



## ***City of Lake Stevens Vision Statement***

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

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### **CITY COUNCIL REGULAR MEETING AGENDA**

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

**Tuesday, July 9, 2019 – 7:00 p.m.**

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

<b>CALL TO ORDER</b>	7:00 p.m.	Mayor
<b>PLEDGE OF ALLEGIANCE</b>		Mayor
<b>ROLL CALL</b>		
<b>APPROVAL OF AGENDA</b>		Council President
<b>GUEST BUSINESS</b>	Shawn Frederick and Recognition of Veteran Owned Businesses	
<b>CITIZEN COMMENTS</b>		
<b>COUNCIL BUSINESS</b>		Council President
<b>MAYOR'S BUSINESS</b>		
<b>CITY DEPARTMENT REPORT</b>	Update	
<b>CONSENT AGENDA</b>	 *A 2019 Vouchers *B City Council Regular Meeting Minutes of June 25, 2019 *C City Council Workshop Meeting Minutes of July 2, 2019 *D Ordinance 1062 Amending 2019 Budget *E Final Acceptance of 91 <sup>st</sup> Avenue SE & 4 <sup>th</sup> Street SE Sidewalk Improvement Project *F 2019 Aquafest Request to Serve Beer and Wine in VIP Booth	Barb Kathy Kathy Barb Aaron Russ
<b>PUBLIC HEARING:</b>	 *G Ordinance 1061 re Adrian Annexation *H Ordinance 1063 Amending LSMC re Fences	Dillon Russ

Lake Stevens City Council Regular Meeting Agenda

July 9, 2019

**ACTION ITEMS:**

- \*I Amendment No. 2 to Professional Services Agreement with Land Development Company re War Memorial
- \*J Resolution 2019-12 to Place SE Island Annexation Upon an Election Ballot

Aaron  
Russ

**DISCUSSION ITEMS:**

**EXECUTIVE SESSION:** Collective Bargaining

**ADJOURN**

* ITEMS ATTACHED	** ITEMS PREVIOUSLY DISTRIBUTED	# ITEMS TO BE DISTRIBUTED
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***THE PUBLIC IS INVITED TO ATTEND***

***Special Needs***

*The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact 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.***

BLANKET VOUCHER APPROVAL  
**2019**

Payroll Direct Deposits	<b>6/25/2019</b>	<b>\$229,500.12</b>
Payroll Checks	<b>48135-48136</b>	<b>\$2,867.58</b>
Electronic Funds Transfers	<b>ACH</b>	<b>\$150,745.13</b>
Claims	<b>48137-48212</b>	<b>\$453,172.54</b>
Void Checks	<b>46803, 48096</b>	<b>(\$1,683.62)</b>
Total Vouchers Approved:		<b>\$834,601.75</b>

**This 9th day of July 2019**

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.

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Finance Director/Auditing Officer

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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:

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Councilmember



July 9th, 2019

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

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Personnel Costs	\$	232,368	28%
Payroll Federal Taxes	\$	85,903	10%
Retirement Benefits - Employer	\$	57,872	7%
Other Employer paid Benefits	\$	363	0%
Employee paid benefits - By Payroll	\$	10,632	1%
Supplies	\$	21,542	3%
Professional Services	\$	79,856	10%
Capital *	\$	347,749	42%
Void Check	\$	(1,684)	-0.2%
<b>Total</b>	<b>\$</b>	<b>834,601.75</b>	<b>100%</b>

**Large Purchases**

\* Williams Property Purchase - \$225,000



Total for Period
<b>\$603,917.67</b>

**Checks to be approved for period 06/20/2019 - 07/02/2019**

Vendor: Amazon Capital Services  
Check Number: 48143

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1CK6-G6GN-KJNL	7/2/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Switch Cap and Toggle Assembly for Spotlight	\$54.51
1K4X-6Y3X-FGMY	7/2/2019	111 008 521 20 31 00	Drug Seize - Operating Costs	Lightning Cord for iPhone/Drone Batteries/Battery Charger	\$286.78

\$341.29

Vendor: Canon Financial Services Inc  
Check Number: 48144

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20215780	7/2/2019	001 013 518 20 48 00	GG-Repair & Maintenance	Copier Maintenance CH	\$285.26
20216706	7/2/2019	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Maintenance PW	\$17.08
20216706	7/2/2019	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Maintenance PW	\$17.08

\$319.42

Vendor: Carter  
Check Number: 48145

Invoice No	Check Date	Account Number	Account Name	Description	Amount
072819 CARTER	7/2/2019	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Meals WSSO Conf Spokane - Carter	\$262.00

\$262.00

Vendor: CIC Valuation Group Inc  
Check Number: 48146

Invoice No	Check Date	Account Number	Account Name	Description	Amount
19-3238-3239	7/2/2019	302 010 594 76 61 01	PM - North Cove Capital	Appraisal Services Williams Property	\$15,875.00

\$15,875.00

Vendor: City of Everett  
Check Number: 48147

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I19002115	7/2/2019	001 008 554 30 41 00	LE - Animal Control	Animal Control Services May 2019	\$2,340.00

\$2,340.00

Vendor: City of Marysville  
Check Number: 48148

Invoice No	Check Date	Account Number	Account Name	Description	Amount
POLIN 18-0066	7/2/2019	001 008 523 60 41 00	LE-Jail	Prisoner Housing Marysville Addtl Feb 2018	\$317.48
POLIN 18-0067	7/2/2019	001 008 523 60 41 00	LE-Jail	Prisoner Housing Marysville Addtl March 2018	\$195.00
POLIN 18-0072	7/2/2019	001 008 523 60 41 00	LE-Jail	Prisoner Medical June 2018	\$300.00
POLIN 18-0092	7/2/2019	001 008 523 60 41 00	LE-Jail	Prisoner Housing Yakima July 2018	\$2,693.25
POLIN 18-0144	7/2/2019	001 008 523 60 41 00	LE-Jail	Prisoner Housing SCORE Nov 2018	\$1,680.00
POLIN 19-0035	7/2/2019	001 008 523 60 41 00	LE-Jail	Prisoner Housing Marysville March 2019	\$5,999.89
POLIN 19-0036	7/2/2019	001 008 523 60 41 00	LE-Jail	Prisoner Medical SCORE March 2019	\$1,236.46
POLIN 19-0038	7/2/2019	001 008 523 60 41 00	LE-Jail	Prisoner Medical April 2019	\$150.00
POLIN 19-0043	7/2/2019	001 008 523 60 41 00	LE-Jail	Prisoner Housing SCORE April 2019	\$1,343.33

\$13,915.41

Vendor: Clerk of the Court  
Check Number: 48137

Invoice No	Check Date	Account Number	Account Name	Description	Amount
061919	6/26/2019	302 010 594 76 60 00	PM - Park Acquisition	Property purchase from Williams Investment Inc for North Cove	\$225,000.00
					\$225,000.00

Vendor: Crystal Springs  
Check Number: 48149

Invoice No	Check Date	Account Number	Account Name	Description	Amount
16015194 062219	7/2/2019	001 008 521 50 30 00	LE-Facilities Supplies	Bottled Water - Police Department	\$140.78
					\$140.78

Vendor: Davido Consulting Group Inc  
Check Number: 48150

Invoice No	Check Date	Account Number	Account Name	Description	Amount
25082	7/2/2019	309 016 595 61 60 01	Safer Routes - 91st/4th St.SE	91st Ave Improvement Project Engineering Services	\$588.72
					\$588.72

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

Invoice No	Check Date	Account Number	Account Name	Description	Amount
062519	6/26/2019	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,770.00
					\$2,770.00

Vendor: Dept of Retirement PERS LEOFF  
Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
062519	6/26/2019	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	\$57,872.29
					\$57,872.29

Vendor: Dunlap Industrial Hardware  
Check Number: 48151

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1429613-02	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Pocket Spot Light	\$29.50
1431674-01	7/2/2019	001 010 576 80 31 01	PK-Ops-Clothing	Rubber Boots	\$60.34

Vendor: E&E Lumber Inc  
Check Number: 48152

Invoice No	Check Date	Account Number	Account Name	Description	Amount
152700	7/2/2019	001 010 576 80 31 00	PK-Operating Costs	Deck Screws/Sashco Big Stretch	\$122.26
					\$122.26

Vendor: EFTPS  
Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
062519	6/26/2019	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	\$85,902.67
					\$85,902.67

Vendor: Electronic Business Machines  
Check Number: 48153

Invoice No	Check Date	Account Number	Account Name	Description	Amount
AR137207	7/2/2019	001 007 558 50 48 00	PL-Repairs & Maint.	Copier Repair & Maintenance PL	\$106.01
AR137207	7/2/2019	001 007 559 30 48 00	PB-Repair & Maintenance	Copier Repair & Maintenance PB	\$106.01
AR137207	7/2/2019	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Repair & Maintenance PW	\$106.01
AR137207	7/2/2019	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Repair & Maintenance PW	\$106.02
AR137981	7/2/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Copier Repair & Maintenance PD	\$279.69
AR138306	7/2/2019	001 013 518 20 48 00	GG-Repair & Maintenance	Copier Maintenance CH	\$1,402.98
					\$2,106.72

Vendor: Environmental Systems Research Inst

Check Number: 48154

Invoice No	Check Date	Account Number	Account Name	Description	Amount
93652580	7/2/2019	510 006 518 80 49 31	LR - ESRI - ArcGIS	ArcGIS Annual Maintenance	\$1,308.00 \$1,308.00

Vendor: Epic Land Solutions Inc

Check Number: 48155

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0619-0862	7/2/2019	302 010 594 76 61 01	PM - North Cove Capital	North Cove Relocation Consultant Services - Williams	\$910.91 \$910.91

Vendor: Everett Safe and Lock Inc

Check Number: 48156

Invoice No	Check Date	Account Number	Account Name	Description	Amount
134474	7/2/2019	001 010 576 80 31 00	PK-Operating Costs	Keys - Concessions	\$14.82
134554	7/2/2019	001 010 576 80 31 00	PK-Operating Costs	Interchangable Core Key	\$24.71 \$39.53

Vendor: Fastenal Company

Check Number: 48157

Invoice No	Check Date	Account Number	Account Name	Description	Amount
WAARN130926	7/2/2019	309 016 595 61 63 01	Sidewalk Construction	Muriatic Acid//Paint	\$304.31 \$304.31

Vendor: Glens Welding and Machine Inc

Check Number: 48158

Invoice No	Check Date	Account Number	Account Name	Description	Amount
S11159	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Line Heads for Weed Eaters	\$81.72 \$81.72

Vendor: Good

Check Number: 48159

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121118 GOOD	7/2/2019	001 001 513 10 43 00	Executive - Travel & Mtgs	Bottled Water Legislative Meeting	\$5.43 \$5.43

Vendor: Grainger

Check Number: 48160

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9208678061	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Gloves	\$44.60
9209964874	7/2/2019	101 016 544 90 31 02	ST-Operating Cost	Toilet Paper Dispenser/Keys	\$185.96
9211829479	7/2/2019	001 008 521 50 48 00	LE-Facility Repair & Maint	Rebuild Kit Urinal - Police Department	\$39.07
9218740018	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Tape Measure/Gloves	\$146.19 \$415.82

Vendor: HB Jaeger Co LLC

Check Number: 48161

Invoice No	Check Date	Account Number	Account Name	Description	Amount
17913015866	7/2/2019	305 010 594 76 60 00	North Cove Park Cap-Local	Drain Pipe/Cap/Coil/Wall Snap Tee/Plugs North Cove	\$158.29
17913015867	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Caulder Coupling/Cap	\$31.91
17913015870	7/2/2019	305 010 594 76 60 00	North Cove Park Cap-Local	EZ Drain Pipe With Rock North Cove	\$351.18
17913016223	7/2/2019	302 010 594 76 61 01	PM - North Cove Capital	Metal T-Post Painted/Reinforced S/F North Cove Williams	\$513.68
17913018778	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Storm Pipe	\$262.38 \$1,317.44

Vendor: HD Supply Construction Supply LTD

Check Number: 48162

Invoice No	Check Date	Account Number	Account Name	Description	Amount
10010712455	7/2/2019	309 016 595 61 63 01	Sidewalk Construction	Nail Steel Stake/Specstrip Form Release	\$456.87
10010738123	7/2/2019	309 016 595 61 63 01	Sidewalk Construction	Tie Wire Reel/Step Edger/Rocker Groover/Cast	\$396.69
					\$853.56

Vendor: Hingtgen

Check Number: 48163

Invoice No	Check Date	Account Number	Account Name	Description	Amount
070719 HINGTGEN	7/2/2019	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Meals CQB Instructor Lacey - Hingtgen	\$294.00
					\$294.00

Vendor: Home Depot

Check Number: 48164

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1082430	7/2/2019	001 013 518 20 48 00	GG-Repair & Maintenance	Showerhead/Scrapers/Elbows/Crimp Rings/Couplings	\$367.72
6014070	7/2/2019	101 016 544 90 31 02	ST-Operating Cost	Concrete Mix	\$118.26
6014070	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Concrete Mix	\$118.27
9013586	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Tape Measure/Bits/Bosch SDS Max Speedx	\$109.10
9060533	7/2/2019	309 016 595 61 63 01	Sidewalk Construction	Swimming Pool Muriatic Acid	\$112.80
					\$826.15

Vendor: Honey Bucket

Check Number: 48165

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0551111322	7/2/2019	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Community Garden	\$117.50
0551118140	7/2/2019	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Swim Beach	\$269.65
					\$387.15

Vendor: Horizon Distributors Inc

Check Number: 48166

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2M084466	7/2/2019	001 010 576 80 31 00	PK-Operating Costs	Herbicide	\$381.36
2M084537	7/2/2019	001 010 576 80 31 00	PK-Operating Costs	Turfgro	\$166.09
					\$547.45

Vendor: HSA Bank

Check Number: 48138

Invoice No	Check Date	Account Number	Account Name	Description	Amount
062519	6/26/2019	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contributions	\$660.99
					\$660.99

Vendor: HW Lochner Inc

Check Number: 48167

Invoice No	Check Date	Account Number	Account Name	Description	Amount
19	7/2/2019	301 016 544 40 41 02	T11 - 24th & 91st Ext Design	24th Street SE Extension Consulting	\$9,946.44
					\$9,946.44

Vendor: Iron Mountain Quarry LLC

Check Number: 48168

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0289901	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Rock	\$324.81
0289956	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Rock	\$640.04
0290006	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Rock	\$858.16
					\$1,823.01

Vendor: Irwin

Check Number: 48169

Invoice No	Check Date	Account Number	Account Name	Description	Amount
072819 IRWIN	7/2/2019	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Meals WSSO Conf Spokane - Irwin	\$262.00 \$262.00

Vendor: J Thayer Company Inc

Check Number: 48170

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1366838-0	7/2/2019	001 013 518 20 31 00	GG-Operating Costs	Disinfecting Wipes/Batteries	\$242.00
1367879-0	7/2/2019	001 007 558 50 31 00	PL-Office Supplies	Markers/Pens/Ink	\$88.65
1367879-0	7/2/2019	001 007 559 30 31 00	PB-Office Supplies	Markers/Pens	\$6.91
1367879-0	7/2/2019	001 013 518 20 31 00	GG-Operating Costs	Paper/Soap/Post Its/Tape/Frames	\$185.59
1370169-0	7/2/2019	001 007 558 50 31 00	PL-Office Supplies	Folders	\$108.18
1370169-0	7/2/2019	001 013 518 20 31 00	GG-Operating Costs	Plastic Wrap	\$21.91
1370169-0	7/2/2019	101 016 544 90 31 01	ST-Office Supplies	Pencils	\$2.42
1370169-0	7/2/2019	410 016 531 10 31 01	SW-Office Supplies	Pencils/Markers	\$25.67
					\$681.33

Vendor: Kilroy

Check Number: 48171

Invoice No	Check Date	Account Number	Account Name	Description	Amount
072119 KILROY	7/2/2019	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Meals DT Level 1 Instructor Lakewood - Kilroy	\$774.00 \$774.00

Vendor: Lake Industries LLC

Check Number: 48172

Invoice No	Check Date	Account Number	Account Name	Description	Amount
280342	7/2/2019	302 010 594 76 61 01	PM - North Cove Capital	Cobles North Cove - Williams Property	\$58.46
280443	7/2/2019	302 010 594 76 61 01	PM - North Cove Capital	Pit Run Pick Up - Williams Property	\$85.87
280461	7/2/2019	302 010 594 76 61 01	PM - North Cove Capital	Pit Run Pick Up - Williams Property	\$241.91
280533	7/2/2019	305 010 594 76 60 00	North Cove Park Cap-Local	Pea Gravel North Cove	\$154.07
					\$540.31

Vendor: Lake Stevens Chamber of Commerce

Check Number: 48173

Invoice No	Check Date	Account Number	Account Name	Description	Amount
070119 CHAMBER	7/2/2019	001 013 518 90 49 01	GG-Chamber of Commerce	Contributions for VIC July 2019	\$1,500.00 \$1,500.00

Vendor: Lake Stevens Police Guild

Check Number: 48139

Invoice No	Check Date	Account Number	Account Name	Description	Amount
062519	6/26/2019	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	\$1,121.00 \$1,121.00

Vendor: Lakeside Industries Inc

Check Number: 48174

Invoice No	Check Date	Account Number	Account Name	Description	Amount
91587	7/2/2019	101 016 544 90 31 02	ST-Operating Cost	Asphalt Cold Patch	\$271.76 \$271.76

Vendor: Land Development Consultants Inc

Check Number: 48175

Invoice No	Check Date	Account Number	Account Name	Description	Amount
17783	7/2/2019	305 010 594 76 60 00	North Cove Park Cap-Local	North Cove Park Plaza Design	\$9,791.97
18161	7/2/2019	305 010 594 76 60 00	North Cove Park Cap-Local	North Cove Park Plaza Design	\$15,913.70
18256	7/2/2019	301 016 595 61 64 02	TIZ3 - S. Lake Stevens Rd	S Lake Stevens Multi Use Path	\$4,668.50

18822	7/2/2019	305 010 594 76 60 00	North Cove Park Cap-Local	North Cove Park Plaza Design	\$2,853.35
18823	7/2/2019	305 010 594 76 60 00	North Cove Park Cap-Local	Festival Underground Utility Locate	\$4,887.50
18851	7/2/2019	301 016 595 61 64 02	TIZ3 - S. Lake Stevens Rd	S Lake Stevens Rd Multi Use Path	\$1,824.90
					\$39,939.92

