



## **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 JOINT MEETING WITH ARTS COMMISSION AND PARKS BOARD Lake Stevens School District Educational Service Center (Admin. Bldg.) 12309 – 22<sup>nd</sup> Street NE, Lake Stevens**

**Tuesday, December 11, 2018 – 6:00 p.m.**

- A Introductions
- \*B Parks Board
  - 2018 Accomplishments
  - 2019 Work Plan
- \*C Arts Commission
  - 2018 Accomplishments
  - 2019 Work Plan

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

**Tuesday, December 11, 2018 – 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>		Council President
<b>ROLL CALL</b>		
<b>APPROVAL OF AGENDA</b>		Council President
<b>NEW EMPLOYEE INTRODUCTIONS</b>	Jessica Knoepfle	Eric
<b>CITIZEN COMMENTS</b>		
<b>COUNCIL BUSINESS</b>		Council President
<b>MAYOR'S BUSINESS</b>		

**Lake Stevens City Council Regular Meeting Agenda**

**December 11, 2018**

**CITY DEPARTMENT  
REPORT**

Yearly Wrap Up/On the Horizon and Update

Gene/Staff

**CONSENT AGENDA**

- \*A Approve 2018 Vouchers Barb
- \*B Approve City Council Regular Meeting Minutes Kathy  
of November 27, 2018
- \*C Approve City Council Workshop Meeting Kathy  
Minutes of December 4, 2018
- \*D Approve Cancellation of January 1, 2019 City Kathy  
Council Workshop Meeting
- \*E Approve Boards and Commissions Mayor  
Reappointments
- \*F Approve City Attorney Contract with Ogden Gene  
Murphy Wallace
- \*G Approve Contract with Weed Graafstra & Gene  
Associates for Attorney Services
- \*H Approve Repurpose of Existing Position in Teri  
Public Works
- \*I Approve One-Year Contract Extension with John D.  
Zachor Thomas for Prosecutor Attorney  
Services

**PUBLIC HEARING:**

- \*J Rhodora Annexation Public Hearing and First Josh  
Reading of Ordinance 1041
- \*K Pellerin Ridge Right-of-Way Vacation Public Josh  
Hearing and Final Action

**ACTION ITEMS:**

- \*L Approve Ordinance 1042 Amending Title 10 re John D./Jill  
Lake Safety
- \*M Approve Ordinance 1045 re Wheeled All John D.  
Terrain Vehicles

**DISCUSSION ITEMS:**

**EXECUTIVE SESSION:**

Real Property  
Potential Litigation

**ADJOURN**

\* ITEMS ATTACHED

\*\* ITEMS PREVIOUSLY DISTRIBUTED

# ITEMS TO BE DISTRIBUTED

**THE PUBLIC IS INVITED TO ATTEND**

**Special Needs**

*The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Human Resources, City of Lake Stevens ADA Coordinator, (425) 622-9400, 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.**

W



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**City Council  
Agenda Date:**

December 11, 2018

**Subject:** Parks & Recreation Planning Board Work Plan 2019

**Contact**

**Person/Department:** Jim Haugen, Events/Volunteer Coordinator

**Budget**

\$1,000,000

**Impact:**

---

**RECOMMENDATION(S)/ACTION REQUESTED OF COMMISSION:** Review, update and approve 2019 Work Plan

---

**SUMMARY/BACKGROUND:** The Parks & Recreation Planning Board will continue to follow their mission of focusing on the functionality and accessibility of our parks and outdoor spaces, and advising the City Council regarding park acquisition, recreation programming and development, and the design and operation of parks and recreation facilities for the following year. As part of that mission, the Work Plan is a guideline to making the process happen effectively.

---

**APPLICABLE CITY POLICIES:** Lake Stevens Municipal Code: Park & Recreation Planning Board Chapter 2.56

---

**BUDGET IMPACT:** \$1,000,000

---

**ATTACHMENTS:** Parks & Recreation Planning Board Work Plan 2019



## 2019 PARK BOARD WORK PROGRAM

PROJECT	DESCRIPTION	SCHEDULE	PROJECT MANAGER
<b>COMMUNITY OUTREACH</b>			
<b>1. Coordination with other groups</b>	Coordination with the City Council, Arts Commission, Snohomish County and affected community groups on parks & recreation activities.	On-going	Parks Coordinator / Jim / Russ
<b>2. Arts / Parks &amp; Recreation Coordination Team</b>	The Park Board and Arts Commission have formed a working group with 2 members from each board to coordinate on recreation and park activities for the year	Quarterly meetings	Arts Comm. / Park Board
<b>3. Park Naming</b>	Public outreach to recommend names for Nourse Property and 20 <sup>th</sup> Street Ballfield	1 <sup>st</sup> Quarter	Park Coordinator / Park Board
<b>4. Adopt-A-Community</b>	<p>Work with staff to help facilitate volunteer assistance with community projects in parks and events with service clubs, scouting groups and other volunteers.</p> <ul style="list-style-type: none"> <li>• This includes developing a list of projects, schedules and appreciation/recognition for volunteers.</li> <li>• Increase outreach to community businesses to partner on volunteer opportunities.</li> </ul>	On-going	Jim / Park Board
<b>5. Quarterly Events</b>	Develop and work on the coordination of special community events including but not limited to festivals, sporting events, and other events.	On-going	Jim / Park Board / Arts Commission



## 2019 PARK BOARD WORK PROGRAM

6. <b>Arts &amp; Parks Fountion</b>	The Park Board and Arts Commission elect 2 members from each board to serve on the Arts & Parks Foundation board	Quarterly meetings	Arts Comm. / Park Board
-------------------------------------	--	--------------------	-------------------------

PARK / PROJECT DESIGN			
1. <b>Trail Master Plan</b> (carryover)	Develop a framework for a Trail Master Plan to include a power line trail, shoreline access and pedestrian connections per Council funding approval. Determine alignment and develop standards.	On-going	Consultant / Jill Meis
2. <b>Special Tasks</b> (carryover)	Review and/or make recommendations on special parks & recreation projects as they arise throughout the year.	TBD	TBD
3. <b>Art in the Parks</b>	Develop an Art theme and plan to be incorporated in the parks.	On-going	Parks Coordinator / Parks Board / Arts Commission
PROCESS			
1. <b>Update Parks Plans</b>	Review and update the adopted Park Plan to be consistent with RCO requirments. This project will include public outreach.	1 <sup>st</sup> – 2 <sup>nd</sup> Quarter	Parks Coordinator / Parks Board



## 2019 PARK BOARD WORK PROGRAM

2. <b>Code Review</b> (carryover)	Review and/or make recommendations on proposed municipal code amendments including park impact fees, review of Title 10 Parks and Recreation, recommendations on open spaces, commercial park uses, etc.	TBD	Parks Coordinator
3. <b>Review Models for Park Departments</b>	Review models for administration of Park Departments in multiple cities	On-going	Russ

### Capital Projects

1. <b>North Cove</b>	Review site layout and plans for the new plaza, festival building and redevelopment of North Cove Park. Gather/provide community feedback	On-going	Russ
2. <b>Eagle Ridge</b>	Review planting plans, playground layouts and other amenities.	TBD	Parks Coordinator
3. <b>Frontier Heights</b>	Project is being designed by HBB. The board will review preliminary plans and layouts and help gather community feedback.	On-going	Parks Coordinator
4. <b>20<sup>th</sup> Street Ball Fields</b>	Assist the City to design the frontage improvements including landscaping, fencing and signage.	On-going	Parks Coordinator
5. <b>Cavalero Park</b>	Monitor site development. Plan for park opening and use.	On-going	Parks Coordinator



## **2019 PARK BOARD WORK PROGRAM**

2019 Schedule will be every month unless additional meetings are required and requested with advance notice.

- 1st Quarter January through March
- 2nd Quarter April through June
- 3rd Quarter July through September
- 4th Quarter October through December.



This page left blank intentionally





LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**City Council**  
**Agenda Date:** December 11, 2018

**Subject:** Arts Commission Work Plan 2019

<b>Contact</b>	<b>Budget</b>	<b>\$10,000</b>
<b>Person/Department:</b> <u>Jim Haugen, Events/Volunteer Coordinator</u>	<b>Impact:</b>	

---

**RECOMMENDATION(S)/ACTION REQUESTED OF COMMISSION:** **Review, update and approve 2019 Work Plan.**

---

**SUMMARY/BACKGROUND:** The Arts Commission will continue to follow their mission of encouraging community participation and support of cultural, performing, visual, and literary arts for the following year. As part of that mission, the Work Plan is a guideline to making the process happen effectively.

---

**APPLICABLE CITY POLICIES:** Lake Stevens Municipal Code: Arts Commission Chapter 2.29

---

**BUDGET IMPACT:** \$10,000

---

**ATTACHMENTS:** Arts Commission Work Plan 2019



## 2019 ARTS COMMISSION WORK PROGRAM

PROJECT	DESCRIPTION	SCHEDULE	PROJECT MANAGER
<b>COMMUNITY OUTREACH</b>			
1. <b>Coordination with other groups</b>	Coordination with the City Council, Parks Board, Snohomish County and affected community groups on art and culture	On-going	Arts Commission / Jim / Russ
2. <b>Arts / Parks &amp; Recreation Coordination Team</b>	The Park Board and Arts Commission have formed a working group with 2 members from each board to coordinate on recreation and park activities for the year	Quarterly meetings	Arts Commission / Park Board
3. <b>Community Education</b>	Work with the schools and education programs to add Art and culture programs	On-going	Arts Commission
6. <b>Arts &amp; Parks Fountion</b>	The Park Board and Arts Commission elect 2 members from each board to serve on the Arts & Parks Foundation board	Quarterly meetings	Arts Commission / Park Board

<b>PROJECT DESIGN</b>			
1. <b>Event projects</b>	Continue staging events but not limited to: Movies in the Park, Music by the Lake and Shakespeare in the Park events	On-going	Arts Commission / Jim / Parks Board



## 2019 ARTS COMMISSION WORK PROGRAM

2. <b>Quarterly Events</b>	Develop and work on the coordination of arts and cultural events throughout the year.	On-going	Jim / Park Board / Arts Commission
3. <b>Special Tasks</b>	Review and/or make recommendations on special arts and culture projects as they arise throughout the year.	TBD	TBD
4. <b>Art in the Parks</b>	Work with the Parks Board to develop an Art theme and plan to be incorporated in the parks.	On-going	Parks Coordinator / Arts Commission / Parks Board
<b>PROCESS</b>			
1. <b>Update Arts Commission Plans</b>	Review and update the Arts Commission plan to be consistent with City requirements. This project will include public outreach.	1 <sup>st</sup> – 2 <sup>nd</sup> Quarter	Arts Commission / Parks Board
2. <b>Code Review</b> (carryover)	Review and/or make recommendations on proposed municipal code amendments bylaws and Rules of Procedure	TBD	Arts Commission / Parks Coordinator
3. <b>Review Models for Park Departments</b>	Review models for administration of Art Departments in multiple cities	On-going	Russ



## **2019 ARTS COMMISSION WORK PROGRAM**

2019 Schedule will be every month unless additional meetings are required and requested with advance notice.

- 1st Quarter January through March
- 2nd Quarter April through June
- 3rd Quarter July through September
- 4th Quarter October through December.

BLANKET VOUCHER APPROVAL  
**2018**

Payroll Direct Deposits	11/21/2018	\$248,062.28
Payroll Checks	46626	\$1,721.19
Tax Deposit(s)	11/21/2018	\$94,928.32
Electronic Funds Transfers	ACH	\$57,831.22
Claims	46627-46691	\$361,857.30
Void Checks		
Total Vouchers Approved:		\$764,400.31

**This 11th day of December 2018:**

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

December 11th, 2018



**City Expenditures by Type on this voucher packet**

Personnel Costs	\$	249,783	33%
Payroll Federal Taxes	\$	94,928	12%
Retirement Benefits - Employer	\$	51,368	7%
Other Employer paid Benefits	\$	353	0%
Employee paid benefits - By Payroll	\$	9,344	1%
Supplies	\$	80,967	11%
Professional Services	\$	58,031	8%
Intergovernmental	\$	20,217	3%
Capital *	\$	199,408	26%
<b>Total</b>	<b>\$</b>	<b>764,400</b>	<b>100%</b>

**Large Purchases**

- \* Main Street Project - \$56,644
- \* S Lake Stevens Rd Multit Use Path - \$44,429.29



Total for Period
\$514,616.84

Checks to be Approved for Period 11/20/2018 - 12/5/2018

Vendor: A-1 Landscaping &  
Construction  
Check Number: 46632

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3	12/5/2018	001 010 576 80 31 03	PK-Lundeen-Op Costs	Progress Payment 3 Lundeen Park Redevelopment	\$43,483.74
3	12/5/2018	304 010 594 76 60 01	Lundeen Park Redevelopment	Progress Payment 3 Lundeen Park Redevelopment	\$55,271.63
					\$98,755.37

Vendor: Ace Hardware  
Check Number: 46633

Invoice No	Check Date	Account Number	Account Name	Description	Amount
60905	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Wire Nuts/Tape/Screws	\$37.26
60905	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Wire Nuts/Tape/Screws	\$37.26
60917	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Fasteners	\$6.90
60917	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Fasteners	\$6.91
60939	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Ball Valve/Jigsaw Blades	\$27.17
60950	12/5/2018	001 010 576 80 31 00	PK-Operating Costs	Fasteners/Joist Hanger	\$38.46
60968	12/5/2018	001 010 576 80 31 00	PK-Operating Costs	Fasteners	\$23.78
60985	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Blade Jig	\$8.70
61026	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Paint Drop Cloths	\$40.24
61026	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Paint Drop Cloths	\$40.25
61039	12/5/2018	001 008 521 20 31 02	LE-Minor Equipment	Padlock for Traffic/Radar Trailer	\$23.95
61045	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Extension Cords/Tap Cube	\$26.81
61045	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Extension Cords/Tap Cube	\$26.82
61048	12/5/2018	001 007 571 00 30 00	PL - Park & Recreation	Staple Gun/Staples/Clips for Winterfest	\$56.87
61049	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Drain Strainer Basket	\$3.58
61053	12/5/2018	001 010 576 80 31 00	PK-Operating Costs	Key/Space Heater/Extension Cord	\$62.01
61063	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Headlamps	\$97.99
61063	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Headlamps	\$98.00
61099	12/5/2018	001 010 576 80 31 00	PK-Operating Costs	Plunger/Mophead/Toilet Brush/Bathroom Cleaning Equip	\$113.82
61101	12/5/2018	001 007 571 00 30 00	PL - Park & Recreation	Christmas Lights Winterfest	\$438.03
61107	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Wall Timer/Plate/Ratchet/Socket	\$20.94

61107	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Wall Timer/Plate/Ratchet/Socket	\$20.94
61116	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Postcap	\$13.02
61117	12/5/2018	001 007 571 00 30 00	PL - Park & Recreation	Christmas Lights for Winterfest	\$402.37
61118	12/5/2018	001 007 571 00 30 00	PL - Park & Recreation	Glue Sticks/Ace Roller/Paint/Deck Paint Winterfest	\$178.48
61159	12/5/2018	001 007 571 00 30 00	PL - Park & Recreation	Lithium Batteries Winterfest	\$23.50
61162	12/5/2018	001 007 571 00 30 00	PL - Park & Recreation	Powercord Extensions Winterfest	\$54.82
61163	12/5/2018	001 012 575 50 31 00	CS-Community Center-Ops	Fittings/Strap/Adaptor new GFI Plugs at Comm Center	\$39.54
61169	12/5/2018	001 007 571 00 30 00	PL - Park & Recreation	Christmas Lights Winterfest	\$237.98
61180	12/5/2018	001 007 571 00 30 00	PL - Park & Recreation	Christmas Lights Winterfest	\$28.65
61181	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Level/Drill Bits	\$25.02
61181	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Level/Drill Bits	\$25.02
61199	12/5/2018	001 007 571 00 30 00	PL - Park & Recreation	Twine for Winterfest Ornaments	\$5.43
					\$2,290.52

Vendor: Advance Auto Parts  
Check Number: 46634

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2421-265434	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Credit Brake Cal	-\$38.11
2421-265434	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Credit Brake Cal	-\$38.12
2776835	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Credit Oil & Filter PW23	-\$17.60
2776835	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Credit Oil & Filter PW23	-\$17.60
6277-678427	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Starter PW52 Boat	\$350.70
					\$239.27

Vendor: Amazon Capital  
Services  
Check Number: 46635

Invoice No	Check Date	Account Number	Account Name	Description	Amount
11GX-HPPG-CH17	12/5/2018	510 006 594 18 64 00	Capital - Purch Computer Equip	Emergency Wall Telephone	\$108.89
1CH4-VXLJ-WV3X	12/5/2018	001 005 518 10 31 01	HR-Operating Cost	HR Leadership Books	\$37.49
1FL1-7XTF-LDX3	12/5/2018	001 008 521 20 31 04	LE-Donation Exp - Other	Plastic Table Covers	\$48.00
1JLN-1VD7-K36W	12/5/2018	001 007 571 00 30 00	PL - Park & Recreation	Speaker Stand/Portable Speaker for City Events	\$467.28
1K19-RWJL-7XL3	12/5/2018	001 007 571 00 30 00	PL - Park & Recreation	12 Channel Mixer for City Events	\$119.52
1POW-NWXF-MDXC	12/5/2018	001 005 518 10 31 00	HR-Office Supplies	Erasable Laminated 12-month Wall Calendar	\$27.20
1RPD-HLVH-379H	12/5/2018	001 007 571 00 30 00	PL - Park & Recreation	Snow Machine Fluid-Winterfest	\$83.42
1TPW-L16T-WXFH	12/5/2018	101 016 544 90 31 01	ST-Office Supplies	Credit Plantronics Wireless Headset	-\$108.35
1TPW-L16T-WXFH	12/5/2018	410 016 531 10 31 01	SW-Office Supplies	Credit Plantronics Wireless Headset	-\$108.36
1V3R-JPVP-97G3	12/5/2018	001 007 571 00 30 00	PL - Park & Recreation	Speaker Stand for City Events	\$68.65
1WPQ-K63L-9K3C	12/5/2018	001 004 514 23 31 00	FI-Office Supplies	Swingline Electric Stapler/Staples	\$53.11
1XJK-XM6W-N14N	12/5/2018	001 008 521 20 31 02	LE-Minor Equipment	Folding A-Frame Sidewalk Sign	\$121.94
1YDP-1MPG-HVW1	12/5/2018	001 008 521 20 31 02	LE-Minor Equipment	Streamlight Stinger Battery	\$25.04



\$943.83

Vendor: Aquafest  
Check Number: 46636

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1092	12/5/2018	001 012 573 90 31 00	CS-Community Activity-Aquafest	Sponsorship - Presenting Sponsor	\$1,625.00
					\$1,625.00

Vendor: Aquatechnex  
Check Number: 46637

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9568	12/5/2018	410 016 531 10 41 02	SW-Milfoil Treatment	Fall Noxious and Nuisance Aquatic Weed Treatment	\$14,755.95
					\$14,755.95

Vendor: Bay Alarm Company  
Check Number: 46638

Invoice No	Check Date	Account Number	Account Name	Description	Amount
304360181015M	12/5/2018	001 008 521 40 49 04	LE-Finance Charges	Finance Charge	\$1.00
					\$1.00

Vendor: Bridgestone Americas  
Inc  
Check Number: 46639

Invoice No	Check Date	Account Number	Account Name	Description	Amount
801-44812	12/5/2018	410 016 531 10 48 00	SW-Repairs & Maintenance	Repair Flat Tire PW31	\$237.54
					\$237.54

Vendor: Canon Financial  
Services Inc  
Check Number: 46640

Invoice No	Check Date	Account Number	Account Name	Description	Amount
19440089	12/5/2018	001 013 518 20 48 00	GG-Repair & Maintenance	Copier Rental - City Hall	\$285.00
19440954	12/5/2018	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Rental - City Shop	\$17.07
19440954	12/5/2018	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Rental - City Shop	\$17.06
					\$319.13

Vendor: Carlson  
Check Number: 46641

Invoice No	Check Date	Account Number	Account Name	Description	Amount
113018	12/5/2018	001 010 576 80 41 01	PK -Professional Tree Srv	Cotton Wood and Alder tree removal	\$7,432.42
					\$7,432.42

Vendor: Centro Print Solutions  
Check Number: 46642

Invoice No	Check Date	Account Number	Account Name	Description	Amount
217343	12/5/2018	001 004 514 23 31 00	FI-Office Supplies	2018 Tax Forms	\$225.71

\$225.71

Vendor: City of Everett  
Check Number: 46643

Invoice No	Check Date	Account Number	Account Name	Description	Amount
010340 1118	12/5/2018	101 016 543 50 47 00	ST-Utilities	Water Services 9306 20th St SE	\$26.13
					\$26.13

Vendor: City of Marysville  
Check Number: 46644

Invoice No	Check Date	Account Number	Account Name	Description	Amount
POLIN 18-0120	12/5/2018	001 008 523 60 51 00	LE-Jail	Prisoner Medical North Sound Emergency	\$347.00
POLIN 18-0127	12/5/2018	001 008 523 60 51 00	LE-Jail	Prisoner Housing Marysville Sept 2018	\$6,544.17
POLIN 18-0130	12/5/2018	001 008 523 60 51 00	LE-Jail	Prisoner Medical Oct 2018	\$175.00
POLIN18-0134	12/5/2018	001 008 523 60 51 00	LE-Jail	Prisoner Housing Yakima October 2018	\$5,074.47
POLIN18-0136	12/5/2018	001 008 523 60 51 00	LE-Jail	Prisoner Housing Marysville October 2018	\$8,076.75
					\$20,217.39

Vendor: Coast Gateway Hotel  
Check Number: 46645

Invoice No	Check Date	Account Number	Account Name	Description	Amount
511792	12/5/2018	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem- Hotel/Force Science Training/Burien - M Hingtgen	\$204.08
511794	12/5/2018	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem- Hotel/Force Science Training/Burien - R Miner	\$204.08
					\$408.16

Vendor: Code Publishing Co Inc  
Check Number: 46627

Invoice No	Check Date	Account Number	Account Name	Description	Amount
60294	11/26/2018	001 003 514 20 41 00	CC-Professional Services	Ordinances 1023 1024 1028	\$549.84
					\$549.84

Vendor: Crystal Springs  
Check Number: 46646

Invoice No	Check Date	Account Number	Account Name	Description	Amount
16015194 111018	12/5/2018	001 008 521 50 30 00	LE-Facilities Supplies	Bottled Water - Police Department	\$127.84
					\$127.84

Vendor: Davido Consulting  
Group Inc  
Check Number: 46647

Invoice No	Check Date	Account Number	Account Name	Description	Amount
23005	12/5/2018	301 016 595 30 64 01	SEPA Capital Expenditures	Engineering Services-Callow Rd Drainage Improvements Phase 1	\$6,399.76

23007	12/5/2018	309 016 595 61 60 01	Safer Routes - 91st/4th St.SE	Engineering services-91st Ave SE & 4th St SE Sdwlk Improvements	\$14,067.36
					\$20,467.12

Vendor: Dept of Retirement  
(Deferred Comp)  
Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112118	11/26/2018	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,345.00
					\$2,345.00

Vendor: Dept of Retirement  
PERS LEOFF  
Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112118	11/26/2018	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	\$51,367.88
					\$51,367.88

Vendor: Dept of Transportation  
Check Number: 46648

Invoice No	Check Date	Account Number	Account Name	Description	Amount
RE41JZ0016L009	12/5/2018	301 016 544 40 41 02	T11 - 24th & 91st Ext Design	SR9 & 24th St Doc Review & Inspections Oct 2018	\$942.27
					\$942.27

Vendor: Dicks Towing Inc  
Check Number: 46649

Invoice No	Check Date	Account Number	Account Name	Description	Amount
69482	12/5/2018	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2018-22483	\$125.47
69492	12/5/2018	001 008 521 20 41 00	LE-Professional Services	Evidence towing case 2018-22928	\$400.41
					\$525.88

Vendor: E&E Lumber Inc  
Check Number: 46650

Invoice No	Check Date	Account Number	Account Name	Description	Amount
143312	12/5/2018	001 010 576 80 31 00	PK-Operating Costs	Roller Stand and 16ft LP	\$114.11
143441	12/5/2018	001 010 576 80 31 00	PK-Operating Costs	Lumber/Fasteners	\$122.52
					\$236.63

Vendor: EFTPS  
Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112118	11/26/2018	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	\$94,928.32
					\$94,928.32

Vendor: Electronic Business  
Machines

Check Number: 46651

Invoice No	Check Date	Account Number	Account Name	Description	Amount
AR118380	12/5/2018	001 007 558 50 48 00	PL-Repairs & Maint.	Copier Repair & Maintenance	\$102.52
AR118380	12/5/2018	001 007 559 30 48 00	PB-Repair & Maintenance	Copier Repair & Maintenance	\$102.52
AR118380	12/5/2018	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Repair & Maintenance	\$102.52
AR118380	12/5/2018	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Repair & Maintenance	\$102.51
AR118880	12/5/2018	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Copier Repair & Maintenance PD	\$159.67
					\$569.74

Vendor: Everett Safe and Lock  
Inc

Check Number: 46652

Invoice No	Check Date	Account Number	Account Name	Description	Amount
52913	12/5/2018	001 005 518 10 41 00	HR-Professional Services	New Handle for Fire Safe in HR	\$296.08
					\$296.08

Vendor: Farmer

Check Number: 46653

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100118	12/5/2018	001 007 559 30 43 00	PB-Travel & Mtgs	PerDiem/Construction Seminar/SeaTac-Farmer	\$930.54
100118	12/5/2018	001 007 559 30 49 01	PB-Staff Development	PerDiem/Construction Seminar/SeaTac-Farmer	\$1,104.00
					\$2,034.54

Vendor: First American Title and  
Insurance Co

Check Number: 46654

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112118	12/5/2018	301 016 544 40 41 00	Street Op - P&D - 20th St SE	20th St SE Property Acquisitions - Torset	\$572.54
					\$572.54

Vendor: Foster

Check Number: 46655

Invoice No	Check Date	Account Number	Account Name	Description	Amount
40447	12/5/2018	001 008 521 20 31 04	LE-Donation Exp - Other	Awards Banquet Invitations & Envelopes	\$46.65
					\$46.65

Vendor: Fred Pryor Seminars  
Career Training

Check Number: 46656

Invoice No	Check Date	Account Number	Account Name	Description	Amount
5162101	12/5/2018	001 008 521 40 49 01	LE-Registration Fees	Training Rewards Renewal	\$199.99
					\$199.99

Vendor: Galls LLC

Check Number: 46657

Invoice No	Check Date	Account Number	Account Name	Description	Amount
011144135	12/5/2018	001 008 521 20 31 05	LE-Equipment - New Officers	Jumpsuits - New Officers	\$684.07
011312609	12/5/2018	001 008 521 20 31 02	LE-Minor Equipment	Center Star Bars/Medals of Valor/Star Custom Medal	\$646.75
					\$1,330.82

Vendor: Grainger  
Check Number: 46658

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9007980221	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Float Switch	\$77.10
9011301398	12/5/2018	001 013 518 20 31 00	GG-Operating Costs	Sharps Container/Wall Mount Bracket	\$41.54
9015746135	12/5/2018	001 010 576 80 31 00	PK-Operating Costs	Fluorescent Lamps	\$190.90
9015746135	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Fluorescent Lamps	\$190.90
9015746135	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Fluorescent Lamps	\$190.90
9017325052	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Shipping Carton	\$46.91
9017325052	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Shipping Carton	\$46.91
9018542044	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	CD SWR Meter	\$12.64
9018542044	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	CD SWR Meter	\$12.63
9018542051	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	CB Radio LED Green	\$51.86
9018542051	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	CB Radio LED Green	\$51.87
					\$914.16

Vendor: Hach Company  
Check Number: 46659

Invoice No	Check Date	Account Number	Account Name	Description	Amount
11233969	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Stream test kit/Power Module	\$2,226.73
					\$2,226.73

Vendor: HB Jaeger Co LLC  
Check Number: 46660

Invoice No	Check Date	Account Number	Account Name	Description	Amount
208027/1	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	PVC Perferated pipe/cap	\$54.58
208028/1	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Locking Beehive	\$634.45
					\$689.03

Vendor: Henley Leadership  
Group Inc  
Check Number: 46661

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1245235	12/5/2018	001 010 576 80 41 00	PK-Professional Services	Leadership coaching November 2018	\$633.34
1245235	12/5/2018	101 016 542 30 41 02	ST-Professional Service	Leadership coaching November 2018	\$633.33
1245235	12/5/2018	410 016 531 10 41 01	SW-Professional Services	Leadership coaching November 2018	\$633.33
					\$1,900.00

Vendor: Home Depot  
Check Number: 46662

Invoice No	Check Date	Account Number	Account Name	Description	Amount
8011499	12/5/2018	001 010 576 80 31 00	PK-Operating Costs	Wood	\$468.64
9581256	12/5/2018	101 016 594 42 64 00	ST-Capital Expenditures	MC Cable/Electrical Parts	\$267.15
					\$735.79

Vendor: HSA Bank  
Check Number: 46628

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112118	11/26/2018	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contriubutions	\$649.00
					\$649.00

