017	043017	001-000-284-00-00-00	Payroll Liability Other	Union Dues	\$1,158.00
True North Equipment Inc	42543	Check Total					\$17,260.65
		5/4/2017	H04685	410-016-594-31-60-01	SW - Capital Expenditure	JetScan Camera System w/8 inch nozzle skid	\$17,260.65
United Way of Snohomish Co	42479	Check Total					\$171.68
		4/28/2017	043017	001-000-284-00-00-00	Payroll Liability Other	Employee Contributions	\$171.68
US Bank St Paul	42544	Check Total					\$54,552.50
		5/4/2017	463994	210-000-592-18-83-00	2008 Bond Interest Payment	LAKSGOREF08A - Series 2008A Int - City Portion	\$40,244.33
				210-070-592-35-83-00	2008 Bond Interest Payment	LAKSGOREF08A - Series 2008A Int - Sewer Portion	\$14,308.17
Vantagepoint Transfer Agents - 307428	42480	Check Total					\$460.44
		4/28/2017	41383282	001-000-282-00-00-00	Payroll Liability Retirement	Deferred Comp Submission # 102355688	\$460.44
	42481	Check Total					\$694.71
		4/28/2017	043017	001-000-282-00-00-00	Payroll Liability Retirement	ICMA Deferred Comp	\$694.71
Verizon Northwest	42545	Check Total					\$4,794.87
		5/4/2017	9784503732	001-001-511-60-42-00	Legislative - Communication	Wireless phone services	\$387.73
				001-001-513-10-42-00	Executive - Communication	Wireless phone services	\$52.83
				001-002-513-11-42-00	AD-Communications	Wireless phone services	\$52.56
				001-003-514-20-42-00	CC-Communications	Wireless phone services	\$55.39
				001-005-518-10-42-00	HR-Communications	Wireless phone services	\$52.56





## Checks to be Approved for 4/21/2017 to 5/4/2017

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Verizon Northwest	42545	5/4/2017	9784503732	001-006-518-80-42-00	IT-Communications	Wireless phone services	\$157.68
				001-007-558-50-42-00	PL-Communication	Wireless phone services	\$157.68
				001-007-559-30-42-00	PB-Communication	Wireless phone services	\$106.90
				001-008-521-20-42-00	LE-Communication	Wireless phone services	\$3,161.96
				001-010-576-80-42-00	PK-Communication	Wireless phone services	\$203.19
				101-016-543-30-42-00	ST-Communications	Wireless phone services	\$203.20
				410-016-531-10-42-00	SW-Communications	Wireless phone services	\$203.19
Steve Warbis	42546	Check Total					\$180.00
		5/4/2017	011717	001-008-521-20-43-00	LE-Travel & Per Diem	Per Diem for Crime Scene Class-Warbis	\$180.00
Washington State Support Registry	0	Check Total					\$402.46
		4/28/2017	043017	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Child Support	\$402.46
Washington Teamsters Welfare Trust EFT	0	Check Total					\$2,181.00
		4/28/2017	043017	001-000-283-00-00-00	Payroll Liability Medical	Teamsters Dental Ins Premiums	\$2,181.00
West Coast Code Consultants Inc	42547	Check Total					\$175.00
		5/4/2017	Williamson	001-007-559-30-49-01	PB-Staff Development	IBC Req for multi-family housing seminar - Williamson	\$175.00
Western Conference of Teamsters Pension Trust	42482	Check Total					\$2,734.71
		4/28/2017	043017	001-000-282-00-00-00	Payroll Liability Retirement	Employee Contributions - Teamster Pension	\$2,734.71
Sampsa Wright	42548	Check Total					\$1,714.71
		5/4/2017	709516	621-000-589-20-00-01	Retainage Release - Other PW	Retainage refund-Sam's Tree affidavit 709516	\$1,714.71
Total							\$548,048.99



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

Tuesday, April 25, 2017  
Lake Stevens School District Educational Service Center (Admin. Bldg.)  
12309 22<sup>nd</sup> Street N.E. Lake Stevens

CALL TO ORDER: 6:00 p.m. by Mayor John Spencer

ELECTED OFFICIALS PRESENT: Councilmembers Kim Daughtry, Gary Petershagen, Kurt Hilt, Todd Welch, Rauchel McDaniel, Kathy Holder, Marcus Tageant (6:13 p.m.)

ELECTED OFFICIALS ABSENT: None.

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director/City Clerk Barb Stevens, Public Works Director Eric Durpos, City Engineer Mick Monken, Deputy City Clerk Kathy Pugh and-Police Commander Ron Brooks, City Engineer Mick Monken

OTHERS: Senator Steve Hobbs; Fire Chief Kevin O'Brien, John White, Washington State Department of Transportation ("WSDOT") Assistant Regional Manager for Snohomish and King Counties, Cathy George, WSDOT Engineering Manager, Lindsay Yamane, WSDOT Consultant, SR 9/SR 204 Project Manager and WSDOT Consultant Colleen Gants, SR 9/SR 204 Communication Lead

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At Mayor Spencer's request the Councilmembers introduced themselves to the WSDOT team.

John White, Washington State Department of Transportation ("WSDOT") Assistant Regional Manager for Snohomish and King Counties introduced himself and the members of the team: Cathy George, WSDOT Engineering Manager, Lindsay Yamane, WSDOT Consultant, SR 9/SR 204 Project Manager and WSDOT Consultant Colleen Gants, SR 9/SR 204 Communication Lead.

Mr. White said the goal of the SR 9/SR 204 project is to maintain and improve the commute on SR 9 while at the same time improving the conditions at SR 9/SR 204 and the nearby intersections. In addition to improving the commute experience it will also improve access to the surrounding properties. This will allow the City to achieve its land use and development goals. This includes improving connectivity for all modes of transportation including pedestrian, bike, transit, as well as motor vehicles.

Mr. White reviewed the project scheduling and said the project is funded at \$69.5 million. Currently there are several alternatives under consideration to improve the intersection and the hope is to identify the preferred alternative by June or July. Mr. White also said the team is reviewing things that can be accomplished in advance of building the larger project and this will help to move all elements forward. The larger project is scheduled for buildout in 2019.

Mr. White said the Stakeholder Advisory Group ("SAG") is providing input on the various design elements of this project and is comprised of a number of members representing the community including the Chamber, property owners on both sides of the SR 9 corridor, Kimco and a business owner on the west side of SR 9. This provides for a balance of perspectives. Also participating are representatives from Snohomish County, Community Transit, Cascade Bicycle Club, Boeing and the Washington Trucking Association.