Vendor: LN Curtis & Sons

Check Number: 48176

Invoice No	Check Date	Account Number	Account Name	Description	Amount
INV292156	7/2/2019	001 008 521 20 31 02	LE-Minor Equipment	Namebadge/Service Award Tab - Anderson J	\$26.28

Vendor: Marine Lumber Service Inc

Check Number: 48177

Invoice No	Check Date	Account Number	Account Name	Description	Amount
18041	7/2/2019	001 012 573 90 31 00	CS-Community Activity-Aquafest	Lumber - Aquafest	\$885.49

Vendor: Method Barricade & Construction Supply LLC

Check Number: 48178

Invoice No	Check Date	Account Number	Account Name	Description	Amount
12031	7/2/2019	101 016 542 70 31 01	Citywide Beautification Implem	City Street Name Signs	\$10,627.50
12136	7/2/2019	001 010 576 80 31 00	PK-Operating Costs	Construction Zone Sign/Brace	\$143.88
12139	7/2/2019	001 013 518 20 48 00	GG-Repair & Maintenance	Secured Access Only Sign/Brace	\$95.92

\$10,867.30

Vendor: Miles Sand & Gravel

Check Number: 48179

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1720067	7/2/2019	309 016 595 61 63 01	Sidewalk Construction	Concrete	\$1,600.82
1720460	7/2/2019	309 016 595 61 63 01	Sidewalk Construction	Concrete	\$1,307.60
1721842	7/2/2019	309 016 595 61 63 01	Sidewalk Construction	Concrete	\$1,602.31
1722722	7/2/2019	309 016 595 61 63 01	Sidewalk Construction	Concrete	\$1,389.76
1723431	7/2/2019	309 016 595 61 63 01	Sidewalk Construction	Concrete	\$1,602.31

\$7,502.80

Vendor: MS Martin Enterprises Inc

Check Number: 48180

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1502	7/2/2019	001 008 521 20 31 01	LE-Fixed Minor Equipment	Handheld Radar Gun	\$695.00

\$695.00

Vendor: Nationwide Retirement Solution

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
062519	6/26/2019	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	\$4,036.67

\$4,036.67

Vendor: Nguyen

Check Number: 48181

Invoice No	Check Date	Account Number	Account Name	Description	Amount
062819 NGUYEN	7/2/2019	001 000 362 00 00 04	Lundeen Shelter Rental	Lundeen Shelter Rental Cancellation 07/04/19	\$60.00

\$60.00

Vendor: Northwest Turf Solutions

Check Number: 48182

Invoice No	Check Date	Account Number	Account Name	Description	Amount
56	7/2/2019	305 010 594 76 60 00	North Cove Park Cap-Local	Turf North Cove Park	\$31,664.50

\$31,664.50

Vendor: O Reilly Auto Parts

Check Number: 48183

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2960-117835	7/2/2019	001 010 576 80 31 00	PK-Operating Costs	Headlights PW68/Stock	\$33.66
2960-117951	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Ball Mount PW39	\$30.51
2960-118975	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Alternator/Battery PW23	\$270.03
2960-119024	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Starter/Core Charge PW2	\$165.91
2960-119254	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Front Left Wheel Bearing PW23	\$439.48
					\$939.59

Vendor: Ogden Murphy Wallace PLLC

Check Number: 48184

Invoice No	Check Date	Account Number	Account Name	Description	Amount
825430	7/2/2019	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services May 2019	\$22,173.00
825430	7/2/2019	001 011 515 41 41 01	Ext Consult - PRA	Legal Services Public Records May 2019	\$840.00
					\$23,013.00

Vendor: Pace Engineers Inc

Check Number: 48185

Invoice No	Check Date	Account Number	Account Name	Description	Amount
71928	7/2/2019	411 016 594 31 60 00	Decant Facility Project	Engineering Services Decant Facility	\$12,188.50
					\$12,188.50

Vendor: Pilchuck Equipment Rental and Sales

Check Number: 48186

Invoice No	Check Date	Account Number	Account Name	Description	Amount
82356	7/2/2019	305 010 594 76 60 00	North Cove Park Cap-Local	Roller Rental Return North Cove	\$814.72
82431	7/2/2019	309 016 595 61 63 01	Sidewalk Construction	Concrete Power Trowel Return	\$76.51
					\$891.23

Vendor: Pitney Bowes

Check Number: 48187

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3309155800	7/2/2019	001 013 518 20 45 00	GG-Rental & Services	Postage Machine Rental 4/23/19 - 7/22/19	\$353.32
					\$353.32

Vendor: Praetorian Group Inc

Check Number: 48188

Invoice No	Check Date	Account Number	Account Name	Description	Amount
43634	7/2/2019	001 008 521 40 49 01	LE-Registration Fees	Registration Taser CEW Instructor Cert - Irwin/Wells	\$650.00
					\$650.00

Vendor: Puget Sound Clean Air Agency

Check Number: 48189

Invoice No	Check Date	Account Number	Account Name	Description	Amount
Q3 PSCAA	7/2/2019	001 013 553 70 41 00	GG - Air Pollution	Q3 Clean Air Assessment 2019	\$5,317.75
					\$5,317.75

Vendor: Rexel USA Inc

Check Number: 48190

Invoice No	Check Date	Account Number	Account Name	Description	Amount
V440715	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Washers/Copper/Closure Plate/Pipeclamp/PVC Jct Box	\$609.03
V460021	7/2/2019	001 010 576 80 31 00	PK-Operating Costs	Fiberglass	\$136.37
V484057	7/2/2019	001 010 576 80 31 00	PK-Operating Costs	Conduit/PVC	\$152.01
V487555	7/2/2019	001 010 576 80 31 00	PK-Operating Costs	Terminal Adapter/Conduit	\$10.33
					\$907.74

Vendor: SirennetCom  
Check Number: 48191

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0240146-IN	7/2/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Flood Light	\$154.69
0240239-IN	7/2/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Cencom Carbide	\$1,083.25
					\$1,237.94

Vendor: Smith  
Check Number: 48192

Invoice No	Check Date	Account Number	Account Name	Description	Amount
062619 WELLNESS	7/2/2019	001 005 517 90 41 00	HR-Wellness Program	Reimburse Food/Beverages for Wellness Comm Smoothie Walk	\$198.80
					\$198.80

Vendor: Smith  
Check Number: 48193

Invoice No	Check Date	Account Number	Account Name	Description	Amount
060319 SMITH	7/2/2019	001 005 518 10 49 00	HR-Miscellaneous	Reimburse - WCIA Training Refreshments - Smith T	\$80.06
					\$80.06

Vendor: Snohomish County PUD  
Check Number: 48194

Invoice No	Check Date	Account Number	Account Name	Description	Amount
105139601	7/2/2019	001 010 576 80 47 00	PK-Utilities	200493443 Catherine Creek Park Electric	\$18.89
131593580	7/2/2019	001 008 521 50 47 00	LE-Facility Utilities	203033030 Police Dept Electric	\$618.94
131593580	7/2/2019	001 008 521 50 47 00	LE-Facility Utilities	203033030 Police Dept Water	\$164.60
134900739	7/2/2019	001 010 576 80 47 00	PK-Utilities	221908015 City Shop Mechanic	\$52.55
134900739	7/2/2019	101 016 543 50 47 00	ST-Utilities	221908015 City Shop Mechanic	\$52.53
134900739	7/2/2019	410 016 531 10 47 00	SW-Utilities	221908015 City Shop Mechanic	\$52.53
144762484	7/2/2019	001 010 576 80 47 00	PK-Utilities	203599006 City Shop Electric/Water	\$170.05
144762484	7/2/2019	101 016 543 50 47 00	ST-Utilities	203599006 City Shop Electric/Water	\$170.04
144762484	7/2/2019	410 016 531 10 47 00	SW-Utilities	203599006 City Shop Electric/Water	\$170.09
148050794	7/2/2019	101 016 542 63 47 00	ST-Lighting - Utilities	203728159 Traffic Signal	\$58.47
157792078	7/2/2019	101 016 542 63 47 00	ST-Lighting - Utilities	205320781 SR92 Roundabout at 99th	\$42.35
167431271	7/2/2019	101 016 542 63 47 00	ST-Lighting - Utilities	200178218 Street Lights 8533 15th St NE	\$72.62
167431271	7/2/2019	101 016 542 63 47 00	ST-Lighting - Utilities	200178218 Traffic Signal 8718 17th St NE	\$140.66
					\$1,784.32

Vendor: Snohomish County PW S  
Check Number: 48195

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I000501351	7/2/2019	101 016 542 64 48 00	ST-Traffic Control - R&M	Signal/Sign Repair & Maint May 2019	\$338.21
					\$338.21

Vendor: Sonsray Machinery LLC  
Check Number: 48196

Invoice No	Check Date	Account Number	Account Name	Description	Amount
P11415-09	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Shoulder Mower/Blades/Bolts PW50	\$332.54
					\$332.54

Vendor: Sound Publishing Inc  
Check Number: 48197

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EDH860565	7/2/2019	101 016 542 30 41 01	ST-Advertising	Notice of Planned Final Action on Condemnation	\$216.72
EDH860804	7/2/2019	001 007 558 50 41 03	PL-Advertising	LUA2016-0024 Public Hearing	\$104.50
EDH860823	7/2/2019	001 007 558 50 41 03	PL-Advertising	PH Streets/Sidewalk Regulations	\$90.02
EDH860934	7/2/2019	001 007 558 50 41 03	PL-Advertising	LUA2018-0150 Frontier Village Access Rd City Application	\$104.74
EDH860938	7/2/2019	001 007 558 50 41 03	PL-Advertising	LUA2018-0150 Frontier Village Access Rd Nonsignificance	\$110.17

EDH861228	7/2/2019	001 013 518 30 41 01	GG-Advertising	Ordinance 1057	\$30.53
EDH861231	7/2/2019	001 013 518 30 41 01	GG-Advertising	Ordinance 1058	\$28.72
EDH861411	7/2/2019	001 007 558 50 41 04	Permit Related Professional Sr	LUA2019-0090 Design Review	\$81.21
EDH861966	7/2/2019	001 007 558 50 41 04	Permit Related Professional Sr	LUA2019-0040 Lewandowski Dock Extension	\$79.40
EDH862624	7/2/2019	305 010 594 76 60 00	North Cove Park Cap-Local	CC Special Meeting North Cove Groundbreaking	\$34.15
					\$880.16

Vendor: Sound Safety Products Co Inc

Check Number: 48198

Invoice No	Check Date	Account Number	Account Name	Description	Amount
286575/1	7/2/2019	410 016 531 10 31 00	SW-Clothing	Safety Gear	\$406.19
290175/1	7/2/2019	410 016 531 10 31 00	SW-Clothing	Work Pants	\$102.10
3835/6	7/2/2019	101 016 544 90 31 02	ST-Operating Cost	Cargo Pants	\$81.88
					\$590.17

Vendor: SSHI LLC

Check Number: 48140

Invoice No	Check Date	Account Number	Account Name	Description	Amount
Refund	6/26/2019	001 000 389 90 00 00	Refunds or Overpayments	Refund for Overcharge on Building Permit	\$3,000.00
					\$3,000.00

Vendor: Tacoma Screw Products Inc

Check Number: 48199

Invoice No	Check Date	Account Number	Account Name	Description	Amount
18244407	7/2/2019	001 010 576 80 31 00	PK-Operating Costs	Sunscreen Wipes	\$12.71
18244407	7/2/2019	101 016 544 90 31 02	ST-Operating Cost	Sunscreen Wipes	\$12.72
18244407	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Sunscreen Wipes	\$12.72
18244408	7/2/2019	001 010 576 80 31 00	PK-Operating Costs	Magnetic Nut Setter/Screw Caps/Lawn Rake	\$46.36
18244409	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Gloves	\$298.82
18244410	7/2/2019	001 010 576 80 31 00	PK-Operating Costs	Lawn Rake	\$144.40
18244584	7/2/2019	001 010 576 80 31 00	PK-Operating Costs	Lawn Rake	\$93.28
18244902	7/2/2019	001 010 576 80 31 00	PK-Operating Costs	Lawn Rake Credit	(\$93.28)
18245267	7/2/2019	001 010 576 80 31 00	PK-Operating Costs	Bits/Nut Setter/Cable Ties/Washers/Cleaner	\$108.99
18245267	7/2/2019	101 016 544 90 31 02	ST-Operating Cost	Bits/Nut Setter/Cable Ties/Washers/Cleaner	\$109.00
18245267	7/2/2019	410 016 531 10 31 02	SW-Operating Costs	Bits/Nut Setter/Cable Ties/Washers/Cleaner	\$109.00
					\$854.72

Vendor: Tageant

Check Number: 48200

Invoice No	Check Date	Account Number	Account Name	Description	Amount
030919 TAGEANT	7/2/2019	001 001 511 60 43 00	Legislative - Travel & Mtgs	PerDiem - Uber NLC Washington DC - Tageant	\$104.38
					\$104.38

Vendor: Technological Services Inc

Check Number: 48201

Invoice No	Check Date	Account Number	Account Name	Description	Amount
13056	7/2/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Lub/Oil/Filter/Tire/Battery/AC Repair A-14-68	\$1,718.62
13073	7/2/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Tire Mount/Balance A-07-40	\$83.19
13109	7/2/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Lube/Oil/Filter/Tire Rotation PT-17-72	\$91.57
13121	7/2/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Lube/Oil/Filter/Tire Mount/Cooling System PT-15-62	\$1,306.96
13142	7/2/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Lub/Oil/Filter/Brake/Power Steering Inspect PT-14-58	\$165.80
13155	7/2/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Lub/Oil/Filter/Tire/Brake/Battery Recharge PT-16-64	\$414.76
13181	7/2/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Lub/Oil/Filter/Tire/Brake Adjustment PT-17-75	\$280.74
					\$4,061.64

Vendor: The Riley Group Inc

Check Number: 48202

Invoice No	Check Date	Account Number	Account Name	Description	Amount
17699	7/2/2019	002 008 594 18 60 03	Police Dept - Loaned	2019-097 Police Station Phase I ESA	\$2,000.00 \$2,000.00

Vendor: The Watershed Co

Check Number: 48203

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2019-0701	7/2/2019	301 016 544 40 41 02	T11 - 24th & 91st Ext Design	Enviornmental Consulting - 24th Street SE Extension	\$1,176.36 \$1,176.36

Vendor: Tom Astrof Construction Inc

Check Number: 48204

Invoice No	Check Date	Account Number	Account Name	Description	Amount
190618-921	7/2/2019	309 016 595 61 63 01	Sidewalk Construction	Step Tools/Hand Edger for Concrete	\$97.94 \$97.94

Vendor: ULINE

Check Number: 48205

Invoice No	Check Date	Account Number	Account Name	Description	Amount
109701937	7/2/2019	101 016 544 90 31 02	ST-Operating Cost	Electrical Tape/Casters/Dispenser/Pressure Sprayer	\$243.58 \$243.58

Vendor: United Rentals North America Inc

Check Number: 48206

Invoice No	Check Date	Account Number	Account Name	Description	Amount
167357874-003	7/2/2019	302 010 594 76 61 01	PM - North Cove Capital	4 Week Dozer Rental - North Cove Williams Property	\$7,410.91 \$7,410.91

Vendor: UPS

Check Number: 48207

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0000074Y42249	7/2/2019	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$19.22 \$19.22

Vendor: Vantagepoint Transfer Agents - 108991

Check Number: 48141

Invoice No	Check Date	Account Number	Account Name	Description	Amount
062519	6/26/2019	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	\$363.39 \$363.39

Vendor: Vantagepoint Transfer Agents - 307428

Check Number: 48142

Invoice No	Check Date	Account Number	Account Name	Description	Amount
062519	6/26/2019	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	\$1,880.02 \$1,880.02

Vendor: VanWyck

Check Number: 48208

Invoice No	Check Date	Account Number	Account Name	Description	Amount
062119 VANWYCK	7/2/2019	001 000 362 00 00 04	Lundeen Shelter Rental	Refund Lundeen Shelter Reservation Fees - VanWyck	\$120.00 \$120.00

Vendor: WAPRO

Check Number: 48209

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3036	7/2/2019	001 003 514 20 49 00	CC-Miscellaneous	WAPRO Membership - Crim	\$25.00 \$25.00

Vendor: Washington State Support Registry

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
062519	6/26/2019	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	\$163.50 \$163.50

Vendor: Wave Broadband

Check Number: 48210

Invoice No	Check Date	Account Number	Account Name	Description	Amount
09143791	7/2/2019	001 002 513 11 42 00	AD-Communications	Telephone Service	\$23.60
09143791	7/2/2019	001 003 514 20 42 00	CC-Communications	Telephone Service	\$47.21
09143791	7/2/2019	001 004 514 23 42 00	FI-Communications	Telephone Service	\$47.21
09143791	7/2/2019	001 005 518 10 42 00	HR-Communications	Telephone Service	\$23.60
09143791	7/2/2019	001 006 518 80 42 00	IT-Communications	Telephone Service	\$70.81
09143791	7/2/2019	001 007 558 50 42 00	PL-Communication	Telephone Service	\$153.51
09143791	7/2/2019	001 007 559 30 42 00	PB-Communication	Telephone Service	\$23.60
09143791	7/2/2019	001 008 521 20 42 00	LE-Communication	Telephone Service	\$802.87
09143791	7/2/2019	001 012 575 30 42 00	CS-Historical-Communications	Telephone Service Museum	\$23.61
09143791	7/2/2019	001 012 575 50 42 00	CS-Community Center - Comm	Telephone Service Senior Ctr	\$23.60
09143791	7/2/2019	001 013 518 20 42 00	GG-Communication	Telephone Service	\$94.42
09143791	7/2/2019	101 016 543 30 42 00	ST-Communications	Telephone Service Shop	\$135.85
09143791	7/2/2019	410 016 531 10 42 00	SW-Communications	Telephone Service Shop	\$135.85
09143791	7/2/2019	510 006 518 80 49 04	LR - WaveBroadband Fiber Lease	Fiber Leases	\$1,886.70 \$3,492.44

Vendor: Wetland Resources Inc

Check Number: 48211

Invoice No	Check Date	Account Number	Account Name	Description	Amount
19101-0519	7/2/2019	302 010 594 76 61 00	PM - Frontier Heights Capital	Frontier Heights Park Wetland Delineation	\$810.00 \$810.00

Vendor: Wynne and Sons Inc

Check Number: 48212

Invoice No	Check Date	Account Number	Account Name	Description	Amount
60848	7/2/2019	001 007 571 00 30 00	PL-Park & Recreation	Laminated Posters for A-Boards	\$194.57 \$194.57



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

Tuesday, June 25, 2019

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 and Marcus Tageant

**ELECTED OFFICIALS ABSENT:** Councilmember Brett Gailey

**STAFF MEMBERS PRESENT:** City Administrator Gene Brazel, Finance Director Barb Stevens, Community Development Director Russ Wright, Associate Planner Dillon Roth, Public Works Director Eric Durpos, Police Chief John Dyer, Commander Jeff Beazizo, Commander Ron Brooks, Human Resources Director Teri Smith, City Clerk Kathy Pugh, City Attorney Greg Rubstello, Public Works Crew Workers James Douglas, Steven Pearson and Jason Thomsen, Police Canine Cia and Police Officers Alex Michael; Josh Kilroy and Nathan Adams

**OTHERS:** Lake Stevens Fire Chief Kevin O'Brien, Monroe Fire Chief Gary Meek, Lake Stevens Fire Commissioner Jim Steinruck and Lake Stevens Fire Director of Finance and Administration Leah Schoof

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

**Roll Call:** Motion by Councilmember Hilt, seconded by Councilmember Tageant, to excuse Councilmember Gailey from the meeting. On vote the motion carried (6-0-0-1).