Vendor: Iron Mountain Quarry  
LLC  
Check Number: 46663

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0283015	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Washed Chips/Dirt Dump	\$279.55
0283058	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Washed Chips/Wet Dirt Dump	\$441.40
0283099	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Washed Chips/Dirt Dump	\$238.70
					\$959.65

Vendor: J Thayer Company Inc  
Check Number: 46664

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1304269-0	12/5/2018	001 008 521 20 31 00	LE-Office Supplies	Pens/Hanging Folders/Toner/Desk Calendar	\$708.72
1304675-0	12/5/2018	001 002 513 11 31 00	AD-Office Supply	Pen Refills	\$7.97
1304675-0	12/5/2018	001 003 514 20 31 00	CC-Office Supply	Gel Pens	\$63.12
1304675-0	12/5/2018	001 007 559 30 31 00	PB-Office Supplies	File Folders/Fasteners	\$87.35
1304675-0	12/5/2018	001 013 518 20 31 00	GG-Operating Costs	Binder Clips	\$11.11
1304675-0	12/5/2018	101 016 544 90 31 01	ST-Office Supplies	Markers Board	\$40.14
1304675-0	12/5/2018	410 016 531 10 31 01	SW-Office Supplies	Markers Board	\$40.15
1304771-0	12/5/2018	001 008 521 20 31 00	LE-Office Supplies	Toner	\$126.31
					\$1,084.87

Vendor: KPG Inc PS  
Check Number: 46665

Invoice No	Check Date	Account Number	Account Name	Description	Amount
10-3518	12/5/2018	305 016 595 30 60 02	Main Street Project	Main Street Improvements	\$56,643.53
					\$56,643.53

Vendor: Lake Industries LLC  
Check Number: 46666

Invoice No	Check Date	Account Number	Account Name	Description	Amount
278226	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Screened Pit Run - 88th Street	\$100.70
38692	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Fill Hauled In - 88th Street	\$100.00

\$200.70

Vendor: Lake Stevens Chamber  
of Commerce  
Check Number: 46667

Invoice No	Check Date	Account Number	Account Name	Description	Amount
DEC2018	12/5/2018	001 013 518 90 49 01	GG-Chamber of Commerce	Dec 2018 Contributions for VIC	\$1,500.00
					\$1,500.00

Vendor: Lake Stevens Police  
Guild  
Check Number: 46629

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112118	11/26/2018	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	\$1,143.50
					\$1,143.50

Vendor: Land Development  
Consultants Inc  
Check Number: 46668

Invoice No	Check Date	Account Number	Account Name	Description	Amount
17358	12/5/2018	301 016 595 61 64 02	T122 - S. Lake Stevens Rd	S Lake Stevens Rd Multi Use Path	\$44,429.29
					\$44,429.29

Vendor: Mach Publishing Co Inc  
Check Number: 46669

Invoice No	Check Date	Account Number	Account Name	Description	Amount
813346.03	12/5/2018	001 007 558 50 41 03	PL-Advertising	Help wanted - Assistant Planner	\$125.33
					\$125.33

Vendor: Mackenzie Engineering  
Inc  
Check Number: 46670

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1057161	12/5/2018	002 008 594 18 60 03	Police Dept Chapel Hill	Chapel Hill Civic Center Design Oct 2018	\$22,158.21
1057162	12/5/2018	002 008 594 18 60 03	Police Dept Chapel Hill	Chapel Hill Civic Center Design Oct 2018	\$62.45
					\$22,220.66

Vendor: McCourt  
Check Number: 46671

Invoice No	Check Date	Account Number	Account Name	Description	Amount
111918	12/5/2018	003 000 345 81 00 00	Zoning-Subdivision Fees	Refund of Consultant fees LUA2018-0070	\$482.05
					\$482.05

Vendor: Metron & Associates  
Inc  
Check Number: 46672

Invoice No	Check Date	Account Number	Account Name	Description	Amount
------------	------------	----------------	--------------	-------------	--------

12396	12/5/2018	101 016 542 61 31 00	ST-Sidewalk Repair Supply	Site review/Top mapping/Autocad Drafting- Sidewalk PW# 18029	\$19,640.00
					\$19,640.00

Vendor: Monroe Correctional  
Complex  
Check Number: 46673

Invoice No	Check Date	Account Number	Account Name	Description	Amount
MCC1810.918	12/5/2018	001 008 521 50 48 00	LE-Facility Repair & Maint	DOC Work Crew - Oct 2018	\$237.25
MCC1810.918	12/5/2018	001 010 576 80 48 00	PK-Repair & Maintenance	DOC Work Crew - Oct 2018	\$282.52
MCC1810.918	12/5/2018	001 013 518 20 48 00	GG-Repair & Maintenance	DOC Work Crew - Oct 2018	\$77.45
MCC1810.918	12/5/2018	101 016 542 30 48 00	ST-Repair & Maintenance	DOC Work Crew - Oct 2018	\$46.36
MCC1810.918	12/5/2018	410 016 531 10 48 00	SW-Repairs & Maintenance	DOC Work Crew - Oct 2018	\$46.35
					\$689.93

Vendor: NAGARA  
Check Number: 46674

Invoice No	Check Date	Account Number	Account Name	Description	Amount
5295	12/5/2018	001 003 514 20 49 02	CC-Staff Development	2019 Winter Regional forum Registration-Crim	\$149.00
					\$149.00

Vendor: Nationwide Retirement  
Solution  
Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112118	11/26/2018	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	\$3,954.84
					\$3,954.84

Vendor: O Reilly Auto Parts  
Check Number: 46675

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2960-466592	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Air Filter PW59	\$31.28
2960-466594	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Fuel/Oil Filters PW30	\$11.46
2960-466594	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Fuel/Oil Filters PW30	\$11.46
2960-466595	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Oil Filter PW59	\$6.76
2960-466607	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Battery PW59	\$58.56
2960-466630	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Battery PW59	\$96.81
2960-466645	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Credit - Battery PW59	-\$58.56
2960-466759	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Oil/Air Filters PW59	\$38.04
2960-466907	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Fuel/Oil/Air/Coolant Filters PW19	\$55.20
2960-466907	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Fuel/Oil/Air/Coolant Filters PW19	\$55.21
2960-466912	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Motor Oil PW19 and Stock	\$130.61
2960-466912	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Motor Oil PW19 and Stock	\$130.62
2960-467789	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Resistor PW40	\$29.72
2960-467789	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Resistor PW40	\$29.72



2960-467898	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Hub Cap PW19	\$17.75
2960-467898	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Hub Cap PW19	\$17.75
2960-468009	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	GskMaker	\$13.71
2960-468009	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	GskMaker	\$13.72
2960-468015	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Hubcap PW19	\$35.87
2960-468015	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Hubcap PW19	\$35.87
2960-468016	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Credit - Hub Cap PW19	-\$17.75
2960-468016	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Credit - Hub Cap PW19	-\$17.75
2960-468210	12/5/2018	001 010 576 80 31 00	PK-Operating Costs	Caulk Gun/Right Stuff	\$12.15
2960-468210	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Caulk Gun/Right Stuff	\$12.15
2960-468210	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Caulk Gun/Right Stuff	\$12.16
2960-468235	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Credit - GskMaker	-\$13.71
2960-468235	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Credit - GskMaker	-\$13.72
2960-468287	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Blue DEF PW65 PW66 PW67	\$45.70
2960-468287	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Blue DEF PW65 PW66 PW67	\$45.71
					\$826.50

Vendor: Ogden Murphy Wallace  
PLLC  
Check Number: 46676

Invoice No	Check Date	Account Number	Account Name	Description	Amount
818141	12/5/2018	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services Oct 2018	\$15,042.50
					\$15,042.50

Vendor: Pacific Logging LLC  
Check Number: 46677

Invoice No	Check Date	Account Number	Account Name	Description	Amount
24325	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Lowboy Hauling Frontier Village to Boat Launch	\$303.00
					\$303.00

Vendor: Pakor Inc NW8935  
Check Number: 46678

Invoice No	Check Date	Account Number	Account Name	Description	Amount
8030506	12/5/2018	001 008 521 20 31 02	LE-Minor Equipment	Media for Passports	\$618.04
					\$618.04

Vendor: Partsmaster  
Check Number: 46679

Invoice No	Check Date	Account Number	Account Name	Description	Amount
23348763	12/5/2018	001 010 576 80 31 00	PK-Operating Costs	Electrical Connectors	\$51.90
23348763	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Electrical Connectors	\$51.90
23348763	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Electrical Connectors	\$51.91
					\$155.71

Vendor: Pilchuck Rentals

Check Number: 46680

Invoice No	Check Date	Account Number	Account Name	Description	Amount
73056	12/5/2018	410 016 531 10 45 01	SW-Rentals-Leases	Vibratory Plate Compactor Rental	\$327.30
74397	12/5/2018	001 010 576 80 31 00	PK-Operating Costs	Hand Blower/Hedge Trimmer Heads	\$818.09
74687	12/5/2018	410 016 531 10 45 01	SW-Rentals-Leases	Roller Double Drum Rental	\$240.02
W6273	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Jumping Jack Compactor Repair	\$122.66
W6273	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Jumping Jack Compactor Repair	\$122.67
W6274	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Plate Compactor Repair	\$94.77
W6274	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Plate Compactor Repair	\$94.77

\$1,820.28

Vendor: Rexel USA Inc

Check Number: 46681

Invoice No	Check Date	Account Number	Account Name	Description	Amount
T775685	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Plugs/Filler Plates/Cond Ream Drill/Conduit	\$168.71
T775685	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Plugs/Filler Plates/Cond Ream Drill/Conduit	\$168.71
T876506	12/5/2018	001 012 575 50 31 00	CS-Community Center-Ops	Brakers/Electrical Parts	\$119.01
T876615	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Outside Light and Electrical Parts City Shop	\$139.47
T876615	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Outside Light and Electrical Parts City Shop	\$139.47

\$735.37

Vendor: Six Robblees Inc

Check Number: 46682

Invoice No	Check Date	Account Number	Account Name	Description	Amount
14-377106	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Binder Chain/QuikBinder	\$331.33

\$331.33

Vendor: Snohomish County PUD

Check Number: 46683

Invoice No	Check Date	Account Number	Account Name	Description	Amount
108325103	12/5/2018	001 010 576 80 47 00	PK-Utilities	200493443 Cath Creek Park Meter 73867	\$14.74
111621503	12/5/2018	001 013 518 20 47 00	GG-Utilities	200245215 Family Center	\$140.09
111627324	12/5/2018	101 016 542 64 47 00	ST-Traffic Control -Utility	221128085 Traffic Signal 7441 20th St SE	\$80.37
124888421	12/5/2018	001 010 576 80 47 00	PK-Utilities	202340527 Decant Yard	\$7.24
124888421	12/5/2018	101 016 542 63 47 00	ST-Lighting - Utilities	202340527 Decant Yard	\$7.24
124888421	12/5/2018	410 016 531 10 47 00	SW-Utilities	202340527 Decant Yard	\$7.23
128166390	12/5/2018	101 016 542 63 47 00	ST-Lighting - Utilities	200178218 Traffic Signal	\$178.98
134788117	12/5/2018	101 016 542 63 47 00	ST-Lighting - Utilities	202988481 Street Lights	\$234.10
137995252	12/5/2018	101 016 542 63 47 00	ST-Lighting - Utilities	202013249 Traffic Signal	\$95.83
137997172	12/5/2018	101 016 542 63 47 00	ST-Lighting - Utilities	203582010 Street Lights	\$99.88
141300453	12/5/2018	101 016 542 63 47 00	ST-Lighting - Utilities	203728159 Traffic Signal	\$56.92
154478486	12/5/2018	101 016 542 63 47 00	ST-Lighting - Utilities	202342622 Street Lights	\$82.07
154479943	12/5/2018	101 016 542 64 47 00	ST-Traffic Control -Utility	221128085 Traffic Signal 7441 20th St SE	\$73.21

160860925	12/5/2018	001 010 576 80 47 00	PK-Utilities	203599006 City Shop	\$179.51
160860925	12/5/2018	101 016 543 50 47 00	ST-Utilities	203599006 City Shop	\$179.51
160860925	12/5/2018	410 016 531 10 47 00	SW-Utilities	203599006 City Shop	\$179.57
167331412	12/5/2018	001 012 557 30 40 01	CS - VIC Utilities	205395999 Visitor Center	\$198.75
					\$1,815.24

Vendor: Sound Publishing Inc  
Check Number: 46684

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EDH834007	12/5/2018	001 007 558 50 41 04	Permit Related Professional Sr	LUA2018-0158 St John Variance	\$91.28
EDH834027	12/5/2018	001 007 558 50 41 04	Permit Related Professional Sr	LUA2018-0159 St John Variance	\$94.72
EDH834562	12/5/2018	001 007 558 50 41 04	Permit Related Professional Sr	LUA2018-0029 Adkins-Strom Cluster Subdivision	\$103.32
EDH834587	12/5/2018	001 013 518 30 41 01	GG-Advertising	Salary Commission Meeting	\$31.08
EDH834763	12/5/2018	001 013 518 30 41 01	GG-Advertising	CC Workshop Cancellation	\$22.48
EDH834767	12/5/2018	001 013 518 30 41 01	GG-Advertising	Ordinance 1039	\$25.92
EDH834896	12/5/2018	001 007 558 50 41 03	PL-Advertising	LUA2018-0187 SR9/SR-204 Intersections Improvements	\$86.12
EDH835073	12/5/2018	001 007 558 50 41 04	Permit Related Professional Sr	LUA2018-0163/0164 StorQuest Self Storage	\$77.52
EDH835438	12/5/2018	001 007 558 50 41 03	PL-Advertising	Road Closure	\$19.04
EDH835664	12/5/2018	001 007 558 50 41 03	PL-Advertising	Shoreline Master Program Periodic Rvw-Open House survey	\$74.08
					\$625.56

Vendor: Strategies 360 Inc  
Check Number: 46685

Invoice No	Check Date	Account Number	Account Name	Description	Amount
772-35094	12/5/2018	001 013 511 70 40 00	Lobbying Services	Federal Lobbying Services Dec 2018	\$4,000.00
					\$4,000.00

Vendor: Tacoma Screw Products Inc  
Check Number: 46686

Invoice No	Check Date	Account Number	Account Name	Description	Amount
18221609	12/5/2018	001 010 576 80 31 00	PK-Operating Costs	Steel Toggle Bolts/Sawzall Blade/Caution Tape	\$30.74
18221609	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Steel Toggle Bolts/Sawzall Blade/Caution Tape	\$30.75
18221609	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Steel Toggle Bolts/Sawzall Blade/Caution Tape	\$30.75
18222345	12/5/2018	101 016 544 90 31 02	ST-Operating Cost	Steel Toggle Bolts/Steel Deck Screws	\$13.66
18222345	12/5/2018	410 016 531 10 31 02	SW-Operating Costs	Steel Toggle Bolts/Steel Deck Screws	\$13.66
					\$119.56

Vendor: Thomas  
Check Number: 46687

Invoice No	Check Date	Account Number	Account Name	Description	Amount
110718 DT	12/5/2018	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Meals/Police Skills Refresher - D Thomas	\$40.00
					\$40.00

Vendor: UPS  
Check Number: 46688

Invoice No	Check Date	Account Number	Account Name	Description	Amount
74Y42458	12/5/2018	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$1.01
					\$1.01

Vendor: Vantagepoint Transfer  
Agents - 108991  
Check Number: 46630

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112118	11/26/2018	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	\$352.81
					\$352.81

Vendor: Vantagepoint Transfer  
Agents - 307428  
Check Number: 46631

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112118	11/26/2018	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	\$1,088.35
					\$1,088.35

Vendor: Washington Assoc of  
Sheriffs and Police Chiefs  
Check Number: 46689

Invoice No	Check Date	Account Number	Account Name	Description	Amount
INV028493	12/5/2018	001 008 521 40 49 01	LE-Registration Fees	WASPC 2018 Fall Training Chelan - J Dyer	\$300.00
					\$300.00

Vendor: Washington State  
Criminal Justice  
Check Number: 46690

Invoice No	Check Date	Account Number	Account Name	Description	Amount
201131441	12/5/2018	001 008 521 40 49 01	LE-Registration Fees	Firearms Handgun Instructor Recert - D Irwin	\$300.00
201131491	12/5/2018	001 008 521 40 49 01	LE-Registration Fees	Collision Investigation - A Anderson/Schedler	\$200.00
					\$500.00

Vendor: Washington State  
Patrol  
Check Number: 46691

Invoice No	Check Date	Account Number	Account Name	Description	Amount
T1900049	12/5/2018	001 008 521 40 49 01	LE-Registration Fees	EVOC Instructor Basic Course - W Aukerman	\$1,421.46

Vendor: Washington State					\$1,421.46
Support Registry					
Check Number: 0					
Invoice No	Check Date	Account Number	Account Name	Description	Amount
112118	11/26/2018	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	\$163.50
					\$163.50



This page left blank intentionally

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

Tuesday, November 27, 2018  
Lake Stevens School District Educational Service Center (Admin. Bldg.)  
12309 22<sup>nd</sup> Street N.E. Lake Stevens

CALL TO ORDER: 7:00 p.m. by Mayor John Spencer

ELECTED OFFICIALS PRESENT: Councilmembers Kim Daughtry, Gary Petershagen, Kurt Hilt, Todd Welch, Rauchel McDaniel, Brett Gailey and Marcus Tageant

ELECTED OFFICIALS ABSENT: None

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director Barb Stevens, Community Development Director Russ Wright, Public Works Director Eric Durpos, Police Chief John Dyer, Police Commander Ron Brooks, Human Resources Director Teri Smith, City Clerk Kathy Pugh, City Attorney Greg Rubstello

OTHERS: Fire Chief Kevin O'Brien and Chief Mike Messer

---

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

**Roll Call:** All present.

**Approval of Agenda:** Moved by Councilmember Daughtry, seconded by Councilmember Welch, to approve the agenda. On vote the motion carried (7-0-0-0).

**Citizen Comments:**

Mayor Spencer invited citizen comments and added that the approval of the style of park benches with the Rotary Club donation is the same as proposed by Rotary.

Gary O'Rielly, 2514 85<sup>th</sup> Drive NE, Unit M-3, Lake Stevens, secretary of the Lake Stevens Rotary Club, commented that at the November 13, 2018 meeting the Council passed a resolution accepting a donation from the Rotary Club and District 5050 to purchase additional benches and tables for Lundeen Park. He expressed concern with the City requesting alternate style benches and asked exactly what "lounging in the park" really means. He believes that divided benches do not promote families with young children using them and that they have a negative impact and unattractive look. He said if the Council were to approve the optional benches, the Rotary will need to go back to their Board for further review and decision.

Laurie Westover, 24103 Hidden Valley Road, Granite Falls, is president elect of the Lake Stevens Rotary Club, understands that the desire to have divided benches is to keep the parks safe, but she believes it sends a negative message. She said inviting people to enjoy Lake Stevens builds good will, but divided benches do not.

Dustin Johnson, 18030 21<sup>st</sup> PL SE, Lake Stevens, spoke in favor of adopting the Washington All Terrain Vehicle (WATV) ordinance and spoke to some of the concerns set out in Chief Dyer's staff report noting that side by sides are just as safe, if not safer than motorcycles and dirt bikes which are both currently allowed on roadways.

Austin Finch, 22116 99<sup>th</sup> Avenue SE, Snohomish, spoke in favor of adopting the WATV ordinance, and commented the police chief of Monroe had the same concerns as Chief Dyer, and that County Councilman Low supports use of WATV's in unincorporated areas. He believes allowing WATVs will bring opportunities for business.

Jerry Stumbaugh, 2514 85<sup>th</sup> Drive NE, Unit AA4, Lake Stevens, representing the Senior Center, said the Senior Center is working closely with the City to come to an agreement on how city funds could be used and the Senior Center is willing to compromise to ensure the funding.

Mayor Spencer corrected his earlier comment regarding the style of donated park benches by Rotary and asked if Council wished to remove this item from the Consent Agenda to Action Items for consideration.

**MOTION:** Moved by Councilmember Tageant, seconded by Councilmember Welch, to remove Item (D) Approve Park Benches and Tables for Lundeen Park Under Rotary Donation for consideration as the first Action Item. On vote the motion carried (7-0-0-0).

#### **Council Business:**

- Councilmember Daughtry: Snohomish County Cities for Improved Transportation (SCCIT).
- Councilmember Petershagen: Congratulated Lake Stevens High School football team, SCC Dinner, Sewer District Meeting, Marysville ILA Meeting.
- Councilmember McDaniel: Sewer Utility Meeting.
- Councilmember Tageant: Marysville ILA Meeting.

**Mayor's Business:** Soper Hill and Marysville development at Whiskey Ridge is inside Lake Stevens School District and will have impacts to roads and parks within Lake Stevens so the City will continue seeking a way to jointly work with Marysville to mitigate the impacts the development of Whiskey Ridge will have Lake Stevens. WSDOT meeting tomorrow regarding design options for SR 9/SR 204 intersection improvements. Winterfest is this Saturday December 1<sup>st</sup> with the tree lighting ceremony at 4:30 p.m.

#### **City Department Report:**

- City Administrator Gene Brazel: Monroe extended an invitation for earthquake training which he, Director Smith and IT Manager Stevens will be attending.
- Public Works Director Eric Durpos: Winterfest, Transportation Improvement Grant for 20<sup>th</sup> Street SE.
- Human Resources Director Teri Smith: Salary Commission.
- Chief of Police John Dyer: Update on design of new Police Department; received 2018 Chevy Tahoe donation to be a canine vehicle and update on moving forward.



**Consent Agenda:**

**MOTION:** Moved by Councilmember Welch, seconded by Councilmember Hilt, to approve the consent agenda as amended: (A) 2018 Vouchers [Payroll Direct Deposits of \$214,129.95, Payroll Checks 46432 totaling \$1,722.74, Tax Deposits of \$75,776.62, Electronic Funds Transfers (ACH) of \$198,193.69, Claims Check Nos. 46543-46625 totaling \$1,955,270.12, Void Check No.46473 totaling \$1,640.68, Total Vouchers Approved: \$2,443,452.44], (B) City Council Workshop Meeting Minutes of November 6, 2018, (C) City Council Regular Meeting Minutes of November 13, 2018, (D) Moved to Action Items, (E) Final Project Acceptance of Lundeen Park Improvements. On vote the motion carried (7-0-0-0).

**Public Hearing:**

**Second and Final Reading of Ordinance 1038 Adopting the 2019 Annual Budget:** Mayor Spencer opened the public hearing.

Finance Director Stevens presented the staff report and said this is the second and final hearing for the proposed 2019 budget. She noted the first public hearing was held on November 13, 2018. Director Stevens reviewed the executive priorities and changes to the proposed 2019 budget since the first public hearing. She then invited questions from Council and there were none.

Mayor Spencer opened the public comment portion of the public hearing, and there was none. He then closed the public comment portion of the hearing and invited additional questions and comments of Council.

Councilmember Daughtry is very pleased with the staffing levels and the new staff coming on.

Councilmember Hilt is very pleased with the budget process this year.

Councilmember Petershagen asked for clarification regarding the Senior Center, and Director Stevens explained that \$40,000 was rolled from 2017 and 2018 (\$20,000 each year) and no additional funds were added to the 2019 budget.

Mayor Spencer commented the budget process was excellent and added that expenditures and revenues will be tracked and reported to Council at a minimum on a quarterly basis to make sure the budget stays on track.

Mayor Spencer closed the public hearing.

**MOTION:** Moved by Councilmember Hilt, seconded by Councilmember Gailey, to approve the second and final reading of Ordinance 1038 adopting the 2019. On vote the motion carried (7-0-0-0).

**Action Items:**

**Park Benches and Tables for Lundeen Park Under Rotary Donation:**

Councilmember Daughtry sees no reason to change the Rotary Club donation as it was made.

Councilmember McDaniel appreciates the Rotary donation and commented that as an elected body there is a responsibility to maintain the safety of the park. She supports the divided benches.

Councilmember Welch clarified whether or not there is a need to take action. City Attorney Rubstello responded that Council will need to take action.

City Administrator Brazel said there are options to retrofit benches, if the need arises.

Councilmember Petershagen supports Rotary's proposal for the benches. He appreciates Councilmember McDaniel's concerns, but believes the improved lighting improves the park's overall safety.

Councilmember Tageant supports the Rotary donation as originally proposed.

Public Works Director Durpos confirmed the benches proposed by the Rotary Club are compatible for retrofitting.

Mayor Spencer commented on the high level of homelessness in the county and noted that Lake Stevens does not have a significant level of homelessness and the Lake Stevens Police Department works very hard to stay ahead of it.

MOTION: Moved by Councilmember Welch, seconded by Councilmember Hilt, to approve the park benches donation as proposed by the Rotary Club. On vote the motion carried (7-0-0-0).

**Approve Supplemental Agreement No. 5 with Perteet re 20<sup>th</sup> Street SE**: Public Works Director Durpos presented the staff report and said the City has been awarded a federal grant to perform design and right-of-way acquisition on Phase II of the 20<sup>th</sup> Street Project. He said the funds available are \$749,525 for Professional Engineering and \$585,400 for Right-of-Way acquisitions and this is a supplement to extend the existing contract to December 31, 2019. He then responded to questions from Council.

MOTION: Moved by Councilmember Tageant, seconded by Councilmember Welch, to approve Supplemental Agreement No. 5 with Perteet re 20<sup>th</sup> Street SE Phase II. On vote the motion carried (7-0-0-0).

**Approve Supplemental Agreement No. 1 to Professional Services Agreement with Lochner re 24<sup>th</sup> SE Extension**: Director Durpos presented the staff report and said H.W. Lochner was selected through a competitive request for qualifications process to provide Professional Engineering Design for the 24<sup>th</sup> Street SE/91<sup>st</sup> Ave SE extension project. He said this supplement is to extend the contract completion date to December 31, 2019. He noted the original contract is under budget and this contract extension also includes a new scope of work and removal of some items under the original scope of work. He then invited questions from Council and there were none.

Councilmember Tageant disclosed he has a conflict of interest and will abstain from voting on this matter.

MOTION: Moved by Councilmember Welch, seconded by Councilmember Hilt, to authorize the Mayor to execute Supplemental Agreement No. 1 extending the term of the original Professional

Agreement and adding an additional Scope of Services, Task Order No. 12, in an amount not to exceed \$95,800. On vote the motion carried (6-0-1-0).

**Appoint 2019 Sewer Utility Committee Representatives:** City Administrator Brazel presented the staff report and said the City and Sewer District are actively discussing the 2005 Unification Agreement and since there will be a committee meeting in January prior to the Council's meeting, staff recommends Council appoint members as representatives to the Sewer Utility Committee for 2019 at this time. He then invited questions from Council.

Councilmember McDaniel requested to be appointed to the Sewer Utility Committee.

Councilmember Tageant has been on the committee for three years and would like to stay on it to provide continuity.

Councilmember Petershagen also would like to remain on the Sewer Utility Committee.

Councilmember Daughtry said he will step aside.

**MOTION:** Moved by Councilmember Welch, seconded by Councilmember Daughtry to appoint Councilmembers Petershagen, McDaniel and Tageant to the Sewer Utility Committee for 2019. On vote the motion carried (7-0-0-0).

Mayor Spencer clarified the role of the Utility Committee under the 2005 Unification Agreement.

Councilmember Daughtry commented he has enjoyed his time on the Sewer Utility Committee but he has other responsibilities coming up related to transit in the coming year that will take his attention.

### **Discussion Items:**

**Wheeled All Terrain Vehicles (WATV's):** Police Chief Dyer summarized the State of Washington and Snohomish County regulations for allowing wheeled all-terrain vehicles to be operated upon public roadways. He requested input from Council as to whether they would like to pursue allowing WATV's on city roads, and if so, what restrictions should be put in place.

Responding to Councilmember McDaniel's question, Chief Dyer said WATVs are allowed on South Lake Stevens Road, in the county, and he reviewed the restrictions.

Councilmembers Tageant, McDaniel and Hilt support pursuing this ordinance with the same restrictions the County has. Responding to Councilmember Hilt's question, Chief Dyer said he will research whether concerns raised by other cities and the county come to fruition.

Councilmember Gailey supports the draft ordinance as written and believes WATV's are as safe as any motorcycle.

Responding to Councilmember Welch's question, Chief Dyer said that the 35 mph speed limit is state law.

Chief Dyer said some of the restrictions he would recommend if this ordinance moves forward are that it be limited to 18 and over licensed drivers, that WATV's be registered and insured and

limited to side-by-side WATV's. He would also like an opportunity to review and make recommendations on what streets they would be allowed on.

Councilmember Tageant understood Chief Dyer's concerns on the roadways, but believes public education goes a long way.

Councilmember Daughtry supports the ordinance as written.

Chief Dyer said he will work with his staff and bring this back for approval by Council.

**Fire Department Regulations and Inspection Fees:** Community Development Director Russ Wright explained the City contracts with the Lake Stevens Fire District for Fire Marshal services and sets fees for services on their behalf. He then turned the discussion over to Chief O'Brien and Chief Messer. Chief O'Brien briefly reviewed the legal requirements for maintaining fire regulations and regular inspection schedules.

Chief Messer reviewed a PowerPoint showing where fires occur, and which types of buildings require inspection. He said buildings that are inspected see less fire damage. He then briefly reviewed the fire code adoption, saying it is particular to Washington state, and he reviewed the requirements for fire inspection frequency.

