



## **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, November 12, 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>CITIZEN COMMENTS</b>               |  |  |
| <b>GUEST BUSINESS:</b>                | Doug Levy, Outcomes By Levy – 2020<br>Legislative Priorities   |  |
| <b>NEW EMPLOYEE<br/>INTRODUCTIONS</b> | Margaret Cooper, Police Records Specialist<br>Jillian Needham, Assistant Planner   | John D.<br>Russ  |
| <b>COUNCIL BUSINESS</b>               |  | Council President  |
| <b>MAYOR'S BUSINESS</b>               | 2020 Budget Message<br>Code Enforcement Update   |  |
| <b>CITY DEPARTMENT<br/>REPORT</b>     | Update   |  |
| <b>CONSENT AGENDA</b>                 | <ul style="list-style-type: none"><li>*A 2019 Vouchers</li><li>*B City Council Workshop Meeting Minutes of<br/>October 15, 2019</li><li>*C City Council Workshop Meeting Minutes of<br/>October 22, 2019</li><li>*D City Council Regular Meeting Minutes of<br/>October 22, 2019</li><li>*E Board and Commission Reappointments</li><li>*F Appointments to Library Board</li></ul> | <ul style="list-style-type: none"><li>Barb</li><li>Kathy</li><li>Kathy</li><li>Kathy</li><li>Mayor</li><li>Mayor</li></ul> |

**Lake Stevens City Council Regular Meeting Agenda**

**November 12, 2019**

- \*G Resolution 2019-15 Declaring Intent to Adopt Legislation re Authorizing a Sales and Use Tax for Affordable Housing Russ
- \*H Ordinance No.1070 re Interim Sign Regulations Russ

**PUBLIC HEARING:**

- \*I Comprehensive Plan Update Russ
- Ordinance 1073 re Comprehensive Plan Update
  - Ordinance 1074 re Zoning Map Amendments
  - Ordinance 1075 re 20<sup>th</sup> Street SE Planned Action
- \*J Ordinance No. 1071 Adopting 2020 Budget – First Reading Barb

**ACTION ITEMS:**

- \*J Ordinance No. 1072 Levying Taxes Upon All Real Property and Setting the Levy Rate Barb

**DISCUSSION ITEMS:**

**EXECUTIVE SESSION:** Real Property – RCW 42.30.110(1)(b)

**ADJOURN**

|                  |                                 |                           |
|------------------|---------------------------------|---------------------------|
| * ITEMS ATTACHED | ** ITEMS PREVIOUSLY DISTRIBUTED | # ITEMS TO BE DISTRIBUTED |
|------------------|---------------------------------|---------------------------|

**THE PUBLIC IS INVITED TO ATTEND**

**Special Needs**

*The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Human Resources, City of Lake Stevens ADA Coordinator, (425) 622-9400, at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, (800) 833-6384, and ask the operator to dial the City of Lake Stevens City Hall number.*

**NOTICE: All proceedings of this meeting are audio recorded, except Executive Sessions.**

## City of Lake Stevens – 2020 Legislative Agenda Top-Priority Issues at a Glance

### *Top Priority Issues -- Impacting Lake Stevens Directly*

#### **Capital Budget/Quality of Life**

The City of Lake Stevens is tremendously appreciative of the help its 44<sup>th</sup> Legislative District Delegation has provided on capital investments in our local community, particularly those from recent cycles that have helped finance the Civic Center Phase I and Phase II redevelopments. Recognizing that 2020 is a supplemental year and that the Capital Budget will have significantly less capacity than the two-year budget, Lake Stevens is focusing its 2020 ‘ask’ on a project in Frontier Heights.

- ❖ **Frontier Heights playground equipment:** The City requests \$250,000 to replace playground equipment at Frontier Heights Park and to help trigger a series of larger investments within this park facility. Frontier Heights is a lower-income area and city officials feel that *all* residents of the community, regardless of income level, deserve access to outdoor recreation amenities.

#### **Transportation Investments**

Lake Stevens appreciates the leadership of its 44<sup>th</sup> District delegation – particularly with “Connecting Washington” funds for rebuilding the State Route 9/State Route 204 Interchange and allocations toward other critical projects such as SR 9 roundabouts, 20<sup>th</sup> Street peak-access lanes, the Village Way access, the South Lake Stevens Road trail extension, and more. These investments are mission-critical for a city of 33,000 that has finite resources yet is being asked to accommodate unprecedented levels of growth. Heading into the 2020 Session, Lake Stevens has identified three transportation priorities to work on with area lawmakers:

- ❖ **U.S. 2 Trestle Improvements and Replacement:** As lawmakers continue discussions in 2020 over a possible new-revenue transportation investment package, Lake Stevens urges the Legislature to ensure that any package include funding to improve the U.S. 2 Trestle – and ultimately to replace the deteriorating westbound structure. The City will look for continued opportunities to emphasize the critical need to act on and fund the Trestle.
- ❖ **Fish-Passage Culvert at SR 9 and South Lake Stevens Road:** The City of Lake Stevens, in tandem with the Washington State Department of Transportation (WSDOT), seeks up to \$1 million in the 2020 Supplemental Transportation Budget to construct a fish-passage culvert underneath SR 9 at South Lake Stevens Road. WSDOT and the City had not been aware of the need for this culvert at the outset of the SR 9 Roundabouts project and the criticality of doing it became apparent during early design and on-site field inspections. This project would yield significant enhancements for fisheries, wildlife habitat, and nearby wetlands – and would complement significant investments already being made by WSDOT, the City of Lake Stevens, and Costco.
- ❖ **Transportation – Local Funding Options and Protecting Area Investments as I-976-Related Cuts Occur:** A just-completed Joint Transportation Committee (JTC) study of city transportation funding needs demonstrates a \$2 *billion* gap between needed maintenance and preservation of existing city roads and current funding resources to address that M&O. As a result, Lake Stevens will strongly support anticipated 2020 legislation to provide cities with more Transportation Benefit District funding options, such as a ‘councilmanic’ option of up to 2 percent utility tax. Enhanced TBD options will be even more critical now that voters have approved Initiative 976, which repeals the Vehicle License Fee funding tool utilized by TBDs. With the passage of I-976 lawmakers must make a minimum of \$150 million worth of cuts in the 2020 Supplemental Transportation Budget, Lake Stevens will ask its 44<sup>th</sup> District Members to help protect area transportation investments to the maximum extent possible.

## **Economic Development Tools -- Tax-Increment Financing/Local Revitalization Financing (TIF/LRF)**

In 2020, Lake Stevens will support legislative initiatives led by AWC, individual cities, and others to ***provide economic development and economic recruitment tools to local communities***. In both 2018 and 2019, the Legislature considered – but did not enact – bills to re-establish the “Local Revitalization Financing” (LRF) tool previously extended to cities. The tool involves the use of state sales tax credit dollars, matched by local funds, to make lasting infrastructure improvements that fuel economic development. A more robust tool, “Tax Increment Financing” (TIF), would involve the use of property tax increments to front-fund economic development retention and recruitment, and ultimately would require a constitutional amendment. These tools are designed to enable Washington to capture developments – and the resulting revenue that goes with them -- that otherwise would not occur at all, or certainly would not occur as soon or as expansively without the financing mechanism. Lake Stevens will strongly support legislation to establish these tools in statute.

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| <p><b>City of Lake Stevens – 2020 Legislative Agenda</b><br/><b>“Support/Oppose” &amp; “Track/Monitor”</b></p> |
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### Budget and Fiscal Matters

- Align with local partners to **support** efforts to ensure that “state-shared revenues” and other key state-program funding for cities and counties are preserved.
- **Support** efforts to ensure the Legislature adheres to previous agreements to raise marijuana revenue distributions for cities and counties from \$30 million to \$40 million a biennium. The 2019-21 Operating Budget included \$30 million rather than the previously-negotiated \$40 million level.
- **Oppose** any new unfunded or “under-funded” mandates and protect local revenue authority.
- **Support** legislative initiatives that may emerge to replace the 1 percent property tax cap on local governments with a system that is based on inflation and population growth.

### Criminal Justice/Public Safety/Fire/Courts

- **Support** legislation, if it emerges, to reduce statutory wait times – from the current six months to two months -- for enrolling newly-hired law enforcement officers into Basic Law Enforcement Academy (BLEA) training slots.
- **Oppose** legislation that would undermine or weaken drug and property seizure and forfeiture laws which help local law enforcement agencies combat illegal drug-trafficking and narcotics operations.
- **Support** funding to add needed funds for Case-Management System upgrades for Municipal and District Courts.

### Economic Development/Infrastructure/Housing/Affordable Housing

- **Support** continued efforts to rebuild the Public Works Assistance Account (“Public Works Trust Fund”) and recapture funding streams previously diverted into the Education Legacy Account.
- **Support** legislation to extend additional tools and incentives to local jurisdictions to address vital affordable housing, homelessness prevention, and mental health needs.
- **Oppose** legislation that, in the name of affording a ‘bill of rights’ to the homeless, could result in routine law enforcement contacts to *help* those experiencing homelessness being categorized in state law as ‘harassment.’ Lake Stevens joins cities, counties, law enforcement, and prosecutors in asking lawmakers to let current laws and court decisions govern actions to help provide treatment and services to those experiencing homelessness.

### Land-Use/Growth Management Act (GMA)

- **Support** initiatives to revise state laws to program updates to GMA, Shoreline, and Critical Area plans on an every-10-years schedule so that they synch up with the 10-year census population updates.



- **Oppose** legislation that would mandate specific development standards and regulations for Accessory Dwelling Units (ADUs). Such decisions are best left to elected officials at the local level.

#### Local Government in General/Miscellaneous

- **Support** initiatives that can help reduce costs for cities and counties or make service delivery more efficient.
- **Support** legislation to streamline and improve the administration of the “No Dig Law.”

#### Parks and Recreation

- **Support** legislation being put forth by the Washington Recreation and Park Association (WRPA) to give parks and recreation agencies additional local funding options, particularly for ongoing operating needs, key capital investments, and maintenance backlogs.

#### Personnel, Pension, and other Human Resource Issues

- **Oppose** legislation that adds new costs and requirements to employee benefit programs without accompanying funds.
- **Oppose** bills or budget initiatives that increase employer/employee pension rates without corresponding funds to cover the costs of those rate hikes.

#### Transportation/Transit

- **Support** initiatives to augment funding opportunities for culvert repairs and removals – with an emphasis on ensuring both *state*-owned culverts and *locally*-maintained culverts are addressed through a watershed-based approach.

|   |
|---|
| <b>City of Lake Stevens – 2020 Federal-Issue Priorities</b> |
|---|

- **Top Priority:** Continue to seek funding opportunities for the U.S. 2 Trestle, particularly within transportation reauthorization and infrastructure legislation being considered by Congress and if Congress re-establishes any type of project earmarking process;
- **Priority:** Strongly support legislation to enhance transportation and infrastructure funding, resources, and tools. Both a Transportation Act Reauthorization and a more comprehensive infrastructure package are on the table in Washington, D.C., though 2020 action is unlikely;
- **Priority:** Strong support for legislation by U.S. Senator Maria Cantwell (D-WA) and U.S. Rep. Suzan DelBene (D-WA/1<sup>st</sup> District) to add significant funding and eligibility for the Low-Income Housing Tax Credit (LIHTC) program;
- **Support:** H.R. 2772 is a bi-partisan bill to re-establish advance bond refinancing for local taxing districts such as cities, counties, school districts, and PUDs. This advanced financing tool had been available for decades but was lost under recent tax-cuts legislation passed by Congress. Passage of **2772** is a priority issue for the Government Finance Officers Association (GFOA).



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# Memorandum

**Date:** November 4, 2019  
**To:** Lake Stevens City Council  
**From:** John Spencer, *Mayor*  
**Subject:** Shane McDaniel Code Enforcement

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This memo addresses the status of the Shane McDaniel code enforcement complaint (File No. 2019-0115) and a few topics that have been covered recently in the media.

## **Code Enforcement and Fines**

Mr. McDaniel's initial fine, based on the number of violations, described in the notice of violation is \$2,500.00. The \$35,000 amount reported in the press represents what the fine would be if compounded daily.

The city verbally requested compliance beginning in July. The city formally requested voluntary correction on August 20, 2019 (Attachment 1). A violation of code notice was issued to Mr. McDaniel on September 9, 2019. The notice is attached as Attachment 2. The violations relate to Fire Code and Property Maintenance code concerns. Additional land use and nuisance code violations were not included.

There has been one notice of violation issued to Mr. McDaniel. The amount of the fine for this notice is \$500.00 per violation. The total amount of the violation is \$2,500.

How and why the amount of the fine is reported to be \$70,000.00 and greater relates to the code and fine structure. Under the Lake Stevens Municipal Code 17.20.015 states, "Each day or portion thereof in which the violation continues constitutes a separate offense..." It goes on to state, "[separate offenses] *may* require separate notices of violation to be issued" (emphasis added). Therefore, the base fine would be \$2,500. As noted above, any amount above that constitutes additional fines per violation per day. In our review of this matter, Lake Stevens Legal Counsel advised that Lake Stevens would have to issue additional notices of violation for the entire period for this fine to amount to more than the base fine described when the Notice of Violation was issued.

We have asked Mr. McDaniel to work with us to resolve the compliance issues. The Notice of Violation described the rights and remedies to correct the violation and how to address penalties. In a follow up letter, the city clearly described aggregate fines and that fines could be waived or reduced with additional time provided to correct the violation (Attachment 3). No actions have been taken by Mr. McDaniel to address the violations pursuant to the city's codes.

### **Waiver of the fine**

Yes, Lake Stevens can waive the fine based on reasonable response by Mr. McDaniel to provide a plan to mitigate non-compliance. Mitigation of the fine can be accomplished by providing and implementing a mitigation plan.

### **Cleanup Assistance**

The City doesn't have the ability to enter a private property and execute a cleanup without payment. This is considered a gifting of public funds. The City could, however, go through an abatement process where the City performs the cleanup and liens the property for payment of services rendered (LSMC 14.72.190). This is not contemplated, nor would I recommend it.

### **Vendetta**

Mr. McDaniel has asserted that our code enforcement is retaliation for his criticism of the city in the past. I can tell you that this is absolutely false. Our staff do not conduct their business, with anyone, on that basis.

His criticism of the development of Lundeen Park and the Visitor Information center was given as an example. The issue was very amicably settled after a meeting hosted by the Chamber of Commerce with Shane and the city to address his concerns.

There are no lingering issues or disputes.

### **City Purchase of his property**

Mr. McDaniel has alleged that the city is attempting to leverage him to sell his property to the city, and, at a discount. This is not the case. We were approached by his mother, shortly after Frank McDaniel passed, asking if we were interested in purchasing the property. We said no. That was the beginning and end of the conversation.

### **Summary**

We continue to ask Mr. McDaniel to bring us a plan to mitigate the code violations and have offered to help compile a list of those who need firewood.

### **Attachments**

- A Voluntary Correction Request
- B. Notice of Violation
- C. Remedy Letter

**Planning & Community Development**

1812 Main Street

P.O. Box 257

Lake Stevens, WA 98258

**ATTACHMENT A**



August 20<sup>th</sup>, 2019

Shane McDaniel  
1522 E Lakeshore Drive  
Lake Stevens, WA 98258

**Code Compliance Case: COD2019-0115**

**Subject Property Address: 1522 E Lakeshore Dr, Lake Stevens WA 98258**

Dear Mr. McDaniel:

**\*\*\*NOTICE\*\*\***

Enclosed in this letter is a **Voluntary Compliance Agreement**, please read this document thoroughly and respond with our code enforcement immediately by completing one of the following steps.

1. Sign Agreement and hand deliver to the permit center at **1812 Main Street Lake Stevens WA 98258**
2. Sign and mail this agreement to **PO Box 257 Lake Stevens WA 98258**
3. If you don't agree, mail document back unsigned

The below municipal code violations have occurred on the property listed above.

**1. 2015 International Fire Code 304.1.1 Waste Material**

Accumulations of wastepaper, wood, hay, straw, weeds, litter or combustible or flammable waste or rubbish of any type shall not be permitted to remain on a roof or in any court, yard vacant lot, alley, parking lot, open space, or beneath a grandstand, bleacher, pier, wharf, manufactured home, recreational vehicle or other similar structure.

**2. 2015 International Fire Code 304.2 Storage**

Storage of combustible rubbish shall not produce conditions that will create a nuisance or a hazard to the public health, safety or welfare.

**3. 2015 International Fire Code 315.4 Outside storage**

Outside storage of combustible materials shall not be located within 10 feet (3048 mm) of a lot line.

**Exceptions:**

1. The separation distance is allowed to be reduced to 3 feet (914 mm) for storage not exceeding 6 feet (1829 mm) in height.

2. The separation distance is allowed to be reduced where the *fire code official* determines that no hazard to the adjoining property exists.

**4. 2015 International Fire Code 315.4.2 Height**

Storage in the open shall not exceed 20 feet (6096 mm) in height.

**5. 2015 International Fire Code 2801.1 Scope**

The storage, manufacturing and processing of solid biomass feedstock, timber, lumber, plywood, nonmetallic pallets, veneers and agro-industrial byproducts shall be in accordance with this chapter.

**6. 2015 International Fire Code 105.6.48 Wood products**

An operational permit is required to store chips, hogged material, lumber or plywood in excess of 200 cubic feet (6 m3).

As stated in previous discussions, the city has concerns regarding the growing wood pile located at your private residence and place of business. Pursuant to **IFC 304.2, IFC 315.4, & IFC 315.4.2**, the firewood is not currently being kept in a suitable location or under acceptable conditions in order to provide adequate prevention against possible fires. Subsequently, the amount of lumber that has been split and stacked on both of your property's would require a permit per **IFC 105.6.48**.

In addition, the continued accumulation of wood needs to stop immediately.

If you wish to contact our office to discuss the matter, we can be reached at **425-622-9427** or by email at [sperron@lakestevenswa.gov](mailto:sperron@lakestevenswa.gov) & [tfarmer@lakestevenswa.gov](mailto:tfarmer@lakestevenswa.gov)

Sincerely,

Scott Perron  
Code Enforcement Officer  
City of Lake Stevens WA 98258



## Voluntary Compliance Agreement

Date: 8/22/2019

Name: Shane McDaniel

Address: 1522 E Lakeshore Dr, Lake Stevens WA 98258

Parcel No.: 0055380000300

Dear Citizen,

The city has a responsibility to ensure that ordinances enacted for the general health, safety, and welfare of the city are followed by property owners in accordance with adopted regulations. It has been discovered that one or more of the following violation(s) has occurred or is occurring on the property:

Code Violation

- 1) **2015 International Fire Code 304.1.1 Waste Material** - Accumulations of wood
- 2) **2015 International Fire Code 304.2 Storage** – Storage of combustible rubbish
- 3) **2015 International Fire Code 315.4 Outside storage** - Outside storage of combustible material in excess of 20'
- 4) **2015 International Fire Code 2801.1 Scope** – Storage of timber, lumber
- 5) **2015 International Fire Code 105.6.48 Wood products** – permit required

Your voluntary compliance is important to the city, your neighbors, and fellow citizens, so please review the below information.

This voluntary correction agreement is a contract between the city of Lake Stevens and the responsible person listed above, for the violation(s) listed above in which you agree to abate the violation(s) within 7 days and according to these conditions.

- 1) The accumulation of wood needs to stop immediately.
- 2) Wood needs to start being removed from the property within 7 days
- 3) Complete removal of wood from both properties shall be removed by September 30<sup>th</sup>

By signing this agreement you will allow the city to inspect the premises as necessary to determine compliance with the voluntary correction agreement and agree to waive your right to administrative appeal of the violation(s) and/or the required corrective action. Please be aware the city may abate the violation(s) and recover its costs and expenses (including attorney fees, expert witness fees, and court costs) and/or a monetary penalty pursuant to Lake Stevens Municipal Code (LSMC) **17.20.050** from the person responsible for the violation(s) if the terms of the voluntary correction agreement are not satisfied. **Your Right to a Hearing is waived upon entering into a voluntary correction agreement LSMC 17.20.190.**

An extension of the time limit for correction or a modification of the required corrective action may be granted by the applicable department director if the person responsible for the violation(s) has shown due diligence and/or substantial progress in correcting the violation(s), but unforeseen circumstances render correction under the original conditions unattainable.

If the terms of the voluntary correction agreement are not met, you the person responsible for the violation shall be assessed a monetary penalty commencing on the date set for correction and thereafter, in accordance with LSMC Section **17.20.070**, plus all costs and expenses of abatement, as set forth in Section **17.20.190**. (Ord. 891, Sec. 7, 2013)

By signing below, you are agreeing to Voluntary Compliance, by which our code enforcement officers will follow up with you no later than **8/27 & 9/30** to confirm the item(s) listed above have been corrected.

\_\_\_\_\_  
Property Owner / Responsible Party

\_\_\_\_\_  
City Official

If you choose not to sign above or the listed item(s) have not been corrected by the specified date, per LSMC **17.20.070**, the city of Lake Stevens may proceed directly to Notice of Civil Violation.

For full viewing of Lake Stevens Municipal Code or for additional information, we encourage you to visit our website [www.lakestevenswa.gov](http://www.lakestevenswa.gov) If you have any questions please feel free to contact our Code Enforcement Officers to discuss the matter at 425-622-9427 or by e-mail at [sperron@lakestevenswa.gov](mailto:sperron@lakestevenswa.gov) or [tfarmer@lakestevenswa.gov](mailto:tfarmer@lakestevenswa.gov).





## ATTACHMENT B

1812 Main Street  
Lake Stevens, WA 98258  
(425) 377-3235  
Fax (425) 212-3327

### NOTICE OF CIVIL VIOLATION

#### ***I. RESPONSIBLE PARTIES***

Name: Shane McDaniel

Mailing Address: 1522 E. Lakeshore Dr. Lake Stevens, WA 98258

#### ***II. BASIC INFORMATION***

**DATE OF ISSUANCE: 9/9/2019**

**FILE NUMBER: COD2019-0115**

**VIOLATION LOCATION: 1522 E. Lakeshore DR. and 10027 Lundeen Park Way**

**PARCEL NUMBER: 00553800000300, 00385701101300**

**ZONING: WR, LB**

#### ***III. SUMMARY OF VIOLATION(S)/CORRECTIVE ACTION REQUIRED***

The below municipal code violations have occurred on the property listed above.

##### **1. 2015 International Fire Code 304.1.1 Waste Material**

Accumulations of wastepaper, wood, hay, straw, weeds, litter or combustible or flammable waste or rubbish of any type shall not be permitted to remain on a roof or in any court, yard vacant lot, alley, parking lot, open space, or beneath a grandstand, bleacher, pier, wharf, manufactured home, recreational vehicle or other similar structure.

##### **2. 2015 International Fire Code 304.2 Storage**

Storage of combustible rubbish shall not produce conditions that will create a nuisance or a hazard to the public health, safety or welfare.

##### **3. 2015 International Fire Code 315.4 Outside storage**

Outside storage of combustible materials shall not be located within 10 feet (3048 mm) of a lot line.

##### **Exceptions:**

1. The separation distance is allowed to be reduced to 3 feet (914 mm) for storage not exceeding 6 feet (1829 mm) in height.
2. The separation distance is allowed to be reduced where *the fire code official* determines that no hazard to the adjoining property exists.

##### **4. 2015 International Fire Code 315.4.2 Height**

Storage in the open shall not exceed 20 feet (6096 mm) in height.

##### **5. 2015 International Property Maintenance Code 308.1 Accumulation of rubbish or garbage**

Exterior property and premises, and the interior of every structure, shall be free from any accumulation of rubbish or garbage.

**Corrective Action:** Per to LSMC 17.20.070, the responsible party of the subject property must respond to the Notice of Civil Violation related to the violation above within **14 days of the date of issuance** and take one of the following actions:

- a. Paying the monetary penalties per LSMC 17.20.160, reference reverse side section V line items #1 & 2, and correcting the violation by: 9/23/2019
- b. Requesting a mitigation hearing and correcting the violation per LSMC 17.20.080.
- c. Requesting a hearing to contest the violation 17.20.080.

#### **IV. PROCESS**

1. The City had extensive contact with the responsible party and prospective tenant regarding allowed land uses and required permits.
2. The City issued a stop work order for NA
3. The City formally requested voluntary compliance from the responsible party to correct identified violations on 8/20/19
4. Because, the responsible party has not submitted the requested permits/applications for review or addressed any of the identified violation, the city of Lake Stevens has moved forward with the issuance of Notice of Civil Violation per LSMC 17.20.070.

**Conclusions:** City staff has followed the Civil Enforcement and Penalties sequence and regulations for correcting code violations per Chapter 17.20 LSMC.

#### **V. PENALTIES, ABATEMENT AND NOTIFICATION OF RIGHTS**

1. The City hereby notifies the responsible party if corrective actions are not taken as described in Section III, the City shall take appropriate and necessary enforcement and abatement actions to correct and resolve these situations in accordance with LSMC Chapter 17.20 and other applicable Lake Stevens Municipal Code provisions, including but not limited to the imposition of **monetary penalties per LSMC 17.20.160 in the amount of \$500.00 for each violation.**
2. The City hereby notifies the responsible party the violation of any provision of the Lake Stevens Municipal Code shall be unlawful. **Each day or portion thereof in which the violation continues constitutes a separate offense** for which separate notices of violation may be issued per LSMC 17.20.015.
3. The City hereby notifies the responsible party if the holder of any permit issued by the City of Lake Stevens allows or creates a violation of any Lake Stevens Municipal Codes, said permit may be immediately suspended by the applicable department director until the violation is corrected. Permits may be permanently revoked or suspended for subsequent or ongoing violations, or failure to correct violations.
4. The City hereby notifies the responsible party a fee of \$500 for each violation listed in this notice is due and owing at the time the Notice of Civil Violation is issued, and must be paid in full within 30 days or may be assigned to a collection agency. Payment of the penalty does not relieve the person or entity named in the Notice of Civil Violation of the duty to abate the violation. Failure to abate may result in the issuance of additional notices of violation and/or criminal charges, with additional civil and/or criminal penalties.
5. The City hereby notifies the responsible party that failure to respond shall result in the violation(s) being deemed committed without requiring further action by the City, and that the full penalty amount indicated on the Notice of Civil Violation shall be due and owing to the City by the person or entity to whom the Notice of Civil Violation was issued; and
6. The City hereby notifies the responsible party unless a request to contest the violation or to mitigate the penalty is properly filed, a monetary penalty of \$500.00 for each violation listed on the Notice of Civil Violation is due and owing at the time the Notice of Civil Violation is issued, and must be paid in full within 30 days or may be assigned to a collection agency; and
7. The City hereby notifies the responsible party that failing to attend a requested hearing, will result in a default judgment being entered against the person or entity to whom the violation was issued, with the full amount of the penalty indicated on the Notice of Civil Violation immediately due and owing, and that any unpaid penalties and any costs may be assigned to a collection agency after 30 days have elapsed from the date the Notice of Civil Violation was issued; and
8. The City hereby notifies the responsible party that the City may seek to recover from the person to whom the Notice of Civil Violation was issued the costs to the City of any abatement action taken; and

9. The City hereby notifies the responsible party that separate notices of violation may be issued for each day, or portion thereof, in which a violation continues; and
10. The City hereby notifies the responsible party that payment of a monetary penalty does not relieve the person or entity named in the Notice of Civil Violation of the duty to abate the violation, and that failure to abate may result in the issuance of additional notices of violation and/or criminal charges, with additional civil and/or criminal penalties.

#### **VI. RESPONSE TO NOTICE OF CIVIL VIOLATION**

1. A person who served with a Notice of Civil Violation must respond to the Notice within 14 days of the date the Notice is served per LSMC 14.20.080, by one of the following methods:
  - a. Paying the monetary penalty as set forth in the notice of violation and correcting the violation;
  - b. Contesting the Notice of Civil Violation by requesting a contested hearing in writing and sending the request and a filing fee per the City's fees resolution (\$350.00) to the City; or
  - c. Requesting a mitigation hearing to mitigate the monetary penalty and explain the circumstances surrounding the violation and request. The request to mitigate must be made in writing and sent to the City. Requesting to mitigate the penalty shall not relieve the person responsible for the violation from the duty to correct or abate the violation.
2. The person or entity to whom a Notice of Civil Violation has been issued may respond by mailing or hand delivering the response to the City Clerk no later than 14 day from the date of service of the Notice of Civil Violation; hand-delivered responses must be brought to the City Clerk no later than 4:30 p.m. on the fourteenth day after service
3. The following information shall be included in a contested hearing request or a written mitigation request under subsection per LSMC 17.20.080(c):
  - a. Facts demonstrating that the person is adversely affected by the decision;
  - b. A concise statement explaining the basis for the mitigation request;
  - c. The specific relief requested; and
  - d. Any other information reasonably necessary to make a decision regarding the mitigation request.
4. A person contesting a Notice of Civil Violation is entitled to one open record hearing without the payment of any fee.
5. If the person to whom the Notice of Civil Violation is issued fails to respond as required in Section [17.20.080](#), the violation(s) shall be deemed committed without requiring further action by the City or the City's Hearing Examiner and the person to whom the Notice of Civil Violation was issued shall owe the full penalty amount indicated in the Notice of Civil Violation.

#### **ORDERED**

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Scott Perron, *Code Enforcement*

Date

Exhibits:

**Planning & Community Development**

1812 Main Street

P.O. Box 257

Lake Stevens, WA 98258



**ATTACHMENT C**

September 25, 2019

Shane McDaniel  
1522 E. Lakeshore DR  
Lake Stevens, WA 98258

**Code Compliance Case: COD2019-0115**

**Subject Property Address: 1522 Lakeshore DR, Lake Stevens WA 98258**  
**10027 Lundeen Parkway, Lake Stevens WA 98258**

Dear Shane McDaniel,

As you have not responded to the Notice of Violation as outlined in Section VI of the Notice and Chapter 17.20 of the Lake Stevens Municipal Code (LSMC), which clearly identify your rights and remedies to contest the violation, the city deems the violation to have been committed. Please be aware that penalties are accruing at \$500 dollars per day per violation for code enforcement case **COD2019-0115**. **A summary of violations and penalties to date follow:**

|  | <b>Violation Duration</b> | <b>Total Penalties</b> |
|--|---------------------------|------------------------|
| - 2015 IFC 304.1.1 Waste Material                    | 9/9/19 – 9/23/19          | \$7,000.00             |
| - 2015 IFC 304.2 Storage                             | 9/9/19 – 9/23/19          | \$7,000.00             |
| - 2015 IFC 315.4 Outside storage                     | 9/9/19 – 9/23/19          | \$7,000.00             |
| - 2015 IFC 315.4.2 Height                            | 9/9/19 – 9/23/19          | \$7,000.00             |
| - 2015 IPMC 308.1 Accumulation of rubbish or garbage | 9/9/19 – 9/23/19          | \$7,000.00             |
|  | <b>Total Penalties</b>    | <b>\$35,000.00</b>     |

Per LSMC 14.70 17.20.070 all accrued penalties must be paid in full within 30 days of issuance of this letter or the penalties listed above will be submitted to a collection agency. **The city will consider waiving or reducing fines if all violations are corrected within 14 days (October 9<sup>th</sup>, 2019) of this letter.** Until such time that each violation has been satisfied, penalties will continue to accrue from **September 23, 2019** on. For each additional 30 days that these violation(s) are occurring, the total amount accrued for the month will also be submitted to the collection agency.

The city has a responsibility to ensure that ordinances enacted for the general health, safety, and welfare of the city are followed by property owners in accordance with adopted regulations. Your compliance is important to the city, your neighbors and fellow citizens.

Contact us to discuss the matter at 425-622-9427 or by e-mail at [sperron@lakestevenswa.gov](mailto:sperron@lakestevenswa.gov).

Sincerely,

Scott Perron  
Code Enforcement Officer  
City of Lake Stevens WA 98258



## **CITY DEPARTMENT REPORT CITY COUNCIL REGULAR MEETING November 12, 2019**

### **Human Resources/Risk Management – Update**

On October 29<sup>th</sup> Washington Cities Insurance Authority (WCIA) conducted their 2019 Annual Review and Audit with a focus on Personnel/Supervisor best practices, and reported that the City is in compliance with all requirements. The City was also commended for its utilization of WCIA services, including applying for and receiving \$10,308.00 in reimbursements for programs and training.

### **Public Works – Update**

Design West Engineering: The City entered into a Professional Services Agreement with Design West Engineering for Mechanical, Plumbing and Electrical Construction document design for the Pavilion in the amount of \$23,500. It was determined that some additional design work is necessary; accordingly the City and Design West entered Supplemental Agreement No. 1 to add the additional scope and add \$7,000 to the original contract amount for a total contract award of \$30,500.

Sonitrol: The City entered into an agreement with our current security provider Sonitrol, to provide access control and fire monitoring systems at the new Pavilion building in the amount of \$13,961 plus a monthly security monitoring fee of \$295.

### **Community Development – Update**

Professional Services Agreement with SAFEbuilt to provide contracted Building Official Services - \$15,000



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BLANKET VOUCHER APPROVAL  
**2019**

|                            |             |                |
|----------------------------|-------------|----------------|
| Payroll Direct Deposits    | 10/25/2019  | \$211,326.91   |
| Payroll Checks             | 48946-48947 | \$3,213.78     |
| Electronic Funds Transfers | ACH         | \$177,834.84   |
| Claims                     | 48948-49059 | \$1,216,788.37 |
| Void Checks                | 48849       | (\$23.00)      |
| Total Vouchers Approved:   |             | \$1,609,140.90 |

**This 12th day of November 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.

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

\_\_\_\_\_  
Mayor

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

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

November 12th, 2019



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

|                                     |           |                  |             |
|-------------------------------------|-----------|------------------|-------------|
| Personnel Costs                     | \$        | 214,541          | 13%         |
| Payroll Federal Taxes               | \$        | 76,963           | 5%          |
| Excise Tax                          | \$        | 634              | 0%          |
| Retirement Benefits - Employer      | \$        | 54,537           | 3%          |
| Paid Family Medical Leave           | \$        | 6,879            | 0%          |
| Other Employer paid Benefits        | \$        | 10,244           | 1%          |
| Employee paid benefits - By Payroll | \$        | 37,078           | 2%          |
| Supplies                            | \$        | 67,918           | 4%          |
| Professional Services *             | \$        | 258,198          | 16%         |
| Capital **                          | \$        | 789,561          | 49%         |
| Debt Payments                       | \$        | 92,610           | 6%          |
| Void Check                          | \$        | (23)             | 0%          |
| <b>Total</b>                        | <b>\$</b> | <b>1,609,141</b> | <b>100%</b> |

**Large Purchases**

\* 2019 Crack Seal Project -\$82,023

\*\* Cavalero Road Improvements - \$171,852

\*\* Cavalero Park Improvements - \$429,409





| Total for Period      |
|-----------------------|
| <b>\$1,394,623.21</b> |

**Checks to be approved for period 10/17/2019 - 11/05/2019**

Vendor: Ace Hardware  
Check Number: 48956

| Invoice No | Check Date | Account Number       | Account Name          | Description               | Amount          |
|------------|------------|----------------------|-----------------------|---------------------------|-----------------|
| 64384      | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs    | Bushings/Couple           | \$11.53         |
| 64388      | 11/5/2019  | 001 010 576 80 31 00 | PK-Operating Costs    | Slip Cap                  | \$5.17          |
| 64522      | 11/5/2019  | 309 016 595 61 63 01 | Sidewalk Construction | Tarp/Ruler Tape           | \$108.97        |
| 64546      | 11/5/2019  | 001 010 576 80 31 00 | PK-Operating Costs    | Power Scrubber Mop/Roller | \$35.94         |
| 64553      | 11/5/2019  | 001 010 576 80 31 00 | PK-Operating Costs    | Slip Cap                  | \$0.86          |
| 64575      | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs    | Gatorline                 | \$353.12        |
|            |            |                      |                       |                           | <b>\$515.59</b> |

Vendor: Alliance 2020 Inc  
Check Number: 48957

| Invoice No | Check Date | Account Number       | Account Name             | Description               | Amount         |
|------------|------------|----------------------|--------------------------|---------------------------|----------------|
| 572887     | 11/5/2019  | 001 008 521 20 41 00 | LE-Professional Services | Background Check New Hire | \$48.00        |
|            |            |                      |                          |                           | <b>\$48.00</b> |

Vendor: Amazon Capital Services  
Check Number: 48958

| Invoice No     | Check Date | Account Number       | Account Name             | Description                        | Amount          |
|----------------|------------|----------------------|--------------------------|------------------------------------|-----------------|
| 1D6L-XVDN-3F6F | 11/5/2019  | 001 008 521 20 31 01 | LE-Fixed Minor Equipment | Lug Wrench                         | \$18.51         |
| 1M4Q-99W1-T9WK | 11/5/2019  | 001 008 521 20 31 00 | LE-Office Supplies       | Colored Pencils/Mechanical Pencils | \$64.01         |
| 1WMT-YNVK-LKGY | 11/5/2019  | 001 008 521 20 31 01 | LE-Fixed Minor Equipment | Tactical Ear Adapter               | \$37.34         |
| 1YRF-M6PW-GVLW | 11/5/2019  | 001 008 521 20 31 00 | LE-Office Supplies       | Electric Stapler                   | \$76.85         |
|                |            |                      |                          |                                    | <b>\$196.71</b> |

Vendor: Amazon Capital Services  
Check Number: 48959

| Invoice No     | Check Date | Account Number       | Account Name                | Description                             | Amount          |
|----------------|------------|----------------------|-----------------------------|---|-----------------|
| 1V7L-9NRK-QPK3 | 11/5/2019  | 001 006 518 80 31 00 | IT-Office Supplies          | Audio Visual Coax Cable/Coaxial Adapter | \$21.67         |
| 1VNQ-H4V1-XXLN | 11/5/2019  | 410 016 531 10 41 04 | SW-Software Maint & Support | ViewSonic Frameless Dual Pack Monitors  | \$332.42        |
|                |            |                      |                             |   | <b>\$354.09</b> |

Vendor: Barnes  
Check Number: 48953

| Invoice No    | Check Date | Account Number       | Account Name         | Description   | Amount          |
|---------------|------------|----------------------|----------------------|---|-----------------|
| 110619 BARNES | 10/30/2019 | 001 008 521 20 43 00 | LE-Travel & Per Diem | PerDiem - Meals Leadership Training/Bellevue - Barnes | \$152.00        |
|               |            |                      |                      |   | <b>\$152.00</b> |

Vendor: Barrett  
Check Number: 48960

| Invoice No | Check Date | Account Number       | Account Name            | Description                                  | Amount            |
|------------|------------|----------------------|-------------------------|--|-------------------|
| 1976       | 11/5/2019  | 302 010 594 76 61 01 | PM - North Cove Capital | Dump Truck - Williams Property               | \$4,422.50        |
| 1989       | 11/5/2019  | 302 010 594 76 61 01 | PM - North Cove Capital | Dump Truck Brush Clean Up- Williams Property | \$990.00          |
|            |            |                      |                         |  | <b>\$5,412.50</b> |

Vendor: Blue Skies Drone Rental LLC  
Check Number: 48961

| Invoice No | Check Date | Account Number       | Account Name       | Description                                       | Amount     |
|------------|------------|----------------------|--------------------|---|------------|
| INV-000171 | 11/5/2019  | 001 010 576 80 31 00 | PK-Operating Costs | DJI Phantom Drone Combo Pack with Addtl Batteries | \$3,243.11 |
| INV-000171 | 11/5/2019  | 101 016 544 90 31 02 | ST-Operating Cost  | DJI Phantom Drone Combo Pack with Addtl Batteries | \$3,243.12 |
| INV-000171 | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs | DJI Phantom Drone Combo Pack with Addtl Batteries | \$3,243.11 |
|            |            |                      |                    |   | \$9,729.34 |

Vendor: Brooks  
Check Number: 48962

| Invoice No      | Check Date | Account Number       | Account Name         | Description   | Amount  |
|-----------------|------------|----------------------|----------------------|---|---------|
| 102219 BROOKS C | 11/5/2019  | 001 008 521 20 43 00 | LE-Travel & Per Diem | PerDiem - Meal Leading Without Rank/Burien - Brooks C | \$23.00 |
|                 |            |                      |                      |   | \$23.00 |

Vendor: Brummett Inc  
Check Number: 48963

| Invoice No | Check Date | Account Number       | Account Name       | Description                  | Amount  |
|------------|------------|----------------------|--------------------|------------------------------|---------|
| 16387      | 11/5/2019  | 001 007 558 50 31 00 | PL-Office Supplies | Name Badges - Harris/Needham | \$30.20 |
|            |            |                      |                    |                              | \$30.20 |

Vendor: Bryant  
Check Number: 48954

| Invoice No    | Check Date | Account Number       | Account Name         | Description                                     | Amount   |
|---------------|------------|----------------------|----------------------|---|----------|
| 110319 BRYANT | 10/30/2019 | 001 008 521 20 43 00 | LE-Travel & Per Diem | PerDiem - Meals Basic Collision/Yakima - Bryant | \$300.00 |
|               |            |                      |                      |   | \$300.00 |

Vendor: Cadman Inc  
Check Number: 48964

| Invoice No | Check Date | Account Number       | Account Name       | Description          | Amount     |
|------------|------------|----------------------|--------------------|----------------------|------------|
| 5644338    | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs | Street Sweeping Dump | \$4,065.05 |
|            |            |                      |                    |                      | \$4,065.05 |

Vendor: Canon Financial Services Inc  
Check Number: 48965

| Invoice No | Check Date | Account Number       | Account Name             | Description           | Amount   |
|------------|------------|----------------------|--------------------------|-----------------------|----------|
| 20664188   | 11/5/2019  | 001 013 518 20 48 00 | GG-Repair & Maintenance  | Copier Maintenance CH | \$285.26 |
| 20665119   | 11/5/2019  | 101 016 542 30 48 00 | ST-Repair & Maintenance  | Copier Maintenance PW | \$17.08  |
| 20665119   | 11/5/2019  | 410 016 531 10 48 00 | SW-Repairs & Maintenance | Copier Maintenance PW | \$17.08  |
|            |            |                      |                          |                       | \$319.42 |

Vendor: Carter  
Check Number: 48955

| Invoice No    | Check Date | Account Number       | Account Name                 | Description  | Amount   |
|---------------|------------|----------------------|------------------------------|--|----------|
| 102719 CARTER | 10/30/2019 | 001 008 521 21 43 00 | LE-Boating-Travel & Per Diem | PerDiem - Meals Adv Boating Training/Tallahassee FL - Carter | \$427.00 |
|               |            |                      |                              |  | \$427.00 |

Vendor: Carter  
Check Number: 48966

| Invoice No    | Check Date | Account Number       | Account Name                 | Description  | Amount   |
|---------------|------------|----------------------|------------------------------|--|----------|
| 102719 CARTER | 11/5/2019  | 001 008 521 21 43 00 | LE-Boating-Travel & Per Diem | Parking Reimburse Adv Boating Training/Tallahassee FL-Carter | \$149.00 |
|               |            |                      |                              |  | \$149.00 |

Vendor: Cascade Collision Center Inc  
Check Number: 48967

| Invoice No | Check Date | Account Number       | Account Name                  | Description              | Amount     |
|------------|------------|----------------------|-------------------------------|--------------------------|------------|
| 4551       | 11/5/2019  | 001 008 521 20 48 00 | LE-Repair & Maintenance Equip | Repair Services PT-19-81 | \$1,918.61 |
|            |            |                      |                               |                          | \$1,918.61 |

Vendor: CDW Government Inc  
Check Number: 48968

| Invoice No | Check Date | Account Number       | Account Name                  | Description                           | Amount     |
|------------|------------|----------------------|-------------------------------|---------------------------------------|------------|
| VCT9683    | 11/5/2019  | 510 006 518 80 31 00 | Purchase Computer Equipment   | Multi Touch Display                   | \$316.47   |
| VHQ3805    | 11/5/2019  | 410 016 531 10 41 04 | SW-Software Maint & Support   | Surface Pro/Covers/Docks/Adapters     | \$3,287.44 |
| VHQ4468    | 11/5/2019  | 510 006 518 80 31 00 | Purchase Computer Equipment   | Surface Pro/Covers/Docks/Dell Monitor | \$3,480.92 |
| VJB0290    | 11/5/2019  | 510 006 518 80 31 00 | Purchase Computer Equipment   | Surface Pro Warranty                  | \$218.46   |
| VJB0292    | 11/5/2019  | 510 006 518 80 31 00 | Purchase Computer Equipment   | Surface Pro Warranty                  | \$218.46   |
| VJD1412    | 11/5/2019  | 001 008 521 20 48 00 | LE-Repair & Maintenance Equip | Vehicle Mounting Bracket              | \$50.72    |
| VKS8566    | 11/5/2019  | 510 006 518 80 31 00 | Purchase Computer Equipment   | Credit - Multi Touch Display          | (\$316.47) |
| VLV9200    | 11/5/2019  | 510 006 518 80 31 00 | Purchase Computer Equipment   | ELO Monitor                           | \$345.63   |
| VMV8878    | 11/5/2019  | 510 006 518 80 31 00 | Purchase Computer Equipment   | Vehicle Mounting Bracket              | \$50.72    |
|            |            |                      |                               |                                       | \$7,652.35 |

Vendor: Central Paving LLC  
Check Number: 48969

| Invoice No | Check Date | Account Number       | Account Name             | Description             | Amount      |
|------------|------------|----------------------|--------------------------|-------------------------|-------------|
| 2478       | 11/5/2019  | 101 016 542 30 41 00 | ST-Pavement Preservation | 2019 Crack Seal Project | \$82,022.50 |
|            |            |                      |                          |                         | \$82,022.50 |

Vendor: City of Everett  
Check Number: 48970

| Invoice No | Check Date | Account Number       | Account Name               | Description                               | Amount     |
|------------|------------|----------------------|----------------------------|---|------------|
| I19003634  | 11/5/2019  | 001 008 554 30 41 00 | LE - Animal Control        | Animal Control Services Sept 2019         | \$585.00   |
| I19003697  | 11/5/2019  | 001 008 521 20 41 01 | LE-Professional Serv-Fixed | LS Share of 2019 ALERT Munitions Training | \$1,799.90 |
| I19003717  | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs         | Fecal Coliform Analysis                   | \$60.00    |
|            |            |                      |                            |   | \$2,444.90 |

Vendor: City of Marysville  
Check Number: 48971

| Invoice No    | Check Date | Account Number       | Account Name | Description                           | Amount     |
|---------------|------------|----------------------|--------------|---------------------------------------|------------|
| POLIN 19-0105 | 11/5/2019  | 001 008 523 60 41 00 | LE-Jail      | Prisoner Housing SCORE Sept 2019      | \$2,563.06 |
| POLIN 19-0109 | 11/5/2019  | 001 008 523 60 41 00 | LE-Jail      | Prisoner Housing Marysville Sept 2019 | \$6,230.83 |
| POLIN 19-0110 | 11/5/2019  | 001 008 523 60 41 00 | LE-Jail      | Prisoner Medical SCSO Aug 2019        | \$11.02    |
| POLIN 19-0112 | 11/5/2019  | 001 008 523 60 41 00 | LE-Jail      | Prisoner Hosuing Yakima Sept 2019     | \$954.75   |
| POLIN 19-0114 | 11/5/2019  | 001 008 523 60 41 00 | LE-Jail      | Prisoner Medical SCORE Aug 2019       | \$65.00    |
|               |            |                      |              |                                       | \$9,824.66 |

Vendor: Coast Gateway LLC  
Check Number: 48972

| Invoice No | Check Date | Account Number       | Account Name         | Description                                       | Amount   |
|------------|------------|----------------------|----------------------|---|----------|
| 549853     | 11/5/2019  | 001 008 521 20 43 00 | LE-Travel & Per Diem | Hotel - 1st Level Supervision/Burien - Wachtveitl | \$510.20 |
| 551622     | 11/5/2019  | 001 008 521 20 43 00 | LE-Travel & Per Diem | Hotel - Interview Techniques/Burien - Aukerman    | \$204.08 |
|            |            |                      |                      |   | \$714.28 |

Vendor: Code Publishing Co Inc  
Check Number: 48973

| Invoice No | Check Date | Account Number       | Account Name             | Description                    | Amount     |
|------------|------------|----------------------|--------------------------|--------------------------------|------------|
| 64892      | 11/5/2019  | 001 003 514 20 41 00 | CC-Professional Services | Muni Code Update Ordinance 984 | \$1,396.95 |
|            |            |                      |                          |                                | \$1,396.95 |

Vendor: Comcast  
Check Number: 48974

| Invoice No   | Check Date | Account Number       | Account Name                | Description                          | Amount   |
|--------------|------------|----------------------|-----------------------------|--------------------------------------|----------|
| 1019 COMCAST | 11/5/2019  | 001 008 521 20 42 00 | LE-Communication            | Internet Services - Market Place     | \$106.19 |
| 1019 COMCAST | 11/5/2019  | 001 008 521 20 42 00 | LE-Communication            | Internet Services - N Lakeshore Dr   | \$146.19 |
| 1019 COMCAST | 11/5/2019  | 001 010 576 80 42 00 | PK-Communication            | Internet Services - Parks/Rec Office | \$136.19 |
| 1019 COMCAST | 11/5/2019  | 101 016 542 64 47 00 | ST-Traffic Control -Utility | Traffic Signal Control               | \$153.37 |
|              |            |                      |                             |                                      | \$541.94 |

Vendor: Comdata Inc  
Check Number: 48975

| Invoice No | Check Date | Account Number       | Account Name | Description | Amount     |
|------------|------------|----------------------|--------------|-------------|------------|
| 20319252   | 11/5/2019  | 001 008 521 20 32 00 | LE-Fuel      | PD Fuel     | \$8,338.94 |
|            |            |                      |              |             | \$8,338.94 |