**Approval of Agenda:** Moved by Councilmember Daughtry, seconded by Councilmember Welch, to approve the agenda. On vote the motion carried (6-0-0-1).

**New Employee Introductions:** Police Chief Dyer introduced Officer Alex Michael, who then introduced Police Canine Officer, Cia and said that July 3 is the certification date; after that Cia will be working on the streets.

Public Works Director Durpos introduced new Public Works crew workers James Douglas, Steven Peterson and Jason Thomsen.

**Recognition:** Police Chief Dyer said the city is proud to offer an Explorer Program and the program has ten active Explorers. Officer Adams then introduced Police Explorer Hunter Clarabuck who has been with the program for the last 16 months and volunteered approximately 175 hours as an Explorer; he will be joining the United States Army National Reserve. Officer Kilroy next introduced Police Explorer Elvis Ramadani, who will be entering

the Navy. Explorer Ramadani has volunteered approximately 260 hours with the Police Department over the last 27 months.

Mayor Spencer then thanked all of the Explorers in attendance for their commitment to the City and Police Department.

**Guest Business:** Fire Chief Kevin O'Brien presented a PowerPoint on the proposed merger of Lake Stevens Fire with Fire District 7 and said the merger will result in a stronger fire service and improved services for Lake Stevens citizens.

Chief Gary Meek supported Chief O'Brien's comments, and shared his experience of a successful merger with Fire District 7 and Monroe Fire in 2017. Chief Meek said that earlier merger created many efficiencies and stronger governance for the fire department.

Councilmember McDaniel commented she believes Lake Stevens will still get the quality of service they are accustomed to.

**Citizen Comments:**

Robert Pearce, 5417 80<sup>th</sup> Avenue NE, Marysville, spoke regarding the Interlocal Agreement with Marysville regarding the SR 9/Soper Hill Road and encouraged that roundabouts be installed on SR 9 to assist schools in transporting students from Marysville to Lake Stevens School District. He distributed a map identifying his suggested locations for additional roundabouts on SR 9.

Gary Petersen, 2325 79<sup>th</sup> Avenue SE, Lake Stevens, spoke regarding the 79<sup>th</sup> Avenue SE proposed condemnation. Mr. Petersen said his driveway is part of the area proposed for condemnation. He reminded of the planning committee making recommendations for the development of Cavelero Park, including a skateboard area and areas that families could enjoy. Turning back to the condemnation he believes there has been no communication from the city. He asked why 79<sup>th</sup> Avenue cannot be extended straight up to the future 24<sup>th</sup> and said taking his driveway will create a jog in the roadway.

Stephanie Petersen, 1029 Grand Avenue, Everett, is Gary Peterson's daughter. She understands the concern is not the design of the park, but whether property should be condemned. She noted the concern is title clearing. Ms. Petersen said there is sufficient land in the existing park property to widen the road and this is in Snohomish County's park design, approved after community input in 2015.

Steve Ewing, 8617 11<sup>th</sup> Street NE, Lake Stevens, recently witnessed a collision between a vehicle and bicyclist and was very impressed with the Lake Stevens Police Department response, as well as the Fire Department's. He also is thankful for the improvements to Lundein Park but is concerned that the park is too full and there is not enough parking.

Daniel Dziadek, 1516 107<sup>th</sup> Avenue SE, Lake Stevens, lives within the SE Island annexation area and commented on the City's intent to put the annexation referendum to a vote on the November 6<sup>th</sup> general election. He believes the only option for the City Council is to hold a special election within 90 days from the date of filing the referendum petition.

Carol Donnelly, 2424 78<sup>th</sup> Avenue SE, said she is part of the proposed condemnation area and requested to be included in future meetings for 79<sup>th</sup> and for 24<sup>th</sup> Avenues, which is behind her property. She noted there is significant property available on the parks side of the roadway that could be used.

**Council Business:**

- Councilmember Daughtry: Snohomish County Cities for Improved Transportation, various groundbreakings, upcoming Pavilion groundbreaking, SCT ad hoc committee.
- Councilmember Petershagen: Sewer Utility Committee, Snohomish County Tomorrow.
- Councilmember Hilt: Snohomish Health District.
- Councilmember McDaniel: Thanked the Lake Stevens Police for their service.
- Councilmember Tageant: Lake Stevens Chamber of Commerce, Sewer Utility Committee.

**Mayor's Business:** Mayor Spencer provided an update on Costco and said Costco has an intention to locate in Lake Stevens, which will be an asset to the community. Mayor Spencer next commented on a WSDOT meeting regarding the intersection of SR 9/SR 204, which calls for a roundabout, and additional roundabouts at SR 9 and 91<sup>st</sup> and at Davies Road. WSDOT has been able to find ways to service businesses and is also adding a U-turn from SR 9 at Market to allow entrance back to Frontier Village. Additionally the city has grant funding to add a south access from 4<sup>th</sup> Street NE into Frontier Village.

Councilmember McDaniel added that WSDOT will work with the city to add a free right turn from 91<sup>st</sup> onto eastbound SR 204. She said with WSDOT's new plan, the businesses fronting on the east side of SR 9 will remain in place.

Mayor Spencer said construction will begin in 2021 and should be completed in 2023.

**City Department Report:**

- Community Development Director Russ Wright: Costco project public meeting on July 11 at 6 p.m. at Fire Conference Center; North Cove Pavilion groundbreaking; staffing update, recognition of Jim Haugen's contributions.
- Public Works Director Eric Durpos: Pavilion groundbreaking and pre meeting with contractor; North Cove Park will be opened for 4<sup>th</sup> of July, milfoil treatment scheduled for second week of July.
- Human Resources Director Teri Smith: recruiting update.
- Chief of Police John Dyer: staffing update; building design.
- Finance Director Barb Stevens: Anti-harrassment training.

**Consent Agenda:**

**MOTION:** Moved by Councilmember Tageant, seconded by Councilmember Welch, to approve (A) 2019 Vouchers [Payroll Direct Deposits of \$225,383.42, Payroll Check No. 48015 totaling \$1,827.67, Electronic Funds Transfers (ACH) of \$289,587.93, Claims Check Nos. 48016-48134 totaling \$462,911.08, Void Check Nos. 47760 and 48016 totaling \$9,220.80, Total Vouchers Approved: \$970,489.30], (B) City Council Regular Meeting Minutes of June 11, 2019, (C) City Council Workshop Meeting Minutes of June 18, 2019, (D) Interlocal Agreement with Marysville re Soper Hill Intersection and Frontage Improvements, (E) Amendment No. 1 to Small Public

Works Contract with All Phase re Tree Removal, and (F) Amendment No. 1 to Professional Services Agreement with Land Development Consulting. On vote the motion carried (6-0-0-1).

**Public Hearing:**

**Ordinance 1060 re Streets, Sidewalks and Right-of-Way:** Mayor Spencer opened the public hearing.

Associate Planner Roth presented the staff report and said the City-initiated code amendments are to update regulations governing streets and sidewalks. The amendments clarify existing language, create distinctions between the City's Engineering Design and Development standards and the City's Municipal Code, and add new regulations that provide parking and pedestrian facilities. The amendments are intended to provide flexibility in the code. The Planning Commission was briefed on the amendments on September 19, 2018 and April 3, 2019 and a public hearing was held on June 5, 2019. The Planning Commission recommends approval of the amendments with a few minor changes. Associate Planner Roth invited questions from Council and there were none.

Mayor Spencer then opened the public comment portion of the public hearing.

Dylan Sluder, Master Builders Association, said the MBA understands this is a cleanup, but there are concerns about the requirement for long blocks to have a paved path, with members saying it is not always feasible for this requirement. Mr. Sluder added the MBA appreciates the new flexibilities in on street parking in new development.

Planner Roth responded, saying the written comments from the MBA are included in the packet, and that staff's responses are there as well. He added the long block requirements are not in the engineering standards. When new long blocks are developed a pedestrian way is created and the definition of long block is changed to 700 feet which coordinates with the requirement for blocks to be 500 to 700 feet long.

Mayor Spencer closed the public comment portion of the public hearing and invited additional questions and comments of Council and there were none.

Mayor Spencer closed the public hearing.

**MOTION:** Moved by Councilmember Petershagen, seconded by Councilmember McDaniel, to approve Ordinance 1060 amending LSMC Chapter 14.56 re Streets and Sidewalk Regulations. On vote the motion carried (6-0-0-1).

**Ordinance 984 re Critical Areas:** Mayor Spencer opened the public hearing.

Community Development Director Wright presented the staff report and reviewed the history of this ordinance, beginning in 2016. He reminded of the updates to Department of Ecology's (DOE) wetland rating standards in 2015 and that there was Council hesitation to adopt these standards as they were untested. DOE has now retested the model and in 2018 DOE modified the regulations based on field testing. Director Wright said in addition to the wetland rating standards, staff has taken the opportunity to update the code. He said the Planning Commission and City Council held multiple workshops and public hearings and staff is now requesting Council move this ordinance forward. The ordinance would have an effective date 45 days from publication. He then invited Councilmembers' questions.

Councilmember McDaniel noted the area is wet and asked if there is any thought to extending the time for existing issued permits. Director Wright responded that existing building permits will build under the current code, unless a permit expires. He added that staff is pursuing public notice on the web page.

Councilmember Welch requested a 90-day effective date.

Councilmember Petershagen asked regarding low impact stormwater facilities and requested an example. Director Wright said a drainage swale, a level spreader that diffuses water, or a rain garden feature are examples of low impact stormwater facilities; a traditional pond is not low impact.

Mayor Spencer then opened the public comment portion of the public hearing.

Dylan Sluder, with Master Builders Association, thanked everyone for the work put into this ordinance and appreciated the opportunity to provide feedback during the process. He said the MBA would support a 90-day delay in the effective date.

Sally Jo Sebring, 1023 99<sup>th</sup> Avenue SE, Lake Stevens, commented on the length of this process and said she does not support a 90-day effective date.

Mayor Spencer closed the public comment portion of the public hearing and invited additional questions and comments of Council.

Councilmember Petershagen asked about mitigation banking, and Director Wright responded there are two wetland banks within the greater Snohomish area that the city frequently uses. There is not currently a wetland bank in the city but he and the Mayor have identified parcels that may be suitable for use as a bank. Councilmember Petershagen encouraged pursuing wetland mitigation banking within the city limits, sooner rather than later and believes this will provide flexibility; he supports a 90-day effective date.

Mayor Spencer then closed the public hearing.

**MOTION:** Moved by Councilmember Welch, seconded by Councilmember Hilt, to approve Ordinance 984 adopting to the Critical Areas regulations of the Lake Stevens Municipal Code amending Section 5 to provide for a 90-day effective date.

Councilmember Welch commented the ordinance was delayed because Department of Ecology has already changed the regulations, and as originally written, they were a one-size fits all, and not suitable to Lake Stevens.

**VOTE:** On vote the motion carried (6-0-0-1).

**Action Items:**

**Interlocal Agreement with Marysville re Trails:** City Administrator Brazel presented the staff report and summarized this ILA provides for coordination of planning and development of a trail system under the powerline, in the area of the Lake Stevens-Marysville city boundary. Administrator Brazel recommended the language "beginning at Cavelero Park" be added to the fourth recital.

In response to Councilmember Petershagen's question, Mayor Spencer noted Marysville Chief Administrative Officer (CAO) Gloria Hirashima is in attendance tonight and available to answer questions.

CAO Hirashima provided Exhibit A to the ordinance. CAO Hirashima said this is on the Marysville Council's agenda for the July 1 workshop for discussion and the July 8 regular meeting for action. It was previously approved by Marysville in May, but the Marysville Council is aware of the additional revisions and is prepared to take action on the ILA as presented tonight. She also thanked Council for their earlier action on the Soper Hill/SR 9 ILA.

**MOTION:** Moved by Councilmember Hilt, seconded by Councilmember Daughtry, to approve the Interlocal Agreement between the City of Marysville and the City of Lake Stevens for coordinating and development of a trail system in the power line easement and along the cities' joint boundary, including the recommended change in the fourth recital, "beginning at Cavelero Park," and authorize the Mayor to make and approve nonsubstantive administrative changes as appropriate. On vote the motion carried (6-0-0-1).

**Ordinance 1059 re Condemnation of Portions of Kimmons Property and 79<sup>th</sup> Avenue SE:**

Public Works Director Durpos presented the staff report and provided a history of this proposal, saying it was originally brought forward in 2008. He noted it is very complicated. Director Durpos said he has asked Snohomish County why the 30-foot dedication was so small and was told it was due to critical areas and wetlands on the park piece, and to maximize the park features that were envisioned. Additionally there is a water main that runs in that area that was intended to be in the easement. The City's standard is a 60-foot right of way, and this one has been narrowed to 50 feet.

Director Durpos said this ordinance authorizes the city to enter into a condemnation but it does not necessarily lead to litigation. There are only three tax parcels involved, and the original easements were done in the mid-1940's; many of the easement owners are no longer around. Director Durpos said the easement owners have been sent letters asking them to relinquish their interest in the easements, and the city has offered each owner \$100 to assist with getting the paperwork started on the homeowner side. Director Durpos said the City is very willing to work with the property owners including looking at alternative road alignments. The request is to authorize the condemnation, but not litigation, as this provides a way forward.

Responding to Councilmember McDaniel's question, Director Durpos said property owners were notified by certified mail, and then talking personally with property owners who contacted the city. Director Durpos reminded that legally only the owners of the three tax parcels are required to be given notice, and added it has been very difficult to contact heirs of the original owners of the easements, in the case where owners are deceased.

Councilmember Hilt clarified that a condemnation process gets the concern into the public awareness, and Director Durpos confirmed this is true and reminded the official notice goes only to the owners of the three tax parcel owners, and this is a way to get notice to the owners of the easements.

Councilmember Welch confirmed there will be additional communications with the property owners.

Mayor Spencer commented the intent of the condemnation is to begin the process, which is anticipated to take one to two years, and that access to Cavelero Park is just going to be the 30-foot strip. Director Durpos added the city also has a separate road project adjacent to the 30-foot park access.

Responding to Councilmember Daughtry's question, Mayor Spencer said to move forward with condemnation litigation would require additional Council action. Tonight's requested action only begins the process.

Councilmember Hilt said his preference is to have a conversation with the interested parties before moving forward; Councilmembers Daughtry, McDaniel, and Tageant agreed.

Mayor Spencer directed staff to engage in further conversations with the property owners and that this be brought back at a later date.

**Professional Services Agreement with Berk Consulting re Economic and Market Evaluation of Lake Stevens Center and 20<sup>th</sup> Street SE Corridors Subarea Plans:** Director Wright presented the staff report and explained as part of the 2019 Comprehensive Plan docket, Council expressed an interest in evaluating the zoning along 20th Street SE and other commercial areas to ensure the city is maintaining the correct types of commercial and employment zoning. A Request for Qualifications (RFQ) was sent out for marketing proposals and Berk Consulting is the preferred firm. He then invited question from Council and there were none.

**MOTION:** Moved by Councilmember Tageant, seconded by Councilmember Welch, to authorize the Mayor to execute a Professional Services Agreement with BERK Consulting not to exceed \$11,302.00 to develop an updated marketing analysis for commercial areas in Lake Stevens. On vote the motion carried (6-0-0-1).

**Executive Session:** At 8:42 p.m. Mayor Spencer announced an executive session beginning in 2 minutes to last five minutes to discuss Real Property Purchase and Sale, with action to follow.

At 8:48 p.m. the regular meeting of the City Council reconvened.

Mayor Spencer briefly reviewed the history of the Williams condemnation located next to North Cove Park and the City Hall. He said the City has reached a settlement agreement with the Williams for the Williams property for a total purchase price of \$1,795,000 plus \$10,000 accrued interest on the portion of the purchase price not previously paid and up to \$40,000 for expert witnesses and attorney fees, all consistent with the Washington state statutes on condemnation. Mayor Spencer said the City previously paid \$1.62 million dollars for the property and the request is to approve an additional \$225,000 to complete this property acquisition. He noted the Williams have already signed the settlement paperwork.

**MOTION:** Moved by Councilmember Welch, seconded by Councilmember Hilt to approve a final acquisition price of \$1,795,000 for the Williams property, which includes \$10,000 in accrued interest on the unpaid portion of the purchase price, up to \$40,000 for expert witness and attorney fees, for a total purchase price of \$1,845,000, including interest and costs. On vote the motion carried (6-0-0-1).

**Adjourn:**

Moved by Councilmember Welch, seconded by Tageant, to adjourn the meeting at 8:50 p.m.  
On vote the motion carried (6-0-0-1).