Mr. White reviewed the community engagement process to date and said there will be an open house on May 11 to review the design options under consideration. There will be another community meeting in July to review the preferred design option. The team will make itself available to any interested community groups. The web page is also a good resource for project information.

Mr. White next reviewed the performance metrics and performance needs for the intersection improvement. Considerations in selecting options include improved safety, mobility include both intersection level of service and through-put for commuters, economic vitality, visibility, commercial viability of the land use for properties surrounding the intersection, ingress and egress from properties that connect to these two highways, walkability and bi-modal forms of transportation.

Mr. White said that there were originally fifteen options under consideration and those have now been narrowed to five options. These options are Option C which is a minimalist approach, Option G2B which has eastbound 204 crossing under 91<sup>st</sup> Avenue and under SR9 and then merges with northbound 9 and including a right in/out at 4<sup>th</sup> Street NE and Frontier Village Road, Option E which is a tight diamond interchange with the north/south commuter lanes travelling under the intersection of SR 9/SR 204, Option H which is similar to Option E but has a roundabout at the SR 9/SR 204 intersection, and Option B which includes multiple roundabouts, however this option exceeds the currently available funding.

Mr. White next reviewed the upcoming process including group meetings and open houses. He said it is important to identify early start ideas that have minimal impacts such as addressing wetlands.

Mr. White then responded to Councilmembers questions.

Referencing a green road shown on the drawings and located on the Frontier Village property, which is private property, Mr. White said that road is currently in the construction estimates and the team is trying to come up with a core scope that fits with the funding. WSDOT would work with the property owners on this.

Mr. White then reviewed how many lanes would be added added to SR 9 with the various options.

Mayor Spencer pointed out the difficulties with Vernon and Davies Roads.

Mr. White responded to a question on how to approach Kimco regarding development of an interior roadway on private property in support of the project.

Discussion ensued, and Mr. White, Ms. George and Mr. Yamane responded to questions, including the proposed lane configurations, access to properties and to the highways, the

frontage road and pedestrian options given that SR 9 bisects the City, in the different options that are being presented.

Councilmember Petershagen asked about resurfacing the westbound Trestle lanes and Councilmember Holder commented the lanes are currently very dangerous and in need of repair and resurfacing.

**Adjourn:**

There being no further business the meeting adjourned at 6:50 p.m.

\_\_\_\_\_  
John Spencer, Mayor

\_\_\_\_\_  
Kathy Pugh, Deputy City Clerk



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

Tuesday, May 2, 2017  
Lake Stevens Community Center  
1808 Main Street, Lake Stevens

CALL TO ORDER: 6:02 p.m. by Mayor John Spencer

ELECTED OFFICIALS PRESENT: Councilmembers Kim Daughtry, Gary Petershagen, Kurt Hilt, Rauchel McDaniel, Kathy Holder, Marcus Tageant (6:42 p.m.)

ELECTED OFFICIALS ABSENT: Councilmember Todd Welch

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director/City Clerk Barb Stevens, Community Development Director Russ Wright, Public Works Director Eric Durpos, Economic Development Coordinator Jeanie Ashe, Deputy City Clerk Kathy Pugh and City Attorney Grant Weed

OTHERS:

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**Pledge of Allegiance:** Mayor Spencer led the Pledge of Allegiance.

**Roll Call:** Moved by Councilmember Daughtry, seconded by Councilmember Hilt, to excuse Councilmember Welch from the meeting. On vote the motion carried (5-0-0-2).

Mayor Spencer said that Councilmember Tageant is recusing himself from the executive session due to a potential conflict of interest.

**MOTION:** Moved by Councilmember Hilt, seconded by Councilmember Daughtry to excuse Councilmember McDaniel from the executive session and potential vote. On vote the motion carried (5-0-0-2).

**Approval of Agenda:** Moved by Councilmember Hilt, seconded by Councilmember McDaniel, to approve the agenda as presented. On vote the motion carried (5-0-0-2).

**Executive Session:** Mayor Spencer announced an executive session beginning at 6:04 p.m. and lasting 35 minutes for the purpose of discussing a potential real property acquisition with possible action to follow.

At 6:40 p.m. the special meeting of the City Council was reconvened.

City Attorney Weed did not return to the meeting.

**Action Items:**

**Potential Real Property Acquisition:**

**MOTION:** Moved by Councilmember McDaughtry, seconded by Councilmember Hilt, to authorize the Mayor to enter into a professional services agreement with a MAI certified appraiser to obtain real property valuations for property as discussed in Executive Session. On vote the motion carried (5-0-1-1).

**MOTION:** Moved by Councilmember Daughtry, seconded by Councilmember Hilt, to authorize the Mayor to proceed with negotiations to obtain property for stormwater and related utilities and road right-of-way for property as discussed in Executive Session. On vote the motion carried (5-0-1-1).

Councilmember Tageant joined the meeting at 6:42 p.m.

**Authorize Professional Services Agreement with Ogden Murphy Wallace for Legal**

**Services:** City Administrator Brazel said that Ogden Murphy Wallace responded to the City's request for proposal for attorney services in June 2016, and at that time it was determined to use this firm for attorney services in the case where the retained City Attorney has a conflict of interest, or if a need for a specialized area of legal expertise arises. Council is requested to approve a letter of engagement authorizing those services. Administrator Brazel then responded to Councilmembers' questions.

**MOTION:** Moved by Councilmember Hilt, seconded by Councilmember McDaniel, to authorize the City Administrator to sign the letter of intent with Ogden Murphy Wallace for special City Attorney services. On vote the motion carried (6-0-0-1).

**Utility Discussion:** Public Works Director Durpos provided an overview of the storm events on April 20, 2017 and the damage to three of the sub basins. Public Works crews responded to the storm event and a small EOC was set up to respond to the calls for assistance. Director Durpos reviewed some of the failures that occurred and resulting damage and said that the crews are continuing to discover damage that occurred. Director Durpos is aware of one claim against the City at this time.

Mayor Spencer provided additional historical background and said there will be additional analysis brought forward.

Councilmember Hilt reminded of the City's joining Snohomish County's hazard mitigation plan and asked if there is any assistance there.

**Adjourn:**

Moved by Councilmember Daughtry, seconded by Councilmember Petershagen, to adjourn the meeting at 6:50 p.m. On vote the motion carried (6-0-0-1).