Chief O'Brien explained the role of Washington Survey & Rating Bureau and said that insurance companies use this bureau rating to set insurance rates. He further explained that this bureau sets its rates, in part, on fire inspection schedules.

Chief Messer reviewed some recent fire inspection successes, including at the Boys and Girls Club, where improvements were made following a fire inspection, which helped to minimize fire damage that occurred in May 2018.

Chief Messer next reviewed inspection program improvements including streamlined inspections, tablet-based inspection software, and other conveniences, including a customer portal that allows for self-correction of deficiencies. He shared that one of the biggest violations is with fire extinguishers, and the fire department has partnered with Triple A for a fire extinguisher roundup.

Chief O'Brien next reviewed the methodology of the fee analysis, and shared the new fee schedule, which is a flat fee, together with reinspection fees.

Chief Messer reviewed the cost recovery for Lake Stevens Fire under the proposed fee schedule, which would be 39% instead of 64%.

Chief O'Brien, closed by saying the Fire Department is pleased to partner with the City, and invited Councilmembers' questions.

Councilmembers Daughtry and Hilt inquired regarding inspections in the County.

Councilmember Petershagen asked about requirements for home sprinkler system, and Chief Messer said there is no requirement.

Councilmember McDaniel asked why the Fire Department does not recharge fire extinguishers.

Chief Messer explained there is liability, and servicing fire extinguishers is an enterprise business. He also shared the various requirements for fire extinguisher inspections.

Councilmember Hilt thanked the Fire Department and said it has been very responsive to Council's concerns.

Councilmember Tageant appreciated the Fire Department's efforts.

**Critical Areas Briefing:** Community Development Director Wright explained that the Growth Management Act of Washington requires cities and counties to review their critical areas ordinances as part of their mandatory Comprehensive Plan update. Director Wright presented a PowerPoint and reminded that a review was previously begun of the entire Critical Areas Ordinance in 2016, but that the Council determined to not proceed with updates at that time due to concerns over impacts to the City's buildable lands inventory when the model was untested.

Director Wright said that the Washington State Department of Ecology (DOE) has now refined its Wetland Rating System for Western Washington and provided a supplemental report in July 2018 that includes a revised buffer rating system and an updated mitigation table. With this update, staff has held additional workshops and a public hearing with the Planning Commission, who recommends approval of the revised Critical Areas Code subject to City Council Review and a final City Council Public Hearing. Director Wright then invited discussion from Council.

Councilmember McDaniel asked what technology is used to determine buildable lands, and Director Wright responded it is a very sophisticated methodology. He added Snohomish County is responsible for determining the buildable lands.

Councilmember Petershagen commented the issue remains that the buffers never get smaller, and the City is tasked with having urban development in the UGA when things are continually taken away to satisfy that, so he wonders where some of the impacts can be neutralized. He then asked how much flexibility the City has to incorporate some of these ideas into its ordinance.

Responding to Councilmember Petershagen's questions, Director Wright reviewed some of the mitigation options that the City is proposing in its ordinance. He also said staff is trying to provide some flexibility within the mandates of the model ordinance.

Director Wright requested direction on when Council would like to hold a public hearing on the critical areas ordinance.

Councilmember Petershagen commented on the need to start building a case to expand the urban boundary, with this being a component of it, but he does not see a need to rush to adopt this item.

Mayor Spencer commented if this item is moved out, he would like to push to get the buildable lands report done and bring the structure of the new ordinance back for discussion by the end of May. He also added he would like the natural outlet of the lake be re-established in the future.

Director Wright clarified that Council is looking for flexibility and he asked if the Council is good with the majority of proposed code changes.

Council consensus was to focus on the buildable lands and how that affects the City's ability to deal with growth.

**Old Treatment Plant Site for Recreation/Park Purposes:** City Administrator Brazel presented the staff report and explained the Lake Stevens Sewer District is planning to surplus the Old Sewer Treatment Plant Site. He said City staff has had informal conversations about potential options for the site, and said if Council is interested in the property, the first step would be negotiating with the Sewer District and initiating a site reconnaissance to identify usable areas. He then responded to questions from Council.

**Adjourn:**

Moved by Councilmember Tageant, seconded by Gailey, to adjourn the meeting at 8:51 p.m. On vote the motion carried (7-0-0-0).

---

John Spencer, Mayor

---

Kathy Pugh, City Clerk

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

Tuesday, December 4, 2018

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

CALL TO ORDER: 7:00 p.m. by Mayor John Spencer

ELECTED OFFICIALS PRESENT: Councilmembers Kim Daughtry, Gary Petershagen, Kim Daughtry, Rauchel McDaniel, and Brett Gailey

ELECTED OFFICIALS ABSENT: Councilmembers Marcus Tageant, Kurt Hilt and Todd Welch

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director Barb Stevens, Human Resources Director Teri Smith, Human Resources/Executive Assistant Julie Good, City Clerk Kathy Pugh, Police Chief John Dyer, Police Commanders Ron Brooks and Jeff Beazizo, Public Works Director Eric Durpos, Community Development Director Russ Wright, IT Manager Troy Stevens, Planning Manager Josh Machen, Associate Planner Dillon Roth, Capital Projects Coordinator Aaron Halvorsen

OTHERS: Chris Collier with Snohomish County Affordable Housing Alliance

---

Mayor Spencer called the meeting to order at 7:00 p.m. and turned it over to Council Vice President Petershagen.

**Affordable Housing Authority Presentation:** Associate Planner Dillon Roth introduced Chris Collier with the Snohomish County Affordable Housing Alliance. Mr. Collier shared a PowerPoint presentation, and reviewed the history of the Affordable Housing Alliance and its primary goals. Mr. Collier compared the differences between affordable housing and subsidized housing, which are part of a continuum of housing costs, and explained some of the reasons driving the demand for more affordable housing. Mr. Collier also shared some options for attractive affordable housing that can be integrated into any development plan. He then responded to Councilmembers' questions and comments.

**Shoreline Management Plan Briefing:** Planning Manager Josh Machen shared that the city is in the process of a periodic review and update of the city's Shoreline Master Program to ensure that it is consistent with state law and that it addresses the city's concerns as well. Planner Machen said the city received a Department of Ecology Grant in the amount of \$20,000 and has retained a consultant to assist with this review and update. He next reviewed the schedule and public process for the update, and anticipated staff will bring the final updates to Council for approval in June 2019. In response to Council comments around incentivizing environmental improvements by lakefront property owners, Director Wright said there is support for this, and also that the Critical Areas Report can correlate with the Shoreline Master Program.

**New Police Department Update:** Police Chief John Dyer and Capital Projects Coordinator Aaron Halvorson updated Council on the escalating costs for construction of the new Police Department. Staff has made every effort to downsize the scope of the project with the end result being that rather than the new building being a best for 50 years, it will, if the project moves forward, be a best for 10 years with no options for additional buildout. Coordinator Halvorsen commented on the competitive construction bidding climate, saying with so many capital projects in the region right now, costs of construction are skyrocketing, adding significantly to this project cost. Responding to Councilmembers' questions, Chief Dyer said that Director Stevens is reviewing whether economic growth within the city would change the city's ability to move forward with this project. He added that in the meantime staff is exploring other options. Mayor Spencer concurred with the comments on factors driving the competitive bidding process.

**Stormwater Management/LOS 5 HOA:** Director Durpos updated that staff is inventorying and inspecting HOA privately-owned stormwater retention ponds, as well as responding to complaints about these ponds. With the addition of two new positions in the 2019, the Public Works Department will, through a stepped recruitment process, hire a GIS Analyst to first build out the GIS layers in 2019, and then recruit for a stormwater inspector for inspection of these stormwater ponds, as well as others. Additionally, Public Works is completing cost-tracking and working to figure out how improved maintenance of stormwater ponds will improve the lake's water quality. Director Durpos then responded to Councilmembers' questions, and discussion ensued on how best to move forward.

**Transportation Benefit District:** Director Stevens reviewed a timeline and the process for establishing a Transportation Benefit District which would encompass the city limits, and said that it is staff's recommendation to move forward with a \$20 vehicle license fee once the TBD is established. She estimated the soonest the City would be able to begin receiving these fees would be August 2019. The City could also determine to collect a 0.2% sales tax to fund the Transportation Benefit District. This would need to be brought forward on an election ballot. If the Council determines to move forward with the sales tax vote, it could determine at that time to either keep or end the \$20 license fee. She commented some cities have both the tab fee and the sales tax to fund their TBD. Staff said it will be important to educate the public that the funds are to be used for road improvements, primarily maintenance and repaving. Discussion ensued, and Council commented it will be important to publicize this action and to have a very clear statement as to why the city wants to establish a TBD. Director Stevens noted there is a requirement for annual reporting on how the collected funds are utilized.

**City Attorney Selection:** City Administrator Brazel briefly reviewed the Request for Proposal process for retaining a new city attorney and said that after much consideration it is staff's recommendation to retain the law firm of Ogden Murphy Wallace. There was concurrence from Council on this selection. Administrator Brazel next shared that Weed Graafstra & Associates' contract expires at the end of this year and it is staff's recommendation to enter into a new contract to allow the law firm to continue providing legal services on certain specific projects that they have been involved with from the beginning. Staff believes this will provide continuity in services and be cost effective. The City can terminate the new contract with thirty days' notice. There was Council consensus to move forward with this contract for legal services.

**Reclassification of Senior Engineer Position:** Human Resources Director Teri Wright updated that the Senior Engineer position is vacant and that when there is a vacancy staff takes the opportunity to review staffing needs and make any recommendations in reclassification of



positions. With the new Senior Engineer II position filled, staff's recommendation is to reclassify the Senior Engineer position to Engineer Tech/Development. This would be a lower level position than Senior Engineer and the position would assist with plan review as well as some engineering functions in Public Works. Council was generally supportive of this reclassification.

There being no further business the meeting was adjourned at 8:33 p.m.

---

John Spencer, Mayor

---

Kathy Pugh, City Clerk

DRAFT



This page left blank intentionally



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**

**Date:** December 11, 2018

**Subject:** City Council Meeting Schedule

**Contact**

**Person/Department:** Kathy Pugh, City Clerk **Budget Impact:** N/A

---

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Approve cancellation of the regularly scheduled City Council workshop meeting on January 1, 2019.

---

**SUMMARY/BACKGROUND:** After review of items on upcoming agendas with Mayor and staff, staff is requesting that the regularly scheduled workshop meeting on January 1, 2019 be cancelled as it is a holiday.

---

**APPLICABLE CITY POLICIES:** LSMC 2.08.030

---

**BUDGET IMPACT:** N/A

---

**ATTACHMENTS:** None.



This page left blank intentionally



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**

**Date:** December 12, 2018

**Subject:** Reappointments to Boards and Commissions

**Contact**

**Person/Department:** Mayor **Budget Impact:** 0

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Reappoint Kathy Kruse and Bridget Scott to the Arts Commission, Shaelynn Charvet-Bates and Andy Powers to the Library Board, and Janice Huxford and John Cronin to the Planning Commission, all for a four-year term expiring December 31, 2022, and Samara Heydon, Leif Hamar and Gayle McCurdy to the Veterans Commission for a three-year term expiring December 31, 2021.

**SUMMARY/BACKGROUND:** The City's Boards and Commissions are governed under LSMC Title 2, and are organized so that appointments of members to those Boards and Commissions end on December 31 of each year. Appointments are staggered at the inception of each Board and Commission so that not all appointments end in the same year, which helps to provide for continuity.

The following appointees terms expire on December 31, 2018 and each has requested reappointment:

**Board/Commission**

**New Term Will Expire**

**Arts Commission (LSMC 2.29.030)**

- |                 |                   |
|-----------------|-------------------|
| • Kathy Kruse   | December 31, 2022 |
| • Bridget Scott | December 31, 2022 |

**Library Board (LSMC 2.60.030)**

- |                          |                   |
|--------------------------|-------------------|
| • Shaelynn Charvet-Bates | December 31, 2022 |
| • Andy Powers            | December 31, 2022 |

**Planning Commission (LSMC 2.64.030)**

- |                  |                   |
|------------------|-------------------|
| • Janice Huxford | December 31, 2022 |
| • John Cronin    | December 31, 2022 |

**Veterans Commission (LSMC 2.70.020(c))**

- |                 |                   |
|-----------------|-------------------|
| • Samara Heydon | December 31, 2021 |
| • Leif Hamar    | December 31, 2021 |
| • Gayle McCurdy | December 31, 2021 |

It is the Mayor's recommendation that the above individuals be reappointed to the Arts Commission, Library Board, Planning Commission and Veterans Commission for terms of office as set out above.

---

**APPLICABLE CITY POLICIES:** LSMC Title 2

---

**BUDGET IMPACT:** N/A

---

**ATTACHMENTS:** None



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**

**Date:** December 11, 2018

**Subject:** Approve Contract with Ogden, Murphy, Wallace for City Attorney Services

**Contact**

**Person/Department:** Gene Brazel, City Administrator **Budget Impact:** TBD

---

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Approve a professional services agreement with Ogden, Murphy, Wallace for City Attorney Services for calendar year 2019.

---

**SUMMARY/BACKGROUND:** In September the City Council determined to complete a Request for Proposal (RFP) process for City Attorney services for the calendar year 2019. In response to the RFP two proposals were received. Both law firms were interviewed by an interview panel, followed by an opportunity to meet Council members in a more informal setting. While both law firms are highly capable and qualified to act as City Attorney, staff recommends, and Council concurs, to enter into a professional services agreement with Ogden, Murphy, Wallace to provide City Attorney services for calendar year 2019.

---

**APPLICABLE CITY POLICIES:**

---

**BUDGET IMPACT:** TBD

---

**ATTACHMENTS:** Professional Services Agreement

**AGREEMENT FOR PROFESSIONAL SERVICES**  
**BETWEEN THE CITY OF LAKE STEVENS AND OGDEN MURPHY WALLACE, P.L.LC**

THIS AGREEMENT, is made this 11th day of December, 2018, by and between the City of Lake Stevens (hereinafter referred to as “City”), a Washington Municipal Corporation, and Ogden Murphy Wallace, P.L.L.C (hereinafter referred to as “Service Provider”), doing business at 901 Fifth Avenue, Suite 3500, Seattle, WA .

WHEREAS, Service Provider is in the business of providing certain services specified herein; and

WHEREAS, the City desires to contract with Service Provider for the provision of such services for legal representation as City Attorney, and Service Provider agrees to contract with the City for same;

NOW, THEREFORE, in consideration of the mutual promises set forth herein, it is agreed by and between the parties as follows:

a.     **T E R M S**

**1. Description of Work.** Service Provider shall perform work as described in Exhibit A, Scope of Services, which is attached hereto and incorporated herein by this reference, according to the existing standard of care for such services. Service Provider shall not perform any additional services without the expressed permission of the City.

**2. Payment.**

A. The City shall pay Service Provider for its services at the hourly rates set forth in Exhibit B. Terms of expense reimbursement are set forth in Exhibit B. Modification of the terms of payment and/or expense reimbursement may be made from time to time by mutual written agreement.

B. Service Provider shall submit monthly payment invoices to the City after such services have been performed, and the City shall make payment within four (4) weeks after the submittal of each approved invoice. Such invoice shall detail the hours worked, a description of the tasks performed, and shall separate all charges for reimbursable expenses.

C. If the City objects to all or any portion of any invoice, it shall so notify Service Provider of the same within five (5) days from the date of receipt and shall pay that portion of the invoice not in dispute. The parties shall immediately make every effort to settle the disputed portion.

**3. Relationship of Parties.** The parties intend that an independent contractor - client relationship will be created by this Agreement. As Service Provider is customarily engaged



in an independently established trade which encompasses the specific service provided to the City hereunder, no agent, employee, representative or subcontractor of Service Provider shall be or shall be deemed to be the employee, agent, representative or subcontractor of the City. None of the benefits provided by the City to its employees, including, but not limited to, compensation, insurance and unemployment insurance, are available from the City to the Service Provider or his employees, agents, representatives or subcontractors. Service Provider will be solely and entirely responsible for his acts and for the acts of Service Provider's agents, employees, representatives and subcontractors during the performance of this Agreement. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that Service Provider performs hereunder.

4. **Project Name.** City Attorney services.
5. **Duration of Work.** Service Provider shall complete the work described in Exhibit A as requested by the City in accordance with a performance schedule mutually agreed upon by the parties. This Agreement shall commence on January 1, 2019 and shall continue until terminated.
6. **Termination.**
  - A. Termination Upon the City's Option. The City shall have the option to terminate this Agreement at any time. Termination shall be effective upon ten (10) days written notice to the Service Provider unless a different date is mutually agreed otherwise in writing.
  - B. Termination Upon the Service Provider's Option. The Service Provider shall have the option to terminate this Agreement at any time. Termination shall be effective upon ten (10) days written notice to the Service Provider unless a different date is mutually agreed otherwise in writing.
  - C. Rights upon Termination. In the event of termination, the City shall only be responsible to pay for all services satisfactorily performed by Service Provider to the effective date of termination, as described in the final invoice to the City. The Mayor shall make the final determination about what services have been satisfactorily performed.
7. **Nondiscrimination.** In the hiring of employees for the performance of work under this Agreement or any subcontract hereunder, Service Provider, its subcontractors or any person acting on behalf of Service Provider shall not, by reason of race, religion, color, sex, marital status, national origin or the presence of any sensory, mental, or physical disability, discriminate against any person who is qualified and available to perform the work to which the employment relates.
8. **Indemnification / Hold Harmless.** Service Provider shall fully protect, defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from all claims, injuries, damages, losses or suits, including attorney fees, arising out of or in connection with the performance of this Agreement, by the Service Provider, excepting such claims or losses

resulting from the negligence or willful misconduct of the City or its officers, officials, employees or volunteers. The Service Provider's obligations under this section shall specifically include, but are not limited to, responsibility for claims, injuries, damages, losses and suits arising out of or in connection with the acts and omissions of Service Provider's employees, contractors, consultants and agents.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Service Provider and the City, its officers, officials, employees, and volunteers, the Service Provider's liability hereunder shall be only to the extent of the Service Provider's negligence.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Service Provider's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

The provisions of this section shall survive the expiration or termination of this Agreement.

- 9. Insurance.** The Service Provider shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Service Provider, their agents, representatives, employees or subcontractors.

**1. A. Minimum Scope of Insurance. Service Provider shall obtain insurance of the types described below:**

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract. The City shall be named as an insured under the Service Provider's Commercial General Liability insurance policy with respect to the work performed for the City using ISO additional insured endorsement GC 20 10 10 01 and GC 20 37 10 01 or substitute endorsements providing equivalent coverage.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

4. Professional Liability insurance appropriate to the Service Provider's profession.
- a) **B. Minimum Amounts of Insurance. Service Provider shall maintain the following insurance limits:**
1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
  2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and \$2,000,000 products-completed operations aggregate limit.
  3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.
- b) **C. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance:**
1. The Service Provider's insurance coverage shall be primary insurance as respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Service Provider's insurance and shall not contribute with it.
  2. The Service Provider's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.
- D. **Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.**
- E. **Verification of Coverage. Service Provider shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Service Provider before commencement of the work.**
- F. **Subcontractors. Service Provider shall include each subcontractor as insured under its policies or shall furnish separate certifications and endorsements for each subcontractor. All coverage shall be subject to all of the same insurance requirements as stated herein for the Service Provider.**

10. **Entire Agreement.** The written provisions and terms of this Agreement, together with all documents attached hereto, shall supersede all prior verbal statements of any officer or other representative of the City, and such statements shall not be effective or be construed as entering into or forming a part of, or altering in any manner whatsoever, this Agreement.
11. **City's Right of Supervision, Limitation of Work Performed by Service Provider.** Even though Service Provider works as an independent contractor in the performance of his duties under this Agreement, the work must meet the approval of the City and be subject to the City's general right of inspection and supervision to secure the satisfactory completion thereof. In the performance of work under this Agreement, Service Provider shall comply with all federal, state and municipal laws, ordinances, rules and regulations that are applicable to Service Provider's business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of such operations.
12. **Work Performed at Service Provider's Risk.** Service Provider shall be responsible for the safety of its employees, agents and subcontractors in the performance of the work hereunder and shall take all protections reasonably necessary for that purpose. All work shall be done at Service Provider's own risk, and Service Provider shall be responsible for any loss of or damage to materials, tools, or other articles used or held for use in connection with the work.
13. **Ownership of Products and Premises Security.**
  - A. All memorandum, pleadings, work product and other documents produced by the Service Provider in the performance of services under this Agreement, whether in draft or final form and whether written, computerized, or in other form, shall be the property of the City.
  - B. While working on the City's premises, the Service Provider agrees to observe and support the City's rules and policies relating to maintaining physical security of the City's premises.
14. **Modification.** No waiver, alteration or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of the City and Service Provider.
15. **Assignment.** Any assignment of this Agreement by Service Provider without the written consent of the City shall be void.
16. **Written Notice.** All communications regarding this Agreement shall be sent to the parties at the addresses listed below, unless notified to the contrary. Any written notice hereunder shall become effective as of the date of mailing by registered or certified mail and shall be deemed sufficiently given if sent to the addressee at the address stated in this Agreement or such other address as may be hereafter specified in writing.
17. **Non-Waiver of Breach.** The failure of the City to insist upon strict performance of any of the covenants and agreements contained herein, or to exercise any option herein conferred in

one or more instances shall not be construed to be a waiver or relinquishment of said covenants, agreements or options, and the same shall be and remain in full force and effect.

- 18. Resolution of Disputes, Governing Law.** Should any dispute, misunderstanding or conflict arise as to the terms and conditions contained in this Agreement, the matter shall be referred to the Mayor, whose decision shall be the final decision of the City. In the event of any litigation arising out of this Agreement, the prevailing party shall be reimbursed for its reasonable attorney fees from the other party. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.
- 19. Public Records Disclosure.** Service Provider shall fully cooperate with and assist the City with respect to any request for public records received by the City and related to any public records generated, produced, created and/or possessed by Service Provider and related to the services performed under this Agreement. Upon written demand by the City, the Service Provider shall furnish the City with full and complete copies of any such records within five business days.

Service Provider's failure to timely provide such records upon demand shall be deemed a breach of this Agreement. To the extent that the City incurs any monetary penalties, attorneys' fees, and/or any other expenses as a result of such breach, Service Provider shall fully indemnify and hold harmless the City as set forth in Section 8.

For purposes of this section, the term "public records" shall have the same meaning as defined by Chapter 42.17 RCW and Chapter 42.56 RCW, as said chapters have been construed by Washington courts.

The provisions of this section shall survive the expiration or termination of this Agreement.

IN WITNESS WHEREOF, **the parties have executed this Agreement on the day and year**  
**above written.**

**CITY OF LAKE STEVENS**

**SERVICE PROVIDER**

**Ogden Murphy Wallace, P.L.L.C**

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

John Spencer, Mayor

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

Title: Member

Taxpayer ID #: \_\_\_\_\_

**CITY CONTACT**

Gene Brazel, City Administrator  
City of Lake Stevens  
1812 Main Street  
Lake Stevens, WA 98258  
Phone: 425-377-3230

**SERVICE PROVIDER CONTACT**

Greg A. Rubstello, Member Attorney  
Ogden Murphy Wallace, PLLC  
901 Fifth Avenue, Ste. 3500  
Seattle, WA. 98164-2008  
Phone: 206-447-7206

**ATTEST/AUTHENTICATED**

By: \_\_\_\_\_  
Kathy Pugh, City Clerk

## **Exhibit A**

### **Scope of Services**

Greg A. Rubstello shall be the responsible attorney with J. Zachary Lell providing backup. Other attorneys of Service Provider's law firm may from time to time also perform legal services under this Agreement.

Services to be performed include:

### **SCOPE OF WORK**

The City will need a full array of Municipal City Attorney services. General legal counsel for the Mayor, City Council and staff including but not limited to:

- Attending meetings with Mayor, City Administrator and staff when requested.
- Being available for phone consultations with the Mayor, Councilmembers, City Administrator and staff.
- Bringing to the attention of the Mayor, City Council, City Administrator or staff matters of relevance as a result of new legislation or recent court decisions.
- Maintaining a liaison with other associated special counsel.
- Attending and actively participating in management meetings as needed.
- Attendance at all regular City Council meetings. The City Council regularly meets the second and fourth Tuesday evening of each month.
- Availability for special sessions of the City Council.
- Attendance at agenda setting meetings held the first and third Tuesday of each month at 9:00 am. This can be by phone or other telecommunication application software such as Skype.
- Participate in a phone conference with City Administrator the second and fourth Tuesday of each month to talk through that night's agenda of the regularly scheduled City Council meeting.
- Review and original preparation of ordinance, resolutions and contracts when requested.
- Litigation services – representing the City either as a plaintiff or defendant. Representing the City before Administrative proceedings before other governmental units or agencies.

- Services related to the formation of Local Improvement Districts and the collection of assessments.
- Contract law including such subjects as personal services, equipment and real estate leases and purchases.
- Eminent Domain
- Right of Way acquisition
- Utilities

Areas of particular need are real estate and land use law, public records act compliance, zoning and development regulations, platting, Growth Management Act compliance, annexations and Shoreline Management Act compliance.



## **Exhibit B**

### **Fee Schedule**

#### **A. Rate Schedule.**

General legal services

<b><u>Billing Category</u></b>	<b><u>Rate</u></b>
Member	\$275/hour
Associates	\$210/hour

Project/site-specific land use/real estate legal services, including administrative/judicial appeals

<b><u>Billing Category</u></b>	<b><u>Rate</u></b>
Member	\$345/hour
Associates	\$245/hour

Paralegal services for all matters will be billed at \$125/hour.

The rates above will include travel time for City-related business and will be adjusted annually effective January 1<sup>st</sup> by the highest Seattle-Tacoma-Bremerton CPI. Multi-jurisdiction consortium-based legal services and franchise-related work will be negotiated on a project-specific basis.

- B. Miscellaneous Expenses.** The City will not be charged for normal clerical or secretarial work, the expense of which has been calculated into OMW's hourly rates for attorneys. Reimbursement will be made by the City for expenditures related to court costs and fees, copying, postage, computer-aided research when conducted on behalf of the City, and mileage (excepting regularly scheduled meetings at Lake Stevens) and parking. (Travel time to and from the City is included in time billed.) Other expenses shall be reimbursed when authorized in advance by the City.



This page left blank intentionally



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**

**Date:** December 11, 2018

**Subject:** Approve Contract with Weed, Graafstra & Associates for Attorney Services

**Contact**

**Person/Department:** Gene Brazel, City Administrator **Budget Impact:** TBD

---

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Approve an Attorney Agreement for Municipal Legal and Support Services with Weed Graafstra & Associates.

---

**SUMMARY/BACKGROUND:** The city has utilized the law firm of Weed Graafstra and Associates, Inc. for city attorney services for a number of years. Following a request for proposal process the city determined to retain city attorney services from another law firm; however, there remains specific projects that Weed Graafstra has been assisting the City with that are ongoing. Staff believes it is in the best interests of the city to continue utilizing the services of Weed Graafstra to complete these projects and recommends that the city enter into an Attorney Agreement with Weed Graafstra & Associates to complete these specific projects.

---

**APPLICABLE CITY POLICIES:**

---

**BUDGET IMPACT:** TBD

---

**ATTACHMENTS:** Attorney Agreement for Municipal Legal and Support Services

## **ATTORNEY AGREEMENT FOR MUNICIPAL LEGAL AND SUPPORT SERVICES**

### **I - PARTIES AND PURPOSE**

The CITY OF LAKE STEVENS (hereinafter City) agrees to retain the legal services of the law firm of WEED, GRAAFSTRA & ASSOCIATES, INC., P.S. (hereafter Attorney) and said law firm agrees to provide legal services on the terms and conditions stated below.

### **II - PRINCIPALS**

The principal contact for the City with the firm shall be GRANT K. WEED and/or BRETT VINSON. (hereinafter Attorney)

### **III - QUALITY OF SERVICES**

Attorney shall perform all legal services directed by the City in a capable and efficient manner, and in accordance with the professional and ethical standards of the Washington State Bar Association.

### **IV - COMPENSATION**

A. Basic Retainer: The City shall pay Attorney at the following hourly rates:

1. All attorney services except litigation - \$225/hr.
2. All attorney litigation services - \$245/hr.
3. All paralegal services - \$150/hr.

B. Time Records. In order to determine appropriate compensation for services, Attorney shall maintain accurate time records. Attorney shall submit to the City, on a regular monthly billing basis, an itemized statement describing the services rendered and the time billed for each service performed.

## **V - REIMBURSEMENT**

In addition to compensation for the legal services specified above, the City shall reimburse Attorney for direct expenses incurred, and costs advanced, including but not limited to court costs, filing fees, recording fees, copying expenses for projects which involve more than 50 copies at any one time at cost, long distance phone calls. The cost of travel shall only be reimbursed at the IRS mileage rate and lodging directly related to the conduct of business in support of the City shall be pre-approved and reimbursed only at the actual cost incurred. However, ordinary law office operating expenses, such as secretarial services and copying, shall not be compensated or reimbursed.

## **VI - INSURANCE COVERAGE**

The firm shall provide standard malpractice insurance coverage for Attorney's errors and omissions, and malpractice, while acting in the capacity of Attorney.

## **VII - EFFECTIVE DATE AND DURATION**

This contract shall take effect on and after January 1, 2019 and shall continue in effect until terminated by the Attorney or by the City with at least 30 days written notice.