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John Spencer, Mayor

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Kathy Pugh, City Clerk

DRAFT

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

Tuesday, July 2, 2019  
Lake Stevens Fire Station 82 Conference Room  
9811 Chapel Hill Road, Lake Stevens

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

ELECTED OFFICIALS PRESENT: Councilmembers Kim Daughtry, Kurt Hilt, Gary Petershagen, and Rauchel McDaniel

ELECTED OFFICIALS ABSENT: Councilmembers Marcus Tageant, Brett Gailey and Todd Welch

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director Barb Stevens, Community Development Director Russ Wright, Public Works Director Eric Durpos, Human Resources Director Teri Smith, Human Resources/Executive Assistant Julie Good, City Clerk Kathy Pugh,

OTHERS:

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

Council President Petershagen noted for the record that Councilmembers Tageant, Gailey and Welch were absent.

**Budget Amendment No. 2:** Finance Director Barb Stevens provided a handout detailing the proposed budget amendment. She reviewed in detail Attachment B to the handout, identifying revenues and expenditures by project and fund number, and responded to Councilmembers' questions. There was consensus to bring Ordinance 1062, amending the 2019 budget forward for action on the July 9, 2019 Council agenda.

**Transportation Benefit District:** Mayor Spencer shared a handout of a PowerPoint presentation, and said the handout provides an overview on considerations when determining whether to move forward with a vehicle license tab fee or a sales tax. Mayor Spencer believes it is important to look at and prioritize the city's needs and develop a strategy for moving forward. He reviewed the various revenue sources used to maintain and improve the city's roadways, as well as a projection of revenue that could be produced and used for this purpose through either vehicle tabs or a sales tax. Mayor Spencer commented these are policy decisions. His recommendation is to implement the vehicle tab fee in 2020 and consider implementing the sales tax later. Mayor Spencer believes the next steps are to form a citizen committee to help identify priorities, schedule workshops to better educate the public, and then adopt the timing for action on Council policy choices. Mayor Spencer added that the discussion tonight and handout are intended to provide a framework for additional discussion in order to move forward.

Public Works Director Durpos commented it takes approximately \$400,000 a year for road maintenance and preservation, and these are minimal dollars. He commented decisions need to

be made on how roads are maintained with the two choices being protecting what is good roadway and running out roadway that is bad and needing eventual replacement. Director Durpos shared some of the ways that roadways can be actively preserved and said roadways that are not preserved risk substructure breakdown, and eventually require replacement.

Community Development Director Russ Wright reviewed how the Capital Improvement Plan is utilized to identify and prioritize infrastructure projects such as roadways.

Mayor Spencer commented it is important to move forward and identify the priorities, and then the Council can decide on funding mechanisms.

Director Durpos added that once goals are identified and being addressed, improvements will be seen quickly.

Council President Petershagen confirmed there is consensus to move forward with the formation of a citizen committee.

**Mission Statement:** Director Wright distributed a PowerPoint handout, City Mission/Vision Statement Introduction for review and discussion, and identified the mission is the goal and the vision is the deliberative process on how to reach the goal. He added the mission is an internal process and the vision is external, identifying the uniqueness of the city. Director Wright commented on the elements of both the vision and mission statement and steps for developing both statements.

Police Chief Dyer commented when the Police Department was developing its strategic plan it developed a mission statement identifying who is served, what service is provided, and how the service is done. This was used as a framework to develop the vision statement and ultimately the strategic plan.

Discussion ensued with Mayor Spencer commenting that beginning with the mission statement is interesting, and his experience is that organizations generally begin with the vision statement. He added that when moving forward it will be important to consider the larger picture of the Puget Sound region as large regional changes are underway, especially in the area of transportation. He encouraged that a vision and mission statement be developed that will go through the next 10 to 15 years considering the large regional changes, which may result in the city determining to adjust the mission and vision statements at shorter intervals than has previously been done.

There was further discussion, and Council President Petershagen confirmed consensus to revisit this topic at the January 2020 retreat.

City Clerk Pugh said that due to the high number of ongoing city projects there is a need for a Special Meeting during the time period of the summer break. Following discussion there was agreement to schedule a Special Meeting on August 7, 2019 at 7:00 p.m.

There being no further business the meeting was adjourned at 8:12 p.m.

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John Spencer, Mayor

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Kathy Pugh, City Clerk



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** July 9, 2019

**Subject:** 2019 Budget Amendment #2

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

**Budget Impact:** Yes

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

APPROVE: Ordinance No. 1062 Amending Budget Ordinance No. 1038 and including changes to Organizational Chart.

**SUMMARY/BACKGROUND:**

Throughout the year the City Council authorizes various purchase requests and agreements. At the time of authorization, the budget impact is presented to the Council as part of the information required in order for the Council to make an informed decision.

In addition to the beginning balances, amendments are being proposed in revenue and expenditure line items throughout the funds. Proposed amendments are based changes in estimates, or other obligations related to grants, previously approved projects or new requests. A summary of changes is provided in the table below:

**Ordinance 1062 - Summary of Changes by Fund**

Fund #	Fund Name	Change in Beginning Balance	Change in Resources	Change in Expenditures	Change in Ending Balance
001	General	\$0	\$3,566,250	\$2,867,430	\$698,820
103	Street Reserve	\$0	\$200,000	\$200,000	\$0
111	Drug Seizure & Forfeiture	\$0	\$50,000	\$17,998	\$32,002
301	Traffic Mitigation	(\$202,858)	\$420,000	\$89,268	\$127,874
302	Park Mitigation	\$0	\$230,000	\$1,503,871	(\$1,273,871)
304	Cap. Improvements	\$0	(\$583,700)	(\$481,322)	(\$102,378)
305	Downtown Redevelopment	\$202,858	\$4,662,445	\$4,916,958	(\$51,655)
310	20th Street SE Corridor CP	\$0	\$104,831	\$1,200	\$103,631
410	Storm and Surface Water	\$0	\$600,000	\$661,365	(\$61,365)
520	Equipment Fund-Police	\$0	\$0	\$3,700	(\$3,700)
633	Treasurer's Trust	\$0	\$9,000	\$9,000	\$0
<b>Total</b>		<b>(\$0)</b>	<b>\$9,258,826</b>	<b>\$9,789,468</b>	<b>(\$530,642)</b>

Additional detail is provided in Exhibit C.

**Summary of 2019 Budget Amendments - CITYWIDE**

Budget Action	Budgeted Beginning Balance	Budgeted Resources	Budgeted Expenditures	Budgeted Ending Balance
2019 Original Budget - 1038	\$21,333,131	\$29,449,510	\$28,171,241	\$22,611,400
Budget Amendment #1 - 1052	\$6,933,590	\$6,901,123	\$14,772,465	(\$937,752)
Budget Amendment #2 - 1062	\$0	\$9,258,826	\$9,789,468	(\$530,642)
<b>Totals</b>	<b>\$28,266,721</b>	<b>\$45,609,459</b>	<b>\$52,733,174</b>	<b>\$21,143,006</b>

### Summary of 2019 Budget by Fund (with Amendments) - CITYWIDE

Fund #	Fund Name	Estimated Beg. Bal.	Resources	Expenditures	End. Bal.
001	General	\$10,043,713	\$18,006,583	\$19,538,660	\$8,511,636
101	Street	\$2,239,476	\$2,343,027	\$2,759,212	\$1,823,291
103	Street Reserve	\$1,576	\$200,024	\$200,000	\$1,600
111	Drug Seizure & Forfeiture	\$43,694	\$55,654	\$66,998	\$32,349
112	Municipal Arts Fund	\$20,716	\$10,310	\$20,963	\$10,063
210	2008 Bonds	\$0	\$344,905	\$344,905	\$0
213	2015 LTGO Bond	\$0	\$97,221	\$97,221	\$0
301	Cap. Proj.-Dev. Contrib.	\$3,387,514	\$3,017,629	\$4,774,609	\$1,630,534
302	Park Mitigation	\$1,264,033	\$1,368,821	\$2,495,612	\$137,242
303	Cap. Imp.-REET	\$3,138,376	\$885,254	\$1,102,144	\$2,921,486
304	Cap. Improvements	\$4,408,111	\$2,769,244	\$5,393,754	\$1,783,601
305	Downtown Redevelopment	\$261,625	\$8,403,445	\$8,665,070	\$0
309	Sidewalk Capital Project	\$846,914	\$481,284	\$526,055	\$802,143
310	20th Street SE Corridor CP	\$10,198	\$833,105	\$41,378	\$801,925
401	Sewer	\$267,870	\$1,059,098	\$1,128,137	\$198,831
410	Storm and Surface Water	\$934,546	\$4,191,620	\$4,093,459	\$1,032,708
501	Unemployment	\$66,167	\$1,018	\$40,000	\$27,185
510	Equipment Fund - Computers	\$161,890	\$325,502	\$364,063	\$123,329
515	Equipment Fund - Vehicles	\$20,315	\$10,303	\$0	\$30,619
520	Equipment Fund-Police	\$237,070	\$218,290	\$197,725	\$257,636
530	Equipment Fund-PW	\$785,693	\$414,319	\$290,110	\$909,901
540	Aerator Equipment Repl.	\$111,767	\$20,000	\$38,000	\$93,767
621	Refundable Deposits	\$13,159	\$101,000	\$101,000	\$13,159
633	Treasurer's Trust	\$2,296	\$451,804	\$454,100	\$0
<b>Total</b>		<b>\$28,266,721</b>	<b>\$45,609,459</b>	<b>\$52,733,174</b>	<b>\$21,143,006</b>

#### Staffing

An amendment to the Organizational Chart was made to reflect a restructuring of the Police Department administrative staff. The restructuring was approved by Council on April 9<sup>th</sup> and included elimination the Police Records Supervisor position and the addition of a PD Administrative Assistant position. This change was cost neutral for 2019.

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#### **APPLICABLE CITY POLICIES:**

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

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#### **BUDGET IMPACT:**

The budget ordinance will amend the beginning and ending balances, revenues and expenditures in the funds set forth in the ordinance as well as amend the staffing positions as set forth in the organizational chart.

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#### **ATTACHMENTS:**

- Ordinance No. 1062
- Attachment to Ordinance No. 1062: Amended Organizational Chart
- Exhibit A: Budget Amendment Detail

**CITY OF LAKE STEVENS  
LAKE STEVENS, WASHINGTON  
ORDINANCE NO. 1062**

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, AMENDING THE 2019 BUDGET AS SET FORTH IN ORDINANCE NO. **1038** AND AS AMENDED IN ORDINANCE NO. **1052** CONCERNING FUND BALANCES, REVENUES AND EXPENDITURES FOR VARIOUS FUND BALANCES FOR THE YEAR 2019.

WHEREAS, the City of Lake Stevens adopted the 2019 budget pursuant to Ordinance No. 1038, and amended the budget in Ordinance 1052; and

WHEREAS, the City of Lake Stevens will receipt revenues and incur expenditures in categories and amounts other than anticipated in the adopted 2019 budget; and

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

**SECTION 1.** The 2019 budget, as adopted in Ordinance No. 1038, and as amended in Ordinance 1052, is hereby amended as follows:

**SECTION 2.** Except as set forth above, all other provisions of Ordinance 1038 and as amended in Ordinance 1052 shall remain in full force, unchanged.

<b>Fund</b>	<b>Description</b>	<b>Current Budget</b>	<b>Amended Budget</b>	<b>Amount of Inc/(Dec)</b>	<b>ExpRev</b>
001 - General	Revenues	\$14,440,333	\$18,006,583	\$3,566,250	Rev.
001 - General	Expenditures	\$16,671,230	\$19,538,660	\$2,867,430	Exp.
001 - General	Ending Fund Balance	\$7,812,816	\$8,511,636	\$698,820	EndBal.
103 - Street Reserve	Revenues	\$24	\$200,024	\$200,000	Rev.
103 - Street Reserve	Expenditures	\$0	\$200,000	\$200,000	EndBal.
111 - Drug Seizure	Revenues	\$5,654	\$55,654	\$50,000	Rev.
111 - Drug Seizure	Expenditures	\$49,000	\$66,998	\$17,998	Exp.
111 - Drug Seizure & Forfeiture	Ending Fund Balance	\$347	\$32,349	\$32,002	EndBal.
301 - Cap. Proj - Dev. Contrib.	Beginning Fund Balance	\$3,590,372	\$3,387,514	(\$202,858)	BegBal.
301 - Cap. Proj - Dev. Contrib.	Revenues	\$2,597,629	\$3,017,629	\$420,000	Rev.
301 - Cap. Proj - Dev. Contrib.	Expenditures	\$4,685,341	\$4,774,609	\$89,268	Exp.
301 - Cap. Proj - Dev. Contrib.	Ending Fund Balance	\$1,502,660	\$1,630,534	\$127,874	EndBal.
302 - Park Mitigation	Revenues	\$1,138,821	\$1,368,821	\$230,000	Exp.
302 - Park Mitigation	Expenditures	\$991,741	\$2,495,612	\$1,503,871	Exp.
302 - Park Mitigation	Ending Fund Balance	\$1,411,113	\$138,342	(\$1,272,771)	EndBal.
304 - Cap. Imp. - REET II	Revenues	\$3,352,944	\$2,769,244	(\$583,700)	Rev.
304 - Cap. Imp. - REET II	Expenditures	\$5,875,076	\$5,393,754	(\$481,322)	Exp.
304 - Cap. Imp. - REET II	Ending Fund Balance	\$1,885,979	\$1,783,601	(\$102,378)	EndBal.
305 - Downtown Development	Beginning Fund Balance	\$58,767	\$261,625	\$202,858	BegBal.
305 - Downtown Development	Revenues	\$3,741,000	\$8,403,445	\$4,662,445	Rev.
305 - Downtown Development	Expenditures	\$3,748,112	\$8,665,070	\$4,916,958	Exp.
305 - Downtown Development	Ending Fund Balance	\$51,655	\$0	(\$51,655)	EndBal.
310 - 20th Street SE Corridor CP	Revenues	\$728,274	\$833,105	\$104,831	Rev.
310 - 20th Street SE Corridor CP	Expenditures	\$40,178	\$41,378	\$1,200	Exp.
310 - 20th Street SE Corridor CP	Ending Fund Balance	\$698,294	\$801,925	\$103,631	EndBal.
410 - Storm & Surface Water	Revenues	\$3,591,620	\$4,191,620	\$600,000	Rev.
410 - Storm & Surface Water	Expenditures	\$3,432,094	\$4,093,459	\$661,365	Exp.

410 - Storm & Surface Water	Ending Fund Balance	\$1,094,073	\$1,032,708	(\$61,365)	EndBal.
520 - Equip Fund - Police	Expenditures	\$194,025	\$197,725	\$3,700	Exp.
520 - Equip Fund - Police	Ending Fund Balance	\$261,336	\$257,636	(\$3,700)	EndBal.
633 - Treasurer's Trust	Revenues	\$442,804	\$451,804	\$9,000	Rev.
633 - Treasurer's Trust	Expenditures	\$445,100	\$454,100	\$9,000	Exp.

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

PASSED by the City Council of the City of Lake Stevens this 9<sup>th</sup> day of July, 2019.

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John Spencer, Mayor

ATTEST/AUTHENTICATION:

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Kathy Pugh, City Clerk

Presented: July 2, 2019  
Final Reading: July 9, 2019

APPROVED AS TO FORM:

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Greg Rubstello, City Attorney

Published:  
Effective:

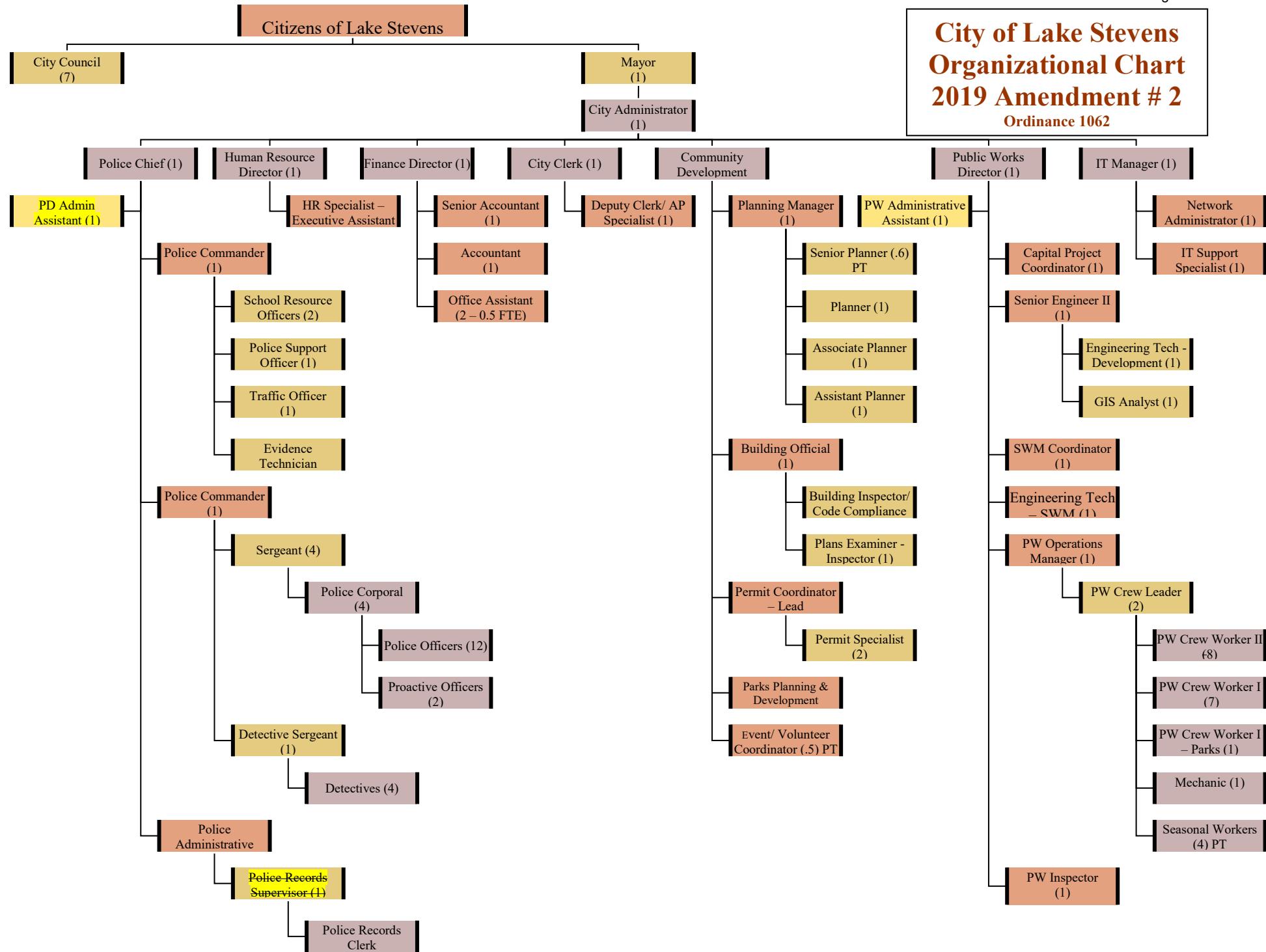


Exhibit A

Project	Fund	Fund #	Revenue/Expenditure Account	Type	Total Amended	Notes
	TM	301	Beginning Fund Balances	Beg	\$ (202,858)	Transfer made at YE 2018 (To move cash)
	TM	305	Beginning Fund Balance	Beg	\$ 202,858	Transfer made at YE 2018 (To move cash)
	Permit	003	Building Permit	Rev	\$ 500,000	Additional Revenues
	Permit	003	Zoning & Subdivision	Rev	\$ 360,000	Additional Revenues
	PM	302	Park Mitigation	Rev	\$ 150,000	Additional Revenues
	GF	001	Passports	Rev	\$ (72,000)	Elimination of Passport Services
	GF	001	Passport Photos	Rev	\$ (21,750)	Elimination of Passport Services
	PM	302	Williams Settlement	Exp	\$ 225,000	Council meeting 6/25/2019
	PM	302	Powerline Trail	Exp	\$ 17,000	Council meeting 6/11/2019 - Includes appraisal
	R2	304	79th Street Access	Exp	\$ 60,000	ROW for project (placeholder)
	GF	001	Professional Tree Services	Exp	\$ 100,000	Council meeting 6/25/2019
	PD Cap	520	Police Capital Equipment	Exp	\$ 3,700	Final Costs for Approved Vehicles
	GF	001	Snohomish Health District	Exp	\$ (32,570)	Eliminate Funding per Council meeting 5/7/19
Downtown	Reserve	002	Interfund Loan for Downtown	Exp	\$ 2,800,000	Loan from 002 - Reimb by Grant
Downtown	DT	305	Interfund Loan Receipt - Grant Reimb Exp	Rev	\$ 2,800,000	Receipt of Loan by 305
Downtown	DT	305	Interfund Loan repayment by Grant	Exp	\$ 2,800,000	Repayment of Loan by 305
Downtown	Reserve	002	Interfund Loan repay receipt from Grant	Rev	\$ 2,800,000	Receipt of Repayment by 002
Downtown	DT	305	Transfer in to Downtown Redevelopment	Rev	\$ 1,862,445	Traffic Mitigation, REET 2, Park Mit
Downtown	TM	301	Transfer out of Traffic Mitigation	Exp	\$ 89,268	Additional for Main St Bid
Downtown	R2	304	Transfer out of REET 2	Exp	\$ 552,593	North Cove Park, Drainage, and Traffic
Downtown	PM	302	Transfer out of Park Mitigation	Exp	\$ 1,220,584	Additional for NC Park Bid
Downtown	DT	305	NC Park (local)	Exp	\$ 1,771,559	NC Park
Downtown	DT	305	Main Street (local)	Exp	\$ 295,399	Main Street
Downtown	DT	305	Pavillion - Grant Exp	Exp	\$ 50,000	Pavillion - Additional Grant unallocated
Downtown	PM	302	North Cove Capital	Exp	\$ 72,570	City Hall Adjacent Property Restoration
Village	TM	301	WSDOT - Village Access Grant	Rev	\$ 420,000	Grant Revenues
Village	R2	304	Proceeds from Property Sales	Rev	\$ 75,000	Placeholder - Village Access
Village	R2	304	Village Access Project	Exp	\$ 75,000	Updated cost of Project
S. LK Stevens	Street	103	TIB - Complete Street Grant Revenue	Rev	\$ 200,000	TIB Complete Street Grant - S. Lk Stevens Path
S. LK Stevens	Street	103	S. Lk Stevens Path	Exp	\$ 200,000	S. Lk Stevens Path - Additional Funding from Grant

Project	Fund	Fund #	Revenue/Expenditure Account	Type	Total Amended	Notes
Decant	SW	411	2019 LTGO Bond Proceeds	Rev	\$ 600,000	Bond for Decant Facility
Decant	SW	411	2019 LTGO Bond Issuance Costs	Exp	\$ 9,300	Issuance Costs for Decant Facility Bond
Decant	SW	411	Decant Facility Project	Exp	\$ 590,700	Decant Facility Project
Decant	SW	412	2019 LTGO Bond - Principal Payment	Exp	\$ 53,000	Bond Payment for Decant Facility
Decant	SW	412	2019 LTGO Bond - Interest Payment	Exp	\$ 8,365	Bond Payment for Decant Facility
20th St SE	20th	310	Sale of Capital Assets	Rev	\$ 104,831	Additional Revenues
21st St SE	20th	310	20th St SE Professional Services	Exp	\$ 1,200	Appraisal Costs
Tree	PM	302	Tree Replacement Fee	Rev	\$ 80,000	Tree Fees anticipated this year
Tree	PM	302	Tree Replacement Expenditures	Exp	\$ 70,814	For Park Landscaping (including NC)
Drug	Drug	111	Drug - Confiscated & Forfeited Property	Rev	\$ 50,000	Additional Revenues
Drug	Drug	111	Drug - Settlement Agreement	Exp	\$ 17,998	Settlement Agreement
Drug	Trust	633	Seizure & Forfeit - State Portion	Rev	\$ 9,000	State Portion of All Seizures
Drug	Trust	633	Seizure & Forfeit - State Remit	Exp	\$ 9,000	State Portion of All Seizures
PWTF	R2	304	PWTF 2010 Principal	Exp	\$ 7,606	Early Payoff 2010 PWTF Loan
PWTF	R2	304	PWTF 2010 Interest	Exp	\$ 229	Early Payoff 2010 PWTF Loan
RAB	R2	304	91st/Market RAB	Rev	\$ (658,700)	Project/Grant Not Accepted
RAB	R2	304	91st/Market RAB	Exp	\$ (941,000)	Project/Grant Not Accepted
Frontier	PM	302	Frontier Heights Park	Exp	\$ (102,097)	Moved to 2020 Forecast
Frontier	R2	304	Frontier Heights Park	Exp	\$ (235,750)	Moved to 2020 Forecast



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LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** 9<sup>th</sup> July 2019

**Subject:** Final Acceptance of 91<sup>st</sup> Avenue SE & 4<sup>th</sup> Street SE Sidewalk Improvement Project - 18006

<b>Contact Person/Department:</b>	<u>Aaron Halverson, Capital Projects Coordinator, Public Works</u>	<b>Budget Impact:</b>	<u>\$481,477.30</u>
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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Authorize final project acceptance of the work performed by Trinity Contractors for the 91<sup>st</sup> Avenue SE and 4<sup>th</sup> Street SE Sidewalk Improvement Project.

**SUMMARY/BACKGROUND:** On September 25th, 2018, the City Council awarded Trinity Contractors the contract for the 91<sup>st</sup> Avenue SE and 4<sup>th</sup> Street SE Sidewalk Improvement Project. The authorized budget was \$445,274.50 with a management reserve of \$54,725.50 for a total project budget of \$500,000. The work, which was substantially completed in March 2019, meets the intent of the contract. This Council action will accept the project and begin the 45-day lien period requirement.

The final construction cost is \$481,477.30. This is \$18,522.70 below the Council approved project budget.

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**APPLICABLE CITY POLICIES:**

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**BUDGET IMPACT:** \$481,477.30. WSDOT awarded \$466,500 in Safe Routes to School funding to design and construct this project.

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**ATTACHMENTS:**

- Attachment A: Final Quantity & Pay Estimate



**91st Ave SE & 4th Street SE Sidewalk Improvements Project**  
**City of Lake Stevens Project No. 18006**

Original Contract Amount \$ 445,274.50  
Change Orders To Date \$ 42,600.00  
**Total Contract Amount** \$ **487,874.50**

Amount Paid To Date \$ 481,477.30  
**Amount Due This Invoice** \$ -  
**Contract Amount Remaining** \$ 6,397.20

**Percent Complete** 100%

**Retainage Type** Bond  
**Change Order % of Project** 10%  
**Change Order Total** \$ 42,600.00

Item	Contract Amount				
	Unit Price	Quantity	Unit Total	Progress Pay Estimate #1	Progress Pay Estimate #2
SPCC Plan	\$ 1,000.00	1	1,000.00	-	1,000.00
Force Account	\$ 30,000.00	1	30,000.00	-	3,158.97
Mobilization	\$ 30,000.00	1	30,000.00	30,000.00	-
Project Temporary Traffic Control	\$ 25,000.00	1	25,000.00	5,000.00	12,500.00
Clearing and Grubbing	\$ 25,000.00	1	25,000.00	22,500.00	2,500.00
Removal of Structures and Obstructions	\$ 20,000.00	1	20,000.00	18,000.00	-
Roadway Excavation Incl. Haul	\$ 40.00	620	24,800.00	760.00	18,720.00
Bank Run Gravel for Trench Backfill	\$ 30.00	422	12,660.00	309.30	4,030.50
Unsuitable Foundation Excavation Incl. Haul	\$ 40.00	353	14,120.00	14,120.00	-
Trimming and Cleanup	\$ 7,500.00	1	7,500.00	1,125.00	-
Crushed Surfacing Base Course	\$ 30.00	542	16,260.00	-	6,866.10
Asphalt Treated Base, PG 64-22	\$ 175.00	63	11,025.00	-	-
HMA for Pavement Repair CL 1/2" PG 64-22	\$ 160.00	159	25,440.00	-	808.00
HMA CL 1/2" PG 64-22	\$ 175.00	38	6,650.00	-	-
Reinforced Conc. Retaining Wall	\$ 57.00	263	14,991.00	2,280.00	7,467.00
Corrugated Polyethylene Storm Sewer Pipe 12 In. Diam.	\$ 45.00	406	18,270.00	630.00	6,300.00
Catch Basin Type 1	\$ 1,750.00	5	8,750.00	3,500.00	1,750.00
Adjust Catch Basin	\$ 500.00	1	500.00	-	500.00
Moving Existing Hydrants	\$ 7,500.00	1	7,500.00	-	-
Temporary Erosion and Sediment Control	\$ 3,000.00	1	3,000.00	300.00	-
Seeding and Fertilizing	\$ 15,000.00	0.44	6,600.00	-	-
Topsoil Type A	\$ 50.00	237	11,850.00	-	1,000.00
Cement Conc. Traffic Curb and Gutter	\$ 20.00	1015	20,300.00	-	3,020.00
Chain Link Fence	\$ 60.00	274	16,440.00	-	-
Cement Conc. Sidewalk	\$ 45.00	1030	46,350.00	-	2,236.50
Colored Conc. Walkway	\$ 200.00	32	6,400.00	-	-
Detectable Warning Surface	\$ 45.00	57	2,565.00	-	630.00
Quarry Spalls	\$ 500.00	3	1,500.00	1,500.00	-
Permanent Signing	\$ 4,000.00	1	4,000.00	-	-
Rapid-Flashing Beacon, Rectangular Type	\$ 13,000.00	1	13,000.00	-	-
Removing Painted Crosswalk Line	\$ 3.00	750	2,250.00	-	-
Removing Paint Line	\$ 3.00	288	864.00	-	-
Paint Line	\$ 2.50	2415	6,037.50	-	-
Painted Stop Line	\$ 7.00	22	154.00	-	-
Painted Crosswalk Line	\$ 3.50	428	1,498.00	-	-
Painted Traffic Arrow	\$ 750.00	4	3,000.00	-	-
CO 1 - Street Trees and Stamped Concrete Deduction	\$ 2,450.00	20	49,000.00	-	22,050.00
CO 1 - Stamped Concrete Deductive			-6,400.00		

**Subtotal** \$ 487,874.50 \$ 100,024.30 \$ 94,037.07 \$ 88,222.33 188,729.60 10,464.00

**Amount Paid** \$ 481,477.30 \$ 100,024.30 \$ 94,037.07 \$ 88,222.33 188,729.60 \$ 10,464.00

**Balance Remaining** \$ 6,397.20 \$ - \$ - \$ - \$ - \$ - \$ - \$ -



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** July 9, 2019

**Subject:** Approve 2019 Aquafest Request to Serve Beer & Wine in VIP Booth – Saturday, July 27, 2019

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<b>Contact</b>	Jill Meis, Parks Planning and	<b>Budget</b>	\$0
<b>Person/Department:</b>	Development Coordinator	<b>Impact:</b>	

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** **Approve the Aquafest Committee's request to serve Beer and Wine in the VIP Booth during the 2019 Aquafest Celebration, Saturday, July 27, 2019**

**SUMMARY/BACKGROUND:** On June 11, 2019 the Aquafest Committee submitted a permit application, to include serving Beer and Wine in the VIP Booth located in North Cove Park.

The Aquafest Committee is proposing that Beer and Wine be served in the VIP Booth on Saturday, July 27<sup>th</sup> for invited guests only from 5:00 p.m. to 11:00 p.m. This proposal will have to meet the Washington State Liquor Control Board guidelines and requirements for a Banquet Permit. If Council approves the request the applicant will be required to provide a Certificate of Liability Insurance and endorsement specifically addressing the service of Wine and Beer, naming the City of Lake Stevens as an additional insured. The applicant will also be required to provide a copy of the approved Washington State Liquor Control Board Banquet Permit.

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**APPLICABLE CITY POLICIES:** LSCMC 10.03.150 states, “the City Council may permit the sale and consumption of alcoholic beverages within a confined licensed area pursuant to an event permit issued by the City and a permit issued by the Washington State Liquor Control Board. Any applicant to the City Council for such a permit shall include a site plan identifying the specific areas to be licensed. In granting such a permit the Council may apply restrictions reasonably calculated to comply with the purpose of the Public/Semi-Public Zone as set forth in the Lake Stevens Land Use Ordinance.”

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**BUDGET IMPACT:** **\$0**

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LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** July 9, 2019

**Subject:** Adoption of Ordinance 1061, Annexing 20-acres known as the “Adrian Annexation” and adopt Comprehensive Plan Designation and Zoning for the annexed parcels

<b>Contact</b>	Dillon Roth, Planner	<b>Budget</b>	None
<b>Person/Department:</b>		<b>Impact:</b>	

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

1. Hold a public hearing for Adrian Annexation and adoption of land use and zoning designations; and
2. Approve ordinance 1061 approving the Adrian Annexation and the simultaneous adoption of land use and zoning designations and require the assumption of a proportionate share of existing City indebtedness.

**DISCUSSION:**

On September 25, 2018, the City Council passed Resolution 2018-27, accepting the 10% annexation petition and authorizing the gathering of signatures for the 60% annexation petition. On October 23, 2018, the City Council held a public hearing to accept the 60% petition and consider the land use and zoning designations for the properties within the annexation. At the hearing, the City Council passed Resolution 2018-29 and issued a Notice of Intent to Annex. During the annexation review process, Snohomish County requested the annexation be expanded to include parcels 29060900302400 and 29060900303300. Both parcels are owned by Snohomish County and ownership would be transferred as a separate process. The Lake Stevens City Council held another public hearing on March 26, 2019 to approve resolution 2019-09 and expand the annexation boundaries.

On April 18, 2019, a revised Notice of Intent to annex was submitted to the Snohomish County Boundary Review Board (BRB). On June 14, 2019, the 45-day review period for the BRB expired with no request for review having been filed as outlined in RCW 36.93.100 and RCW 36.93.120. Therefore, the proposed action was deemed approved.

Today’s hearing is the last step in the annexation process. No public comments have been received. In accordance with Resolution 2019-09, the proposed zoning for the annexation is Urban Residential for parcel 29060900300500 and Public/Semi-Public for parcels 29060900302400 and 29060900303300.

**ATTACHMENTS**

Attachment 1 – Draft Ordinance 1061 with Exhibits

Attachment 1

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

### **ORDINANCE NO. 1061**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON ANNEXING APPROXIMATELY TWENTY (20) ACRES KNOWN AS THE "ADRIAN 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 AND PROVIDING FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.**

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 2018-27 accepting a 10% petition, authorizing the circulation of a 60% petition for annexation and designating comprehensive plan and zoning for the proposed "Adrian" annexation area; and

WHEREAS, pursuant to RCW 35A.14.120, the petitioner 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 April 1, 2019, 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 twenty (20) acres, bounded on the north by an undeveloped lot, on the south and west by large lot residences, and on the east by Machias Road, as described in the legal description Exhibit A and depicted in the map attached as Exhibit B. Said unincorporated area is within the City's Urban Growth Area; and

WHEREAS, on February 13, 2018 a properly noticed public hearing was held pursuant to RCW 35A.14.130 and all persons who wished to provide testimony were heard. At that hearing the City Council considered the Adrian 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 2019-09 and;

WHEREAS, on April 18, 2019 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 April 30, 2019.

WHEREAS, the 45-day review period for the Snohomish County Boundary Review Board expired on June 14, 2019 without a request for Board review; and

WHEREAS, the City Council conducted a second duly noticed public hearing on July 9, 2019, to consider the proposed annexation and the assignment of zoning and comprehensive plan designation by the adoption of this Ordinance No. 1061,

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 revised Exhibits A and B shall be required to assume its proportionate share of the general indebtedness of the City of Lake Stevens at the time of the effective date of such annexation.

SECTION 3. In the area shown and described in attached Exhibits A and B, parcel 29060900300500 shall be designated in the City's Comprehensive Plan as MDR (Medium Density Residential) and on the City's Official Zoning Map as UR (Urban Residential); and parcels 29060900302400 and 29060900303300 shall be designated in the City's Comprehensive Plan and on the City's Official Zoning Map as P/SP (Public/Semi-Public) .