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John Spencer, Mayor

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Kathy Pugh, Deputy City Clerk





LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda** May 9, 2017  
**Date:** \_\_\_\_\_

**Subject:** Music on the Lake, Shakespeare in the Park and Movies in the Park 2017

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

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** **Authorize the Mayor to sign performance agreements when received for the 2017 Shakespeare in the Park, Music on the Lake and Movies in the Park.**

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**SUMMARY/BACKGROUND:** The Arts Commission hires various acts to perform at the Shakespeare in the Park and Music on the Lake entertainment series. This year Music on the Lake will be held at Lundeen Park and is scheduled for Sunday afternoons from 1:00 – 4:30 p.m. on July 9 and July 23. The following bands are scheduled to perform:

July 9, 1:00 p.m.	Cobblestone – Blues/Jazz/Rock	\$600.00
July 9, 3:00 p.m.	Ranger and the Rearrangers – Gypsy Jazz	\$500.00
July 23, 1:00 p.m.	Mood Swings – Big Band Jazz	\$800.00
July 23, 3:00 p.m.	DJ Caleb Akay – Techno/Swing/Jazz	\$100.00

Additionally the Arts Commission is working with Lost Leaf Productions to schedule Shakespeare in the Park, play to be determined. The Arts Commission and Lost Leaf Productions are looking at Eagle Ridge Park as a possible venue for this event, and a date and time have not yet been determined. Staff anticipates the cost will be \$500, as in previous years.

Finally, the Arts Commission is planning two Movies in the Park, to be held in Lundeen Park beginning at dusk on August 11 and August 25. City Staff is working with the City of Marysville, who rents their equipment to neighboring cities, to provide the movie evenings at a reduced cost of approximately \$600 per movie. These funds are included in the 2017 Recreation bud

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**APPLICABLE CITY POLICIES:** City Council authorizes the Mayor to sign performance contracts.

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**BUDGET IMPACT:** The current Arts Commission budget balance is approximately \$5300 to pay for all Arts Commission events, advertising and equipment purchase.

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**ATTACHMENTS:** Personal/Professional Services Agreement

## CITY OF LAKE STEVENS

### PERSONAL/PROFESSIONAL SERVICES AGREEMENT

This Agreement is entered into by and between the City of Lake Stevens, Washington, hereafter referred to as "the City," and \_\_\_\_\_, dba \_\_\_\_\_, hereafter referred to as "the Contractor".

WHEREAS, the City has a need to have certain services performed; and

WHEREAS, the City desires to have the Contractor perform such services pursuant to certain terms and conditions;

NOW, THEREFORE, in consideration of the mutual benefits and conditions set forth below, the parties hereto agree as follows:

1. **Scope of Services to be Performed by Contractor.** The Contractor shall perform those services described on Exhibit "A" attached hereto and incorporated herein. In performing such services, the Contractor shall at all times comply with all federal, state, and local statutes, rules, and ordinances applicable to the performance of such services.
2. **Appropriateness of Performance.** The performance MUST NOT:
  - a. Be lewd or obscene as defined in RCW 7.48A.010(2);
  - b. Have a subject matter that promotes violence against persons or animals;
  - c. Depict a religion or religious symbols in a way that a reasonable person would deem to promote a particular religion; proselytizing is prohibited; or
  - d. Have a subject matter associated with a specific current candidate or candidates in a political setting or a subject matter associated with a specific political party or group.
3. **Compensation and Method of Payment.** The City shall pay the Contractor for services rendered the sum of \$XXXX. Upon completion of the services, the Contractor shall submit an invoice to the City and payment thereon shall be made within ten days following City Council approval. Prior to payment by the City the Contractor must submit a signed W-9 Request for Taxpayer Identification Number and Certification as required by the Internal Revenue Service.
4. **Duration of Agreement.** This Agreement shall be in full force and effect from the date of execution through \_\_\_\_\_, 2017.
5. **Independent Contractor.** The Contractor and the City agree that the Contractor is an independent contractor with respect to the services provided pursuant to this Agreement. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties hereto. The City shall not be responsible for paying, withholding, or otherwise deducting any customary state or federal payroll deductions, or otherwise assuming the duties of an employer with respect to the Contractor or any employee of the Contractor.

6. **Indemnification.** The Contractor shall indemnify, defend, and hold harmless the City, its agents, and employees from and against any and all liability arising from injury or death to persons or damage to property resulting in whole or in part from negligent acts or omissions of the Contractor, its agents, or employees.
7. **Termination.** This Agreement may be terminated by written mutual agreement of the parties, or by one party giving to the other at least seven days advance written notice of intent to terminate.
8. **Assignment and Subcontract.** The Contractor shall not assign or subcontract any portion of the services contemplated by this Agreement without the prior written consent of the City.
9. **Entire Agreement.** This Agreement contains the entire agreement between the parties and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind either party. Either party may request changes to the Agreement. Proposed changes that are mutually agreed upon shall be incorporated by written amendments to this Agreement.
10. **Applicable Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration, or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in Snohomish County, Washington. The prevailing party in any such action shall be entitled to its attorneys' fees and costs of suit.

CITY OF LAKE STEVENS

CONTRACTOR

\_\_\_\_\_  
John Spencer, Mayor

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title (if applicable) \_\_\_\_\_

Band Name: \_\_\_\_\_

Mailing Address:

\_\_\_\_\_

Phone No. \_\_\_\_\_

ATTEST:

APPROVED AS TO FORM

\_\_\_\_\_  
Kathy Pugh, Deputy City Clerk

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

## EXHIBIT A

### Scope of Services to be Provided by Contractor

The Contractor shall furnish the following services:

Provide musical entertainment for a family based audience at Lundeen Park, Lake Stevens, WA  
on \_\_\_\_\_, 2017 from 7:00 – 8:30 p.m.

Services shall be performed on the following date(s): \_\_\_\_\_. 2017.



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda** 9 May 2017  
**Date:** \_\_\_\_\_

**Subject:** Adoption of amendment to 2017- 2022 Six Year Transportation Improvement Plan

**Contact** Eric Durpos  
**Person/Department:** Public Works Director **Budget Impact:** NA

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Hold the Public Hearing and comment on the amendment proposed to be included in the 2017-2022 Six Year Transportation Improvement Plan (TIP). If no changes, adopt Resolution number 2017-08.

**SUMMARY/BACKGROUND:** Each year the City is required under State statute RCW 35.77 to prepare a six year Transportation Improvement Plan (TIP). The intent of the TIP is to provide information to the State for regional and statewide planning that includes project type and location identification, potential impacted utilities, funding needs, and inter-agency coordination. The TIP is a subset of the City's current 20 year transportation list (2012-2032) in the Comprehensive Plan's Capital Element (Chapter 8). In June 2016 the City Council adopted the 2017-2022 TIP.