Vendor: Comdata Inc  
Check Number: 48976

| Invoice No | Check Date | Account Number       | Account Name | Description     | Amount     |
|------------|------------|----------------------|--------------|-----------------|------------|
| 20319254   | 11/5/2019  | 001 007 559 30 32 00 | PB-Fuel      | Building Fuel   | \$82.36    |
| 20319254   | 11/5/2019  | 101 016 542 30 32 00 | ST-Fuel      | PW Fuel         | \$3,292.44 |
| 20319254   | 11/5/2019  | 410 016 531 10 32 00 | SW-Fuel      | PW Fuel         | \$3,292.43 |
| 20319254   | 11/5/2019  | 410 016 531 10 32 00 | SW-Fuel      | Stormwater Fuel | \$193.53   |
|            |            |                      |              |                 | \$6,860.76 |

Vendor: Crystal Springs  
Check Number: 48977

| Invoice No      | Check Date | Account Number       | Account Name           | Description                       | Amount   |
|-----------------|------------|----------------------|------------------------|-----------------------------------|----------|
| 16015194 101219 | 11/5/2019  | 001 008 521 50 30 00 | LE-Facilities Supplies | Bottled Water - Police Department | \$124.63 |
|                 |            |                      |                        |                                   | \$124.63 |

Vendor: Cuz Concrete Products Inc  
Check Number: 48978

| Invoice No | Check Date | Account Number       | Account Name              | Description                                    | Amount     |
|------------|------------|----------------------|---------------------------|--|------------|
| 264932     | 11/5/2019  | 305 010 594 76 60 00 | North Cove Park Cap-Local | Concrete Vault Electrical/Base/Top Slab/Ladder | \$1,223.44 |
| 265026     | 11/5/2019  | 305 010 594 76 60 00 | North Cove Park Cap-Local | Concrete Vault Electrical                      | \$900.38   |
| 265027     | 11/5/2019  | 305 010 594 76 60 00 | North Cove Park Cap-Local | Credit - Concrete Vault Electrical             | (\$319.01) |
|            |            |                      |                           |  | \$1,804.81 |

Vendor: Dept Graphics  
Check Number: 48979

| Invoice No | Check Date | Account Number       | Account Name                  | Description                 | Amount   |
|------------|------------|----------------------|-------------------------------|-----------------------------|----------|
| 10171      | 11/5/2019  | 001 008 521 20 48 00 | LE-Repair & Maintenance Equip | Graphics Installed PT-19-81 | \$549.00 |
|            |            |                      |                               |                             | \$549.00 |

Vendor: Dept of Labor and Industries  
Check Number: 0

| Invoice No | Check Date | Account Number       | Account Name            | Description                    | Amount      |
|------------|------------|----------------------|-------------------------|--------------------------------|-------------|
| Q3 2019    | 10/24/2019 | 001 000 281 00 00 00 | Payroll Liability Taxes | Q3 2019 Workers Comp Insurance | \$36,358.66 |
| Q3 2019    | 10/24/2019 | 001 008 521 20 24 00 | LE-Workers Comp         | Q3 2019 Workers Comp Insurance | \$5.34      |
| Q3 2019    | 10/24/2019 | 001 010 576 80 24 00 | PK-Workers Comp         | Q3 2019 Workers Comp Insurance | \$103.97    |
| Q3 2019    | 10/24/2019 | 001 013 518 30 24 00 | GG-Workers Comp         | Q3 2019 Workers Comp Insurance | \$0.03      |
| Q3 2019    | 10/24/2019 | 101 016 542 30 24 00 | ST-Workers Comp         | Q3 2019 Workers Comp Insurance | \$103.97    |
| Q3 2019    | 10/24/2019 | 410 016 531 10 24 00 | SW-Workers Comp         | Q3 2019 Workers Comp Insurance | \$103.97    |
|            |            |                      |                         |                                | \$36,675.94 |

Vendor: Dept of Licensing  
Check Number: 0

| Invoice No | Check Date | Account Number       | Account Name                  | Description                   | Amount     |
|------------|------------|----------------------|-------------------------------|-------------------------------|------------|
| 3362-3888  | 11/5/2019  | 633 000 589 30 00 05 | Gun Permit - State Remittance | Gun Permit - State Remittance | \$1,830.00 |
|            |            |                      |                               |                               | \$1,830.00 |

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

| Invoice No | Check Date | Account Number       | Account Name                 | Description                    | Amount     |
|------------|------------|----------------------|------------------------------|--------------------------------|------------|
| 102519     | 10/24/2019 | 001 000 282 00 00 00 | Payroll Liability Retirement | Employee Portion-State Deferre | \$2,420.00 |
|            |            |                      |                              |                                | \$2,420.00 |

Vendor: Dept of Retirement PERS LEOFF  
Check Number: 0

| Invoice No | Check Date | Account Number       | Account Name                 | Description                                   | Amount      |
|------------|------------|----------------------|------------------------------|---|-------------|
| 102519     | 10/24/2019 | 001 000 282 00 00 00 | Payroll Liability Retirement | PERS LEOFF Contributions                      | \$54,352.36 |
| 102519S    | 10/24/2019 | 001 000 282 00 00 00 | Payroll Liability Retirement | PERS LEOFF Contributions-State                | \$184.99    |
| Justice    | 11/5/2019  | 001 013 518 20 49 00 | GG-Miscellaneous             | Contributions for Roxanne Justice final check | \$244.82    |
|            |            |                      |                              |   | \$54,782.17 |

Vendor: Dept of Revenue EFT  
Check Number: 0

| Invoice No | Check Date | Account Number       | Account Name                   | Description            | Amount   |
|------------|------------|----------------------|--------------------------------|------------------------|----------|
| Sept2019   | 10/24/2019 | 001 008 521 30 31 00 | LE-Community Outreach Supplies | Sept 2019 UseTaxes     | \$28.80  |
| Sept2019   | 10/24/2019 | 001 013 518 90 49 06 | GG-Excise Tax                  | Sept 2019 Excise Taxes | \$150.49 |
|            |            |                      |                                |                        | \$179.29 |

Vendor: Dept of Revenue Leasehold EFT  
Check Number: 0

| Invoice No | Check Date | Account Number       | Account Name               | Description                  | Amount   |
|------------|------------|----------------------|----------------------------|------------------------------|----------|
| Q3 2019    | 10/24/2019 | 633 000 589 30 00 01 | Leasehold Excise Tax Remit | Q3 2019 Leasehold Excise Tax | \$634.11 |
|            |            |                      |                            |                              | \$634.11 |

Vendor: Dept of Transportation  
Check Number: 48980

| Invoice No      | Check Date | Account Number       | Account Name            | Description   | Amount     |
|-----------------|------------|----------------------|-------------------------|---|------------|
| RE313ATB9101417 | 11/5/2019  | 101 016 542 30 41 02 | ST-Professional Service | Engineering Services - Bridge Inspections Sept 2019 | \$1,326.84 |
|                 |            |                      |                         |   | \$1,326.84 |

Vendor: Diamante Cleaning Experts LLC  
Check Number: 48981

| Invoice No | Check Date | Account Number       | Account Name               | Description                             | Amount   |
|------------|------------|----------------------|----------------------------|---|----------|
| 15         | 11/5/2019  | 001 007 558 50 41 00 | PL-Professional Servc      | Janitorial Services - City Hall         | \$65.00  |
| 15         | 11/5/2019  | 001 007 559 30 41 00 | PB-Professional Srv        | Janitorial Services - City Hall         | \$65.00  |
| 15         | 11/5/2019  | 001 008 521 50 48 00 | LE-Facility Repair & Maint | Janitorial Services - Police Department | \$303.38 |
| 15         | 11/5/2019  | 001 010 576 80 41 00 | PK-Professional Services   | Janitorial Services - City Hall         | \$65.00  |
| 15         | 11/5/2019  | 001 013 518 20 41 00 | GG-Professional Service    | Janitorial Services - City Hall         | \$65.00  |
| 15         | 11/5/2019  | 001 013 518 20 41 00 | GG-Professional Service    | Janitorial Services - VIC               | \$98.00  |
| 15         | 11/5/2019  | 101 016 542 30 41 02 | ST-Professional Service    | Janitorial Services - City Hall         | \$65.00  |
| 15         | 11/5/2019  | 410 016 531 10 41 01 | SW-Professional Services   | Janitorial Services - City Hall         | \$65.00  |
|            |            |                      |                            |   | \$791.38 |

Vendor: Dicks Towing Inc  
Check Number: 48982

| Invoice No | Check Date | Account Number       | Account Name                  | Description                           | Amount   |
|------------|------------|----------------------|-------------------------------|---------------------------------------|----------|
| 184388     | 11/5/2019  | 001 008 521 20 48 00 | LE-Repair & Maintenance Equip | Towing Police 2015 Dodge Charger 1582 | \$115.29 |
| 184551     | 11/5/2019  | 001 008 521 20 41 00 | LE-Professional Services      | Towing Dodge Charger                  | \$115.29 |
| 184835     | 11/5/2019  | 001 008 521 20 41 00 | LE-Professional Services      | Evidence Towing 2019-22151            | \$126.27 |
| 188154     | 11/5/2019  | 001 008 521 20 48 00 | LE-Repair & Maintenance Equip | Towing Police 2015 Ford Explorer PT82 | \$115.29 |
| 62607      | 11/5/2019  | 001 008 521 20 41 00 | LE-Professional Services      | Evidence Towing 2019-19573            | \$114.77 |
|            |            |                      |                               |                                       | \$586.91 |

Vendor: Dunlap Industrial Hardware  
Check Number: 48983

| Invoice No | Check Date | Account Number       | Account Name       | Description                      | Amount   |
|------------|------------|----------------------|--------------------|----------------------------------|----------|
| 305706-1   | 11/5/2019  | 410 016 531 10 41 03 | SW-Street Cleaning | Amerizorb Throw & Go with Pumice | \$849.85 |
|            |            |                      |                    |                                  | \$849.85 |

Vendor: Durpos  
Check Number: 48984

| Invoice No    | Check Date | Account Number       | Account Name         | Description   | Amount   |
|---------------|------------|----------------------|----------------------|---|----------|
| 101619 DURPOS | 11/5/2019  | 101 016 543 30 43 00 | ST-Travel & Meetings | PerDiem - Mileage AWC Drug/Super Training/Chelan-Durpos | \$91.06  |
| 101619 DURPOS | 11/5/2019  | 410 016 531 10 43 00 | SW-Travel & Meetings | PerDiem - Mileage AWC Drug/Super Training/Chelan-Durpos | \$91.06  |
| 102219 DURPOS | 11/5/2019  | 101 016 543 30 43 00 | ST-Travel & Meetings | PerDiem - Mileage IACC Conf/Wenatchee - Durpos          | \$72.50  |
| 102219 DURPOS | 11/5/2019  | 410 016 531 10 43 00 | SW-Travel & Meetings | PerDiem - Mileage IACC Conf/Wenatchee - Durpos          | \$72.50  |
|               |            |                      |                      |   | \$327.12 |

Vendor: Dyer  
Check Number: 48985

| Invoice No  | Check Date | Account Number       | Account Name         | Description                                    | Amount   |
|-------------|------------|----------------------|----------------------|--|----------|
| 111719 DYER | 11/5/2019  | 001 008 521 20 43 00 | LE-Travel & Per Diem | PerDiem - Meals WASPC Conference/Chelan - Dyer | \$245.00 |
|             |            |                      |                      |  | \$245.00 |

Vendor: EFTPS  
Check Number: 0

| Invoice No | Check Date | Account Number       | Account Name            | Description           | Amount      |
|------------|------------|----------------------|-------------------------|-----------------------|-------------|
| 102519     | 10/24/2019 | 001 000 281 00 00 00 | Payroll Liability Taxes | Federal Payroll Taxes | \$76,963.16 |
|            |            |                      |                         |                       | \$76,963.16 |

Vendor: Electronic Business Machines  
Check Number: 48986

| Invoice No | Check Date | Account Number       | Account Name                  | Description                    | Amount   |
|------------|------------|----------------------|-------------------------------|--------------------------------|----------|
| AR148820   | 11/5/2019  | 001 007 558 50 48 00 | PL-Repairs & Maint.           | Copier Repair & Maintenance PL | \$119.47 |
| AR148820   | 11/5/2019  | 001 007 559 30 48 00 | PB-Repair & Maintenance       | Copier Repair & Maintenance PB | \$119.47 |
| AR148820   | 11/5/2019  | 101 016 542 30 48 00 | ST-Repair & Maintenance       | Copier Repair & Maintenance PW | \$119.47 |
| AR148820   | 11/5/2019  | 410 016 531 10 48 00 | SW-Repairs & Maintenance      | Copier Repair & Maintenance PW | \$119.48 |
| AR149304   | 11/5/2019  | 001 008 521 20 48 00 | LE-Repair & Maintenance Equip | Copier Repair & Maintenance PD | \$172.94 |
|            |            |                      |                               |                                | \$650.83 |

Vendor: Employment Security Department  
Check Number: 48948

| Invoice No | Check Date | Account Number       | Account Name            | Description                       | Amount     |
|------------|------------|----------------------|-------------------------|-----------------------------------|------------|
| Q3 2019    | 10/24/2019 | 001 000 284 00 00 00 | Payroll Liability Other | Q3 2019 Paid Family Medical Leave | \$6,878.79 |
|            |            |                      |                         |                                   | \$6,878.79 |

Vendor: Employment Security Department  
Check Number: 48987

| Invoice No | Check Date | Account Number       | Account Name         | Description                  | Amount     |
|------------|------------|----------------------|----------------------|------------------------------|------------|
| Q3 2019    | 11/5/2019  | 501 000 517 60 49 00 | Payment to Claimants | Q3 2019 Payment to Claimants | \$8,988.00 |
|            |            |                      |                      |                              | \$8,988.00 |

Vendor: Engineering Business Systems Inc  
Check Number: 48988

| Invoice No | Check Date | Account Number       | Account Name       | Description   | Amount   |
|------------|------------|----------------------|--------------------|---------------|----------|
| 119525     | 11/5/2019  | 001 007 558 50 31 00 | PL-Office Supplies | Plotter Paper | \$246.65 |
|            |            |                      |                    |               | \$246.65 |

Vendor: Everett Bayside Marine  
Check Number: 48989

| Invoice No | Check Date | Account Number       | Account Name               | Description          | Amount   |
|------------|------------|----------------------|----------------------------|----------------------|----------|
| 1-121898   | 11/5/2019  | 001 008 521 21 31 00 | LE-Boating Minor Equipment | Cotter Pin/Propeller | \$816.28 |
|            |            |                      |                            |                      | \$816.28 |

Vendor: Everett Stamp Works  
Check Number: 48990

| Invoice No | Check Date | Account Number       | Account Name        | Description                                 | Amount   |
|------------|------------|----------------------|---------------------|---|----------|
| 27984      | 11/5/2019  | 001 012 565 20 40 00 | CS-Veteran Services | Name Plates - Pincus/Rasmussen/Boe/McLarnon | \$89.11  |
| 28023      | 11/5/2019  | 001 007 558 50 31 00 | PL-Office Supplies  | Name Plates - Harris/Needham                | \$39.74  |
|            |            |                      |                     |   | \$128.85 |

Vendor: Everett Steel Inc  
Check Number: 48991

| Invoice No | Check Date | Account Number       | Account Name       | Description                     | Amount   |
|------------|------------|----------------------|--------------------|---------------------------------|----------|
| 276951     | 11/5/2019  | 101 016 544 90 31 02 | ST-Operating Cost  | Flat Bar/Rect Tubes/Round Tubes | \$172.85 |
| 276951     | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs | Flat Bar/Rect Tubes/Round Tubes | \$172.84 |
|            |            |                      |                    |                                 | \$345.69 |

Vendor: Evergreen Tractor LLC  
Check Number: 48992

| Invoice No | Check Date | Account Number       | Account Name              | Description                          | Amount      |
|------------|------------|----------------------|---------------------------|--------------------------------------|-------------|
| 17344      | 11/5/2019  | 305 010 594 76 60 00 | North Cove Park Cap-Local | Excavator Rental 09/23/19 - 10/02/19 | \$11,288.46 |
|            |            |                      |                           |                                      | \$11,288.46 |

Vendor: Ewing Irrigation Products Inc  
Check Number: 48993

| Invoice No | Check Date | Account Number       | Account Name       | Description             | Amount   |
|------------|------------|----------------------|--------------------|-------------------------|----------|
| 8482208    | 11/5/2019  | 001 010 576 80 31 00 | PK-Operating Costs | QCV Keys/Brass Hex Bush | \$114.69 |
|            |            |                      |                    |                         | \$114.69 |

Vendor: FBI - LEEDA  
Check Number: 48994

| Invoice No | Check Date | Account Number       | Account Name         | Description   | Amount   |
|------------|------------|----------------------|----------------------|---|----------|
| 200035606  | 11/5/2019  | 001 008 521 40 49 01 | LE-Registration Fees | Registration - Basic Supervisor Liability - Valvick | \$350.00 |
|            |            |                      |                      |   | \$350.00 |

Vendor: Feldman and Lee  
Check Number: 48995

| Invoice No     | Check Date | Account Number       | Account Name               | Description                       | Amount      |
|----------------|------------|----------------------|----------------------------|-----------------------------------|-------------|
| 100119 FELDMAN | 11/5/2019  | 001 011 515 91 41 00 | LG-General Public Defender | Public Defender Services Oct 2019 | \$10,000.00 |
|                |            |                      |                            |                                   | \$10,000.00 |

Vendor: Financial Consulting Solutions Group Inc  
Check Number: 48996

| Invoice No    | Check Date | Account Number       | Account Name            | Description   | Amount     |
|---------------|------------|----------------------|-------------------------|---|------------|
| 3104-21910041 | 11/5/2019  | 101 016 542 30 41 02 | ST-Professional Service | Everett Water Line Relocation Services Project 3104 | \$2,780.00 |
|               |            |                      |                         |   | \$2,780.00 |

Vendor: Glens Welding & Machine Inc  
Check Number: 48997

| Invoice No | Check Date | Account Number       | Account Name       | Description                              | Amount   |
|------------|------------|----------------------|--------------------|--|----------|
| S12881     | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs | Chains                                   | \$99.19  |
| S12962     | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs | Screws/Muffler Gasket/Filters/Carburator | \$153.61 |
| S12980     | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs | File Kit/Chain                           | \$108.96 |
|            |            |                      |                    |  | \$361.76 |

Vendor: Goldman  
Check Number: 48998

| Invoice No | Check Date | Account Number       | Account Name             | Description                                    | Amount   |
|------------|------------|----------------------|--------------------------|--|----------|
| 1041       | 11/5/2019  | 001 008 521 20 41 00 | LE-Professional Services | Pre-Employment Polygraph Exam - Police Officer | \$225.00 |
|            |            |                      |                          |  | \$225.00 |

Vendor: Gordon Truck Centers Inc  
Check Number: 48999

| Invoice No     | Check Date | Account Number       | Account Name      | Description        | Amount   |
|----------------|------------|----------------------|-------------------|--------------------|----------|
| PC302079335-01 | 11/5/2019  | 101 016 544 90 31 02 | ST-Operating Cost | Arm Assy Arc/Blade | \$157.61 |
|                |            |                      |                   |                    | \$157.61 |

Vendor: Grange Supply Inc  
Check Number: 49000

| Invoice No | Check Date | Account Number       | Account Name              | Description              | Amount  |
|------------|------------|----------------------|---------------------------|--------------------------|---------|
| 619186/4   | 11/5/2019  | 305 010 594 76 60 00 | North Cove Park Cap-Local | Straw Bales - North Cove | \$84.95 |
| 619232/4   | 11/5/2019  | 101 016 544 90 31 02 | ST-Operating Cost         | Propane                  | \$8.50  |
|            |            |                      |                           |                          | \$93.45 |



Vendor: Granite Construction Supply  
Check Number: 49001

| Invoice No   | Check Date | Account Number       | Account Name       | Description              | Amount   |
|--------------|------------|----------------------|--------------------|--------------------------|----------|
| 1681182      | 11/5/2019  | 101 016 544 90 31 02 | ST-Operating Cost  | Asphalt Sealer           | \$627.40 |
| 262_00078895 | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs | Flashlight Redline Blast | \$131.76 |
| 262_00079148 | 11/5/2019  | 410 016 531 10 31 00 | SW-Clothing        | Jacket                   | \$149.27 |
|              |            |                      |                    |                          | \$908.43 |

Vendor: Green Dot Concrete LLC  
Check Number: 49002

| Invoice No | Check Date | Account Number       | Account Name          | Description | Amount   |
|------------|------------|----------------------|-----------------------|-------------|----------|
| 3576       | 11/5/2019  | 309 016 595 61 63 01 | Sidewalk Construction | Concrete    | \$786.98 |
|            |            |                      |                       |             | \$786.98 |

Vendor: HB Jaeger Co LLC  
Check Number: 49003

| Invoice No  | Check Date | Account Number       | Account Name              | Description | Amount   |
|-------------|------------|----------------------|---------------------------|-------------|----------|
| 17913043579 | 11/5/2019  | 305 010 594 76 60 00 | North Cove Park Cap-Local | PVC Conduit | \$104.83 |
|             |            |                      |                           |             | \$104.83 |

Vendor: HD Supply Construction Supply LTD  
Check Number: 49004

| Invoice No  | Check Date | Account Number       | Account Name          | Description                           | Amount     |
|-------------|------------|----------------------|-----------------------|---------------------------------------|------------|
| 50011571035 | 11/5/2019  | 309 016 595 61 63 01 | Sidewalk Construction | Rebar/Tie Wire Roll/Ironworker Pliers | \$1,112.35 |
|             |            |                      |                       |                                       | \$1,112.35 |

Vendor: HDR Engineering Inc  
Check Number: 49005

| Invoice No | Check Date | Account Number       | Account Name     | Description                                      | Amount      |
|------------|------------|----------------------|------------------|--|-------------|
| 1200223798 | 11/5/2019  | 304 016 595 60 60 05 | Trestle/HOV Lane | Engineering Services - 20th Street BAT Lane Impr | \$39,336.61 |
|            |            |                      |                  |  | \$39,336.61 |

Vendor: Heritage Bank  
Check Number: 49006

| Invoice No     | Check Date | Account Number       | Account Name                | Description              | Amount      |
|----------------|------------|----------------------|-----------------------------|--------------------------|-------------|
| 100635410 1019 | 11/5/2019  | 213 008 591 21 71 00 | 2015 LTGO 2015 Princ Pmt PD | 2015 LTGO Bond Principal | \$88,000.00 |
| 100635410 1019 | 11/5/2019  | 213 008 592 21 83 00 | 2015 LTGO Interest Pymt PD  | 2015 LTGO Bond Interest  | \$4,610.40  |
|                |            |                      |                             |                          | \$92,610.40 |

Vendor: Hingtgen  
Check Number: 49007

| Invoice No      | Check Date | Account Number       | Account Name         | Description                                     | Amount  |
|-----------------|------------|----------------------|----------------------|---|---------|
| 111919 HINGTGEN | 11/5/2019  | 001 008 521 20 43 00 | LE-Travel & Per Diem | PerDiem - Meal Flock Armorer/Everett - Hingtgen | \$20.00 |
|                 |            |                      |                      |   | \$20.00 |

Vendor: Holland  
Check Number: 49008

| Invoice No     | Check Date | Account Number       | Account Name         | Description                                  | Amount  |
|----------------|------------|----------------------|----------------------|--|---------|
| 102519 HOLLAND | 11/5/2019  | 001 008 521 20 32 00 | LE-Fuel              | Fuel Reimburse WSP Meeting Shelton - Holland | \$46.06 |
| 102519 HOLLAND | 11/5/2019  | 001 008 521 20 43 00 | LE-Travel & Per Diem | PerDiem - Meal WSP Meeting Shelton - Holland | \$16.00 |
|                |            |                      |                      |  | \$62.06 |

Vendor: Home Depot  
Check Number: 49009

| Invoice No | Check Date | Account Number       | Account Name      | Description             | Amount    |
|------------|------------|----------------------|-------------------|-------------------------|-----------|
| 6011105    | 11/5/2019  | 101 016 544 90 31 02 | ST-Operating Cost | Pallet Fee/Concrete Mix | \$170.45  |
| 6011107    | 11/5/2019  | 101 016 544 90 31 02 | ST-Operating Cost | Pallet Fee Credit       | (\$16.39) |
|            |            |                      |                   |                         | \$154.06  |

Vendor: Honey Bucket  
Check Number: 49010

| Invoice No | Check Date | Account Number       | Account Name        | Description                      | Amount   |
|------------|------------|----------------------|---------------------|----------------------------------|----------|
| 0551268047 | 11/5/2019  | 001 010 576 80 45 00 | PK-Equipment Rental | Honey Bucket Rental - Swim Beach | \$269.65 |
|            |            |                      |                     |                                  | \$269.65 |

Vendor: HSA Bank  
Check Number: 48949

| Invoice No | Check Date | Account Number       | Account Name            | Description                                   | Amount   |
|------------|------------|----------------------|-------------------------|---|----------|
| 102519     | 10/24/2019 | 001 000 284 00 00 00 | Payroll Liability Other | Health Savings Account Employee Contributions | \$494.99 |
|            |            |                      |                         |   | \$494.99 |

Vendor: Iron Mountain Quarry LLC  
Check Number: 49011

| Invoice No | Check Date | Account Number       | Account Name            | Description              | Amount   |
|------------|------------|----------------------|-------------------------|--------------------------|----------|
| 0294533    | 11/5/2019  | 302 010 594 76 61 01 | PM - North Cove Capital | Rock - Williams Property | \$430.73 |
| 0295083    | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs      | Rock                     | \$63.07  |
|            |            |                      |                         |                          | \$493.80 |

Vendor: Irwin  
Check Number: 49012

| Invoice No   | Check Date | Account Number       | Account Name | Description | Amount  |
|--------------|------------|----------------------|--------------|-------------|---------|
| 090119 IRWIN | 11/5/2019  | 001 008 521 20 32 00 | LE-Fuel      | Fuel PT61   | \$20.00 |
|              |            |                      |              |             | \$20.00 |

Vendor: J Thayer Company Inc  
Check Number: 49013

| Invoice No | Check Date | Account Number       | Account Name            | Description                    | Amount     |
|------------|------------|----------------------|-------------------------|--------------------------------|------------|
| 1399958-0  | 11/5/2019  | 001 008 521 20 31 00 | LE-Office Supplies      | Tape/Toner/Paper Pads          | \$590.36   |
| 1400036-0  | 11/5/2019  | 001 013 518 20 31 00 | GG-Operating Costs      | Toilet Paper                   | \$130.78   |
| 1400689-0  | 11/5/2019  | 001 008 521 20 31 00 | LE-Office Supplies      | Toner                          | \$98.09    |
| 1401509-0  | 11/5/2019  | 001 013 518 20 48 00 | GG-Repair & Maintenance | Paper Towel                    | \$57.72    |
| 1402799-0  | 11/5/2019  | 001 007 559 30 31 00 | PB-Office Supplies      | Reinforcement Labels           | \$1.84     |
| 1402799-0  | 11/5/2019  | 001 013 518 20 31 00 | GG-Operating Costs      | Paper/Sharpies                 | \$251.36   |
| 1402799-0  | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs      | Coat Hook                      | \$31.51    |
| 1404327-0  | 11/5/2019  | 001 008 521 20 31 00 | LE-Office Supplies      | Paper/Sharpener/Markers/Pens   | \$164.51   |
| 1404530-0  | 11/5/2019  | 001 004 514 23 31 00 | FI-Office Supplies      | Lithium Batteries              | \$2.09     |
| 1404530-0  | 11/5/2019  | 001 007 558 50 31 00 | PL-Office Supplies      | Folders/Wall Calendars/Planner | \$140.12   |
| 1404530-0  | 11/5/2019  | 001 013 518 20 31 00 | GG-Operating Costs      | Paper Towels                   | \$32.23    |
|            |            |                      |                         |                                | \$1,500.61 |

Vendor: Lake Industries LLC  
Check Number: 49014

| Invoice No | Check Date | Account Number       | Account Name              | Description   | Amount     |
|------------|------------|----------------------|---------------------------|---|------------|
| 281814     | 11/5/2019  | 302 010 594 76 61 01 | PM - North Cove Capital   | Screened Bank Sand - Williams Property              | \$185.71   |
| 281835     | 11/5/2019  | 302 010 594 76 61 01 | PM - North Cove Capital   | Clean Crushed 2" - Williams Property                | \$114.38   |
| 281874     | 11/5/2019  | 302 010 594 76 61 01 | PM - North Cove Capital   | Crushed Rock/Screened Bank Sand - Williams Property | \$285.31   |
| 281897     | 11/5/2019  | 305 010 594 76 60 00 | North Cove Park Cap-Local | Crushed Rock  | \$118.88   |
| 281898     | 11/5/2019  | 302 010 594 76 61 01 | PM - North Cove Capital   | Crushed Rock - Williams Property                    | \$127.30   |
| 37712      | 11/5/2019  | 302 010 594 76 61 01 | PM - North Cove Capital   | Fill Hauled In - Williams Property                  | \$896.00   |
| 37721      | 11/5/2019  | 302 010 594 76 61 01 | PM - North Cove Capital   | Fill Hauled In - Williams Property                  | \$420.00   |
| 37729      | 11/5/2019  | 302 010 594 76 61 01 | PM - North Cove Capital   | Fill Hauled In - Williams Property                  | \$280.00   |
| 37733      | 11/5/2019  | 302 010 594 76 61 01 | PM - North Cove Capital   | Fill Hauled In - Williams Property                  | \$720.00   |
| 37735      | 11/5/2019  | 305 010 594 76 60 00 | North Cove Park Cap-Local | Fill Hauled In                                      | \$140.00   |
| 37738      | 11/5/2019  | 302 010 594 76 61 01 | PM - North Cove Capital   | Fill Hauled In - Williams Property                  | \$1,120.00 |
| 37742      | 11/5/2019  | 302 010 594 76 61 01 | PM - North Cove Capital   | Fill Hauled In - Williams Property                  | \$280.00   |
| 37748      | 11/5/2019  | 302 010 594 76 61 01 | PM - North Cove Capital   | Fill Hauled In - Williams Property                  | \$350.00   |
|            |            |                      |                           |   | \$5,037.58 |

Vendor: Lake Stevens Chamber of Commerce  
Check Number: 49015

| Invoice No     | Check Date | Account Number       | Account Name           | Description                    | Amount     |
|----------------|------------|----------------------|------------------------|--------------------------------|------------|
| 110119 CHAMBER | 11/5/2019  | 001 013 518 90 49 01 | GG-Chamber of Commerce | Contributions for VIC Nov 2019 | \$1,500.00 |
|                |            |                      |                        |                                | \$1,500.00 |

Vendor: Lake Stevens Police Guild  
Check Number: 48950

| Invoice No | Check Date | Account Number       | Account Name            | Description              | Amount     |
|------------|------------|----------------------|-------------------------|--------------------------|------------|
| 102519     | 10/24/2019 | 001 000 284 00 00 00 | Payroll Liability Other | Employee Paid Union Dues | \$1,098.50 |
|            |            |                      |                         |                          | \$1,098.50 |

Vendor: Lake Stevens School District  
Check Number: 49016

| Invoice No | Check Date | Account Number       | Account Name     | Description                               | Amount  |
|------------|------------|----------------------|------------------|---|---------|
| 3201920015 | 11/5/2019  | 001 007 558 50 49 00 | PL-Miscellaneous | Planning Commission Room Rental Sept 2019 | \$70.00 |
|            |            |                      |                  |   | \$70.00 |

Vendor: Land Development Consultants Inc  
Check Number: 49017

| Invoice No | Check Date | Account Number       | Account Name                   | Description                | Amount     |
|------------|------------|----------------------|--------------------------------|----------------------------|------------|
| 19690      | 11/5/2019  | 001 007 558 50 41 04 | Permit Related Professional Sr | Permitting Review Services | \$2,226.90 |
|            |            |                      |                                |                            | \$2,226.90 |

Vendor: Lemay Mobile Shredding  
Check Number: 49018

| Invoice No | Check Date | Account Number       | Account Name            | Description           | Amount  |
|------------|------------|----------------------|-------------------------|-----------------------|---------|
| 4630652    | 11/5/2019  | 001 013 518 20 41 00 | GG-Professional Service | Shredding Services CH | \$19.47 |
|            |            |                      |                         |                       | \$19.47 |

Vendor: LN Curtis & Sons  
Check Number: 49019

| Invoice No | Check Date | Account Number       | Account Name             | Description                                  | Amount     |
|------------|------------|----------------------|--------------------------|--|------------|
| INV323778  | 11/5/2019  | 001 008 521 20 31 01 | LE-Fixed Minor Equipment | Ballistic Panel/Concealable Carrier - Kilroy | \$1,270.41 |
| INV325633  | 11/5/2019  | 001 008 521 20 31 01 | LE-Fixed Minor Equipment | Short Sleeve Polo - Beazizo                  | \$54.49    |
| INV325770  | 11/5/2019  | 001 008 521 20 31 01 | LE-Fixed Minor Equipment | Tactical Flashlights/Holster with Wand Kit   | \$551.21   |
| INV326796  | 11/5/2019  | 001 008 521 20 31 01 | LE-Fixed Minor Equipment | Fleece Jacket - Dreher                       | \$165.54   |
| INV328304  | 11/5/2019  | 001 008 521 20 31 01 | LE-Fixed Minor Equipment | Ballistic Panel/Concealable Carrier - Brooks | \$1,252.48 |
| INV329490  | 11/5/2019  | 001 008 521 21 26 00 | LE-Boating Clothing      | Alterations Jacket                           | \$39.15    |
|            |            |                      |                          |  | \$3,333.28 |

Vendor: Lynden Incorporated  
Check Number: 49020

| Invoice No | Check Date | Account Number       | Account Name         | Description | Amount     |
|------------|------------|----------------------|----------------------|-------------|------------|
| SLT-321077 | 11/5/2019  | 101 016 542 66 31 00 | ST-Snow & Ice - Sply | Road Salt   | \$4,252.73 |
| SLT-321078 | 11/5/2019  | 101 016 542 66 31 00 | ST-Snow & Ice - Sply | Road Salt   | \$4,190.52 |
|            |            |                      |                      |             | \$8,443.25 |

Vendor: Marshall  
Check Number: 49021

| Invoice No      | Check Date | Account Number       | Account Name         | Description  | Amount  |
|-----------------|------------|----------------------|----------------------|--|---------|
| 111919 MARSHALL | 11/5/2019  | 001 008 521 20 43 00 | LE-Travel & Per Diem | PerDiem - Meals Interviewing/Bellingham - Marshall | \$48.00 |
|                 |            |                      |                      |  | \$48.00 |

Vendor: McAuliffes Valley Nursery  
Check Number: 49022

| Invoice No | Check Date | Account Number       | Account Name                  | Description  | Amount     |
|------------|------------|----------------------|-------------------------------|--|------------|
| 1-11328    | 11/5/2019  | 302 010 576 90 31 00 | Tree Replacement Expenditures | Redwood/Maple Trees for Parks - North Cove Park      | \$1,798.10 |
| 1-11330    | 11/5/2019  | 302 010 576 90 31 00 | Tree Replacement Expenditures | Trees and Plants for Planting Beds - North Cove Park | \$2,196.77 |
|            |            |                      |                               |  | \$3,994.87 |

Vendor: Meis  
Check Number: 49023

| Invoice No  | Check Date | Account Number       | Account Name         | Description                     | Amount  |
|-------------|------------|----------------------|----------------------|---------------------------------|---------|
| 071919 MEIS | 11/5/2019  | 001 007 571 00 30 00 | PL-Park & Recreation | Refreshments for Aquafest Booth | \$18.99 |
|             |            |                      |                      |                                 | \$18.99 |

Vendor: Method Barricade & Construction Supply LLC  
Check Number: 49024

| Invoice No | Check Date | Account Number       | Account Name                   | Description                                     | Amount     |
|------------|------------|----------------------|--------------------------------|---|------------|
| 12333      | 11/5/2019  | 101 016 542 64 31 00 | ST-Traffic Control - Supply    | Square Sign Posts                               | \$2,071.00 |
| 12443      | 11/5/2019  | 101 016 542 64 31 00 | ST-Traffic Control - Supply    | Square Sign Posts                               | \$2,074.80 |
| 12446      | 11/5/2019  | 101 016 542 64 31 00 | ST-Traffic Control - Supply    | Street Sign Brackets                            | \$138.98   |
| 12451      | 11/5/2019  | 101 016 542 64 31 00 | ST-Traffic Control - Supply    | Street Signs w/Blue Overlay/LS City Center Sign | \$275.23   |
| 12456      | 11/5/2019  | 101 016 542 64 48 00 | ST-Traffic Control - R&M       | Stop Signs                                      | \$708.50   |
| 12457      | 11/5/2019  | 101 016 542 70 31 01 | ST Beautification Street Signs | Wayfinder Entrance Sign                         | \$461.10   |
| 12475      | 11/5/2019  | 101 016 542 64 31 00 | ST-Traffic Control - Supply    | Square Sign Post                                | \$1,556.11 |
|            |            |                      |                                |   | \$7,285.72 |

Vendor: MJ Neal Associates Architects PLLC

Check Number: 49025

| Invoice No     | Check Date | Account Number       | Account Name         | Description                                   | Amount      |
|----------------|------------|----------------------|----------------------|---|-------------|
| 092519 MJ NEAL | 11/5/2019  | 002 008 594 18 60 03 | Police Dept - Loaned | LS Police Dept Architectural/Engineering Svcs | \$53,216.91 |
|                |            |                      |                      |   | \$53,216.91 |

Vendor: National Public Employer Labor Relations Assoc

Check Number: 49026

| Invoice No | Check Date | Account Number       | Account Name             | Description                     | Amount   |
|------------|------------|----------------------|--------------------------|---------------------------------|----------|
| JG21944B43 | 11/5/2019  | 001 005 518 10 41 00 | HR-Professional Services | NPELRA Active Membership - Good | \$225.00 |
|            |            |                      |                          |                                 | \$225.00 |

Vendor: Nationwide Retirement Solution

Check Number: 0

| Invoice No | Check Date | Account Number       | Account Name                 | Description                 | Amount     |
|------------|------------|----------------------|------------------------------|-----------------------------|------------|
| 102519     | 10/24/2019 | 001 000 282 00 00 00 | Payroll Liability Retirement | Employee Portion-Nationwide | \$4,186.67 |
|            |            |                      |                              |                             | \$4,186.67 |

Vendor: O Reilly Auto Parts

Check Number: 49027

| Invoice No  | Check Date | Account Number       | Account Name                  | Description  | Amount  |
|-------------|------------|----------------------|-------------------------------|--------------|---------|
| 2960-135162 | 11/5/2019  | 001 008 521 20 48 00 | LE-Repair & Maintenance Equip | Wiper Blades | \$15.69 |
|             |            |                      |                               |              | \$15.69 |

Vendor: Office of Minority and Womens Business

Check Number: 49028

| Invoice No | Check Date | Account Number       | Account Name     | Description                                       | Amount   |
|------------|------------|----------------------|------------------|---|----------|
| 30313594   | 11/5/2019  | 001 002 513 11 49 01 | AD-Miscellaneous | Political Subdivision Fee 07/01/2019 - 06/30/2021 | \$100.00 |
|            |            |                      |                  |   | \$100.00 |

Vendor: Ogden Murphy Wallace PLLC

Check Number: 49029

| Invoice No | Check Date | Account Number       | Account Name                 | Description                             | Amount      |
|------------|------------|----------------------|------------------------------|---|-------------|
| 829831     | 11/5/2019  | 001 011 515 41 41 00 | Ext Consultation - City Atty | Legal Services Sept 2019                | \$16,889.00 |
| 829831     | 11/5/2019  | 001 011 515 41 41 01 | Ext Consult - PRA            | Legal Services Public Records Sept 2019 | \$189.00    |
| 829831     | 11/5/2019  | 401 070 535 10 41 00 | SE-Professional Service      | Legal Services Sept 2019                | \$8,795.50  |
|            |            |                      |                              |   | \$25,873.50 |

Vendor: One Stop North Towing

Check Number: 49030

| Invoice No | Check Date | Account Number       | Account Name             | Description                              | Amount   |
|------------|------------|----------------------|--------------------------|--|----------|
| 1052       | 11/5/2019  | 001 008 521 20 41 00 | LE-Professional Services | Towing Services Collission 2019-00022396 | \$202.32 |
|            |            |                      |                          |  | \$202.32 |

Vendor: Owen Equipment Company

Check Number: 49031

| Invoice No | Check Date | Account Number       | Account Name       | Description        | Amount   |
|------------|------------|----------------------|--------------------|--------------------|----------|
| 00095446   | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs | Front Curtain PW65 | \$138.10 |
|            |            |                      |                    |                    | \$138.10 |

Vendor: Pace Engineers Inc  
Check Number: 49032

| Invoice No | Check Date | Account Number       | Account Name            | Description                          | Amount     |
|------------|------------|----------------------|-------------------------|--------------------------------------|------------|
| 73121      | 11/5/2019  | 411 016 594 31 60 00 | Decant Facility Project | Engineering Services Decant Facility | \$8,825.00 |
|            |            |                      |                         |                                      | \$8,825.00 |

Vendor: Pacific Rim Code Services Inc  
Check Number: 49033

| Invoice No | Check Date | Account Number       | Account Name                   | Description                               | Amount     |
|------------|------------|----------------------|--------------------------------|---|------------|
| 08-2019    | 11/5/2019  | 001 007 558 50 41 04 | Permit Related Professional Sr | Plan Review - Everett Clinic BLD2019-0561 | \$6,105.16 |
|            |            |                      |                                |   | \$6,105.16 |

Vendor: Parnell  
Check Number: 49034

| Invoice No     | Check Date | Account Number       | Account Name             | Description  | Amount |
|----------------|------------|----------------------|--------------------------|--|--------|
| 101719 PARNELL | 11/5/2019  | 001 008 521 20 31 01 | LE-Fixed Minor Equipment | Meal for Victim after Forensic Interview Case 19-20720 | \$9.34 |
|                |            |                      |                          |  | \$9.34 |

Vendor: Purchase Power  
Check Number: 49035

| Invoice No    | Check Date | Account Number       | Account Name      | Description | Amount   |
|---------------|------------|----------------------|-------------------|-------------|----------|
| 01831977 1019 | 11/5/2019  | 001 007 558 50 42 00 | PL-Communication  | Postage     | \$71.35  |
| 01831977 1019 | 11/5/2019  | 001 013 518 20 42 00 | GG-Communication  | Postage     | \$143.09 |
| 01831977 1019 | 11/5/2019  | 101 016 543 30 42 00 | ST-Communications | Postage     | \$42.78  |
| 01831977 1019 | 11/5/2019  | 410 016 531 10 42 00 | SW-Communications | Postage     | \$42.78  |
|               |            |                      |                   |             | \$300.00 |

Vendor: Rexel USA Inc  
Check Number: 49036

| Invoice No | Check Date | Account Number       | Account Name                  | Description  | Amount     |
|------------|------------|----------------------|-------------------------------|--|------------|
| X234090    | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs            | Fan Forced Heater/Heater Grill/Screwdriver/Thermostat    | \$226.94   |
| X300299    | 11/5/2019  | 410 016 594 31 60 01 | SW - Capital Expenditure      | Credit - Copper Conductor                                | (\$343.22) |
| X316424    | 11/5/2019  | 001 012 572 20 31 00 | CS-Library-Office & Operating | Ballast/Lampholder/Copper - Library                      | \$165.74   |
| X326657    | 11/5/2019  | 001 013 518 20 31 00 | GG-Operating Costs            | Solid Copper Fixture                                     | \$47.04    |
| X365080    | 11/5/2019  | 305 010 594 76 60 00 | North Cove Park Cap-Local     | PVC Conduit  | \$77.20    |
| X367332    | 11/5/2019  | 001 013 518 20 31 00 | GG-Operating Costs            | Midwest RV Receptacle                                    | \$31.87    |
| X419763    | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs            | Power Inlet/Power Cord                                   | \$143.08   |
| X455312    | 11/5/2019  | 101 016 544 90 31 02 | ST-Operating Cost             | Lighting   | \$292.07   |
| X467911    | 11/5/2019  | 001 012 572 20 31 00 | CS-Library-Office & Operating | Breakers/Stranded Aluminum - Library                     | \$178.25   |
| X485900    | 11/5/2019  | 305 010 594 76 60 00 | North Cove Park Cap-Local     | Lighting/Gound Rod Clamp/Ballast/Copper Reel             | \$222.63   |
| X486715    | 11/5/2019  | 001 012 572 20 31 00 | CS-Library-Office & Operating | Copper Ground Rod - Library                              | \$40.19    |
| X487384    | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs            | PVC Conduit/Duct Tape                                    | \$51.80    |
| X493350    | 11/5/2019  | 305 010 594 76 60 00 | North Cove Park Cap-Local     | Replacement Lens Lighting/Ground Rod Driver - North Cove | \$69.98    |
| X493361    | 11/5/2019  | 305 010 594 76 60 00 | North Cove Park Cap-Local     | Replacement Lens Lighting - North Cove                   | \$118.45   |
| X497954    | 11/5/2019  | 001 012 572 20 31 00 | CS-Library-Office & Operating | PVC Conduit/Cement/Stranded Aluminim - Library           | \$481.85   |
| X498093    | 11/5/2019  | 101 016 544 90 31 02 | ST-Operating Cost             | Conduit/Knockout Punch Kit/Screw Couplings               | \$575.45   |
| X498093    | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs            | Conduit/Knockout Punch Kit/Screw Couplings               | \$575.46   |
|            |            |                      |                               |  | \$2,954.78 |

Vendor: Six Robblees Inc  
Check Number: 49037

| Invoice No | Check Date | Account Number       | Account Name       | Description                         | Amount   |
|------------|------------|----------------------|--------------------|-------------------------------------|----------|
| 14-391830  | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs | Removable Dummy Cpl/LED Signal Stat | \$101.33 |
|            |            |                      |                    |                                     | \$101.33 |

Vendor: Snohomish County  
Check Number: 49038

| Invoice No | Check Date | Account Number       | Account Name   | Description                           | Amount      |
|------------|------------|----------------------|----------------|---------------------------------------|-------------|
| I000512080 | 11/5/2019  | 001 013 525 10 41 00 | GG - Emergency | Q4 2019 Emergency Management Services | \$10,337.75 |
|            |            |                      |                |                                       | \$10,337.75 |

Vendor: Snohomish County 911  
Check Number: 49039

| Invoice No | Check Date | Account Number       | Account Name | Description       | Amount      |
|------------|------------|----------------------|--------------|-------------------|-------------|
| 1947       | 11/5/2019  | 001 008 528 00 41 00 | LE - SNO911  | Dispatch Services | \$28,214.30 |
|            |            |                      |              |                   | \$28,214.30 |

Vendor: Snohomish County Parks and Recreation  
Check Number: 49040

| Invoice No | Check Date | Account Number       | Account Name            | Description                                    | Amount       |
|------------|------------|----------------------|-------------------------|--|--------------|
| I000511190 | 11/5/2019  | 304 016 595 30 60 01 | 79th Ave SE Access Road | Cavalero Park Road Improvements Project 196004 | \$177,851.61 |
| I000511191 | 11/5/2019  | 302 010 594 76 61 05 | PM - Cavelero Park      | Cavalero Park Improvements Project 196004      | \$429,408.83 |
|            |            |                      |                         |  | \$607,260.44 |

Vendor: Snohomish County Planning  
Check Number: 49041

| Invoice No | Check Date | Account Number       | Account Name        | Description                             | Amount   |
|------------|------------|----------------------|---------------------|---|----------|
| I000511367 | 11/5/2019  | 001 007 559 30 41 00 | PB-Professional Srv | Aug 2019 ILA Building Inspections Hours | \$800.00 |
|            |            |                      |                     |   | \$800.00 |