SECTION 4. 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 5. 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 6. 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 9<sup>th</sup> day of July 2019.

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John Spencer, Mayor

ATTEST:

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Kathy Pugh, City Clerk

APPROVED AS TO FORM:

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Greg Rubstello, City Attorney

DRAFT

Exhibit A

**CITY OF LAKE STEVENS ANNEXATION LEGAL DESCRIPTION**

That portion of the Southwest quarter of Section 9, Township 29 North, Range 6 East, W.M., in Snohomish County, Washington, described as follows:

Commencing at the Southeast corner of the Southwest quarter of said Section 9;

Thence West along the south line of said Section 9, 14 feet plus or minus, to the easterly right-of-way of North Machias Road and the True Point of Beginning;

Thence continuing West along the south line of said Section 9, 156 feet plus or minus, to the westerly right-of-way of Burlington Northern Santa Fe Railroad (Abandoned);

Thence Northerly along said westerly right-of-way of Burlington Northern Santa Fe Railroad (Abandoned) 770 feet plus or minus, to the intersection with the South line of the North 1/2 of the SE 1/4 of the SW 1/4 of said Section 9;

Thence continuing along the said westerly right-of-way of Burlington Northern Santa Fe Railroad (Abandoned), 350 feet plus or minus;

Thence Southwesterly 500 feet plus or minus, to a point, being 274.8 feet East from the West line on the South line of the North 1/2 of the SE 1/4 of the SW 1/4 of said Section 9,

Thence West along the said South line of the North 1/2 of the SE 1/4 of the SW 1/4, 274.8 feet to the West line of the SE 1/4 of the SW 1/4 of said Section 9;

Thence North along the said West line of the SE 1/4, of the SW 1/4, 648 feet plus or minus, to the south right-of-way of 16<sup>th</sup> Street NE;

Thence West along the south right-of-way of said 16<sup>th</sup> Street NE, 481 feet plus or minus, to a point 20 feet south of a point 892.63 feet, as measured along the south line, from the Southwest corner of the Northwest quarter of the Southwest quarter of said Section 9;

Thence North being at right angle to the said south line of the Northwest quarter of the Southwest quarter, 470 feet plus or minus, to the North line of the South 450 feet of said Northwest quarter of the Southwest quarter;

Thence East along said north line, 393 feet plus or minus, to the intersection with the westerly right-of-way of Burlington Northern Santa Fe Railroad (Abandoned);

Thence continuing East along said north line, 195 feet plus or minus, to the intersection with the easterly right-of-way of North Machias Road;

Thence southeasterly along the easterly right-of-way of said North Machias Road, 2,170 feet plus or minus, to the intersection with the south line of said Section 9 and the True Point of Beginning.

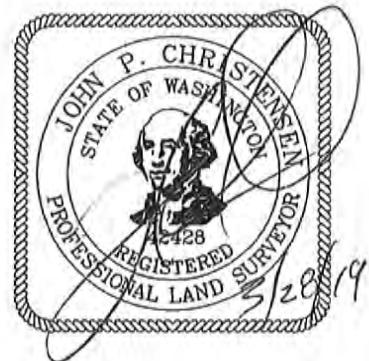
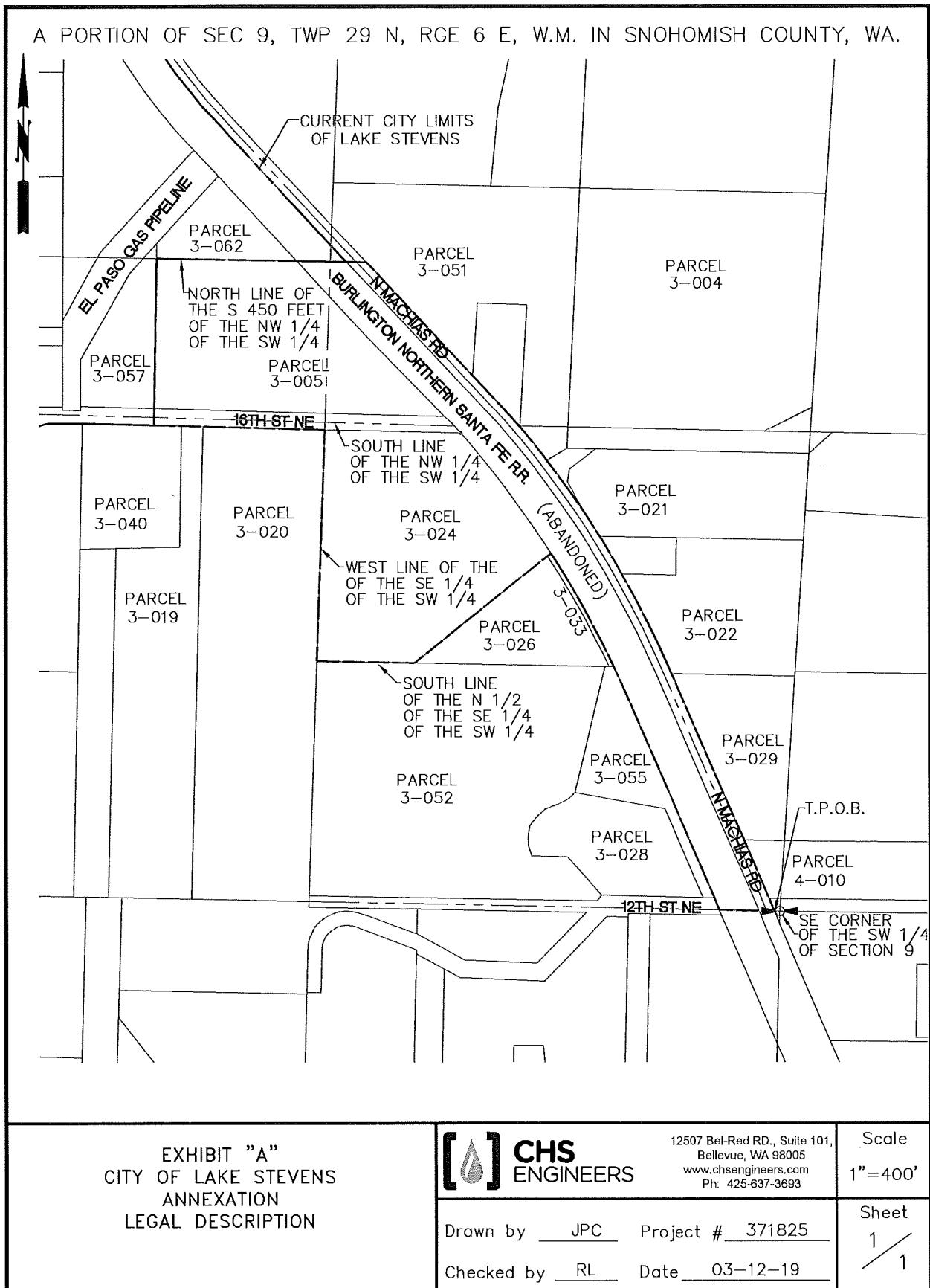


Exhibit B





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LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** July 9, 2019

**Subject:** LUA2018-0109- City of Lake Stevens Fence, Hedge and Wall Code Amendment

**Contact Person/Department:** Russ Wright, Community Dev. Director      **Budget Impact:** none

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

Hold Public Hearing and Adopt Ordinance 1063

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**Background on Proposed Code Amendment**

On October 3, and November 7, 2018 the Planning Commission was briefed on the code amendment. Staff presented the intent of the update, identified interpretation and enforcement challenges, and presented photos illustrating existing conditions and desirable conditions. The goals of the amendments follow:

- Provide regulations for fences, hedges & retaining walls that:
  - Promote privacy, security & screening
  - Minimize obstruction of views, light & air
  - Protect the pedestrian / motorist safety
  - Balancing community aesthetic & public safety
- Provide regulations that are easy to understand
- Provide regulations that contain flexibility & choice

The Planning Commission discussed the need for balance and flexibility in the regulations to address the different functions and purposes for fences and walls, agreed on the importance of safety, and specified the importance of obtaining public input on the proposed code changes. Following input from the Master Builders Association and interested citizens, the Planning Commission reviewed regulatory options for fences, hedges and walls at their meeting on May 1, 2019. The Planning Commission then reviewed the draft code and final preferences at their meeting on May 15, 2019, agreeing to hold a public hearing on the final code amendments on June 5, 2019. Following the public hearing the Planning Commission recommended approval of the regulations as drafted.

Staff briefed Council on the Planning Commission's recommendations at its June 7, 2019 workshop. Council requested that the terracing option be removed and otherwise was supportive of the amendments as proposed.

Staff is requesting that the City Council take final action and approve the amendments as revised.

**ATTACHED:**

- 1)      Ordinance 1063 with exhibits

## Attachment 1

CITY OF LAKE STEVENS  
LAKE STEVENS, WASHINGTON

### ORDINANCE NO. 1063

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON,  
AMENDING LAKE STEVENS MUNICIPAL CODE CHAPTERS 14.44, 14.48 AND  
14.80 AND ADDING CHAPTER 14.52 FENCES, HEDGES AND WALLS, AND  
PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.**

WHEREAS, the City Council finds that it is in the best interest of Lake Stevens to update its fence, hedge and wall regulations; and

WHEREAS, Section 14.16C.075 of the Lake Stevens Municipal Code (LSMC) sets forth the process for land use code amendments; and

WHEREAS, on May 20, 2019 the City's SEPA Responsible Official issued a SEPA Determination of Non-Significance, complying with SEPA's procedural requirements; and

WHEREAS, on December 18, 2018, the proposed amendments were transmitted to the State Department of Commerce as required by law, the Department of Commerce granted expedited review of the proposed code amendments on December 27, 2018;

WHEREAS, on June 5, 2019, following notice as required by law, the Planning Commission held a public hearing to receive staff and citizen input concerning the proposed code amendments and all persons who wished to be heard on the matter were heard; and

WHEREAS, the Planning Commission adopted Findings, Conclusion and a Recommendation to the City Council which is attached hereto as **Exhibit A** and incorporated by this reference; and

WHEREAS, following notice as required by law, the City Council held a public hearing on July 11, 2019 to receive staff and citizen input and to consider the recommendation of the Planning Commission and all persons who wished to be heard on the matter were heard; and

WHEREAS, the City Council has determined that it is in the public interest to adopt the proposed ADU regulations, as set forth below and in the attached **Exhibit B**.

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

SECTION 1. The City Council hereby makes the following findings:

- A. This ordinance amending the City's municipal code changing regulations governing ADUs, was sent to the Washington State Department of Commerce for expedited review on December 18, 2018 as required by the Growth Management Act and received approval on December 27, 2018.
- B. The requirements of Chapter 14.16C.075 LSMC for land use code amendments have been met.

- C. As required by LSMC 14.16C.075(f), the adoption and amendment of codes in ordinance sections in the attached Exhibit B are consistent with the Comprehensive Plan, comply with the Growth Management Act and serve to advance the public health, safety and welfare.
- D. The Findings of Fact, Conclusions and Recommendation of the Planning Commission attached hereto is hereby approved and adopted by the City Council as its own (**Exhibit A**).

**SECTION 2.** Chapters LSMC 14.44., 14.48 and 14.80 and adding Chapter 14.52 are hereby amended/created as set forth in **Exhibit B which is incorporated herein by this reference**. All other provisions not amended shall remain in full force and effect, unchanged.

**SECTION 3.** Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

**SECTION 4.** Effective Date and Publication. The summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect five (5) days after the date of publication and shall apply to all final plat applications submitted after the effective date. Any final plat application submitted prior to the effective date shall follow the regulations that were in place at the time of submittal.

PASSED by the City Council of the City of Lake Stevens this 9<sup>th</sup> day of July, 2019.

---

John Spencer, Mayor

ATTEST:

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Kathy Pugh, City Clerk

APPROVED AS TO FORM:

First and Final Reading: July 9, 2019

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Greg Rubstello, City Attorney

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

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

## Exhibit A



June 5, 2019

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

**Subject: Planning Commission Recommendation – Fences, Hedges and Walls (LUA2018-0109)**

Dear Council Members:

The Lake Stevens Planning Commission held a public hearing on Wednesday, June 5, 2019 to consider amendments to the city's Fence, Hedge and Wall regulations found in the Lake Stevens Municipal Code.

**Commissioners Present:** Janice Huxford, Tracey Trout, Vicki Oslund, Linda Hoult, Steve Ewing and John Cronin

**Commissioners Absent:** None

### **PLANNING COMMISSION PUBLIC HEARING June 5, 2019**

Planning and Community Development staff presented the proposed code amendments, based on extensive public review and discussion, summarized findings and conclusions from the staff report, and answered the Commission's questions.

### **FINDINGS AND CONCLUSIONS**

The Planning Commission hereby adopts staff's findings and conclusions, included below, and concludes that the proposed amendments.

#### **1. *Comply with selected Goals of the Comprehensive Plan***

- Public Health and Safety: An overriding policy of the Comprehensive plan and zoning is to ensure public health and safety of the citizens of the City of Lake Stevens.
- Compliance with the Growth Management Act, by facilitating appropriate densities and growth within the City limits.

**Conclusions – The proposed code amendments are consistent with the Comprehensive Plan goals and policies as they relate to providing public health and safety regulations related to fencing, hedges and walls. These provide for safety, privacy and facilitate development on the varied topography within the City of Lake Stevens. Undue restrictions on fence and wall height could have a significant impact on the buildable lands and density within the City. The proposed amendments balance safety, aesthetics and preservation of our buildable lands**

**2. *Comply with the State Environmental Policy Act (SEPA)(Chapter 97-11 WAC and Title 16 LSMC)***

- The SEPA official issued a Determination of Non-significance on May 17, 2019.
- The city did not receive any appeals related to the SEPA determination.

**Conclusions – The proposed code amendments have met local and state SEPA requirements.**

**3. *Comply with the Growth Management Act (RCW 36.70A.106)***

- The city sent the amendments to the Department of Commerce on December 18, 2018 for review.
- The Department of Commerce sent a letter of acknowledgment on December 27, 2018.
- Staff will file the final ordinance with the Department of Commerce within 10 days of final City Council action.

**Conclusions – The proposed code amendments have met Growth Management Act requirements.**

**4. *Comply with Public Notice and Comment Requirements***

- The city published a notice of Public Hearing in the Everett Herald on May 22nd and 29th, 2019.

**Conclusions – The City has met public notice requirements per Chapter 14.16B LSMC.**

**PLANNING COMMISSION RECOMMENDATION**

**MOTION:** Commissioner Hoult/Second Trout forward a recommendation to the City Council to APPROVE the proposed amendment/Fence, Hedges and Walls in chapters 14.44, 14.48 and 14.80 creating a new chapter-14.52 of the Lake Stevens Municipal Code. Motion carried (6-0-0-1).

## Exhibit B

**Please Note:** All **red underlined** sections are new proposed code, while **red strike-through** sections are sections of existing code that are being deleted or moved. This applies to all chapters below, except for Chapter 14.52 which is an entirely new chapter.

### Chapter 14.44

#### SUPPLEMENTARY USE REGULATIONS

Sections:

Part I. General Provisions

**14.44.010 Mixed Use**

**14.44.015 *Repealed.***

**14.44.020 Planned Residential Developments**

**14.44.025 Model Homes**

**14.44.030 Development within Adopted Subareas**

**14.44.035 Cottage Housing Developments**

**14.44.038 Temporary Encampments**

**14.44.040 Temporary Emergency, Construction, or Repair Residences**

**14.44.044 Storage Facilities**

**14.44.045 Accessory Dwelling Units (ADU)**

**14.44.048 Temporary Public Structures**

**14.44.050 *Repealed***

**14.44.060 *Repealed***

**14.44.064 Tourist Homes**

**14.44.065 Accessory Apartment in Industrial Zones**

**14.44.070 Recreational Park Trailers and Recreational Vehicles (RV) Regulations**

**14.44.074 Over- and In-Water Structures (Docks, Boathouses, Etc.)**

**14.44.075 Farm Animals**

**14.44.080 Mobile Sales and Delivery**

**14.44.085 *Repealed***

**14.44.090 Planned Business District**

**14.44.095 Neighborhood Commercial**

**14.44.097 Marijuana Facilities**

Part II. Grading, Filling, and Excavation

(Repealed by Ord. 1015)

Part III. Manufacturing/Processing Performance Standards

**14.44.200 [Intentionally Blank]**

**14.44.210 Noise**

**14.44.220 Vibration**

**14.44.230 Odors**

**14.44.240 Smoke and Air Pollution**

**14.44.250 Disposal of Liquid and Hazardous Wastes**

**14.44.260 Water Consumption**

**14.44.270 Electrical Disturbance or Interference**

Part IV. Design

**14.44.300 *Repealed***

**14.44.310 *Repealed***

**14.44.320 Diversity within Planned Residential Districts**

**14.44.330 Location of Parking in Multifamily Structures**

**14.44.340 Site Design in the Central Business and Mixed Use Districts**

**14.44.350 Drive-Through Windows**

**14.44.360 *Repealed***

**14.44.370 *Repealed***

**14.44.380 *Repealed***

**14.44.390 *Repealed***

**14.44.400 Sales of Food from Stationary Motor Vehicles on City-Owned Property**

**14.44.410 Sales of Food from Stationary Motor Vehicles on Property Not Owned by the City**

**~~14.44.420 Fence Permit Required~~**

Part V. Multifamily Apartments Annexed into the City

**14.44.500 Authority**

**14.44.510 Conditional Use Permit Required**

**14.44.520 Additional Requirements**

**~~14.44.420 Fence Permit Required.~~**

**~~(a) A building permit shall be obtained for any new fence which exceeds six feet in height.~~**

**~~(b) Where allowed, fences taller than six feet shall meet the requirements of the International Building Code (IBC).~~**

~~(c) The Department of Planning and Community Development shall approve a building permit for a fence if it finds that the proposed fence is consistent with Chapter 14.80 (Building and Construction) and:~~

- ~~(1) Meets all applicable setback requirements;~~
- ~~(2) Does not exceed applicable height requirements;~~
- ~~(3) Does not adversely impact utility or access easements;~~
- ~~(4) Does not create a traffic hazard, in the opinion of the Public Works Director, by limiting sight-lines for vehicles at locations such as road and alley intersections, and where vehicles cross sidewalks;~~
- ~~(5) Will not be detrimental to the public health, safety and general welfare.~~

~~(d) It shall be the responsibility of the property owner to ensure the fence is placed in the proper location. Exceptions to setback requirements for fences are located in Section 14.48.050(e).~~

**All other sections of Chapter 14.44 remain unchanged.**

## Chapter 14.48 DENSITY AND DIMENSIONAL REGULATIONS

### **14.48.040 Building Setback Requirements.**

(a) Table 14.48-1 sets forth the minimum building and freestanding sign setbacks required from lot lines, ultimate street rights-of-way and street centerlines.