Last year the City applied for a 2016 Innovative Safety Program Transportation Federal Highway Safety Improvement Program (HSIP) grant for a roundabout to be constructed at 91<sup>st</sup> Avenue SE and Market Place. This is listed in the City's 20 year TIP plan as ideal for a grant funding opportunity from the State. The City received notification that this project was selected for Federal funding. A requirement to receive the funding, the City must include this project in the adopted 6 year TIP. This is performed through an amendment by Resolution.

The project is the elimination of a signal and the construction of a roundabout within the existing right of way. The estimated project cost is \$941,000, which includes design and construction, with a grant match of \$658,700 (70%). The City's share is \$282,300 which was included in the 2017 adopted budget. The project target is to begin design this year and to have the project completed by the end of 2018.

**APPLICABLE CITY POLICIES:** NA

**BUDGET IMPACT:** City's match dollars of \$282,300 is from REET and Traffic Mitigation.

**ATTACHMENTS:**

- Exhibit A: Resolution 2017-08
  - Attachment A: Amended 2017-2022 Six Year TIP with expenditure year projections
  - Attachment B: Amended 2017-2022 Six Year TIP with project descriptions
  - Attachment C: Roundabout Concept Layout

**EXHIBIT A**

**CITY OF LAKE STEVENS  
Lake Steven Washington**

**RESOLUTION NO. 2017-08**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF LAKE STEVENS, WASHINGTON, AMENDING THE  
SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN  
(TIP) FOR THE YEARS 2017-2022 AND DIRECTING THE  
SAME TO BE FILED WITH THE STATE SECRETARY OF  
TRANSPORTATION AND THE PUGET SOUND  
REGIONAL COUNCIL.**

**WHEREAS**, pursuant to the requirements of Chapters 35.77 and 47.26 RCW, the City Council of the City of Lake Stevens has previously adopted a comprehensive street plan, including an arterial street construction plan, and has thereafter periodically modified said plans as part of the City's Comprehensive Plan; and

**WHEREAS**, pursuant to resolution No. 2015-16, in June 2016 the City Council Amended and Adopted the 2017-2022 Transportation Improvement Plan (hereafter "TIP"); and

**WHEREAS**, as authorized by RCW 35.77.010(1) the City intends to amend the adopted 2017-2022 TIP to include a project in the City's 20 year transportation plan that was selected for grant funding in 2016; and

**WHEREAS**, following notice as required by law, a public hearing has been held on the amended TIP as required by RCW 35.77.010(1); and

**WHEREAS**, the TIP has been updated for years 2017-2022 in accordance with the State Requirements to include the additional project that was selected for funding;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE STEVENS  
DOES RESOLVE AS FOLLOWS:**

**Section 1.** Plan Adopted. The amended Six-Year Transportation Improvement Plan for the City of Lake Stevens, as revised and extended for the ensuing six (6) calendar years (2017-2022), a copy of which is attached hereto as Attachment A and incorporated herein by this reference as if fully set forth herein, which Plan sets forth the project location, type of improvement and the estimated cost thereof, is hereby adopted and approved.

**Section 2.** The 6 year Transportation Plan previously adopted pursuant to Resolution No. 2016-13 is hereby replaced with the amended Attachment A Plan adopted herein.

**Section 3.** Filing of Plan. Pursuant to Chapter 35.77 RCW, within 30 days of the adoption of this Resolution the City Clerk is hereby authorized and directed to file a copy of this Resolution,

together with the Attachment A (Project Descriptions) and Attachment B (Expenditure year projections) attached hereto, with the Secretary of Transportation and Puget Sound Regional Council for the State of Washington.

ADOPTED this \_\_\_\_\_ day of May 2017.

\_\_\_\_\_  
John Spencer, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Pugh, Deputy City Clerk

APPROVED AS TO FORM:

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

Attachment A  
TIP with project description and costs – Amendment May 2017

City of Lake Stevens  
Transportation Improvement Program (2017 - 2022)

Start year: 2017

Revision: 28 June 2016										TOTAL Project				
Proj ID #	ROAD	FROM	TO	COST	Description	Local	State/Fed	Mitigation	Dev Imp	Design	ROW	Constr	LOCAL	GRANT
2(2)	SR 9/4th NE - Intersection - sub-project of 2(1)	4th St NE	-	3,000,000	Improve egress WB alignment right turn onto SR 9 and add a new right turn ingress for EB onto 4th St NE. Additional improvement is the construction of a new alignment N-S Village Way Road (93rd).	X	X	X	X	623,183	642,500	1,734,317	300,000	2,700,000
2(1)	SR 9/SR 204 - System	91st Ave NE	4th St NE	65,000,000	System improvement that includes roundabouts at SR 9/SR 204 and SR 9/91st Ave NE, improvements to the SR 9/4th Intersection. This is a safety, economical, local circulation, and capacity improvements.	X	X	X	X	11,700,000	7,800,000	45,500,000	1,000,000	64,000,000
D(1C)	SR 92 & Grade Rd RAB	Intersection		4,105,221	Roundabout intersection improvement with gateway treatment	X	X	X	X	410,522		3,694,699	1,026,305	3,078,916
3	90th Ave NE Connector	SR 204	Vernon	1,140,000	Construction of a new roadway segment that would allow for right in-right out movement for SR 204. Roadway would be developer driven			X	X	114,000	200,000	826,000	1,140,000	-
7(4)	91st Ave NE	SR 204	Vernon	351,000	Upgrade roadway to create a pedestrian friendly downtown style streetscape	X		X	X	35,100	20,000	295,900	351,000	-
W 2	SR 92 and Lake Dr Re-channelization	Intersection		200,000	State driven safety project to reduce vehicle conflicts		X			30,000	-	170,000	-	200,000
7(1)	20th St SE - Segment 1	83rd Ave SE	91st Ave SE	4,980,567	Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.	X	X	X	X	573,000	935,400	3,472,167	1,041,650	2,430,517
7(3)	20th St SE - Segment 2	79th Ave SE	83rd Ave SE	3,970,366	Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.	X		X	X	397,838	921,922	2,650,606	1,389,628	2,580,738
7(5)	20th St SE - Segment 3	73rd Ave SE	79th Ave SE	2,770,169	Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.	X	X	X	X	345,853	118,821	2,305,495	969,559	1,800,610
7(6)	20th St SE - Segment 4	US 2	73rd Ave SE	2,599,205	Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.	X	X	X	X	294,930	341,610	1,962,665	909,722	1,689,483
6(1)	24th St SE/73rd SE - Intersection	73rd Ave SE	-	800,000	Construction of a new intersection to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.			X	X	80,000	50,000	670,000	800,000	-
6(2)	24th St SE	73rd Ave SE	79th Ave SE	3,653,000	Construction of a new roadway segment to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.			X	X	365,300	200,000	3,087,700	3,653,000	-
6(3)	24th St SE/79th SE - Intersection	79th Ave SE	-	800,000	Construction of a new intersection to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.			X	X	80,000	50,000	670,000	800,000	-
6(4)	24th St SE	83rd Ave SE	87th Ave SE	5,278,000	Construction of a new roadway segment to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.			X	X	527,800	200,000	4,550,200	5,278,000	-