## **VIII - MERGER, SEVERABILITY, WAIVER AND BINDING EFFECT**

This document incorporates the entire agreement between the parties. If any provisions of this contract or its application to any person or circumstance are held invalid, the remainder of the contract or the application of the provision to other persons or circumstances shall not be affected. No modification or waiver of any of the terms of this contract shall be valid as between

the parties unless in writing and executed with the same formality as this contract, and no waiver of any breach or default hereunder shall be deemed a waiver of any subsequent breach or default of the same or similar nature, no matter how made or how often recurring. This contract shall be binding upon and inure to the benefit of the parties.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

WEED, GRAAFSTRA  
& ASSOCIATES, INC., P.S.

By \_\_\_\_\_  
GRANT K. WEED, President

CITY OF LAKE STEVENS

By \_\_\_\_\_  
JOHN SPENCER, Mayor

ATTEST:

By \_\_\_\_\_  
KATHY PUGH, CITY CLERK

APPROVED AS TO FORM:

By \_\_\_\_\_  
GREG RUBSTELLO, CITY ATTORNEY



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**

**Date:** December 11, 2018

**Subject:** Repurpose Existing Position in Public Works

**Contact**

**Person/Department:** Teri Smith/Human Resources

**Budget** Approx. \$32,000

**Impact:** savings

---

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** **Authorize repurposing of existing Senior Engineer position to an Engineering Technician.**

---

**SUMMARY/BACKGROUND:**

The Public Works department currently has a vacant Senior Engineer position due to the voluntary departure of the incumbent in mid-November. Upon reviewing its needs in light of the vacancy, the Public Works department can demonstrate that a lower level classification would bring more value to the city. The proposed new classification of Engineering Technician-Development will provide support to our Senior Engineer 2-PE through design drafting work, assisting with capital project administration, and review of public and private project plans which would also add support to the Planning department.

The proposed position will require a 2-year degree with three years of progressively responsible engineering support experience. Accordingly, the duties assigned are considered technical paraprofessional, which fills a niche of work that exists in both departments.

---

**APPLICABLE CITY POLICIES:**

---

**BUDGET IMPACT:** Approximately \$32,000 savings from the 2019 budgeted amount, assuming filling the position in February.

---

**ATTACHMENTS:** None



This page left blank intentionally





LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**

**Date:** December 11, 2018

**Subject:** Approve Contract Extension with Zachor Thomas for Prosecuting Attorney Services

**Contact**

**Person/Department:** John Dyer, Police Chief **Budget Impact:** 131,905.56

---

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Authorize a One Year Extension to the Professional Services Agreement dated February 18, 2016 to December 31, 2019, with a 4% increase.

---

**SUMMARY/BACKGROUND:** The city has utilized the law firm of Zachor & Thomas, Inc. for prosecutor services since 2008. The most recent contract, dated February 18, 2016 expires on December 31, 2018, and provides for an automatic renewal, subject to the same terms and conditions set forth in the contract, including a 4% payment rate increase on January 1, 2019. The original contract provides a base rate of \$10,569.36 per month. With the 4% increase, the new base rate in 2019 will be \$10,992.13, representing an increase of \$422.77. The total base rate for 2019 is \$131,905.56.

Police staff continue to be happy with the prosecutor services provided by Zachor Thomas and recommend the contract extension be approved. Zachor Thomas has agreed to a one-year extension with the 4% payment rate increase.

---

**APPLICABLE CITY POLICIES:** Council approves all contract extensions.

---

**BUDGET IMPACT:**

---

**ATTACHMENTS:** None.



This page left blank intentionally



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** December 11, 2018

**Subject:** First reading of Ordinance No. 1041, Annexing the properties known as the Rhodora Annexation.

**Contact** Joshua Machen, AICP, Planning Manager

**Budget** none

**Person/Department:** Russ Wright, Community Dev. Director

**Impact:**

---

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

Hold a public hearing and 1<sup>st</sup> reading of Ordinance No. 1041 annexing approximately 108 acres. known as the “Rhodora annexation,” into the city pursuant to RCW 35a.14.120; assigning zoning and comprehensive plan designations upon annexation; requiring assumption of a proportionate share of city indebtedness

---

**DISCUSSION:**

On December 12, 2017, the City Council passed Resolution 2017-022 accepting the 10% Rhodora Annexation petition and authorizing the gathering of signatures for the 60% annexation petition. On May 9, 2018, the city submitted the 60% annexation petition with signatures from property owners representing more than 60% assessed valuation of the properties contained within the proposed annexation area to the County Assessor’s office. The Snohomish County Assessor’s office has validated the 60% petition.

The signed petitioners own over 60% of the land value within the proposed annexation area. The proposed annexation area lies within unincorporated Snohomish County, and may generally be described as an area located just east of Lake Stevens city limits, which is at the parcels located on the northeast corner of South Lake Stevens Road and Machias Cutoff Rd. The proposed annexation extends north along the shore of Lake Stevens approximately 680 feet, then extends to the east to 123<sup>rd</sup> Avenue then south to Machias Cutoff Road including all the land and subdivisions bounded by 123<sup>rd</sup> Ave, Machias Cut off and South Lake Stevens Road. Said unincorporated area is within the city of Lake Stevens Urban Growth Area.

In accordance with the adopted resolution 2017-022, the proposed zoning for the Rhodora Annexation area is proposed to be HUR (High Urban Residential) with a Comprehensive Plan land use designation of Medium Density Residential.

On October 1, 2018, the Washington State Boundary Review Board for Snohomish County held a public hearing on the proposed annexation. The Boundary Review Board issued written findings and decision approving the annexation on October 30, 2018. The city understands that an appeal was filed with Snohomish County Superior Court – this action stays final city adoption on the annexation until the matter is resolved.

**ATTACHMENTS**

1. Draft Ordinance No. 1041 with Exhibits

## **City of Lake Stevens Lake Stevens, WA**

### **ORDINANCE NO. 1041**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON ANNEXING APPROXIMATELY ONE HUNDRED AND EIGHT (108) ACRES KNOWN AS THE “RHODORA ANNEXATION,” INTO THE CITY PURSUANT TO RCW 35A.14.120; ASSIGNING ZONING AND COMPREHENSIVE PLAN DESIGNATIONS UPON ANNEXATION; REQUIRING ASSUMPTION OF A PROPORTIONATE SHARE OF CITY INDEBTEDNESS AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

WHEREAS, The Lake Stevens City Council (Council) adopted Ordinance No. 937 establishing the 2015 – 2035 Comprehensive Plan that sets planning goals, policies and implementation strategies for the Lake Stevens Urban Growth Area (UGA) pursuant to Chapter 36.70A RCW; and

WHEREAS, the City of Lake Stevens (City) and Snohomish County entered an updated Interlocal Agreement related to Annexation and Urban Development in the Lake Stevens UGA recorded under Auditors File No. 200511100706 on November 10, 2005; and

WHEREAS, the City Council has reviewed the City’s annexation strategy to determine whether it is consistent with current practices, policies and procedures and thus, the City Council adopted Resolution 2016-21; and

WHEREAS, pursuant to RCW 35A.14.120 the City Council adopted resolution 2017-022 accepting a 10% petition, authorizing the circulation of a 60% petition for annexation and designating comprehensive plan and zoning for the proposed “Rhodora” annexation area; and

WHEREAS, pursuant to RCW 35A.14.120, the petitioner has now obtained the signatures of property owners representing more than 60% of the current total assessed value of all parcels within the proposed annexation area legally described in attached Exhibit A; and

WHEREAS, pursuant to RCW 35A.01.040 the Snohomish County Assessor’s Office on May 10, 2018, certified the 60% petition as sufficient; and

WHEREAS, the annexation area being contiguous with the existing City limits and within unincorporated Snohomish County, and may generally be described as an area of approximately one hundred and eight (108) acres, located just east of Lake Stevens city limits, which is at the parcels located on the northeast corner of South Lake Stevens Road and Machias Cutoff Rd. The proposed annexation extends north along the shore of Lake Stevens approximately 680 feet, then extends to the east to 123rd Avenue then south to Machias Cutoff Road including all the land and subdivisions bounded by 123rd Ave, Machias Cut off and South Lake Stevens Road. Said unincorporated area is within the City of Lake Stevens Urban Growth Area.; and

WHEREAS, on June 12, 2018 a properly noticed public hearing was to be held, but due to a lack of quorum the hearing was postponed to the following special council meeting on June 19, 2018 held and persons who wished to provide testimony were heard. At that hearing the City Council considered the

Rhodora Annexation, land use and zoning designations, and then issued a Notice of Intent to Annex and adopt land use and zoning designations for the annexed parcels by passing Resolution 2018-018 and;

WHEREAS, on June 29, 2018 the City submitted a Notice of Intent to the Snohomish Boundary Review Board and the Board reviewed said Notice and associated materials and deemed said Notice of Intent complete issuing an effective filing date of July 17, 2018; and

WHEREAS, on August 16, 2018, the jurisdiction of the Washington State Boundary Review Board for Snohomish County was invoked under RCW 36.93.100(3a); and

WHEREAS, on September 25, 2018 a properly noticed public hearing was held to allow for additional public testimony on the proposed annexation prior to a hearing before the Boundary Review Board, pursuant to RCW 35A.14.130 and all persons who wished to provide testimony were heard. At that hearing the City Council considered the Rhodora Annexation, land use and zoning designations, and reaffirmed their previous action to submit a Notice of Intent to Annex to the Boundary Review Board and adopt land use and zoning designations for the annexed parcels by the previous passing of Resolution 2018-018 and;

WHEREAS, the public has expressed concerns regarding the annexation and designation of a portion of the annexed area as “High Urban Residential” and the potential impact that future development with smaller lots could have on existing neighborhood character, street improvements and traffic; and

WHEREAS, the petitioner has agreed to voluntarily increase perimeter lot widths and increase the overall average lot size to address these concerns.

WHEREAS, the city will require the construction of new roads that meet the city’s Engineering Design and Development Standards.

WHEREAS, on October 1, 2018, the Washington State Boundary Review Board for Snohomish County held a duly notice public hearing on the “Rhodora” annexation and took public comment from representatives of the City of Lake Stevens, representatives of Snohomish County, parties opposed to the annexation who invoked the jurisdiction of the board, and other parties and public opposed and in favor of the annexation; and

WHEREAS, on October 30, 2018 the Washington State Boundary Review Board for Snohomish County adopted formal written findings approving the “Rhodora” annexation into the City of Lake Stevens; and

WHEREAS, the City Council conducted an additional duly noticed public hearing on December 11, 2018, to consider the proposed annexation and the assignment of zoning and comprehensive plan designation by the adoption of this Ordinance No. 1041,

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

SECTION 1. Annexation. The property described in attached Exhibit A and depicted in attached Exhibit B, is hereby annexed into the City of Lake Stevens.

SECTION 2. The area legally described in attached Exhibits A and B shall be required to assume it’s proportionate share of the general indebtedness of the City of Lake Stevens at the time of the effective date of such annexation.

SECTION 3. The area described in attached Exhibits A and B, shall be designated in the City's Comprehensive Plan as MDR (Medium Density Residential) and the on the City's Official Zoning Map as HUR (High Urban Residential) and WR (Waterfront Residential) as depicted in attached Exhibit C.

SECTION 4. The annexation proponent has agreed that any new development within the annexed area under ownership or control of the annexation proponent will comply with the following development standards:

- a. Average lot size shall be 4,200 square feet, with no lot smaller than 3,600 square feet;
- b. Lots created along the perimeter of the development adjacent to existing development shall be a have a minimum width of 50-feet.
- c. The proponent will provide community open space, outside of lots, within any proposed subdivision for the benefit of the neighborhood.
- d. New streets will be required to maintain standard residential street designs per the city's Engineering Design and Development Standards without deviation, including standard driving lanes, on-street parking lane, planter strips and sidewalks on both sides.
- e. All development shall be subject to city of Lake Steven's school, park and traffic mitigation fees in place at the time of building permit issuance.
- f. All other applicable City, state, or federal law shall apply.

SECTION 5. Any new zoning code designations and/or development regulations adopted by the City that differ from those set forth in Section 4 shall be binding and controlling on all development proposals within the annexation area that has not vested under state law.

SECTION 6. Severability. If any section, clause, phrase, or term of this ordinance is held for any reason to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance, and the remaining portions shall be in full force and effect.

SECTION 7. 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.

SECTION 8. Upon passage of this ordinance a certified copy shall be transmitted to the Clerk of the Snohomish County Council as required by RCW 35A.14.440.

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

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

ATTEST:

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

APPROVED AS TO FORM:

First Reading: December 11, 2018

Second and Final Reading: \_\_\_\_\_

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

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

\_\_\_\_\_  
Greg A. Rubstello, City Attorney

## ANNEXATION DESCRIPTION

THAT PORTION OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 19, TOWNSHIP 29 NORTH, RANGE 6 EAST, W.M., AND OF SECTION 20, TOWNSHIP 29 NORTH, RANGE 6 EAST, W.M., IN SNOHOMISH COUNTY, WASHINGTON

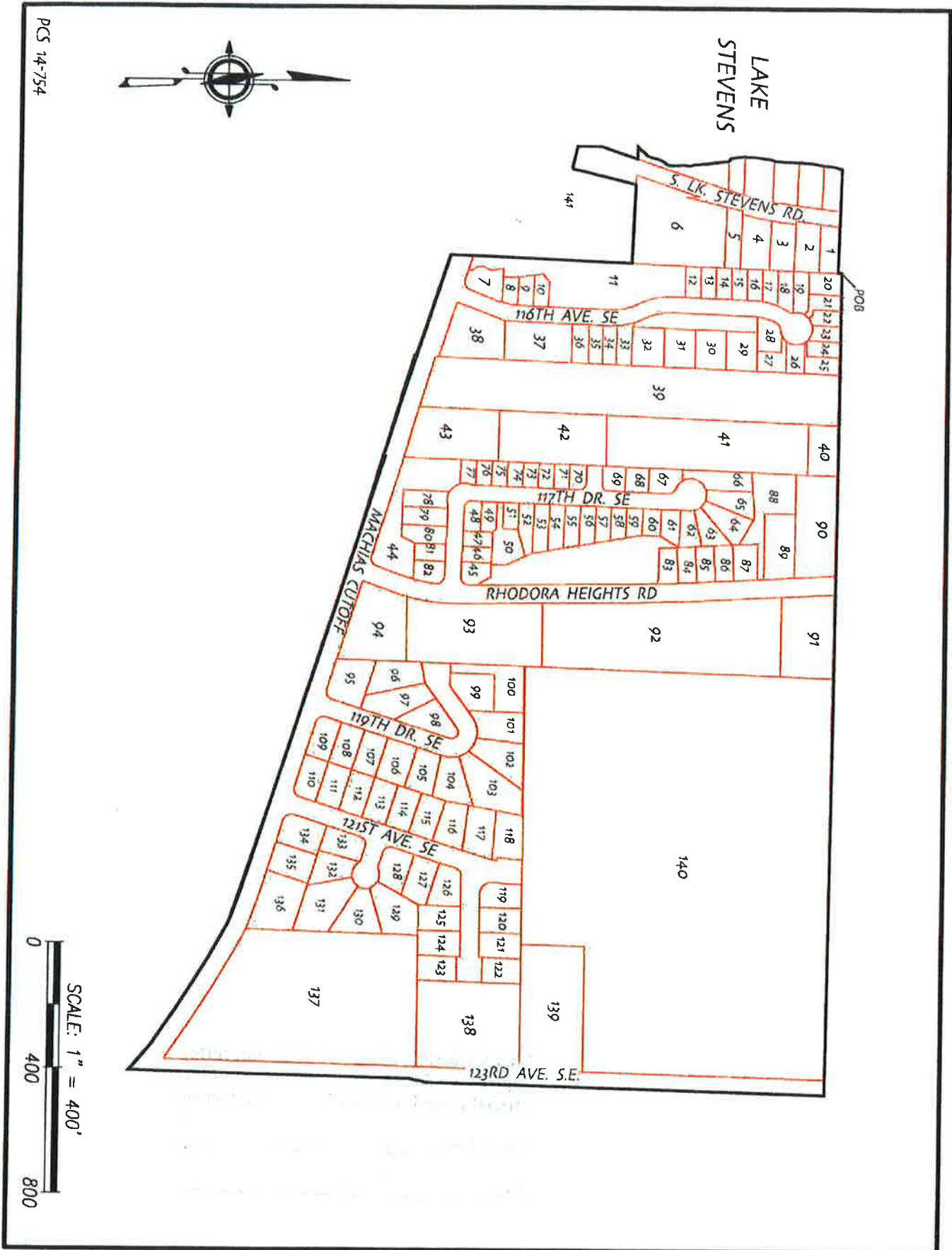
DESCRIBED AS FOLLOWS;

**BEGINNING** AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 20;  
**THENCE** SOUTH ALONG THE WEST LINE OF SAID SUBDIVISION 12.60 FEET, MORE OR LESS TO A POINT ON A LINE LYING 1,356.3 FEET SOUTHERLY OF THE NORTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION 19;  
**THENCE** WESTERLY ALONG SAID LINE TO THE WESTERLY LIMITS OF THE SHORELANDS OF THE UPLAND PROPERTY ATTACHED THERETO;  
**THENCE** SOUTHERLY ALONG SAID SHORELANDS TO THE NORTH LINE OF THE EXISTING LAKE STEVENS CITY LIMITS PER CORRECTED ORDINANCE NUMBER 801;  
**THENCE** EAST ALONG SAID NORTH LINE 39 FEET, MORE OR LESS, TO THE WEST MARGIN OF SOUTH LAKE STEVENS ROAD;  
**THENCE** SOUTHERLY ALONG SAID MARGIN 200 FEET, MORE OR LESS, CONTINUING ALONG THE EXISTING CITY LIMITS;  
**THENCE** SOUTHEASTERLY A DISTANCE OF 74 FEET, MORE OR LESS, TO THE EAST MARGIN OF SOUTH LAKE STEVENS ROAD;  
**THENCE** NORTHERLY ALONG SAID EAST MARGIN A DISTANCE OF 213 FEET, MORE OR LESS;  
**THENCE** EASTERLY A DISTANCE OF 253 FEET, MORE OR LESS, TO THE WEST LINE OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 20;  
**THENCE** SOUTH ALONG SAID WEST LINE A DISTANCE OF 585 FEET, MORE OR LESS, TO A POINT ON THE SOUTHERN MARGIN OF MACHIAS CUT OFF ROAD;  
**THENCE** SOUTHEASTERLY ALONG SAID SOUTHERN MARGIN A DISTANCE OF 2,825 FEET, MORE OR LESS, TO A POINT ON THE EAST MARGIN OF 123<sup>RD</sup> AVENUE SE EXTENDED SOUTHERLY TO INTERSECT WITH THE SOUTHERN MARGIN OF MACHIAS CUT OFF ROAD;  
**THENCE** NORTH ALONG SAID EXTENDED EAST MARGIN A DISTANCE OF 2,243 FEET, MORE OR LESS, TO A POINT ON THE NORTH LINE OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 20;  
**THENCE** WEST ALONG SAID NORTH LINE A DISTANCE OF 30 FEET, MORE OR LESS, TO THE NORTHEAST CORNER OF THE SOUTH HALF OF THE NORTHWEST QUARTER OF SAID SECTION 20;  
**THENCE** WEST ALONG THE NORTH LINE OF SAID SOUTH HALF A DISTANCE OF 2,610 FEET, MORE OF LESS, TO THE POINT OF BEGINNING;

SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.

CONTAINING APPROXIMATELY 108 ACRES.

Exhibit B







LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** December 11, 2018

**Subject:** Pellerin Ridge Right-of-Way Vacation LUA2018-0181 (Ordinance No. 1040)

<b>Contact</b>	Joshua Machen, AICP	<b>Budget</b>	\$0.00
<b>Person/Department:</b>	Planning Manager and Russell Wright, Community Development Director	<b>Impact:</b>	revenue neutral

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Approve the Proposed Right-of-Way Vacation by adoption of Ordinance 1040 (**Attachment 1**).

**BACKGROUND/HISTORY:**

The applicant has received approval for a new 48 lot subdivision on the subject property, as part of the subdivision frontage improvements will be provided along the north side of 18<sup>th</sup> Street SE. A portion of right-of-way frontage has a 37-foot half-width, while the remainder of the frontage along 18<sup>th</sup> Street SE has the standard 30-foot half-width. All of the standard road improvements along 18<sup>th</sup> Street SE will fit within a standard 30-foot half-width. The City is constructing a multi-use path along S. Lake Stevens Dr. and needs an additional 4-feet of right-of-way dedication for the proposed project. The applicant has requested that the City vacate the excess 7-feet of width along the wide portion of 18<sup>th</sup> Street SE (2,101 square feet) in exchange for the proposed dedication of 4-feet of land for right-of-way use along S. Lake Stevens Road (2, 543 square feet).

Subject to Lake Stevens Municipal Code 14.16C.095, the applicant has provided an assessed valuation of the abutting properties to determine a value for the proposed vacation (**Attachment 1**). Based on the average land value of the adjacent properties (\$4.56 per square foot) the value of the right-of-way to be vacated is \$9,580.56. The value of the land to be dedicated would be \$11,596.08. The applicant has not requested any monetary compensation for the difference in valuation. A survey drawing that illustrates the proposed vacation is included (**Ordinance Exhibit A**). A survey drawing that illustrates the proposed dedication is included (**Ordinance Exhibit B**).

The requested project is a Type V permit subject to a public hearing with City Council.

**ANALYSIS:**

1. The city received a Type V application, identified as File No. LUA2018-0181, property assessment and survey on October 22, 2018, which staff deemed complete on November 2, 2018.
2. The city provided public notice for the land use action and hearing by publication in the Everett Herald; mailing postcards to residents within 300-feet of the properties; and posting the site on November 7, 2018, in accordance with Chapter 14.16B LSMC, Part V.

3. LSMC 14.16C.095 establishes the procedure and decision criteria for right-of-way vacations. The applicant provided a narrative responding to LSMC 14.16C.095 with the application.
  - a. Ty Reoh on behalf of Pellerin Ridge LLC, petitioned the city to consider a right-of-way vacation of approximately 2,101 square feet in exchange for a dedication of 2,543 square feet.
  - b. The application contains the signature of Ty Reoh and Tim Kaintz the property owners.
  - c. An attorney-approved ordinance is attached, for City Council's consideration.
  - d. The applicant has provided a survey and legal descriptions for the affected portions of the properties under review (**Ordinance Exhibit A & B**). The city's consulting engineer, CHS Engineers, has stated that no substantive discrepancies exist in the legal descriptions or survey. The Public Works Department has reviewed and accepted the consultants work.
  - e. The applicant has provided documentation for the assessed value of abutting properties along 18<sup>th</sup> Street SE on a square foot basis established using Snohomish County Assessor's information (**Attachment 2**).
  - f. Decision Criteria (LSMC 14.16C.095):
    - 1) This criterion is not applicable, as the property does not adjoin any fresh water body.
    - 2) Responses to City Council criteria for deciding upon the petition:
      - i. The proposal would provide a public benefit by eliminating maintenance responsibility of unused right-of-way and receiving the dedication of additional needed right-of-way to complete multi-use path improvements.
      - ii. The proposal would not affect traffic circulation as 18<sup>th</sup> St. SE would continue to have a 30-foot half-street width, which is sufficient for standard road, planter strip and sidewalk improvements along the north side of the right-of-way.
      - iii. The ROW vacation does not affect adversely affect the public need.
      - iv. The vacation will not affect ingress or egress to any property.
  - g. The applicant has provided the Snohomish County assessment of abutting properties, indicating the value to be estimated at \$4.56 per square foot to determine a value for the proposed vacation and the proposed dedication. The applicant has suggested a straight swap of land with no cost to the City.
  - h. The ordinance upon approval will be recorded with Snohomish County along with the record of survey (**Attachment 3**) and the proposed dedication.

#### **CONCLUSIONS:**

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

#### **RECOMMENDATION**

The Planning and Community Development and Public Works departments recommend that City Council **APPROVE** the proposed Right-Of-Way Vacation (LUA2018-0181) subject to Ordinance 1040.

## **APPEALS**

The decision of the City Council on a Type V application is the final decision and may be appealed to Snohomish County Superior Court by filing a land use petition, which meets the requirements set forth in Chapter 36.70C RCW. The petition must be filed and served upon all necessary parties as set forth in State law and within the 21-day time period as set forth in RCW 36.70C.040. The appeal period shall commence upon the City Council's final decision and not upon expiration of the reconsideration period.

---

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

---

**BUDGET IMPACT:** None, the applicant has proposed a straight swap of land for the vacation and dedication without cost to the City.

---

### **ATTACHMENTS:**

1. Applicants Narrative with Value Assessment
2. Snohomish County Assessor Information
3. Ordinance 1040 w/Exhibits



October 19, 2018

City of Lake Stevens  
Planning & Community Development  
1812 Main Street  
P.O. Box 257  
Lake Stevens, WA 98258

Attention: Russ Wright, Director of Planning and Community Development

Project Name / File No.:	Pellerin
Applicant:	Pellerin Ridge, LLC
Project Description:	Right-of-Way Vacation
Tax Parcel No.'s:	00479700000302
Site Address:	10607 18 <sup>th</sup> St. SE, Lake Stevens, WA 98258
Re:	Right-of-Way Vacation and Conveyance Valuation Summary

Dear Mr. Wright,

An application for a Right-of-Way Vacation has been submitted to the City of Lake Stevens on behalf of Pellerin Ridge, LLC. As part of the request, the applicant is proposing that as consideration for the vacation, the applicant will convey a portion of right-of-way located on South Lake Stevens Road to the city from Pellerin Ridge, LLC. The right of way proposed to be conveyed to the city is needed for the walkway program.

Pacific Coast Survey, Mr. Darren Riddle, P.L.S., was retained by Pellerin Ridge, LLC to draft the survey for the right of way to be vacated as well as the portion that is to be dedicated.

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

Procedures set forth in the code were followed, which included identification of the abutting properties and the 2018 assessed values for those properties.

A Tax Assessor Value for the Abutting Property Valuation Summary for the properties was prepared to determine the average assessed value. The average assessed value is \$4.56 per square foot. Per the survey, the total square feet of ROW for which the vacation is requested is 2,101 square feet and the proposed ROW to be dedicated is 2,543 square feet.

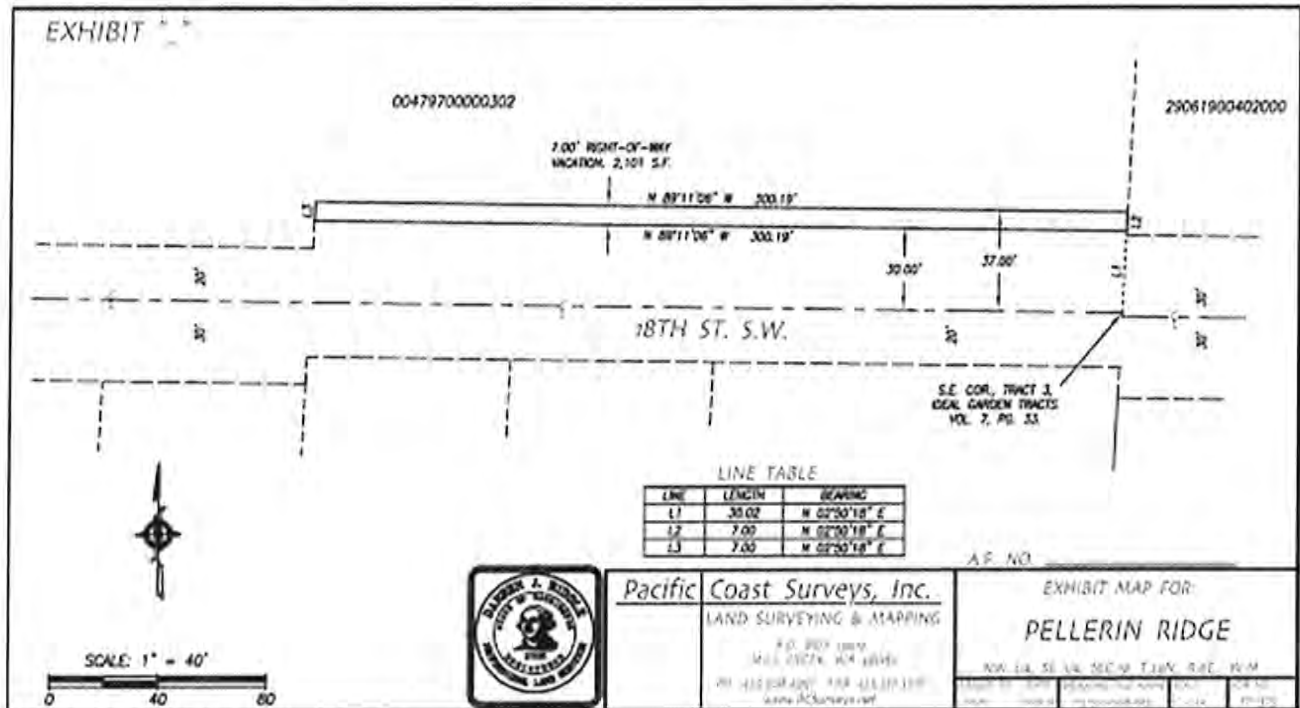


## 1.0 DESCRIPTION OF THE RIGHT-OF-WAY TO BE VACATED

The right-of-way requested to be vacated is currently unused and unopened and has never been utilized. Pellerin Ridge, LLC is the owner of the parcel abutting the ROW and is desirous to develop the land.