- (1) If the ultimate street right-of-way line is readily determinable (by reference to the Comprehensive Plan Transportation Plan, a recorded map, set irons, adopted plan, or other means), the setback shall be measured from the ultimate right-of-way line. If it is not so determinable, the setback shall be measured from the actual street centerline.
- (2) As used in this section, the term "lot line, tract or easement" refers to all easements and lot boundaries other than those that abut streets. Setbacks from access easements and access tracts are considered lot line setbacks.
- (3) As used in this section, the term "building" includes any substantial structure which by nature of its size, scale, dimensions, bulk, or use tends to constitute a visual obstruction or generate activity similar to that usually associated with a building. It also includes any element that is substantially a part of the building, such as bay windows and chimneys, and not a mere appendage, such as a flagpole. Without limiting the generality of the foregoing, for the purpose of determining setbacks the following structures are to be considered buildings:
  - (i) Gas pumps and overhead canopies or roofs;
  - (ii) Fences, walls, and hedges (See Chapter 14.52 LSCM for height and setback requirements).

- (4) Eaves and other minor architectural features may project into the required setback up to 18 inches.
- (b) Whenever a lot in a residential district abuts a nonresidential district, and its required setback is greater than that of the nonresidential lot, the nonresidentially zoned lot shall observe the more restrictive setback. Where a lot zoned General or Light Industrial shares a boundary with a residentially zoned lot, the setback for the industrial property along that common boundary shall be 30 feet.
- (c) In the High Urban Residential District, one five-foot interior side yard setback of a lot may be reduced to zero feet for portions of the house that share a common wall with the home on the adjacent lot. Portions of a house which do not share a common wall must be set back a minimum of five feet. The Fire and Building Codes have special building requirements which must be met when setbacks are less than five feet.
- (d) All docks and other permissible overwater structures shall be set back pursuant to the Shoreline Master Program, Chapter 4, Section C.3. For the purposes of this section each property line extending into the lake shall be construed as extending at the same angle as the property line on shore. (Ord. 903, Sec. 38, 2013; Ord. 898, Sec. 7, 2013; Ord. 796, Sec. 8, 2009; Ord 666, Sec. 8, 2002; Ord. 612, Sec. 1, 1999; Ord. 590, 1998; Ord. 468, 1995)

#### **14.48.050 Exceptions to Building Setback Requirements.**

- (a) The following modifications to the setback requirements identified in Section 14.48.040 shall be allowed:

- (1) In the Suburban Residential and Waterfront Residential districts only, where the high point of the roof or any appurtenance of an accessory building exceeds 12 feet in height, the accessory building shall be set back from the rear lot lines, tracts or easements an additional one foot for every foot of height exceeding 12 feet.
- (2) In single-family residential zones, accessory structures may be located within the exterior side yard of a corner lot, provided the accessory structure meets the following conditions:
  - (i) The gross floor area of all accessory structures within the reduced setback area does not exceed 200 square feet.
  - (ii) The height of the accessory structure does not exceed eight feet.
  - (iii) The accessory structure is screened to a minimum height of six feet with an opaque fence or densely planted vegetation.
  - (iv) The accessory structure respects the minimum front yard setback and shall be no closer to the front property line than that of the principal house.
  - (v) The accessory structure is located no closer than 10 feet to the exterior side property line.

- (b) In all single-family residential zones, the building setbacks from the street of the underlying zone may be reduced by five feet for living portions of the principal house only. This reduction does not apply to garages or other nonhabitable areas.

- (c) In all single-family residential zones, the setback from a critical area buffer may be reduced to five feet for uncovered decks, provided sufficient room is provided to construct and maintain the deck without disturbing the buffer area.
- (d) In all single-family residential zones, unenclosed front porches may be constructed to be as close as 15 feet of the ultimate street right-of-way.
- (e) ~~In all residential zones, Exceptions for fences, walls, and hedges are contained in Chapter 14.52 LSMC. which do not exceed six feet in height may be located along property lines which do not abut a public right of way. No fence may exceed 42 inches in height within the front yard setback abutting a public right of way or within 10 feet of an exterior side yard right of way. On exterior side yards, the area between the fence and sidewalk shall be maintained by the property owner. Where fences are built or hedges are maintained on top of or within five feet of a retaining wall on the uphill side, the retaining wall and fence or hedge shall be measured as one structure for the purposes of determining setback requirements. The height shall be the vertical distance measured from the mean elevation of the finished grade around the perimeter of the retaining wall to the highest point of the hedge or fence.~~

#### **14.48.060 Building Height Limitations.**

- (a) For purposes of this section the height of a building shall be the vertical distance measured from the mean elevation of the finished grade around the perimeter of the building to the highest point of the building. The height of fences, walls, and hedges are as set forth in Chapter 14.52 LSMC.
- (b) Building height limitations in the various zoning districts shall be as listed in Table 14.48-I.
- (c) The following features are exempt from the district height limitations set forth in subsection (b) of this section, provided they conform to the standards contained in subsection (d) of this section:
  - (1) Chimneys, church spires, elevator shafts, and similar structural appendages not intended as places of occupancy or storage;
  - (2) Flagpoles and similar devices;
  - (3) Heating and air conditioning equipment, solar collectors, and similar equipment, fixtures, and devices.
- (d) The features listed in subsection (c) of this section are exempt from the height limitations set forth in subsection (b) of this section if they conform to the following requirements:
  - (1) Not more than one-third of the total roof area may be consumed by such features.
  - (2) The features described in subsection (c)(3) of this section must be set back from the edge of the roof a minimum distance of one foot for every foot by which such features extend above the roof surface of the principal building to which they are attached.
  - (3) The permit-issuing authority may authorize or require that parapet walls be constructed (up to a height not exceeding that of the features screened) to shield the features listed in subsections (c)(1) and (3) of this section from view.
- (e) In any zoning district the vertical distance from the ground to a point of access to a roof surface of any nonresidential building or any multifamily residential building containing four or more dwelling units may not exceed 35 feet unless the Fire Chief certifies to the permit-issuing authority that such building is

designed to provide adequate access for firefighting personnel or the building inspector certifies that the building is otherwise designed or equipped to provide adequate protection against the dangers of fire. A point of access to a roof shall be the top of any parapet wall or the lowest point of a roof's surface, whichever is greater. Roofs with slopes greater than 75 percent are regarded as walls.

(f) Towers and antennas which exceed the height limit of the zone district are allowed to the extent authorized in the Table of Permissible Uses, use classification 18.000.

**All other sections of Chapter 14.48 remain unchanged.**

### **New Chapter 14.52 FENCES, HEDGES AND WALLS**

#### **Chapter 14.52 FENCES, HEDGES AND WALLS**

##### **Sections:**

##### **Part I. General Requirements**

- 14.52.010 Permits Required
- 14.52.020 Safety
- 14.52.030 Maintenance

##### **Part II. Fences and Hedges**

###### **Purpose**

- 14.52.040 Height/Setbacks
- 14.52.050 Design
- 14.52.060 Fence Exceptions

##### **Part III. Walls**

- 14.52.070 Purpose
- 14.52.080 Height
- 14.52.090 Critical Areas
- 14.52.100 Design
- 14.52.110 Wall Exceptions

##### **Part I. General Requirements**

###### **14.52.010 Permits Required.**

- (a) Fences: A fence taller than seven feet shall require a building permit meeting the requirements of the International Building Code (IBC).
- (b) Retaining Walls: A building permits shall be required for all retaining walls four feet and higher in height, measured from the bottom of the footing. Building permits shall be required for all retaining walls with a surcharge. All retaining walls over four feet in height from the bottom of the footing shall be engineered by a professional engineer registered in the State of Washington.

###### **14.52.020 Safety**

- (a) Sight Triangle: No fence, wall, hedge, structure or other obstruction shall act as a sight hazard to traffic or pedestrians by limiting sight lines for vehicles at locations such as roads, alleys, driveway intersections and where vehicles cross sidewalks. There shall not be anything constructed or

reconstructed, and no obstruction permitted, contrary to this chapter or within the sight triangle area as required by city of Lake Stevens Engineering Design and Development Standards (EDDS).

(b) Utilities and Easements: No fence, hedge, wall or other structure may adversely impact utility or access easements.

14.52.030 Maintenance.

All fences, walls and hedges shall be maintained in a condition of repair so as not to be dangerous to human life or a danger to the property subject to the requirements of this chapter and Chapter 14.32 LSMC Nonconforming Situations.

**Part II Fences and Hedges**

Purpose. The purpose of this chapter is to provide regulations for fences and hedges that promote privacy, security and screening of certain uses from streets and other uses, while minimizing obstruction of views, light, air, and motorists' and pedestrians' vision, without negatively affecting the community or endangering public or vehicle safety

14.52.040 Height/Setbacks.

- (a) Fence or hedge height shall be measured as the vertical distance between the finished grade at the base of the fence or hedge to the top edge of the fence material or hedge.
- (b) Solid fences may be a maximum height of four feet within required front yard setbacks. Open fences as detailed in LSMC 14.52.050 are allowed up to six feet high within the front setback.
- (c) Solid hedges may be a maximum height of four feet within required front yard setbacks, there is no height limit in other areas of a property, if the site triangle is maintained.
- (d) All fences in residential zones are allowed up to a maximum height of six feet within required exterior side or rear yard setbacks subject to LSMC 14.52.030.
- (e) If the fence includes a gate or similar feature, a vehicle refuge area shall be provided within the driveway to avoid blocking the street. The vehicle refuge area shall have a length that is sufficient for a waiting vehicle and not block the street.
- (f) No fence or freestanding wall shall be placed closer than three feet to any fire hydrant or utility cabinet.

**Table 14.52-1 Fence Height Regulations-Based on Use and Orientation**

<b>Lot Type</b>	<b>Setback Location</b>		
<b>Residential</b>			
Residential	<b>Front</b>	<b>Side</b>	<b>Rear</b>
Standard Lot	4 feet (solid fencing and hedges) 6-feet (open fencing)	6 feet <sup>1</sup> ,	6 feet <sup>1</sup>
Corner Lot	4 feet (solid fencing and hedges) 6-feet (open fencing)	6 feet <sup>1</sup> ,	6 feet <sup>1</sup>
Double-Fronting (Through) Lot	4 feet (solid fencing and hedges) 6-feet (open fencing)	6 feet <sup>1</sup> ,	6 feet <sup>1</sup>

<b>Commercial/Industrial / Public</b>			
Commercial	4 feet (solid fencing and hedges) 6 feet (open fencing)	10 feet	10 feet
Industrial	10 feet	10 feet	10 feet
Public/Utility	6-feet (open fencing)	8-feet	8-feet

Notes:

1. Height can go to seven feet if the top foot is open fencing or ornamental, per LSMC 14.52.050.

**14.52.050 Design.**

**(a) Screening Options Along Streets with Continuous Fencing**

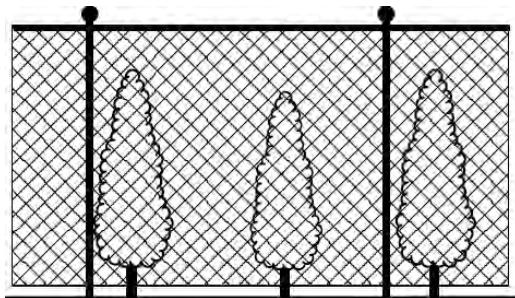
Where 80 feet or more of continuous fencing abuts a public sidewalk or trail, landscaping shall be required between the fence and the property line to mitigate the aesthetic impacts using one of the following:

1. Installation of a three-foot landscape buffer between a solid fence over four feet high. The landscape buffer / planter strip shall be a Type C screen per LSMC 14.76.040 comprised of a combination of trees and shrubs and/or groundcover based on available space;
2. Where planter strips are required along local access and collector roads, constructed as part of new subdivisions, the planter strip may be reversed with the sidewalk, so that the planter strip is adjacent to the property line and outside of the right-of-way; or

(b) No landscape setback is required between an open fence and sidewalk when the fencing is comprised of materials such as wrought iron, wood fences with wide openings, vinyl coated chain link or other similar materials that have 60% open space between the ground surface and the top of the fence as illustrated below:

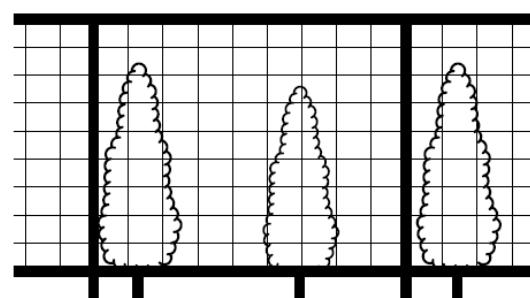
**Examples of Open Fencing**

Figure 1



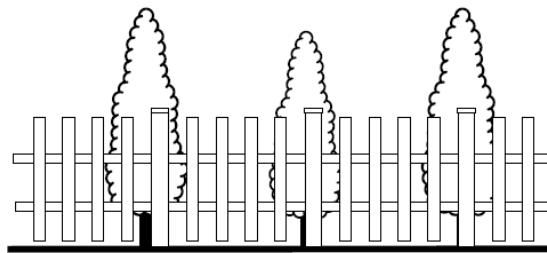
Chain-link Fencing

Figure 2



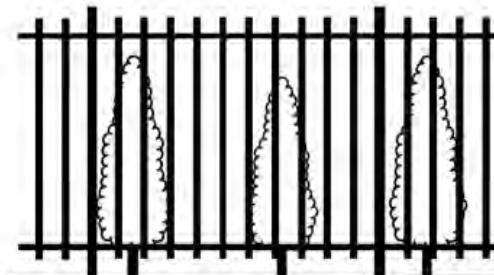
Hog Wire Fencing

Figure 3



Picket Fencing

Figure 4



Wrought Iron Fencing

(c) Allowed ornamental fencing features may include open trellises, arbors, decorative caps or similar ornamental features.

(d) Barbed Wire and Electric Fences

(1) Barbed wire is permitted on top of a solid or chain link fence for commercial, industrial, utility and public uses when needed for security as part of the overall fence height, so long as the barbed wire is positioned in such a way that it leans inward towards the enclosed area. Barbed wire use in residential zones to control livestock will be considered with an approved pasture plan. Razor/concertina wire is not allowed.

(2) Electric fences are not allowed, except in residential zones to control livestock will be considered with an approved pasture plan.

#### 14.52.060 Fence Exceptions

(a) The director or designee may allow modifications, per LSCM 14.16C.120, to fences that do not conform to the regulations of this chapter or in the following situations if the director finds that such fences are needed to protect the public health and safety:

(1) Outdoor recreation establishments or park and recreation facilities; or

(2) To prohibit illegal dumping; or

(3) Where the finished grade is a different elevation on either side of a fence the height may be measured from the side having the highest elevation.

(b) As part of approving fences under this section, the director may impose conditions or limitations on fences allowed under this section to ensure that such fences conform with the purpose and intent of this chapter and this title.

### **Part III. Retaining Walls and Rockeries**

#### 14.52.070 Purpose.

Walls and rockeries provide different functions and purposes depending upon need; ranging from landscaping walls that are solely for aesthetic purposes to retaining walls or rockeries that support structural loads and surcharges. Additionally, walls may be needed where fill exists or is proposed versus needing a wall to stabilize a natural slope.

14.52.080 Height.

(a) Retaining walls and rockeries shall be limited to the following heights within setbacks as measured by the International Building Code (IBC):

- (1) Front Setback: three feet.
- (2) Side and Rear Setbacks eight feet.

14.52.090 Critical Areas.

All walls proposed to be located adjacent to critical areas / or buffers shall comply with Chapter 14.88 LSMC.

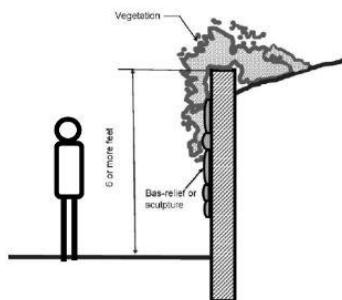
14.52.100 Design.