Vendor: Snohomish County PUD  
Check Number: 49042

| Invoice No | Check Date | Account Number       | Account Name                | Description                               | Amount   |
|------------|------------|----------------------|-----------------------------|---|----------|
| 105208924  | 11/5/2019  | 101 016 542 63 47 00 | ST-Lighting - Utilities     | 200178218 Street Lights 8533 15th St NE   | \$82.78  |
| 105208924  | 11/5/2019  | 101 016 542 63 47 00 | ST-Lighting - Utilities     | 200178218 Traffic Signal 8718 17th St NE  | \$159.32 |
| 105209352  | 11/5/2019  | 101 016 542 63 47 00 | ST-Lighting - Utilities     | 205338056 SR92 Roundabout at113th         | \$58.65  |
| 105212355  | 11/5/2019  | 001 010 576 80 47 00 | PK-Utilities                | 200493443 Catherine Creek Park Electric   | \$14.88  |
| 121760541  | 11/5/2019  | 101 016 542 63 47 00 | ST-Lighting - Utilities     | 202013249 Traffic Signal 1933 79th Ave SE | \$88.88  |
| 121760541  | 11/5/2019  | 101 016 542 64 47 00 | ST-Traffic Control -Utility | 202013249 Traffic Signal 7441 20th St SE  | \$69.61  |
| 128353044  | 11/5/2019  | 001 010 576 80 47 00 | PK-Utilities                | 222205049 Nourse Park Electric            | \$25.28  |
| 134966537  | 11/5/2019  | 101 016 542 63 47 00 | ST-Lighting - Utilities     | 201860178 Traffic Signal 9101 Market Pl   | \$159.35 |
| 141494196  | 11/5/2019  | 001 010 576 80 47 00 | PK-Utilities                | 202340527 Decant Yard                     | \$13.93  |
| 141494196  | 11/5/2019  | 101 016 543 50 47 00 | ST-Utilities                | 202340527 Decant Yard                     | \$13.93  |
| 141494196  | 11/5/2019  | 410 016 531 10 47 00 | SW-Utilities                | 202340527 Decant Yard                     | \$13.94  |
| 144830132  | 11/5/2019  | 101 016 542 63 47 00 | ST-Lighting - Utilities     | 205320781 SR92 Roundabout at 99th         | \$45.38  |
| 151419307  | 11/5/2019  | 001 010 576 80 47 00 | PK-Utilities                | 221908015 City Shop Mechanic              | \$50.02  |
| 151419307  | 11/5/2019  | 101 016 543 50 47 00 | ST-Utilities                | 221908015 City Shop Mechanic              | \$50.01  |
| 151419307  | 11/5/2019  | 410 016 531 10 47 00 | SW-Utilities                | 221908015 City Shop Mechanic              | \$50.00  |
| 151422491  | 11/5/2019  | 101 016 542 63 47 00 | ST-Lighting - Utilities     | 203728159 Traffic Signal                  | \$50.25  |

|           |           |                      |                         |   |            |
|-----------|-----------|----------------------|-------------------------|---|------------|
| 154664533 | 11/5/2019 | 001 010 576 80 47 00 | PK-Utilities            | 203599006 City Shop Electric/Water            | \$165.23   |
| 154664533 | 11/5/2019 | 101 016 543 50 47 00 | ST-Utilities            | 203599006 City Shop Electric/Water            | \$165.22   |
| 154664533 | 11/5/2019 | 410 016 531 10 47 00 | SW-Utilities            | 203599006 City Shop Electric/Water            | \$165.27   |
| 161043975 | 11/5/2019 | 101 016 542 63 47 00 | ST-Lighting - Utilities | 202648705 Street Lights                       | \$48.07    |
| 161052144 | 11/5/2019 | 101 016 542 63 47 00 | ST-Lighting - Utilities | 202988481 Street Lights                       | \$228.05   |
| 164262691 | 11/5/2019 | 001 008 521 50 47 00 | LE-Facility Utilities   | 203033030 Police Dept Electric                | \$439.88   |
| 164262691 | 11/5/2019 | 001 008 521 50 47 00 | LE-Facility Utilities   | 203033030 Police Dept Water                   | \$101.68   |
| 164268757 | 11/5/2019 | 001 010 576 80 47 00 | PK-Utilities            | 203582010 Lundeen Restrooms Electric          | \$114.53   |
| 164268757 | 11/5/2019 | 001 010 576 80 47 00 | PK-Utilities            | 203582010 Lundeen Restrooms Water             | \$229.72   |
| 164268757 | 11/5/2019 | 001 012 557 30 40 01 | CS - VIC Utilities      | 203582010 Visitor Information Center Electric | \$92.40    |
| 164268757 | 11/5/2019 | 101 016 542 63 47 00 | ST-Lighting - Utilities | 203582010 Street Lights                       | \$51.67    |
|           |           |                      |                         |   | \$2,747.93 |

Vendor: Snohomish County PW S

Check Number: 49043

| Invoice No | Check Date | Account Number       | Account Name             | Description                                     | Amount     |
|------------|------------|----------------------|--------------------------|---|------------|
| 1000511996 | 11/5/2019  | 410 016 531 10 41 07 | SW - Billing Fees        | ILA Billing - Surface Water Mgmt July-Sept 2019 | \$2,939.38 |
| 1000512040 | 11/5/2019  | 101 016 542 30 41 02 | ST-Professional Service  | Engineering Services Bridge Inspection          | \$1,222.22 |
| 1000512041 | 11/5/2019  | 101 016 542 64 48 00 | ST-Traffic Control - R&M | Signal/Sign Repair & Maint Sept 2019            | \$374.21   |
|            |            |                      |                          |   | \$4,535.81 |

Vendor: Snohomish County Sheriffs Office

Check Number: 49044

| Invoice No | Check Date | Account Number       | Account Name | Description             | Amount      |
|------------|------------|----------------------|--------------|-------------------------|-------------|
| 2019-5487  | 11/5/2019  | 001 008 523 60 41 00 | LE-Jail      | Jail Services Sept 2019 | \$20,041.43 |
|            |            |                      |              |                         | \$20,041.43 |

Vendor: Sound Publishing Inc

Check Number: 49045

| Invoice No | Check Date | Account Number       | Account Name                   | Description                                      | Amount   |
|------------|------------|----------------------|--------------------------------|--|----------|
| EDH875184  | 11/5/2019  | 001 013 518 30 41 01 | GG-Advertising                 | Library Board Volunteer Opportunity              | \$115.36 |
| EDH876124  | 11/5/2019  | 001 013 518 30 41 01 | GG-Advertising                 | CC Workshop Meeting                              | \$34.15  |
| EDH876466  | 11/5/2019  | 001 013 518 30 41 01 | GG-Advertising                 | Ordinance 1059                                   | \$63.11  |
| EDH877007  | 11/5/2019  | 001 007 558 50 41 03 | PL-Advertising                 | PH Design Review Regulations                     | \$90.02  |
| EDH877423  | 11/5/2019  | 001 007 558 50 41 04 | Permit Related Professional Sr | LUA2019-0084 Toll Preliminary Subdivision        | \$110.17 |
| EDH877696  | 11/5/2019  | 001 007 558 50 41 04 | Permit Related Professional Sr | LUA2019-0157 Lake Drive Apartments               | \$92.07  |
| EDH877798  | 11/5/2019  | 001 013 518 30 41 01 | GG-Advertising                 | CC Workshop Meeting                              | \$37.77  |
| EDH877802  | 11/5/2019  | 001 007 558 50 41 04 | Permit Related Professional Sr | LUA2019-0108 Ray Moore Variance & Reasonable Use | \$72.16  |
| EDH877961  | 11/5/2019  | 001 007 571 00 30 00 | PL-Park & Recreation           | Road Closure - Harvest Fest 2019                 | \$17.86  |
| EDH878152  | 11/5/2019  | 001 013 518 30 41 01 | GG-Advertising                 | Salary Commission Meeting                        | \$35.96  |
| EDH878836  | 11/5/2019  | 001 013 518 30 41 01 | GG-Advertising                 | Ordinance 1068                                   | \$28.72  |
|            |            |                      |                                |  | \$697.35 |

Vendor: SWC Enterprises LLC

Check Number: 49046

| Invoice No | Check Date | Account Number       | Account Name       | Description                              | Amount     |
|------------|------------|----------------------|--------------------|--|------------|
| 205432-1   | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs | Debris Hose/Quick Clamp Wizzy Wig        | \$742.30   |
| 206352-1   | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs | Hose Guide/Debris Hose/Hose End Weldment | \$1,051.79 |
|            |            |                      |                    |  | \$1,794.09 |



Vendor: Tacoma Screw Products Inc  
Check Number: 49047

| Invoice No | Check Date | Account Number       | Account Name       | Description                                       | Amount   |
|------------|------------|----------------------|--------------------|---|----------|
| 18257224   | 11/5/2019  | 001 010 576 80 31 00 | PK-Operating Costs | Hornet/Wasp Spray                                 | \$72.89  |
| 18257225   | 11/5/2019  | 101 016 544 90 31 02 | ST-Operating Cost  | Anti-Seize Lubricant/Screws/Eye & Eye Slings      | \$71.01  |
| 18257225   | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs | Anti-Seize Lubricant/Screws/Eye & Eye Slings      | \$71.02  |
| 18258681   | 11/5/2019  | 101 016 544 90 31 02 | ST-Operating Cost  | Safety Glasses/Steel Plugs/Rivets/Screws/Shackles | \$240.17 |
| 18258681   | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs | Safety Glasses/Steel Plugs/Rivets/Screws/Shackles | \$240.17 |
| 18258682   | 11/5/2019  | 410 016 531 10 31 02 | SW-Operating Costs | Sawzall Blade                                     | \$93.01  |
|            |            |                      |                    |   | \$788.27 |

Vendor: Technological Services Inc  
Check Number: 49048

| Invoice No | Check Date | Account Number       | Account Name                  | Description                                       | Amount   |
|------------|------------|----------------------|-------------------------------|---|----------|
| 14428      | 11/5/2019  | 001 008 521 20 48 00 | LE-Repair & Maintenance Equip | Lub/Oil/Filter/Brake Inspect/Tire Repair PT-16-65 | \$273.36 |
| 14436      | 11/5/2019  | 001 008 521 20 48 00 | LE-Repair & Maintenance Equip | Engine Oil Inspection A-07-40                     | \$102.97 |
| 14481      | 11/5/2019  | 001 008 521 20 48 00 | LE-Repair & Maintenance Equip | Lub/Oil/Filter/Fluid/Brake Inspect PT-16-60       | \$206.92 |
| 14511      | 11/5/2019  | 001 008 521 20 48 00 | LE-Repair & Maintenance Equip | Tire Repair K9-18-85                              | \$163.65 |
| 14589      | 11/5/2019  | 001 008 521 20 48 00 | LE-Repair & Maintenance Equip | Express Lub/Oil/Filter/Tire Service PT-18-79      | \$87.73  |
|            |            |                      |                               |   | \$834.63 |

Vendor: Thomco Aggregate LLC  
Check Number: 49049

| Invoice No | Check Date | Account Number       | Account Name              | Description           | Amount  |
|------------|------------|----------------------|---------------------------|-----------------------|---------|
| 2083       | 11/5/2019  | 101 016 544 90 31 02 | ST-Operating Cost         | Asphalt               | \$27.25 |
| 2123       | 11/5/2019  | 305 010 594 76 60 00 | North Cove Park Cap-Local | Concrete - North Cove | \$27.25 |
|            |            |                      |                           |                       | \$54.50 |

Vendor: United Rentals North America Inc  
Check Number: 49050

| Invoice No    | Check Date | Account Number       | Account Name              | Description               | Amount      |
|---------------|------------|----------------------|---------------------------|---------------------------|-------------|
| 167357874-006 | 11/5/2019  | 305 010 594 76 60 00 | North Cove Park Cap-Local | Dozer Rental - North Cove | \$7,410.91  |
| 167357874-008 | 11/5/2019  | 305 010 594 76 60 00 | North Cove Park Cap-Local | Dozer Rental - North Cove | \$7,410.91  |
| 174273788-002 | 11/5/2019  | 305 010 594 76 60 00 | North Cove Park Cap-Local | Road Plate                | \$256.15    |
|               |            |                      |                           |                           | \$15,077.97 |

Vendor: UPS  
Check Number: 49051

| Invoice No    | Check Date | Account Number       | Account Name     | Description       | Amount  |
|---------------|------------|----------------------|------------------|-------------------|---------|
| 0000074Y42419 | 11/5/2019  | 001 008 521 20 42 00 | LE-Communication | Evidence Shipping | \$17.68 |
| 0000074Y42439 | 11/5/2019  | 001 008 521 20 42 00 | LE-Communication | Evidence Shipping | \$23.06 |
|               |            |                      |                  |                   | \$40.74 |

Vendor: Vantagepoint Transfer Agents - 108991  
Check Number: 48951

| Invoice No | Check Date | Account Number       | Account Name                 | Description                                | Amount   |
|------------|------------|----------------------|------------------------------|--|----------|
| 102519     | 10/24/2019 | 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: 48952

| Invoice No | Check Date | Account Number       | Account Name                 | Description                                | Amount     |
|------------|------------|----------------------|------------------------------|--|------------|
| 102519     | 10/24/2019 | 001 000 282 00 00 00 | Payroll Liability Retirement | ICMA Deferred Comp - Employee Contribution | \$1,880.02 |
|            |            |                      |                              |  | \$1,880.02 |

Vendor: Verizon Northwest

Check Number: 49052

| Invoice No | Check Date | Account Number       | Account Name     | Description               | Amount     |
|------------|------------|----------------------|------------------|---------------------------|------------|
| 9840729186 | 11/5/2019  | 001 008 521 20 42 00 | LE-Communication | Wireless Phone Service PD | \$2,802.34 |
|            |            |                      |                  |                           | \$2,802.34 |

Vendor: Washington State Criminal Justice

Check Number: 49053

| Invoice No | Check Date | Account Number       | Account Name         | Description   | Amount   |
|------------|------------|----------------------|----------------------|---|----------|
| 201133335  | 11/5/2019  | 001 008 521 40 49 01 | LE-Registration Fees | Registration - Interviewing Techniques - Aukerman/Irwin | \$150.00 |
|            |            |                      |                      |   | \$150.00 |

Vendor: Washington State Support Registry

Check Number: 0

| Invoice No | Check Date | Account Number       | Account Name            | Description                 | Amount   |
|------------|------------|----------------------|-------------------------|-----------------------------|----------|
| 102519     | 10/24/2019 | 001 000 284 00 00 00 | Payroll Liability Other | Employee Paid Child Support | \$163.50 |
|            |            |                      |                         |                             | \$163.50 |

Vendor: Wave Broadband

Check Number: 49054

| Invoice No        | Check Date | Account Number       | Account Name                   | Description                  | Amount     |
|-------------------|------------|----------------------|--------------------------------|------------------------------|------------|
| 103946401-0006987 | 11/5/2019  | 001 002 513 11 42 00 | AD-Communications              | Telephone Service            | \$23.28    |
| 103946401-0006987 | 11/5/2019  | 001 003 514 20 42 00 | CC-Communications              | Telephone Service            | \$46.54    |
| 103946401-0006987 | 11/5/2019  | 001 004 514 23 42 00 | FI-Communications              | Telephone Service            | \$46.54    |
| 103946401-0006987 | 11/5/2019  | 001 005 518 10 42 00 | HR-Communications              | Telephone Service            | \$23.27    |
| 103946401-0006987 | 11/5/2019  | 001 006 518 80 42 00 | IT-Communications              | Telephone Service            | \$69.81    |
| 103946401-0006987 | 11/5/2019  | 001 007 558 50 42 00 | PL-Communication               | Telephone Service            | \$151.34   |
| 103946401-0006987 | 11/5/2019  | 001 007 559 30 42 00 | PB-Communication               | Telephone Service            | \$23.27    |
| 103946401-0006987 | 11/5/2019  | 001 008 521 20 42 00 | LE-Communication               | Telephone Service            | \$791.54   |
| 103946401-0006987 | 11/5/2019  | 001 012 575 30 42 00 | CS-Historical-Communications   | Telephone Service Museum     | \$23.28    |
| 103946401-0006987 | 11/5/2019  | 001 012 575 50 42 00 | CS-Community Center - Comm     | Telephone Service Senior Ctr | \$23.27    |
| 103946401-0006987 | 11/5/2019  | 001 013 518 20 42 00 | GG-Communication               | Telephone Service            | \$93.09    |
| 103946401-0006987 | 11/5/2019  | 101 016 543 30 42 00 | ST-Communications              | Telephone Service Shop       | \$133.93   |
| 103946401-0006987 | 11/5/2019  | 410 016 531 10 42 00 | SW-Communications              | Telephone Service Shop       | \$133.93   |
| 103946401-0006987 | 11/5/2019  | 510 006 518 80 49 04 | LR - WaveBroadband Fiber Lease | Fiber Leases                 | \$1,884.99 |
|                   |            |                      |                                |                              | \$3,468.08 |

Vendor: Welch Comer & Associates Inc

Check Number: 49055

| Invoice No   | Check Date | Account Number       | Account Name                 | Description                   | Amount      |
|--------------|------------|----------------------|------------------------------|-------------------------------|-------------|
| 55000010-001 | 11/5/2019  | 304 016 595 30 60 04 | Frontier Village/4th Project | Village Way Construction Mgmt | \$39,500.00 |
|              |            |                      |                              |                               | \$39,500.00 |

Vendor: Wells  
Check Number: 49056

| Invoice No   | Check Date | Account Number       | Account Name         | Description  | Amount  |
|--------------|------------|----------------------|----------------------|--|---------|
| 111519 WELLS | 11/5/2019  | 001 008 521 20 43 00 | LE-Travel & Per Diem | PerDiem - Meal Prepare for SGT Exam/Tacoma - Wells | \$21.00 |
|              |            |                      |                      |  | \$21.00 |

Vendor: West Marine Pro  
Check Number: 49057

| Invoice No | Check Date | Account Number       | Account Name               | Description                                | Amount   |
|------------|------------|----------------------|----------------------------|--|----------|
| 004254     | 11/5/2019  | 001 008 521 21 31 00 | LE-Boating Minor Equipment | Skier Down Flags/Fan-Defogger/Mooring Hook | \$601.62 |
| 004293     | 11/5/2019  | 001 008 521 21 31 00 | LE-Boating Minor Equipment | WaterProof Safety Case                     | \$71.00  |
| 6031707    | 11/5/2019  | 001 008 521 21 31 00 | LE-Boating Minor Equipment | Submersible HH                             | \$196.19 |
|            |            |                      |                            |  | \$868.81 |

Vendor: Wynne and Sons Inc  
Check Number: 49058

| Invoice No | Check Date | Account Number       | Account Name       | Description              | Amount   |
|------------|------------|----------------------|--------------------|--------------------------|----------|
| 62527      | 11/5/2019  | 001 007 558 50 31 00 | PL-Office Supplies | Business Cards - Needham | \$72.19  |
| 62621      | 11/5/2019  | 001 007 558 50 31 00 | PL-Office Supplies | Business Cards - Harris  | \$60.39  |
|            |            |                      |                    |                          | \$132.58 |

Vendor: Zachor and Thomas Inc PS  
Check Number: 49059

| Invoice No  | Check Date | Account Number       | Account Name                  | Description                   | Amount      |
|-------------|------------|----------------------|-------------------------------|-------------------------------|-------------|
| 19-LKS00010 | 11/5/2019  | 001 011 515 41 41 02 | Ext Consult - Prosecutor Fees | Prosecution Services Oct 2019 | \$11,889.09 |
|             |            |                      |                               |                               | \$11,889.09 |



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

Tuesday, October 15, 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, Todd Welch, Rauchel McDaniel, and Brett Gailey

ELECTED OFFICIALS ABSENT: Councilmembers Gary Petershagen and Marcus Tageant

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director Barb Stevens, Community Development Director Russ Wright, Interim Human Resources Director/Risk Manager Julie Good, Deputy City Clerk Adri Crim, Police Chief John Dyer

OTHERS:

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

**Preliminary Budget Discussion:** Director Stevens presented a PowerPoint presentation and reviewed the 2020 Budget Calendar. She then reviewed the item requests for Public Works Capital Equipment, Planning & Economic Development Program Support, Internet Technology System Security and Support, and Administration Department Support. Director Stevens also explained there is an item request for a 6-year capital lease to own Vector truck for Public Works.

Chief Dyer explained the Police Signing Bonus request would be a placeholder in the budget in case it had to be used, otherwise it would go back into the general fund. He then explained it would be split where half is issued after FTO (Full Time Officer) and half after probation but is for in state lateral positions only.

Director Stevens reviewed the 2020-2022 Capital program outlook and the 2020 Capital budget. She then reviewed the facility capital projects and said there are also a few projects included in the plan that do not have any identified funding.

Mayor Spencer discussed potential plans for some of the City facilities and where they could be in the future.

Director Stevens reviewed the Park capital program, and Transportation and Stormwater capital projects. She then shared the next steps in the budget process.

**Everett Waterline Discussion:** Director Wright said staff is working with the City of Everett to develop a master interlocal agreement that will identify the permitting authority and responsibilities of each agency in maintaining the water corridor, and it will also recognize use rights located on top of the water corridor. The agreement will also address questions that arise

with private development. He said the draft agreement has been sent to the City of Everett and legal counsel for review.

**Costco Development Agreement:** Director Wright said the City and Costco are negotiating a development agreement and it is still in draft format. He said once the Development Agreement is closer to a final format it will be bundled with the permits and presented to Council. He then reviewed the draft Development Agreement elements.

Responding to Councilmember McDaniel's question regarding contribution to the sewer infrastructure by the Sewer District, Administrator Brazel explained the Sewer District has committed to contributing to the sewer infrastructure between the Costco frontage and Highway 9.

Director Wright next reviewed the mitigation strategy and components of mitigation, together with the options presented by Costco.

Director Wright said Council is the decisionmaker on the Development Agreement, which will include a noticed public hearing.

City Administrator Brazel explained there will be two things presented to Council; the first will be the Development Agreement, followed by the Infrastructure Agreement which gets in to the details of the project.

There being no further business the meeting was adjourned at 8:07 p.m.

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John Spencer, Mayor

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Kathy Pugh, City Clerk

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

Tuesday, October 22, 2019

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

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

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

ELECTED OFFICIALS ABSENT: Councilmembers Kurt Hilt and Rauchel McDaniel

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director Barb Stevens, Community Development Director Russ Wright, City Clerk Kathy Pugh, Police Chief John Dyer, Police Commander Ron Brooks

OTHERS:

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**2020 Budget:** Mayor Spencer presented the Operating and Capital budgets and said one of the goals is to achieve a 10% general fund reserve with use of a construction sales tax baseline by 2025. He then reviewed the operating priorities and the revenue growth assumptions and indicators.

Responding to Councilmember Tageant's question, City Administrator Brazel explained that employing seasonal workers is a big culture change for Lake Stevens and once the community realizes the City hires for seasonal work, there will be additional candidates applying.

Council discussed various options for year-round park maintenance once a parks department is established.

Police Chief Dyer reviewed the administrative sergeant position and the job duties the position would encompass.

Mayor Spencer reviewed the upgrades to Public Works Capital Equipment, Internet Technology security and system support, and the Planning and Economic Development Program.

Mayor Spencer presented his recommended strategy to meet the General Fund Reserve Goal. He then outlined the 2020-2022 Capital Program Outlook, the Facility and Park Capital programs, and the Transportation and Storm Water Capital Projects.

There being no further business the meeting was adjourned at 6:55 p.m.

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John Spencer, Mayor

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Kathy Pugh, City Clerk



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

Tuesday, October 22, 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, Todd Welch, Brett Gailey and Marcus Tageant

ELECTED OFFICIALS ABSENT: Councilmembers Kurt Hilt and Rauchel McDaniel

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director Barb Stevens, Community Development Director Russ Wright, Planner Dillon Roth, Police Chief John Dyer, Commander Ron Brooks, Clerk Kathy Pugh, City Attorney Greg Rubstello, Engineering Technician/Surface Water Jon Stevens

OTHERS:

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

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

**Approval of Agenda:** Council President Petershagen said there is a consensus to remove Consent Agenda Item (E) Ordinance 1070 Interim Sign Regulations from the agenda and adding to it to the November 12 agenda.

**MOTION:** Moved by Councilmember Tageant, seconded by Councilmember Gailey, to cancel the November 5, 2019 City Council Workshop. On the vote the motion carried (5-0-0-2).

**MOTION:** Moved by Councilmember Tageant, seconded by Councilmember Welch, to approve the agenda as amended. On vote the motion carried (5-0-0-2).

**Citizen Comments:**

John Reid, 2710 Callow Road, Lake Stevens, said that homeowners are not able to insure their properties from flood and landslide loss because the City has not completed the Lundeen Creek restoration. He requested Council address this concern and find an answer.

**New Employee Introduction:** City Administrator Brazel introduced Jon Stevens and said he was recently promoted to the Engineering Technician/Surface Water.

**Council Business:**

- Councilmember Daughtry: Snohomish County Cities for Improved Transportation (SCCIT).

- Councilmember Petershagen: Sewer Utility Committee. Councilmember Petershagen then commented on the removal of political signs along Lundeen Parkway so the grass could be trimmed and that the Public Works crews then put all of the signs back. He noted the area was again trimmed today by Department of Corrections workers; he believes this is a waste of taxpayer money.
- Councilmember Tageant: Sewer Utility Committee.

**Mayor's Business:** Mayor Spencer commented he believes the City is well staffed and that staff makes good decisions to help the City move forward with its identified goals and projects.

**City Department Report:**

- City Administrator Gene Brazel: Historical Society, Human Resources Director staffing update.
- Community Development Director Russ Wright: American Planning Association Conference, Parks & Recreation Association Fall Summit, North Cove Park and War Memorial update, History Boards for the Pavilion, Building Official staffing update.
- Chief of Police John Dyer: Staffing update, Police Department update; commented on the increased complexities of investigating domestic violence with new policies and training recommendations.
- Finance Director Barb Stevens: Police Department Bond.

**Consent Agenda:**

**MOTION:** Moved by Councilmember Welch, seconded by Councilmember Gailey, to approve:

- A. 2019 Vouchers [Payroll Direct Deposits of \$223,730.24, Payroll Check No. 48830 in the amount of \$1,873.11, Electronic Funds Transfers (ACH) totaling \$290,365.83, Claims Check Nos. 48828-48829, 48831-48945 totaling \$310,357.28, Void Check No. 48335 in the amount of \$1,398.54, Total Vouchers Approved: \$824,927.92
- B. City Council Workshop Minutes of October 8, 2019
- C. City Council Regular Minutes of October 8, 2019
- D. Withdraw Real Estate Purchase & Sale Agreement
- E. [REMOVED]

On vote the motion carried (5-0-0-2).

**Public Hearing:**

**Ordinance 1068 Amending LSMC re Design Review Regulations:** Mayor Spencer opened the public hearing.

Planner Roth presented the staff report and summarized that the Council previously adopted Ordinance 1034 dissolving the Design Review Board and establishing interim regulations for design review. Before Council this evening is Ordinance 1068, a final ordinance removing references to the Design Review Board from the Code and making the City's subarea design guidelines applicable city-wide to specific applicable projects. Planner Roth said Ordinance 1068 establishes a final process for design review. The Planning Commission reviewed this process, conducted a public hearing, and recommends approval of the code amendments.

Planner Roth then invited questions of Council and there were none.

Mayor Spencer then opened the public comment portion of the public hearing. There was no public comment.

Mayor Spencer closed the public comment portion of the public hearing. He then closed the public hearing and asked Council for additional questions and there were none.

Director Wright noted there are Scribner's errors that need to be corrected and requested the motion reflect that.

**MOTION:** Moved by Councilmember Welch, seconded by Councilmember Petershagen, to adopt Ordinance 1068 Amending LSMC re Design Review Regulations, including corrections to any Scribner's errors. On vote the motion carried (5-0-0-2).

**Adjourn:**

Moved by Councilmember Daughtry, seconded by Welch, to adjourn the meeting at 7:29 p.m. On vote the motion carried (5-0-0-2).

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John Spencer, Mayor

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Kathy Pugh, City Clerk



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LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**

**Date:** November 12, 2018

**Subject:** Reappointments to Boards and Commissions

**Contact**

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

---

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Reappoint Jennifer Davis and Linda Hoult to the Planning Commission, Tina Decker to the Park & Recreation Planning Board and Karen Boe, Shawn Frederick, Vern Rasmussen and Dennis Ives to the Veterans Commission, all for four-year terms expiring December 31, 2023.

---

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

The following appointees' terms expire on December 31, 2019 and each has requested reappointment:

**Board/Commission**

**New Term Will Expire**

**Planning Commission (LSMC 2.64.030)**

- |                  |                   |
|------------------|-------------------|
| • Jennifer Davis | December 31, 2023 |
| • Linda Hoult    | December 31, 2023 |

**Park & Recreation Planning Board (LSMC 2.56.020)**

- |               |                   |
|---------------|-------------------|
| • Tina Decker | December 31, 2023 |
|---------------|-------------------|

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

- |                  |                   |
|------------------|-------------------|
| • Karen Boe      | December 31, 2023 |
| • Shawn Frederic | December 31, 2023 |
| • Vern Rasmussen | December 31, 2023 |
| • Dennis Ives    | December 31, 2023 |

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

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**APPLICABLE CITY POLICIES:** LSMC Title 2

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**BUDGET IMPACT:** N/A

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**ATTACHMENTS:** None



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LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**

**Date:** November 12, 2019

**Subject:** Appointments to Library Board

**Contact**

**Person/Department:** John Spencer, Mayor **Budget Impact:** -0-

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** **Appoint Jason Colby and Teresa Bannon to the Library Board for terms of office beginning January 1, 2020 and expiring December 31, 2023 and appoint Melissa Maffeo and Emily Stainbrook to unexpired vacant positions on the Library Board with terms of office expiring December 31, 2022.**

---

**SUMMARY/BACKGROUND:** The Lake Stevens Library Board consists of nine members nominated by the Mayor and confirmed by the Council. The Library Board currently has four vacancies. The City advertised for volunteers to fill the vacancies and received nine applications, four of whom withdrew. The remaining five candidates were interviewed on October 30, 2019. The interview panel consisted of Mayor Spencer, Library Board Member Abe Martinez, and Councilmembers Welch, Gailey and McDaniel, with Councilmember Daughtry filling in when Councilmember McDaniel left for another commitment.

Two of the vacancies have terms that expire December 31, 2019, and two of the vacancies have terms expiring December 31, 2022. The Library Board meets quarterly, with the next meeting on January 16, 2020. For this reason two of the candidates are nominated to fill vacancies with their term of office beginning January 1, 2020, and the other two candidates are nominated to fill unexpired terms beginning upon appointment and expiring January 1, 2022:

- Teresa Bannon to fill a vacancy with the term of office beginning January 1, 2020 and expiring December 31, 2023.
- Jason Colby to fill a vacancy with the term of office beginning January 1, 2020 and expiring December 31, 2023.
- Melissa Maffeo to fill an unexpired term of office beginning upon confirmation by Council and ending December 31, 2022.
- Emily Stainbrook to fill an unexpired term of office beginning upon confirmation by Council and ending December 31, 2022.

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**APPLICABLE CITY POLICIES:**

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**BUDGET IMPACT:**

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**ATTACHMENTS:**



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LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council**

**Agenda Date:** November 12, 2019

**Subject:** Resolution 2019-15 re Authorization of Sales and Use Tax for Affordable Housing

|                           |                                    |                |     |
|---------------------------|------------------------------------|----------------|-----|
| <b>Contact</b>            | Russ Wright, Community Development | <b>Budget</b>  |     |
| <b>Person/Department:</b> | Barb Stevens, Finance              | <b>Impact:</b> | \$0 |

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Approve Resolution 2019-15, a Resolution of the City of Lake Stevens declaring the intent of the City Council to adopt legislation to authorize a sales and use tax for affordable and supportive housing in accordance with Substitute House Bill 1406, and other matters related thereto.

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**SUMMARY/BACKGROUND:** During the 2019 Regular Session of the Washington State Legislature, Substitute House Bill 1406 was approved by the Legislature and signed into law by the Governor. SHB 1406 authorizes the governing bodies of a city to impose a local sales and use tax for the acquisition, construction or rehabilitation of affordable housing or facilities that provide supportive housing. SHB 1406 also provides for operations and maintenance costs of affordable housing for cities with populations of 100,000 or less.

Under SHB the tax will be credited against state sales tax already collected within Lake Stevens, and does not result in higher sales and use taxes within the city limits. These funds represent an additional funding source to address housing needs within the city and are only available to persons whose income is at or below 60% of the city's median income.

In order to access this funding source the City Council is required under SHB 1406 to enact a resolution declaring its intent to impose a local sales and use tax as authorized by SHB 1406 within six months of the adoption of SHB 1406, and must adopt legislation authorizing the maximum capacity of the sales and use tax by July 28, 2020. The City is a member of the Snohomish County Affordable Housing Consortium, and it is likely that member cities will pool funding received under SHB to provide affordable housing within the service area of member cities.

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**APPLICABLE CITY POLICIES:**

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**BUDGET IMPACT:** None

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**ATTACHMENTS:**

► Exhibit A: Resolution 2019-15

CITY OF LAKE STEVENS  
LAKE STEVENS, WASHINGTON

**RESOLUTION NO. 2019-15**

**A RESOLUTION OF THE CITY OF LAKE STEVENS DECLARING THE  
INTENT OF THE CITY COUNCIL TO ADOPT LEGISLATION TO  
AUTHORIZE A SALES AND USE TAX FOR AFFORDABLE AND  
SUPPORTIVE HOUSING IN ACCORDANCE WITH SUBSTITUTE  
HOUSE BILL 1406 (CHAPTER 338, Laws of 2019), AND OTHER  
MATTERS RELATED THERETO.**

WHEREAS, in the 2019 Regular Session, the Washington State Legislature approved, and the Governor signed, Substitute House Bill 1406 (Chapter 338, Laws of 2019) (“SHB 1406”); and

WHEREAS, SHB 1406 authorizes the governing body of a city or county to impose a local sales and use tax for the acquisition, construction or rehabilitation of affordable housing or facilities providing supportive housing, [and] for the operations and maintenance costs of affordable or supportive housing, for cities of 100,000 or less: or, if eligible, for providing rental assistance to tenants; and

WHEREAS, the tax will be credited against state sales taxes collected within the City and, therefore, will not result in higher sales and use taxes within the City and will represent an additional source of funding to address housing needs in the City; and

WHEREAS the tax must be used to assist persons whose income is at or below sixty percent of the City median income; and

WHEREAS the City has supported the funding of affordable housing in this area by being a participating and dues paying member of the Alliance for Housing Affordability and has determined that imposing the sales and use tax to address this need for affordable housing will benefit its citizens; and

WHEREAS, in order for a city or county to impose the tax, within six months of the effective date of SHB 1406, or January 28, 2020, the governing body must adopt a resolution of intent to authorize the maximum capacity of the tax, and within twelve months of the effective date of SHB 1406, or July 28, 2020, must adopt legislation to authorize the maximum capacity of the tax; and

WHEREAS this resolution constitutes the resolution of intent required by SHB 1406; and

WHEREAS the City Council now desires to declare its intent to impose a local sales and use tax as authorized by SHB 1406 as set forth herein;

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

Section 1. Resolution of Intent. The City Council declares its intent to adopt legislation to authorize the maximum capacity of the sales and use tax authorized by SHB 1406 within one year of the effective date of SHB 1406, or by July 28, 2020.

Section 2. Further Authority; Ratification. All City officials, their agents, and representatives are hereby authorized and directed to undertake all action necessary or desirable from time to time to carry out the terms of, and complete the actions contemplated by, this resolution. All acts taken pursuant to the authority of this resolution but prior to its effective date are hereby ratified.

Section 3. Effective Date. This resolution shall take effect immediately upon its passage and adoption.

Passed by the City Council of the City of Lake Stevens, Washington in open meeting this 12<sup>th</sup> day of November 2019.

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John Spencer, Mayor

ATTEST:

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Kathy Pugh, City Clerk



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LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

Council Agenda Date: November 12, 2019

**Subject:** Ordinance 1070 Interim Sign Code for Temporary Non-Commercial signs

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

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

1. Approve the revised interim Ordinance 1070 and extend the effective period until August 7, 2020 or completion of new regulations, whichever occurs first to allow for the development of permanent regulations.

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**SUMMARY**

On August 7, 2019 the City Council passed an interim ordinance establishing interim regulations for temporary non-commercial signs relating to case law regarding the Reed v. Town of Gilbert decision, to allow enforcement of local regulations addressing the placement of non-commercial temporary signs.

The Revised Code of Washington (RCW) 36.70A.390 allows jurisdictions to enact interim without prior notice provided a public hearing is held within 60 days of adoption and findings of fact are addressed. The City Council held its public hearing on October 9, 2019. The attached ordinance (Exhibit 1) provides findings of fact. Council has requested that final regulations for non-commercial temporary signs be considered in 2020. Pursuant to RCW 36.70A.390 the interim regulations may be extended up to twelve months if a work plan is developed for related studies providing for a longer period. A revised work plan is attached as **Exhibit 2**.

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**APPLICABLE CITY POLICIES:** Title 14 of Lake Stevens Municipal Code

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**BUDGET IMPACT:** There is not a direct budget impact

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**EXHIBITS:**

1. Ordinance No. 1070 with attachments

CITY OF LAKE STEVENS  
LAKE STEVENS, WASHINGTON

**ORDINANCE NO. 1070**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, REPLACING ORDINANCE 1064, ADOPTING FINDINGS OF FACT; ADOPTING INTERIM ZONING CODE REGULATIONS REGULATING TEMPORARY NONCOMMERCIAL SIGNS; PROVIDING FOR THE DURATION OF THIS ORDINANCE AND PUBLIC HEARING; ESTABLISHING A WORK PROGRAM; PROVIDING FOR SEVERABILITY, EXPIRATION AND AN EFFECTIVE DATE.**

**WHEREAS**, the City of Lake Stevens is authorized to impose moratoria and interim land use controls pursuant to RCW 36.70A.390 and RCW 35A.63.220; and

**WHEREAS**, the Lake Stevens City Council has determined that the adoption of interim sign code regulations relating to case law regarding the *Reed v. Town of Gilbert* United States Supreme Court decision is necessary to allow for the enforcement of local regulations addressing the placement of non-commercial temporary signs; and

**WHEREAS**, as noted by Justice Alito in *Reed v. town of Gilbert*: “In addition to regulating signs put up by private actors, government entities may also erect their own signs consistent with the principles that allow governmental speech. See *Pleasant Grove City v. Summum*, 555 U.S. 460, 467-469 (2009). They may put up all manner of signs to promote safety, as well as directional signs and signs pointing out historic sites and scenic spots”; and

**WHEREAS**, the City of Lake Stevens finds that health, safety and welfare is addressed in the proposed interim sign code language to promote safety, give needed direction and protect users of the public right of ways; and

**WHEREAS**, the City is proposing that interim regulations be adopted concerning the placement of non-commercial temporary signs within the City supported by a detailed work program/schedule. The council will analyze the effectiveness of the interim standards with the information and data acquired during the interim timeframe; and

**WHEREAS**, state statute allows interim land use controls to be effective for up to one year if a work plan is developed for related studies providing for such longer period pursuant to RCW 36.70A.390 and RCW 35A.63.220;

**WHEREAS**, the Lake Stevens City held a public hearing on the interim amendments on October 9, 2019, within sixty days of adopting Ordinance 1064. Following the public hearing the City Council directed staff to amend and replace Ordinance 1064, to extend the effective date for 12 months and provide that the review of permanent regulations will be conducted by City Council; and

**WHEREAS**, the Lake Stevens City Council will review the interim language for temporary non-commercial signs consistent with the work plan/schedule attached hereto as Exhibit A and Scope of Work attached hereto as Exhibit B, which exhibits are incorporated herein by this reference, and adopt permanent amendments to the city sign code in Chapter 14.68 LSMC; Now, therefore,

THE CITY COUNCIL OF THE CITY OF LAKE STEVENS, WASHINGTON, ORDAINS AS FOLLOWS:

**Section 1. Findings.** The City Council hereby adopts the recitals expressed above as findings in support of this ordinance.

**Section 2. Purpose.** The purpose of this interim zoning ordinance is to enact for the term of this ordinance an update to the Sign Code, which addresses the regulation of temporary non-commercial signs within the City.

**Section 3. Interim Zoning Regulations.** Lake Stevens Municipal Code 14.08.010 is hereby amended for the term of this ordinance so that the definition of “Temporary Sign” reads as follows:

“Temporary sign” means those signs that are intended and designed to be displayed for a limited period of time. They must be made of cloth, paper, cardboard or similar lightweight material and must be installed to be easily removed. Signs made of other more substantial materials shall be considered permanent and are subject to the permanent sign regulations of this chapter. They may not be permanently mounted, painted, or affixed to a permanent structure or building.

**Section 3. Interim Zoning Regulations.** A new Lake Stevens Municipal Code section 14.68.015 is hereby adopted for the term of this ordinance, to read as follows:

- a) Notwithstanding any language to the contrary in this chapter, the temporary non-commercial sign regulations contained in this section shall be controlling in the event of any discrepancy or inconsistency with any other sign code provision contained in the remainder of Chapter 14.68 LSMC.
- b) Types of Temporary Non-Commercial Signs Allowed. The temporary non-commercial signs types listed below are subject to the specific regulations identified in this section in addition to the further regulations contained in (d) and (e) below.
  1. Stake or Picket Signs.
    - i. A sign supported by a stake or wire frame is considered temporary in nature and may not have any foundational element such as concrete or rely upon any structural support from adjacent fixtures.
    - ii. Only one stake support up to 2 inches in width or two wire supports up to 1cm in diameter each are allowed for a single stake/picket sign.
  2. A-Frame Signs.
    - i. A-frame signs must be constructed in a manner to ensure the sign remains in an upright placement and will not spread and expand its footprint beyond the width as originally placed or into designated any walking paths or sidewalks.
  3. Banners.
    - i. No banner shall be placed on any public structure including walls, fences or buildings or over or across any passable roadway, driveway, or alley.
    - ii. If placed above a pedestrian passable area such as a sidewalk, entrance, or access point, the lowest part of the banner must be higher than 8 feet.

- iii. Banners must be constructed in a manner to withstand wind so that the banner substantially maintains its installed position.
- 4. Window/Poster.
  - i. Cumulatively, all window signs and posters, along with all permanent signs located on or in front of windows, may not cover more than 25% of the viewable window space.
- c) Prohibited Temporary Non-Commercial Signs. Prohibited signs are those signs not listed in (b) above and include, but are not limited to, the following:
  - 1. Inflatable – includes balloons or other gas-filled figures.
  - 2. Feather signs – defined as a vertical portable sign that contains a harpoon-style pole or staff driven into the ground for support or supported by means of an individual stand.
  - 3. Animated – includes any sign with action or motion (including those that flash, oscillate or revolve) or one that involves color changes.
- d) Temporary Non-commercial Signs in Public Right-of-Way.
  - 1. Location. Temporary non-commercial signs are prohibited from being placed within: roundabouts; medians; shoulders; travel lanes; and areas of the public right-of-way that are not accessible by a sidewalk or pedestrian walking path. Temporary signs are prohibited on any public structure including utility poles, walls, fences or buildings. Temporary non-commercial signs shall not be located in right-of-way adjacent to city facilities or parks.
  - 2. Safety. All temporary non-commercial signs shall be placed in a manner that is safe for all users of the public right-of-way. Temporary non-commercial signs shall not block access to structures or parked cars, block vehicular sight distance views at corners or intersections, or block pedestrian walking paths. No temporary non-commercial sign shall mimic, or be attached to, official roadway signage (stop signs, yield, etc.).
  - 3. Landscaping. If temporary non-commercial signs are placed in the right-of-way in a manner that punctures the ground (for example, the placement of a stake or picket sign), the sign owner is responsible to ensure such placement into the ground does not damage any infrastructure that is located under the surface, include but not limited to irrigation and utility infrastructure.
  - 4. Duration. All temporary signs covered by this section may be placed until the interim temporary non-commercial sign regulations are replaced with permanent regulations, at which time all such signs must comply with the durational limits provided for in the permanent regulations.
  - 5. Temporary non-commercial signs in a residential zone are limited in size to four square feet per side and shall not exceed three feet in height from the ground when displayed.
  - 6. Temporary non-commercial signs in a nonresidential zone including mixed use zones are limited in size to 16 square feet per side and shall not exceed four feet in height from the ground when displayed.
  - 7. No temporary non-commercial sign shall obstruct or impair access to a public sidewalk, public or private street or driveway, traffic control sign, bus stop, fire hydrant, bench, or any type of street furniture, or otherwise create a hazard, including a tripping hazard.



8. All signs placed or erected that do not meet the regulations will be removed without notice.
  9. All signs shall be kept in good repair and shall be maintained in a safe, neat, clean and attractive condition.
- e) Temporary Non-commercial Signs on Private Property.
1. All temporary non-commercial signs placed on private property shall be placed with the property owner's consent.
  2. Safety. All temporary non-commercial signs on private property shall be placed in a manner that is safe. Temporary non-commercial signs shall not block access to structures, block vehicular sight distance views at corners or intersections, or block pedestrian walking paths. No temporary non-commercial sign shall mimic official roadway signage (stop signs, yield, etc.).
  3. Temporary non-commercial signs in a residential zone are limited in size to four square feet per side and shall not exceed three feet in height from the ground when displayed.
  4. Temporary non-commercial signs in a nonresidential zone included mixed use zones are limited in size to 16 square feet per side and shall not exceed four feet in height from the ground when displayed.
  5. No sign shall obstruct or impair access to a public sidewalk, public or private street or driveway, traffic control sign, bus stop, fire hydrant, bench, or any type of street furniture, or otherwise create a hazard, including a tripping hazard.
  6. All signs shall be kept in good repair and shall be maintained in a safe, neat, clean and attractive condition.
- f) Signs Excluded From Regulation.
1. Signs of a noncommercial nature erected/placed or directed to be erected/placed by a governmental agency, political subdivision, or municipal corporation.
  2. Signs directing and guiding pedestrian and/or automobile traffic on private property that do not exceed four square feet each and that bear no advertising matter.

**Section 4. Duration of Interim Zoning Regulations/Public Hearing.** The interim Zoning Code amendments adopted by this ordinance shall remain in effect for a period of 12 months from the effective date and shall automatically expire unless the same are extended as provided in RCW 36.70A.390 and RCW 35A.63.220 prior to that date, or unless the same are repealed or superseded by permanent amendments prior to that date.

**Section 5. City Council Work Plan.** The City of Lake Stevens City Council hereby intends to review the interim regulations consistent with Exhibits A and B attached hereto and to develop permanent regulations. The City Council will complete its review, conduct such public hearings as may be necessary or desirable, and adopt final regulations.

**Section 6. Copy to Commerce Department.** Pursuant to RCW 36.70A.106(3), the City Clerk will send a copy of the permanent ordinance to the State Department of Commerce for its files within ten (10) days after adoption.

**Section 7. Severability.** If any section, sentence, clause or phrase of this Ordinance should be held to be unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality

shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

**Section 8. Effective Date.** This Ordinance shall take effect and be in full force five days after passage and publication of an approved summary consisting of the title.

PASSED by the City Council of the City of Lake Stevens this 22<sup>nd</sup> day of October, 2019.

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

ATTEST:

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

APPROVED AS TO FORM:

First and Final Reading: October 22, 2019

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

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

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

## Exhibit A

### City of Lake Stevens Content Based Sign Update (Chapters 14.08, 14.38 and 14.68 LSMC) Work Plan

|  | Content Based Sign Update Draft Regulations      |                       |              |                       |  |  |
|--|--|-----------------------|--------------|-----------------------|--|--|
| ACTIVITY   | August 2019                                      | October 2019          | January 2020 | February 2020         | March 2020                                       | April 2020   |
| Research   |  |                       |              |                       |  |  |
| Draft Code Amendments  |  |                       |              |                       |  |  |
| Draft Ordinances   |  |                       |              |                       |  |  |
| Attorney Review  |  |                       |              |                       |  |  |
| Prepare & Issue SEPA (comment/appeal)                              |  |                       |              | 2/17/2020             |  |  |
| Commerce Review – Expedited Review                                 |  |                       |              | 60-day review maximum |  |  |
| Publish Notice City Council Public Hearing                         |  | Notice Public Hearing |              |                       | Notice Twice – 1st notice 10 Days Before Hearing |  |
| City Council Briefings & Workshops (B-briefing; PH-public hearing) | 8/7/19 – City Council Adopts interim regulations | 10/9/2019 (PH)        | 1/7/2020 (B) | 2/4/2020 (B)          | 3/3/2020 (B)                                     | 4/14/2020 (PH)                                     |
| Effective date   |  |                       |              |                       |  | Code Revisions Effective -5 Days After Publication |

Purpose: Consideration of required amendments to the sign content-based regulations for inclusion in the Lake Stevens Municipal Code.

## Exhibit B



# Scope of Work

**Subject:** Content Based Signage

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### **BACKGROUND/HISTORY:**

Non-Commercial Signs are a form of speech entitled to protection under the First Amendment. Many local sign regulations are complex, contradictory and difficult to administer. The recent U.S. Supreme Court's decision in *Reed v. Town of Gilbert* has far-reaching impacts on sign regulations for local jurisdictions. The conservative regulatory approach for a municipality is to apply content-neutral regulations. On June 18, 2015, the U.S. Supreme Court ruled that the Arizona town of Gilbert sign code was unconstitutional pursuant to content-based restrictions on speech in the regulations, and therefore in violation of the First Amendment. The town of Gilbert code identified different categories of signs based on the information they conveyed, and then applied different restrictions based on that category.

### **PROPOSED ACTIONS:**

- A. Adopt interim ordinance to develop standards to bring the city's sign code into compliance for content neutral signage.
- B. To ensure that the city's sign code does not apply different standards based on a sign's content, staff recommends the actions below and working in concert with our City Attorney:
  - 1. Develop a purpose statement for the sign code regulations;
  - 2. Review the sign code to identify any content-based standards and eliminate those standards;
  - 3. Revise any sign definitions that are based on content;
  - 4. Avoid exemptions that are not content neutral;
  - 5. Review sign sizes and placement;
  - 6. Analyze other types of temporary signs to ensure consistent regulations are in place for time and size; and
  - 7. Define a permanent permit path and tracking system to ensure compliance.

The Reed decision does not preclude local government from regulating noncommercial signage in a content-neutral manner, using such factors as size and height, type of structure (freestanding vs. monument signs), materials, maximum number, electronic messaging, moving parts and portability.

The scope of the project is limited to ensuring the Lake Stevens sign code is consistent with the Reed decision with one exception – staff proposes to eliminate LSMC 14.68.160, because the Sub-Regional Commercial Zoning Districts do not exist.



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Date:** November 12, 2019

**Subject:** 2019 Comprehensive Plan Amendments (LUA2019-0004 & LUA2019-0005) – Public Hearing

**Contact Person/Department:** Russ Wright, Community Development Director **Budget Impact:** None

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

1. **Public Hearing and first reading for Ordinances Nos. 1073, 1074 and 1075** for the 2019 Comprehensive Plan Amendments and associated rezones and updates to the Planned Action Ordinance for the 20<sup>th</sup> Street SE Corridor
2. **A Motion to Approve Ordinances No.** amending the Lake Stevens Comprehensive Plan, including map and text amendments along with addenda to the Lake Stevens Center and 20<sup>th</sup> Street SE Subareas; adopting associated rezones and amending the Planned Action Ordinance for the 20<sup>th</sup> Street SE Corridor.

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**SUMMARY:** Public hearing to consider city-initiated text and map amendments, addenda to the Lake Stevens Center and 20<sup>th</sup> Street SE Subareas and associated rezones.