6(5)	24th St SE/83rd SE - Intersection	83rd Ave SE	-	800,000	Construction of a new intersection to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.			X	X	80,000	50,000	670,000	800,000	-
6(6)	24th St SE	SR 9	91st Ave SE	2,970,000	Construction of a new roadway segment to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.			X	X	297,000	200,000	2,473,000	2,970,000	-
1(1)	91st Ave NE/SR 204 - RTP	SR 204	200' north	337,000	Widen southbound outside lane to provide for a dedicated right turn lane	X	X	X	X	33,700	10,000	293,300	134,800	202,200
1(2)	91st Ave NE/SR 204 - RTP	SR 204	300' south	454,100	Widen north bound outside lane to provide for a dedicated right turn lane	X	X	X	X	45,410	20,000	388,690	181,640	272,460
2(2)	91st Ave SE	20th St SE	4th St SE	4,770,000	Widen to a three lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb separated walking paved shoulder areas along the east side of the roadway	X	X	X	X	477,000	300,000	3,993,000	715,500	4,054,500
2(3)	91st Ave SE	20th St SE	24th St SE	1,950,000	New connector roadway to 24th St SE				X	195,000	100,000	1,655,000	1,950,000	-
8(4)	99th Ave NE	Market	4th St NE	1,170,000	Enhance Streetscape with improvement with non-motorized enhancements and circulation improvements with a possible roundabout intersection at 4th NE	X	X	X	X	117,000	40,000	1,013,000	292,500	877,500
14(A)	4th St NE	91st Ave NE	SR 204	7,578,460	New internal connector and circulation roadway. Will require a new break in access on to SR 204. Intersection would be a right turn only.				X	757,846	500,000	6,320,614	7,578,460	-
14(7)	99th Ave SE	20th St SE	4th St SE	4,763,800	Widen to a three lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb separated walking paved shoulder areas along the east side of the roadway	X	X	X	X	476,380	200,000	4,087,420	1,905,520	2,858,280
14(8)	99th Ave SE	20th St SE	Lake Stevens Rd	5,507,800	Widen to a three lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb separated walking paved shoulder areas along the east side of the roadway				X	550,780		4,957,020	5,507,800	-
D(1A)	20th St NE & Main Intersection	Intersection		1,112,004	Widening to provide turn pockets or possible roundabout improvements	X	X	X	X	111,200		1,000,804	556,002	556,002
D(1B)	Grade Road	20th St NE	SR 92	15,607,836	Widen to a three lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb separated walking paved shoulder areas along the west side of the roadway	X	X	X	X	1,560,784	1,000,000	13,047,052	7,803,918	7,803,918
12(5)	91st Ave NE - Intersection	Vernon Rd	-	200,000	Minor widening and possible mini-roundabout to improvement safety and circulation	X			X	20,000		180,000	200,000	-
15(2)	Lundeen/Vernon - Intersection	Vernon Rd	-	400,000	Channelization enhancement to improvement safety and circulation. May restrict through movement for east-east crossing (Vernon)	X			X	40,000		360,000	400,000	-
15(1)	Vernon Road	91st Ave NE	SR 9	935,000	Minor widening to provide for turn movement and improved pedestrian movement	X			X	93,500		841,500	935,000	-
	116th Avenue NE	20th St NE	26th St NE	1,000,000	Construct vehicular, bicycle and pedestrian improvements to improve safety.	X	X	X		75,000	125,000	800,000	300,000	700,000
	117th Avenue NE	22nd St NE	26th St NE	600,000	Construct vehicular, bicycle and pedestrian improvements to improve safety.	X	X	X		50,000	100,000	450,000	180,000	420,000
	4th Street SE	91st Ave SE	SR 9	622,000	Construct pedestrian improvements to improve safety around schools.	X	X	X		82,000		540,000	186,600	435,400
	Cedar Road	Forest Rd	29th St NE	2,273,000	Construct vehicular, bicycle and pedestrian improvements to improve safety.	X	X	X		254,000	389,000	1,630,000	681,900	1,591,100

City-wide Mini-RAB Intersection Improvements	Intersection			Construct mini-roundabouts at various locations to improve safety and traffic operation	X	X	X	X					
			900,000						300,000	600,000	270,000	630,000	
S. Lake Stevens Road	S. Davies	Stitch Road		Construct pedestrian improvements to improve safety.	X			X	-				
			430,000						30,000	400,000	129,000	301,000	
91 <sup>st</sup> Avenue SE & Market Place Roundabout	91 <sup>st</sup> Ave SE	Market Pl	941,000			X	X	X	123,000	818,000	282,300	658,700	
									21,347,126	14,514,253	118,108,149	52,337,504	99,182,624

[illegible]

1(2)	91st Ave NE/SR 204 - RTP				45,410	20,000			388,690										-	
2(2)	91st Ave SE									95,480			998,250						3,676,270	
2(3)	91st Ave SE									195,000	100,000		1,655,000						-	
8(4)	99th Ave NE									117,000	40,000		1,013,000						-	
14(A)	4th St NE												189,462			568,385	250,000		6,570,613	
14(7)	99th Ave SE															476,380			4,287,420	
14(8)	99th Ave SE															550,780			4,957,020	
D(1 A)	20th St NE & Main Intersection												111,200				333,601		667,203	
D(1 B)	Grade Road															780,392			14,827,444	
12(5)	91st Ave NE - Intersection						20,000		180,000										-	
15(2)	Lundeen/Vernon - Intersection															40,000		360,000	-	
15(1)	Vernon Road												93,500		233,750				607,750	
	116th Avenue NE									75,000	125,000		800,000							
	117th Avenue NE																			
	4th Street SE	82,000	-	540,000																
	Cedar Road	254,000	389,000	-	-	-	1,630,000													
	City-wide Mini-RAB Intersection Improvements	50,000	-	100,000	50,000	-	100,000	50,000	-	100,000	50,000	-	100,000	50,000	-	100,000	50,000	-	100,000	
	S. Lake Stevens Road	30,000	-	400,000																
	91 <sup>st</sup> Avenue SE & Market Place Roundabout	100,000			23,000		818,000													
		3,403,000	2,133,160	1,534,600	4,445,110	2,641,240	4,526,400	3,397,283	4,762,500	1,581,990	2,287,480	1,045,000	15,720,084	2,587,607	-	35,209,605	3,519,005	1,118,821	32,397,095	51,169,548