## 2.0 SURVEY OF RIGHT-OF-WAY TO BE VACATED



## 3.0 LEGAL DESCRIPTION OF RIGHT-OF-WAY TO BE VACATED

THAT PORTION OF TRACT 3 OF IDEAL GARDEN TRACTS, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 7 OF PLATS, PAGE 33, RECORDS OF SNOHOMISH COUNTY, WASHINGTON;

DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID TRACT 3;  
THENCE NORTH 2°50'18" EAST ALONG THE EAST LINE OF SAID TRACT A DISTANCE OF 30.02 FEET TO THE POINT OF BEGINNING;  
THENCE CONTINUING NORTH 2°50'18" EAST ALONG SAID EAST LINE A DISTANCE OF 7.00 FEET;  
THENCE NORTH 89°11'06" WEST A DISTANCE OF 300.19 FEET; THENCE SOUTH 2°50'18" WEST A DISTANCE OF 7.00 FEET;  
THENCE SOUTH 89°11'06" EAST A DISTANCE OF 300.19 FEET TO THE POINT OF BEGINNING;

SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.  
CONTAINING 2,001 SQUARE FEET.



## 4.0 COMPARABLE PROPERTIES SURROUNDING RIGHT-OF-WAY TO BE VACATED



## 5.0 VALUATION OF RIGHT-OF-WAY TO BE VACATED

The table below outlines the adjacent ownerships and their assessed land values per the Snohomish County records found on their website. The property records of the parcels are attached. The second table uses the average value of the adjoining property and applies it to the square footage of the ROW to be vacated. Valuation for the ROW is estimated at \$9,580.56.

ADJACENT PROPERTIES				
PARCEL	OWNER NAME	ACREAGE	SQFT	LAND VALUE
00479700000301	Pellerin Ridge, LLC	0.61	26,571.60	\$172,100.00
00479700000302	Pellerin Ridge, LLC	4.67	203,425.20	\$579,700.00
00479700000204	Steve Griewe	0.29	12,632.40	\$141,000.00
00479700000203	Andrew Strum	0.28	12,196.80	\$141,000.00
00479700000202	Dorise Amick	0.58	25,264.80	\$158,000.00
29061900402000	James Booth	0.24	10,454.40	\$133,000.00
Totals		6.67	290,545.20	\$1,324,800.00

**AVG VALUE / SQFT \$4.56**

ROW TO BE VACATED			
VALUE / SQFT	ACREAGE	SQFT	LAND VALUE
\$4.56	0.05	2,101.00	\$9,580.56

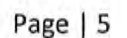


## 6.0 DESCRIPTION OF THE RIGHT-OF-WAY TO BE CONVEYED

The right-of-way proposed to be conveyed is currently owned by Pellerin Ridge, LLC & Tim Kaintz.







## 8.0 LEGAL DESCRIPTION OF RIGHT-OF-WAY TO BE CONVEYED

THAT PORTION OF TRACTS 3 AND 4 OF IDEAL GARDEN TRACTS, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 7 OF PLATS, PAGE 33, RECORDS OF SNOHOMISH COUNTY, WASHINGTON;

DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID TRACT 4;  
THENCE NORTH 89°11'26" WEST ALONG THE NORTH LINE OF SAID TRACT A DISTANCE OF 551.78 FEET TO THE POINT OF BEGINNING AND A POINT ON A NON-TANGENT CURVE CONCAVE TO THE EAST HAVING A RADIAL CENTER WHICH BEARS SOUTH 84°45'24" EAST, A RADIUS OF 690.30 FEET AND A CENTRAL ANGLE OF 5°50'23";

THENCE ALONG SAID CURVE TO THE LEFT AN ARC DISTANCE OF 70.36 FEET; THENCE SOUTH 0°35'47" EAST A DISTANCE OF 136.64 FEET;

THENCE SOUTH 0°35'50" EAST A DISTANCE OF 138.38 FEET; THENCE SOUTH 1°33'49" EAST A DISTANCE OF 228.21 FEET;

THENCE SOUTH 18°17'42" WEST A DISTANCE OF 34.82 FEET TO A POINT ON A CURVE CONCAVE TO THE NORTHEAST HAVING A RADIUS OF 20.00 FEET AND A CENTRAL ANGLE OF 107°28'48";

THENCE ALONG SAID CURVE TO THE LEFT AN ARC DISTANCE OF 37.52 FEET; THENCE NORTH 89°11'06" WEST A DISTANCE OF 4.19 FEET TO A POINT ON A CURVE CONCAVE TO THE NORTHEAST HAVING A RADIUS OF 20.00 FEET AND A CENTRAL ANGLE OF 107°28'48";

THENCE ALONG SAID CURVE TO THE RIGHT AN ARC DISTANCE OF 37.52 FEET; THENCE NORTH 18°17'42" EAST A DISTANCE OF 35.38 FEET;

THENCE NORTH 1°33'49" WEST A DISTANCE OF 227.54 FEET; THENCE NORTH 0°35'50" WEST A DISTANCE OF 138.41 FEET;

THENCE NORTH 0°35'47" WEST A DISTANCE OF 136.64 FEET TO A POINT ON A CURVE CONCAVE TO THE EAST HAVING A RADIUS OF 694.30 FEET AND A CENTRAL ANGLE OF 5°48'51";

THENCE ALONG SAID CURVE TO THE RIGHT AN ARC DISTANCE OF 70.46 FEET TO THE NORTH LINE OF SAID TRACT 4;

THENCE SOUTH 89°11'26" EAST A DISTANCE OF 4.01 FEET TO THE POINT OF BEGINNING;

SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON. CONTAINING 2,543 SQUARE FEET.

## 9.0 COMPARABLE PROPERTIES SURROUNDING RIGHT-OF-WAY TO BE CONVEYED





## 10.0 VALUATION OF RIGHT-OF-WAY TO BE CONVEYED

The table below outlines the adjacent ownerships and their assessed land values per the Snohomish County records found on their website. The property records of the parcels are attached. The second table uses the average value of the adjoining property and applies it to the square footage of the ROW to be conveyed. Valuation for the ROW is estimated at \$11,596.08.

ADJACENT PROPERTIES				
PARCEL	OWNER NAME	ACREAGE	SQFT	LAND VALUE
00479700000301	Pellerin Ridge, LLC	0.61	26,571.60	\$172,100.00
00479700000302	Pellerin Ridge, LLC	4.67	203,425.20	\$579,700.00
00479700000204	Steve Griewe	0.29	12,632.40	\$141,000.00
00479700000203	Andrew Strum	0.28	12,196.80	\$141,000.00
00479700000202	Dorise Amick	0.58	25,264.80	\$158,000.00
29061900402000	James Booth	0.24	10,454.40	\$133,000.00
<b>Totals</b>		<b>6.67</b>	<b>290,545.20</b>	<b>\$1,324,800.00</b>

**AVG VALUE / SQFT \$4.56**

ROW TO BE DEDICATED			
VALUE / SQFT	ACREAGE	SQFT	LAND VALUE
<b>\$4.56</b>	<b>0.05</b>	<b>2,543.00</b>	<b>\$11,596.08</b>

## 11.0 RIGHT OF WAY VACATION DETERMINATION

The tables below are excerpts from the City of Lake Stevens code that outlines the decision criteria and standards as it pertains to ROW Vacations valuation and appraisals.

Chapter 14.16C
LAND USE ACTIONS, PERMITS AND DETERMINATIONS - DECISION CRITERIA AND STANDARDS
<b>14.16C.095 Right-of-Way Vacation.</b>
(a) The purpose of this section is to provide procedures and requirements for the vacation of public rights-of-way and streets. The owners of an interest in any real estate abutting upon any street or alley who may desire to vacate the street or alley, or any part thereof, may petition the City Council for the vacation, or the City Council may initiate, by resolution, such vacation procedure.
<i>Appraisal. In all cases where the City Council requires compensation for the vacated right-of-way, an appraisal of the right-of-way proposed for vacation shall be made by one or more of the following methods:</i>
(1) The assessed value of comparable abutting property shall be obtained from the records of the Snohomish County assessor. The average of said values, on a square foot basis, shall be applied to the right-of-way which is proposed for vacation.
(2) The petitioner shall be required to submit a report of a professional appraiser to the City, stating the fair market value of the right-of-way proposed for vacation.
(3) The City shall obtain a report from one or more professional appraisers stating the fair market value of the right-of-way proposed for vacation. The cost of said report or reports shall be paid by the petitioner prior to the time of the public hearing.

The applicant believes they have provided all required documentation for review by the City for processing the ROW Vacation Application submitted herewith.

We appreciate the opportunity to provide this property valuation.

Respectfully,  
Pellerin Ridge, LLC



By: Ty Reoh, Member



## Property Account Summary

10/17/2018

Parcel Number	00479700000203	Property Address	10614 18TH ST SE , LAKE STEVENS, WA 98258
---------------	----------------	------------------	---

## General Information

Property Description	IDEAL GARDEN TRACTS BLK 000 D-03 - W 75FT OF E 225FT OF S 167FT OF N 187FT OF TR 2
Property Category	Land and Improvements
Status	Active, Locally Assessed
Tax Code Area	03194

## Property Characteristics

Use Code	111 Single Family Residence - Detached
Unit of Measure	Acre(s)
Size (gross)	0.28

## Related Properties

No Related Properties Found
-----------------------------

## Parties

Role	Percent	Name	Address
Taxpayer	100	STRUM ANDREW/MICHELLE	10614 18TH ST SE, LAKE STEVENS, WA 98258
Owner	100	STURM ANDREW & MICHELLE	10614 18TH ST SE, LAKE STEVENS, WA 98258

## Property Values

Value Type	Tax Year 2018	Tax Year 2017	Tax Year 2016	Tax Year 2015	Tax Year 2014
Taxable Value Regular	\$263,900	\$230,700	\$214,500	\$191,000	\$168,800
Exemption Amount Regular					
Market Total	\$263,900	\$230,700	\$214,500	\$191,000	\$168,800
Assessed Value	\$263,900	\$230,700	\$214,500	\$191,000	\$168,800
Market Land	\$141,000	\$116,000	\$102,000	\$86,000	\$76,000
Market Improvement	\$122,900	\$114,700	\$112,500	\$105,000	\$92,800
Personal Property					

## Active Exemptions

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

## Events

Effective Date	Entry Date-Time	Type	Remarks
06/08/2018	08/22/2018 14:11:00	Owner Terminated	Property Transfer Filing No.: 1172482 06/08/2018 by sasset
06/08/2018	08/22/2018 14:11:00	Owner Added	Property Transfer Filing No.: 1172482 06/08/2018 by sasset
06/08/2018	08/22/2018 14:10:00	Owner Terminated	Property Transfer Filing No.: 1172480 06/08/2018 by sasset
06/08/2018	08/22/2018	Owner Added	Property Transfer Filing No.: 1172480 06/08/2018 by sasset



	14:10:00		
06/08/2018	07/11/2018 15:51:00	Taxpayer Changed	Property Transfer Filing No.: 1172482 06/08/2018 by strtpw
06/08/2018	07/11/2018 15:51:00	Excise Processed	Property Transfer Filing No.: 1172482, Quit Claim Deed 06/08/2018 by strtpw
06/08/2018	07/11/2018 15:38:00	Taxpayer Changed	Property Transfer Filing No.: 1172480 06/08/2018 by strtpw
06/08/2018	07/11/2018 15:38:00	Excise Processed	Property Transfer Filing No.: 1172480, Quit Claim Deed 06/08/2018 by strtpw
09/10/2014	09/10/2014 15:53:03	Excise Processed	Temporary Excise: T012828 Finalized to: E041458
09/09/2014	09/15/2014 13:41:00	Owner Added	Property Transfer Filing No.: E041458 09/09/2014 by sasset
09/09/2014	09/15/2014 13:41:00	Owner Terminated	Property Transfer Filing No.: E041458 09/09/2014 by sasset
09/09/2014	09/11/2014 11:09:00	Excise Processed	Property Transfer Filing No.: 1058800, Quit Claim Deed 09/09/2014 by strjin
09/09/2014	09/11/2014 11:05:00	Taxpayer Changed	Property Transfer Filing No.: 1058798 09/09/2014 by strjin
09/09/2014	09/11/2014 11:05:00	Excise Processed	Property Transfer Filing No.: 1058798, Quit Claim Deed 09/09/2014 by strjin
09/09/2014	09/10/2014 15:53:00	Excise Processed	Property Transfer Filing No.: T012828, submitted by eREET 09/09/2014 by ASCEREET
07/01/2008	07/18/2008 12:09:00	Owner Terminated	Property Transfer Filing No.: 122882 07/01/2008 by sashmt
07/01/2008	07/18/2008 12:09:00	Owner Added	Property Transfer Filing No.: 122882 07/01/2008 by sashmt
07/01/2008	07/02/2008 14:54:00	Excise Processed	Property Transfer Filing No.: 122882, Quit Claim Deed 07/01/2008 by strphb
06/15/2007	06/15/2007 10:51:00	The situs address has changed	by sasrrg
12/30/2005	12/30/2005 14:47:00	Property Characteristic Changed	2006 Surface Water Units changed from 0.28 to by sascab
06/27/2001	06/27/2001 10:07:00	Annexation Completed For Property	SWRLKS RES 673 FIX-annexed by LAKE STEVENS SEWER DISTRICT for 2002-Revise District Membership by sascab

**Tax Balance**

Installments Payable/Paid for Tax Year(Enter 4-digit Year, then Click-Here): 2018

**Distribution of Current Taxes**

District	Rate	Amount	Voted Amount	Non-Voted Amount
FIRE DISTRICT 08 LAKE STEVENS	1.73	\$457.57	\$131.95	\$325.62
LAKE STEVENS SCHOOL DIST NO 4	4.95	\$1,305.53	\$1,305.53	\$0.00
SNO-ISLE INTERCOUNTY RURAL LIBRARY	0.38	\$100.18	\$0.00	\$100.18
SNOHOMISH COUNTY - ROAD	1.28	\$338.42	\$0.00	\$338.42
SNOHOMISH COUNTY-CNT	0.79	\$208.75	\$0.00	\$208.75
STATE	2.85	\$751.66	\$0.00	\$751.66
SNOHOMISH CONSERVATION DISTRICT		\$6.01	\$0.00	\$6.01
SURFACE WATER - SWM068000		\$122.00	\$0.00	\$122.00
<b>TOTAL</b>	<b>11.98</b>	<b>\$3,290.12</b>	<b>\$1,437.48</b>	<b>\$1,852.64</b>

**Pending Property Values**

Pending Tax Year	Market Land Value	Market Improvement Value	Market Total Value	Current Use Land Value	Current Use Improvement	Current Use Total Value
2019	\$172,000.00	\$129,200.00	\$301,200.00	\$0.00	\$0.00	\$0.00

**Levy Rate History**

Tax Year	Total Levy Rate
2017	10.565945
2016	11.374008



2015

12.213747

**Real Property Structures**

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

**Receipts**

Date	Receipt No.	Amount Applied to Parcel	Receipt Total
10/15/2018 15:18:00	<a href="#">10090893</a>	\$1,645.06	\$1,645.06
04/20/2018 00:00:00	<a href="#">9839530</a>	\$1,645.06	\$3,290.12
10/27/2017 00:00:00	<a href="#">9572540</a>	\$1,282.29	\$1,282.29
04/19/2017 00:00:00	<a href="#">9273592</a>	\$1,282.28	\$2,564.57
10/31/2016 00:00:00	<a href="#">9022808</a>	\$1,283.37	\$1,283.37
04/20/2016 10:51:00	<a href="#">8705416</a>	\$1,283.36	\$2,566.73
10/28/2015 00:00:00	<a href="#">8456307</a>	\$1,229.92	\$1,229.92
04/27/2015 00:00:00	<a href="#">8191886</a>	\$1,229.92	\$2,459.84
09/15/2014 13:32:00	<a href="#">7817977</a>	\$1,178.84	\$1,178.84
03/27/2014 00:00:00	<a href="#">7549362</a>	\$1,178.84	\$2,357.68
09/24/2013 00:00:00	<a href="#">7279094</a>	\$1,071.12	\$1,071.12
03/28/2013 00:00:00	<a href="#">7010559</a>	\$1,071.11	\$2,142.23

**Sales History**

Sale Date	Entry Date	Recording Date	Recording Number	Sale Amount	Excise Number	Deed Type	Transfer Type	Grantor(Seller)	Grantee(Buyer)	Other Parcels
07/01/2008	07/02/2008	07/01/2008		\$0.00	122882	QC	S	HEIN CINDY A	HEIN CINDY A LIVING TRUST	No
09/09/2014	09/11/2014	09/09/2014		\$0.00	1058798	QC	S	STURM MICHELLE	STURM ANDREW	No
09/09/2014	09/11/2014	09/09/2014		\$0.00	1058800	QC	S	STARK RUTH ANN	STARK ROGER	No
09/09/2014	09/10/2014	09/09/2014		\$235,000.00	E041458	W	S	HEIN CINDY A LIVING TRUST	STURM ANDREW/STARK ROGER	No
06/08/2018	07/11/2018	06/08/2018		\$0.00	1172480	QC	S	STURM MICHELLE/ROGER & RUTH A	STURM ANDREW	No
06/08/2018	07/11/2018	06/08/2018		\$0.00	1172482	QC	S	STURM ANDREW	STURM ANDREW & MICHELLE	No

**Property Maps**

Neighborhood Code	Township	Range	Section	Quarter	Parcel Map
2616000	29	06	19	SW	<a href="#">View parcel maps for this Township/Range/Section</a>



## Property Account Summary

10/17/2018

Parcel Number	00479700000202	Property Address	10626 18TH ST SE , EVERETT, WA 98205
---------------	----------------	------------------	--------------------------------------

### General Information

Property Description	IDEAL GARDEN TRACTS BLK 000 D-02 - N 187FT OF E 150FT OF TR 2 EXC N 20FTFOR CO RD AKA EXH E OF BLA 316-93 REC AF NO 9402090402
Property Category	Land and Improvements
Status	Active, Locally Assessed
Tax Code Area	03194

### Property Characteristics

Use Code	111 Single Family Residence - Detached
Unit of Measure	Acre(s)
Size (gross)	0.58

### Related Properties

No Related Properties Found
-----------------------------

### Parties

Role	Percent	Name	Address
Taxpayer	100	AMICK DORIS E	10626 18TH ST SE, LAKE STEVENS, WA 98258
Owner	100	AMICK DORIS E	10626 18TH ST SE, LAKE STEVENS, WA 98258

### Property Values

Value Type	Tax Year 2018	Tax Year 2017	Tax Year 2016	Tax Year 2015	Tax Year 2014
Taxable Value Regular	\$46,840	\$46,840	\$46,840	\$46,840	\$46,840
Exemption Amount Regular	\$257,060	\$217,660	\$197,760	\$169,060	\$140,760
Market Total	\$303,900	\$264,500	\$244,600	\$215,900	\$187,600
Assessed Value	\$303,900	\$264,500	\$244,600	\$215,900	\$187,600
Market Land	\$158,000	\$131,000	\$116,000	\$94,000	\$80,000
Market Improvement	\$145,900	\$133,500	\$128,600	\$121,900	\$107,600
Personal Property					

### Active Exemptions

Senior/Disabled Level A
-------------------------

### Events

Effective	Entry	Type	Remarks
-----------	-------	------	---------



Date	Date-Time		
12/30/2005	12/30/2005 14:47:00	Property Characteristic Changed	2006 Surface Water Units changed from 0.58 to by sascab
06/27/2001	06/27/2001 10:07:00	Annexation Completed For Property	SWRLKS RES 673 FIX-annexed by LAKE STEVENS SEWER DISTRICT for 2002-Revise District Membership by sascab

**Tax Balance**

[Installments Payable/Paid for Tax Year\(Enter 4-digit Year, then Click-Here\):](#) 2018

**Distribution of Current Taxes**

District	Rate	Amount	Voted Amount	Non-Voted Amount
FIRE DISTRICT 08 LAKE STEVENS	1.73	\$81.21	\$23.42	\$57.79
LAKE STEVENS SCHOOL DIST NO 4	4.95	\$0.00	\$0.00	\$0.00
SNO-ISLE INTERCOUNTY RURAL LIBRARY	0.38	\$17.78	\$0.00	\$17.78
SNOHOMISH COUNTY - ROAD	1.28	\$60.07	\$0.00	\$60.07
SNOHOMISH COUNTY-CNT	0.79	\$37.05	\$0.00	\$37.05
STATE	2.85	\$86.34	\$0.00	\$86.34
SNOHOMISH CONSERVATION DISTRICT		\$6.03	\$0.00	\$6.03
STATE FOREST FIRE		\$17.90	\$0.00	\$17.90
TOTAL	11.98	\$306.38	\$23.42	\$282.96

**Pending Property Values**

Pending Tax Year	Market Land Value	Market Improvement Value	Market Total Value	Current Use Land Value	Current Use Improvement	Current Use Total Value
2019	\$192,000.00	\$155,200.00	\$347,200.00	\$0.00	\$0.00	\$0.00

**Levy Rate History**

Tax Year	Total Levy Rate
2017	10.565945
2016	11.374008
2015	12.213747

**Real Property Structures**

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

**Receipts**

Date	Receipt No.	Amount Applied to Parcel	Receipt Total
04/13/2018 16:11:00	<a href="#">9792422</a>	\$153.19	\$153.19
03/19/2018 11:35:00	<a href="#">9759464</a>	\$153.19	\$306.38
03/10/2017 15:40:00	<a href="#">9193769</a>	\$323.98	\$323.98
05/04/2016 14:10:00	<a href="#">8872126</a>	\$170.80	\$170.80
02/25/2016 11:47:00	<a href="#">8619999</a>	\$170.79	\$341.59
08/03/2015 14:05:00	<a href="#">8360553</a>	\$180.62	\$180.62
04/20/2015 00:00:00	<a href="#">8173082</a>	\$180.61	\$361.23
08/14/2014 08:42:00	<a href="#">7811660</a>	\$189.72	\$189.72
03/12/2014 00:00:00	<a href="#">7530049</a>	\$189.72	\$379.44
10/15/2013 00:00:00	<a href="#">7308696</a>	\$194.44	\$194.44
03/04/2013 09:44:00	<a href="#">6989731</a>	\$194.44	\$388.88

**Sales History**

Sale Date	Entry Date	Recording Date	Recording Number	Sale Amount	Excise Number	Deed Type	Transfer Type	Grantor(Seller)	Grantee(Buyer)	Other Parcels
No Sales History Found										

**Property Maps**

Neighborhood Code	Township	Range	Section	Quarter	Parcel Map
2616000	29	06	19	SW	<a href="#">View parcel maps for this Township/Range/Section</a>



## Property Account Summary

10/17/2018

Parcel Number	00479700000301	Property Address	1707 S LAKE STEVENS RD , LAKE STEVENS, WA 98258-1904
---------------	----------------	------------------	--

### General Information

Property Description	IDEAL GARDEN TRACTS BLK 000 D-01 - BEG SW COR LOT 3 TH N 170FT TO TPB THE 276FT TH N 95FT TH W 276FT TO E LN CO RD TH S 95FT TO POB
Property Category	Land and Improvements
Status	Active, Locally Assessed
Tax Code Area	03194

### Property Characteristics

Use Code	122 Two Family Residence (Duplex)
Unit of Measure	Acre(s)
Size (gross)	0.61

### Related Properties

No Related Properties Found

### Parties

Role	Percent	Name	Address
Taxpayer	100	PELLERIN RIDGE LLC	10515 20TH ST SE STE 130, LAKE STEVENS, WA 98258
Owner	100	PBWA PROPERTIES LLC	3100 WOBURN ST, BELLINGHAM, WA 98226

### Property Values

Value Type	Tax Year 2018	Tax Year 2017	Tax Year 2016	Tax Year 2015	Tax Year 2014
Taxable Value Regular	\$206,300	\$170,500	\$268,300	\$249,400	\$214,200
Exemption Amount Regular					
Market Total	\$206,300	\$170,500	\$268,300	\$249,400	\$214,200
Assessed Value	\$206,300	\$170,500	\$268,300	\$249,400	\$214,200
Market Land	\$172,100	\$140,400	\$125,600	\$102,300	\$85,600
Market Improvement	\$34,200	\$30,100	\$142,700	\$147,100	\$128,600
Personal Property					

### Active Exemptions

No Exemptions Found

### Events

Effective Date	Entry Date-Time	Type	Remarks
08/07/2018	08/14/2018 13:31:00	Taxpayer Changed	Property Transfer Filing No.: 1175263 08/07/2018 by strtpw
08/07/2018	08/14/2018 13:31:00	Excise Processed	Property Transfer Filing No.: 1175263, Quit Claim Deed 08/07/2018 by strtpw

06/26/2018	06/26/2018 15:40:00	Annexation Completed For Property	CTYLKS ORD 1028 - PELLERIN ANNEX-annexed by CITY OF LAKE STEVENS for 2019-Revise District Membership by SASCJH
11/22/2017	11/22/2017 14:41:21	Excise Processed	Temporary Excise: T068936 Finalized to: E095468
11/21/2017	11/22/2017 14:41:00	Excise Processed	Property Transfer Filing No.: T068936, submitted by eREET 11/21/2017 by ASCEREET
06/27/2012	08/22/2012 09:28:00	Property Assigned To Transfer/Sale	Property Assigned to Transfer/Sale. Filing No.: 1003280, Quit Claim Deed by sasset
06/27/2012	08/22/2012 09:28:00	Owner Terminated	Property Transfer Filing No.: 1003280 06/27/2012 by sasset
06/27/2012	08/22/2012 09:28:00	Owner Added	Property Transfer Filing No.: 1003280 06/27/2012 by sasset
06/27/2012	07/11/2012 15:21:00	Taxpayer Changed	Property Transfer Filing No.: 1003280 06/27/2012 by strtjg
06/27/2012	07/11/2012 15:21:00	Excise Processed	Property Transfer Filing No.: 1003280, Quit Claim Deed 06/27/2012 by strtjg
09/30/2011	10/26/2011 13:00:00	Property Assigned To Transfer/Sale	Property Assigned to Transfer/Sale. Filing No.: 441435, In Lieu of Foreclosure by sasset
09/30/2011	10/26/2011 13:00:00	Owner Terminated	Property Transfer Filing No.: 441435 09/30/2011 by sasset
09/30/2011	10/26/2011 13:00:00	Owner Added	Property Transfer Filing No.: 441435 09/30/2011 by sasset
09/30/2011	10/03/2011 14:31:00	Taxpayer Changed	Property Transfer Filing No.: 441435 09/30/2011 by strbjp
09/30/2011	10/03/2011 14:31:00	Excise Processed	Property Transfer Filing No.: 441435, In Lieu of Foreclosure 09/30/2011 by strbjp
08/14/2007	08/14/2007 16:02:00	Annexation Completed For Property	SWRLKS RES 786 - TORRINGTON RIDGE-annexed by LAKE STEVENS SEWER DISTRICT for 2008-Revise District Membership by sascab
06/29/2007	07/25/2007 08:26:00	Property Assigned To Transfer/Sale	Property Assigned to Transfer/Sale. Filing No.: 308118, Quit Claim Deed by sasset
06/29/2007	07/25/2007 08:26:00	Owner Terminated	Property Transfer Filing No.: 308118 06/29/2007 by sasset
06/29/2007	07/25/2007 08:26:00	Owner Added	Property Transfer Filing No.: 308118 06/29/2007 by sasset
06/29/2007	07/13/2007 09:21:00	Taxpayer Changed	Property Transfer Filing No.: 308118 06/29/2007 by strpcs
06/29/2007	07/10/2007 14:58:00	Excise Processed	Property Transfer Filing No.: 308118, Quit Claim Deed 06/29/2007 by strphb
06/02/2006	06/20/2006 13:56:00	Owner Terminated	Property Transfer Filing No.: 106030 06/02/2006 by sasset
06/02/2006	06/20/2006 13:56:00	Owner Added	Property Transfer Filing No.: 106030 06/02/2006 by sasset
06/02/2006	06/13/2006 14:57:00	Taxpayer Changed	Property Transfer Filing No.: 106030 06/02/2006 by strpcs
06/02/2006	06/09/2006 09:23:00	Excise Processed	Property Transfer Filing No.: 106030, Quit Claim Deed 06/02/2006 by strnls
05/23/2006	06/20/2006 13:50:00	Owner Terminated	Property Transfer Filing No.: 204572 05/23/2006 by sasset
05/23/2006	06/20/2006 13:50:00	Owner Added	Property Transfer Filing No.: 204572 05/23/2006 by sasset
05/23/2006	06/05/2006 09:23:00	Taxpayer Changed	Property Transfer Filing No.: 204572 05/23/2006 by strwjt
05/23/2006	05/26/2006 14:47:00	Excise Processed	Property Transfer Filing No.: 204573, Quit Claim Deed 05/23/2006 by strbjp
05/23/2006	05/26/2006 14:43:00	Excise Processed	Property Transfer Filing No.: 204572, Statutory Warranty Deed 05/23/2006 by strbjp
12/30/2005	12/30/2005 14:48:00	Property Characteristic	2006 Surface Water Units changed from 0.61 to by sascab