**BACKGROUND/ HISTORY:**

Under the Growth Management Act, the City can amend its Comprehensive Plan and Future Land Use Map once per year, with a few exceptions, through an annual docket process. The city is proposing city-initiated map amendments, text amendments to the Land Use Element, Parks Element, Public Service Element and Capital Facility Element, Addenda to the Subarea Plans and other Minor Administrative Amendments to the Comprehensive Plan (LUA2019-0004) as summarized below and included in Ordinance 1073 (**Attachment 1**). Other related ordinances include Ordinance No 1074. to adopt the updated zoning map (Attachment 2) and Ordinance 1075 to adopt the updated Planned Action ordinance for the 20<sup>th</sup> Street Subarea.

1. T-1 – The city is proposing a text amendment to Chapter 2 – the Land Use Element and subarea plans, which would update land use tables and text reflecting map changes, annexations and reports. The text, goals and policies related to adoption of the Downtown Lake Stevens subarea and modifications to the Shoreline Master Program have been revised. The amendments also include addenda for Lake Stevens Center and 20<sup>th</sup> Street SE Corridor subareas to reflect current market conditions.
2. T-2 – The city is proposing a text amendment to Chapter 5 – the Parks, Recreation and Open Space Element, which would add a revised Needs Assessment, describe new park projects in the capital project list and add a level of service for recreation. The amendments would revise narratives, figures and park planning descriptions.
3. T-3 – The city is proposing text amendments to Chapter 7 – the Public Services and Utilities Element, which would update references to the current School District Capital Facilities Plan and Lake Stevens Sewer District Comprehensive Plan along with map changes reflecting recent annexations.

4. T-4 - The city is proposing a text amendment to Chapter 9 – the Capital Facilities Element, which would include amendments to add updated park, facility and road projects to the Capital Facilities Element. The amendments would also update the public facilities map and include updates to tables in the chapter.
5. T-5 – T6 – Along with the above-defined text amendments, staff will also include standard administrative amendments including the Cover, Title Page, Table of Contents, Executive Summary, Introduction and Appendices (including SEPA Addendums).

The city-initiated map amendments and concurrent rezone applications include the following:

1. Updated Comprehensive Plan Map;
2. Pre-designations for land use and zoning for future annexation areas;
3. Change the Land Use Designation of Medium Density Residential properties to Public / Semi-Public to support park facilities (Frontier Heights Park, Oak Hill Park and 20<sup>th</sup> Street Ballfields) along with associated rezones to change the zoning designations to Public / Semi-Public.
4. Change the Land Use Designation of Mixed-Use Properties in the Lake Stevens Center Subarea to Commercial with an associated rezone to change the zoning designations to Commercial District.
5. Change the Land Use Designations of Medium Density and High-Density Residential properties in the 20<sup>th</sup> Street SE Corridor Subarea to Commercial with associated rezones to change zoning designations to Commercial District and Neighborhood Business.

The proposed Comprehensive Plan amendments were sent to the Washington Department of Commerce on September 20, 2019 for the required 60-day review by State agencies. A SEPA Addendum and Adoption of Existing Documents were issued for the Docket on September 16, 2019. A SEPA Addendum and Adoption of Existing Documents were issued for the 20th Street Corridor on September 19, 2019. A SEPA Addendum and Adoption of Existing Documents were issued for the and Lake Stevens Center Subarea Plans on September 20, 2019.

#### **FINDINGS AND CONCLUSIONS:**

The items on the ratified docket have been analyzed against the criteria to grant or deny an amendment. The Planning Commission packet from the November 6, 2019 is attached to this document and includes a review of each proposed amendment, the above-referenced SEPA checklists and amendments, supporting reports and documentation of public outreach efforts, public comments and GIS maps. Staff concludes that each of the items meet the applicable criteria for approval and adoption. The Planning Commission held a public hearing for the 2019 Comprehensive Plan Docket on November 6, 2019 and recommended approval of the docket .

The City Council will hold a public hearing and first reading of the ordinance at their November 12, 2019 meeting. A second reading is slated for November 26, 2019 as adoption may not occur prior to the end of the 60-day review by State agencies. City Council may, at their discretion, close the public hearing on November 12<sup>th</sup> and pending consensus, place the second reading and consideration of the ordinance on the consent agenda for the November 26<sup>th</sup> meeting. The final ordinances will include some additional formatting. Updated chapters will be presented as clean copies.

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**APPLICABLE CITY POLICIES:** Chapters 14.16A, 14.16B and 14.16C of the Lake Stevens Municipal Code and the Lake Stevens Comprehensive Plan.

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**BUDGET IMPACT:** There is not a budget impact.

**EXHIBITS (attached):**

**Attachment 1 – DRAFT Ordinance 1073**

**Attachment 2 – DRAFT Ordinance 1074**

**Attachment 3 – DRAFT Ordinance 1075**

Attachment 1

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

**ORDINANCE NO. 1073**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON AMENDING THE LAKE STEVENS COMPREHENSIVE PLAN BY APPROVING CITY-INITIATED TEXT AMENDMENTS T-1 (CHAPTER 2 THE LAND USE ELEMENT), T-2 (CHAPTER 5 PARKS, RECREATION AND OPEN SPACE ELEMENT), T-3 (PUBLIC SERVICES AND UTILITIES ELEMENT), T-4 (CHAPTER 9 CAPITAL FACILITIES ELEMENT), T-5 - T6 (APPENDICES, COVER, FOOTERS, TABLE OF CONTENTS, INTRODUCTION), ADDENDA TO THE 20<sup>TH</sup> STREET SE CORRIDOR AND LAKE STEVENS CENTER SUBAREAS AND CITY-INITIATED LAND USE MAP AMENDMENTS AS PART OF THE CITY'S ANNUAL COMPREHENSIVE PLAN UPDATE PROCESS; PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.**

**WHEREAS**, the City of Lake Stevens is required to review, and if needed, revise its Comprehensive Plan and development regulations to ensure the plan and regulations are consistent with and comply with the Growth Management Act, Chapter 36.70A RCW; and

**WHEREAS**, the Growth Management Act allows jurisdictions to amend comprehensive plans once a year, except in those situations enumerated in RCW 36.70A.130(2)(a); and

**WHEREAS**, the 2019 Comprehensive Plan Docket, ratified by Resolution No. 2019-05, includes city-initiated text and map amendments with concurrent rezones. All the described actions propose to revise the Comprehensive Plan land use map, text and figures; and

**WHEREAS**, on September 20, 2019, the City submitted the proposed Comprehensive Plan amendments to the Washington State Department of Commerce for its 60-day review and received documentation on September 23, 2019 of completion of the procedural requirement; and

**WHEREAS**, a SEPA Addendum and Adoption of Existing Documents were issued for the Docket on September 16, 2019. A SEPA Addendum and Adoption of Existing Documents were issued for the 20th Street Corridor on September 19, 2019. A SEPA Addendum and Adoption of Existing Documents were issued for the and Lake Stevens Center Subarea Plan on September 20, 2019.

**WHEREAS**, in taking the actions set forth in this ordinance, the City has complied with the requirements of the State Environmental Policy Act, Ch. 43.21C RCW; and

**WHEREAS**, the Lake Stevens Planning Commission, after review of the proposed 2019 Comprehensive Plan amendments, held a duly noticed public hearing on November 6, 2019 an all public testimony was given full consideration; and

**WHEREAS**, the Lake Stevens City Council reviewed the Planning Commission's recommendation relating to the proposed 2019 Comprehensive Plan land use map, text and figure amendments and held a duly noticed public hearing and considered all public testimony on November 12, 2019; and



**WHEREAS**, pursuant to RCW 36.70A.130 all the Comprehensive Plan amendments set forth in this ordinance were considered concurrently so the cumulative effect of the proposals could be ascertained; and

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

**Section 1.** The City Council hereby adopts and incorporates by reference the findings and conclusions for approving the 2017 Comprehensive Plan Docket set forth in the Planning Commission's recommendation letter, dated November 7, 2019 and the staff report dated January November 6, 2019 (**Exhibit A**).

**Section 2.** The City Council hereby finds the city-initiated map amendments and text amendments meet the approval criteria as set forth in LSMC 14.16C.040 for amendments to the Comprehensive Plan.

1. The Amendments are consistent with the Growth Management Act and other applicable State laws;
2. The Amendments are consistent with the applicable Countywide Planning Policies;
3. The Amendments are consistent with the Community Vision or other goals, policies, and provisions of the Comprehensive Plan;
4. The Amendments can be accommodated by all applicable and available public services and facilities, including transportation;
5. The Amendments will change the development or use potential of a site or area without creating significant adverse impacts on existing sensitive land uses, businesses, and/or residents; and
6. The Amendments will result in long-term benefits to the community and are in the best interest of the community.

**Section 2.** The amendments shall be included with the Comprehensive Plan filed in the office of the Planning and Community Development Department and shall be available for public inspection.

**Section 3.** The City Council hereby amends the Comprehensive Plan Land Use Map included as **Exhibit B**.

**Section 4.** The City Council hereby amends the Comprehensive Plan by adopting the 2019 city-initiated map text amendments included as **Exhibit C**.

**Section 5.** The City Council hereby amends the 20<sup>th</sup> Street SE Subarea Plan by adopting the addendum included as **Exhibit D**.

**Section 6.** The City Council hereby amends the Lake Stevens Center Subarea Plan by adopting the addendum included as **Exhibit E**.

**Section 7.** 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 8.** Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force five days after the date of publication.

**PASSED** by the City Council of the City of Lake Stevens this 12th day of November 2019.

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John Spencer, Mayor

ATTEST/AUTHENTICATION:

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Kathy Pugh, City Clerk

APPROVED AS TO FORM:

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Greg Rubstello, City Attorney

First Reading: November 12, 2019

Second Reading: November 26, 2019

Published:

Effective Date:

## Exhibit A



## Planning & Community Development

1812 Main Street  
P.O. Box 257  
Lake Stevens, WA 98258

November 7, 2019

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

### **RE: Planning Commission Recommendation 2019 Comprehensive Plan**

**Commissioners Present:** Jennifer Davis, Janice Huxford, Vicki Oslund, Linda Hoult, Tracy Trout and Steve Ewing

**Commissioners Absent:** John Cronin

### PLANNING COMMISSION PUBLIC HEARING

Planning and Community Development staff presented the 2019 Docket and responded to questions and comments from the Planning Commission and audience. Staff discussed the background and overview of the Docket and Comprehensive Plan amendments and presented each proposed amendment individually. Staff also discussed the specific public outreach for individual elements.

Various members of the public and other stakeholders attended. Most of the public comments related to requests for clarification on proposed boundaries for re-designations and zoning. Other public comments related to policy issues and procedure.

Staff concluded that each amendment met the approval criteria of the Comprehensive Plan and the Growth Management Act (GMA). Provided below is a synopsis of each amendment

T-1 – The city is proposing a text amendment to Chapter 2 – the Land Use Element and subarea plans, which would update land use tables and text reflecting map changes, annexations and reports. The text, goals and policies related to adoption of the Downtown Lake Stevens subarea and modifications to the Shoreline Master Program have been revised. The amendments also include addenda for Lake Stevens Center and 20th Street SE Corridor subareas to reflect current market conditions.

T-2 – The city is proposing a text amendment to Chapter 5 – the Parks, Recreation and Open Space Element, which would add a revised Needs Assessment, describe new park projects in the capital project list and add a level of service for recreation. The amendments would revise narratives, figures and park planning descriptions.

T-3 – The city is proposing text amendments to Chapter 7 – the Public Services and Utilities Element, which would update references to the current School District Capital Facilities Plan and Lake Stevens Sewer District Comprehensive Plan along with map changes reflecting recent annexations.

T-4 - The city is proposing a text amendment to Chapter 9 – the Capital Facilities Element, which would include amendments to add updated park, facility and road projects to the Capital Facilities Element. The amendments would also update the public facilities map and include updates to tables in the chapter.

T-5 – T6 – Along with the above-defined text amendments, staff will also include standard administrative amendments including the Cover, Title Page, Table of Contents, Executive Summary, Introduction and Appendices (including SEPA Addenda).

The city-initiated map amendments and concurrent rezone applications include the following:

1. Updated Comprehensive Plan Map;
2. Pre-designations for land use and zoning for future annexation areas;
3. Change the Land Use Designation of Medium Density Residential properties to Public / Semi-Public to support park facilities (Frontier Heights Park, Oak Hill Park and 20<sup>th</sup> Street Ballfields) along with associated rezones to change the zoning designations to Public / Semi-Public.
4. Change the Land Use Designation of Mixed-Use Properties in the Lake Stevens Center Subarea to Commercial with an associated rezone to change the zoning designations to Commercial District.
5. Change the Land Use Designations of Medium Density Residential properties in the 20<sup>th</sup> Street SE Corridor Subarea to Commercial with associated rezones to change zoning designations to Commercial District and Neighborhood Business.

#### FINDINGS AND CONCLUSIONS

The Planning Commission hereby adopts staff's findings and conclusions described in the staff report and analysis sheets, dated November 7, 2019, and concludes that the proposed amendments and rezones fulfill the following requirements:

1. The Docket is consistent with the adopted Lake Stevens Comprehensive Plan;
2. The Docket meets the criteria for amending the Comprehensive Plan;
3. The associated rezones meet the criteria for amending the Zoning Map; and
3. The Docket complies with the Growth Management Act.

#### PLANNING COMMISSION RECOMMENDATIONS

Commissioner Davis made a motion to forward a recommendation to the City Council to approve the 2019 Comprehensive Plan Amendments with the following amendments:

1. Exclude additional request for reclassification of Neighborhood Business properties between 99<sup>th</sup> Ave SE and South Lake Stevens Road to Commercial District as there had not been time for public outreach and analysis.
2. Remove references to gross or net density in policies as these will be addressed with future zoning code updates; and
3. Fix inconsistencies and errata identified by the Planning Commission and public.

Commissioner Hoult seconded the motion.

Motion passed 4-2-0-1.

Respectfully Submitted,

Original on File

Janice Huxford, Chair



## Staff Report City of Lake Stevens Planning Commission

2019 Comprehensive Plan Docket / Rezone Public Hearing  
Date: November 6, 2019

**Subject:** 2019 Comprehensive Plan Docket Public Hearing

**Contact Person/Department:** Russ Wright, Community Development Director

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**ACTION REQUESTED:** Hold a public hearing on the 2019 Comprehensive Plan Docket along with associated rezones and forward a recommendation to the City Council.

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**SUMMARY:** Public hearing to consider city-initiated amendments to the land use map, city-initiated text amendments that include annual updates to the land use element, parks element, public service element, capital facility element and administrative updates associated rezones to the Comprehensive Plan (LUA2019-0004) along with associated rezones (LUA2019-0005). There are also updates to the 20<sup>th</sup> Street SE Subarea Plan and the Lake Stevens Center Subarea Plan.

---

### **BACKGROUND/ HISTORY:**

Under the Growth Management Act, the city can amend its Comprehensive Plan and Future Land Use Map once per year, with a few exceptions, through an annual docket process. The Planning Commission held a public hearing for recommendation to ratify the 2019 Docket on February 6, 2019. City Council ratified the 2019 Docket on February 26, 2019.

The city is proposing city-initiated map amendments, text amendments to the land use element, parks element, public services element and capital facility element and other minor administrative amendments to the Comprehensive Plan. The amendments are summarized in **Exhibit 1**.

1. T-1 – The city is proposing a text amendment to Chapter 2 – the Land Use Element and subarea plans, which would update land use tables and text reflecting map changes, annexations and reports (**Exhibit 2**). The text, goals and policies related to adoption of the Downtown Lake Stevens subarea and modifications to the Shoreline Master Program have been revised. The amendments also include addenda for Lake Stevens Center and 20th Street SE Corridor subareas to reflect current market conditions (**Exhibits 3 and 4**).
2. T-2 – The city is proposing a text amendment to Chapter 5 – the Parks, Recreation and Open Space Element, which would add a revised Needs Assessment, describe new park projects in the capital project list and add a level of service for recreation. The amendments would revise narratives, figures and park planning descriptions (**Exhibit 5**).
3. T-3 – The city is proposing text amendments to Chapter 7 – the Public Services and Utilities Element, which would update references to the current School District Capital Facilities Plan and Lake Stevens Sewer District Comprehensive Plan along with map changes reflecting recent annexations (**Exhibit 6**).
4. T-4 - The city is proposing a text amendment to Chapter 9 – the Capital Facilities Element, which would include amendments to add updated park, facility and road projects to the Capital Facilities Element. The amendments would also update the public facilities map and include updates to tables in the chapter. (**Exhibit 7**).

5. T-5 – T6 – Along with the above-defined text amendments, staff will also include standard administrative amendments including the Cover, Title Page, Table of Contents, Executive Summary, Introduction and Appendices (including SEPA Addendums) (**Exhibit 8**).

The city-initiated map amendments and concurrent rezone applications include the following:

1. Updated Comprehensive Plan Map (**Exhibit 9**);
2. Pre-designations for land use and zoning for future annexation areas (**Exhibit 10**);
3. Change the Land Use Designation of Medium Density Residential properties to Public / Semi-Public to support park facilities (Frontier Heights Park, Oak Hill Park and 20<sup>th</sup> Street Ballfields) along with associated rezones to change the zoning designations to Public / Semi-Public (**Exhibits 11a –11c**).
4. Change the Land Use Designation of Mixed-Use Properties in the Lake Stevens Center Subarea to Commercial with an associated rezone to change the zoning designations to Commercial District (**Exhibits 12a & 12b**).
5. Change the Land Use Designations of Medium Density and High-Density Residential properties in the 20<sup>th</sup> Street SE Corridor Subarea to Commercial with associated rezones to change zoning designations to Commercial District and Neighborhood Business. (**Exhibits 13a & 13b**).

## COMP PLAN CRITERIA

### 14.16C.040 Comprehensive Plan Amendments - Text and Maps

- (a) Amendments to the City of Lake Stevens Comprehensive Plan include amendments, additions and deletions to the text, maps, or charts and do not include amendments to the Zoning Map as set forth in Section [14.16C.090](#).
- (b) Procedure. Comprehensive Plan amendments shall follow the procedures established in Chapter [14.16B](#) for a Type VI permit process and appropriate State statutes including RCW [36.70A.130](#).
- (c) Amendment Criteria. All amendments to the Comprehensive Plan processed under this section shall be in conformance with the Lake Stevens vision, consistency requirements, and revisions and amendments sections of Chapter 1 of the Comprehensive Plan.
- (d) Exemptions. Changes in the organization, format, appearance, illustrations, examples or other nonmaterial changes to the Comprehensive Plan may be made by the Department of Planning and Community Development and are exempt from this section.
- (e) Approval by Ordinance. All amendments shall be approved by ordinance of the City Council.

*Findings: The 2019 Docket for map and text amendments was set by resolution 2019-05. The review of the 2019 Docket followed the amendment process for Type VI Legislative Actions and the state process for comprehensive plan reviews per Chapter 36.70A RCW and environmental SEPA review per Chapter 197-11 WAC. **Exhibit 14** (Text Amendment Analysis Sheet) and **Exhibit 15** (Map Amendment Analysis Sheet) address these criteria and criteria from the Comprehensive Plan.*

## REZONE REQUIREMENTS

### 14.16C.090 Rezones - Official Zoning Map Amendments

- (g) Decision Criteria. The following factors are to be taken into account by the Planning Commission, Hearing Examiner and the City Council when considering a map amendment:
  - (1) The amendment complies with the Comprehensive Plan Land Use Map, policies, and provisions and adopted subarea plans;

- (2) The amendment is in compliance with the Growth Management Act;
- (3) The amendment serves to advance the public health, safety and welfare;

*Findings: The 2019 Docket including associated rezones have been reviewed in conjunction with land use map changes and text changes to the comprehensive plan following local and state requirements meeting the first three criteria above.*

- (4) The amendment is warranted because of changed circumstances, a mistake, or because of a need for additional property in the proposed zoning district;

*Findings: The proposed land use designation changes and associated rezones respond to the expansion of the city's park inventory, changing local market conditions as identified in the recent 2019 BERK Market Analysis and respond to available areas for commercial development identified in the 2019 LDC Land Use Capacity Study.*

- (5) The subject property is suitable for development in general conformance with zoning standards under the proposed zoning district;

*Findings: The properties will be suitable for development associated with the new zoning classifications following local and state rules in effect at the time of development.*

- (6) The amendment will not be materially detrimental to uses or property in the immediate vicinity of the subject property;

*Findings:*

- *The rezones will not be materially detrimental to adjacent uses.*
- *The comprehensive plan sets levels of service based on the location for park facilities of certain sizes; changes to expand park zones address this issue in three distinct areas of the city.*
- *The proposed changes to add commercial land meet goals in the Land Use Element and Economic Development Element; potential impacts in these areas were addressed with the environmental analysis performed for each subarea leading to specific land use regulations and design guidelines to create compatibility between different types of zoning districts.*
- *The city has received correspondence supporting some changes and requesting inclusion in potential rezones. The city has received neutral comments and feedback that not all property owners notified wish to be included in the proposed rezone and have expressed concerns about proposed changes.*
- *The city has also received two comment letters related to proposed changes to the Land Use Element, specifically changes related to proposed changes going from a gross density to a net density. These letters have taken an isolated and narrow view of what this change represents. Under the Snohomish County Buildable Lands Methodology, a discount rate is applied to develop an actual yield (net density) between 20 – 30 percent for individual properties. Based on actual buildable lands, the city can project its growth targets and establish appropriate zoning. Using a net density basis is inline with the countywide Buildable Lands Methodology and provides a more accurate determination of an attainable yield versus a mathematical yield that may or may not be achieved. Any comments related to future zoning codes would be evaluated as a separate action.*
- *Public Comments are included as **Exhibit 16**.*

- (7) Adequate public facilities and services are likely to be available to serve the development allowed by the proposed zone;

*Findings: The areas proposed for zoning reclassifications are all served by existing or planned infrastructure improvements. Concurrency for future development will need to be met at the time of application.*

- (8) The probable adverse environmental impacts of the types of development allowed by the proposed zone can be mitigated, taking into account all applicable regulations, or the unmitigated impacts are acceptable;

*Findings: Potential impacts from the proposed zoning reclassifications can be addressed through mitigation measures and code regulations including items like screening, traffic mitigation and design guidelines.*

- (9) The amendment complies with all other applicable criteria and standards in this title; and

*Findings: The proposed zoning reclassifications meet the applicable criteria and standards of Title 14 LSMC.*

- (10) If the proposal is located within an adopted subarea plan:

- (i) The rezone is to a zoning designation allowed within the applicable subarea; and
- (ii) The rezone does not increase the established intensities adopted as part of the planned action ordinance or mitigates increased or additional impacts by supplementing, amending or adding the applicable planned action draft and final environmental impact statement.

*Findings: The proposed zoning reclassifications are allowed designations inside and outside subareas. The planned action thresholds are being reviewed in tandem with the rezones and will provide adequate areas within the revised thresholds.*

The proposed Comprehensive Plan amendments were sent to the Washington Department of Commerce on September 20, 2019 for the required 60-day review by State agencies. A SEPA Addendum and Adoption of Existing Documents were issued for the Docket on September 16, 2019 (**Exhibit 17**). A SEPA Addendum and Adoption of Existing Documents were issued for the 20<sup>th</sup> Street Corridor on September 19, 2019 (**Exhibit 18**). A SEPA Addendum and Adoption of Existing Documents were issued for the and Lake Stevens Center Subarea Plans on September 20, 2019 (**Exhibit 19**).

**Conclusion: All proposed comprehensive plan and rezone changes meet the requirements for granting the proposed amendments and have met state and local requirements for review.**

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#### **RECOMMENDATION:**

Forward a recommendation to City Council approving:

- 1. Approve the map and text changes for the 2019 Comprehensive Plan (LUA2019-0004);
- 2. Approve city-initiated rezones associated with the 2019 Comprehensive Plan Amendments (LUA2019-0005)

Note: The Commission can take separate actions on each of the identified items.

Staff will prepare a letter of recommendation to the City Council for signature by the Commission Chair.

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#### **ATTACHMENTS:**

- |   |  |
|---|--|
| 1. Amendments Summary                           | 7. T-4 Capital Facilities Element                |
| 2. T-1 Land Use Element                         | 8. T-5 / T-6 Administrative Updates & Appendices |
| 3. 20 <sup>th</sup> Street Addendum             | 9. Updated Comprehensive Plan Map                |
| 4. Lake Stevens Center Addendum                 | 10. Pre-designation Annexation Maps              |
| 5. T-2 Parks, Recreation and Open Space Element | 11. 11a –11c Park Map Changes                    |
| 6. T-3 Public Services and Utilities Element    |  |



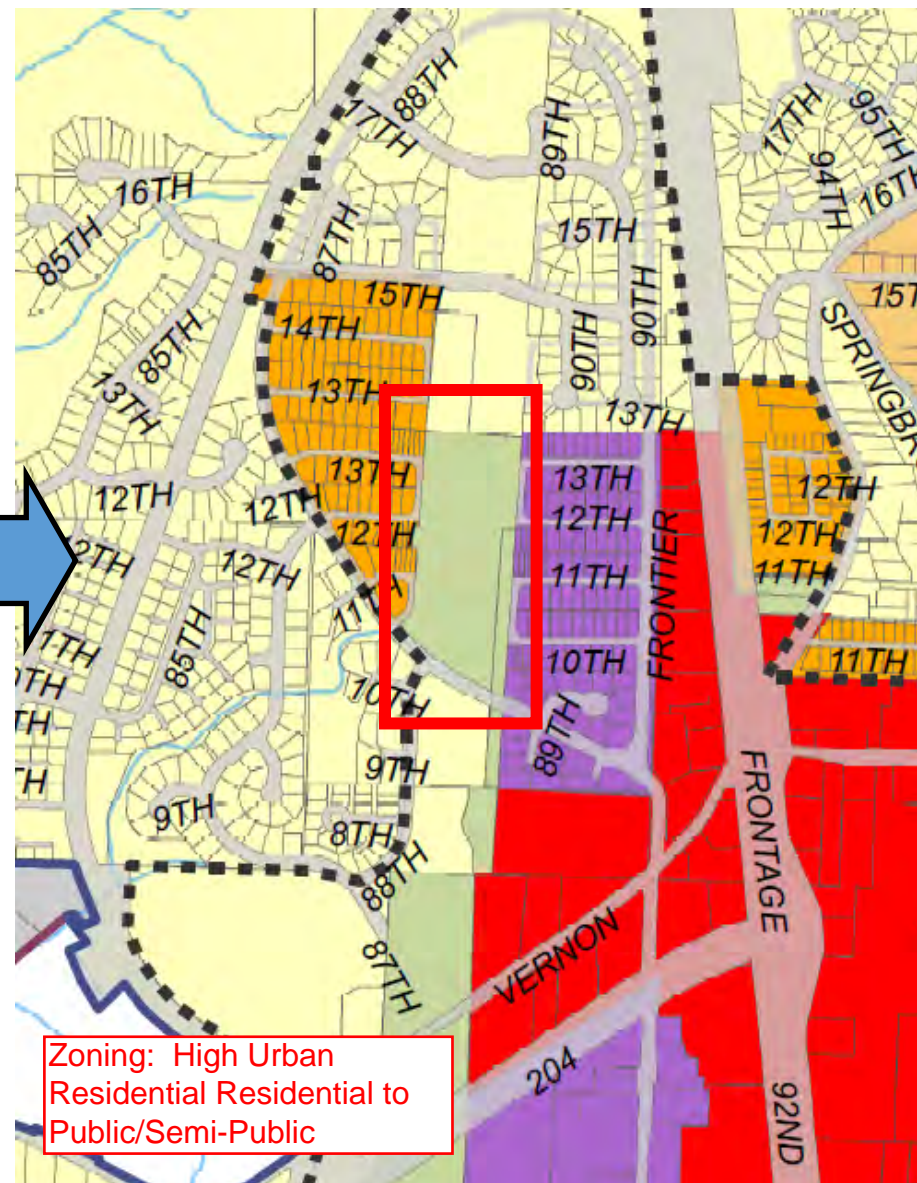
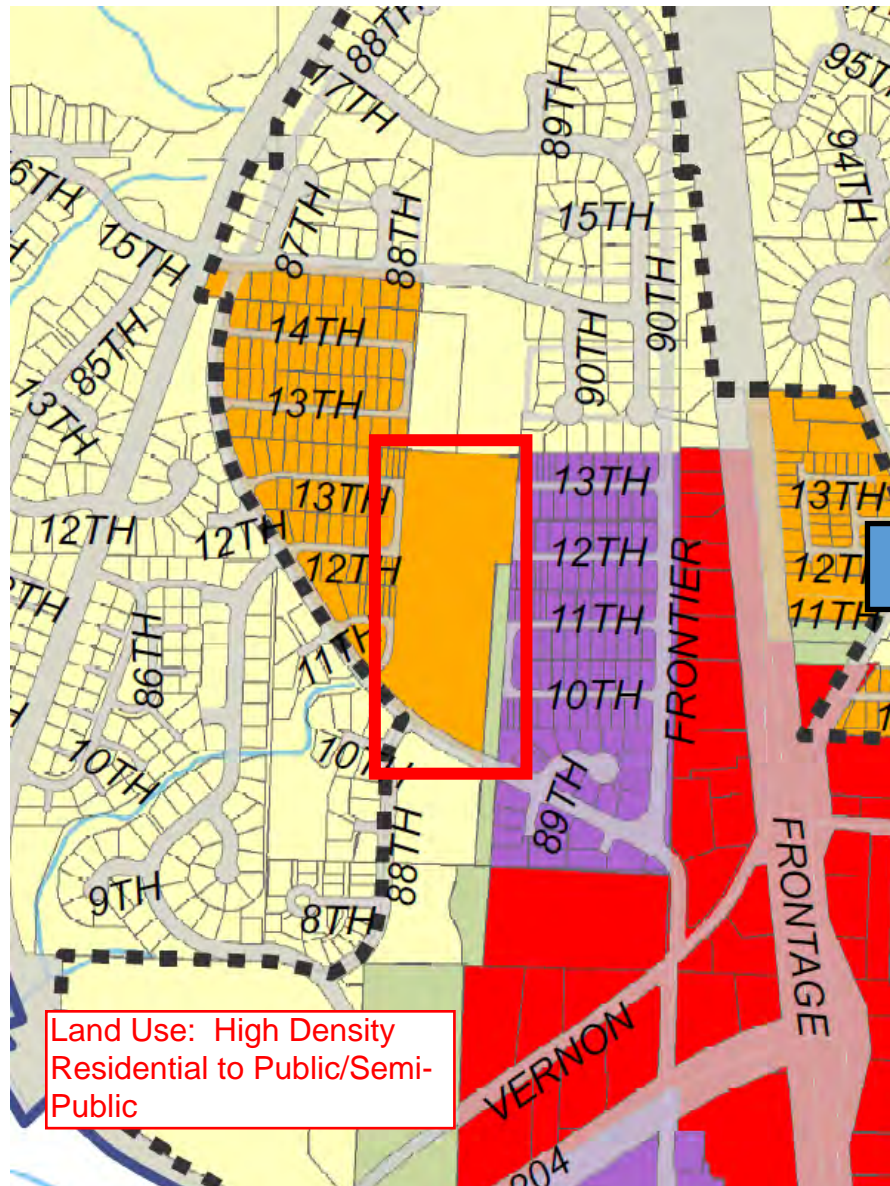
- 12. 12a & 12b Lake Stevens Center Map Changes**
- 13. 13a & 13b 20<sup>th</sup> Street SE Corridor Map Changes**
- 14. Text Amendment Analysis Sheet**
- 15. Map Amendment Analysis Sheet**
- 16. Public Comments**

- 17. SEPA Addendum #11 to the 2005 Comprehensive Plan and FEIS**
- 18. SEPA Addendum #4 to the FEIS for the Center Subarea Plan**
- 19. SEPA Addendum #3 to the FEIS for the 20<sup>th</sup> Street SE Corridor Subarea Plan**

### SUMMARY OF 2019 DOCKET PROPOSALS

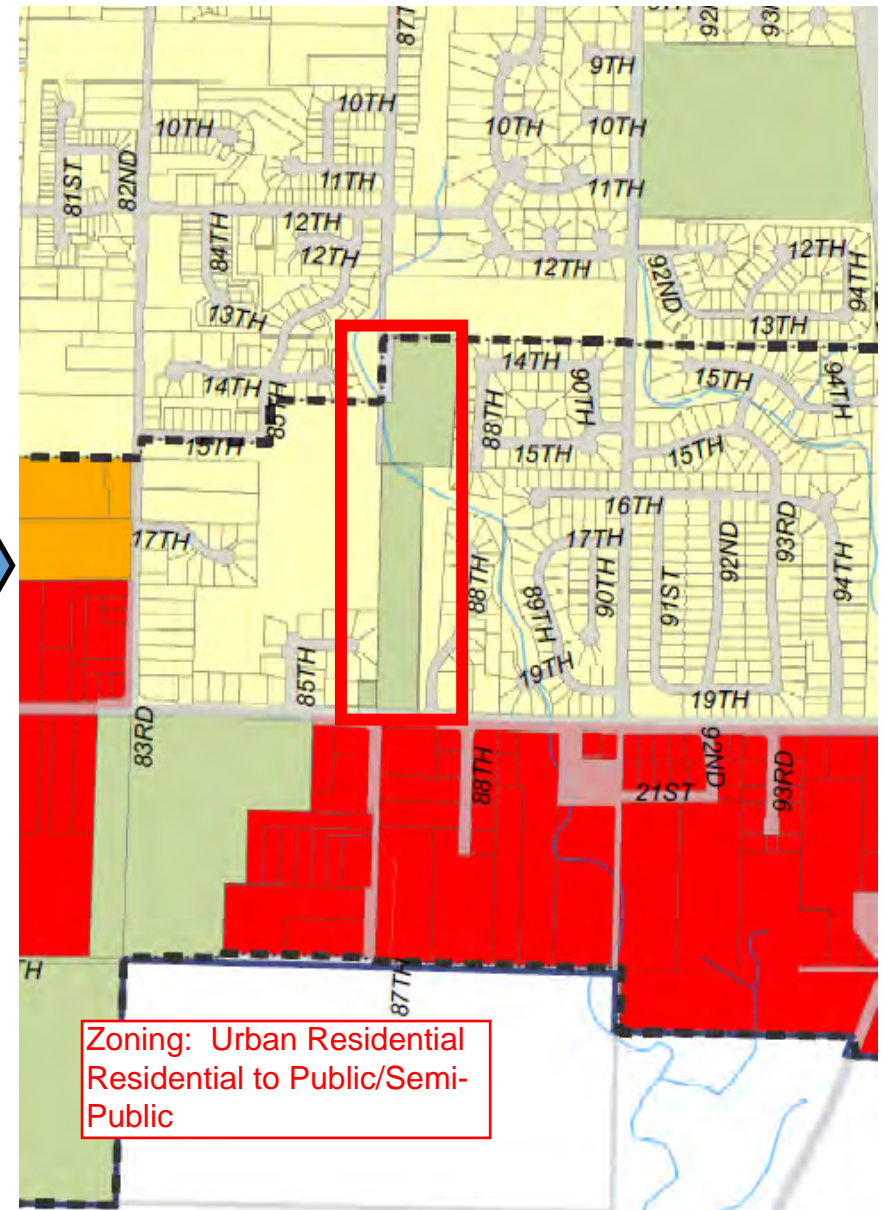
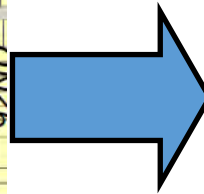
| RATIFICATION MAPS |  |  |
|-------------------|--|--|
| #                 | NAME                                       | REQUEST  |
| M-1               | City-Initiated Map Amendment               | <p>A. City request to change the land use designations for two parcels 8629 20th Street SE (Parcel No. 29052400301800) and Parcel No. 29060600300400 to Public / Semi-Public to support new park facilities.</p> <p>B. The city proposes to review the current Land Use designations in the 20<sup>th</sup> Street SE Corridor and Lake Stevens Center subareas.</p> <p>C. The city will also consider assigning land use designations for future annexation areas.</p> <p>Concurrent rezones would occur with any land use designation changes.</p> |
| RATIFICATION TEXT |  |  |
| #                 | NAME                                       | REQUEST  |
| T-1               | Chapter 2 – Land Use                       | <p>City-initiated text amendments to update the land use element to update references to the downtown subarea plan, update statistical data and other information related to proposed map amendments as needed. The review of the subarea land use designations will consider current economic factors and transportation impacts. The city will also update references to the Shoreline Master Plan update.</p> <p>Implementing changes to the municipal code related to any land use designation changes would be reviewed concurrently.</p>       |
| T-2               | Chapter 5 – Parks, Recreation & Open Space | City-initiated text amendment to complete the periodic review of the Parks Element of the Comprehensive Plan. This will include a review of the current parks inventory, levels of services and proposed capital projects.   |
| T-3               | Chapter 7 – Public Services                | City-initiated text amendment to update references to the current School District Capital Facilities Plan.   |
| T-4               | Chapter – 9 Capital Facilities             | City-initiated text amendments to update park, road and facility projects in the Capital Project List  |
| T-5               | Appendices                                 | Update environmental review documents as needed.   |
| T-6               | Update Dates & Table of Contents           | Update dates, cover, footers, Executive Summary and Table of Contents as needed.   |
| P-1               | Placeholder                                | Placeholder to address any inconsistencies identified during the docket review process.  |

# Frontier Heights Park

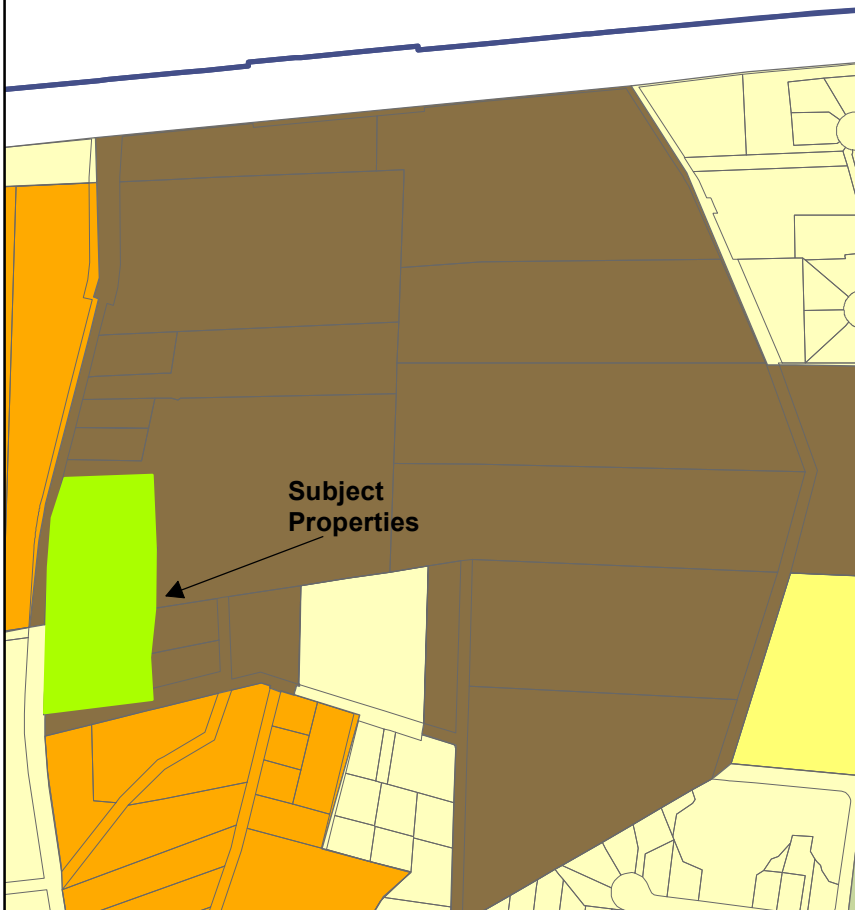


- Public / Semi-Public (P/SP)
- High Density Residential (HDR)

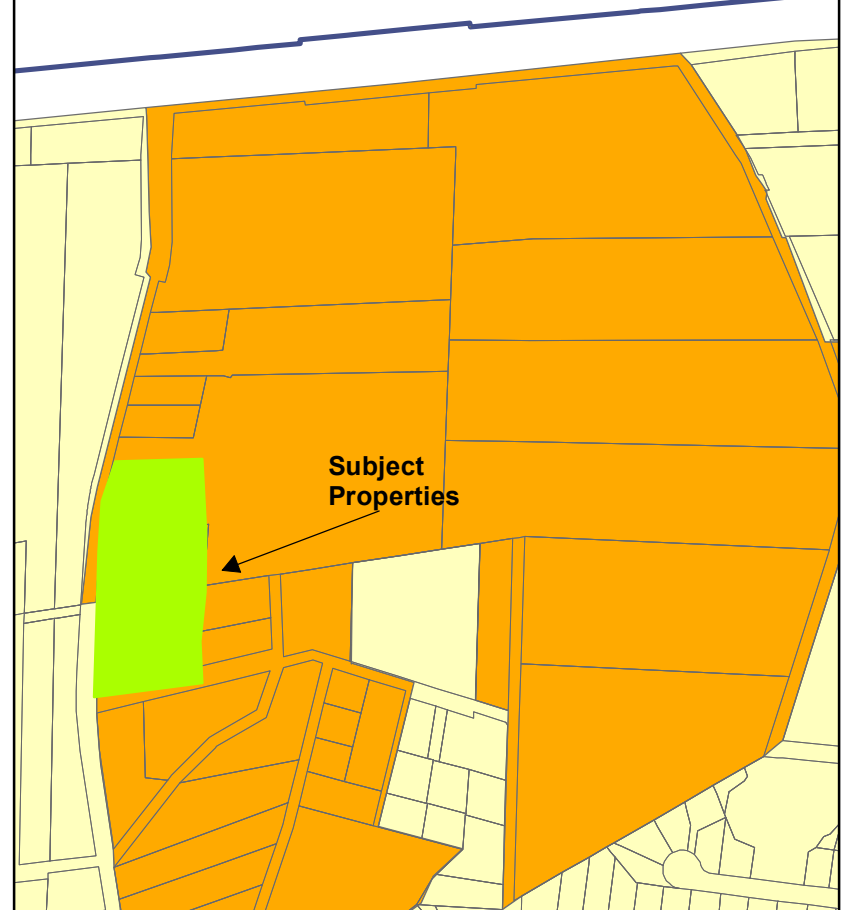




Proposed Zoning



Proposed Land Use



### Oak Hill Park Rezone and Land Use Change

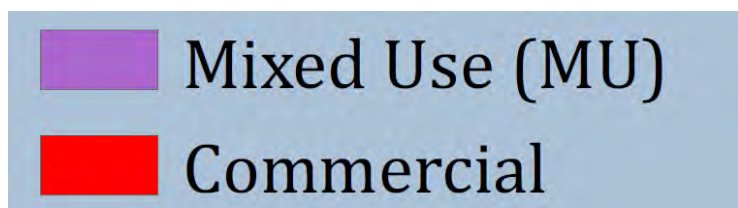
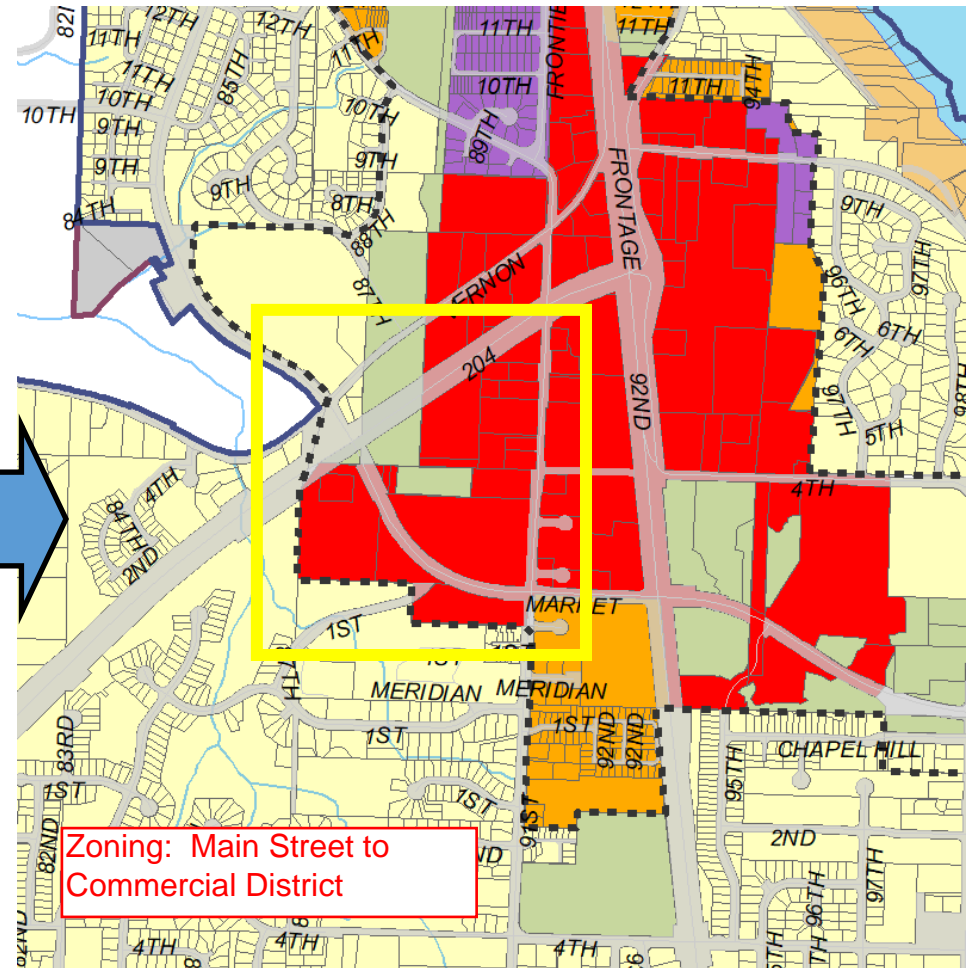
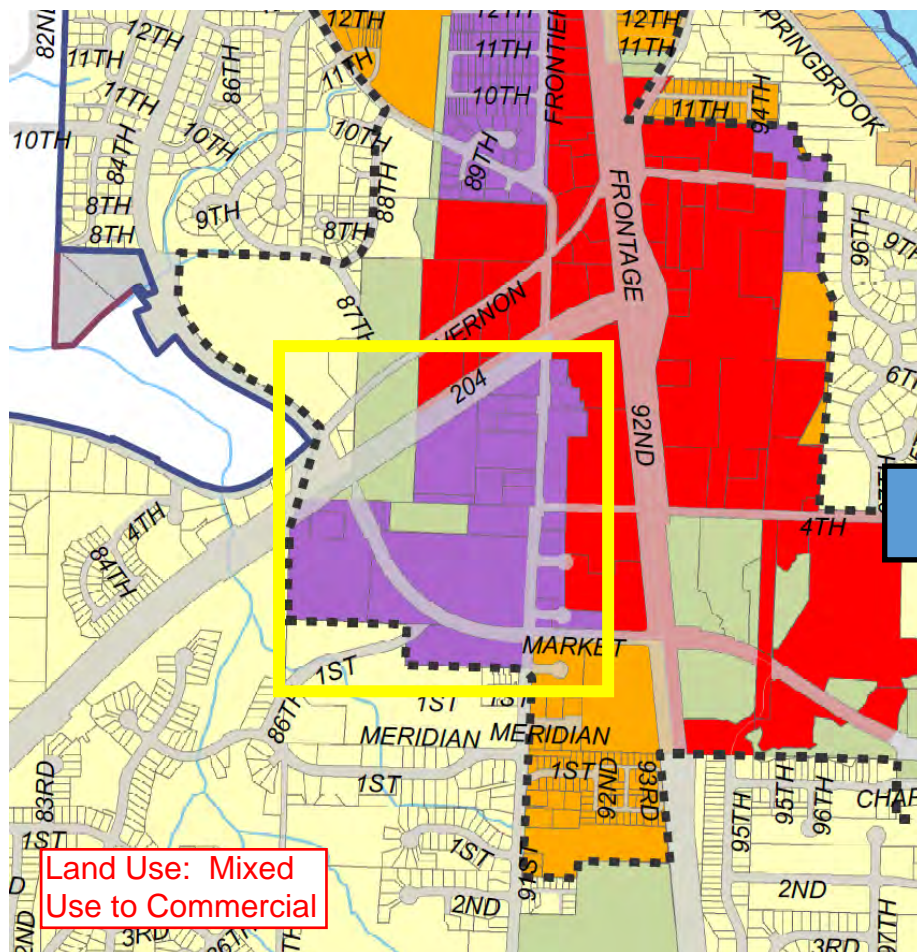
Zoning:  
Multifamily Development Agreement to Public / Semi-Public