Attachment C

Jul 27, 2016 - 1:06pm MickeyC: C:\Users\MickeyC\appdata\local\temp\AcPublish\_9876\20160093 Task 03 & 05 Grant.dwg Layout Name: Fig 2



**Perteet** Inc.  
 425-252-7700 | 1-800-615-9900  
 2707 Colby Avenue, Suite 900  
 Everett, Washington 98201

CITY OF LAKE STEVENS GRANT APPLICATION  
 2016 INNOVATIVE SAFETY PROGRAM  
 91ST AVENUE SE & MARKET PLACE PLAN VIEW

FIGURE  
 2



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City of Lake  
Stevens

# Memo

**To:** City Council  
**From:** Mayor Spencer  
**Date:** May 9, 2017  
**RE:** Library Board and Arts Commission Appointments

## **Library Board:**

Position No. 4 on the Library Board is vacant. Ann Hilton-Adams was one of several candidates who interviewed for the position on April 13, 2017. Following the interviews, Ms. Hilton-Adams was advised of the nomination process and successfully completed a Washington State Patrol background check. Attached is a copy of Ms. Hilton-Adam's application.

It is my recommendation that Ms. Hilton-Adam's nomination to the Library Board be confirmed and that she be appointed to the vacant Position No. 4 with a term expiring December 31, 2020.

## **Arts Commission:**

Position No. 1 on the Arts Commission is currently vacant. Kathy Kruse interviewed for that position on April 13, 2017. Following the interview Ms. Kruse was advised of the nomination process and successfully completed a Washington State Patrol background check. Attached is a copy of Ms. Kruse's application.

It is my recommendation that Ms. Kruse's nomination to the Arts Commission be confirmed and that she be appointed to the vacant Position No. 1 with a term expiring December 31, 2018.



RECEIVED

JAN 23 2017

**APPLICATION FOR MEMBERSHIP:**

(Fillable Form OR Print Form and Hand Print Responses – Attach Resume if Desired)

CITY OF LAKE STEVENS



Library Board

NAME: Ann Hilton-Adams

DATE: 01/23/2017

ADDRESS: 3407 111th Dr NE

HOME PHONE: 425.233.1279

CITY/ZIP: Lake Stevens

WORK PHONE: 425.789.2006

EMAIL ADDRESS: trails2@comcast.net

CELL PHONE: 425.233.1279

Are you a City resident? Yes

If yes, how long? 4 months

Are you a registered voter? Yes

For Civil Service Commission **ONLY**: Political Affiliation: Democrat

(Required per LSMC §2.68.020 C: At the time of appointment, not more than two civil service commissioners shall be adherents of the same party.)

NAME/ADDRESS OF EMPLOYER (and type of business): Behavioral Health Specialist  
Community Health Center of Sno. County 424 Broadway Everett, WA 98201

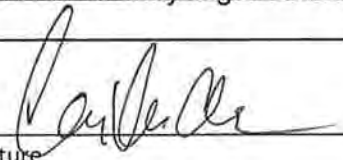
EDUCATIONAL BACKGROUND (including year graduated and degrees): Master's of Social Work-2000

PROFESSIONAL EXPERIENCE: Alomost 20yrs of working with the community as an outpatient therapist and community connections for the underserved populations.

ORGANIZED AFFILIATIONS: NASW, WMHCA

WHY ARE YOU SEEKING APPOINTMENT? I believe in being part of the community I live in and giving back I have 2 children who love going to the library and I think it is a vital part of a community

WHAT QUALITIES DO YOU POSSESS THAT WOULD ENABLE YOU TO FULFILL THE POSITION? I believe with my education and background I am experienced with community organizations and connection.

  
Signature

Please return completed application to:

City of Lake Stevens

Attn: Deputy City Clerk

1812 Main Street, P.O. Box 257

Lake Stevens, WA 98258

OR: [deputycityclerk@lakestevenswa.gov](mailto:deputycityclerk@lakestevenswa.gov)

425.334.1012



# **Ann M. Hilton-Adams, MSW, LMHC**

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## **CAREER OBJECTIVE**

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Seeking a professional position that will allow me to utilize my experience and education to contribute to an organization in a positive productive role.

---

## **SKILLS**

---

- Leadership, marketing & organization
- Licensed Mental Health Counselor
- Familiar with local community prevention services & resources
- Competent oral and written communication
- Committed to high standard of work
- Extensive mental health background evaluation and experience
- Experience working with diverse populations and ages

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## **EDUCATION**

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**Grand Valley State University** – Allendale, MI

**May 2000**

- Master of Social Work

**Eastern Michigan University** – Ypsilanti, MI

**Apr. 1996**

- Bachelor of Social Work

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## **LEADERSHIP / SERVICE**

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**Special Contribution Award** – Michigan Department of Veterans Affairs

**Nov. 2004**

**Certified Care Transitions Coach** – Seattle Aging and Disability Services

**Oct. 2013**

**Licensed Mental Health Counselor** – Washington State Department of Health

**May 2013-current**

**Member of NASW**

**2015**

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## **WORK EXPERIENCE**

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**Community Health Center of Snohomish County-Everett, WA Aug 2016-present**

- Provide support and assistance to Primary Care Providers (PCP) and their patients
- Make recommendations to PCP's relative to psychological intervention strategies and conduct follow-up consultations to reinforce PCP-generated interventions.
- Work with initiative, energy and effectiveness in a fast-paced environment.
- Problem-solve with creativity and ingenuity.
- Work effectively in a team environment.

**Evergreen Health Hospital** – Kirkland, WA

**Jan. 2006 – Aug. 2016**

**Family Caregiver Counselor**

**Jan. 2014 - Present**

- A member of the Geriatric Regional Assessment Team
- Perform comprehensive assessment of each client while in a community setting.
- Develop and implement short-term treatment plan which identifies specific problems and planned interventions.
- Linkage to social and health services
- Provide consultation and education to team colleagues and other agency and community professionals.
- Marketing to local agencies, individuals and service providers within King County.
- Use of DSM V diagnostic criteria in providing appropriate diagnosis for clients.