(a) Screening Options for Continuous Walls and Rockeries Along Streets

Where 80 feet or more of continuous walls or rockeries six feet or higher abut a street, sidewalk or pedestrian path, landscaping or screening shall be required between the wall and the right-of-way or easement line to mitigate the aesthetic impacts of such walls and rockeries using one or more of the following options:

- (1) Provide cascading vegetation from the top of the wall or rockery – at maturity the cascading screen should not contain openings more than 10 feet wide, per figure 1 below; or

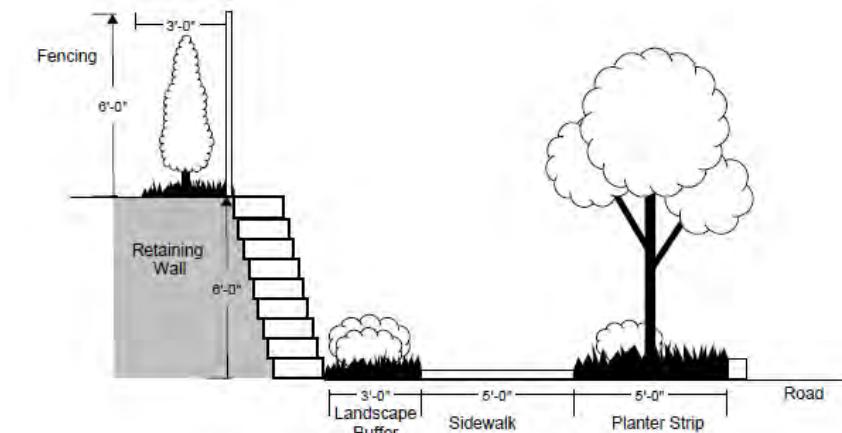
Figure 1



*Adapted from Bothell Municipal Code*

- (2) Provide a three-foot landscape buffer between the wall or rockery (See Figure 2 below). The landscape buffer / planter strip shall be a Type C screen per LSMC 14.76.040 comprised of a combination of trees and shrubs and groundcover based on available space; or

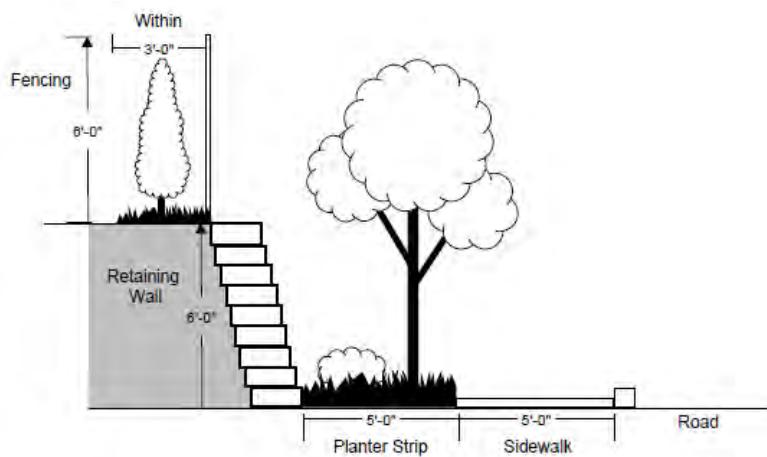
Figure 2



Landscape Buffer Option

(3) Where planter strips are required to be constructed along local access and collector roads, as part of new subdivisions or a public improvement, the planter strip may be reversed with the sidewalk, so that the planter strip is adjacent to the property line / easement and outside of the right-of-way; or

Figure 3



Planter Strip Swap Buffer Option

(4) Walls or rockeries visible from public pedestrian areas shall comply with blank wall treatments in the city's adopted design guidelines.

(b) Walls or rockeries shall not exceed eight feet in height within setbacks or twelve feet in height outside of setbacks. Exception: A wall that is outside of one setback but crossing perpendicular into either a side or rear yard setback may be twelve feet.

14.52.110 Wall or Rockery Exceptions

The Planning and Community Development Director, in consultation with the Public Works Director, may approve a modification to wall or rockery heights if the modification is necessary because of the size, configuration, existing topography or location of the subject property. Modifications are to be processed in accordance with LSMC 14.16C Modifications and may be approved when the following conditions are met:

- (a) The modification will not be materially detrimental to the public welfare or to abutting properties; and
- (b) The modification will reduce potential adverse impacts to critical areas;
- (c) The modification will retain a greater number of significant trees;
- (d) The modification will permit the installation of transportation improvements; or
- (e) The alternative separation, slope gradient, or height is in the public interest.

## Chapter 14.80 BUILDING AND CONSTRUCTION

Sections:

Part I. Washington State Building Codes Adopted

### **14.80.010 Washington State Building Codes Adopted**

Part II. Building Official

### **14.80.020 Building Official**

Part III. Building Code

#### **14.80.030 Building Permits**

#### **14.80.040 Fees**

#### **14.80.050 Building Sewer Permits**

#### **14.80.060 Construction and Use**

#### **14.80.070 Accessory Buildings**

#### **14.80.080 Docks and Over-Water Structures**

#### **14.80.090 Fences**

#### **14.80.100 Retaining Walls**

#### **14.80.110 Signs**

#### **14.80.120 Repairs and Maintenance**

#### **14.80.130 Certificate of Occupancy**

#### **14.80.140 Inspection of Improvements**

#### **14.80.150 Repealed**

#### **14.80.160 Repealed**

#### **14.80.170 Repealed**

#### **14.80.180 Repealed**

#### **14.80.090 Fences**

(a) Building permits shall be required for all fence construction for fences over six feet in height from median grade.

(b) Height and setbacks shall comply with Section 14.48.050(e).

(c) Fence permits shall be approved as set forth in Section 14.44.420.

#### **14.80.100 Retaining Walls**

Building permits shall be required for all retaining walls four feet and higher in height, measured from the bottom of the footing. Building permits shall be required for all retaining walls with a surcharge. All

~~retaining walls over four feet in height from the bottom of the footing shall be engineered by a professional engineer registered in the State of Washington.~~

**14.80.1190 Signs.**

Building permits shall be required for sign installations and shall comply with the regulations of Chapter [14.68](#) (Signs)

**14.80.1200 Repairs and Maintenance.**

Nothing in this code shall be deemed to prevent the strengthening or restoring to a safe condition of any building or part thereof declared to be unsafe by any official charged with protecting public safety, upon order of such official, nor to prevent the improvement of a single-family house without expanding its exterior dimensions.

**14.80.1310 Certificate of Occupancy.**

No building or structure shall be used or occupied until the Building Official has issued a certificate of occupancy except for accessory structures. Prior to the issuance of a certificate of occupancy all completed projects shall be accepted by the Planning and Public Works Departments. No certificate of occupancy may be issued for any dwelling units in a subdivision until all improvements required by a permit or this title have been completed, even where a completion security has been posted.

**14.80.1420 Inspection of Improvements.**

Prior to signing off the final inspection, the Building Official shall inspect all improvements on or adjacent to the site installed as a requirement of this title or as a condition of a permit. Any improvements found to be damaged by the builder shall be repaired prior to receiving final inspection sign-off.

**14.80.1530 Fire-Extinguishing Systems.**

*Repealed by Ord. 778.*

**14.80.1640 Automatic Fire-Extinguishing Systems Required.**

*Repealed by Ord. 778.*

**14.80.1750 Installation.**

*Repealed by Ord. 778.*

**14.80.1860 Sprinkler System Monitoring and Alarms.**

~~All other sections of Chapter 14.80 remain unchanged.~~



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LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** 9<sup>th</sup> July 2019

**Subject:** North Cove Park Construction Surveying and Veteran's Memorial Design—Amendment No. 2

**Contact** Aaron Halverson, Capital Projects  
**Person/Department:** Coordinator, Public Works **Budget Impact:** \$55,000

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Authorize the Mayor to execute Amendment No. 2 to Professional Services Agreement with Land Development Consultants, Inc. (LDC) for work to design the Veteran's Memorial in North Cove Park and to provide construction surveying/staking.

---

**SUMMARY/BACKGROUND:** LDC, Inc. was hired by the City to design the North Cove Park improvements. The original contract was executed by the City in accordance with the delegated authority given in the City's adopted Comprehensive Procurement Policy. As design of the project proceeded the City added design of the northern plaza area and water feature (Amendment No. 1). This amendment is for engineering design of the Veteran's Memorial from conceptual design was recently approved and for construction staking/surveying (Amendment No. 2)

The purpose of this agenda item is to allow the City Council to review the amendment and consider authorizing the Mayor to sign the agreement.

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**APPLICABLE CITY POLICIES:** n/a

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**BUDGET IMPACT:** \$55,000

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**ATTACHMENTS:**

- Exhibit A: Amendment No. 2 Professional Services Agreement

**AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT  
BETWEEN CITY OF LAKE STEVENS AND LAND DEVELOPMENT  
CONSULTANTS FOR NORTH COVE PARK VETERAN'S MEMORIAL DESIGN AND  
CONSTRUCTION SURVEY**

This Amendment No. 2 to Professional Services Agreement is made and entered into on the \_\_\_\_\_ of July 2019, between the City of Lake Stevens, hereinafter called the "City" and Land Development Consultants, Inc. (LDC), hereinafter called the "Consultant."

WHEREAS, the parties hereto have previously entered into an Agreement for design of North Cove Park Plaza, hereinafter called the "Project," said Agreement being dated February 5, 2019; and

WHEREAS, both parties desire to supplement said Agreement, by expanding the Scope of Services to provide for North Cove Park Veteran's Memorial design and construction survey services and to amend the total amount payable for this Agreement,

NOW THEREFORE, in consideration of the terms, conditions, covenants and performance contained herein or attached and incorporated, and made a part hereof, the parties hereto agree as follows:

1. Article II of the Original Agreement, "SCOPE OF SERVICES", shall be supplemented to include the Scope of Services as described in Exhibit A, attached hereto and by this reference made part of this Supplemental Agreement No. 2.
2. Article IV of the Original Agreement, "OBLIGATIONS OF THE CITY", Paragraph IV.1 Payments, Section (a), the second sentence is amended to include the additional Consultant fee of \$55,000 and shall read as follows: "In no event shall total payment under this agreement exceed \$173,950.00."

The Total Amount payable to the Consultant is summarized as follows:

• Original Professional Services Agreement:	\$99,000.00
• Amendment No. 1 to Professional Services Agreement	\$19,950.00
• Amendment No. 2 to Professional Services Agreement	<u>\$55,000.00</u>
Grand Total:	\$173,950.00

3. Each and every provision of the original Professional Services Agreement dated February 5, 2019, shall remain in full force and effect, except as amended herein.:.

CITY OF LAKE STEVENS

LAND DEVELOPMENT CONSULTANTS, LLC

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

By: \_\_\_\_\_  
Mark Villwock, Vice President

ATTEST:

APPROVED AS TO FORM:

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Kathy Pugh, City Clerk

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Greg Rubstello, City Attorney

July 2, 2019

Public Works Department  
Attn: Eric Durpos, Public Works Director  
CC: Aaron Halverson  
1812 Main Street  
Lake Stevens, WA 98258

RE: PROPOSAL FOR PLANNING, SURVEYING, LANDSCAPE ARCHITECTURE, AND  
ENGINEERING SERVICES  
NORTH COVE PARK PLAZA DESIGN - WAR MEMORIAL, CONSTRUCTION STAKING,  
CONSTRUCTION INSPECTION SUPPORT SUPPLEMENTAL REQUEST

Dear Eric Durpos,

City of Lake Stevens has requested LDC, Inc. to add the following services to the North Cove Park Plaza Design Contract:

- Prepare war memorial layout and details including up lighting specification. The splash pad will be non-circulating. Add new Task 10 - War Memorial Design, \$6,300 (Fixed Fee).
- Provide engineering support during construction. Add New Task 11 - Engineering Support During Construction, \$12,000 (Time and Expense)
- Provide construction staking. Add New Task 12 - Construction Staking, \$36,700 see detailed scope of services below.
- Construction inspection support is excluded however can be provided on a Time and Expense basis to the city.

Total supplement request is \$55,000, for a new contract total of \$173,950.

#### TASK 12 - CONSTRUCTION STAKING DETAILED SCOPE OF SERVICES

##### TASK 12.1 - HORIZONTAL CONTROL PLAN / SURVEY CONTROL

This task includes:

- Recover horizontal and vertical site control
- Perform building, grading and utility control calculations and prepare a drawing to be used for site layout
- Set site bench marks

FIXED FEE \$6,800

LDC Proposal - North Cove Park Plaza Supplemental Request

July 2, 2019

Page 2 of 3

#### TASK 12.2 - STAKE CONSTRUCTION LIMITS AND SAWCUT LINES

This task includes:

- Set hubs and lathe along construction limits as shown on sheet ER-01
- Paint sawcut lines
- Stake Const Entrance

FIXED FEE \$4,000

#### TASK 03 - ROUGH GRADE SITE

This task includes:

- Stake four corners OF BUILDING with offset
- Stake approx. 100 points for rough grading of site

FIXED FEE \$6,000

#### TASK 04 - STAKE BUILDING FOR CONSTRUCTION

This task includes:

- Stake four corners with offsets for construction

FIXED FEE \$2,000

#### TASK 05 - STAKE STORM SYSTEM

This task includes:

- Stake storm basins with offsets
- Stake infiltration basins
- Mark stakes with cut and fill information

FIXED FEE \$3,600

#### TASK 06 - STAKE SEWER SYSTEM

This task includes:

- Stake sewer cleanouts
- Mark stakes with cut and fill information

FIXED FEE \$1,500

#### TASK 07 - STAKE WATER SYSTEM

This task includes:

- Stake water line with offsets
- Stake fire hydrants and meters
- Mark stakes with cut and fill information to finish grade

FIXED FEE \$3,000

LDC Proposal - North Cove Park Plaza Supplemental Request

July 2, 2019

Page 3 of 3

## TASK 08 - STAKE HARDSCAPES FOR CONSTRUCTION

This task includes:

- Stake sidewalks
- Stake all poured concrete in plaza
- Stake water feature
- **Staking will be approx. every 25'**
- Mark stakes with cut/fill to finish grade

FIXED FEE \$7,000

## TASK 09 - STAKE CURBS

This task includes:

- Stake curbs along E. Lake Shore Dr.
- Stake all WC ramps
- Mark stakes with cut/fill to top of curb

FIXED FEE \$2,800

We are available immediately to commence the proposed scope of services upon receipt of a signed copy of this contract. Please feel free to contact the undersigned with any questions or comments.

Sincerely,

*LDC, Inc.*



Darrell Smith, PE  
Director of Civil Engineering  
HQ Office

*Enclosures: Project Limit Exhibit  
CC: Mark Villwock and Aaron Halverson*



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LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** July 9, 2019

**Subject:** Resolution to send the Southeast Island Annexation to Ballot.

**Contact Person/Department:** Russ Wright, Community Dev. Director      **Budget Impact:** none

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

1. Adopt Resolution 2019-12, setting a date to place the Southeast Island Annexation on the ballot for voter approval.

**DISCUSSION:**

The City of Lake Stevens initiated the Southeast Island Annexation process through the passage of Resolution 2018-026 by the interlocal agreement method provided by RCW 35A.14.460. The 37.5-acre proposed annexation area is located adjacent to the city's southeast boundary along S Lake Stevens Rd.

Lake Stevens and Snohomish County held a joint hearing on March 26, 2019 to consider the merits of entering into an interlocal agreement. Following approvals by each jurisdiction, the Lake Stevens City Council adopted Ordinance 1053 annexing the properties, setting zoning and land use designations and assuming local indebtedness. After the adoption, the city received a petition request to place the item on the ballot for voter approval. At a recent Council workshop, staff discussed the petition and process with Council. Council acquiesced to place the item on the November ballot.

**Attachments:**

A. Resolution 2019-12

ATTACHMENT A

CITY OF LAKE STEVENS  
LAKE STEVENS, WASHINGTON

RESOLUTION NO. 2019-12

A RESOLUTION OF THE CITY OF LAKE STEVENS, WASHINGTON, TO  
PLACE THE SE ANNEXATION PROPOSAL UPON AN ELECTION BALLOT  
FOR VOTER CONSIDERATOIN IN THE PROPOSED ANNEXATION AREA.

WHEREAS, the Growth Management Act provides the framework and mandate for cities to annex areas within their identified Urban Growth Areas; and

WHEREAS, the City of Lake Stevens and Snohomish County previously entered into a Master Annexation Interlocal Agreement that became effective October 26, 2005; and

WHEREAS, RCW 35A.14.460 provides for annexation of properties within urban growth areas by interlocal agreement, when areas have at least a 60% contiguous boundary. The properties known as the SE Island Annexation meet the requirements of RCW 35A.14.460 (1) and (2); and

WHEREAS, The Lake Stevens City Council initiated the annexation through Resolution 2018-155 and Snohomish County and City of Lake Stevens determined to move forward with annexation of the SE Island area by interlocal agreement; and

WHEREAS, on March 26, 2019 the Lake Stevens City Council and the Snohomish County Council conducted a joint public hearing to consider the merits of entering into an interlocal agreement, following which the Lake Stevens City Council approved Resolution 2019-07 authorizing the Mayor to enter into an interlocal agreement for the annexation of properties in the SE Island annexation area, and Snohomish County Council approved the same interlocal agreement; and

WHEREAS, on March 26, 2019, the Lake Stevens City Council at their regularly scheduled meeting adopted Ordinance 1053, effective May 20, 2019, annexing the properties and setting land use and zoning designations for the properties known as the SE Island annexation, and

WHEREAS, on April 29, 2019 the City of Lake Stevens received a Petition for Referendum to place the SE Island Annexation on a ballot for a vote in accordance with the provisions of RCW 35.13.480(5); and

WHEREAS, the Snohomish County Auditor, Office of Elections, validated the Petition for Referendum on May 3, 2019,

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

1. The City of Lake Stevens shall petition Snohomish County to place the SE Island Annexation proposal upon an election ballot for consideration by voters in the proposed annexation area on November 5, 2019. The SE Annexation area is shown in the attached Exhibit A, and is described as the land bordered by the following:

Beginning at the southeast corner of Tract B of Stich's Lake Stevens Garden Tracts, Volume 6 of Plats, Page 43, records of Snohomish County;

Thence along the south line of Tracts B, C, D and E of said Stich's Lake Stevens Garden Tracts, and Lots 11, 10, 9, 8, 4, and 3 of Watermarke Plat, as recorded under Auditor file number 200703145208, to the east margin of South Lake Stevens Road;

Thence northerly and easterly along said easterly and southerly margin of said South Lake Stevens Road to the northeast corner of Tract B of said Stich's Lake Stevens Garden Tracts also being the northeast corner of Lot 1 of City of Lake Stevens Short Plat number SP-274(5-78) as recorded under Auditors File number 198005120219;

Thence southerly along the east line of said Tract B and Lots 1 and 4 of said City of Lake Stevens SP-274(5-78) to the southeast corner of said Tract B and the True Point of Beginning.

A proposed Ballot Title is attached as Exhibit 1.

PASSED by the City Council of the City of Lake Stevens this 9<sup>th</sup> day of July, 2019.

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John Spencer, Mayor

ATTEST:

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Kathy Pugh, City Clerk

APPROVED AS TO FORM:

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Greg Rubstello, City Attorney

EXHIBIT 1 TO RESOLUTION 2019-12

NAME OF JURISDICTION: City of Lake Stevens

PROPOSITION #: Referendum Petition

SHORT TITLE: SE Island Annexation

BALLOT TITLE: The City of Lake Stevens and Snohomish County entered into an interlocal agreement approving the annexation of approximately 37.5 acres of the area known as the South East Annexation. The Lake Stevens City Council adopted Ordinance 1053 on March 26, 2019 annexing the South East Island Annexation through the interlocal area agreement with Snohomish County under RCW 35A.14.40, assigning zoning and comprehensive plan designations upon annexation and assuming its proportionate share of City indebtedness. Should this annexation be approved?

RESPONSE Yes  
No