Land Use:  
High Density Residential to Public / Semi-Public

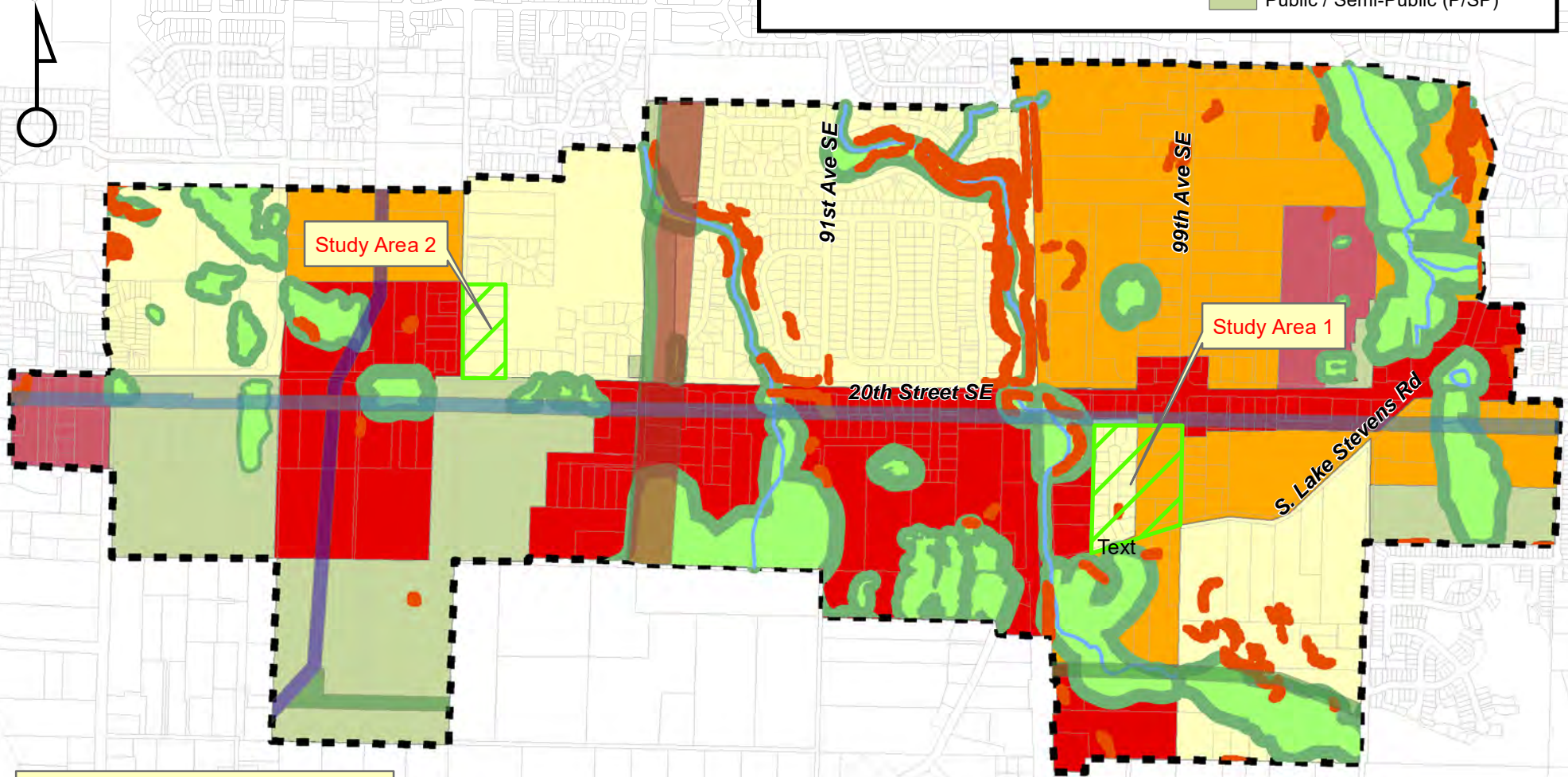
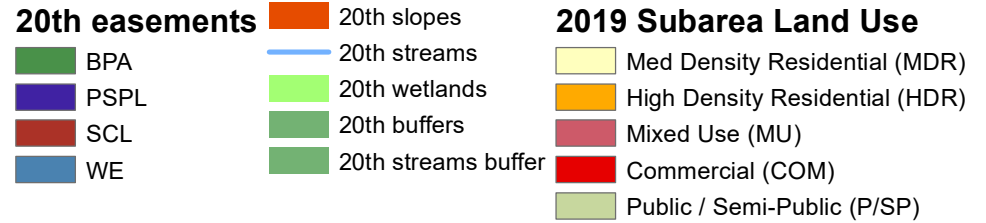




## Lake Stevens Center Subarea



# 20TH STREET SE CORRIDOR SUBAREA LAND USE MAP Revised 10/10/19



Commerical Area - 222 acres  
Critical Areas - 72 acres +/-  
Utilities - 35 acres +/-  
Net Area - 115 acres

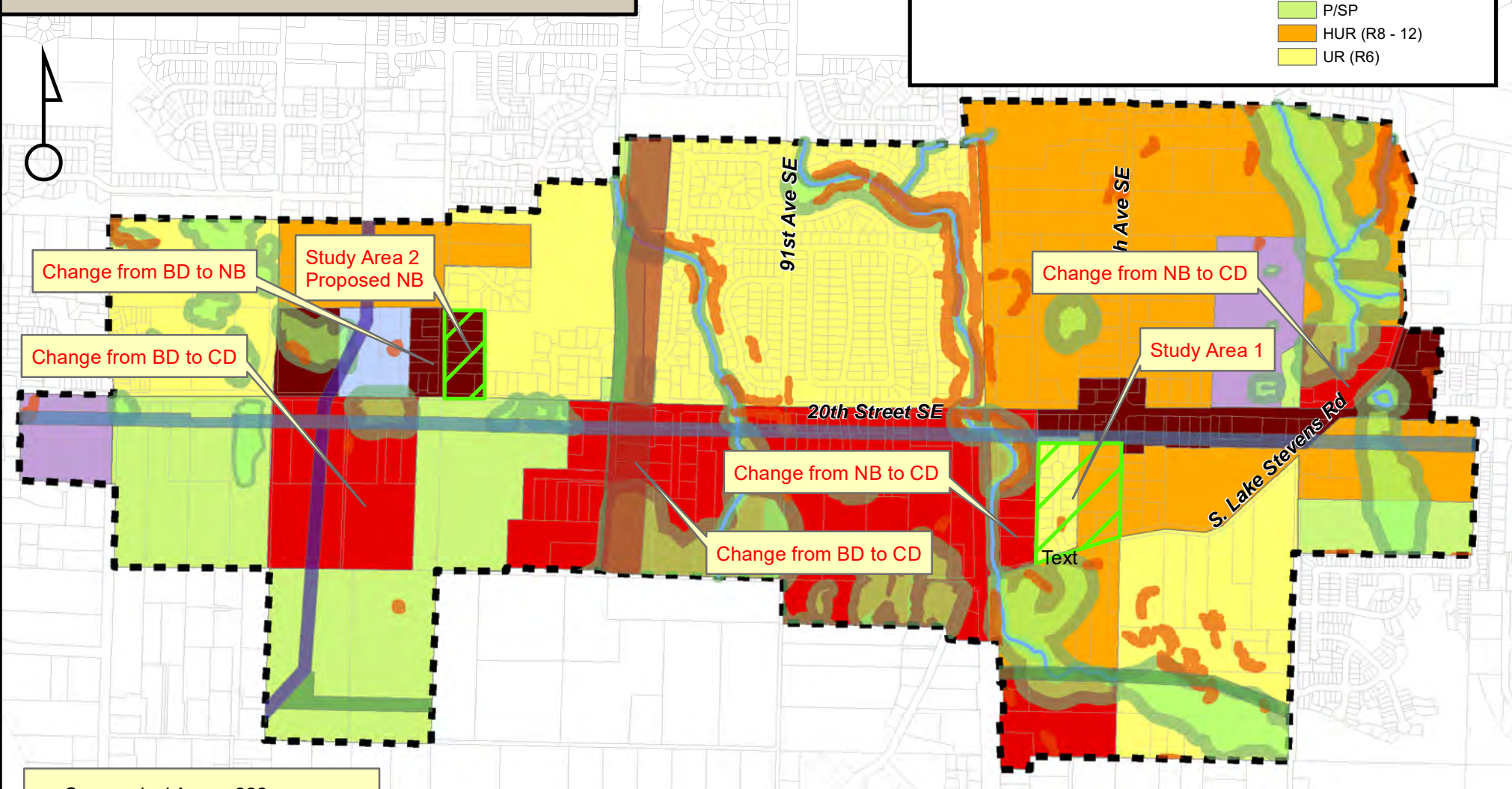
Study Areas - 16 acres

All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The City of Lake Stevens makes no warranties, expressed or implied as to the use of the information obtained here. There are no implied warranties of merchantability or fitness for a particular purpose. The requestor acknowledges and accepts all limitations, including the fact that the data, information and maps are dynamic and in a constant state of maintenance, correction and update.

Data Sources: Snohomsih County (2019), City of Lake Stevens (2019) / Revision Date: September 2019



# 20TH STREET SE CORRIDOR PROPOSED ZONING Revised 10/10/19



Commerical Area - 222 acres  
Critical Areas - 72 acres +/-  
Utilities - 35 acres +/-  
Net Area - 115 acres

Study Areas - 16 acres

All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The City of Lake Stevens makes no warranties, expressed or implied as to the use of the information obtained here. There are no implied warranties of merchantability or fitness for a particular purpose. The requestor acknowledges and accepts all limitations, including the fact that the data, information and maps are dynamic and in a constant state of maintenance, correction and update.

Data Sources: Snohomsih County (2019), City of Lake Stevens (2019) / Revision Date: September 2019



## EXHIBIT 15



# 2019 Comprehensive Plan Map Amendments - Staff Summary Lake Stevens City Council & Planning Commission

City Council Hearing Date: November 12, 2019  
Planning Commission Hearing Date: November 6, 2019

**SUBJECT:** City-initiated map amendment and text amendments to the Comprehensive Plan.

| Summary   |   |
|---|---|
| <b>Location in Comprehensive Plan:</b> Chapter 2 Land Use Element   |   |
| <b>Proposed Change(s):</b><br><br>City request to change the land use / zoning designations for: <ol style="list-style-type: none"><li>1. Updated Comprehensive Plan Map (<b>Exhibit 9</b>);</li><li>2. Pre-designations for land use and zoning for future annexation areas (<b>Exhibit 10</b>);</li><li>3. Change the Land Use Designation of Medium Density Residential properties to Public / Semi-Public to support park facilities (Frontier Heights Park, Oak Hill Park and 20<sup>th</sup> Street Ballfields) along with associated rezones to change the zoning designations to Public / Semi-Public (<b>Exhibits 11a –11c</b>).</li><li>4. Change the Land Use Designation of Mixed-Use Properties in the Lake Stevens Center Subarea to Commercial with an associated rezone to change the zoning designations to Commercial District (<b>Exhibits 12a &amp; 12b</b>).</li><li>5. Change the Land Use Designations of Medium Density properties in the 20<sup>th</sup> Street SE Corridor Subarea to Commercial with associated rezones to change zoning designations to Commercial District and Neighborhood Business. (<b>Exhibits 13a &amp; 13b</b>).</li></ol> |   |
| <b>Applicant:</b> City of Lake Stevens  | <b>Property Location(s):</b> Citywide         |
| <b>Existing Land Use Designations</b>   | <b>Proposed Land Use Designation</b>          |
| Medium Density Residential and Mixed Use  | Public / Semi-Public and Commercial           |
| <b>Existing Zoning Districts</b>  | <b>Proposed Zoning District</b>               |
| Urban Residential (R6), High Urban Residential (R8-12), Neighborhood Business and Business District   | Commercial District and Neighborhood Business |

**ANALYSIS:** Annual amendments shall not include significant policy changes inconsistent with the adopted Comprehensive Plan Element Visions and must meet the identified criteria included in Granting or Denial if Amendments Section I.

| Granting or Denial of Amendments – Decision Criteria  | Meets |  |
|---|-------|--|
| <p><i>1. The effect upon the physical, natural, economic, and/or social environments.</i></p> <p><b>Discussion:</b> The proposed land use map changes reflect areawide changes for more predictable land use/zoning designations, promote economic development or enhance public purposes. The potential effects on the built and natural environment have been addressed in the Environmental Impact Statements and Addenda supporting the Comprehensive Plan. Impacts of development are reviewed against applicable regulations at the time of application.</p>  | X     |  |
| <p><i>2. The compatibility with and impact on adjacent land uses and surrounding neighborhoods including whether the amendment would create pressure to change the land use designation of other properties in the vicinity</i></p> <p><b>Discussion:</b> The proposed land use map changes for parks will not create pressure for future changes. The proposed pre-designations for county parcels create stability and predictability as these properties annex into the city in the future. The proposed changes for commercial areas are proposed in areas that will be better suited for broader employment uses or are likely to redevelop in a reasonable time frame that border stable neighborhood not likely to change over the planning horizon.</p> |       |  |
| <p><i>3. The adequacy of and impact on public facilities and services, including utilities, roads, public transportation, parks, recreation, and schools.</i></p> <p><b>Discussion:</b> All of the land use changes inside the city are in areas with existing or planned infrastructure and services provided by the city or partner agencies. Services, utilities and infrastructure in county areas would be analyzed as part of future annexation processes.</p>  | X     |  |
| <p><i>4. The quantity and location of land planned for the proposed land use type and density</i></p> <p><b>Discussion:</b> The Growth Management Act and the city’s Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. As the city updates its comprehensive plan and land uses there is always a goal to maintain a job to housing balance to ensure that the city can meet its growth targets and has an adequate buildable land supply. Proposed changes reflect data presented in a recent land capacity analysis and marketing report.</p>   | X     |  |

|   |          |  |
|---|----------|--|
| <p><i>5. The effect, if any, upon other aspects of the Comprehensive Plan</i></p> <p><b>Discussion:</b> Primary Comprehensive Plan Goals and Policies that support the projects are primarily found in the Land Use, Housing, Parks and Economic Development Elements.</p> <p><u>Land Use</u></p> <p>Goal 2.1 Provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens.</p> <p>Goal 2.2 Achieve a well balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses.</p> <p>Goal 2.10 Ensure that land uses optimize economic benefit and the enjoyment and protection of natural resources while minimizing the threat to health, safety and welfare.</p> <p><u>Housing</u></p> <p>Goal 3.5 Provide a balanced development pattern, which promotes pedestrian activities, a sense of community and safety.</p> <p><u>Parks</u></p> <p>Goal 5.1 Provide a high-quality, diversified parks, recreation and open space system that provides recreational and cultural opportunities for all ages and interest groups.</p> <p>Goal 5.6 The city recognizes that land is in high demand and that acquisitions must be pursued as quickly as possible to implement the community's vision concurrently with developing and improving existing facilities to achieve a high quality and balanced park and recreation system.</p> <p><u>Economic Development</u></p> <p>Goal 6.1: improve the city's economic conditions for a healthy vibrant, and sustainable community with a high quality of life.</p> <p>Goal 6.3: enhance retail and personal services growth to address the community's needs and expand the city's retail sales tax base.</p> <p>Goal 6.4 support employment growth in the city.</p> <p>Goal 6.7 provide a predictable development atmosphere.</p> | <p>X</p> |  |
|---|----------|--|

| Additional Criteria   | Meets |  |
|---|-------|--|
| <p><i>1. The amendment must be consistent with the Growth Management Act and other applicable State laws.</i></p> <p><b>Discussion:</b> The proposed land use map changes and rezones are consistent with the planning elements of the GMA per RCW 36.70A and have followed the process for State Environmental Plan Review per Chapter 197-11- WAC and Chapter 16.04 of the Lake Stevens Municipal Code.</p>   | X     |  |
| <p><i>2. The amendment must be consistent with the applicable County-wide Planning Policies.</i></p> <p><b>Discussion:</b> Each element of the Comprehensive Plan integrates key countywide planning policies. There are no anticipated inconsistencies with countywide planning policies.</p>  | X     |  |
| <p><i>3. The amendment must not be in conflict with the Community Vision or other goals, policies, and provisions of the Comprehensive Plan.</i></p> <p><b>Discussion:</b> The proposed amendments are consistent with the following selected goals and policies of the Comprehensive Plan as detailed above in answers to Question 5 and the following vision statements</p> <p><u>Land Use</u> – As Lake Stevens continues to grow in population and area, the city will strive to create balanced opportunities for residential growth, varied housing types, employment, commercial endeavors and public services for all people to live, work, learn and play throughout the community.</p> <p><u>Parks</u> – The city of Lake Stevens will create diverse recreational opportunities for all ages to enjoy parks, trails and activities and local events throughout the community and with expanded access to Lake Stevens.</p> <p><u>Economic Development</u> – Lake Stevens will embrace a sustainable local economy by supporting a varied job sector for residents, promoting excellent shopping and service options, providing a stable and predictable permitting process and fostering accountable government oversight of public funds.</p> | X     |  |
| <p><i>4. The amendment can be accommodated by all applicable public services and facilities, including transportation.</i></p> <p><b>Discussion:</b> All the land use and zoning changes inside the city are in areas with existing or planned infrastructure and services including transportation by the city or partner agencies as detailed in Chapter 7 of the Comprehensive Plan. Services, utilities and infrastructure in county areas would be analyzed as part of a future annexation process.</p>  | X     |  |

|   |   |  |
|---|---|--|
| <p>5. <i>The amendment will change the development or use potential of a site or area without creating significant adverse impacts on existing sensitive land uses, businesses, or residents</i></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• The proposed land use map changes for parks will not create significant adverse impacts on existing sensitive land uses, businesses, or residents.</li> <li>• The proposed pre-designations for county parcels will not create significant adverse impacts on existing sensitive land uses, or residents rather the proposed changes will promote stability and predictability as these properties annex into the future.</li> <li>• The proposed changes for commercial areas are proposed in areas that will be better suited for broader employment uses or are likely to redevelop in a reasonable time frame that border stable neighborhoods not likely to change over the planning horizon and will not create significant adverse impacts on existing sensitive land uses, businesses, or residents.</li> <li>• Direct impacts are reviewed at the time of development pursuant to city and state regulations in effect.</li> </ul> | X |  |
| <p>6. <i>The amendment will result in long-term benefits to the community as a whole, and is in the best interest of the community.</i></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• The addition of more park land is a benefit to the entire community by supporting recreation, fitness, public open spaces and protection of natural areas.</li> <li>• As previously noted, assigning land use and zoning designations for areas in the Urban Growth Area provide predictability with development regulations upon annexation and provide more consistency with abutting properties in existing neighborhoods.</li> <li>• As shown in the recent Marketing Report and Land Capacity Analysis, the city has significant encumbrances in commercial areas. To ensure continued economic vitality the city needs to be responsive to ensure that there are suitable and sufficient lands designated for employment uses.</li> </ul>  | X |  |



## **2019 Comprehensive Plan Text Amendments - Staff Summary**

Lake Stevens City Council & Planning Commission

City Council Hearing Date: November 12, 2019  
Planning Commission Hearing Date: November 6, 2019

**SUBJECT:** City-initiated text amendments to the Comprehensive Plan and Subarea Plans.

**Summary** City-initiated amendments to the Comprehensive Plan as part of the annual docket including updates to the Subarea Plans, Land Use, Parks, Public Facilities and Capital Facilities Elements along with administrative updates.

**Proposed Change(s):**

1. Chapter 2 Land Use (T-1)

- Update land use tables to reflect map changes and recent annexations
- Update land use text to reflect map changes, recent annexations, lands capacity and market analysis.
- Provide addenda for Lake Stevens Center and 20<sup>th</sup> Street SE Corridor subareas to reflect current market conditions
- Update text, goals and policies related to adoption of the Downtown Lake Stevens subarea and revisions to the Shoreline Master Program.

2. Chapter 5 Parks Recreation and Open Space (T-2)

- Update maps to reflect additions to the parks inventory and recent annexations.
- Revise park inventory descriptions and capital projects list and Needs Assessment.
- Update level of services standard for recreational opportunities.
- Add new and expanded goals and policies to guide the city in decisions relating to parks and recreation.

3. Chapter 7 Public Services and Utilities (T-3)

- Update references to the current School District Capital Facilities Plan.
- Update references to the current Lake Stevens Sewer District Comprehensive Plan
- Map changes to reflect recent annexations

4. Chapter 9 Capital Facilities (T-4)

- Revised references for subareas
- Update Capital Project tables
- Map changes to reflect recent annexations

5. T-5 Appendices (T-5) Appendices

- Incorporate SEPA documents into Appendix

| <p>6. <u>Administrative (T-6)</u></p> <ul style="list-style-type: none"> <li>Standard administrative updates, including and updating the dates on the cover, footnotes and the Table of Contents</li> </ul>   |   |       |
|---|---|-------|
| Granting or Denial of Amendments – Decision Criteria  |   | Meets |
| <p>1. <i>The effect upon the physical, natural, economic, and/or social environments.</i></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>The proposed changes reflect areawide changes for more predictable land use/zoning designations, provide internal plan consistency with changes since the last update, promote economic development, enhance public recreational opportunities and update capital projects.</li> <li>Potential effects on the built and natural environment have been addressed in the Environmental Impact Statements and Addenda supporting the Comprehensive Plan.</li> <li>Project specific impacts will be reviewed against applicable regulations at the time of application.</li> </ul>   | X |       |
| <p>2. <i>The compatibility with and impact on adjacent land uses and surrounding neighborhoods including whether the amendment would create pressure to change the land use designation of other properties in the vicinity</i></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>Proposed Land Use text changes will not create pressure for future changes. The pre-designations for county parcels create stability and predictability as these properties annex into the city in the future. The proposed changes for commercial areas are proposed in areas that will be better suited for employment uses or are likely to redevelop in a reasonable time frame.</li> <li>Development of park lands contributes to stable neighborhoods with equitable access to park and recreations facilities</li> <li>Updates to the Public Services and Capital Facilities Elements do not impact adopted property uses. These updates ensure services and infrastructure improvements are defined and available throughout the city.</li> <li>Administrative changes do not affect land uses and neighborhoods.</li> </ul> | X |       |

| <p>3. <i>The adequacy of and impact on public facilities and services, including utilities, roads, public transportation, parks, recreation, and schools.</i></p> <p><b>Discussion:</b> All of the text changes promote appropriate land use zoning and adequacy of planned infrastructure and services provided by the city or partner agencies. Services, utilities and infrastructure in county areas would be analyzed as part of future annexation processes.</p>  | X     |  |
|---|-------|--|
| <p>4. <i>The quantity and location of land planned for the proposed land use type and density</i></p> <p><b>Discussion:</b> The Growth Management Act and the city's Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. As the city updates its comprehensive plan and land uses there is always a goal to maintain a job to housing balance to ensure that the city can meet its growth targets and has an adequate buildable land supply. In addition, the city has adopted levels of service standards for parks and transportation. Proposed changes reflect data presented in a recent land capacity analysis and marketing report.</p> | X     |  |
| <p>5. <i>The effect, if any, upon other aspects of the Comprehensive Plan</i></p> <p><b>Discussion:</b> The annual docket process assures that the city reviews each element in a comprehensive manner to ensure that the document is internally consistent and reflects changes in population, development trends, community desires for parks and recreation and addresses capital and service needs.</p>   | X     |  |
| Additional Criteria   | Meets |  |
| <p>1. <i>The amendment must be consistent with the Growth Management Act and other applicable State laws.</i></p> <p><b>Discussion:</b> The proposed text changes are consistent with the planning elements of the GMA per RCW 36.70A and have followed the process for State Environmental Plan Review per Chapter 197-11 WAC and Chapter 16.04 of the Lake Stevens Municipal Code.</p>  | X     |  |
| <p>2. <i>The amendment must be consistent with the applicable County-wide Planning Policies.</i></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>Each element of the Comprehensive Plan integrates key countywide planning policies. There are no anticipated inconsistencies with countywide planning policies.</li> <li>Development Patterns Goal found in the Countywide Planning Policies states, "The cities, towns, and Snohomish County will promote and</li> </ul>   | X     |  |



|   |          |  |
|---|----------|--|
| <p>guide well designed growth into designated urban areas to create more vibrant urban places while preserving our valued rural and resource lands.”</p> <ul style="list-style-type: none"> <li>• The county’s plan emphasizes the implementation of state and regional standards and guidance.</li> <li>• Snohomish County and its cities will coordinate and strive to develop and provide adequate and efficient public facilities and services to ensure the health, safety, conservation of resources, and economic vitality of our communities.</li> <li>• Many policies give guidance for counties (and, where appropriate, cities) to review special district plans for consistency with local plans and Vision 2040</li> </ul>   |          |  |
| <p>3. <i>The amendment must not be in conflict with the Community Vision or other goals, policies, and provisions of the Comprehensive Plan.</i></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• Each element of the Comprehensive Plan sets a specific vision. The overall vision of the plan follows:<br/><br/> <i>The city will integrate the Growth Management Act (GMA), defined in Chapter 36.70A of the Revised Code of Washington (RCW), as an essential planning framework for the Lake Stevens Comprehensive Plan. The GMA principles will help direct community, regional, and statewide efforts to enhance the quality of life, environmental protection and economic vitality for the city, its residents and its interests in and around the Lake Stevens Urban Growth Area and Rural Transition Area as a unique lakeside community</i></li> <li>• The proposed text amendments are consistent with the following selected goals of the Comprehensive Plan<br/><br/> <u>Land Use Goal 2.1</u> Provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens.<br/><br/> <u>Land Use Goal 2.2</u> Achieve a well balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses.<br/><br/> <u>Housing Goal 3.5</u> Provide a balanced development pattern, which promotes pedestrian activities, a sense of community and safety.<br/><br/> <u>Parks Goal 5.1</u> Provide a high-quality, diversified parks, recreation and open space system that provides recreational and cultural opportunities for all ages and interest groups.</li> </ul> | <p>X</p> |  |

|  |   |  |
|--|---|--|
| <p><u>Parks Goal 5.6</u> The city recognizes that land is in high demand and that acquisitions must be pursued as quickly as possible to implement the community's vision concurrently with developing and improving existing facilities to achieve a high quality and balanced park and recreation system.</p> <p><u>Economic Development Goal 6.3</u> Enhance retail and personal services growth to address the community's needs and expand the city's retail sales tax base.</p> <p><u>Economic Development Goal 6.4</u> Support employment growth in the city.</p> <p><u>Public Services Goal 7.1</u> Coordinate with city departments, special purpose districts, utility companies and other service providers to ensure the adequate distribution of public services and facilities throughout the city and consistency with the land use element</p> <p><u>Capital Facilities Goal 9.2</u> Provide public facilities in a manner which protects investments in, and maximizes use of, existing facilities and promotes orderly compact urban growth.</p> <p><u>Capital Facilities Goal 9.4</u> Provide needed capital improvements to maintain adopted levels of service.</p> <p><u>Capital Facilities Goal 9.5</u> Coordinate land use decisions and financial resources with a schedule of capital improvements to meet adopted level of service standards, measurable objectives.</p> |   |  |
| <p><i>4. The amendment can be accommodated by all applicable public services and facilities, including transportation.</i></p> <p><b>Discussion:</b> All text changes do not impact planned infrastructure and services by the city or partner agencies as detailed in Chapters 7, 8 and 9 of the Comprehensive Plan. Services, utilities and infrastructure in county areas would be analyzed as part of a future annexation process.</p>   | X |  |
| <p><i>5. The amendment will change the development or use potential of a site or area without creating significant adverse impacts on existing sensitive land uses, businesses, or residents</i></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• All text changes promote appropriate land use zoning and adequacy of planned infrastructure and services provided by the city or partner agencies. Services, utilities and infrastructure in county areas would be analyzed as part of future annexation processes</li> <li>• Direct impacts are reviewed at the time of development pursuant to city and state regulations in effect.</li> </ul>  | X |  |

|  |          |  |
|--|----------|--|
|  |          |  |
| <p>6. The amendment will result in long-term benefits to the community as a whole, and is in the best interest of the community.</p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"><li>• Updates to the Land Use Element will provide predictability with development regulations upon annexation and provide more consistency with abutting properties in existing neighborhoods.</li><li>• As shown in the recent Marketing Report and Land Capacity Analysis, the city has significant encumbrances in commercial areas. To ensure continued economic vitality the city needs to be responsive to ensure that there are enough lands designated for employment uses.</li><li>• The addition of more park land is a benefit to the entire community by supporting recreation, fitness public open spaces and protection of natural areas equitably distributed throughout the community.</li><li>• Staying current on Public Service and Capital Facilities ensures that the city can continue to meet adopted level of services and provide for efficient delivery of public facilities, infrastructure and services.</li></ul> | <b>X</b> |  |

**From:** [LaDon Torset](#)  
**To:** [Dillon Roth](#)  
**Subject:** Commercial Zoning  
**Date:** Friday, October 25, 2019 11:40:59 AM

---

*I talked to Michelle we definitely want to be zoned commercial.*

Thank you,

LaDon Torset  
206-786-8021  
The Torset Team  
Keller Williams Western Realty

CRS-SRES- Built GREEN  
Certified Residential Specialist  
Washington Built Green Certified  
SRES-Senior RE Specialist

Check out our Team webpage from the link below.  
[www.TheTorsetTeam.com](http://www.TheTorsetTeam.com)

October 30, 2019

Planning Commissioners  
City of Lake Stevens  
1812 Main Street  
Lake Stevens, WA 98258

## General Comprehensive Plan Amendment Comments

Dear Planning Commissioners:

Our firm specializes in land use and economic development consulting and we have several clients that either have projects in Lake Stevens or are considering projects in Lake Stevens.

We have reviewed the proposed amendments to Chapter 2: Land Use Element of the City's Comprehensive Plan and submit the following comments, questions and suggestions for your consideration after the public hearing on November 6<sup>th</sup>:

- Page LU-15** We are concerned with the City's switch from gross density to net density, as well as the reduction in the range of densities permitted in many cases. [We request that the City retain the existing density ranges.](#)
- Page LU -15** We applaud the City's addition of multifamily uses to waterfront residential areas, recognizing that the City has opportunities to provide more diverse housing opportunities in waterfront areas. [We support the City creating this type of housing diversity through such amendments to the plan, as well as the zoning text.](#)
- Page LU-17** As noted previously, we are concerned about the City's change to its residential zoning designations, specifically the switch from gross to net density, as well as changes to lot dimensions (minimum lot size, setbacks, etc.) that will result in less site density flexibility as well as less density. [We request that the City retain existing density ranges and re-evaluate parts of the pending/proposed text amendments to the zoning code.](#)
- Page LU-30** We request the Planning Commission consider the following amendment:
- 2.1.2 Review cumulative changes to residential, commercial, industrial and public land use designations during the annual comprehensive plan cycle to ensure a no net loss of employment and population capacity ~~estimates are being met~~ is achieved.
- Page LU-31** The 9-19-2019 draft we have does not show the density amended on this page. [As mentioned above, we request that density ranges be retained.](#)
- Page LU-33** We request the Planning Commission consider the following amendment:
- 2.3.3. ~~Encourage~~Attract infill development on ~~suitable~~ vacant parcels and redevelopment of underutilized parcels. Ensure that height, bulk and design of infill and redevelopment are compatible with their surroundings.

Thank you again for all your assistance. Please let me know if you have any questions.

Very Sincerely,

David K. Toyer  
/founder/

CC: Russ Wright, Director & Dillion Roth, Associate Planner



October 31, 2019

Lake Stevens Planning Commission  
1812 Main Street  
Lake Stevens, WA 98258

RE: Proposed Changes to Land Use Element of Comprehensive Plan

Dear Lake Stevens Planning Commission:

The Master Builders Association of King and Snohomish Counties (MBAKS) appreciates the commission's work on the Comprehensive Plan and the hours of work reflected in this draft. We commend and support the inclusion of multifamily uses in the Waterfront Residential (pg. LU-15). This will allow for more opportunities and increase the variety, diversity, and affordability of homes in the Lake Stevens.

However, MBAKS has significant concerns with proposed changes to the Land Use Element of the City's Comprehensive Plan regarding Medium Density Residential shifting from "gross" to "net" density (pg. LU-15). These changes will result in a substantial loss of density, affordability, and flexibility thus making it more difficult for our homebuilders to efficiently build on the limited available land in Lake Stevens. The change in density calculation will also negatively affect existing Lake Stevens property owners by lowering the price a homebuilder is able to pay for their land.

Additionally, the tightening of constraints on lot dimensions (widths, depths, size, and setbacks) in upcoming zoning code amendments would make it challenging for our members to produce efficient layouts, thus making it likely builders will not be able to achieve the same number of units per project. By lowering the number of homes achievable, projects that would have once been built could no longer be financially viable. This will cause inefficient and less affordable use of the limited developable land in Lake Stevens.

We respectfully ask you, the planning commission, to consider the implications of making these changes to your Comprehensive Plan as they will negatively affect the density and affordability of homes able to be constructed in Lake Stevens. We would urge the commission to retain the current gross density definition in the Comprehensive Plan.

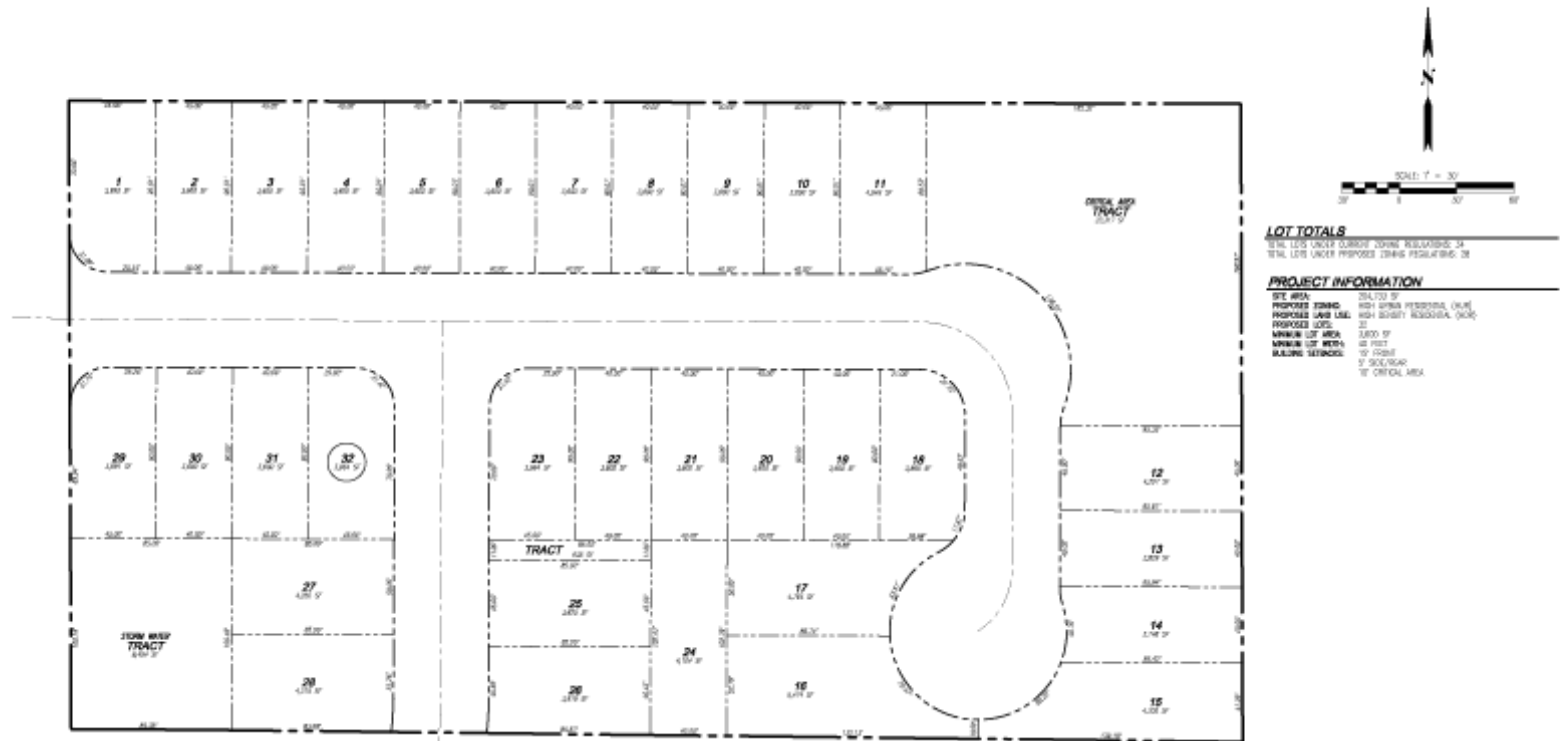
Please see the attached example of a project using current vs. proposed regulations. Thank you again for allowing us to comment on these important issues.

Sincerely,



Dylan Sluder  
Snohomish County Manager  
Master Builders Association of King and Snohomish Counties

Encl.  
Mayor John Spencer  
Community Development Director Russ Wright



- Current regulations:
- 32 lots achievable

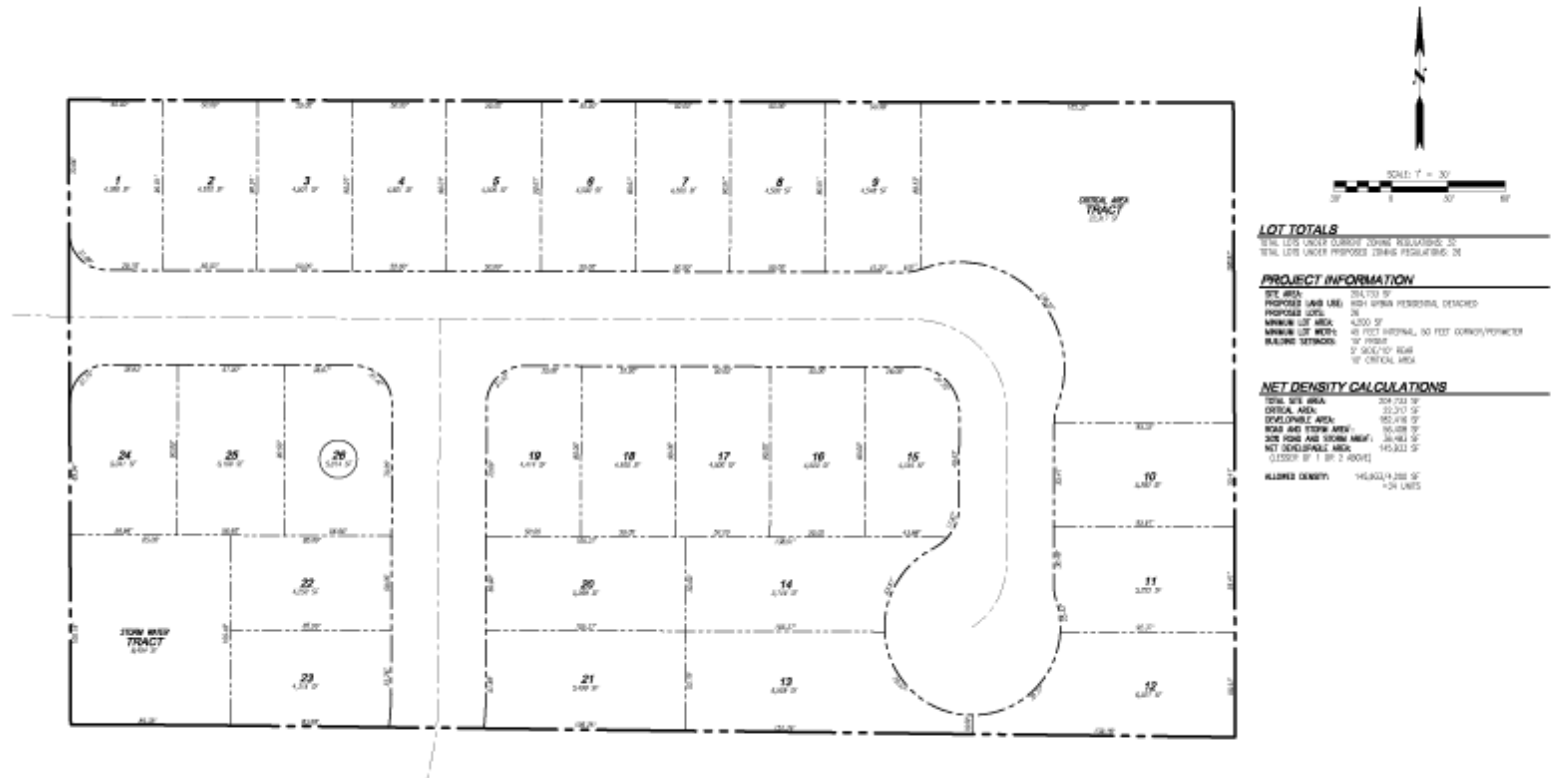
**SITE PLAN PER CURRENT  
ZONING REGULATIONS**

**LDC** | Surveying  
Engineering  
Planning

Woodinville  
12015 1<sup>st</sup> Avenue NE  
Woodinville, WA 98096  
Phone: 425-485-1000 www.LDCeng.com Fax: 425-485-1000

ISSUE DATE: 10-30-19





## Proposed regulations:

- 26 lots achievable
- loss of 19% density

## SITE PLAN PER PROPOSED ZONING REGULATIONS

**LDC** | Surveying  
Engineering  
Planning

Woodville  
2012 Woodville Way  
Woodville, WA 98094  
Phone: 425-466-0001 | www.LDCeng.com | Fax: 425-466-0002

ISSUE DATE: 10-20-19

**From:** [Jeff Gossard](#)  
**To:** [Russell Wright](#)  
**Subject:** 2019 Comprehensive Plan Docket  
**Date:** Friday, October 25, 2019 1:31:48 PM

---

From: 1805 83rd Ave. S.E.  
Lake Stevens Wa. 98258

I have lived here 14 years. It took me over a year to find this place relocating from the mess Seattle has become. When I first came here there was pastures and horses. No more. The first disaster was being annexed into Lake Stevens. This has created a total nightmare. Little did the uneducated voters realize the destruction and pain to come.

This started with every bill I pay was taxed by Lake Stevens, phone bill, gas bill, car insurance (put me in different zip code), cable bill, garbage, electric bill, and everything in between. Then it started with rezoning, 2 blocks north of me with dense housing. All of you know what you are doing and it's only about one thing, "the big money grab, disgraceful". No regard for infrastructure or any planning like that, just build as fast as possible.

Putting up 80 HOUSES 2 BLOCKS UP THE STREET IS INSANE, I don't how you people can sleep at night, oh yeah just thinking about money. The traffic is already a nightmare and the 80 house project is not even complete.

Then this, if that wasn't enough, now you are coming up a residential street and rezoning it commercial. Do you think I want to live next to a business, think again I spent over year to find this place. And by the way I don't think any of you do either but you don't have to because you make the laws that doesn't include you, how convenient.

I can go on and on but I won't these decisions you people are make are very shameful and I also know this letter will have no effect on your decisions to continue to ruin our dreams, hard work and stealing more money from us moving forward.

There is absolutely no reason you should come up this residential street and zone it commercial and ruin our lives.

Resident



City of Lake Stevens City Council  
City of Lake Stevens Planning Commission  
P.O. Box  
Lake Stevens, WA 98258

Dear City Council and Planning Commission Members:

I am writing on behalf of The Velmeir Companies (Velmeir). Velmeir is a full-service commercial real estate development firm specializing in retail and mixed-use developments, with a strong presence in the Pacific Northwest. Recently, Velmeir began exploring development opportunities in the Lake Stevens 20<sup>th</sup> Street SE Corridor commercial study area (20<sup>th</sup> Street CSA).

After reviewing the currently applicable land use regulations in the 20<sup>th</sup> Street CSA, Velmeir supports a change of zoning from Neighborhood Business (NB) to Commercial District (CB). The current NB zoning limitations preclude several desirable uses and renders many potential developments economically unfeasible. Given that several relatively large undeveloped/under-developed parcels are located in the 20<sup>th</sup> Street CSA, a zone change to CB would create added flexibility to allow retail and mixed-use projects that contain the building and use sizes to meet market demand and provide needed goods and services to Lake Stevens residents. Velmeir is confident that the City's existing landscaping and buffer requirements could accommodate this level commercial development while facilitating an effective zone transition that would be protective of existing residential uses in the area.

Please add me as a party of record for the City's 20<sup>th</sup> Street CSA planning efforts. My contact information is:

Geza de Gall  
Managing Director  
The Velmeir Companies  
15405 Sunrise Drive NE  
Bainbridge Island, WA 98110  
[fgdegall@velmeir.com](mailto:fgdegall@velmeir.com)  
206-678-2696

Thank you for undertaking this important review and for providing the opportunity to comment. I would be happy to discuss Velmeir's comments further at your convenience.

Sincerely,  
The Velmeir Companies

A handwritten signature in blue ink, appearing to read 'Geza de Gall'.

Geza de Gall  
Vice President of Real Estate





TOYER STRATEGIC  
CONSULTING

September 30, 2019

Mr. Russ Wright  
Community Development Director  
City of Lake Stevens  
1812 Main Street  
Lake Stevens, WA 98258

**20<sup>th</sup> Street Subarea Plan Addenda Request – Zoning for Market Conditions**

Dear Russ:

Our firm is working with the trustees of Snohomish County Parcel 00479700000802 and owners of Parcels 00479700000703 and 00479700000701 to review the City's present work on the 20<sup>th</sup> Street Subarea plan.

Given that the City is presently considering various Addenda to this plan that are intended to reflect changes to market conditions, my clients respectfully request that the City additionally consider changing the existing Neighborhood Business zoning to Commercial District (CD) zoning – a change that will encourage future economic development in this employment corridor.

Approving this change would allow single structures to exceed 10,000 gross square feet (subject to the regulations and conditions of the CD zone) and open the door for moderately sized office buildings that can employ a greater number of workers. For example, this has the potential to attract additional development to Parcel 00479700000802 – an underutilized 3.28 acre parcel. Further, this change would not cause any existing uses to become non-conforming uses.

This zoning change would be consistent with the 20<sup>th</sup> Street Corridor Subarea Plan's primary intent which has been to leverage the infrastructure along this arterial to create an employment center that adds new jobs and greater tax base to the City.

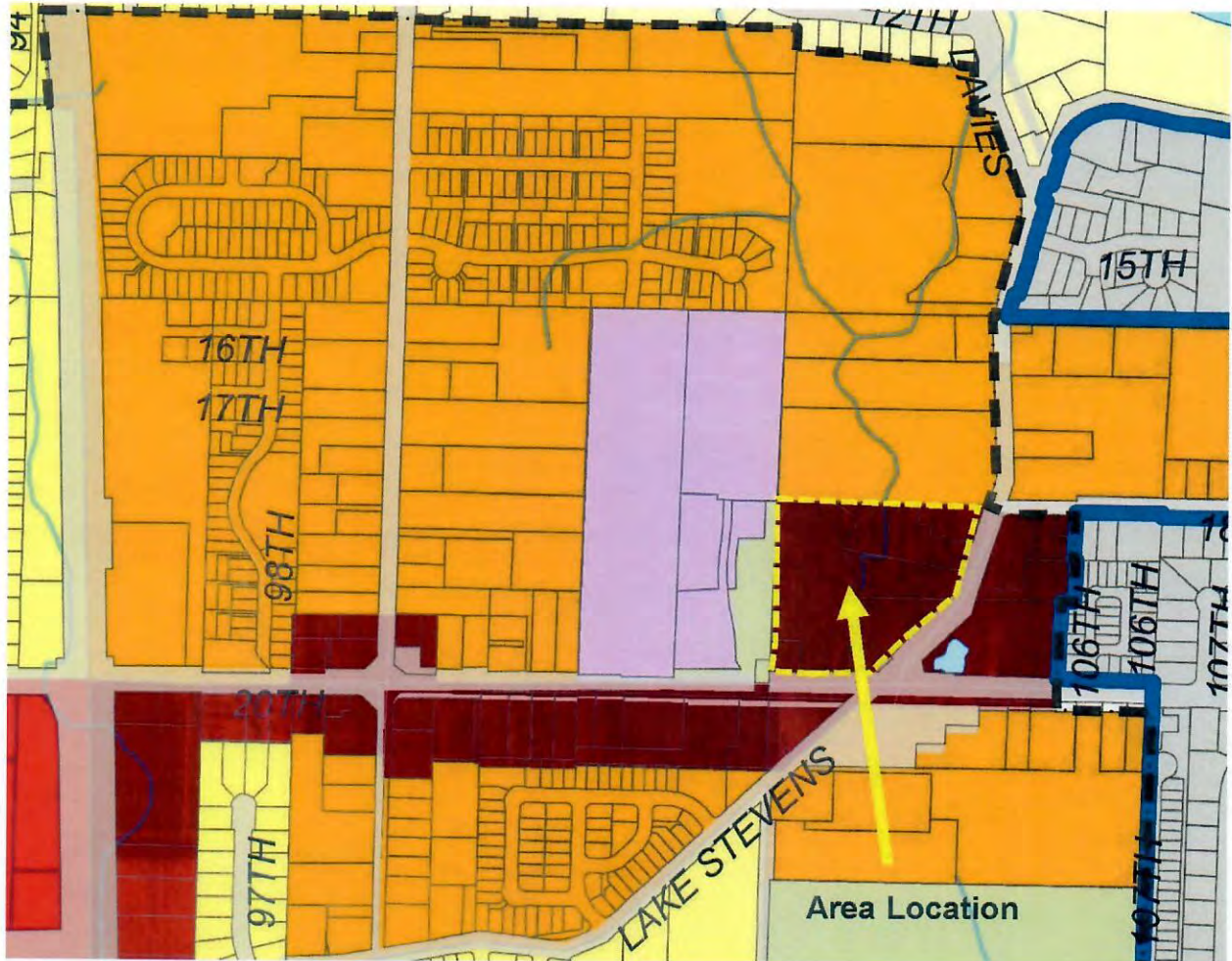
We would request that staff and the Planning Commission consider this request in the Addenda to be discussed on October 16<sup>th</sup> and include it within the recommendations that will have a public hearing on or about November 6<sup>th</sup>.

Thank you again for all your assistance. Please let me know if you have any questions.

Very Sincerely,

David K. Toyer  
/founder/

CC: Dillion Roth, Associate Planner



**From:** [REDACTED]  
**To:** [Russell Wright](#)  
**Subject:** Re: 20th street subarea rezone  
**Date:** Monday, October 28, 2019 5:50:06 AM

---

Russ,

One final question before the meeting in November is about changes to property taxes. If our property was changed to commercial, would we immediately pay a different level of taxes or would that only change if the property usage changed. Also, what rate is the commercial tax rate compared to residential for the city of lake stevens. I believe this would be valuable information for parties involved. Thank you again for your time.

[REDACTED]

Sent from my iPhone

> On Oct 21, 2019, at 8:04 AM, Russell Wright <[rwright@lakestevenswa.gov](mailto:rwright@lakestevenswa.gov)> wrote:

>

> Thank you for your comments. I will include them with the packet to the Planning Commission. All changes would be completed this year.