- Provide consultation and education to team colleagues and other agency and community professionals.
- Marketing to local agencies, individuals and service providers within King County.
- Use of DSM V diagnostic criteria in providing appropriate diagnosis for clients.
- Completion of required paperwork within required timelines.

**Care Transitions Coach**

**Oct. 2013 - 2015**

- Trained and designated as Care Transitions Coach for Evergreen Health Hospital.
- Assisted to develop and implement program including processes and marketing responsibility.
- Teach and assist with patient-centered record that consists of the essential care elements for facilitating productive interdisciplinary communication during the care transition referred to as the Personal Health Record (PHR).
- Review and provide structured discharge checklist of critical activities designed to empower patients before discharge from the hospital or nursing facility.
- Provide patient self-activation and management session in the hospital-designed to help patients and their caregivers understand and apply the plan of care and assert their role in managing transitions.
- Perform follow-up visits in the Skilled Nursing Facility (SNF) and/or in the home with accompanying phone calls designed to sustain the PHR and provide continuity across the transition helping the patient to avoid re-hospitalization.

**Case Manager - Evergreen Care Network**

**Jan. 2006 – Jan. 2014**

- Comprehensively screen and assess client's functioning, health, mental health status, social supports and economic status and how this impacts their ability to function and perform activities of daily living.
- Supervision over numerous Washington State Independent Providers.
- Designated as team's Mental Health Professional providing staff consultation including familiarity of local mental health providers and RSNs.
- Incorporate data from family physician, social services, nurses and other services into the electronic CARE system.
- Create and implement a plan of care collaboration between the client, the family, the physician and other as appropriate based on agreed upon outcomes and goals.
- Monitor the CARE plan including at least quarterly phone contacts and home visits annually or as client condition warrants/changes.
- Work collaboratively with referrals to other local resources, supervisory with other service providers to coordinate client's care and facilities implementation of service plans.
- Authorize services (COPES, Medicaid Personal Care, Adult Day Health, etc) and service payments utilizing the DSHS Social Services Payment System.
- Maintenance of client files and records, statistical information needed to meet the requirements of Evergreen Care Network, Aging and Disability Services and Department of Social and Health Services.
- Maintain high level of HIPPA privacy and security standards.

**Community Psychiatric Clinic – Bellevue, WA**

**Apr. 2005 – Jan. 2006**

**Intake Specialist**

- Provided Access/Screening function for potential new clients.
- Performed Mental Health screenings and assessments with new clients opening to services.
- Provided emergency crisis intervention and brief therapy.
- Community linking and coordination.
- Knowledge of SSA, Medicaid, RSN and DSHS systems along with King County resources.

**Northern Lakes Community Mental Health - Traverse City, MI**

**Oct. 2000 – Jan. 2005**

**Outpatient Therapist/Emergency Services Worker**

**Oct. 2003 – Jan. 2005**

- Provided emergency and crisis intervention services for high risk adult clients.
- Provided effective individual and group therapy.
- Provided CBT, DBT and medical model treatments.
- Participated in Access function for initial services including Clinical Assessments
- Maintain up to date knowledge of mental health symptomatology, intervention and treatment strategies.
- Worked/provided testimony with local courts regarding mental health involuntary commitments.

- Collaborated with clients and staff in assessing needs, develop treatment goals, objectives, methodologies, timelines and evaluate progress toward goals.
- Participation in Quality Assurance case review procedures, including consumer satisfaction.
- Provided consultation to other community agencies and professionals (police, courts, hospitals, families etc.) as needed.

**Case Manager**

**Oct. 2000 – Oct. 2003**

- Located, obtained and coordinated community services for the client and his/her family along with providing crisis intervention and brief therapy services.
- Developed and coordinated diverse treatment plans, Person Centered Plan, in cooperation with client and others and functions as primary therapist in many cases.
- Assisted in the new development of Case Management unit in Traverse House Clubhouse setting for chronically mentally ill clients.
- Facilitated the transfer of the individual to another agency or service when such transfer is appropriate to meet the individual's needs.
- Provided thorough documentation regarding coordination of the individual program plan and initial Intakes including court orders.
- Participation in agency Utilization Management development ideas of increasing natural supports for consumers.

**Goodwill, Industries – Traverse City, MI**

**Oct. 1996 – June 1998**

**School Employment/Employment Specialist**

- Aiding in the implementation of School-to-Work pilot project with high school seniors of the Intermediate School Districts in four counties.
- Performed on-site training and documentation of special populations students participating in community job placements and situational assessments.
- Served as a liaison between employer, the local school district, Goodwill, T.B.A. and other collaborative agencies.
- Provide assessment feedback to students and teachers regarding the students' progress at the community job site at IEPC & individual meetings.
- Development of community based employment for adult special needs clients.
- Provided encouragement, problem solving, evaluation and continual job support.
- Community education and communication of special needs population.

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**FIELD EXPERIENCE**

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**Blair Elementary School – Traverse City, MI**

**Jan. 1999 – May 2000**

**MSW Student Social Work Intern**

- Developed and facilitated group and individual meetings with elementary (K-6<sup>th</sup>) children and families.
- Blair Elementary ADD/ADHD school coordinator.
- Daily interaction, facilitation and brief therapy with students.
- Provided statistical assessment and feedback to teachers and parents regarding ADD/ADHD assessments, IEPC and general student concerns.
- Attended and gave feedback at Blair Can resource meetings & staff meetings.

**Michigan Federation of Private Child and Family Agencies – Lansing, MI**

**Sept. 1995 – Apr. 1996**

**BSW Child Welfare Lobbying-Student Intern**

- Attended, lobbied and reported back on legislative meetings/hearings.
- Aided in the development and writing of position papers regarding Michigan's Teen Parent Program development.
- Organized agendas and gathered research information for the Federation's Teen Parent Task Force meetings.
- Researched and implemented information regarding child welfare issues and policies for the weekly newsletter and position drafts.
- Participated in networking committee meetings, Michigan Coalition for Children & Families, and Federation board meetings.