		Changed	
11/21/2000	12/18/2000 08:37:00	Owner Terminated	Property Transfer Filing No.: 458363 11/21/2000
11/21/2000	12/18/2000 08:37:00	Owner Added	Property Transfer Filing No.: 458363 11/21/2000
11/21/2000	12/01/2000 10:08:00	Excise Processed	Property Transfer Filing No.: 458363, Statutory Warranty Deed
11/21/2000	12/01/2000 10:08:00	Taxpayer Changed	Property Transfer Filing No.: 458363

**Tax Balance****Installments Payable**

Tax Year	Installment	Due Date	Principal	Interest, Penalties and Costs	Total Due	Cumulative Due	Select to Pay
2018	1	04/30/2018	\$1,360.98	\$244.97	\$1,605.95	\$1,605.95	Select
2018	2	10/31/2018	\$1,360.98	\$0.00	\$1,360.98	\$2,966.93	Select

[Installments Payable/Paid for Tax Year\(Enter 4-digit Year, then Click-Here\):](#) 2018

**Distribution of Current Taxes**

District	Rate	Amount	Voted Amount	Non-Voted Amount
FIRE DISTRICT 08 LAKE STEVENS	1.73	\$357.70	\$103.15	\$254.55
LAKE STEVENS SCHOOL DIST NO 4	4.95	\$1,020.58	\$1,020.58	\$0.00
SNO-ISLE INTERCOUNTY RURAL LIBRARY	0.38	\$78.32	\$0.00	\$78.32
SNOHOMISH COUNTY - ROAD	1.28	\$264.55	\$0.00	\$264.55
SNOHOMISH COUNTY-CNT	0.79	\$163.18	\$0.00	\$163.18
STATE	2.85	\$587.60	\$0.00	\$587.60
SNOHOMISH CONSERVATION DISTRICT		\$6.03	\$0.00	\$6.03
SURFACE WATER - SWM068000		\$244.00	\$0.00	\$244.00
TOTAL	11.98	\$2,721.96	\$1,123.73	\$1,598.23

**Pending Property Values**

Pending Tax Year	Market Land Value	Market Improvement Value	Market Total Value	Current Use Land Value	Current Use Improvement	Current Use Total Value
2019	\$198,900.00	\$0.00	\$198,900.00	\$0.00	\$0.00	\$0.00

**Levy Rate History**

Tax Year	Total Levy Rate
2017	10.565945
2016	11.374008
2015	12.213747

**Real Property Structures**

Description	Type	Year Built	More Information
2 Story	Dwelling	1995	<a href="#">View Detailed Structure Information</a>

**Receipts**

Date	Receipt No.	Amount Applied to Parcel	Receipt Total
10/24/2017 00:00:00	<a href="#">9558448</a>	\$1,025.26	\$1,025.26
05/02/2017 00:00:00	<a href="#">9437077</a>	\$1,025.26	\$2,050.52
10/18/2016 00:00:00	<a href="#">8956412</a>	\$1,650.34	\$1,650.34
04/21/2016 00:00:00	<a href="#">8710608</a>	\$1,650.33	\$3,300.67
10/23/2015 00:00:00	<a href="#">8444348</a>	\$1,647.57	\$1,647.57
04/16/2015 00:00:00	<a href="#">8139186</a>	\$1,647.57	\$3,295.14
10/17/2014 00:00:00	<a href="#">7844085</a>	\$1,539.83	\$1,539.83
05/01/2014 00:00:00	<a href="#">7763782</a>	\$1,539.82	\$3,079.65
10/30/2013 00:00:00	<a href="#">7460364</a>	\$1,690.89	\$1,690.89

05/02/2013 00:00:00

7222841

\$1,690.89

\$3,381.78

**Sales History**

Sale Date	Entry Date	Recording Date	Recording Number	Sale Amount	Excise Number	Deed Type	Transfer Type	Grantor(Seller)	Grantee(Buyer)	Other Parcels
11/21/2000	12/01/2000	11/21/2000		\$0.00	458363	QC	S	DOWD CHRISTINE	OSBORNE THOMAS W JR & CHRISTINE	No
05/23/2006	05/26/2006	05/23/2006		\$0.00	204573	QC	S	DURHAM-MCCOURT STEPHANIE J	MCCOURT PATRICK L	No
05/23/2006	05/26/2006	05/23/2006		\$425,000.00	204572	W	S	OSBORNE THOMAS W JR & CHRISTINE K	MCCOURT PATRICK L	No
06/02/2006	06/09/2006	06/02/2006		\$0.00	106030	QC	S	MCCOURT PATRICK L	BONTERRA HOMES INC	No
06/29/2007	07/10/2007	06/29/2007		\$0.00	308118	QC	M	BONTERRA HOMES INC	TORRINGTON RIDGE LLC	No
09/30/2011	10/03/2011	09/30/2011		\$0.00	441435	W	M	TORRINGTON RIDGE LLC	PEOPLES BANK	No
06/27/2012	07/11/2012	06/27/2012		\$0.00	1003280	QC	M	PEOPLES BANK	PBWA PROPERTIES LLC	No

**Property Maps**

Neighborhood Code	Township	Range	Section	Quarter	Parcel Map
2616000	29	06	19	SW	<a href="#">View parcel maps for this Township/Range/Section</a>



## Property Account Summary

10/17/2018

Parcel Number	00479700000302	Property Address	10607 18TH ST SE , LAKE STEVENS, WA 98258
---------------	----------------	------------------	---

### General Information

Property Description	Section 19 Township 29 Range 6 Quarter SW IDEAL GARDEN TRACTS BLK 000 D-02 LOT 3 LESS W 276FT OF N 95FT OF S 265FT LESS CO RD ALSO S 125FT OF LOT 4 & LESS ADD'L RD R/W TO SNO CO PER SWD REC AFN201311200325
Property Category	Land and Improvements
Status	Active, Locally Assessed
Tax Code Area	03194

### Property Characteristics

Use Code	111 Single Family Residence - Detached
Unit of Measure	Acre(s)
Size (gross)	4.67

### Related Properties

No Related Properties Found
-----------------------------

### Parties

Role	Percent	Name	Address
Taxpayer	100	PELLERIN RIDGE LLC	10515 20TH ST SE STE 130, LAKE STEVENS, WA 98258
Owner	100	PBWA PROPERTIES LLC	3100 WOBURN ST, BELLINGHAM, WA 98226

### Property Values

Value Type	Tax Year 2018	Tax Year 2017	Tax Year 2016	Tax Year 2015	Tax Year 2014
Taxable Value Regular	\$588,600	\$444,600	\$362,600	\$316,100	\$236,200
Exemption Amount Regular					
Market Total	\$588,600	\$444,600	\$362,600	\$316,100	\$236,200
Assessed Value	\$588,600	\$444,600	\$362,600	\$316,100	\$236,200
Market Land	\$579,700	\$426,300	\$327,400	\$299,700	\$216,900
Market Improvement	\$8,900	\$18,300	\$35,200	\$16,400	\$19,300
Personal Property					

### Active Exemptions

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

### Events

Effective Date	Entry Date-Time	Type	Remarks
08/07/2018	08/14/2018 13:31:00	Taxpayer Changed	Property Transfer Filing No.: 1175263 08/07/2018 by strtpw
08/07/2018	08/14/2018	Excise Processed	Property Transfer Filing No.: 1175263, Quit Claim Deed 08/07/2018 by strtpw



	13:31:00		
06/26/2018	06/26/2018 15:40:00	Annexation Completed For Property	CTYLKS ORD 1028 - PELLERIN ANNEX-annexed by CITY OF LAKE STEVENS for 2019-Revise District Membership by SASCJH
06/12/2018	06/12/2018 10:47:00	The situs address has changed	by sasjra
11/22/2017	11/22/2017 14:41:21	Excise Processed	Temporary Excise: T068936 Finalized to: E095468
11/21/2017	11/22/2017 14:41:00	Excise Processed	Property Transfer Filing No.: T068936, submitted by eREET 11/21/2017 by ASCEREET
06/05/2014	06/05/2014 09:14:00	Tax Bill Recalculation	Value Modification for 2013 performed by straml
05/27/2014	05/27/2014 14:00:00	Tax Bill Recalculation	Value Modification for 2014 performed by straml
05/02/2014	05/02/2014 10:32:00	Value Modification	Type: Value Change Due to Segregation/Merger, Status: Approved, Tax Year: 2013 by sascaf
05/02/2014	05/02/2014 10:32:00	Value Modification	Type: Value Change Due to Segregation/Merger, Status: Approved, Tax Year: 2014 by sascaf
05/02/2014	05/02/2014 10:31:00	Property Characteristic Changed	2014 Surface Water Units changed from 4.85 to 4.67 by sascaf
05/02/2014	05/02/2014 10:31:00	Property Characteristic Changed	2013 Size (gross) changed from 4.85 to 4.67 by sascaf
05/02/2014	05/02/2014 10:31:00	Property Characteristic Changed	2013 Surface Water Units changed from 4.85 to 4.67 by sascaf
05/02/2014	05/02/2014 10:30:00	Property Characteristic Changed	2014 Size (gross) changed from 4.85 to 4.67 by sascaf
05/01/2014	05/01/2014 14:10:00	Value Modification	Type: Value Change Due to Segregation/Merger, Status: Under Review, Tax Year: 2013 by sascaf
05/01/2014	05/01/2014 14:09:00	Value Modification	Type: Value Change Due to Segregation/Merger, Status: Under Review, Tax Year: 2014 by sascaf
09/09/2013	11/20/2013 13:09:00	Excise Processed	Property Transfer Filing No.: 1039418, Statutory Warranty Deed 09/09/2013 by strblk
06/27/2012	08/22/2012 09:28:00	Property Assigned To Transfer/Sale	Property Assigned to Transfer/Sale. Filing No.: 1003280, Quit Claim Deed by sasset
06/27/2012	08/22/2012 09:28:00	Owner Terminated	Property Transfer Filing No.: 1003280 06/27/2012 by sasset
06/27/2012	08/22/2012 09:28:00	Owner Added	Property Transfer Filing No.: 1003280 06/27/2012 by sasset
06/27/2012	07/11/2012 15:21:00	Taxpayer Changed	Property Transfer Filing No.: 1003280 06/27/2012 by strtjg
06/27/2012	07/11/2012 15:21:00	Excise Processed	Property Transfer Filing No.: 1003280, Quit Claim Deed 06/27/2012 by strtjg
09/30/2011	10/26/2011 13:00:00	Property Assigned To Transfer/Sale	Property Assigned to Transfer/Sale. Filing No.: 441435, In Lieu of Foreclosure by sasset
09/30/2011	10/26/2011 13:00:00	Owner Terminated	Property Transfer Filing No.: 441435 09/30/2011 by sasset
09/30/2011	10/26/2011 13:00:00	Owner Added	Property Transfer Filing No.: 441435 09/30/2011 by sasset
09/30/2011	10/03/2011 14:31:00	Taxpayer Changed	Property Transfer Filing No.: 441435 09/30/2011 by strbjp
09/30/2011	10/03/2011 14:31:00	Excise Processed	Property Transfer Filing No.: 441435, In Lieu of Foreclosure 09/30/2011 by strbjp
08/14/2007	08/14/2007 16:02:00	Annexation Completed For Property	SWRLKS RES 786 - TORRINGTON RIDGE-annexed by LAKE STEVENS SEWER DISTRICT for 2008-Revise District Membership by sascab
06/29/2007	07/25/2007 08:26:00	Property Assigned To Transfer/Sale	Property Assigned to Transfer/Sale. Filing No.: 308118, Quit Claim Deed by sasset

06/29/2007	07/25/2007 08:26:00	Owner Terminated	Property Transfer Filing No.: 308118 06/29/2007 by sasset
06/29/2007	07/25/2007 08:26:00	Owner Added	Property Transfer Filing No.: 308118 06/29/2007 by sasset
06/29/2007	07/13/2007 09:21:00	Taxpayer Changed	Property Transfer Filing No.: 308118 06/29/2007 by strpcs
06/29/2007	07/10/2007 14:58:00	Excise Processed	Property Transfer Filing No.: 308118, Quit Claim Deed 06/29/2007 by strphb
05/15/2007	05/24/2007 09:15:00	Owner Terminated	Property Transfer Filing No.: 306804 05/15/2007 by sasset
05/15/2007	05/24/2007 09:15:00	Owner Added	Property Transfer Filing No.: 306804 05/15/2007 by sasset
05/15/2007	05/24/2007 09:15:00	Owner Terminated	Property Transfer Filing No.: 306805 05/15/2007 by sasset
05/15/2007	05/24/2007 09:15:00	Owner Added	Property Transfer Filing No.: 306805 05/15/2007 by sasset
05/15/2007	05/21/2007 11:29:00	Taxpayer Changed	Property Transfer Filing No.: 306805 05/15/2007 by strssl
05/15/2007	05/16/2007 15:43:00	Excise Processed	Property Transfer Filing No.: 306805, Statutory Warranty Deed 05/15/2007 by strbjp
05/15/2007	05/16/2007 15:40:00	Excise Processed	Property Transfer Filing No.: 306804, Statutory Warranty Deed 05/15/2007 by strbjp
12/30/2005	12/30/2005 14:48:00	Property Characteristic Changed	2006 Surface Water Units changed from 4.85 to by sascab

**Tax Balance****Installments Payable**

Tax Year	Installment	Due Date	Principal	Interest, Penalties and Costs	Total Due	Cumulative Due	Select to Pay
2018	1	04/30/2018	\$3,590.50	\$646.30	\$4,236.80	\$4,236.80	Select
2018	2	10/31/2018	\$3,590.51	\$0.00	\$3,590.51	\$7,827.31	Select

[Installments Payable/Paid for Tax Year\(Enter 4-digit Year, then Click-Here\):](#) 2018

**Distribution of Current Taxes**

District	Rate	Amount	Voted Amount	Non-Voted Amount
FIRE DISTRICT 08 LAKE STEVENS	1.73	\$1,020.56	\$294.30	\$726.26
LAKE STEVENS SCHOOL DIST NO 4	4.95	\$2,911.84	\$2,911.84	\$0.00
SNO-ISLE INTERCOUNTY RURAL LIBRARY	0.38	\$223.45	\$0.00	\$223.45
SNOHOMISH COUNTY - ROAD	1.28	\$754.81	\$0.00	\$754.81
SNOHOMISH COUNTY-CNT	0.79	\$465.59	\$0.00	\$465.59
STATE	2.85	\$1,676.48	\$0.00	\$1,676.48
SNOHOMISH CONSERVATION DISTRICT		\$6.28	\$0.00	\$6.28
SURFACE WATER - SWM068000		\$122.00	\$0.00	\$122.00
TOTAL	11.98	\$7,181.01	\$3,206.14	\$3,974.87

**Pending Property Values**

Pending Tax Year	Market Land Value	Market Improvement Value	Market Total Value	Current Use Land Value	Current Use Improvement	Current Use Total Value
2019	\$879,100.00	\$5,100.00	\$884,200.00	\$0.00	\$0.00	\$0.00

**Levy Rate History**

Tax Year	Total Levy Rate
2017	10.565945
2016	11.374008
2015	12.213747

**Real Property Structures**



Description	Type	Year Built	More Information
1 1/2 Story	Dwelling	1920	<a href="#">View Detailed Structure Information</a>

**Receipts**

Date	Receipt No.	Amount Applied to Parcel	Receipt Total
10/24/2017 00:00:00	<a href="#">9558449</a>	\$2,412.43	\$2,412.43
05/02/2017 00:00:00	<a href="#">9437076</a>	\$2,412.42	\$4,824.85
10/18/2016 00:00:00	<a href="#">8956411</a>	\$2,125.73	\$2,125.73
04/21/2016 00:00:00	<a href="#">8710605</a>	\$2,125.72	\$4,251.45
10/23/2015 00:00:00	<a href="#">8444416</a>	\$1,994.00	\$1,994.00
04/16/2015 00:00:00	<a href="#">8139187</a>	\$1,994.00	\$3,988.00
10/17/2014 00:00:00	<a href="#">7844084</a>	\$1,587.95	\$1,587.95
05/01/2014 00:00:00	<a href="#">7763783</a>	\$1,660.63	\$3,321.27
10/30/2013 00:00:00	<a href="#">7460363</a>	\$1,755.93	\$1,780.08
05/02/2013 00:00:00	<a href="#">7222840</a>	\$1,780.08	\$3,560.16

**Sales History**

Sale Date	Entry Date	Recording Date	Recording Number	Sale Amount	Excise Number	Deed Type	Transfer Type	Grantor(Seller)	Grantee(Buyer)	Other Parcels
05/15/2007	05/16/2007	05/15/2007		\$2,400,000.00	306804	W	S	PAINTER GREGORY C	KAINTZ TIM & KERRI NOMINEE	No
05/15/2007	05/16/2007	05/15/2007		\$0.00	306805	W	S	KAINTZ TIM & KERRI	BONTERRA HOMES INC	No
06/29/2007	07/10/2007	06/29/2007		\$0.00	308118	QC	M	BONTERRA HOMES INC	TORRINGTON RIDGE LLC	No
09/30/2011	10/03/2011	09/30/2011		\$0.00	441435	W	M	TORRINGTON RIDGE LLC	PEOPLES BANK	No
06/27/2012	07/11/2012	06/27/2012		\$0.00	1003280	QC	M	PEOPLES BANK	PBWA PROPERTIES LLC	No

**Property Maps**

Neighborhood Code	Township	Range	Section	Quarter	Parcel Map
2616000	29	06	19	SW	<a href="#">View parcel maps for this Township/Range/Section</a>

## Property Account Summary

10/17/2018

Parcel Number	29061900402000	Property Address	10703 18TH ST SE , LAKE STEVENS, WA 98258
---------------	----------------	------------------	---

### General Information

Property Description	SEC 19 TWP 29 RGE 06RT-24G) PTN OF SW1/4 SE1/4 DAF TH W 75FT OF S 170FT OF N 664.10FT AS MEAS ALG W LN THOF OF SD SEC & LESS S 30FT THOF
Property Category	Land and Improvements
Status	Active, Locally Assessed
Tax Code Area	03162

### Property Characteristics

Use Code	111 Single Family Residence - Detached
Unit of Measure	Acre(s)
Size (gross)	0.24

### Related Properties

No Related Properties Found
-----------------------------

### Parties

Role	Percent	Name	Address
Taxpayer	100	BOOTH JAMES S	10703 18TH ST SE, LAKE STEVENS, WA 98258
Owner	100	BOOTH JAMES S	10703 18TH ST SE, LAKE STEVENS, WA 98258

### Property Values

Value Type	Tax Year 2018	Tax Year 2017	Tax Year 2016	Tax Year 2015	Tax Year 2014
Taxable Value Regular	\$185,700	\$159,800	\$146,300	\$130,700	\$122,600
Exemption Amount Regular					
Market Total	\$185,700	\$159,800	\$146,300	\$130,700	\$122,600
Assessed Value	\$185,700	\$159,800	\$146,300	\$130,700	\$122,600
Market Land	\$133,000	\$108,000	\$96,000	\$82,000	\$73,000
Market Improvement	\$52,700	\$51,800	\$50,300	\$48,700	\$49,600
Personal Property					

### Active Exemptions

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

### Events

Effective Date	Entry Date-Time	Type	Remarks
06/26/2018	06/26/2018 15:40:00	Annexation Completed For Property	CTYLKS ORD 1028 - PELLERIN ANNEX-annexed by CITY OF LAKE STEVENS for 2019-Revise District Membership by SASCJH
06/19/2008	06/19/2008 11:14:00	The situs address has changed	by sasklg



06/20/2002	08/01/2002 16:44:00	Owner Terminated	Property Transfer Filing No.: 171534 06/20/2002 by sasmns
06/20/2002	08/01/2002 16:44:00	Owner Added	Property Transfer Filing No.: 171534 06/20/2002 by sasmns
06/20/2002	06/28/2002 10:04:00	Excise Processed	Property Transfer Filing No.: 171534, Statutory Warranty Deed 06/20/2002 by strplv
06/20/2002	06/28/2002 10:04:00	Taxpayer Changed	Property Transfer Filing No.: 171534 06/20/2002 by strplv

**Tax Balance****Installments Payable**

Tax Year	Installment	Due Date	Principal	Interest, Penalties and Costs	Total Due	Cumulative Due	Select to Pay
2018	2	10/31/2018	\$1,185.51	\$0.00	\$1,185.51	\$1,185.51	<input type="button" value="Select"/>

[Installments Payable/Paid for Tax Year\(Enter 4-digit Year, then Click-Here\):](#) 2018

**Distribution of Current Taxes**

District	Rate	Amount	Voted Amount	Non-Voted Amount
FIRE DISTRICT 08 LAKE STEVENS	1.73	\$321.98	\$92.85	\$229.13
LAKE STEVENS SCHOOL DIST NO 4	4.95	\$918.67	\$918.67	\$0.00
SNO-ISLE INTERCOUNTY RURAL LIBRARY	0.38	\$70.50	\$0.00	\$70.50
SNOHOMISH COUNTY - ROAD	1.28	\$238.14	\$0.00	\$238.14
SNOHOMISH COUNTY-CNT	0.79	\$146.89	\$0.00	\$146.89
STATE	2.85	\$528.92	\$0.00	\$528.92
SNOHOMISH CONSERVATION DISTRICT		\$6.01	\$0.00	\$6.01
STATE FOREST FIRE		\$17.90	\$0.00	\$17.90
SURFACE WATER - SWM068000		\$122.00	\$0.00	\$122.00
TOTAL	11.98	\$2,371.01	\$1,011.52	\$1,359.49

**Pending Property Values**

Pending Tax Year	Market Land Value	Market Improvement Value	Market Total Value	Current Use Land Value	Current Use Improvement	Current Use Total Value
2019	\$162,000.00	\$56,000.00	\$218,000.00	\$0.00	\$0.00	\$0.00

**Levy Rate History**

Tax Year	Total Levy Rate
2017	10.565945
2016	11.374008
2015	12.213747

**Real Property Structures**

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

**Receipts**

Date	Receipt No.	Amount Applied to Parcel	Receipt Total
04/20/2018 00:00:00	<a href="#">9872176</a>	\$1,185.50	\$2,371.01
10/27/2017 00:00:00	<a href="#">9605858</a>	\$916.68	\$916.68
04/19/2017 00:00:00	<a href="#">9307457</a>	\$916.67	\$1,833.35
10/31/2016 00:00:00	<a href="#">9043770</a>	\$904.47	\$904.47
04/28/2016 00:00:00	<a href="#">8774694</a>	\$904.46	\$1,808.93
10/28/2015 00:00:00	<a href="#">8489775</a>	\$870.63	\$870.63
04/27/2015 00:00:00	<a href="#">8230270</a>	\$870.62	\$1,741.25
10/28/2014 00:00:00	<a href="#">7948488</a>	\$882.52	\$882.52
04/25/2014 00:00:00	<a href="#">7735328</a>	\$882.52	\$1,765.04
10/28/2013 00:00:00	<a href="#">7450209</a>	\$839.79	\$839.79

03/28/2013 00:00:00

[7028163](#)

\$839.78

\$1,679.57

**Sales History**

Sale Date	Entry Date	Recording Date	Recording Number	Sale Amount	Excise Number	Deed Type	Transfer Type	Grantor(Seller)	Grantee(Buyer)	Other Parcels
06/20/2002	06/28/2002	06/20/2002		\$155,000.00	171534	W	S	HALL MICHAEL R & LAURA A	BOOTH JAMES S	No

**Property Maps**

Neighborhood Code	Township	Range	Section	Quarter	Parcel Map
2616000	29	06	19	SE	<a href="#">View parcel maps for this Township/Range/Section</a>



## Property Account Summary

10/17/2018

Parcel Number	00479700000204	Property Address	10606 18TH ST SE , LAKE STEVENS, WA 98258
---------------	----------------	------------------	---

### General Information

Property Description	IDEAL GARDEN TRACTS BLK 000 D-04 W 75FT OF E 300FT OF S 167FT OF N 187FT OF TR 2
Property Category	Land and Improvements
Status	Active, Locally Assessed
Tax Code Area	03194

### Property Characteristics

Use Code	111 Single Family Residence - Detached
Unit of Measure	Acre(s)
Size (gross)	0.29

### Related Properties

No Related Properties Found

### Parties

Role	Percent	Name	Address
Taxpayer	100	GRIEWE STEVE W	10606 18TH ST SE, LAKE STEVENS, WA 98258
Owner	100	GRIEWE STEVE W	10606 18TH ST SE, EVERETT, WA 98205 United States

### Property Values

Value Type	Tax Year 2018	Tax Year 2017	Tax Year 2016	Tax Year 2015	Tax Year 2014
Taxable Value Regular	\$232,900	\$202,800	\$187,200	\$164,800	\$146,000
Exemption Amount Regular					
Market Total	\$232,900	\$202,800	\$187,200	\$164,800	\$146,000
Assessed Value	\$232,900	\$202,800	\$187,200	\$164,800	\$146,000
Market Land	\$141,000	\$116,000	\$102,000	\$86,000	\$76,000
Market Improvement	\$91,900	\$86,800	\$85,200	\$78,800	\$70,000
Personal Property					

### Active Exemptions

No Exemptions Found

### Events

Effective Date	Entry Date-Time	Type	Remarks
06/15/2007	06/15/2007 10:50:00	The situs address has changed	by sasrrg
08/26/2002	10/12/2002 11:45:00	Owner Terminated	Property Transfer Filing No.: 370270 08/26/2002 by sasrms



08/26/2002	10/12/2002 11:45:00	Owner Added	Property Transfer Filing No.: 370270 08/26/2002 by sasmns
08/26/2002	08/27/2002 13:42:00	Taxpayer Changed	Property Transfer Filing No.: 370270 08/26/2002 by strnls
08/26/2002	08/27/2002 13:42:00	Excise Processed	Property Transfer Filing No.: 370270, Statutory Warranty Deed 08/26/2002 by strnls
06/27/2001	06/27/2001 10:07:00	Annexation Completed For Property	SWRLKS RES 673 FIX-annexed by LAKE STEVENS SEWER DISTRICT for 2002-Revise District Membership by sascab
03/16/2000	04/27/2000 14:07:00	Owner Terminated	Property Transfer Filing No.: 155708
03/16/2000	04/27/2000 14:07:00	Owner Added	Property Transfer Filing No.: 155708
03/16/2000	03/21/2000 12:30:00	Excise Processed	Property Transfer Filing No.: 155708, Statutory Warranty Deed
03/16/2000	03/21/2000 12:30:00	Taxpayer Changed	Property Transfer Filing No.: 155708

**Tax Balance****Installments Payable**

Tax Year	Installment	Due Date	Principal	Interest, Penalties and Costs	Total Due	Cumulative Due	Select to Pay
2018	2	10/31/2018	\$1,459.34	\$0.00	\$1,459.34	\$1,459.34	Select

[Installments Payable/Paid for Tax Year\(Enter 4-digit Year, then Click-Here\):](#) 2018

**Distribution of Current Taxes**

District	Rate	Amount	Voted Amount	Non-Voted Amount
FIRE DISTRICT 08 LAKE STEVENS	1.73	\$403.82	\$116.45	\$287.37
LAKE STEVENS SCHOOL DIST NO 4	4.95	\$1,152.17	\$1,152.17	\$0.00
SNO-ISLE INTERCOUNTY RURAL LIBRARY	0.38	\$88.42	\$0.00	\$88.42
SNOHOMISH COUNTY - ROAD	1.28	\$298.67	\$0.00	\$298.67
SNOHOMISH COUNTY-CNT	0.79	\$184.23	\$0.00	\$184.23
STATE	2.85	\$663.35	\$0.00	\$663.35
SNOHOMISH CONSERVATION DISTRICT		\$6.01	\$0.00	\$6.01
SURFACE WATER - SWM068000		\$122.00	\$0.00	\$122.00
TOTAL	11.98	\$2,918.67	\$1,268.62	\$1,650.05

**Pending Property Values**

Pending Tax Year	Market Land Value	Market Improvement Value	Market Total Value	Current Use Land Value	Current Use Improvement	Current Use Total Value
2019	\$172,000.00	\$96,600.00	\$268,600.00	\$0.00	\$0.00	\$0.00

**Levy Rate History**

Tax Year	Total Levy Rate
2017	10.565945
2016	11.374008
2015	12.213747

**Real Property Structures**

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

**Receipts**

Date	Receipt No.	Amount Applied to Parcel	Receipt Total
04/20/2018 11:32:00	<a href="#">9948641</a>	\$1,459.33	\$2,918.67
10/04/2017 15:20:00	<a href="#">9498156</a>	\$1,134.89	\$1,134.89
02/22/2017 16:45:00	<a href="#">9178356</a>	\$1,134.89	\$2,269.78
01/25/2017 00:00:00	<a href="#">9172158</a>	\$105.42	\$0.00



10/31/2016 00:00:00	<a href="#">9091360</a>	\$1,128.11	\$1,128.11
04/29/2016 00:00:00	<a href="#">8824353</a>	\$1,128.11	\$2,256.22
10/29/2015 00:00:00	<a href="#">8532727</a>	\$1,069.92	\$1,069.92
04/27/2015 00:00:00	<a href="#">8265525</a>	\$1,069.92	\$2,139.84
10/28/2014 00:00:00	<a href="#">7978548</a>	\$1,028.19	\$1,028.19
04/25/2014 00:00:00	<a href="#">7667537</a>	\$1,028.19	\$2,056.38
10/31/2013 00:00:00	<a href="#">7462981</a>	\$959.79	\$959.79
04/30/2013 00:00:00	<a href="#">7199300</a>	\$959.78	\$1,919.57