>

> Best regards,

>

> Russ Wright, Community Development Director

>

> City of Lake Stevens | Planning & Community Development

> 1812 Main Street | PO Box 257

> Lake Stevens, WA 98258-0257

> 425.622.9424 | [rwright@lakestevenswa.gov](mailto:rwright@lakestevenswa.gov)

>

> NOTICE: All emails and attachments sent to and from the city of Lake Stevens are public records and may be subject to disclosure pursuant to the Public Records Act (RCW 42.56).

>

> -----Original Message-----

> From: [REDACTED]

> Sent: Monday, October 21, 2019 1:53 AM

> To: Russell Wright <[rwright@lakestevenswa.gov](mailto:rwright@lakestevenswa.gov)>

> Subject: 20th street subarea rezone

>

> Russ,

>

> I am the owner of the property at 9705 s lake stevens rd, and recently received literature of a study to evaluate the commercial rezoning of the land. My property and the surrounding area would definitely serve the community best as commercial land, especially after Costco goes in across hwy 9. I will not be able to make it to the public meeting on Nov 7 but wanted to know if there was a chance a rezone to commercial could happen in 2019 or if that would be a future rezone item for 2020 and beyond. Thank you for your time.

>

[REDACTED]

>

> Sent from my iPhone



**From:** [Jill Meis](#)  
**To:** [Russell Wright](#)  
**Subject:** FW: Parks Element Chapter  
**Date:** Friday, November 1, 2019 11:23:00 AM  
**Attachments:** [image001.png](#)

---

Jill Meis, *Parks Planning and Development Coordinator*

**City of Lake Stevens | Planning & Community Development**

1812 Main Street | PO Box 257

Lake Stevens, WA 98258-0257

**Please note the new phone number 425.622.9431** | [jmeis@lakestevenswa.gov](mailto:jmeis@lakestevenswa.gov)

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**From:** Pruitt, Katie (RCO) <[katie.pruitt@rco.wa.gov](mailto:katie.pruitt@rco.wa.gov)>  
**Sent:** Thursday, October 24, 2019 4:22 PM  
**To:** Jill Meis <[jmeis@lakestevenswa.gov](mailto:jmeis@lakestevenswa.gov)>  
**Subject:** RE: Parks Element Chapter

Sounds good. Please send me the adoption notice once approved and I will respond with your eligibility notice.

Katie

---

**From:** Jill Meis <[jmeis@lakestevenswa.gov](mailto:jmeis@lakestevenswa.gov)>  
**Sent:** Thursday, October 24, 2019 4:20 PM  
**To:** Pruitt, Katie (RCO) <[katie.pruitt@rco.wa.gov](mailto:katie.pruitt@rco.wa.gov)>  
**Subject:** RE: Parks Element Chapter

Hi Katie,

Thank you for looking at this so quickly, I appreciate it. The public has had several opportunities at Park Board meetings and will have an opportunity on November 6<sup>th</sup> at the public hearing for Planning Commission and on November 12<sup>th</sup> at the public hearing for City Council.

Best Regards,

Jill Meis, *Parks Planning and Development Coordinator*

**City of Lake Stevens | Planning & Community Development**

1812 Main Street | PO Box 257

Lake Stevens, WA 98258-0257

**Please note the new phone number 425.622.9431 | [jmeis@lakestevenswa.gov](mailto:jmeis@lakestevenswa.gov)**

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**From:** Pruitt, Katie (RCO) <[katie.pruit@rco.wa.gov](mailto:katie.pruit@rco.wa.gov)>

**Sent:** Thursday, October 24, 2019 3:23 PM

**To:** Jill Meis <[jmeis@lakestevenswa.gov](mailto:jmeis@lakestevenswa.gov)>

**Subject:** RE: Parks Element Chapter

Hi Jill,

The draft plan is looking great and hits all our eligibility requirements. When do you anticipate your council adopting and will there be another opportunity for public comment?

Katie Knight Pruitt

Planning and Policy Analyst

w: (360) 725-5452

c: (360) 764-9617

[katie.pruit@rco.wa.gov](mailto:katie.pruit@rco.wa.gov)



[1111 Washington Street SE, Olympia](https://www.washington.gov/1111-Washington-Street-SE-Olympia)  
[PO Box 40917, Olympia, WA 98504-0917](https://www.washington.gov/PO-Box-40917-Olympia-WA-98504-0917)

---

**From:** Jill Meis <[jmeis@lakestevenswa.gov](mailto:jmeis@lakestevenswa.gov)>

**Sent:** Thursday, October 17, 2019 8:06 AM

**To:** Pruitt, Katie (RCO) <[katie.pruit@rco.wa.gov](mailto:katie.pruit@rco.wa.gov)>

**Subject:** RE: Parks Element Chapter

Hi Katie,

Please see attached self certification form. Let me know if you need anything else.

Thanks,

Jill Meis, *Parks Planning and Development Coordinator*



**City of Lake Stevens | Planning & Community Development**

1812 Main Street | PO Box 257

Lake Stevens, WA 98258-0257

**Please note the new phone number 425.622.9431 | [jmeis@lakestevenswa.gov](mailto:jmeis@lakestevenswa.gov)**

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**From:** Pruitt, Katie (RCO) <[katie.pruitt@rco.wa.gov](mailto:katie.pruitt@rco.wa.gov)>

**Sent:** Wednesday, October 16, 2019 2:52 PM

**To:** Jill Meis <[jmeis@lakestevenswa.gov](mailto:jmeis@lakestevenswa.gov)>

**Subject:** RE: Parks Element Chapter

---

**From:** Haws, Dan (RCO) <[Dan.Haws@rco.wa.gov](mailto:Dan.Haws@rco.wa.gov)>

**Sent:** Wednesday, October 16, 2019 1:57 PM

**To:** Pruitt, Katie (RCO) <[katie.pruitt@rco.wa.gov](mailto:katie.pruitt@rco.wa.gov)>

**Subject:** FW: Parks Element Chapter

Hi Katie,

Here is the plan review we discussed...for City of Lake Stevens.

Thanks,

Dan Haws

Outdoor Recreation Grants Manager

Recreation and Conservation Office

PO Box 40917

Olympia, WA 98504

Current Number: 360-902-3079 (*this # will be disconnected 10/31/2019*).

**New Number: 360-280-7079**

360-902-3026 Fax

---

**From:** Jill Meis <[jmeis@lakestevenswa.gov](mailto:jmeis@lakestevenswa.gov)>

**Sent:** Friday, September 06, 2019 3:40 PM

**To:** Haws, Dan (RCO) <[Dan.Haws@rco.wa.gov](mailto:Dan.Haws@rco.wa.gov)>

**Subject:** Parks Element Chapter

Hi Dan,

I attached it in redline form, please let me know if you would like it in a different form.

Thank you,

Jill Meis, *Parks Planning and Development Coordinator*

**City of Lake Stevens | Planning & Community Development**

1812 Main Street | PO Box 257

Lake Stevens, WA 98258-0257

**Please note the new phone number 425.622.9431** | [jmeis@lakestevenswa.gov](mailto:jmeis@lakestevenswa.gov)

**NOTICE:** All emails and attachments sent to and from the city of Lake Stevens are public records and may be subject to disclosure pursuant to the Public Records Act (RCW 42.56).

**From:** [Dillon Roth](#)  
**To:** [Michael Heffernan](#)  
**Subject:** RE: 20th St SE Corridor Commercial Designation Study  
**Date:** Tuesday, October 8, 2019 12:42:56 PM

---

Hello Michael,

Thank you for reaching out to me. As I mentioned in the letter, based on a recommendation by a consultant and at the direction of City Council, the City is looking to increase the amount of commercial property in the city. Your neighborhood was selected as an area to study because it is near 20<sup>th</sup> St in an existing subarea and is adjacent to an existing commercial designation. The homes on the west side of 83<sup>rd</sup>, near 20<sup>th</sup> St, have been designated commercial since at least 2012. No development has occurred there for a host of reasons and it is unlikely the east side of 83<sup>rd</sup> will develop in the near future for the same reasons, if given the commercial designation. This proposed change in zoning is a long-term effort to get more commercial uses in the city. Commercial development would only be built if current home owners sell their property to commercial developers. It is also a possibility that home owners could sell to a small business and the home could be converted into a code compliant commercial use.

Because the exact commercial uses are unknown at this time, other details of traffic generation, parking, and the price developers are willing to pay is also unknown. I would suggest talking with a real estate agent about changes to property values. If the re-designation process goes forward, the proposed zoning, called Neighborhood Business, would allow neighborhood scale commercial uses. You can see what types of uses are currently allowed in the Neighborhood Business zone by looking at the zoning code in section [14.38.020\(e\)](#).

I will add you to a list of parties of record that will receive a notice when this issue will be before the City Council at a public hearing for the Comprehensive Plan Update. Let me know if you have any questions.

Take care,  
Dillon

Dillon Roth, AICP

*Planner*

**City of Lake Stevens | Planning & Community Development**

1812 Main Street | PO Box 257

Lake Stevens, WA 98258-0257

425.622.9425 | [droth@lakestevenswa.gov](mailto:droth@lakestevenswa.gov)

NOTICE: All emails and attachments sent to and from City of Lake Stevens are public records and may be subject to disclosure pursuant to the Public Records Act (RCW 42.56).

**From:** Michael Heffernan <michaelheffernan2012@gmail.com>

**Sent:** Monday, October 7, 2019 10:07 PM

**To:** Dillon Roth <droth@lakestevenswa.gov>

**Subject:** 20th St SE Corridor Commercial Designation Study

Hi Dillon,

I received your letter regarding the potential commercial designation of the 20th St SE corridor. As one of the home owners potentially impacted by this decision, I would like to have more information about the potential change.

How can I find out more about the projected impacts to the neighborhood, such as increased traffic, home values, residency density etc.?

Thanks

Michael Heffernan

206-902-7239

**From:** [Dawn Ellis](#)  
**To:** [Dillon Roth](#)  
**Subject:** RE: Re-designation Letter  
**Date:** Wednesday, October 23, 2019 7:20:13 AM

---

Thanks Dillon for answering all my questions. It is appreciated. Hope you have a great day.

Kind regards,

Dawn Ellis  
Salinas Construction, Inc.  
425-745-6048

---

**From:** Dillon Roth <[droth@lakestevenswa.gov](mailto:droth@lakestevenswa.gov)>  
**Sent:** Tuesday, October 22, 2019 6:09 PM  
**To:** Dawn Ellis <[dawn@salinasconcrete.com](mailto:dawn@salinasconcrete.com)>  
**Subject:** RE: Re-designation Letter

Hi again Dawn,

Please understand that this rezone does not mean that you have to move away. Your property may continue to be used as a residential home. Also, when/if you are ready to move, you can sell to another family that wants to live in the home. The rezone means, that you can also sell your property to someone that wants to turn your home into a commercial establishment.

This rezone is not being supported by a developer. The purpose of the rezone is to create more commercial land in the City at the recommendation of a land use consultant and at the direction of the City Council. As you know, Lake Stevens has historically been a bedroom community without a great deal of commercial options for residents. If approved, this rezone may eventually result in more commercial opportunities for residents and reduce the need for people to leave the City to find the goods and services they need.

Lastly, no, the rezone would not change the width of 83<sup>rd</sup> or the requirements for developers to build frontage improvements like sidewalks.

Take care,  
Dillon

---

**From:** Dawn Ellis <[dawn@salinasconcrete.com](mailto:dawn@salinasconcrete.com)>  
**Sent:** Tuesday, October 22, 2019 3:40 PM  
**To:** Dillon Roth <[droth@lakestevenswa.gov](mailto:droth@lakestevenswa.gov)>  
**Subject:** RE: Re-designation Letter

Hi Dillon,

Thank you very much for your timely responses. I appreciate your research into the taxes and I did have a conversation with the county commercial tax evaluator. This whole decision to “study” and

then rezone seems to be happening rather fast considering other City government moves. Is there a developer behind this request to rezone? Or, is there some other reason to rezone at this time? My last question, would this rezone allow them to widen 83<sup>rd</sup> more than the added left turn lane already planned?

I am just trying to make sense of the rezone. My husband and I have lived in this house for 18 years and in Lake Stevens for 23 years. All 3 of children graduated through Lake Stevens schools. This rezone will mean we will have to move at some point which is nothing we had planned.

Again, thank you for responses.

Kind regards,

Dawn Ellis  
Salinas Construction, Inc.  
425-745-6048

---

**From:** Dillon Roth <[droth@lakestevenswa.gov](mailto:droth@lakestevenswa.gov)>

**Sent:** Wednesday, October 16, 2019 6:17 PM

**To:** Dawn Ellis <[dawn@salinasconcrete.com](mailto:dawn@salinasconcrete.com)>

**Subject:** RE: Re-designation Letter

Hi Dawn,

I heard back from the Assessor's Office already and thought I would follow up with you. An assessor told me that a rezone from residential to commercial would likely increase your property's value. There would no change in the levy rate that you pay, but you would end up paying more property taxes, because the property's value increased.

The formula to calculate property taxes is:

$(\text{Assessed Value} / 1000) \times \text{levy rate} = \text{taxes}$

Take care,  
Dillon

---

**From:** Dillon Roth

**Sent:** Wednesday, October 16, 2019 8:46 AM

**To:** Dawn Ellis <[dawn@salinasconcrete.com](mailto:dawn@salinasconcrete.com)>

**Subject:** RE: Re-designation Letter

Hello Dawn,

Thank you for reaching out to me with questions. See the image below for a quick map of the "study area" in red in your neighborhood. I put a blue circle on your parcel. The commercial zoning designation being considered for your property is called Neighborhood Business (NB). You can find the permissible uses for that zone in this code section, [LSMC 14.38.020\(e\)](#). If the City Council determines this re-designation is appropriate, it would be finalized as soon as November 12. Please send me any written comments you may have on the proposal and I can make sure that decision

makers see it as part of the record.

Regarding property taxes, I have left a message with the Snohomish County Assessor's Office to ask how a rezone to commercial will affect property taxes. Property valuations are given by a County Assessor and they would be the best people to answer that question. I will try to shake loose an answer, but it wouldn't hurt if you want to ask them as well.

The properties across the street from your house have had a commercial designation since at least 2012. I looked into the property information for your house and the house across the street and I don't see any difference in how they are described by the County, even though they are designated commercial zoning. This is public information that can be found online.

Property summary of your house:

[https://www.snoco.org/proptax/\(S\(45tgglvug1g1d5milarnxud\)\)/parcelinfo.aspx](https://www.snoco.org/proptax/(S(45tgglvug1g1d5milarnxud))/parcelinfo.aspx)

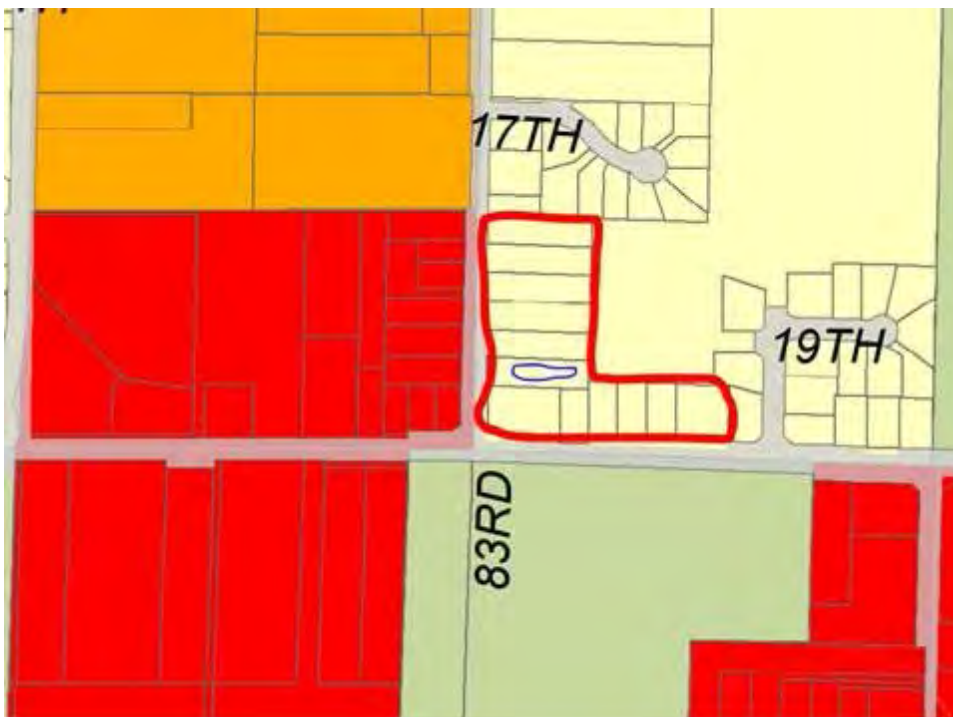
Property summary of the house across the street from you:

[https://www.snoco.org/proptax/\(S\(k2mkwzk12bbtkbiqq1y1azi\)\)/parcelinfo.aspx](https://www.snoco.org/proptax/(S(k2mkwzk12bbtkbiqq1y1azi))/parcelinfo.aspx)

Hope this helps.

Take care,

Dillon



Dillon Roth, AICP

Planner

**City of Lake Stevens | Planning & Community Development**

1812 Main Street | PO Box 257

Lake Stevens, WA 98258-0257

425.622.9425 | [droth@lakestevenswa.gov](mailto:droth@lakestevenswa.gov)

NOTICE: All emails and attachments sent to and from City of Lake Stevens are public records and may be subject to disclosure pursuant to the Public Records Act (RCW 42.56).

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**From:** Dawn Ellis <[dawn@salinasconcrete.com](mailto:dawn@salinasconcrete.com)>  
**Sent:** Tuesday, October 15, 2019 9:59 AM  
**To:** Dillon Roth <[droth@lakestevenswa.gov](mailto:droth@lakestevenswa.gov)>  
**Subject:** Re-designation Letter

Good Morning Mr. Roth,

I received your letter informing me of the more than likely re-designation zoning of my property off 20<sup>th</sup>. I do have a couple of questions below:

1. What is the total area, by street names or attach a map, being considered for rezoning?
2. My property is 1911 83<sup>rd</sup> Ave SE, what type of commercial zoning is being considered for my home?
3. It states we would be grandfathered in, does that mean our property taxes will stay residential?
4. What is the anticipated time frame from proposal to actually changing the zoning?

Thanks for your help in this matter.

Kind regards,

Dawn Ellis  
Salinas Construction, Inc.  
425-745-6048





October 30, 2019

Planning Commissioners  
City of Lake Stevens  
1812 Main Street  
Lake Stevens, WA 98258

## **20<sup>th</sup> Street Subarea Plan Addenda Requests – Creating Zoning for Market Conditions**

Dear Planning Commissioners:

Our firm submitted a letter on September 30<sup>th</sup> requesting that an area located at the NW corner of 20<sup>th</sup> Street SE and South Lake Stevens Road be changed from Neighborhood Business (NB) to Commercial District (CD) – proposed amendment #1 (image attached).

In addition to this original request, we'd respectfully request that the Planning Commission also consider changing the area designated NB along the 20<sup>th</sup> Street Corridor between 98<sup>th</sup> and South Lake Stevens Road to CD.

### **Original September 30<sup>th</sup> Re-designation and Rezone Request**

Our firm is working with the trustees of Snohomish County Parcel 00479700000802 and owners of Parcels 00479700000703 and 00479700000701 to review the City's present work on the 20<sup>th</sup> Street Subarea plan.

Given that the City is presently considering various Addenda to this plan that are intended to reflect changes to market conditions, my clients respectfully request that the City additionally consider re-designation of these parcels, changing the existing Neighborhood Business zoning to Commercial District (CD) zoning – a change that will encourage future economic development in this employment corridor.

Approving this change would allow single structures to exceed 10,000 gross square feet (subject to the regulations and conditions of the CD zone) and open the door for moderately sized office buildings that can employ a greater number of workers. For example, this has the potential to attract additional development to Parcel 00479700000802 – an underutilized 3.28 acre parcel. Further, this change would not cause any existing uses to become non-conforming uses.

### **Additional Re-designation & Rezone Along 20<sup>th</sup> Street**

Our firm believes that area along the 20<sup>th</sup> Street Corridor between 98<sup>th</sup> and South Lake Stevens Road should be Commercial District (CD) and not Neighborhood Business (NB). In general, both zoning designations generally allow similar uses, however the NB zone does not allow an individual building to have a footprint larger than 10,000 square feet. Further, the CD zoning district is better suited to encourage opportunities for non-retail, employment generating development.

Given the surrounding HUR zoning, the nature of the 20<sup>th</sup> Street Corridor as a major arterial and the City's need for economic development, we believe that restricting individual building footprints to 10,000 sf by applying the NB zone will cause Lake Stevens to lose out on opportunities that will instead locate in Snohomish or Marysville. The next section of our letter will explain how large application of the NB zoning puts the City of Lake Stevens at a competitive disadvantage to its neighbors.

### **Why Commercial District Instead of Neighborhood Business**

Over the last 20 years the City of Lake Stevens has been locked in a competition with the cities of Snohomish and Marysville who have sought out every opportunity possible to locate commercial development adjacent to Lake Stevens' boundaries. This includes a competition in 2005 between Lake Stevens and Marysville over who would control certain lands in the Soper Hill Area, as well as attempts by the City of Snohomish between 2005 and 2008 to extend its urban growth boundary north of Highway 2. And Snohomish continues to show a large area north of Highway 2 within its comprehensive plan and land use designation maps as its "north planning area."

The pursuit of additional land for commercial development by the cities of Marysville and Snohomish have been mildly impactful on the City of Lake Stevens. Instead, the bigger impact to Lake Stevens has been these cities' application of commercial zones along Highway 9 (north and south of Lake Stevens) and Bickford Avenue (south of Lake Stevens).

Their success comes from two key elements: (a) the zoning applied and (b) the allowed uses and intensity allowed. For the purposes of this comment letter we will address the application of zones as compared between cities – a future letter during your hearing on the text of the zoning code will address concerns with both allowed uses and limits imposed.

*Analyzing the Zoning Competition:*

- The City of Marysville has less than 7 acres of Neighborhood Business zoned area – mostly consisting of small retail and personal services businesses along 47<sup>th</sup> Ave (at 61<sup>st</sup> and 64<sup>th</sup>) and Grove Street at 74<sup>th</sup> and 59<sup>th</sup>. By contrast Marysville has more than 1,000 acres designated as either Community Business or General Commercial, including 60 acres of Community Business off the corner of Soper Hill Road and Highway 9, as well as another 40 acres at 64<sup>th</sup> and Highway 9.
- The City of Snohomish has a "Neighborhood Commercial Designation" that has never implemented. Instead, they have 259 acres of Business Park (along Bickford Ave and Highway 9) and 112 acres of Commercial (along Bickford and Avenue D).
- The City of Lake Stevens has 375 acres of commercial development between 20<sup>th</sup> Street and Lake Stevens Center but Lake Stevens would have significantly more of their commercial area within a Neighborhood Business (NB) designation and zone. This puts the City at a competitive disadvantage for opportunities as the NB a zone imposes a 10,000 sq. ft single building footprint limitation which the other two communities do not impose in either their Neighborhood Business or Commercial zones.

Switching to Commercial District (CD) designations and zoning from Neighborhood Business would help the City be more competitive against its neighboring communities that seek to attract the same activity to their respective communities.

Closing

The re-designation and rezone of NB areas to CD areas as we've proposed in the 20<sup>th</sup> Street corridor would be more consistent with the 20<sup>th</sup> Street Corridor Subarea Plan's primary intent which has been to leverage the infrastructure along this arterial to create an employment center that adds new jobs and greater tax base to the City. Further, these changes are in the City's best interest to encourage economic development (e.g. jobs, services, shopping, tax base, etc.) that might otherwise locate in community's north or south of Lake Stevens.

We respectfully request that the Planning Commission consider these changes at its November 6<sup>th</sup> public hearing and move to recommend both proposed changes to the City Council.

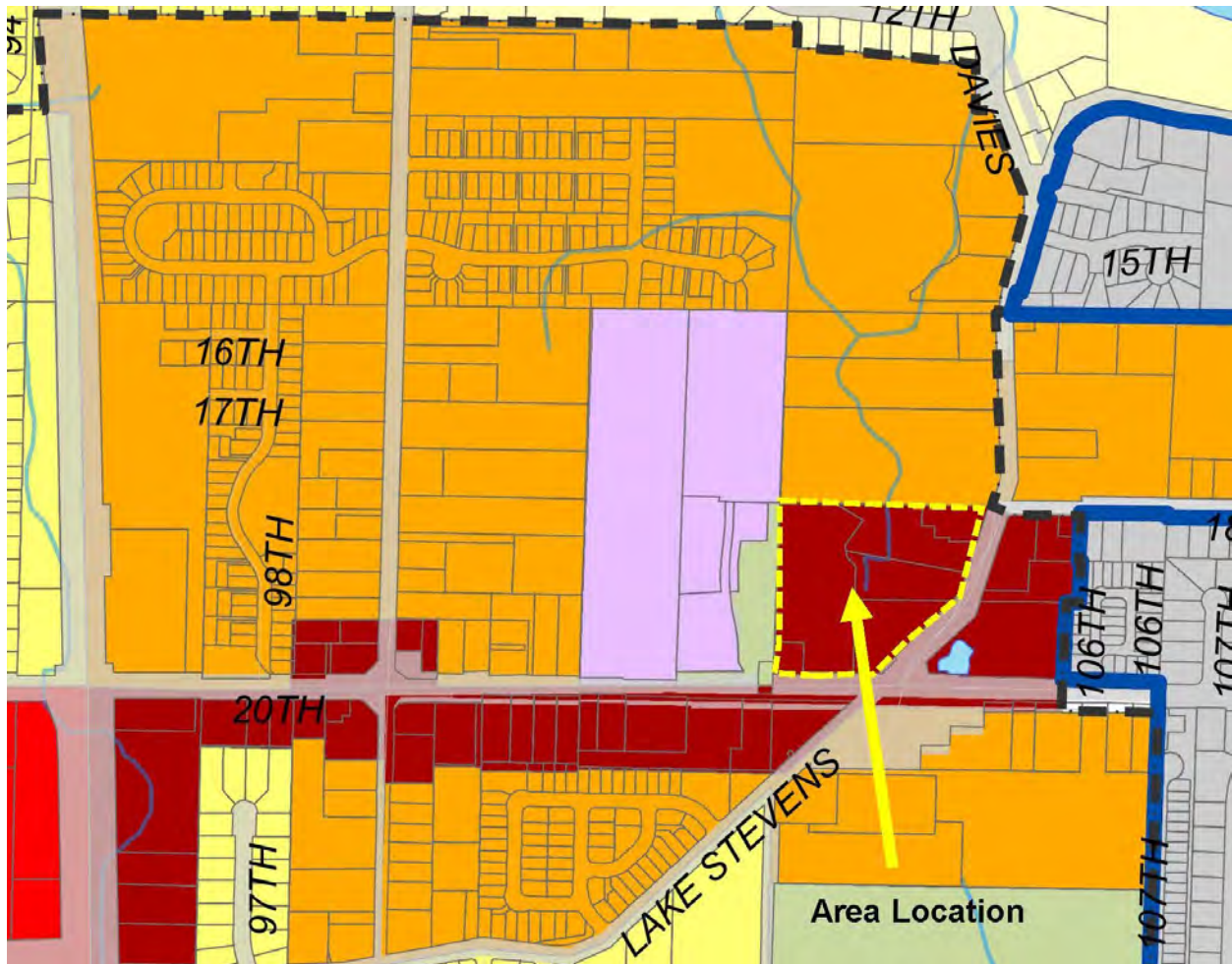
Thank you again for all your assistance. Please let me know if you have any questions.

Very Sincerely,

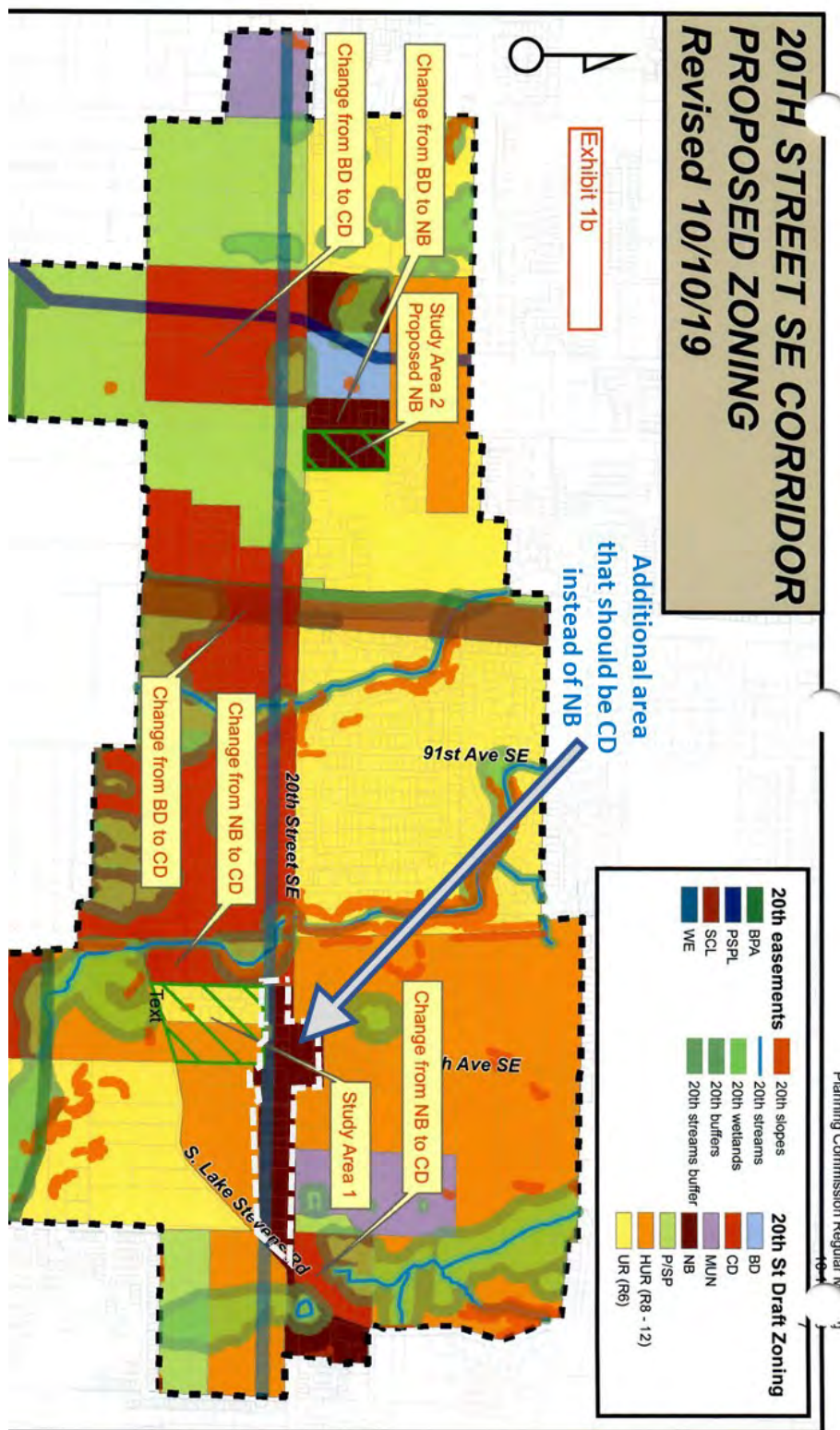
David K. Toyer  
/founder/

CC: Russ Wright, Director & Dillion Roth, Associate Planner

## ORIGINAL AMENDMENT REQUESTED



## ADDITIONAL AMENDMENT REQUESTED





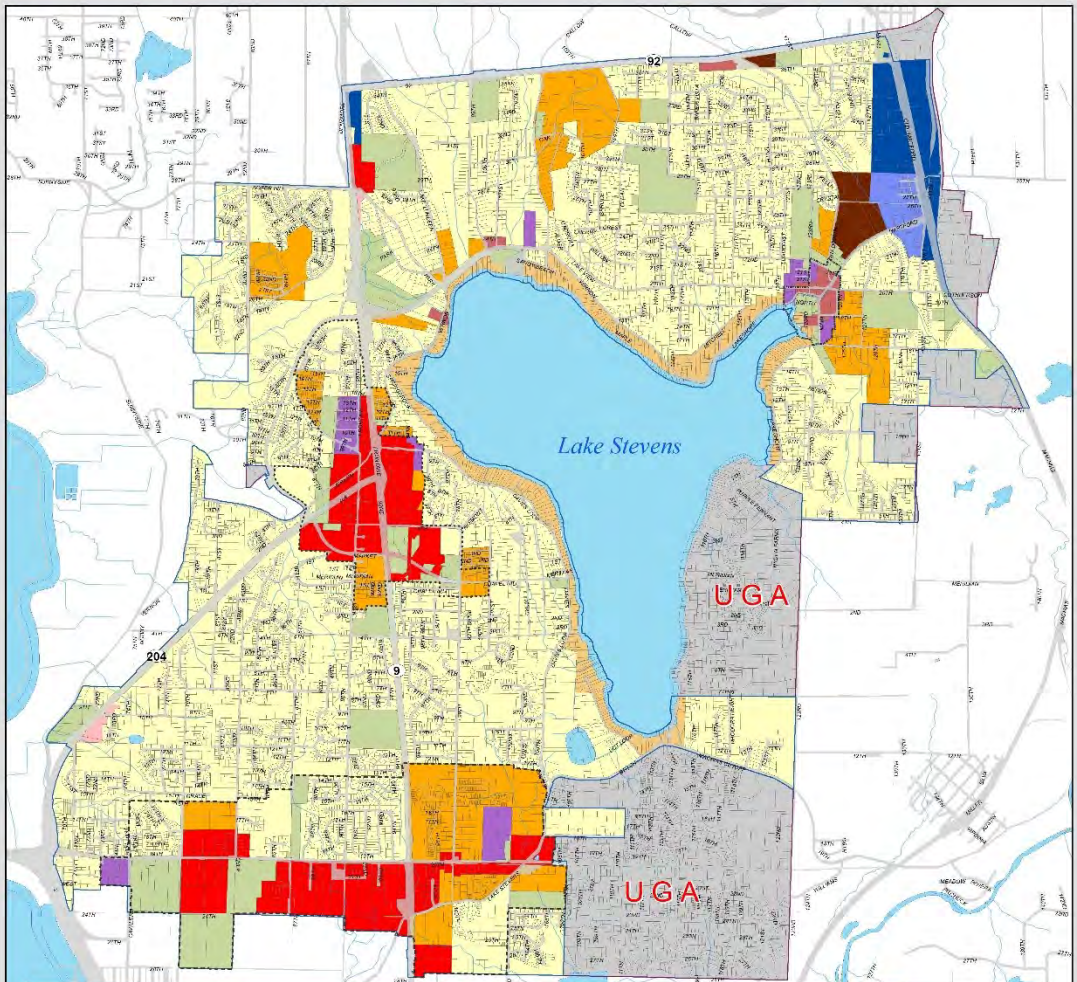
## Exhibit B



----- CITY OF -----

# LAKE STEVENS

## COMPREHENSIVE PLAN - LAND USE



### 2019 Comprehensive Plan Land Use Designations

#### Land Use Designations

- |                                |                                  |                                 |
|--------------------------------|----------------------------------|---------------------------------|
| Med Density Residential (MDR)  | Local Commercial (LC)            | Planned Business District (PBD) |
| Waterfront Residential (WR)    | Mixed Use (MU)                   | Light Industrial (LI)           |
| High Density Residential (HDR) | Commercial                       | General Industrial (GI)         |
|                                | Downtown / Local Commerce (D/LC) | GI Development Agreement (GIDA) |
|                                |                                  | Public / Semi-Public (P/SP)     |

#### Boundary

- |                      |              |
|----------------------|--------------|
| City of Lake Stevens | Parcels      |
| Unincorporated UGA   | Right-of-Way |

#### Subarea Boundaries

- |                         |
|-------------------------|
| 20th Street SE Corridor |
| Downtown Lake Stevens   |
| Lake Stevens Center     |

#### Features

- |           |
|-----------|
| Waterbody |
| Stream    |



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Data Sources: Grays Harbor County (2018); City of Lake Stevens (2018)

Revision Date: Nov 2019

0 500 1,000 2,500 Feet

Revised By Ordinance No. 1061

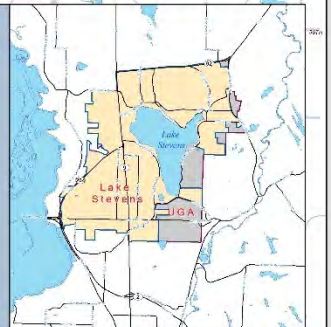


Exhibit C

# City of Lake Stevens

## 2015 - 2035 Comprehensive Plan

### Executive Summary

#### 2035 LAKE STEVENS VISION

*As the city contemplates the next 20 years, it must embrace its position as a unified growing city. Lake Stevens will be a vibrant sustainable community that provides a positive development atmosphere and maintains a strong community image with excellent schools and neighborhoods. Sustainability will be manifested through environmental protection, conscientious community development and sound economic policy. The city will continue emphasizing the role of local growth centers and subarea planning as the primary locations for new development – specifically as essential pockets for economic development and focal points for new neighborhood and commercial areas. The city will ensure that the city’s infrastructure and public services will meet the demands of the community as it grows in an economically feasible manner. Development will be sensitive to the lake, environment and existing neighborhoods. The community will become a balanced community with sufficient and affordable housing, family-wage jobs and a variety of shopping and service options to meet the needs of Lake Stevens’ residents.*

#### PLANNING CONTEXT

Effective land use planning has become a common feature in statewide, regional and local governance since 1991 when the Washington State Legislature enacted the Growth Management Act (GMA) as Chapter 36.70A of the Revised Code of Washington (RCW). The primary purpose of the GMA is to encourage appropriate levels of growth in urban and rural areas consistently across the state. The GMA identifies several mandatory planning elements that jurisdictions must incorporate into their individual comprehensive plans:



## **Executive Summary**

- |                       |                             |
|-----------------------|-----------------------------|
| 1. Land Use           | 5. Rural Element (counties) |
| 2. Housing            | 6. Transportation           |
| 3. Capital Facilities | 7. Economic Development     |
| 4. Utilities          | 8. Park and Recreation      |

The GMA also directs local jurisdictions to consider specific planning goals to facilitate population and employment growth when developing land use policy and regulations, including control of urban growth and sprawl, encouraging efficient transportation systems, promoting economic development, providing for predictable and timely permit review, maintaining the natural environment and natural resources industries, encouraging public participation, ensuring adequate public facilities, preserving cultural and historic lands and implementing the Shoreline Management Act.

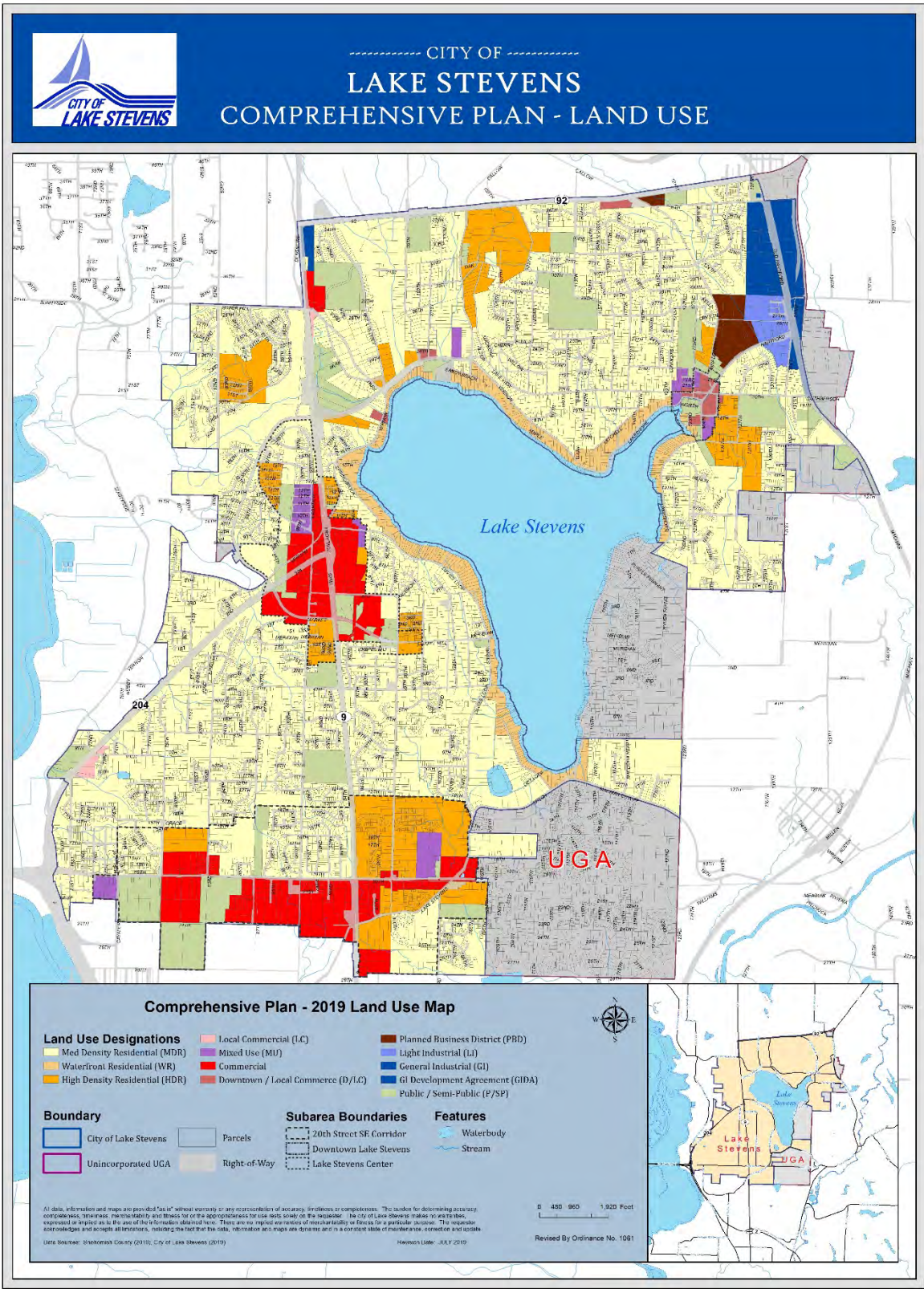
The Puget Sound Regional Council (PSRC) comprised of agencies from the four-county central Puget Sound developed a regional approach, articulated in *VISION 2040*, to implement GMA requirements. VISION 2040 augments GMA goals related to environmental protection, focused development patterns, housing affordability, sustainable regional economy, integrated transportation systems and adequate public services. VISION 2040 emphasizes regional growth centers as areas to concentrate future employment and population growth, linking regional and local centers with efficient multimodal transportation system, promoting sustainability in decision-making and allocating population and employment growth within regional geographies based on community size.

The GMA requires counties to adopt countywide planning policies in cooperation with affected cities (RCW36.70A.210). Countywide planning policies provide a local planning framework to ensure consistency among cities and a regional vision. Snohomish County facilitates collaborative countywide planning through Snohomish County Tomorrow (SCT), which is comprised of staff, local citizens and elected officials from every jurisdiction. The cities, towns, tribes and county have worked together through SCT since 1989 to address local planning issues. SCT provides a forum in which jurisdictions can address regional growth management issues such as transportation, utilities, housing, population and employment.

## **PLANNING IN LAKE STEVENS**

The city of Lake Stevens adopted its initial GMA Comprehensive Plan to address growth in the city and its Urban Growth Areas (UGA) in 1994. The first major update to the Lake Stevens Comprehensive Plan occurred in 2006, which highlighted the city's changing status from small community to a growing city. The 2006 plan identified specific growth centers as the focus for the plan and recommended developing subarea plans for each growth center including Downtown Lake Stevens, 20<sup>th</sup> Street SE Corridor (AKA South Lake), Lake Stevens Center (AKA Frontier Village) and the Hartford Road Industrial Area. By the end of 2012 the city had adopted two subareas and was working on a framework for a third. Also as part of the 2006 Comprehensive Plan, the city developed an annexation plan that calls for eventually annexing the remainder of the unincorporated area within its unincorporated UGA.









## ***Executive Summary***

As of December 31, 2009, all of the UGA west and southwest of the lake has been annexed. Only the areas southeast of the lake, small areas east of downtown and one parcel west of Lundeen Parkway remain unincorporated.

Jurisdictions are required to update their comprehensive plans and development regulations periodically to remain compliant with GMA requirements. Through its annual docket cycle, Lake Stevens continues to refine its plan. For example, the city incorporated economic development data and strategies into goals and policies. The city adopted two subarea plans that considered land uses and housing in large portions of the city. The city continues to update its transportation element regularly, which contributed to the completion of a new concurrency-based impact fee system. The city adopted a revised Park, Recreation and Open Space Element with a new model for determining levels of service. Other minor changes occur as well – typically in the form of citizen-initiated land use map changes.

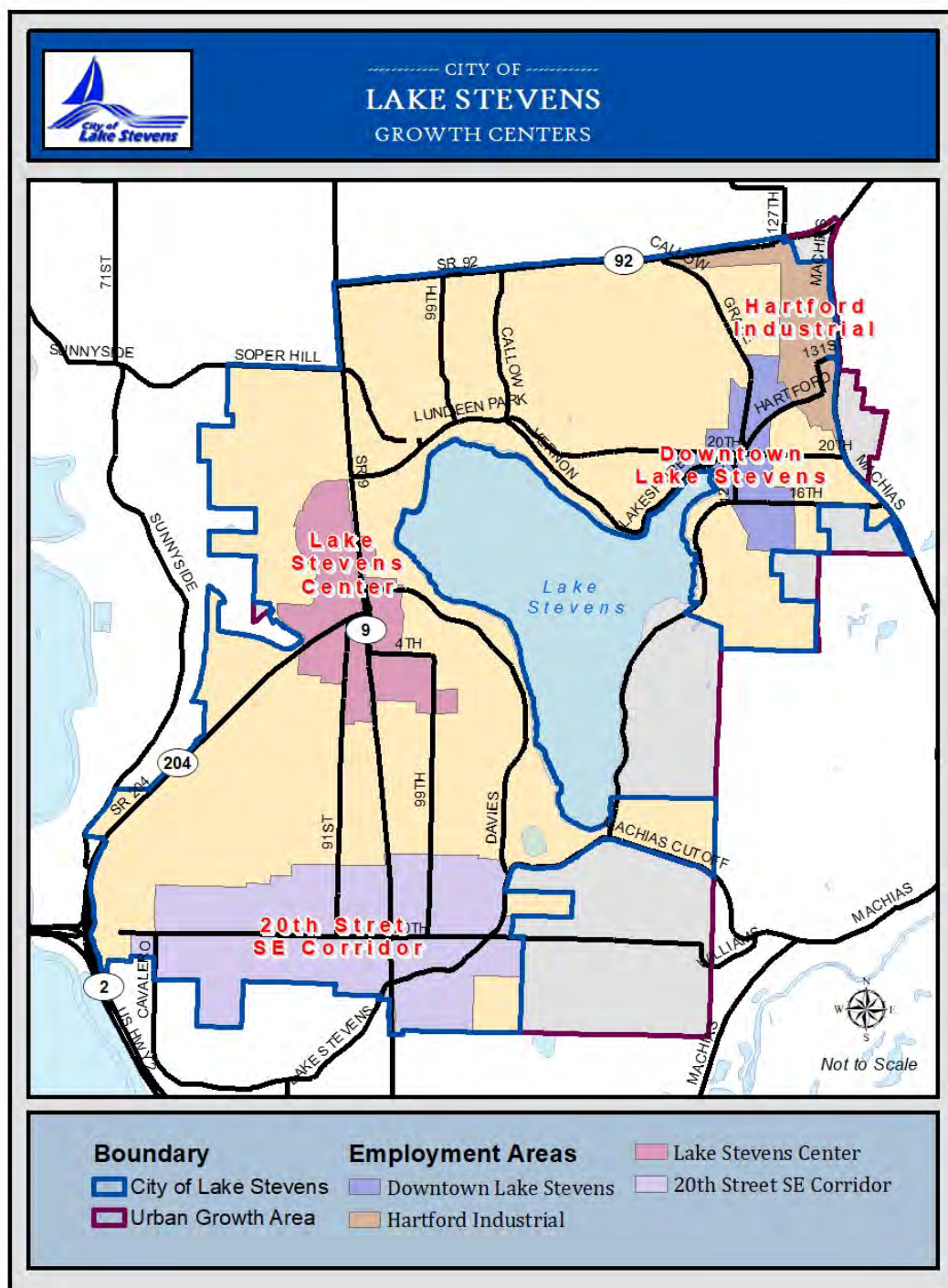
The GMA mandates jurisdictions complete thorough updates to comprehensive plans according to a predetermined schedule. Snohomish County cities, including Lake Stevens, must complete their major updates in 2015.

As the city began its comprehensive plan update process for 2015 staff identified several tasks that would need to take place to ensure compliance with GMA, PSRC and countywide policies. To date, staff has prepared a self-audit of its comprehensive plan and development regulations to identify any state, regional or countywide inconsistencies. The city has engaged the community in a public participation program that has included public open houses, surveys, social media, outreach to service groups, and meetings with the Planning Commission and City Council. The plan addresses many technical issues:

1. What has changed since the last time we adopted our comprehensive plan (e.g., boundaries, population and infrastructure)?
2. How has demand for various land uses changed?
3. What has been implemented?
4. Are we using all of our planning tools (e.g., subarea planning, innovative codes, continuous public participation, etc.)
5. Does the comprehensive plan accurately reflect the city's community vision?

Aside from meeting technical and procedural requirements the update has allowed city staff to pose fundamental questions to the community about their vision for Lake Stevens over the next 5, 10 and 20 years.