## APPLICATION FOR MEMBERSHIP:

(Fillable Form OR Print Form and Hand Print Responses – Attach Resume if Desired)

RECEIVED

JAN 18 2017

CITY OF LAKE STEVENS



Arts Commission

NAME: KATHERINE KRUSE

DATE: 1-18-2017

ADDRESS: 1506 128th DRIVE NE

HOME PHONE: X

CITY/ZIP: LAKE STEVENS

WORK PHONE: \_\_\_\_\_

EMAIL ADDRESS: X@KRUSECGMAIL.COM

CELL PHONE: 425.442.7002

Are you a City resident? YES

If yes, how long? 3 mos

Are you a registered voter? YES

For Civil Service Commission **ONLY**: Political Affiliation: \_\_\_\_\_  
(Required per LSMC §2.68.020 C: At the time of appointment, not more than two civil service commissioners shall be adherents of the same party.)

NAME/ADDRESS OF EMPLOYER (and type of business): BELL PROPERTIES - REAL ESTATE & GRAPHIC DESIGN/MARKETING

EDUCATIONAL BACKGROUND (including year graduated and degrees): 1964 - GRADUATE HS " GRADUATE SCCC 1974 - DOTW 1980

PROFESSIONAL EXPERIENCE: BUSINESS OWNER - KRUSE DESIGN, ALUMNA TYPE GRAPHICS 1976 - 2008. DEVELOPED MARKETING AND DESIGN PROGRAMS FOR THE PRIVATE, CORPORATE AND GOVERNMENTAL AGENCIES

ORGANIZED AFFILIATIONS: \_\_\_\_\_

WHY ARE YOU SEEKING APPOINTMENT? I BELIEVE WITH MY PAST EXPERIENCE OF DEVELOPING SUCCESSFUL MARKETING PROGRAMS FOR A WIDE VARIETY OF BUSINESSES I WILL BE ABLE TO HELP GROW PUBLIC AWARENESS AND INVOLVEMENT OF THE ARTS IN LAKE STEVENS

WHAT QUALITIES DO YOU POSSESS THAT WOULD ENABLE YOU TO FULFILL THE POSITION? KNOWLEDGE OF ART, FINE ART. I WAS MARKETING DIRECTOR FOR ART TECH DEANMAN - THE LARGEST ART INSTALLATION ORGANIZATION AND ART COLLECTION MANAGEMENT COMPANY IN WASHINGTON STATE

Kathy Kruse  
Signature

Please return completed application to:  
City of Lake Stevens  
Attn: Deputy City Clerk  
1812 Main Street, P.O. Box 257  
Lake Stevens, WA 98258  
OR: [deputycityclerk@lakestevenswa.gov](mailto:deputycityclerk@lakestevenswa.gov)  
425.334.1012



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda** May 9, 2017  
**Date:** \_\_\_\_\_

**Subject:** Adding "Failure to register as Sex Offender" to LSMC 9.12.010

**Contact** John Dyer/Police Departmentt  
**Person/Department:** \_\_\_\_\_  
**Budget** None  
**Impact:** \_\_\_\_\_

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Approve Ordinance 994 amending the Lake Stevens Municipal Code Section 9.12.010 "Statute Adopted" to adopt by reference the Revised Code of Washington Section 9A.44.132 "Failure to Register as a Sex Offender or Kidnapping Offender-Refusal to Provide DNA", providing for severability, the authority to make necessary corrections and an effective date.

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**SUMMARY/BACKGROUND:**

RCW 9A.44.132 makes it a crime "if the person has a duty to register under RCW 9A.44.130 for a felony sex offense and knowingly fails to comply with any of the requirements of RCW 9A.44.130.

Currently, this RCW is not included in Lake Stevens Municipal Code Section 9.12.010. This ordinance would include "Failure to register as a sex offender" in Title 9 of the Lake Stevens Municipal Code.

The specific language would be:

(c) RCW 9A.44.132, Failure to register as sex offender or kidnapping offender—Refusal to provide DNA.

Adding this language to LSMC 9.12.010 will allow the City's prosecutors to prosecute this offense rather than referring these charges to Snohomish County for prosecution.

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**APPLICABLE CITY POLICIES:**

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**BUDGET IMPACT:**

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**ATTACHMENTS:**

► Exhibit A: Ordinance 994

**EXHIBIT A**

**CITY OF LAKE STEVENS  
Lake Stevens, Washington**

**ORDINANCE 994**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, AMENDING THE LAKE STEVENS MUNICIPAL CODE SECTION 9.12.010 “STATUTE ADOPTED” TO ADOPT BY REFERENCE THE REVISED CODE OF WASHINGTON SECTION 9A.44.132 “FAILURE TO REGISTER AS A SEX OFFENDER OR KIDNAPPING OFFENDER—REFUSAL TO PROVIDE DNA”; PROVIDING FOR SEVERABILITY, THE AUTHORITY TO MAKE NECESSARY CORRECTIONS, AND AN EFFECTIVE DATE.**

**WHEREAS**, Lake Stevens Municipal Code (LSMC) Chapter 9.12 establishes crimes relating to children and minors; and

**WHEREAS**, the City Council has previously adopted by reference state statutes governing crimes relating to children and minors into LSMC Chapter 9.12; and

**WHEREAS**, the City Council desires to adopt by reference RCW 9A.44.132 into LSMC 9.12.010, making it a crime under the Lake Stevens Municipal Code to fail to comply with sex offender registration;

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

**Section 1.**     **LSMC 9.12.010 – Statute Adopted, Amended.** LSMC 9.12.010 is hereby amended to read as follows:

**9.12.010 Statute Adopted.**

The following state statute, including all future amendment additions or deletions, is adopted by reference:

- (a) RCW 9.68A.090, Communicating with a minor for immoral purposes.
- (b) RCW 13.32A.080, Unlawful harboring of a minor--Penalties--Defense-- Prosecution of adult for involving child in commission of offense. (Ord. 873, Sec. 3, 2012)
- (c) RCW 9A.44.132, Failure to register as sex offender or kidnapping offender— Refusal to provide DNA.

**Section 2.**     **Severability.** If any section, subsection, sentence, clause, phrase, or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction,

such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase, or word of this ordinance.

**Section 3.**     **Authority to make necessary corrections.** The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance and attachments including, but not limited to, the correction of scrivener's clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**Section 4.**     **Effective Date.** This ordinance shall be effective five days after adoption and publication by summary.

**ADOPTED** by the City Council and **APPROVED** by the Mayor this \_\_\_\_ day of May, 2017.

CITY OF LAKE STEVENS

By: \_\_\_\_\_  
John Spencer, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Pugh, Deputy City Clerk

APPROVED AS TO FORM:

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

Approved: \_\_\_\_\_

Date of Publication: \_\_\_\_\_

Effective Date: \_\_\_\_\_