**Sales History**

Sale Date	Entry Date	Recording Date	Recording Number	Sale Amount	Excise Number	Deed Type	Transfer Type	Grantor(Seller)	Grantee(Buyer)	Other Parcels
03/16/2000	03/21/2000	03/16/2000		\$115,000.00	155708	W	S	SCHAFER DONALD J & VICKI D	JAMESON SEAN P	No
08/26/2002	08/27/2002	08/26/2002		\$165,000.00	370270	W	S	JAMESON SEAN P & HEATHER R	GRIEWE STEVE W	No

**Property Maps**

Neighborhood Code	Township	Range	Section	Quarter	Parcel Map
2616000	29	06	19	SW	<a href="#">View parcel maps for this Township/Range/Section</a>

**CITY OF LAKE STEVENS  
Lake Stevens, Washington  
ORDINANCE NO. 1040**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS PROVIDING FOR A RIGHT-OF-WAY VACATION OF APPROXIMATELY 2,101 SQUARE FEET OF LAND BETWEEN THE PELLERIN RIDGE LLC PROPERTY (PARCEL NUMBER 00479700000302) AND ADJACENT IMPROVED CITY RIGHT-OF-WAY (18<sup>TH</sup> STREET SE).**

**WHEREAS**, the City of Lake Stevens is the owner of 18<sup>TH</sup> Street SE public right-of-way located east of the intersection of 18<sup>th</sup> Street SE and S. Lake Stevens Road; and

**WHEREAS**, PELLERIN RIDGE LLC is the owner of Parcel Number 00479700000302 and did petition the City Council to vacate portions of 18<sup>TH</sup> Street SE, described and shown in **Exhibit A and legally described in Exhibit B**, in accordance with the provisions of Lake Stevens Municipal Code (LSMC) 14.16C.095; and

**WHEREAS**, PELLERIN RIDGE LLC proposes to dedicate 2,543 square feet of new right-of-way along S. Lake Stevens road in exchange for the right-of-way vacation, described and shown in **Exhibits C and D**; and

**WHEREAS**, the City has reviewed the valuation of the proposed vacation and the proposed dedication and has found that the dedication has a higher value than the dedication, but the applicant has proposed just an exchange without cost to the City,

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

**WHEREAS**, Planning and Community Development staff prepared a staff report for City Council's consideration describing the project and provided an analysis, conclusions and recommendations in coordination with the Public Works Department; and

**WHEREAS**, Public notice for the land use action and hearing was provided by publication in the Everett Herald, mailing postcards to residents within 300-feet of the properties; and posting the site on November 7, 2018, in accordance with Chapter 14.16B LSMC, Part V; and

**WHEREAS**; The Lake Stevens City Council held a public hearing on December 11, 2018 to receive public comment and testimony, in accordance with Chapter 14.16B LSMC, Part V; and

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

**Section 1.** The City Council hereby adopts the following findings and conclusions, in addition to the analysis, conclusions and recommendations contained in the staff report dated December 11, 2018 in support of the proposed request:

ANALYSIS:

1. The city received a Type V application and supporting materials on October 22, 2018, identified as File No. LUA2018-0181, which staff deemed complete on November 2, 2018.
2. The city provided public notice for the land use action and hearing by publication in the Everett Herald, mailing postcards to residents within 300-feet of the properties, posting the notice on city campus bulletin boards, publishing on the city website and posting the site on November 7, 2018 in accordance with Chapter 14.16B LSMC, Part V.
3. LSMC 14.16C.095 establishes the procedure and decision criteria for right-of-way vacations. The applicant provided a narrative responding to LSMC 14.16C.095 with the application.
  - a. Mr. Patrick McCourt, on behalf of Pellerin Ridge LLC, petitioned the city to consider a right-of-way vacation of approximately 2,101 square feet, in exchange for the dedication of 2,543 square feet of right-of-way dedication along S. Lake Stevens Road.
  - b. The application contains the signature of Ty Reoh on behalf of Pellerin Ridge LLC, the adjacent property owner.
  - c. The applicant has provided a survey and legal descriptions for the affected portions of the properties under review. The city's consulting engineer, CHS Engineers, has stated that no substantive discrepancies exist in the legal descriptions or surveys.
  - d. The applicant has provided documentation for the assessed value of the properties abutting the subject property and 18<sup>th</sup> Street right-of-way on a square foot basis established using Snohomish County Assessor's information. The Public Works Director has found the valuations to be fair and accurate and the swap of land in in favor of the City.
  - e. Decision Criteria pursuant to LSMC 14.16C.095(f):
    - 1) This criterion is not applicable, as the property does not adjoin any fresh water body.
    - 2) Responses to City Council criteria for deciding upon the petition:
      - i. The vacated area will become part of future lot development as part of the Pellerin Ridge Plan and will maintained by the property owner/tenant, thereby eliminating this responsibility from the City. The swap of land for needed additional right-of-way will also be a benefit to the City.
      - ii. The requested vacation area is not currently being used by the public and therefore will "not adversely affect the street pattern or circulation of the immediate area of the community as a whole". As proposed, the Pellerin Ridge I subdivision will provide full road improvements along the north side of 18<sup>th</sup> Street in the location of the proposed vacation.
      - iii. The public need will not be adversely affected as a result of the vacation as this area provides not current benefit of use.
      - iv. The City has no planned use of the subject right-of-way for public use. After the vacation, the 18<sup>th</sup> Street right-of-way width in this location will still meet City standards.

- v. No abutting owner will become landlocked nor will any abutting owner have their access impaired.
- 3) The total assessed value of the area proposed to be vacated and its fair market value is \$9,580.56 and the total assessed value of the area proposed to be dedicated is \$11,596.08.
- f. The ordinance upon approval will be recorded with Snohomish County along with the records of survey and dedication documents.

**CONCLUSIONS:**

- 1. The proposal has met the procedural and noticing requirements for Type V permits per Chapters 14.16A and 14.16B LSMC.
- 2. The proposal meets the criteria to approve a Right-of-Way vacation per LSMC 14.16C.095.
- 3. The Public Works Department has verified that the assessed values are fair and accurate.
- 4. The city's consulting engineer has verified that no substantive discrepancies exist in the legal descriptions or surveys.

**Section 2.** Conditioned on the compensatory dedication required in Section 3 and 4 hereof, the city of Lake Stevens does hereby vacate the portions of 18<sup>th</sup> Street SE, described and shown in **Exhibit A and B** to Pellerin Ridge LLC, the adjacent landowner, to become part of his parcels. Recording of this ordinance in accordance with Section 5 hereof shall confirm satisfaction of the condition to this right-of-way vacation; and

**Section 3.** Ty Reoh, on behalf of Pellerin Ridge LLC or successor agrees to dedicate 1,714 square feet of property along the S. Lake Stevens Road frontage as described and shown in **Exhibit C and D** to compensate for a portion of the vacated property totaling approximately 2,101 square feet; and

**Section 4.** Tim Kaintz, or successor agrees to dedicate 828 square feet of property along the S. Lake Stevens Road frontage as described and shown in **Exhibit E and F** to compensate for the remaining portion of the vacated property; and

**Section 5.** Pursuant to LSMC 14.16C.095 (g) after the effective date of this Ordinance, the City Clerk or designee will confirm that Ty Reoh, on behalf of Pellerin Ridge LLC or its successor and Tim Kaintz have recorded the record of survey for the right-of-way vacation, the records of survey and dedication documents, and a certified copy of Ordinance 1040 in the records of the Snohomish County Auditor, provided a conformed copy of the recorded Ordinance to the County Assessor, and returned conformed copies of the same to the Lake Stevens Planning and Community Development Department. Ty Reoh, on behalf of Pellerin Ridge LLC or successor shall be responsible for all recording costs; and

**Section 6.** Severability. If any section, subsection, sentence, clause, phrase or work of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction,

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

**Section 7.** Effective Date. This Ordinance shall take effect upon City's receipt of the conformed documents showing the dedication of right-of-way along S. Lake Stevens road, but not sooner than five (5) days after passage and publication of an approved summary of this Ordinance consisting of the title. This Ordinance shall be recorded only when the conditions of this Section 5 have been fully satisfied.

PASSED by the City Council of the City of Lake Stevens this 11 day of December 2018.

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

ATTEST:

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

APPROVED AS TO FORM:

First and Final Reading: December 11, 2018

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

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

\_\_\_\_\_  
Greg A. Rubstello, City Attorney

**ROW VACATION**

THAT PORTION OF TRACT 3 OF IDEAL GARDEN TRACTS, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 7 OF PLATS, PAGE 33, RECORDS OF SNOHOMISH COUNTY, WASHINGTON;

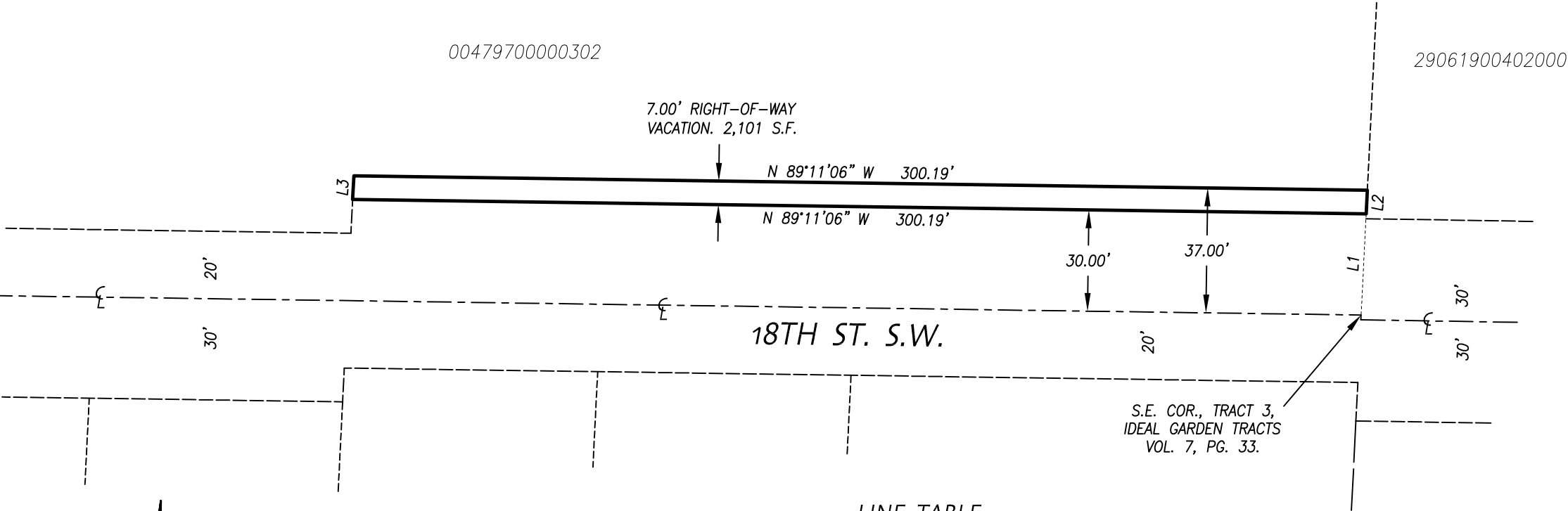
DESCRIBED AS FOLLOWS:

**COMMENCING** AT THE SOUTHEAST CORNER OF SAID TRACT 3;  
**THENCE** NORTH 2°50'18" EAST ALONG THE EAST LINE OF SAID TRACT A DISTANCE OF 30.02 FEET TO THE POINT OF BEGINNING;  
**THENCE** CONTINUING NORTH 2°50'18" EAST ALONG SAID EAST LINE A DISTANCE OF 7.00 FEET;  
**THENCE** NORTH 89°11'06" WEST A DISTANCE OF 300.19 FEET;  
**THENCE** SOUTH 2°50'18" WEST A DISTANCE OF 7.00 FEET;  
**THENCE** SOUTH 89°11'06" EAST A DISTANCE OF 300.19 FEET TO THE POINT OF BEGINNING;

SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.

CONTAINING 2,101 SQUARE FEET.

EXHIBIT "B"



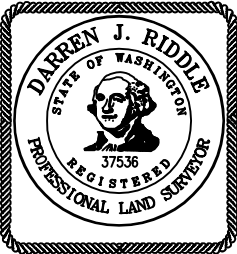
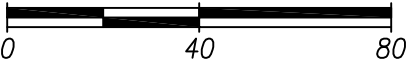
LINE TABLE

LINE	LENGTH	BEARING
L1	30.02	N 02°50'18" E
L2	7.00	N 02°50'18" E
L3	7.00	N 02°50'18" E

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



SCALE: 1" = 40'



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

EXHIBIT MAP FOR:

PELLERIN RIDGE

SE 1/4, SW 1/4, SEC.19, T.29N., R.6E., W.M.

DRAWN BY	DATE	DRAWING FILE NAME	SCALE	JOB NO.
NCM	11.24.18	171375row-exb.dwg	1" = 40'	17-1375

**R-O-W TO BE DEEDED**

THAT PORTION OF TRACTS 3 AND 4 OF IDEAL GARDEN TRACTS, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 7 OF PLATS, PAGE 33, RECORDS OF SNOHOMISH COUNTY, WASHINGTON;

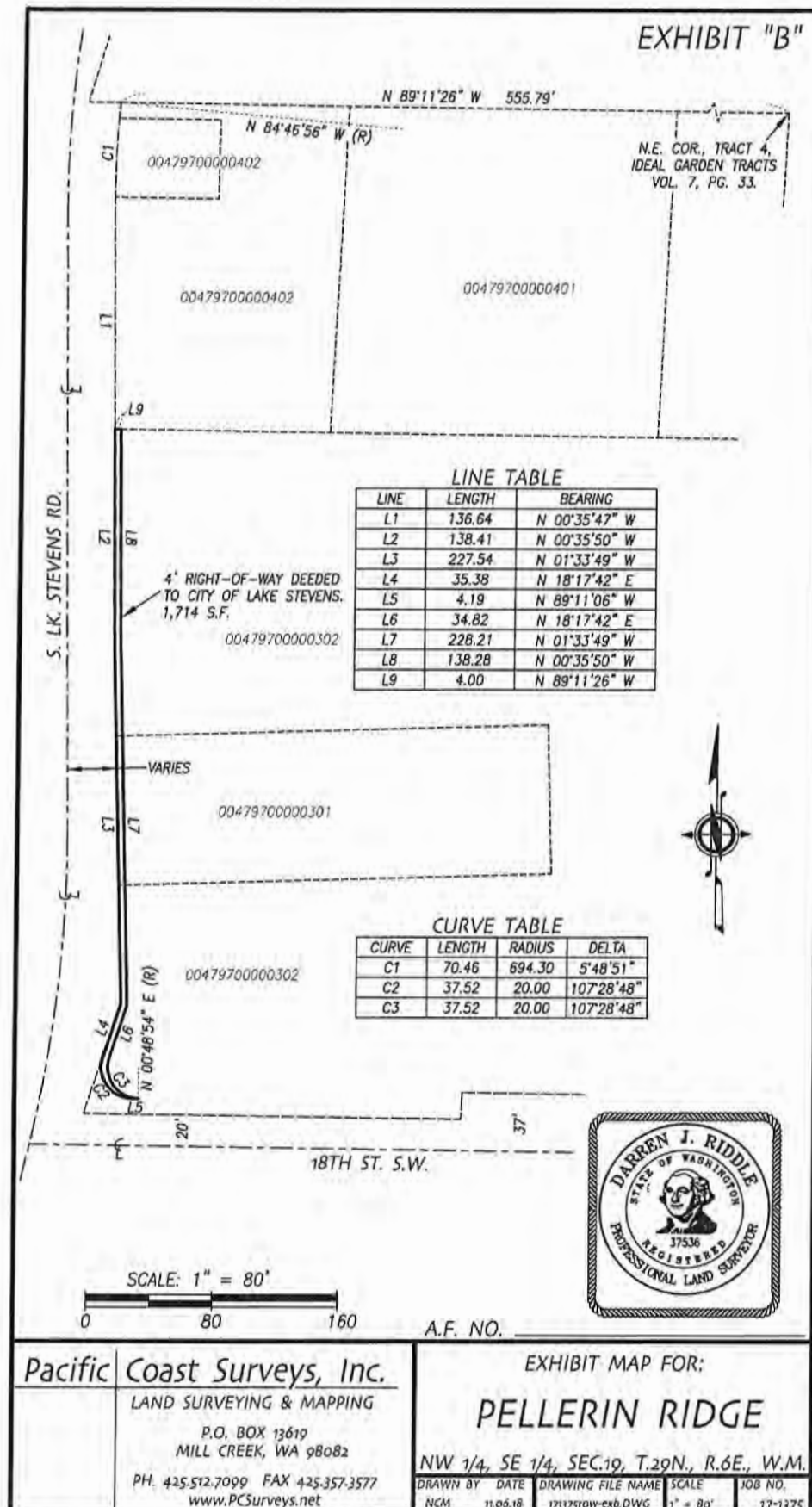
DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID TRACT 4;  
THENCE NORTH 89°11'26" WEST ALONG THE NORTH LINE OF SAID TRACT A  
DISTANCE OF 555.79 FEET TO A POINT ON A NON-TANGENT CURVE CONCAVE TO  
THE EAST HAVING A RADIAL CENTER WHICH BEARS SOUTH 84°46'56" EAST, A RADIUS OF 694.30 FEET  
AND A CENTRAL ANGLE OF 5°48'51";  
THENCE ALONG SAID CURVE TO THE LEFT AN ARC DISTANCE OF 70.46 FEET; THENCE SOUTH 0°35'47"  
EAST A DISTANCE OF 136.64 FEET TO THE POINT OF  
BEGINNING;  
THENCE SOUTH 0°35'50" EAST A DISTANCE OF 138.41 FEET;  
THENCE SOUTH 1°33'49" EAST A DISTANCE OF 227.54 FEET;  
THENCE SOUTH 18°17'42" WEST A DISTANCE OF 35.38 FEET TO A POINT ON A  
CURVE CONCAVE TO THE NORTHEAST HAVING A RADIUS OF 20.00 FEET AND A  
CENTRAL ANGLE OF 107°28'48";  
THENCE ALONG SAID CURVE TO THE LEFT AN ARC DISTANCE OF 37.52 FEET;  
THENCE SOUTH 89°11'06" EAST A DISTANCE OF 4.19 FEET TO A POINT ON A NON-  
TANGENT CURVE CONCAVE TO THE NORTHEAST HAVING RADIAL CENTER WHICH  
BEARS NORTH 0°48'54" EAST, A RADIUS OF 20.00 FEET AND A CENTRAL ANGLE OF  
107°28'48";  
THENCE ALONG SAID CURVE TO THE RIGHT AN ARC DISTANCE OF 37.52 FEET;  
THENCE NORTH 18°17'42" EAST A DISTANCE OF 34.82 FEET;  
THENCE NORTH 1°33'49" WEST A DISTANCE OF 228.21 FEET;  
THENCE NORTH 0°35'50" WEST A DISTANCE OF 138.28 FEET;  
THENCE NORTH 89°11'26" WEST A DISTANCE OF 4.00 FEET TO THE POINT OF  
BEGINNING;

SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.

CONTAINING 1,714 SQUARE FEET.





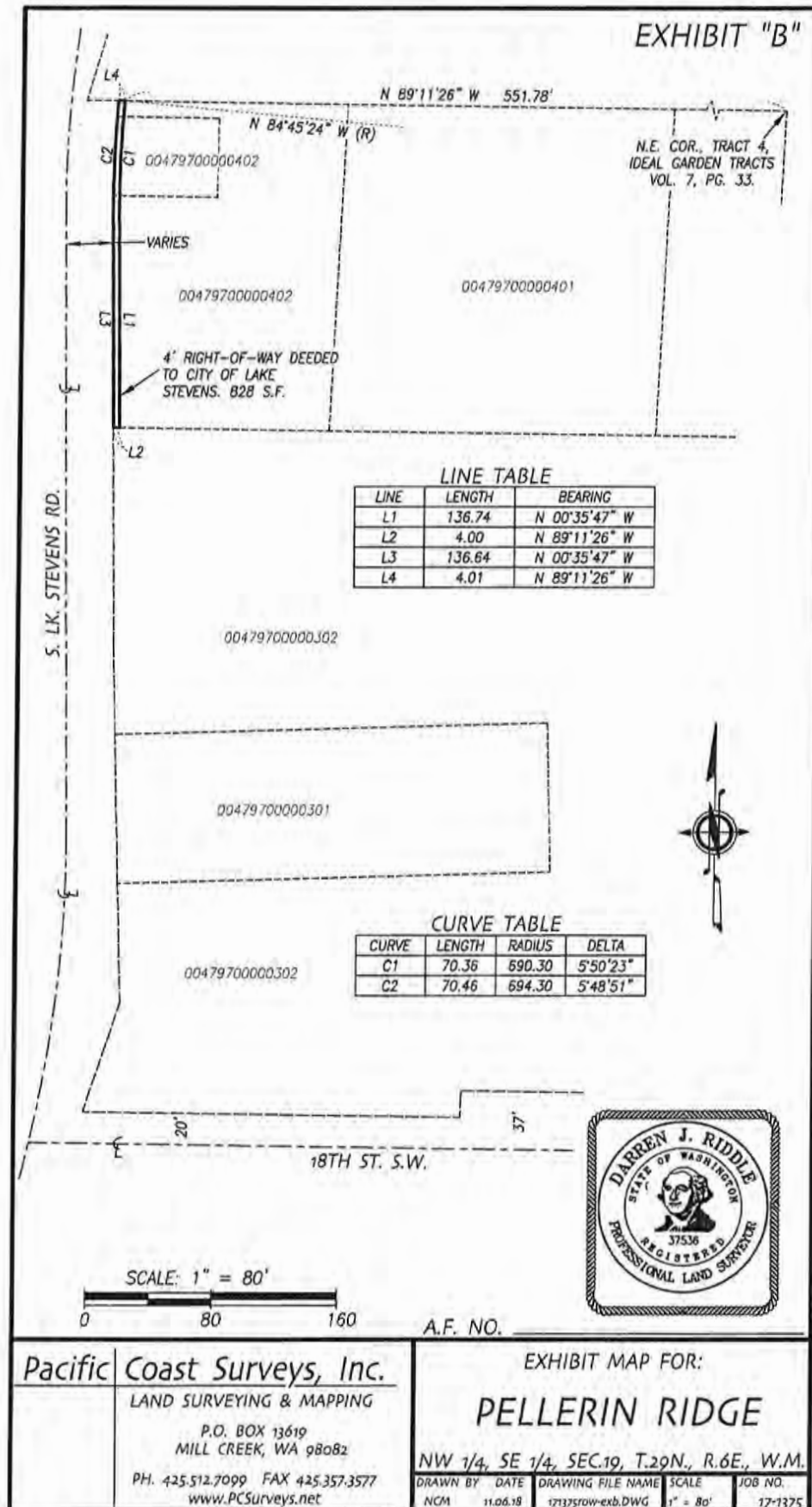
**EXHIBIT A****R-O-W TO BE DEEDED**

THAT PORTION OF TRACT 4 OF IDEAL GARDEN TRACTS, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 7 OF PLATS, PAGE 33, RECORDS OF SNOHOMISH COUNTY, WASHINGTON;

DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID TRACT 4;  
THENCE NORTH 89°11'26" WEST ALONG THE NORTH LINE OF SAID TRACT A  
DISTANCE OF 551.78 FEET TO THE POINT OF BEGINNING AND A POINT ON A  
NON-TANGENT CURVE CONCAVE TO THE EAST HAVING A RADIAL CENTER WHICH  
BEARS SOUTH 84°45'24" EAST, A RADIUS OF 690.30 FEET AND A CENTRAL ANGLE OF 5°50'23";  
THENCE ALONG SAID CURVE TO THE LEFT AN ARC DISTANCE OF 70.36 FEET;  
THENCE SOUTH 0°35'47" EAST A DISTANCE OF 136.74 FEET;  
THENCE NORTH 89°11'26" WEST A DISTANCE OF 4.00 FEET;  
THENCE NORTH 00°35'47" WEST A DISTANCE OF 136.64 FEET TO A POINT ON A  
CURVE CONCAVE TO THE EAST HAVING A RADIUS OF 694.30 AND A CENTRAL  
ANGLE OF 5°48'51";  
THENCE ALONG SAID CURVE TO THE RIGHT AN ARC LENGTH OF 70.46 FEET TO  
THE NORTH LINE OF SAID TRACT 4;  
THENCE SOUTH 89°11'26" EAST A DISTANCE OF 4.01 FEET TO THE POINT OF  
BEGINNING;

SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.  
CONTAINING 828 SQUARE FEET.





This page left blank intentionally



LAKE STEVENS CITY COUNCIL MEETING  
**Staff Report**

**Workshop Date:** December 11, 2018

**Subject:** Title 10 Code Amendment

**Contact** Jill Meis, Associate Planner  
**Person/Department:** Russ Wright, Community Development Director  
John Dyer, Police Chief

---

**Recommendation:** Adopt Ordinance 1042 amending LSMC Title 10 re Lake Safety.

---

**BACKGROUND**

In 2016, the Lake Stevens Police Department evaluated the use of home-made and homeowner placed markers in the lake and determined the markers created a hazard, were not consistent and were not permitted, which led the police department to remove the various markers. Since this time, the City has received calls and emails from lakeside homeowners asking for the ability to permit buoys in front of properties to demarcate a water safety zone and keep highspeed watercraft 100-feet from docks. Another issue as identified by the Lake Stevens Police is the growing competition between swimmers, motorized vessels and non-motorized vessels on Lake Stevens. Installation of navigational markers is the responsibility of the overseeing jurisdiction.

City Council voted on March 28, 2017 to establish the Lake Stevens Lake Safety Taskforce to study and make recommendations regarding safety issues on Lake Stevens. On March 29, 2017, the first public meeting was held to introduce the public to the idea and the consensus was to proceed with a safety program. On June 13, 2017, the Public Safety subcommittee made a recommendation to City Council to proceed with a pilot program. The pilot program elements focused on safety markers at high traffic areas, distribution of lake rules to waterfront owners via a mailer and social media, increased enforcement and police recording statistics on stops, as well as follow up. On June 27, 2017 City Council approved a pilot program.

The Lake Safety Taskforce met from October 2017 to April of 2018. The taskforce was comprised of city council liaisons, residents, lake users, city staff and Lake Stevens Police. At the conclusion of the taskforce meetings, the group recommended safety measures to be implemented on Lake Stevens, including:

1. A preferred alignment for safety markers in key recreation areas that allowed for expansion upon citizen request and city review – this has been implemented;
2. An update of rules and regulations for the lake to clarify any ambiguous and outdated sections – this is underway; and
3. Public outreach and education with updated / simplified signage and development of other materials – this will be the final element.

**PROPOSED CODE CHANGES**

As part of the code updates, staff proposed modern definitions for water uses, expanded the jurisdiction to include areas in addition to the cove, defined what the intent of the water safety zone is and provided rules on what is allowed inside the safety zone.

The definitions of the water uses were written at a time when waterskiing was the prominent water use and as such the terminology was exclusive to waterskiing uses. At this time, there are many different uses such as wakeboarding, wake surfing, kiteboarding, etc. The new definition includes a broad term that is flexible for current uses as well as future uses.

The existing code was written when the jurisdiction of Lake Stevens was limited to North Cove. There are several references to the code applying to “the cove” that now apply to any part of Lake Stevens in the City’s jurisdiction and the proposed language supports this.

The taskforce wanted the intent of the water safety zone interpreted in the code to not exclude allowable activities. Further, they discussed swimming in allowable areas and wished to clearly define where and when it is allowed.

The speed was a topic of discussion at the meetings and the taskforce wished to define what the speed was on the landward side of the safety marker. The consistent language in Title 10 is “*At a speed greater than idling speed or eight (8) miles per hour, whichever is the lesser*”. This language is carried forward in the code amendments.

## FINAL REVISIONS

In response to City Council questions from the workshop dated November 6, 2018:

- Staff has included the current adopted definition of vessel, “*Vessel*” *includes every description of watercraft on the water, other than a seaplane, used or capable of being used as a means of transportation on the water. However, it does not include inner tubes, air mattresses, and small rafts or flotation devices or toys customarily used by swimmers.*” this definition mirrors the Washington State definition.
- Information was obtained from the city attorney regarding the language in the first paragraph in LSMC 10.16.010. The city attorney, Mr. Rubstello, agrees the city council maintains the authority to enact additional restrictions on days and times due to congestion or weather. Mr. Rubstello added that if the sentence was left in the code, he would recommend defining a mechanism by which changes could be made, i.e. by resolution, simple majority, etc.
- An additional descriptor “requiring propulsion” was used when identifying recreation that was not necessarily attached to or being towed by a vessel such as wake surfing. Additional wording was added to differentiate the swim areas to be designated public swim areas.
- The Lake Stevens Police Department offered additional information on section 10.16.020 Boat Direction. City Council questioned the need and enforcement of the counterclockwise direction. This language is consistent with large lake management due to density and recreation and the police support the directional language for accident prevention; however, it does not preclude incidental non-counter clockwise movements.