- Will you be in Lake Stevens in 2035?
- Where will you live?
- Where will you work?
- How will you get there?
- What will you do for recreation?
- Where will you shop?



## ***Executive Summary***



At the first open house, city staff and board members had breakout sessions with the public to discuss the mandatory comprehensive plan elements. Based on the public comments received, fresh vision statements emerged for each plan element. The next important avenue to receive public outreach was an opinion survey. The survey was posted electronically on the city's website and administered at city events. Through this survey, community members were asked a series of questions to determine public concerns and preferences for growth over the next 20 years.

- Cottage housing and townhouses were identified as the most popular non-single-family housing options;
- The preferred location for residential growth was southwest Lake Stevens followed by Northeast Lake Stevens and the Soper Hill area;
- Retail, High-tech industry and professional offices were identified as the most important employment sectors for Lake Stevens;
- The preferred location for employment growth was the 20th Street SE Corridor, followed by Lake Stevens Center and the Hartford Industrial Area;
- A sense of community and residential opportunities were identified as the most positive changes over the last 10 years, increased traffic was identified as the greatest challenge;
- Participants identified schools and neighborhoods as the city's greatest strength;
- 30% of participants are attracted to other cities for shopping and dining;
- 25% of participants felt economic development (increased shopping and jobs) should be a priority, followed by public services over the next 20 years;
- Over 38% of participants identified adding more sidewalks and pedestrian paths as the most important transportation improvement followed by increased vehicle capacity; and
- 37% of participants indicated parks and open spaces are the most important public facilities followed closely by roads and sidewalks.

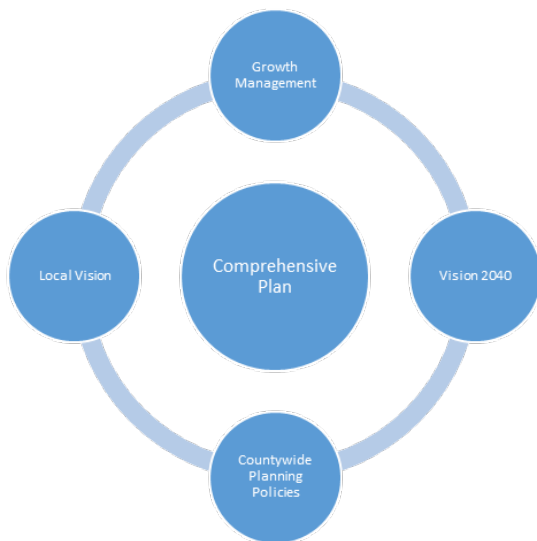
These responses provided a valuable framework for re-evaluating individual plan elements and updating goals and policies to reflect community preferences.

The 2035 Lake Stevens Comprehensive Plan update addresses the applicable GMA elements as specific chapters and considers optional elements related to conservation, solar energy, recreation and subarea plans in individual chapters. The plan incorporates and responds to community preferences and concerns. It also considers the role of regional planning under VISION 2040 and countywide planning in the development of specific goals and policies. The following sections will identify the vision and primary revisions for each element.



## INTRODUCTION

**A Vision for Planning** – the city will integrate the Growth Management Act (GMA), defined in Chapter 36.70A of the Revised Code of Washington (RCW), as an essential planning framework for the Lake Stevens Comprehensive Plan. The GMA principles will help direct community, regional, and statewide efforts to enhance the quality of life, environmental protection and economic vitality for the city, its residents and its interests in and around the Lake Stevens Urban Growth Area and Rural Transition Area as a unique lakeside community.



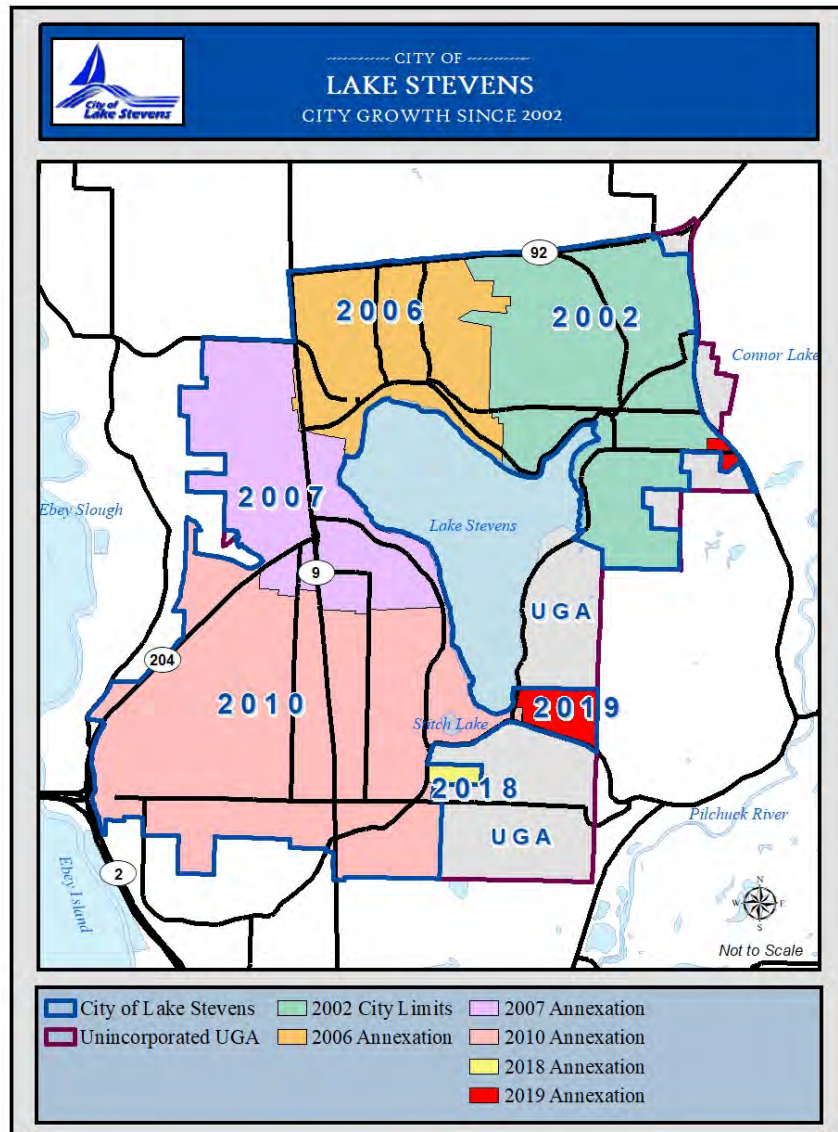
The Introduction describes the planning context for the Growth Management Act, PSRC VISION 2040 and Snohomish County as these relate to coordinated local planning; it provides a basic description of the planning area including the UGA and Rural Transition Area (RUTA); and describe the city's vision statement and individual element visions. This chapter also describes the public process and environmental review for this update and contains revised goals and policies for administering the annual Comprehensive Plan process.

## Land Use Element

**A Vision for Land Use** – As Lake Stevens continues to grow in population and area, the city will strive to create balanced opportunities for residential growth, varied housing types, employment, commercial endeavors and public services for all people to live, work, learn and play throughout the community.

The city's Land Use Element considers anticipated land use forecasts and growth targets for the next 20 years. The largest single change to the Land Use Element is accounting for areas annexed into the city since 2006. Through a series of annexations the city population grew from 6,361 to 26,670 in 2010. The current city boundaries encompass an area of approximately 5,760 acres (8.9 square miles). Small pockets of unincorporated areas comprise the remainder of the Lake Stevens Urban Growth Area (UGA) with an area of 2,192 acres (3.4 square miles) including the lake.

## Executive Summary



Major changes to the Land Use Element include an enhanced discussion of state, regional and countywide planning policies and updated statistical data and analysis, along with revised goals and policies. This section includes significant updates to the building lands data between 2007 and 2012. The *2012 Buildable Lands Report* (BLR) and the Snohomish County Growth Monitoring Report set the tone for evaluating the Land Use Element. Significant land use trends are highlighted below.

- The *Snohomish County Growth Monitoring Report* indicates the Lake Stevens population grew by over 341% between 2000 and 2010.
  - Since 2010, the city population has grown annually by approximately 4%.
- The 2014 city population is 29,170.
- The Growth Monitoring Report establishes a 2035 population target of 46,380 for the UGA.
  - The city's portion would be 39,340 or an increase of 11,130 people by 2035.



## Executive Summary

- There will be an estimated 509 person surplus.
- The Growth Monitoring Report establishes a 2035 jobs target of 7,821 for the UGA
  - The city's portion would be 7,412 or an increase of 3,818 jobs by 2035.

Through a review of recent permit data, remaining buildable land supply has been identified for employment and population growth based on growth from mid-2012 to present.

- Remaining buildable acreage is estimated to be 161 acres for commercial development (218 for the entire UGA) and 716 acres for residential development (1,212 for the entire UGA).
- Based on the previous buildable acres the city housing capacity is 3,784 new units (5,465 for the entire UGA) and employment capacity is 1,954 new jobs (2,410 for the entire UGA).

At the present rate of development the city remains on track to meet growth targets.

The Land Use Element provides updates to the city's growth center strategy with discussions of progress and next steps. The city's ultimate goal for each center, based on the economic and demographic assessments, is to develop a unique subarea plan with distinguishing characteristics that serve slightly different markets, thus ensuring economic diversity and vitality. As noted the city adopted subarea plans for the Lake Stevens Center and 20<sup>th</sup> Street SE Corridor in 2012. The city has developed a framework plan for Downtown Lake Stevens, which will transform into a subarea plan.

In addition, this chapter continues to emphasize the city's interest in coordinated planning of transitional areas including unincorporated portions of the UGA and RUTA where future annexations and development will occur over the next 20 years. The city will annex the remaining unincorporated UGA throughout the 2035 planning horizon. Additionally, the city of Lake Stevens remains interested in development outside its borders given the impact that is felt on the entire Lake Stevens community, in preparation for future UGA expansions following build out.

## Housing Element

***A Vision for Housing*** –The city will provide a regulatory framework that supports the creation of high-quality housing (e.g., single-family houses, townhomes and apartments) with a range of densities, which implement community design preferences and are affordable to all community members across the city.

The Housing Element includes updated statistical and demographic information based on the *2013 Housing Characteristics and Needs in Snohomish County Report*, prepared by the Planning Advisory Committee of Snohomish County Tomorrow and the *Affordable Housing Profile* for the city of Lake Stevens, prepared by the Alliance for Housing Affordability. This information is used to describe current population and housing trends in the city. Specific attention is given to discussion of housing distribution, household makeup and affordability. City information is compared to trends in Snohomish County and the other larger cities in the county. Significant population and housing trends are highlighted below.



## ***Executive Summary***



- Since 2000, larger cities manifest the greatest population growth in Snohomish County, with Lake Stevens experiencing one the highest population increases since the last census.
  - The current city population of 29,170 represents an increase of 350% over the 2000 population, which was 6,361.
- Lake Stevens has the youngest median age at 32.1, while the median age in Snohomish County is 37.3.
- About 7% (1,951 people) of the Lake Stevens population is over 65 which is projected to increase over the next decade.
- There are currently 9,550 households in the city – approximately 74% of those are family households.
  - The combined, average household size in Lake Stevens is 2.87 persons, while the average county household size is 2.65 persons.
- The Growth Monitoring Report establishes a 2035 new housing unit target of 4,413 for Lake Stevens.
- In 2012, there were an estimated 10,414 dwelling units in Lake Stevens and 237,899 dwelling units in Snohomish County.
  - Lake Stevens ranked fourth (80%) for the highest ratio of single-family dwellings in the county.
  - The average house size for new construction between May 2013 and May 2015 was just under 2,400 square feet.
- The 2011 area median income (AMI) in Lake Stevens is \$73,000, which is slightly higher than the AMI for other larger cities at \$72,000 and Snohomish County, which is nearly \$68,000.
- Approximately 47% of the occupied housing units in the Lake Stevens and Snohomish County are cost-burdened.
- The 2011 unemployment rate in the city was 5.5% compared to 5.7% for the county.
- The 2013 median home price in Lake Stevens is \$246,900.
  - Owner occupancy increased from 75% in 2000 to 78.2% in 2010.
- The average monthly rent in 2000 was \$716 while in 2010 the average monthly rent increased to \$1,254
  - Rental unit vacancy increased from 5.4% in 2001 to 9.1% in 2010.
- In 2011 the special needs population within the county was over 110,000.
  - 43,600 residing in the unincorporated areas
  - 32,000 in larger cities
  - 3,009 in Lake Stevens

## Executive Summary



- In Lake Stevens, approximately 3% of households received some sort of assistance; while in Snohomish County 3.8% of households received assistance.
- 97,000 additional housing units would need to be constructed in the county by 2035
  - Larger and small cities have about 60% of the available residential capacity for single-family and 40% for multifamily.
  - Lake Stevens needs to accommodate an additional 4,469 housing units.
  - The projected city share of affordable units would be 984 affordable housing units for households making less than 50% of AMI.



Other changes to this section include an updated discussion of state, regional and countywide planning policies and updated strategies to promote housing affordability, along with updated goals and policies.

## Environment and Natural Resources



***A Vision for the Environment and Natural Resources*** – the city of Lake Stevens will provide effective and ongoing investment to ensure water quality and continued environmental stewardship for current and future generations by protecting fish and wildlife habitat, critical areas and open space corridors; conserving land, air, water and energy resources; and integrating the shoreline management of Lake Stevens into land use decisions.





The city is committed to providing ongoing environmental stewardship of our shared shorelines, open spaces, critical areas, and wildlife habitats. Updates to the Environment and Natural Resources chapter of the Comprehensive Plan include the integration of the state, regional, county and local planning contexts, providing a description of local geology, soil profiles, drainage, and surface and ground water resources, a discussion of the city's coordination with other state and regional agencies to improve air quality and mitigate the effects of climate change by encouraging sustainable development, and a consolidation and reorganization of the Goals and Policies section to eliminate redundancy, contradictory policies and reflect updated code requirements.

## **Parks Element**

***A Vision for Parks and Recreation** – the city of Lake Stevens will create diverse recreational opportunities for all ages to enjoy parks, trails and activities, and local events throughout the community and with expanded access to Lake Stevens.*

The Parks Element includes an inventory of parks, recreation and opens spaces, describes the unique park classifications, establishes levels of service for each park type, and provides a needs assessment and capital facilities plan. Only minor changes are proposed to the Parks Element including an updated vision statement and updated references in the capital projects list to include a discussion of ~~the Cavelaro Park Master Plan, Frontier Heights Park and Trail Connections, as to reflect a major update was completed in 2013~~ RCO update in 2019.

## **Economic Development**



**A Vision for Economic Development** – Lake Stevens will embrace a sustainable local economy by supporting a varied job sector for residents, promoting excellent shopping and service options, providing a stable and predictable permitting process and fostering accountable government oversight of public funds.

The Economic Development Element describes the city's economic development strategy in terms of growth patterns and fiscal conditions. Changes to the Economic Development Element include updated goals and policies to reflect the city's focus, efforts and progress toward the economic strategy plan adopted by the city in 2010. Updates also include market and demographic data used as economic indicators that will guide further emphasis on specific strategies supporting economic growth in the areas of job sector diversification, retail and personal services industry growth to serve the community's needs. This data is ever changing and will be used as a "snap shot" in time.



Therefore the Chapter further provides for updating, monitoring data and analyzing results as an on-going activity to ensure city resources are used for the best possible yield and in a responsible manner. The changes are supported in the Land Use Element and other Comprehensive Plan elements by directing retail and employment growth into the city's growth centers.

## **Public Services and Utilities Element**

***A Vision for Public Utilities and Services** – Lake Stevens will strive to provide excellent public utilities & services to meet the health and safety needs of the community in proportion to future population growth and will continue to coordinate with local service providers such as the Lake Stevens Sewer District, Lake Stevens Fire, and the Lake Stevens School District to ensure service continuity as the community grows.*

This element provides a descriptive inventory of, and considers the general location and capacity of, all existing and proposed public utilities, facilities and services in the city of Lake Stevens in relation to levels of service for current and future residents and businesses. In the preparation of this element, city staff met with other departments, public agencies and special purpose districts (e.g., Lake Stevens School District, the Snohomish County Public Utilities District (PUD), Lake Stevens Sewer District, Lake Stevens Fire District and Lake Stevens Police Department) to identify the current status of facilities and services provided by these agencies to incorporate. Significant trends are highlighted below.

- The Lake Stevens Police Department continues to provide a variety of services including marine and road patrol, crime and accident investigation, traffic enforcement, crime prevention, School Resource Officer Program, concealed weapons permits, passports, records and evidence keeping and animal control.
- Within the city's stormwater system there are approximately 68 city-owned or operated facilities, 4,562 catch basins, 13.5 miles of road side ditches, 66.2 miles of pipe and 22,942 feet of culverts
- The sewer system includes a network of trunk and collector lines, a flow telemetry system, manholes, and pump/lift stations and a treatment plant operated by the Lake Stevens Sewer District.
  - Since the last update the new Sunnyside Treatment Plant and Southwest Interceptor have been completed, providing additional capacity for development.
  - The Sewer District has completed the 2016 update to their Sanitary Sewer Comprehensive Plan
- Lake Stevens Fire serves an area of about 46 square miles with 3 stations and 1 administration building.
  - The Fire District performs fire code compliance activities, inspects commercial and public buildings for the city of Lake Stevens (381 in 2013) and reviews land use and building permits through the Fire Marshal's office.

## Executive Summary



- In 2013, Lake Stevens Fire responded to 4,659 calls.
- Over the past 5 years, the Fire District has experienced an annual increase in call volume of 1.5%.
- The Fire District plans to increase the daily staffing level to 14 firefighters by year 2017 and build a new station by 2022.
- The Lake Stevens School District covers approximately 37 square miles
  - The District currently serves a student population of 8,392 with ~~six~~ seven elementary schools, two middle schools, one mid-high school, one high school and one homeschool partnership program (HomeLink). The District estimates the enrollment will total 9,114 students in 2021. The District has projected permanent capacity shortfall by 2021 for K-5 of 1,106 students (with no improvements).
  - Currently five of the six elementary schools are above their design capacity. Voters recently approved financing for a seventh school.
  - The city has adopted the most recent School District Capital Facilities Plan.
- The city coordinates with the Snohomish County Health District for public health services, specifically the review of septic systems and food service inspections.
- Waste Management Northwest, Incorporated and Republic Services provide solid waste services within the city under contract for a 3-year period.
- Puget Sound Energy provides natural gas service through a city franchise.
- The Public Utility District No. 1 of Snohomish County (PUD), serves the city of Lake Stevens
  - 80% of its power comes from the Bonneville Power Administration, with the remainder provided from a mix of renewable resources.
  - The PUD operates 3 distribution substations within the city and multiple transmission lines.
- The PUD also manages the city's water system, which includes 8 reservoirs and 330 miles of pipe.
  - The primary water supply to the Lake Stevens Water System comes from Spada Lake and is purchased from the city of Everett.
  - Former emergency wells, in the northeast corner of the city, have been converted to full-time use to supplement the water supply.

## Transportation

***A Vision for Transportation*** – the city will develop an effective multimodal transportation system that emphasizes access, direct circulation and safety for vehicles, freight, public transportation, cyclists and pedestrians locally and to the region.

The Transportation Element contains updated information related to road classifications, level of service standards, street inventory, multi-modal planning, and mass transit. The chapter includes



## **Executive Summary**

required GMA, PSRC and county-required goals and policies. Analysis of future roadway, safety and pedestrian and bicycle needs have also been reviewed and updated. The goals and policies have been revised as needed to ensure required elements are included for consistency with other plan elements.

### **Capital Facilities**

***A Vision for Capital Facilities** – The city will develop a realistic and achievable capital facilities plan that ensures an effective use of taxpayer and ratepayer dollars that prioritizes capital investments to maintain adopted levels of service, responds to project urgency and feasibility, is consistent with the city's growth strategy, and provides a clear community benefit.*

The Capital Facilities Element was substantially changed in 2012 and 2013 as a result of the newly adopted Subarea Plans for Lake Stevens Center and 20th Street SE Corridor. The primary modifications to the Capital Facilities Element in 2016 contain updates of financial data, inventory, funding mechanisms and clarification of the 6-year Capital Improvement Plan. The Goals and Policies are updated to reflect the city's desire to be a sustainable community around the Lake with unsurpassed infrastructure supporting an exceptional quality of life. The city expects to accomplish these goals by ensuring good fiscal stewardship, using smart growth principles to understand how the city's planned growth pattern affects the investments that will be needed and investing in where new growth should occur. The changes in this Element also provide for the short and long term cost planning to support infrastructure expenditures.

***Executive Summary***



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# Chapter 2: Land Use Element







## CHAPTER 2: LAND USE ELEMENT

### A VISION FOR LAND USE

*As Lake Stevens continues to grow in population and area, the city will strive to create balanced opportunities for residential growth, varied housing types, employment, commercial endeavors and public services for all people to live, work, learn and play throughout the community.*

### INTRODUCTION

In 2018, the city completed several annexations modifying the ~~The current~~ city boundaries, established in December 2009, ~~following a series of annexations between 2000 and 2009.~~ As of November 2019, the city encompasses an area of approximately ~~5,915 5,760~~ acres (~~8.99.24~~ square miles). Small pockets of unincorporated areas comprise the remainder of the Lake Stevens Urban Growth Area (UGA) with an area of ~~2,1922,036~~ acres (~~3.4-3.18~~ square miles) including the lake. The current Lake Stevens UGA provides sufficient capacity to accommodate population and employment forecasts considering environmental constraints, existing development, infrastructure and services, existing and/or planned transportation corridors and areas where urban services could be extended logically. The city limits currently surround the northern, northeastern and western banks of Lake Stevens. The city anticipates that the remainder of the Urban Growth Area (UGA) will be annexed over the next planning horizon.

Directly west of the city is the Snohomish River flood plain, which consists of critical habitat areas and agricultural uses. To the east are largely forested lands with limited residential development. The area south of the current city boundaries and an unincorporated portion of the UGA is a patchwork of large-lot residences, small farms, and wooded areas with limited commercial areas.

Beyond the Lake Stevens UGA to the north, east and south the city and Snohomish County have established a Rural Urban Transition Area (RUTA) as a future planning area to accommodate growth beyond the 20-year planning horizon. The city's Comprehensive Plan acknowledges that development policies within the RUTA will have direct and indirect impacts on the Lake Stevens community, and it has an interest in decision-making in these areas as it affects development. The RUTA directly adjacent to the Lake Stevens UGA totals approximately 5,400 acres and is largely rural in character. It contains large lot residences, several sizable tracts of forested land and limited agricultural uses. According to the Snohomish County Comprehensive Plan, RUTAs are intended as areas to set aside for



potential supply of land for employment and residential land uses and possible inclusion in a UGA.

## **PLANNING CONTEXT**

The Land Use Element presents a blueprint for growth over the next 20 years. This element considers the general location, intensity and density of land uses, how traffic, drainage, community services, etc. interact with and affect development. The Land Use Element influences how the community develops through the implementation of municipal code. This section provides an overview of the existing land use patterns within the city and its unincorporated UGA, and describes the city's existing strategy for accommodating residential and employment growth within city limits and beyond.

In implementing its growth strategy, the city faces several challenges including development of land within city limits and the unincorporated UGA constrained by topography, critical areas, infrastructure needs, or ability to accommodate larger employment uses. The city and partner agencies also face challenges to fund the infrastructure needs associated with population and employment growth.

### State Planning

The Land Use Element is one of the six mandatory elements required by the Growth Management Act, RCW 36.70A.070(1). Within the Land Use Element, the city must:

- Provide a future land use map;
- Consider approaches to promote physical activity;
- Provide a consistent population projection;
- Estimate population densities and building intensities based on future land uses;
- Include provisions for the protection of groundwater;
- Describe lands useful for public purposes, including essential public facilities, airports and military installations as applicable;
- Identify open space corridors;
- Consider review of drainage, flooding and stormwater run-off;
- Designate policies to protect critical areas; and
- Considers transfer of development rights for significant forest or agricultural lands.

These specific state requirements are discussed in subsequent sections or as specific goals and policies as applicable.





## Regional Planning

VISION 2040 supports using the urban lands efficiently and sustainably to accommodate population and employment growth across the central Puget Sound. Some specific land use concerns mirror those found in the GMA, such as establishing consistent planning targets for housing and employment. The city's plan identifies housing and employment targets that are consistent with the 2012 Buildable Lands Report within the Land Use and Housing elements. Many 2040 provisions cross over into different elements, such as Environment, Development Patterns, Housing, Economic Development, Public Services and Transportation. Another important aspect of the regional strategy is to promote centers and compact urban development, which is a central theme of the city's plan, which focuses on local growth centers implemented as subarea plans. The city's subarea plans present an integrated planning approach based on incorporating economic development, environmental protection, sustainability, social justice and well-being, compact and mixed-use development and multimodal transportation. In addition, the city's municipal code provides several effective mechanisms supporting compact infill development. Another PSRC provision is healthy and active living. The city's plan promotes this ideal in the Parks, Recreation and Open Space, Land Use and Transportation elements. Finally, the city has considered the role of adjacent rural areas as they relate to the city beyond the planning horizon.

## Countywide Planning

Snohomish County has adopted Countywide Planning Policies that provide a consistent framework for each jurisdiction to develop its comprehensive plans adopted.

The Development Patterns Goal found in the Countywide Planning Policies states,

**“The cities, towns, and Snohomish County will promote and guide well-designed growth into designated urban areas to create more vibrant urban places while preserving our valued rural and resource lands.”**

Specific policies relevant to the Land Use Element include the role of Urban Growth Areas in land use planning including future expansions or modifications, inter-jurisdictional coordination, utilities, and location of employment and housing in relation to infrastructure and transit. Another theme relevant to this element previously identified in the state and regional planning strategies is designating local centers, promoting compact urban developments and transit-oriented developments that encourage higher residential density and infill while integrating new development into existing neighborhoods. Finally, the land use element should consider annexation policies for the unincorporated UGA.

The city recognizes the importance of efficient planning and use of land within the entire UGA in order to meet the population, employment, environmental and other objectives of the GMA and established countywide planning policies. The city's Comprehensive Plan and

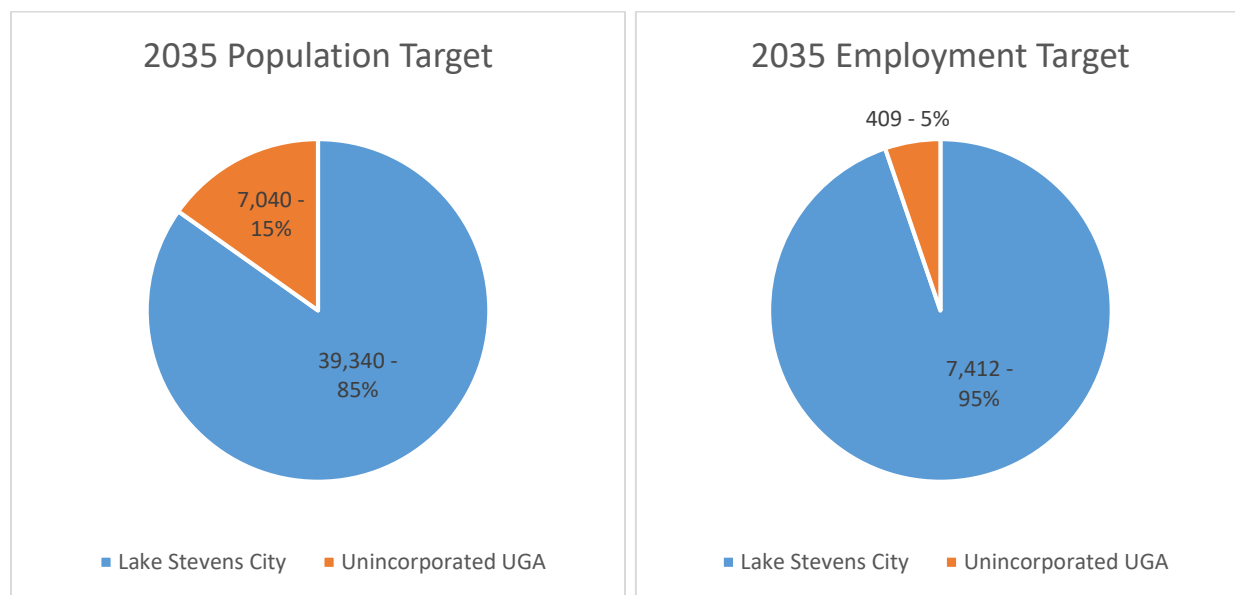


existing growth strategy is reflective of the policies and vision within the County's Comprehensive Plan and Countywide Planning Policies.

### Lake Stevens Planning

The city's Land Use Element considers the themes expressed in the state, regional and countywide plans. Specifically, the Land Use Element describes anticipated land use assumptions and growth targets over the current planning period. This information is the basis for current land use designations and zoning districts as well as the city's local growth strategy.

In order to meet projected growth targets, the Lake Stevens UGA must accommodate a population of **46,380** and **7,821** jobs by 2035 (Source: Appendix A Table 1 Snohomish County 2035 Population Growth Targets). The city's portion would include a population of 39,340 or an increase of 11,130 people over the planning period. The current employment target for the city is 7,412 or an increase of 3,818 jobs by 2035. (Source: Appendix D, Table 1 - 2035 Population Growth Targets for Cities, UGAs and the Rural/Resource Area). Figure 2.1 illustrates the total number and percent of both the city's and the unincorporated UGA's 2035 population and employment growth targets.



**Figure 2.1 – 2035 Growth Targets**



## **LAKE STEVENS GROWTH STRATEGY**

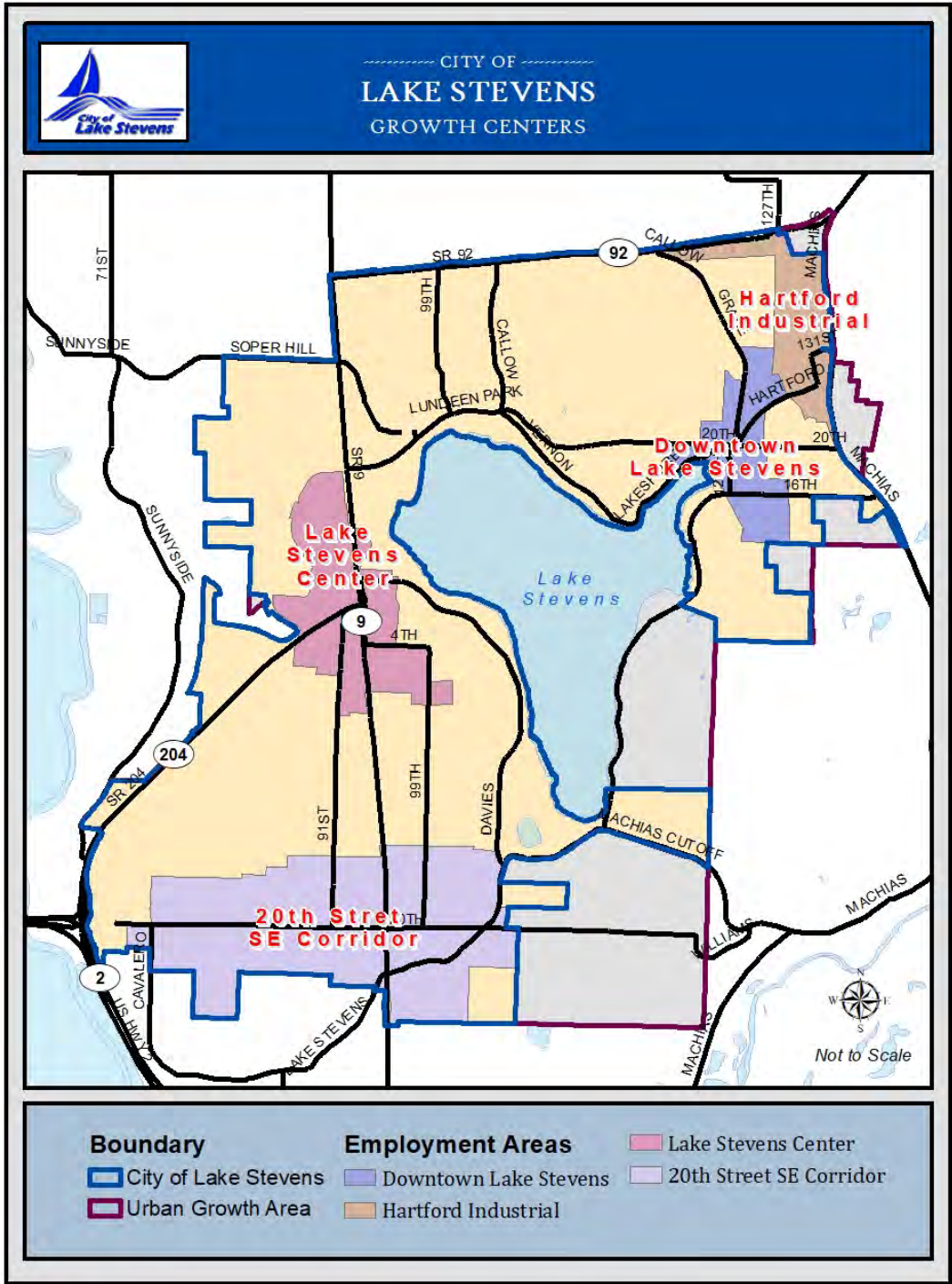
The Snohomish County Growth Monitoring Report indicates the population of the city grew by over 341 percent between 2000 and 2010 adding 21,708 people. Annexation and steady residential development fueled this rapid growth. Since 2010, the city population has continued to grow annually by approximately 3.9 percent.

The city's growth strategy directs the majority of residential and employment growth into concentrated centers readily available for development. It is the city's vision to accommodate and attract new businesses that provide family-wage jobs by growing a range of employment sectors near Growth Centers in proximity to housing. Downtown Lake Stevens, Lake Stevens Center, and the 20th Street SE Corridor are identified as Community Growth Centers, while the Hartford Industrial area is an Industrial Center. Figure 2.2 illustrates the location of the four primary centers. A summary of development potential for each growth center is summarized in Table 2.1.

Each defined Growth Center has varying suitability and potential for future employment uses due to location, access to the transportation network, overall size, development potential, and range of parcel sizes. This growth center strategy implements countywide, regional and statewide goals by focusing development where infrastructure and services are or will be available and preserving the natural characteristics of the city. The city's growth center strategy is consistent with the public vision expressed during the community outreach for this project and others.

To complement its growth strategy, the city began developing an economic development approach. In 2010, the city completed an Economic Development Assessment. The main findings suggested residents were spending retail dollars outside the city and leaving the city to work. This document was followed by a demographic assessment and economic profile of the city. These documents laid the foundation for future economic development and complemented the evolving growth strategy.

The city's ultimate goal for each center, based on the economic and demographic assessments, is to develop a unique subarea plan with distinguishing characteristics that serve slightly different markets ensuring economic diversity and vitality. ~~The first big~~The city has ~~achievement in the city's strategy was the adoption of two~~adopted three Subarea Plans: ~~in 2012 (e.g., Lake Stevens Center and the 20th Street SE Corridor~~in 2012 and the Downtown Lake Stevens Subarea in 2018). As a development incentive, the city adopted a Planned Action Ordinance for each subarea to satisfy State Environmental Policy Act review requirements. Adoption of the plans resulted in area-specific design guidelines, development regulations and zoning districts. ~~In addition, a framework plan has been completed for Downtown Lake Stevens as a precursor to a future subarea plan. City Council has authorized a subarea plan to be completed by the end of 2016.~~



**Figure 2.2 – Growth Centers Map**

**Chapter 2 – Land Use**



**Table 2.1 - Growth and Development Potential of Existing Growth Centers**

|  | <b>DOWNTOWN LAKE STEVENS</b>  | <b>LAKE STEVENS CENTER</b>  | <b>HARTFORD CENTER</b>  | <b>20<sup>TH</sup> STREET SE CORRIDOR</b>   |
|--|---|---|---|---|
| <b>Size (Acres)</b>                      | <del>239</del> <b>30</b>  | 359   | 267   | 845   |
| <b>Subarea Planning</b>                  | <ul style="list-style-type: none"> <li>Framework plan completed in 2012</li> <li>Subarea plan <del>proposed for 2016</del> completed July 2018</li> </ul>   | <ul style="list-style-type: none"> <li>Subarea Plan adopted 2012</li> <li>Planned Action Ordinance adopted 2012</li> </ul>  | <ul style="list-style-type: none"> <li>None</li> </ul>  | <ul style="list-style-type: none"> <li>Subarea Plan adopted 2012</li> <li>Planned Action Ordinance adopted 2012</li> </ul>  |
| <b>Relation to Transportation System</b> | <ul style="list-style-type: none"> <li>Local access via 20th St NE</li> <li>Indirect access to SR 92 via Grade Rd</li> </ul>  | <ul style="list-style-type: none"> <li>Direct access to SR 9 and SR 204</li> <li>Indirect access to US 2 via SR 204</li> </ul>  | <ul style="list-style-type: none"> <li>Indirect access to SR 92 via Machias Rd., Old Hartford Dr.</li> <li>Indirect access to US 2 via Machias Road</li> <li>Limited internal network of roads</li> </ul> | <ul style="list-style-type: none"> <li>Indirect access to SR 9 via 20th St SE, S Lake Stevens Rd.</li> </ul>  |
| <b>Existing Land Use Pattern</b>         | <ul style="list-style-type: none"> <li>Small to medium parcels (0.2-3.0 acres) in Historic Town Center</li> <li>Existing residential uses on commercially zoned parcels</li> <li>Significant amount of multi-family residential uses and zoning in southeast portion of center with small to large parcels (0.3-10 acres)</li> <li>Medium to large parcels (1-10 acres) in Grade Rd. area, largely undeveloped</li> </ul> | <ul style="list-style-type: none"> <li>Auto-oriented commercial uses primarily on large parcels (&gt;10 acres) with smaller parcels (&lt;0.5 acres) carved out along street frontage</li> <li>Primarily multi-family residential uses and zoning at edges of center with some single family residential uses in eastern portion of center</li> <li>Significant portion of government-owned property on eastside of SR 9 @ Market Pl.</li> </ul> | <ul style="list-style-type: none"> <li>Primarily medium to large parcels (3-30 acres)</li> <li>Cluster of smaller parcels (&lt; 1 acre) in middle of center</li> <li>Largely undeveloped</li> </ul>       | <ul style="list-style-type: none"> <li>Primarily medium to large parcels (1-10 acres) with several irregular parcels due to diagonal intersection</li> <li>Limited existing commercial uses and zoning at intersection of 20th St SE and S Lake Stevens Rd. in eastern portion of center</li> <li>Primarily mix of multi-family and single-family residential uses</li> <li>Several large parcels (&gt; 10 acres) zoned multi-family</li> </ul> |

## Chapter 2 – Land Use



|                                  | DOWNTOWN LAKE STEVENS   | LAKE STEVENS CENTER   | HARTFORD CENTER   | 20 <sup>TH</sup> STREET SE CORRIDOR  |
|----------------------------------|---|---|---|--|
| <b>Environmental Constraints</b> | <ul style="list-style-type: none"> <li>Wetlands and flood prone areas within Grade Rd. area</li> <li>Category 2 wetlands east of historic town center area where zoned multi-family residential.</li> <li>Catherine Creek bisects the Grade Rd. area and downtown</li> </ul>  | <ul style="list-style-type: none"> <li>Wetlands between SR 9 and 91st Ave SE, near SR 204</li> </ul>  | <ul style="list-style-type: none"> <li>Small amount of wetlands just north of Hartford Dr. NE and just north of 36th St NE</li> </ul>   | <ul style="list-style-type: none"> <li>Wetlands at northeast corner of S Lake Stevens Rd and 20th St SE, north of S Lake Stevens Rd</li> </ul>   |
| <b>Amenities</b>                 | <ul style="list-style-type: none"> <li>Lake Stevens shoreline access</li> <li>Catherine Creek</li> <li>View potential</li> </ul>  | <ul style="list-style-type: none"> <li>View potential</li> </ul>  | <ul style="list-style-type: none"> <li>View potential</li> </ul>  | <ul style="list-style-type: none"> <li>View potential</li> </ul>   |
| <b>Potential Land Use Issues</b> | <ul style="list-style-type: none"> <li>Center has lower intensity single-family uses to the north, west, and south and higher intensity industrial uses to the east</li> </ul>  | <ul style="list-style-type: none"> <li>Center is surrounded by lower-intensity single-family and multi-family residential uses</li> </ul>   | <ul style="list-style-type: none"> <li>Center is surrounded by lower intensity residential uses</li> <li>Lack of Utilities &amp; Infrastructure</li> </ul>  | <ul style="list-style-type: none"> <li>Center is surrounded by lower-intensity single-family residential uses</li> </ul>   |
| <b>Conclusion</b>                | <ul style="list-style-type: none"> <li>Limited potential for larger employment uses due to transportation access and small parcel sizes</li> <li>More suitable for local-serving retail and small commercial uses</li> <li>Potential as a Mixed-Use Town Center consisting of civic and local-serving retail uses, limited office and residential uses</li> </ul> | <ul style="list-style-type: none"> <li>Some potential for larger employment uses given transportation access and large parcels, but contingent upon redevelopment potential</li> <li>Potential for Main Street center on 91<sup>st</sup> Street NE between Market Place/SR204</li> <li>Potential as a Commercial Mixed-Use Center consisting primarily of regional retail commercial uses with multi-family residential uses towards the edges of the center</li> </ul> | <ul style="list-style-type: none"> <li>Potential to accommodate larger employment uses, but limited by location and transportation access</li> <li>Potential as an Industrial Center consisting primarily of industrial uses and limited office uses</li> </ul> | <ul style="list-style-type: none"> <li>Potential for larger employment uses including business parks and retail centers</li> <li>Potential for Mixed-Use Centers consisting primarily of residential uses with some office and local-serving retail commercial uses</li> </ul> |





## **DOWNTOWN LAKE STEVENS**

~~The greater D~~downtown Lake Stevens includes an area of more than 200 acres near 20<sup>th</sup> St NE, Main St and Hartford Drive NE, and consists of the historic town center adjacent to the northwestern tip of the lake, the Grade Road Planned Business District, and associated residential areas. As adopted, the subarea plan takes in the historic downtown core encompassing a compact area of approximately 30 acres. This area has been characterized primarily by low-intensity commercial and residential development on small to medium-sized parcels.

The historic town center has several key attributes to support its revitalization including its lake front setting, strong projected population growth and the potential for higher density residential development. Development of an effective plan and an active marketing campaign for this area is a high priority for the city. In 2005, the city developed a conceptual plan for downtown Lake Stevens. In 2012, the city proposed a framework plan for the area that identified preferred land uses and potential infrastructure improvements to facilitate desired growth patterns. In 2018, the city adopted a ~~This framework will lead to a~~ full subarea plan that ~~will identify~~identified land uses, development intensity, parking requirements, public improvements, program development, etc.

Downtown Lake Stevens ~~will have~~has some challenges, specifically access and infrastructure. Several road improvements are proposed to improve access throughout downtown and to the Hartford Industrial Center, and to the to the regional highway system. The city continues to work with utility providers to assess needed infrastructure improvements.

## **LAKE STEVENS CENTER SUBAREA (FORMERLY FRONTIER VILLAGE GROWTH CENTER)**

Lake Stevens Center is comprised of approximately 360 acres of land centered on the State Route 9/State Route 204 intersection. In September 2012, the City Council adopted the Lake Stevens Center Subarea Plan to revitalize the center, emphasizing retail and office growth. The plan also amended the Land Use Map for many parcels within the subarea. Future residential development would be primarily high-density residential. The general land use pattern would consist of a commercial core, smaller commercial and mixed-use areas, a main street area, and transit-oriented development. Following a recent market analysis in 2019, the city has updated the land use designation to more closely match current market conditions. The plan assumes future growth of 140,000-150,000 gross square feet of retail, 140,000-150,000 gross square feet of office, and 180 to 200 additional dwelling units. A Planned Action Ordinance, capital facilities plan, development regulations, and design guidelines were also adopted.



## **20<sup>TH</sup> STREET SE CORRIDOR (FORMERLY SOUTH LAKE GROWTH CENTER)**

The 20<sup>th</sup> Street SE Corridor is comprised of approximately 850 acres of land crossing the southern portion of the city from approximately South Lake Stevens Road in the east to Cavalero Road in the west. In September 2012, the City Council adopted the 20th Street SE Corridor Subarea Plan to create an employment center emphasizing business parks and commercial development. Future residential development would be primarily higher-density development including townhomes, row houses, cottage housing, and live/work units. The general land use pattern would consist of at least one large business park, a regional retail center, and commercial or mixed-use nodes with higher-density residential growth in transitional areas between existing single-family developments and higher intensity development. Following a recent market analysis in 2019, the city has updated the potential growth sectors to more closely match current market conditions. The revised plan predicts The plan assumes future growth of 400,000-450,000 gross square feet of retail, 1-1.25 million 500,000 gross square feet of office, and 900 to 1,000 additional dwelling units. A Planned Action Ordinance, capital facilities plan, development regulations, and design guidelines were also adopted.

## **HARTFORD INDUSTRIAL CENTER**

The Hartford Industrial Center is an area of approximately 267 acres located in the northeast portion of the city, between Downtown Lake Stevens and unincorporated Snohomish County. The Hartford Center is adjacent to industrially zoned properties outside the city limits. The area is zoned General Industrial (GI) and Light Industrial (LI), which allow a wide range of industrial uses. The area currently has a mix of low-intensity industrial uses, some retail and older single-family residential pockets. The Hartford Industrial Center currently has additional employment capacity available for redevelopment. It is the city's intention to promote and develop the Hartford Industrial Center as a local employment center. The Hartford Industrial Center's potential to accommodate larger employment uses are currently limited by location, limited visibility, lack of extensive public infrastructure and transportation access. The city will conduct a market study of the area to determine any need for expansion, infrastructure improvements, and marketing strategies to attract appropriate industries.

## **NEIGHBORHOOD SERVICE CENTERS**

In addition to the defined growth centers, the city has several small Neighborhood Service Centers located throughout the city zoned Local Business (LB) or Mixed Use. Small neighborhood service centers serve the immediate shopping and service needs for the surrounding residential areas. These neighborhood service centers augment economic development activity citywide and balance the commercial uses found in larger growth centers.





## **ANNEXATION AND RURAL URBAN TRANSITION AREA (RUTA)**

The city will continue to coordinate annexation of the remaining unincorporated UGA throughout the 2035 planning horizon. Additionally, the city of Lake Stevens is looking outside its borders given the impact that planning efforts have on the entire Lake Stevens community in preparation for future UGA expansions after build-out.

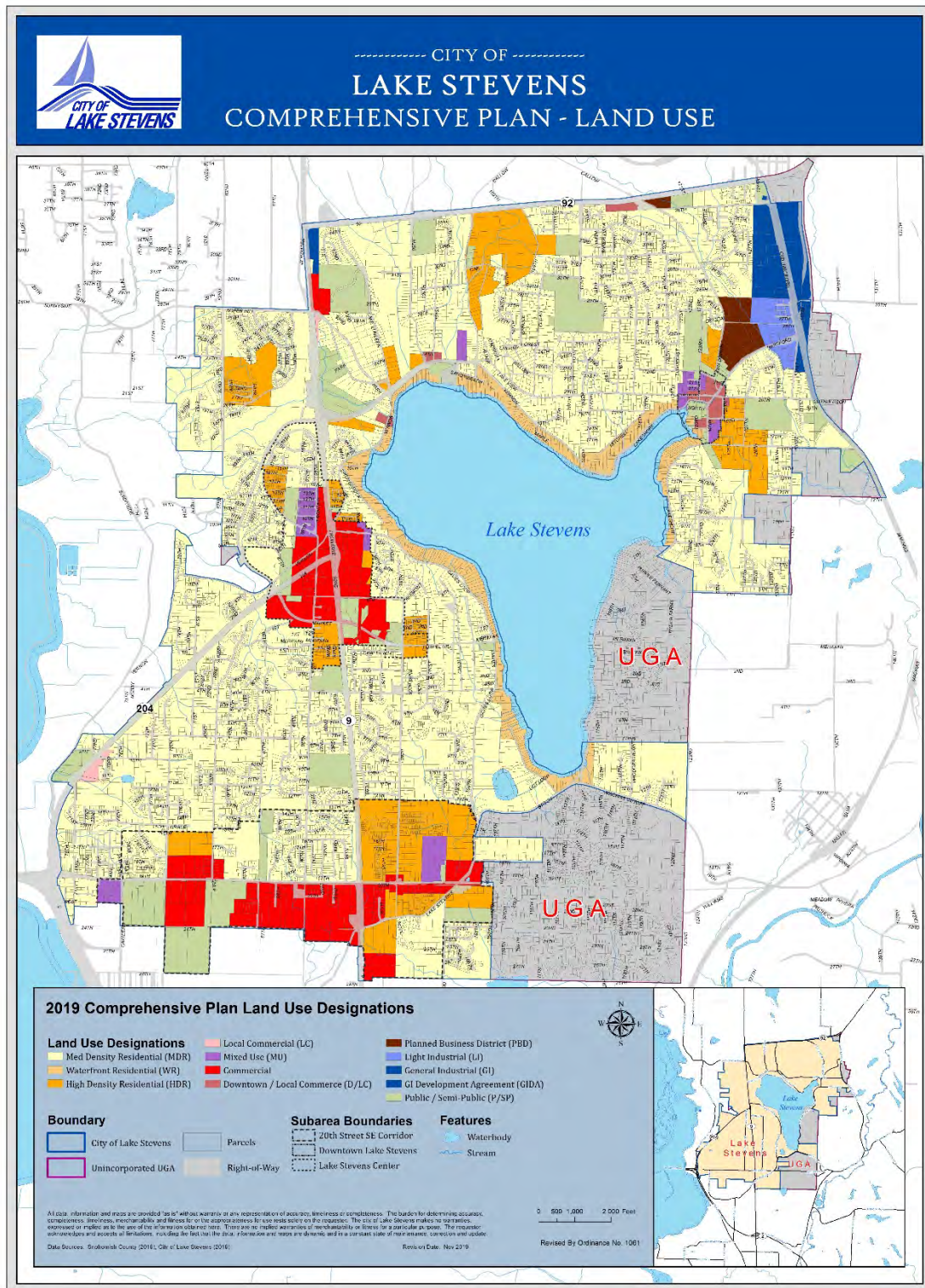
For the purposes of defining a Framework Plan that includes the Rural Urban Transition Area (RUTA) as an area for long-term employment growth, the city's existing strategy for growth within the UGA has been reviewed and analyzed. Related documents such as County plans and Buildable Lands Report are discussed further below, together with summaries of information related to public services and utilities. The city completed a project report for the Lake Stevens South Rural Urban Transition Area in August 2008. The city recognizes the importance of review and analysis of all adjacent RUTA areas for future comprehensive planning and benefit.