**ATTACHMENT:** Ordinance 1042 Amending LSMC Title 10

**CITY OF LAKE STEVENS  
LAKE STEVENS, WASHINGTON**

**ORDINANCE NO. 1042**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON CONCERNING SAFETY ON LAKE STEVENS; AMENDING LAKE STEVENS MUNICIPAL CODE (LSMC) TITLE 10 BY ADDING A DEFINITION OF “SAFETY MARKER” TO SECTION 10.04.040; AMENDING CHAPTERS 10.16, 10.20, -10.32, AND 10.36; PROVIDING FOR SEVERABILITY; ESTABLISHING AN EFFECTIVE DATE AND PROVIDING FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.**

WHEREAS, the City of Lake Stevens patrols and manages the waters of Lake Stevens within the City; and

WHEREAS, the City has the authority to regulate Lake Stevens, and has enacted such regulations in LSMC Title 10; and

WHEREAS, given the increased usage of the lake by citizens and visitors, and the need to ensure the safety of all who use the lake, the City Council held a public meeting in March of 2017; and

WHEREAS, on June 27, 2017 the City Council approved a pilot program on Lake Stevens; and

WHEREAS, the City Council appointed a Lake Safety Task Force to study safety concerns on Lake Stevens, and to gather public input and to review, evaluate and make recommendations to the City Council on updating the regulations relating to use of the lake; and

WHEREAS, the Task Force met from October of 2017 to April of 2018; and

WHEREAS, the Task Force made certain recommendations; and

WHEREAS, the Lake Stevens Police Department recommended amendments to LSMC Title 10 following its review and input from the Task Force; and

WHEREAS, Lake Stevens outdoor recreation is intended for the safe enjoyment of all citizens; and

WHEREAS, the City Council has determined that it is in the best interests of the public’s safety, and property, and the general welfare of the community, to clarify safety elements; now, therefore,

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

**Section 1.** Lake Stevens Municipal Code Section 10.04.040 Definitions is hereby amended by the adding a definition of the term “Safety Marker” to read as follows:

**“Safety Marker” A floating marker buoy owned by the City of Lake Stevens and anchored to the lake bottom, delineating an area from the shoreline waterward to the marker where vessels must not travel at a speed greater than idling speed or eight (8) miles per hour, whichever is the lesser.**



**Section 2.** Lake Stevens Municipal Code Chapters 10.16 , 10.20, 10.32 and 10.36 the Rules and Regulations for public safety on Lake Stevens are amended as set forth in the attachment hereto titled “Title 10 Changes” (additions are shown by underline, deletions are shown by strikeout). Except for the changes shown on the attachment, the provisions of Chapters 10.16, 10.20, 10.32 and 10.36 remain the same as currently written.

**Section 3. Severability.** If any section, sentence, clause or phrase of this ordinance should be held to be 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 ordinance.

**Section 4. 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 full force and effect five days after its publication in the City’s official newspaper.

PASSED by the City Council of the City of Lake Stevens this 11<sup>th</sup> day of December, 2018.

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

ATTEST/AUTHENTICATION:

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

APPROVED AS TO FORM:

\_\_\_\_\_  
Greg Rubstello, City Attorney

First and Final Reading: December 11, 2018

Published: \_\_\_\_\_

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

## Title 10 Changes

### Chapter 10.04 GENERAL PROVISIONS

#### 10.04.040 Definitions

"Safety Marker" A floating marker buoy owned by the City of Lake Stevens and anchored to the lake bottom, delineating an area from the shoreline waterward to the marker where vessels must not travel at a speed greater than idling speed or eight (8) miles per hour, whichever is the lesser.

### Chapter 10.16 SWIMMING, DIVING AND WATERSKIING ~~SKIING~~ RECREATION

#### 10.16.010 ~~Water Skier Speed and Operational~~ Regulations for ~~Waterskiing~~ or Other Devices

Due to the speed required for ~~efficient planning action waterskiing and other recreational devices where a person or persons is being towed by or is attached to or using a vessel for propulsion including but not limited to tubing, knee boarding, wake boarding, etc.~~ and the large area of the lake required for maneuvering ~~of~~ vessels and person(s) being towed and the substantial interference with other water users, or danger of impact and wake damage presented to other water users and health hazards, the operation of vessels for towing water skiers and ~~other devices waterskiing~~ is allowed only during daylight hours. ~~The City Council may enact additional restrictions which may restrict days of week, hours and manner of operation in which such activity is permitted.~~

Unless conditions of the water, traffic congestion, weather, freedom from obstruction or view, or other circumstances demand greater distance, it shall be unlawful for any persons to waterski ~~or use of other devices:~~

- (a) Within 100 feet of any swimmer, bather, skin and/or SCUBA diver's flag or artificially illuminated marker buoys, other vessels, except ~~for the towing vessel, towing said water skier,~~ floating objects except ~~the waterward side of safety zone markers, waterski jumps and waterski slalom marker buoys, or other water skiers persons being towed~~ except those ~~water skiers persons~~ being towed by the same vessel;
- (b) Between the shoreline and a ~~city designated~~ safety buoy and/or safety buoy line except ~~that for the purpose of~~ launching and returning ~~and only for such purpose any~~ persons being towed by a vessel ~~water skier may~~ approach within 100 feet of any shoreline, float or wharf, provided:

- (1) While moving outward from any shoreline, float or wharf, said ~~person(s) being towed by a vessel water skier~~ shall leave the shoreline at an angle of not less than 45 degrees nor more than 60 degrees with the shoreline on the right-hand side of the ~~person(s) being towed by a vessel water skier,~~

(2) While moving inward toward the shoreline, said ~~person(s) being towed by a vessel~~ ~~water skier~~ shall approach the shoreline at an angle of not less than 45 degrees nor more than 60 degrees with the shoreline on the right-hand side of the water skier,

(3) That no launching ~~or returning persons being towed by a vessel~~ ~~skiers or returning skiers~~ shall be allowed from a dock or shoreline without the owner's permission,

(4) That no launching ~~or returning persons being towed by a vessel~~ ~~skiers or returning skiers~~ shall be allowed within 100 feet of a designated ~~public~~ swimming area, ~~or~~ swimmer or wader. (Ord. 881, Sec. 5, 2013)

~~(5) This provision does not create an additional 100 feet buffer rea waterward of a safety buoy or marker.~~

#### **10.16.015 Towing Skiers ~~or other devices.~~**

If towing a person on water\_skis or other devices, the vessel must be rated to carry at least the number of persons on board plus those being towed. You may not exceed the vessel's safe carrying capacity. (Ord. 881, Sec. 5, 2013)

#### **10.16.020 Boat Direction.**

Any motor driven vessel or personal watercraft on the lake shall operate in a counterclockwise direction. No person(s) may ~~waterski or tow a water skier~~ ~~be towed or use~~ ~~by a vessel for propulsion~~ except in a counterclockwise direction. (Ord. 881, Sec. 5, 2013; Ord. 453, 1994)

#### **10.16.040 Water Users - Swimmers.**

~~(a) No person shall swim or float in a swimming prohibited area; provided, that any water skier who falls or otherwise ceases to be towed shall be accompanied by the towing vessel as soon as is reasonably possible after the fall or cessation of towing.~~

~~(ab)~~ Where waterskiing ~~or other devices areis~~ permitted, the swimming, ~~bathing and floating~~ restricted area is any area more than 100 feet out into the lake from any shoreline when the operation of such waterskiing ~~or similar activity~~ is authorized.

~~(be)~~ Where waterskiing ~~or similar activities areis~~ permitted, swimming, ~~bathing and floating~~ is permitted at distances greater than 100 feet from the shoreline if the swimmer is accompanied by and within 50 feet of said vessel and a skier-down flag is displayed on the vessel. (Ord. 881, Sec. 5, 2013)

#### **10.16.070 Private Buoys or Markers.**

(a) It shall be unlawful for any person or nongovernmental agency to place, ~~maintain or allow~~ any buoy or marker ~~or other floating object in the~~ within the jurisdiction of Lake Stevens, except as provided by ~~section c.~~ ~~LSMC 10.16.070.~~ ~~lake cove area which does not meet the requirement of the Uniform Waterway Marking System (Chapter 352-66 WAC) and said buoy or marker is approved both under a current and valid aquatic lands use permit issued by the Department of Natural Resources with authorization number to place on buoy;~~ ~~valid hydraulic permit approval (HPA), or exemption from an HPA, issued by the Department of Fish and~~

Wildlife after submittal of a joint aquatic resource permit application (JARPA); and a private buoy or marker permit issued by the City of Lake Stevens. The City permit shall be renewed annually.

(b) Waterskiing activities which require the placement of buoys, jumps or floats will only be allowed when such fixtures are placed and maintained in accordance both with a valid and current aquatic lands use permit or lease where such permits or leases are required by the Washington State Department of Natural Resources; valid and current HPA, or exemption, issued by the Department of Fish and Wildlife; and a private buoy or marker permit issued by the City of Lake Stevens. The City of Lake Stevens shall have no responsibility to establish or maintain such buoys, jumps or floats for waterskiing activities.

(c) Up to two private mooring buoys placed within the envelope of a new or existing permitted dock and consistent with the Shoreline Master Program, Uniform Waterway Marking System (Chapter 352-66 WAC) and RCW 79.105.430 for mooring buoys on state owned aquatic lands shall be considered an accessory use of the dock and do not require a separate private buoy or marker permit, nor a Department of Natural Resources license or lease agreement. However, the Department of Fish and Wildlife shall be contacted by the dock owner to determine if an HPA is required for placement and use of the mooring buoys.

(db) Residential property owners, on Lake Stevens, with no dock may place a recreational mooring buoy as near to the shore of residence as practical in at least seven feet of water and at least 10 feet from the property lines extended into the lake consistent with the Shoreline Master Program, Uniform Waterway Marking System (Chapter 352-66 WAC) and RCW 79.105.430. A second buoy to help secure moorage to the first buoy is allowed. A separate private buoy or marker permit is required from the City. The buoys are also required to be authorized by the Washington State Department of Natural Resources and the authorization number placed on the buoy.

(e) Use of temporary buoys, markers, jumps or floats for activities associated with a special event requiring a special event permit from the City do not require a separate private buoy or marker permit. However, the event sponsor shall contact the Department of Fish and Wildlife early in the review process to determine if an HPA is required for placement and use of the temporary facilities.

(c) Water skiing or similar activities which require the placement of buoys, jumps or floats will only be allowed when such fixtures are placed and maintained in accordance both with a valid and current aquatic lands use permit or lease where such permits or leases are required by the Washington State Department of Natural Resources; valid and current HPA, or exemption, issued by the Department of Fish and Wildlife; and a private buoy or marker permit issued by the City of Lake Stevens. The City of Lake Stevens shall have no responsibility to establish or maintain such buoys, jumps or floats for waterskiing activities.

(d) Use of temporary buoys, markers, jumps or floats for activities associated with a special event requiring a special event permit from the City do not require a separate private buoy or marker permit. However, the event sponsor shall contact the Department of Fish and Wildlife early in the review process to determine if an HPA is required for placement and use of the temporary facilities.

(fe) The Planning Director in consultation with the Chief of Police is hereby authorized to issue permits for private buoys or markers. The permit fee and annual fee for such buoys or markers shall be set by the City Council by resolution. In deciding whether or not to issue such a permit the Planning Director and Chief of Police shall consider the purpose and the location of the proposed buoys or markers, the proximity of the proposed buoys or markers to the shoreline, adjacent property, other buoys and markers, traffic congestion in the cove, hazards to navigation, regulations in the Shoreline Master Program, and any other issue bearing on public safety and health. A denial of a permit application shall be done in writing setting forth the factors which the Planning Director and Chief of Police considered and the reasons for the denial.

(gf) In the event ~~that~~ the Planning Director and Chief of Police deny an application ~~or refuse to renew a prior application~~, the proponent can appeal the decision ~~pursuant to Chapter 14.16A LSMC to the City Council by filing a notice of appeal with the City Clerk within 15 days of the written decision denying the permit. In considering the appeal the City Council shall consider whether the Planning Director or Chief of Police abused his or her discretion in denying the permit application.~~

(hg) When found to be in violation of this chapter, ~~pursuant to Title 17 LSMC~~, no person shall fail to remove or refuse to remove any obstruction or buoy after being requested to do so by any police officer or code enforcement officer. (Ord. 881, Sec. 5, 2013)

#### **10.20.030 Vessel Operators -- Minimum Crew -- ~~Waterskiing~~.**

A. Every vessel towing water skiers, ~~or other floating objects or other~~ similar devices attached to or ~~towed by a vessel either stationary or moving requiring propulsion~~ shall carry an observer in addition to the operator. Such observer shall be a minimum of ten (10) years of age, and shall have the duty of keeping a lookout for hazards to, or created by, the tow and of reporting same to the operator.

B. All persons in motorboats traveling in excess of eight (8) miles per hour shall remain seated, unless such vessel is specifically designed for persons to not be seated while underway.

#### **10.20.070 Speed -- ~~Skiing Use Waters~~.**

It shall be unlawful for any person to operate a motorboat at a speed greater than thirty-five (35) miles per hour.

#### **10.20.080 Speed Regulations -- Special Circumstances.**

A. Unless conditions of the water, traffic and congestion, weather, size and configuration of the Lake cover area, freedom from obstruction to view, or other circumstances demand greater distance and/or slower speed, no person shall operate any vessel:

1. At a speed greater than idling speed or eight (8) miles per hour, whichever is the lesser, within one hundred (100) feet of any swimmer, skin and/or scuba diver's flag or artificially illuminated marker buoy, other vessel, floating objects, except ~~the waterward side of a water ski~~ jumps and ~~water ski~~ slalom marker buoys or water skier ~~or other person being towed by or attached to a vessel~~, except ~~any water skier when~~ being towed by said vessel;

2. In any water area designated as a ~~public~~ "swimming only" area, or as a "vessel prohibited" area, except this provision does not apply to vessels actually used in their rescue of persons in distress;

3. At a speed greater than idling speed or eight (8) miles per hour, whichever is the lesser, within one hundred (100) feet of any shoreline, ~~float~~, or wharf, or ~~in the water area of the Lake cove~~ between the shoreline and the safety buoy and/or safety buoy line except as provided in subsection B of this section.

B. For the purpose of launching and returning any water skier ~~or other person being towed by or attached to a vessel~~ and only for such purpose, any vessel towing said ~~water skier~~ person(s) may be

operated within one hundred (100) feet of any shoreline, float, or wharf, or in the water area of the Lake ~~cove area~~ between the shoreline and a safety buoy and/or safety buoy line; provided, that:

1. While launching or returning ~~any water skier~~ said vessel moves at a speed not greater than thirty-five (35) miles per hour,
2. While moving outward away from the shoreline, float or wharf, said vessel shall leave the shoreline at an angle of not less than forty-five (45) degrees nor more than sixty (60) degrees with the shoreline on the starboard side of said vessel,
3. While moving inward toward the shoreline, float or wharf, said vessel shall approach the shoreline at an angle of not less than forty-five (45) degrees nor more than sixty (60) degrees with the shoreline on the starboard side of said vessel,
4. That after any returning water skier ~~or other person being towed~~ releases the tow rope of said vessel, said vessel shall move at a speed not greater than idling speed or eight (8) miles per hour, whichever is the less,
5. That no launching ~~skiers~~ or returning ~~skiers~~ ~~person(s) being towed~~ shall be allowed from a dock or shoreline without the owner's prior permission,
6. That no launching ~~skiers~~ or returning ~~skier~~ ~~person(s) being towed~~ shall be allowed within one hundred (100) feet of a designated swimming area or swimmer, wader or scuba diver; and

Provided, further that if water ski launch floats or jumps be provided for the launching or use of water skiers, the City Council may regulate use operations to and from such floats or jumps.

Provided, further, that nothing herein shall require the City of Lake Stevens to install, mark or maintain such flats or jumps.

## **Chapter 10.32 NUISANCES AND DEBRIS**

### **10.32.010 Floating objects.**

All vessels, watercraft logs, piling, building material, scows, ~~unauthorized or unpermitted buoy or marker,~~ or any other article of value found adrift in City waters may be taken in charge by the police department and shall be subject to reclamation by the owner thereof, on payment by the owner to the City of any expenses incurred by the City, and in case of failure to reclaim may be sold or disposed of according to law.

## **Chapter 10.36 MISCELLANEOUS**

### **10.36.020 Police Chief Duties.**

The Police Chief ~~or designee~~ is hereby authorized and directed to prepare, post and maintain at convenient public places adjacent to the Lake ~~cove area~~ in this City public notices which shall specify the



current specified restrictions as set out in this title. Such notices shall be conspicuously posted on or adjacent to every public launching ramp and/or wharf and at such other locations as will reasonably inform the public of these restrictions.



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**

**Date:** December 11, 2018

**Subject:** WATV Code Regulations

**Contact**

**Person/Department:** Chief Dyer **Budget Impact:** N/A

---

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** **Approve First and Final Reading of Ordinance 1045 Amending Title 7 LSMC by the Addition of a New Chapter 7.30 Wheeled All Terrain Vehicles (WATVS) on Designated City Streets, Establishing Limitations, Conditions, Requirements and Enforcement Standards Therefore.**

---

**SUMMARY/BACKGROUND:**

At the November 27, 2018 Council meeting, Council gave direction to staff to bring forward an ordinance allowing the use of Wheeled All-Terrain Vehicles, on public roads in Lake Stevens.

RCW 46.09.360 allows local political subdivisions to regulate the operation of these vehicles on public roads in their jurisdiction.

The attached Ordinance No. 1045 allows the use of WATV's on certain public roads in Lake Stevens, with certain staff recommended restrictions. The staff recommended restrictions include:

- Licensed drivers 18 years of age and older
  - Daytime use only
  - Only side by side ATV's allowed
  - The vehicle must be registered and insured
  - All equipment listed in the ordinance is required
  - Restricted to all roads with a speed limit of 35 MPH or less, with the exception of 20<sup>th</sup> Street SE, which is excluded. The speed limit is 35 MPH or less on all City streets.
- 

**APPLICABLE CITY POLICIES:** LSMC Amendment

---

**BUDGET IMPACT:**

There is not a direct budget impact associated with the proposed legislation. There may be additional effort to enforce a WATV ordinance or expense associated with damage to public or private property. However, this expense is not anticipated to be greater than the current cost to enforce existing traffic laws for other motorized vehicles.

---

**ATTACHMENTS:**

- Exhibit A: Ordinance # 1045

CITY OF LAKE STEVENS  
LAKE STEVENS, WASHINGTON

**ORDINANCE NO. 1045**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, AMENDING TITLE 7 LSMC BY THE ADDITION OF A NEW CHAPTER 7.30 WHEELED ALL-TERRAIN VEHICLES (WATVS) THERETO; AUTHORIZING THE OPERATION OF WATVS ON DESIGNATED CITY STREETS; ESTABLISHING LIMITATIONS, CONDITIONS, REQUIREMENTS AND ENFORCEMENT STANDARDS THEREFORE; PROVIDING FOR SEVERABILITY; AND FIXING A TIME WHEN THE SAME SHALL BECOME EFFECTIVE.**

WHEREAS, Chapter 46.09 RCW authorizes cities to approve the operation of wheeled all-terrain vehicles (WATVs) upon local public roadways; and

WHEREAS, the City Council desires to approve the operation of WATVs on all City streets where the speed limit is 35 miles per hour or less, subject to the limitations, conditions and requirements set forth herein.

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

Section 1. Amendment of Title 7 MMC - Adoption of New Chapter 7.30 LSMC. Title 7 of the Lake Stevens Municipal Code is hereby amended by the addition of a new Chapter 7.30, Wheeled All-Terrain Vehicles (WATVs), to provide in its entirety as follows:

**Chapter 7.30  
WHEELED ALL-TERRAIN VEHICLES (WATVS)**

Sections:

7.30.010	Definitions.
7.30.020	Use of wheeled all-terrain vehicles on city streets approved.
7.30.030	Restrictions on use of wheeled all-terrain vehicles on city streets.
7.30.040	Equipment requirements of wheeled all-terrain vehicles.
7.30.050	Registration requirements of a wheeled all-terrain vehicle.
7.30.060	Duty to obey traffic control devices and rules of the road.
7.30.070	Prohibited uses.
7.30.080	Prohibited areas.
7.30.090	Violation – Penalty.
7.30.100	Listing on city website.

**7.30.010 Definitions.**

Unless otherwise specifically provided for herein, the definitions set forth in Chapter 46.09 RCW, as existing or hereafter amended, shall govern this chapter. In addition, when used in this chapter, the following words, terms, and phrases shall have the following meanings:

1. "City" means the City of Lake Stevens, Washington, including its elected officials, employees, and agents.
2. "City street" means every way, lane, road, street, boulevard, and every way or place in the city open as a matter of right to public vehicular traffic inside the city limits.
3. "Motorcycle helmet" has the same meaning as provided in RCW 46.37.530.
4. "Rules of the road" means all the rules that apply to vehicle or pedestrian traffic as set forth in state and/or local statutes, rules or regulations.
5. "Sidewalk" means that property between the curb lines or the lateral lines of a city street and the adjacent property, set aside and intended for the use of pedestrians or such portion of private property parallel and in proximity to a city street and dedicated to use by pedestrians.
6. "Wheeled all-terrain vehicle" or "WATV" means (1) a utility-type vehicle designed for and capable of travel over designated roads that travels on four or more low-pressure tires of twenty psi or less, has a maximum width less than seventy-four inches, has a maximum weight less than two thousand pounds, has a wheelbase of one hundred ten inches or less, and satisfies at least one of the following: (a) Has a minimum width of fifty inches, (b) has a minimum weight of at least nine hundred pounds, or (c) has a wheelbase of over sixty-one inches, and (2) has a steering wheel for steering control, and (3) Has nonstraddle seating, with the operator and passenger sitting side by side in the vehicle, manufactured primarily for recreational nonhighway all-terrain use, as further defined by the State Model Traffic Ordinance. (Ord. 1001 § 1 (part), 2017). ~~"Wheeled all-terrain vehicle" or "WATV" means (a) any motorized non-highway vehicle with handlebars that is 50 inches or less in width, has a seat height of at least 20 inches, weighs less than 1,500 pounds, and has four tires having a diameter of 30 inches or less, or (b) a utility-type vehicle designed for and capable of travel over designated roads that travels on four or more low pressure tires of 20 psi or less, has a maximum width less than 74 inches, has a maximum weight less than 2,000 pounds, has a wheelbase of 110 inches or less, and satisfies at least one of the following: (i) has a minimum width of 50 inches; (ii) has a minimum weight of at least 900 pounds; or (iii) has a wheelbase of over 61 inches.~~

#### **7.30.020 Use of wheeled all-terrain vehicles on city streets approved.**

1. Subject to the restrictions set forth in Chapter 46.09 RCW, LSMC 7.30.030 and the other requirements set forth in this chapter, any person, 18 years of age or older, with a valid driver's license issued by the state of the person's residence may operate a wheeled all-terrain vehicle upon a city street having a speed limit of 35 miles per hour or less.
2. Operation of wheeled all-terrain vehicles on city streets is limited to daylight hours, defined as a half hour after sunset to a half hour before sunrise.

#### **7.30.030 Restrictions on use of wheeled all-terrain vehicles on city streets.**

1. Any person who operates or rides as a passenger in a wheeled all-terrain vehicle must wear a securely fastened motorcycle helmet while the WATV is in motion, unless the WATV is equipped with seat belts and roll bars or an enclosed passenger compartment;
2. A person may not operate a wheeled all-terrain vehicle upon a city street with a speed limit in excess of 35 miles per hour; however, a person may cross a city street with a speed limit in excess of 35 miles

per hour at a controlled intersection if the crossing begins and ends on a city street with a speed limit of 35 miles per hour or less and occurs at an intersection of approximately 90 degrees;

3. A person may operate a wheeled all-terrain vehicle upon any city street while being used under the authority or direction of an appropriate agency that engages in emergency management, as defined in RCW 46.09.310, or search and rescue, as defined in RCW 38.52.010, or a law enforcement agency, as defined in RCW 16.52.011, within the scope of the agency's official duties;

4. A person who operates a wheeled all-terrain vehicle shall carry proof of current liability insurance in compliance with, and with overage limits at least equivalent to the amounts set forth in, Chapter 46.29 RCW; and

5. Wheeled all-terrain vehicles, and the use thereof, are subject to the applicable regulations and requirements set forth in Chapter 46.55 RCW.

#### **7.30.040 Equipment requirements of wheeled all-terrain vehicles.**

Any wheeled all-terrain vehicle operated on a city street shall include the following equipment (which equipment shall be used and operated as further prescribed herein) and shall comply with the following operational requirements, as applicable:

1. Headlights meeting the requirements of RCW 46.37.030 and 46.37.040 and used at all times when the vehicle is in motion;

2. One tail lamp meeting the requirements of RCW 46.37.525 and used at all times when the vehicle is in motion upon a city street; however, a utility-type vehicle, as described under RCW 46.09.310(19), must have two tail lamps meeting the requirements of RCW 46.37.070(1) and to be used at all times when the vehicle is in motion upon a city street;

3. A stop lamp meeting the requirements of RCW 46.37.200;

4. Reflectors meeting the requirements of RCW 46.37.060;

5. During hours of darkness, as defined in RCW 46.04.200, turn signals meeting the requirements of RCW 46.37.200;

6. Outside of hours of darkness, the person operating the WATV must comply with RCW 46.37.200 or 46.61.310 to signal turns;

7. A mirror attached to either the right or left handlebar, which must be located to give the person operating the WATV a complete view of the city street for a distance of at least 200 feet to the rear of the WATV; however, a utility-type vehicle, as described under RCW 46.09.310(19), must have two mirrors meeting the requirements of RCW 46.37.400;

8. A windshield meeting the requirements of RCW 46.37.430, unless the person operating the WATV wears glasses, goggles, or a face shield while operating the WATV, of a type conforming to rules adopted by the Washington State Patrol;

9. A horn or warning device meeting the requirements of RCW 46.37.380;

10. Brakes in working order;

11. A spark arrester and muffling device meeting the requirements of RCW 46.09.470; and
12. For utility-type vehicles, as described under RCW 46.09.310(19), seat belts meeting the requirements of RCW 46.37.510.

**7.30.050 Registration requirements of a wheeled all-terrain vehicle.**

Any wheeled all-terrain vehicle operated on a city street must comply with all applicable registration requirements of Chapter 46.09 RCW.

**7.30.060 Duty to obey traffic control devices and rules of the road.**

Unless a law enforcement officer directs otherwise, a person operating a wheeled all-terrain vehicle must obey all rules of the road that apply to vehicle or pedestrian traffic and must obey the instructions of official traffic control signals, signs and other control devices applicable to vehicles. Without limitation of the foregoing, a person operating a wheeled all-terrain vehicle upon a city street is subject to all of the duties that Chapter 46.61 RCW et seq. imposes on an operator of a vehicle, except as to those provisions thereof which by their nature are inapplicable.

**7.30.070 Prohibited uses.**

1. No person shall operate or ride a wheeled all-terrain vehicle in a negligent or unsafe manner, but must operate it with reasonable regard for his or her own safety and for the safety of others.
2. No person shall tow any trailers, devices, equipment or persons behind the wheeled all-terrain vehicle.
3. No person shall operate a wheeled all-terrain vehicle side-by-side in a single lane of traffic.
4. No person shall carry or transport any other person or passenger on a wheeled all-terrain vehicle, nor shall any other person ride on a wheeled all-terrain vehicle, unless such wheeled all-terrain vehicle is designed to carry more than one person, in which event a passenger may ride upon the permanent and regular seat if designed for two persons.

**7.30.080 Prohibited areas.**

1. It is unlawful to operate a wheeled all-terrain vehicle on a sidewalk.
2. It is unlawful to operate a wheeled all-terrain vehicle in a park, except in a designated parking lot.
3. It is unlawful to operate a wheeled all-terrain vehicle on any pedestrian trail, bicycle path or bridge where the operation of motorized vehicles is prohibited.
4. It is unlawful to operate a wheeled all-terrain vehicle on State Route 9, State Route 204 and State Route 92 and 20<sup>th</sup> Street SE, except to cross at an approximate 90 degree angle.

**7.30.090 Violation – Penalty.**

Any person who violates a provision of this chapter is guilty of a traffic infraction and will be punished by the imposition of a monetary penalty as authorized by RCW 46.09.490, as existing or hereafter



amended; provided, that conduct that constitutes a criminal traffic offense may be charged as such and is subject to the maximum penalties allowed for such offenses.

**7.30.100 Listing on city website.**

All city streets upon which wheeled all-terrain vehicles have been approved for operation pursuant to this chapter shall be listed publicly and made accessible from the main page of the city's website.

Section 2. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be 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 ordinance.

Section 3. Effective Date. This ordinance shall be in full force and effect five (5) days from and after its passage and approval and publication as required by law.

PASSED by the City Council of the City of Lake Stevens this \_\_\_\_ day of \_\_\_\_\_, 2018.

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

ATTEST:

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

APPROVED AS TO FORM:

\_\_\_\_\_  
Greg Rubstello, City Attorney

First and Final Reading: \_\_\_\_\_  
Date of Publication: \_\_\_\_\_  
Effective Date: \_\_\_\_\_