The city of Lake Stevens recognizes that the UGA is bordered by areas labeled by the County as "transitional". The city also recognizes that development policies within these areas and beyond will have direct and indirect impacts on the Lake Stevens community, its quality of life, infrastructure, transportation, services, finance and the stewardship of land and lake water quality. Therefore, the city's vision requires its involvement in the decision-making in these areas as they affect development and its impacts.

## **LAND USES AND ZONING**

Lake Stevens includes a mix of residential, commercial, industrial and public/semi-public land use designations. Residential designations are spread throughout the city and include both high-density and single-family oriented land uses. There are several commercial designations that vary in intensity by location. For example, the highest intensity commercial land uses are located along highways and arterials, while neighborhood level commercial use may be congregated at the intersections of arterials and collectors. The city's industrial land uses are primarily located in the northeastern corner of the city, with the exception of one area in the northwestern corner, subject to a development agreement. Public/Semi-public land uses are spread across the city. Most public/semi-public areas include school sites, municipal services and parks. Figure 2.3, the current Comprehensive Plan Land Use Map, illustrates the distribution of land use throughout the city.

**Residential Land Uses** – Residential land uses include all single-family development and multifamily uses including, apartments, condominiums, manufactured housing, foster care facilities, group quarters, and cooperative housing.



**Figure 2.3 – City Land Use Map**



## Chapter 2 – Land Use

- High Density Residential allows ~~any form of~~ single-family, two-family, and multifamily residential uses ~~with no density limits~~. It also allows limited public/semi-public, community and recreational uses. This designation should be generally located in transitional areas between single-family designations and commercial designations where infrastructure and public transportation is readily available.
- Medium Density Residential allows single-family, two-family and some multifamily residential development with a ~~gross~~ density between four (4) to 12 units per acre based on zoning with the potential for bonuses. This designation includes detached and attached units, accessory units, townhouses, condominiums, duplexes, tourist homes, special service homes and manufactured/mobile structures. It also allows limited public/semi-public, community and recreational uses. This designation should be generally located in transitional areas between high density designations and rural areas where infrastructure is readily available.
- Waterfront Residential allows single-family ~~(1 du/lot)~~ residential uses with a ~~gross~~ density of four (4) units per acre with the potential for bonuses. It includes This designation includes detached and attached units, accessory units, detached, tourist homes, and special service homes. It also allows limited multifamily, public/semi-public, community, and recreational uses. This designation is located in residential neighborhoods within the shoreline jurisdiction.

Through implementation of zoning regulations, the city will consider innovative and flexible residential options, in appropriate zoning districts, to allow a variety of housing. For example, the ~~High Urban Residential Zone (HUR) municipal code~~ allows higher-density residential uses such as townhouses and small-lot, single-family residential units, and innovative housing options such as cottage housing. In all residential zones, cluster subdivisions and planned residential developments allow variations in housing styles and increases in housing density as a means of encouraging good design, specifically on challenging sites where natural characteristics (slopes, wetlands, streams, etc.) require careful design and development.

**Commercial Land Uses** – Commercial land uses include all commercial and mixed-use configurations including, small scale/neighborhood commercial, large scale retail, and employment designations.

- Downtown/Local Commercial: This designation permits moderate to higher intensity land uses including the Central Business District and other dense arrangements of professional offices and retail stores. This designation discourages uses that are land consumptive (i.e., warehouses) or that generate high-traffic volumes (e.g., drive-through businesses or gas stations). It allows mixed-use development.
- Mixed-Use Commercial: This designation permits moderate to higher intensity land use that includes both commercial and residential elements and encourages mixed-use (commercial and residential). It is intended that this land use designation will be placed



where a "village atmosphere" is desired, or as a transition between high and low intensity zones.

- **Planned Business District:** The Planned Business District allows moderate intensity commercial or mixed-use development through a Master Development Plan. It is intended that this land use designation be placed on lands between high and low intensity uses to act as a buffer; or on sites containing sensitive resources; or other sites where, due to property specific circumstances, detailed planning would benefit all property owners involved as well as the public by allowing transfer of densities among parcels in order to avoid impacts to critical areas or local infrastructure. It also allows limited public/semi-public, community, and recreational uses.
- **Commercial:** This is a high intensity land use that includes both high-intensity retail and employment uses including community and regional retail centers, offices, business parks, and associated uses. Multifamily residential uses could be included above or behind commercial uses. It should be located in areas with direct access to highways and arterials in addition to transit facilities, adequate public services and traffic capacity.

**Industrial Land Uses** – Industrial uses include a mix of light and general industrial trades geared toward manufacturing, resource extraction, agriculture, warehousing and other intensive types of land uses.

- **General Industrial** – This designation allows a full range of industrial uses which may impact surrounding properties. This category also allows retail sales, public/semi-public, community and recreational uses. It should be located in areas with direct access to truck routes, adequate public services, infrastructure and traffic capacity.
- **Light Industrial** – This designation allows a full range of industrial uses with less impact to surrounding properties than general industrial properties. The city looks to this designation as accommodating the future high-tech industries and family-wage jobs. This category also allows retail sales, public/semi-public, community and recreational uses. It should be located in areas with direct access to truck routes, adequate public services, infrastructure and traffic capacity, and be transitional to commercial/mixed-use areas.

**Public/Semi-Public** – This category includes public buildings, public services, and transportation facilities to support operations of the city, the school district, fire district and miscellaneous other governmental functions. These services require land throughout the city.

## **EXISTING ZONING IN CITY AND UGA**

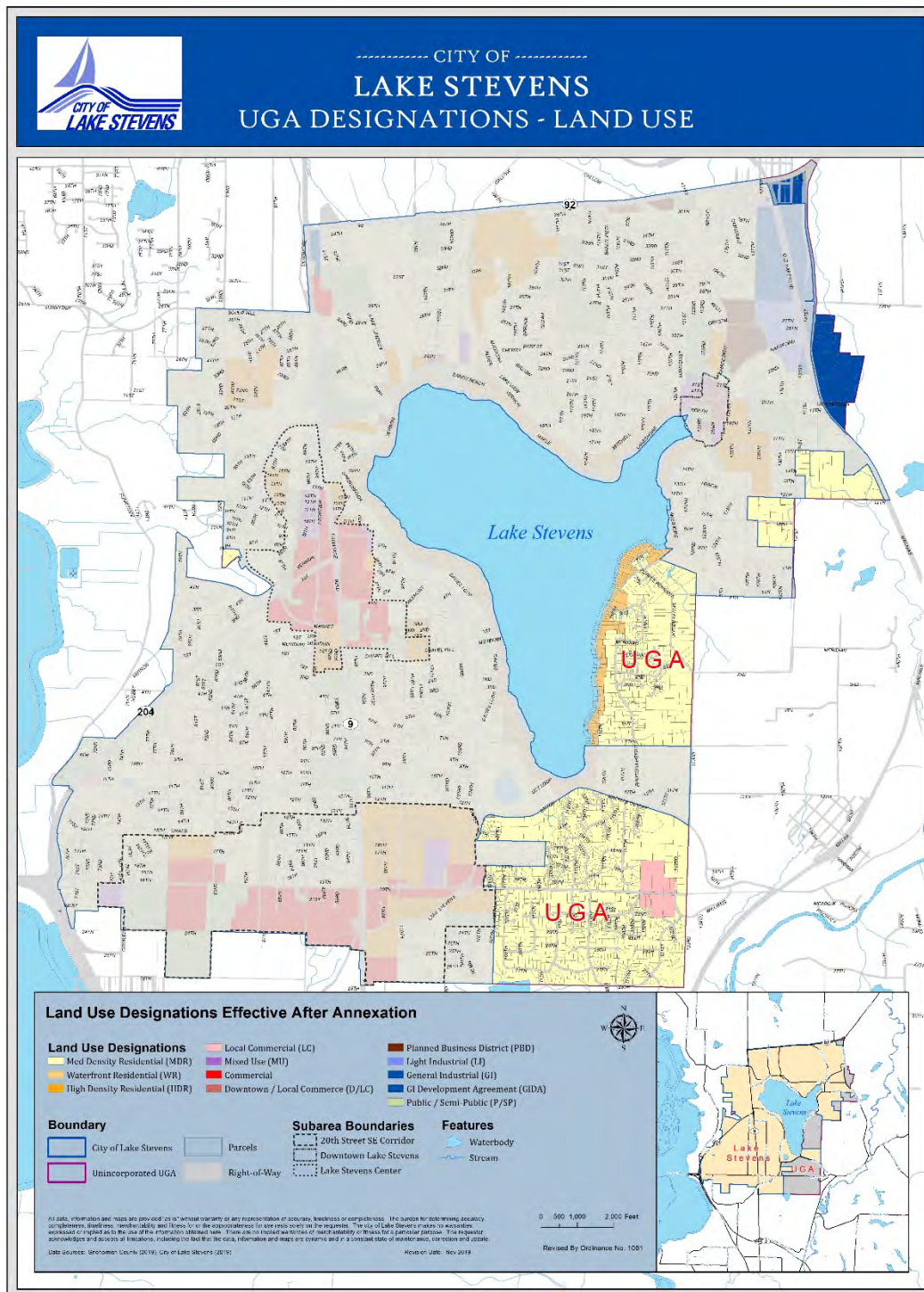
## **Chapter 2 – Land Use**



The city establishes zoning for areas within the city limits while Snohomish County establishes zoning for areas within the unincorporated portions of the Lake Stevens UGA. Existing zoning within the city and its UGA allows a range of residential and employment uses.

As part of the 2019 update, the city hosted public outreach as it considered future land uses designations and zoning districts for land within the unincorporated Urban Growth Area. In general, the land use designations will closely follow the current county designations. Current industrial and business park areas will be zoned General Industrial. Notably a commercial node for land use and zoning has been identified in the southeastern area. The pre-designation and zoning are shown on the following map – Figure 2.4.





**Figure 2.4 – Unincorporated UGA Pre-designation Land Use Map**



## Commercial/Industrial Zoning Districts

The city's zoning districts that allow employment uses primarily occur within growth centers and subareas. These zones vary in type of permitted uses and requirements for special or conditional use permits. Residential uses above and/or behind permitted non-residential uses are allowed in **PBD, LB, CBD, MU, BD, CD, MS and MUN** **some commercial and mixed-use zones**. There remains untapped capacity for new commercial development in the two Planned Business District (**PBD**) zones, and in the Central Business District (CBD) and Mixed Use (MU) zones, where existing houses have not yet converted to commercial uses. Table 2.2 shows a summary of employment zones by acres within the city and its UGA, which is followed by a brief description of the various employment zoning districts.

**TABLE 2.2 - EMPLOYMENT ZONING IN LAKE STEVENS UGA**

| EMPLOYMENT ZONE                            | ACRES                    | PERCENT OF CITY        | PERCENT OF UNINCORPORATED UGA <sup>1</sup> |
|--|--------------------------|------------------------|--|
| CITY                                       |                          |                        |  |
| General Industrial                         | 94.39                    | <del>1.63</del> 1.64%  | 1.19%                                      |
| General Industrial w/Development Agreement | 7.02                     | 0.12%                  | 0.09%                                      |
| Light Industrial                           | 40.19                    | <del>0.82</del> 0.70%  | 0.51%                                      |
| Central Business District                  | <del>21.42</del> 21.78   | <del>0.36</del> 0.38%  | 0.27%                                      |
| Planned Business District                  | 43.83                    | <del>0.76</del> 0.74%  | 0.55%                                      |
| Local Business                             | 18.88                    | <del>0.33</del> 0.32%  | 0.24%                                      |
| Mixed Use                                  | <del>11.79</del> 14.98   | <del>.20</del> 0.26%   | <del>0.19</del> 0.15%                      |
| Business District                          | <del>8.99</del> 104.07   | <del>0.15</del> 1.81%  | <del>1.31</del> 0.11%                      |
| Commercial District                        | <del>344.33</del> 196.96 | <del>5.82</del> 3.42%  | <del>2.48</del> 3.33%                      |
| Main Street District <sup>2</sup>          | <del>32.78</del> 0       | <del>0.57</del> 0%     | <del>0.41</del> 0.0%                       |
| Neighborhood Business                      | <del>37.19</del> 50.10   | <del>0.63</del> 0.87%  | <del>0.63</del> 0.47%                      |
| Mixed-Use Neighborhood                     | <del>55.61</del> 58.89   | <del>0.94</del> 1.02%  | <del>0.74</del> 0.70%                      |
| <b>City Total</b>                          | <b>683.64</b>            | <b>11.56%</b>          | <b>8.6%</b>                                |
| UNINCORPORATED AREA                        |                          |                        |  |
| <b>EMPLOYMENT ZONE</b>                     | <b>ACRES</b>             | <b>PERCENT OF CITY</b> | <b>PERCENT OF UNINCORPORATED UGA</b>       |

<sup>1</sup> Combined UGA (city and unincorporated UGA) total approximately 7,952 acres, city portion is 5,760 acres.

<sup>2</sup> The Main Street District has been eliminated and re-designated Commercial District.



## Chapter 2 – Land Use

|  |                            |                           |             |
|--|----------------------------|---------------------------|-------------|
| Heavy Industrial (Snohomish County Code) | 62.35                      | <del>1.08%</del> 3.06%    | 0.78%       |
| Business Park (Snohomish County Code)    | 23.62                      | <del>0.41%</del> 1.16%    | 0.30%       |
| <u>Total Unincorporated Total</u>        | <u>769.84</u> <u>85.97</u> | <u>13.37</u> <u>4.22%</u> | 9.68%       |
| <u>UGA Total</u>                         | <u>769.61</u>              | <u>13.01%</u>             | <u>9.67</u> |

The three industrial zones – General Industrial (GI), Light Industrial (LI) and General Industrial with Development Agreement (GIDA), permit a range of uses including manufacturing, processing and equipment repair uses, as well as allowing indoor recreational uses, restaurants, storage, motor vehicle sales, and home occupations.

Other employment zones include Planned Business District (PBD), Local Business (LB), Central Business District (CBD), Mixed Use (MU), and Public/Semi-Public (P/SP). These zones allow a wide range of employment uses including sales and rental of goods, office, some manufacturing uses, and retail uses. The CBD zone allows two-family and multifamily residences.

New employment zones since adoption of the subarea plans include Business District (BD), Commercial District (CD), Neighborhood Business (NB), ~~Main Street District (MS)~~, and Mixed-Use Neighborhood (MUN). The BD zone is geared toward high-tech and other professional occupations. The CD zone allows the most intensive retail uses in the city, while the ~~BD-NB~~ zone is geared toward retail needs of adjacent neighborhoods. The ~~MS and~~ MUN zones ~~are-is a~~ mixed-use zones. With ~~adoption of amendments to~~ the Lake Stevens Center and 20th Street SE Corridor subarea plans, approximately 13 percent of the land within the city, or 10 percent of total UGA (city plus UGA) is zoned for commercial and employment uses.

Employment zones in the unincorporated UGA are found in the northeast portion of the city adjacent to the Hartford Industrial Center. It is assumed that similar city zoning would be applied once these areas are annexed into the city.

### Residential Zoning Districts

Table 2.3 shows a summary of residential zones by acres within the city and in the unincorporated UGA. Single-family zones include R4 (previously Suburban Residential), R6 (previously Urban Residential), and Waterfront Residential. The higher-density residential zones include R8-12 (previously High-Urban Residential), Multi-family Residential, and MF Development Agreement.





**TABLE 2.3 - RESIDENTIAL ZONING**

| CITY ONLY                          |                            |                          | UNINCORPORATED UGA        |                          |
|------------------------------------|----------------------------|--------------------------|---------------------------|--------------------------|
|                                    | Acres                      | Percent                  | Acres                     | Percent                  |
| Higher-Density Zoning <sup>3</sup> | <del>911.89</del> 791.63   | <del>15.74%</del> 13.74% | 9.8                       | 0.12%                    |
| Single-family Zoning               | <del>3715.51</del> 3733.38 | <del>64.15%</del> 64.82% | <del>1165.71</del> 1010.2 | <del>14.65%</del> 12.76% |

Approximately ~~16.14~~ percent of the city is zoned for higher-density residences while approximately ~~64.65~~ percent is zoned for medium to lower density single-family residential uses. Areas zoned for higher-density residential development are found within designated growth centers, subareas and several areas outside of these centers, along SR 9 and Callow Road in the northern portion of the city. A smaller area zoned for multifamily residential uses occurs along Lundeen Parkway, approximate to the northwest tip of the lake. Snohomish County zoning applies to unincorporated areas within the Lake Stevens UGA. Approximately 0.12 percent of the unincorporated UGA is zoned for multifamily residential uses while approximately 13 percent of the area is zoned for single-family residential.

## BUILDABLE LANDS ANALYSIS / GROWTH TARGETS

~~The annexation of lands through 2009~~ Recent annexations have increased the amount of buildable land in the city. The city recognizes the importance of efficient planning and use of remaining lands to meet the population, employment, environmental and other objectives of growth management. The amount of land that is fully developable within the city limits is limited, with large portions of remaining land constrained by topography, critical areas and infrastructure needs. A vital community must find a balance between inevitable growth, a quality environment, good service to citizens and fiscal responsibility. The Land Use Plan is a key factor in developing this balance. Coordination between the Land Use Element and the Capital Facilities Element is essential to produce a Plan that can realistically be implemented. The Comprehensive Plan must ensure that infrastructure can support existing and new development.

Under the GMA, Snohomish County and its cities review and evaluate the adequacy of suitable residential, commercial and industrial land supplies inside the UGA for accommodating projected population and employment growth every five years. Regular

<sup>3</sup> Higher Density Zoning includes R8-12 (formerly High Urban Residential), Multifamily Residential and Multifamily Residential Development Agreement zoning districts.



updates to the buildable lands report ensure that communities continue to meet growth targets for the remaining portion of its current planning horizon.

Going into the 2007 buildable lands update, the Lake Stevens UGA had a population surplus and employment deficit of 264 jobs. These findings were generally consistent between Snohomish County’s analysis and the city’s independent analysis. The city’s independent study was designed to reflect a more accurate picture of the growth potential and/or limitations in the city limits and the UGA given the city’s annexation goals and schedule. The county and cities worked diligently to reach consensus on the methodologies used to calculate land capacity; all major differences were reconciled at the UGA level.

Since 2007, as the city limits grew through annexation, the city identified reasonable measures to address capacity deficiencies and inconsistencies within the UGA. A detailed list of reasonable measures are found later in this section. As discussed previously, through the city’s growth center strategy it has developed two subarea plans, which directly address employment deficiencies. Moving into the 2012 BLR, the Lake Stevens UGA has reconciled its forecasted employment deficit. Overall, there is an adequate land capacity to accommodate the adopted 2035 population and employment growth targets. Table 2.4 compares the 2012 buildable lands capacity estimates and adopted 2035 growth targets for population and employment for the Lake Stevens UGA. The city’s portion of the 2035 growth targets for employment would be 7,412 jobs and 39,340 population respectively.

**Table 2.4 Buildable Lands / 2035 Growth Target Comparison**

|            | 2035 GROWTH TARGETS | 2025 POPULATION CAPACITY | DIFFERENCE |
|------------|---------------------|--------------------------|------------|
| Population | 46,380              | 46,634 (BLR)             | 254        |
| Employment | 7,821               | 7,988 (BLR)              | 167        |

Tables 2.5 summarizes the 2012 buildable lands capacity for residential zoning districts within the city of Lake Stevens. Each total includes the remaining acreage.



## Chapter 2 – Land Use

**Table 2.5 - Buildable Lands Analysis – Residential Capacity<sup>4</sup> (2012)**

| ZONING DISTRICT – RESIDENTIAL                      | TOTAL ACRES <sup>5</sup>    | BUILDABLE ACRES <sup>6</sup> | ADDITIONAL HOUSING CAPACITY | ADDITIONAL POPULATION CAPACITY |
|--|-----------------------------|------------------------------|-----------------------------|--------------------------------|
| Commercial District                                | <del>344.33</del> 197.07    | 0.165                        | 1                           | 3                              |
| Main Street <sup>7</sup>                           | <del>32.78</del> 0          | <del>9.24</del> 0            | <del>178</del>              | <del>327</del>                 |
| Mixed-Use Neighborhood                             | <del>55.61</del> 71.27      | 31.939                       | <del>297</del>              | <del>585</del>                 |
| Mixed-Use  | <del>11.79</del> 14.98      | 1.636                        | <del>3</del>                | <del>5</del>                   |
| Multifamily Development Agreement                  | 80.03                       | 29.881                       | <del>288</del>              | <del>802</del>                 |
| Multifamily Residential                            | <del>132.71</del> 136.93    | 10.346                       | <del>163</del>              | <del>300</del>                 |
| <del>R8-12 (formerly High Urban Residential)</del> | <del>699.14</del> 588.09    | 205.271                      | <del>1,198</del>            | <del>2,278</del>               |
| <del>R4 (formerly Suburban Residential)</del>      | <del>1485.14</del> 1,500.54 | 144.852                      | <del>531</del>              | <del>1,481</del>               |
| <del>R6 (formerly Urban Residential)</del>         | <del>1968.78</del> 1,976.72 | 268.448                      | <del>1,082</del>            | <del>3,009</del>               |
| Waterfront Residential                             | <del>261.59</del> 256.11    | 14.844                       | <del>43</del>               | <del>119</del>                 |
| <b>City Totals</b>                                 |                             | <b>716.63</b>                | <b>3,784</b>                | <b>8,909</b>                   |
| <b>Unincorporated UGA Residential</b>              |                             | <b>385.923</b>               | <b>1,211</b>                | <b>3,372</b>                   |
| <b>Lake Stevens UGA Total</b>                      |                             | <b>1,212.016</b>             | <b>5,465</b>                | <b>13,416</b>                  |

Of the estimated 3,784 city units, 3,145 would be single-family and 639 would be multifamily. The 2035 housing unit target is 4,413, which is less than assumed buildable lands capacity. The 2012 BLR did not provide a complete estimate for potential mixed-use residential developments in the commercial and mixed-use zones. By comparison, the unincorporated UGA has approximately 385 buildable acres. After reductions, the estimated buildable housing capacity in the unincorporated UGA would be 1,211 new single-family units.

Tables 2.6 summarizes the 2012 buildable lands capacity for employment zoning districts within the city of Lake Stevens. Each total includes the remaining acreage.

<sup>4</sup> Adapted from the Lake Stevens UGA - Additional Population Capacity Table Snohomish County Tomorrow 2012 Buildable Lands Report, June 2013

<sup>5</sup> Approximate zone area that includes rights-of-way.

<sup>6</sup> This column represents estimates the amount of buildable land that is not constrained by critical areas or other limiting factors and includes pending, vacant, partially-used and redevelopable parcels from the 2012 Buildable Lands Report. The estimate is not a precise inventory. Site-specific studies are necessary at the time of development to identify location and size of potentially unbuildable lands precisely.

<sup>7</sup> The Main Street District has been eliminated and re-designated Commercial District.



**Table 2.6 - Buildable Lands Analysis– Employment Capacity<sup>8</sup> (2012)**

| ZONING DISTRICT -<br>EMPLOYMENT      | TOTAL<br>ACRES           | BUILDABLE ACRES | ADDITIONAL<br>EMPLOYMENT<br>CAPACITY |
|--------------------------------------|--------------------------|-----------------|--------------------------------------|
| High Urban Residential               | <del>699.14</del> 588.09 | 33.86           | 75                                   |
| Mixed-Use Neighborhood               | <del>55.61</del> 71.27   | 25.36           | 53                                   |
| Mixed-Use                            | <del>11.79</del> 14.98   | 1.64            | 19                                   |
| Main Street <sup>9</sup>             | <del>71.27</del>         | <del>5.86</del> | 49                                   |
| Commercial District                  | <del>344.33</del> 197.07 | 32.61           | 477                                  |
| Neighborhood Business                | <del>37.19</del> 37.75   | 8.04            | 67                                   |
| Local Business                       | 18.88                    | 4.36            | 32                                   |
| Business District                    | <del>8.99</del> 104.11   | 47.53           | 1,167                                |
| General Industrial                   | <del>94.39</del> 93.85   | 2.18            | 15                                   |
| <b>City Totals</b>                   |                          | <b>161.43</b>   | <b>1,954</b>                         |
| <b>Unincorporated UGA Employment</b> |                          | <b>56.74</b>    | <b>455</b>                           |
| <b>Lake Stevens UGA Total</b>        |                          | <b>218.17</b>   | <b>2,410</b>                         |

## DEVELOPMENT TRENDS

A look at development trends inside city limits is helpful to understand how current zoning affects future development potential inside the city and shapes the city's growth strategy. A review of development trends also provides insight into growth potential outside city limits as the city contemplates annexation of unincorporated portions of the UGA. Figure 2.4-5 shows development activity in the city since 2012.

### Residential

The current population target for the Lake Stevens UGA is 46,380. Under current zoning the city and unincorporated UGA should have a surplus population of nearly 509 people based on the buildable lands report. Large portions of the city have developed within the past several decades resulting in a relatively new housing stock. Much of the development within recently annexed areas of the city occurred while these areas were part of unincorporated

<sup>8</sup> Adapted from the Lake Stevens UGA - Additional Population Capacity Table Snohomish County Tomorrow 2012 Buildable Lands Report, June 2013

<sup>9</sup> The Main Street District has been eliminated and re-designated Commercial District.



Snohomish County. The present-day land use pattern within the city and its surrounding UGA remains predominantly single-family residential:

- Approximately ~~80%~~ 64 percent of land within the city ~~(not including HUR zoning district)~~, and
- 61 percent of the entire UGA is zoned for single-family use.

Multifamily residential zones are located near the perimeter of the downtown Central Business District, along Grade Road to the north, along 16th Street NE to the south, and in and around Lake Stevens Center.

- ~~The city has designated nearly 800 acres for high-density single-family and multifamily residential land uses, most of which is High Urban Residential.~~

The city has also designated several commercial and mixed-use zones that allow multifamily development associated with the underlying commercial use.

Since 2006, Lake Stevens has experienced a steady stream of residential construction, as anticipated in the 2012 Buildable Lands Report.

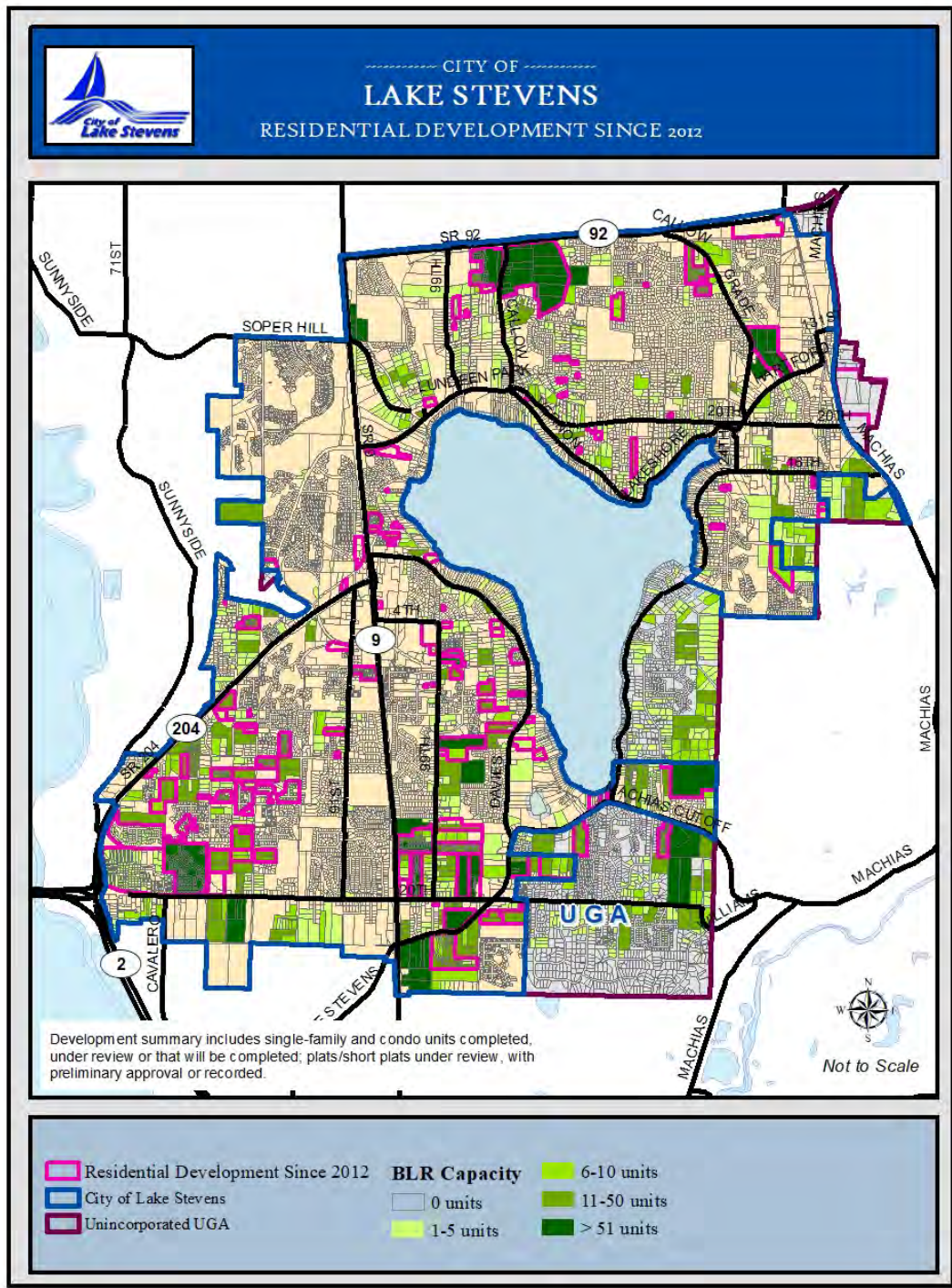
- ~~Between 2012 and mid-2017, approximately 926 new single-family dwellings were constructed.~~ From 2015 through the end of 2018, the city has approved more than 2,500 housing units through at least the preliminary approval stage.

These growth numbers equate to 79 percent of the city's 2035 growth target ~~the city achieving over 30 percent of its 2035 housing capacity.~~ As the trend for steady residential construction continues approximately 200-72 acres of vacant land remains inside the city with another 900-617 acres of partially-used/redevelopable land available for infill development as of late 2018 ~~early 2015.~~

As mentioned, the buildable lands study did not assign a large amount of residential capacity to commercially zoned and mixed-use properties, which allow apartments above the ground floor. It is difficult to predict how many dwellings these zones would accommodate because of a lack of past development history in the city. The potential for accommodating additional dwellings in mixed-use projects is increasing as the city continues to become more urban and with the focus on growth centers through the adoption of distinct subarea plans.



**Chapter 2 – Land Use**



**Figure 2.45 – Development Trends Map**



## **Chapter 2 – Land Use**

### Commercial

Lake Stevens has historically had one of the lowest job to household ratios compared to other Snohomish County cities. The city desired to increase the number of employment opportunities given the increasing size of its population and the need to maintain a sustainable and economically healthy community. The city continues to work to improve its house-to-employment ratio through the implementation of reasonable measures, development of subarea plans and its growth strategy. At present, the entire UGA has an employment growth target of 7,821 jobs by 2035. The 2012 BLR estimates a surplus of 1,373 jobs at build out based on a capacity of 7,988 jobs, which exceeds the growth target.

Commercial development has been modest in the city's commercially zoned districts. Downtown Lake Stevens and Lake Stevens Center continue to redevelop. A recent market analysis performed for the city shows that this trend is changing with a reported 3.9 percent annual growth (BERK consulting 2019). The most significant growth during this time has been in Warehousing, Transportation, and Utilities (15%/year); Construction (11%/year); Finance, Insurance, and Real Estate (9%/year), and Services (3%/year).

Between 2012 and mid-2016, the city has approved 43 new commercial/industrial projects, with roughly half of those approved in 2016. The city has also approved a new elementary school and early learning center off of Soper Hill Road and a new shopping center in Lake Stevens Center. There remains untapped capacity for new commercial development throughout the city, notably in the two Planned Business Districts, undeveloped or underdeveloped downtown properties, and properties located in the Lake Stevens Center and 20<sup>th</sup> Street SE Corridor.

### Industrial

The industrial zones remain largely underdeveloped. Much of the industrial activity has occurred on the individual sites or within existing buildings. New construction has been in the form of small additions or low-employment activities (e.g. self-storage, etc.).

- Since the 2012 Buildable Lands Report, the city has approved two industrial projects adding 13 buildings and approximately 108,000 square feet of storage space.
- At present, just over 68 acres of buildable industrial land remains. Most of this land is in the Hartford Road industrial area in the northeastern part of the city.
- The city approved an industrial land segregation in 2017 that will add additional industrial employment capacity.

The city added approximately 100 acres of employment-oriented zoning, as part of the subarea plans which remain available for development. For example, the new Business District is geared toward high-tech employment, manufacturing and professional offices and medical as principal uses. This zone should attract employers as the city continues to grow because of its central locations and availability of infrastructure.



## REASONABLE MEASURES

The Growth Management Act requires that cities consider “reasonable measures” to allow growth to meet the adopted population and employment targets. The following table (Table 4-3) lists the reasonable measures included in the Countywide Planning Policies (part of the 2005 County Comprehensive Plan update), identifies those in effect in Lake Stevens, and comments on their effectiveness or potential.

The reasonable measures with the greatest potential to increase employment in suitable locations include establishment of an economic development strategy and then, encouraging development in centers through subarea planning.

As the city moves forward with the implementation of its Comprehensive Plan, these reasonable measures will be reviewed, revised or added to the city’s regulations and development programs.

**Table 2.7 – Reasonable Measures Included in Countywide Planning Policies**

| MEASURES TO INCREASE RESIDENTIAL CAPACITY                     |          |                                      |   |
|---|----------|--------------------------------------|---|
| MEASURE   | ADOPTED? | APPLICABILITY                        | EFFECTIVENESS/POTENTIAL   |
| Permit Accessory Dwelling Units (ADUs) in single family zones | Yes      | Allows small accessory units         | Good tool for providing affordable housing. The city currently allows accessory apartments in all residential zones <del>on lots having at least 150 percent of the minimum square footage.</del> |
| Multi-family Housing Tax Credits to Developers                | No       |                                      |   |
| Transfer of Development Rights                                | Yes      | Properties with critical areas       | The city has adopted provision in its subdivision code and critical areas codes to allow reduced lots size and development transfers.   |
| Clustered Residential Development                             | Yes      | PRDs and Cluster Subdivisions        | The city has adopted provision in its subdivision code and critical areas codes to allow reduced lots size and development transfers.   |
| Allow Co-Housing  | Yes      | Shared housing by non-family members | The zoning code allows boarding houses and other congregate living arrangements in specified zones.   |
| Increased Residential Densities                               | Yes      | Single-family zones.                 | The city allows a range of single-family densities ranging from 4 -12 <del>gross</del> units per acre.  |
| Maximum Lot Sizes   | No       |                                      |   |
| Minimum Residential Densities                                 | Yes      | Discourages residential sprawl       | The city allows a range of single-family densities ranging from 4 -12 <del>gross</del> units per acre.  |





## Chapter 2 – Land Use

|                                    |     |  |   |
|------------------------------------|-----|--|---|
| Reduce Street Width                | Yes | Reduced street standards in residential areas                          | The city allows a variety of standard and reduced road profiles in its Engineering Design & Development Standards |
| Allow Small Residential Lots       | Yes | Smaller lots in compact neighborhoods                                  | The city allows a range of single-family lot sizes, ranging from 3,600 to 9,600 square feet.                      |
| Encourage Infill and Redevelopment | Yes | New or redevelopment in urban areas                                    | The zoning code allows innovative housing and small lots housing options for infill development.                  |
| Inclusionary Zoning                | No  |  | Subarea plans encourage as an optional development incentive  |
| Manufactured Housing               | Yes | Manufactured homes allowed under the same rules as other housing types | Lake Stevens allows manufactured housing in all residential zoning districts.                                     |

### MEASURES TO INCREASE EMPLOYMENT CAPACITY

| MEASURE                        | ADOPTED?  | APPLICABILITY   | EFFECTIVENESS/POTENTIAL   |
|--------------------------------|-----------|---|---|
| Economic Development Strategy  | Yes       | Lake Stevens Center and 20 <sup>th</sup> Street SE Corridor Subareas                                | In 2012, two subareas were adopted with planned actions to create areas for employment and additional commercial development. An Economic Development Strategy began as part of the subarea planning and will continue in the future. The Downtown subarea plan anticipated for 2016. |
| Create Industrial Zones        | Yes       | General and Light Industrial Zones  | Capacity exists. Largely undeveloped. Minimal potential for additional implementation.  |
| Zone by building type, not use | Yes, some | Current city zoning is based on use; adopted subarea plans include some regulation by building type | Minimal potential for implementation to significantly alter the growth strategy except within subareas.   |
| Brownfields Programs           | No        | No known brownfields within the city  |   |
| Urban Centers/Villages         | Yes       | City adopted two subareas that permit a higher density mix of residential and non-residential uses  | Implementation through subarea planning with rezoning to increase intensity and density with transition areas between existing residential areas and planning for multi-modal transportation system   |
| Allow Mixed Uses               | Yes       | CBD, PBD and MU zones and within the subareas   | City allows mixed-use in MU zones and most commercial zones.  |
| Transit Oriented Design        | Yes       | Currently there is limited transit service within the Lake Stevens area                             | Included within subarea plans and Community Transit has identified 20 <sup>th</sup> Street SE as a transit emphasis corridor for future frequent service.   |



## Chapter 2 – Land Use

|  |     |   |   |
|--|-----|---|---|
| Downtown Revitalization  | Yes | A plan has been developed for the Grade Road portion of the historic town area. | <del>Began historic town center planning in 2006. Downtown framework plan approved in 2013. The Downtown subarea plan anticipated for 2016.</del> <u>The Downtown Lake Stevens Subarea Plan was adopted mid-2018. The city will continue to support downtown revitalization through city-lead implementation measures</u> |
| Adequate Public Facilities   | Yes | Concurrency standards for infrastructure.                                       | The city has adopted concurrency standards and GMA-based traffic impact, school and park mitigation fees.   |
| Transportation Efficient Land Use  | Yes | Mixed-use zoning  | No specific measures for transit oriented development.  |
| Urban Growth Management Agreements   | Yes |   | Annexation interlocal agreement with Snohomish County; Traffic interlocal agreement with Snohomish County.  |
| Annexation plans   | Yes |   | Annexation plan adopted for eventual “One Community Around the Lake” in the future.   |
| Reduce off-street surface  | Yes | Reduced minimum standard required for office uses                               | Subarea plans include use of low impact development and building height incentives for reducing surface coverage. Also added use of Floor Area Ratios (FARs) within subareas.   |
| Identify and redevelop vacant buildings  | No  | Few vacant buildings within city and UGA  | Minimal potential for additional implementation to significantly alter the growth strategy. Due to market conditions, some of the few vacant buildings have been redeveloped.   |
| Concentrate critical services near homes, jobs and transit                     | Yes | Subareas  | Subarea plans should bring much needed services to the city at Lake Stevens Center and along 20 <sup>th</sup> Street SE and additional planning to Downtown.  |
| Locate civic buildings in existing communities rather than in greenfield areas | Yes |   | City campus, library and post office are located in historic downtown. Plans for new <del>Civic Center north of historic downtown</del> <u>or replaced civic buildings are being proposed in existing commercial zoned areas.</u>   |
| Implement permit expedition  | Yes | Processing Code and Planned Actions   | Although permit review times are not currently extensive, the new processing code adopted in 2010, planned actions adopted in 2012 and a new permit tracking system in 2012 should provide specific requirements for submittal and minimize necessary review times.   |

## Chapter 2 – Land Use



| MEASURES TO MITIGATE IMPACTS OF DENSITY  |            |  |   |
|--|------------|--|---|
| MEASURE  | ADOPTED?   | APPLICABILITY  | EFFECTIVENESS/POTENTIAL   |
| Design Standards   | Yes        | Applies to commercial and high-density residential development | Community design quality and expectations have increased as a result of the adopted standards. Creating new design standards for cottage housing. City has a Design Review Board. Subarea Design Guidelines were adopted for development within the subareas using the Design Review Board and administrative review. |
| Urban Amenities for Increased Densities  | Yes        | PRDs and subareas  | PRD plats are required to provide additional amenity. Subarea plans allow for increased floor area ratios with a menu of amenity options.   |
| Community Visioning  | Yes        |  | Provided basis of land use policies. Updated in <del>2006</del> 2015 Plan. Important part of subarea planning, downtown framework planning and shoreline planning.  |
| OTHER MEASURES   |            |  |   |
| MEASURE  | ADOPTED?   | APPLICABILITY  | EFFECTIVENESS/POTENTIAL   |
| Low Densities in Rural and Resource Lands                                      | N/A        |  |   |
| Urban Holding Zones  | Yes        | Does not apply to areas within the city                        | None  |
| Capital Facilities Investment  | Yes        | Subarea Plans and GMA Traffic Impact Fees                      | Subarea planning included adoption of a subarea capital facilities plan and GMA traffic impact fees adopted. Expectation is that investment will spur development.  |
| Environmental review and mitigation built into subarea planning process        | Yes        |  | Planned actions adopted for the subareas include required mitigation measures. In addition, a GMA-base traffic impact mitigation fee code was adopted with specific fees identified.  |
| Partner with non-governmental organizations to preserve natural resource lands | In Process |  | City in discussions with various organizations.   |



## **LAND USE GOALS AND POLICIES**

### **GOAL 2.1 PROVIDE SUFFICIENT LAND AREA TO MEET THE PROJECTED NEEDS FOR HOUSING, EMPLOYMENT AND PUBLIC FACILITIES WITHIN THE CITY OF LAKE STEVENS.**

#### Policies

- 2.1.1 Accommodate a variety of land uses to support population and employment growth, consistent with the city's responsibilities under the Growth Management Act, Regional Growth Strategy and the Countywide Planning Policies.
- 2.1.2 Review cumulative changes to residential, commercial, industrial and public land use designations during the annual comprehensive plan cycle to ensure employment and population capacity estimates are being met.
- 2.1.3 Review land uses in conjunction with updates to the Buildable Lands Report and Growth Monitoring Report to ensure employment and population capacity estimates are being met. The strategy will be used to amend the Plan as necessary to remain consistent with actual development trends.
- 2.1.4 Direct new growth to areas where infrastructure and services are available or planned to ensure growth occurs in a fiscally responsible manner to support a variety of land uses.
- 2.1.5 Coordinate land use decisions with capital improvement needs for public facilities including streets, sidewalks, lighting systems, traffic signals, water, storm and sanitary sewer, parks and recreational facilities, cultural facilities and schools.

### **GOAL 2.2 ACHIEVE A WELL BALANCED AND WELL-ORGANIZED COMBINATION OF RESIDENTIAL, COMMERCIAL, INDUSTRIAL, OPEN SPACE, RECREATION AND PUBLIC USES.**

#### Policies

- 2.2.1 Allow the following residential land use designations as described.
  - 1. High Density Residential – Encourage a variety of residential forms of residential structures containing three or more dwellings. Multiple structures may be located on a single parcel, and there are no density limits, provided the project meets the zoning district requirements and other pertinent codes, standards and adopted development guidelines. This land use category also allows limited public/semi-public, community, recreational, and commercial uses.



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2. Medium Density Residential – Encourage single-family (1 du/lot), two-family residential and some multifamily housing with a ~~gross~~ density between 4 and 12 units per acre with the potential for bonuses. This designation allows detached, attached, conversion, accessory apartments, townhouses, condominiums, duplexes, tourist homes, special service homes and some manufactured/mobile structures. Also allows limited public/semi-public, community, recreational, and neighborhood commercial uses.
3. Low Density Residential – Allows for single-family homes on large lots, with fewer than four units per acre. Buildings usually have fewer stories and are spaced farther apart with large setbacks to side boundaries and the street, and have large areas of private open space.
- ~~2~~4. Waterfront Residential – Provides single-family (1 du/lot) residential uses with a ~~gross~~ density of 4 units per acre with the potential for bonuses on residential properties located adjacent to Lake Stevens subject to the regulations of the shoreline master program. This designation includes detached and attached units, accessory units, tourist homes, special service homes, limited multifamily, public/semi-public, community, and recreational uses.

### 2.2.2 Allow the following commercial land use designations as described.

1. Downtown/Local Commercial – Encourages medium to high intensity commercial uses and other dense arrangements of professional offices and retail stores. This designation allows mixed-use development. This land use designation may be placed on lands between higher-intensity commercial areas and residential areas to act as a buffer. This designation also allows limited public/semi-public, community and recreational uses.
2. Mixed-Use – Allows medium to high intensity mixed-use (commercial and residential). It is intended that this land use designation will be placed where a "village atmosphere" is desired, or on lands between higher and lower intensity uses to buffer commercial and residential areas. This designation also allows limited public/semi-public, community and recreational uses.
3. Planned Business District – The Planned Business District allows moderate intensity commercial or mixed-use development. It is intended that this land use designation be placed on lands between higher and lower intensity uses as a buffer or on sites containing sensitive resources. The intent of this designation is to provide detailed planning that would benefit all property owners involved, as well as the public, by allowing transfer of densities among parcels in order to avoid impacts to sensitive resources. It achieves this by requiring that a Master Development Plan be developed for all similarly zoned contiguous parcels before any one parcel can be developed, and that any parcel developed is developed according to that plan. This designation



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encourages high floor area ratios by allowing a minimum of 2:1, with a 3:1 ratio allowed in designated density receiving areas when excess density is transferred from a designated sending area. This designation also allows limited public/semi-public, community, and recreational uses.

4. Commercial District – The Commercial District allows for high-intensity commercial and employment with some mixed-use. Principal uses include community and regional retail centers, offices, business parks, civic, cultural, recreational, and associated uses. Multi-family residential uses could be included above or behind commercial uses. This land use designation should be located in areas with direct access to highways and arterials that provide adequate public services and traffic capacity, in addition to transit facilities.

### **2.2.3 Allow the following industrial land use designations as described**

1. General Industrial – This category allows a full range of industrial and employment uses which traditionally can cause impacts to surrounding properties because of the high intensity uses. This designation does not allow any residential (except temporary or caretaker residences). This land use designation should be located in areas with direct access to highways and arterials that provide adequate public services and traffic capacity.
2. Light Industrial – This category includes only those types of industrial, sale, or service uses, which have minimal externalities, but can cause impacts to surrounding properties because of the high intensity uses. This designation does not allow any residential (except temporary or caretaker residences). This land use designation should be located in areas with direct access to highways and arterials that provide adequate public services and traffic capacity.

### **2.2.4 Allow the Public/Semi-Public land use designation, which is intended for use on all land that is publicly owned. It allows public buildings and services, recreational uses, utilities, and transportation facilities. This designation may also allow a limited range of commercial uses.**

## **GOAL 2.3 APPLY THE COMPREHENSIVE PLAN AS A GUIDE FOR COMMUNITY DEVELOPMENT IMPLEMENTED THROUGH THE CITY'S DEVELOPMENT REGULATIONS TO ENSURE PREFERRED COMMUNITY GROWTH PATTERNS ARE ACHIEVED.**

### Policies

- 2.3.1 Review development standards and regulations to ensure that they possess an appropriate level of flexibility to promote efficient use of buildable land, balanced with the need for predictable decision-making.



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- 2.3.2 Preserve and promote the character of existing neighborhoods through thoughtful development regulations and design standards.
- 2.3.3 Encourage infill development on suitable vacant parcels and redevelopment of underutilized parcels. Ensure that the height, bulk and design of infill and redevelopment projects are compatible with their surroundings.
- 2.3.4 Maintain development regulations to promote compatibility between uses; retain desired neighborhood character; ensure adequate light, air and open space; protect and improve environmental quality; and manage potential impacts on public facilities and services.
- 2.3.5 Promote architecture that is pedestrian friendly and conducive to human interaction (e.g., front porches, garages behind houses, small front yard setbacks, no "walled" neighborhoods).
- 2.3.6 Ensure that subdivisions are pedestrian friendly and include ample street trees, adequate sidewalks, walkways and paths connecting plats.
- 2.3.7 Review Development and Design Guidelines for Multifamily Residential, Planned Residential Developments, Commercial and Mixed-Use development outside of subareas.
- 2.3.8 Promote neighborhood commercial uses in appropriate places where the property:
  - a. is located at an intersection with at least one arterial street;
  - b. is at least one-half mile distance from other similarly designated properties; and
  - c. results in no more than two acres of land being designated for neighborhood commercial uses at the same intersection.
- 2.3.9 Promote commercial uses catering to day to day needs of neighbors in locations that are easily reached by foot or local commuters. Proposed uses shall clearly reflect this intent.
- 2.3.10 Encourage nodal development through adoption of zoning designations, specific design guidelines and development regulations.
- 2.3.11 The Planning Commission shall continue to welcome citizen input from all citizens within the incorporated city and unincorporated Urban Growth Area when making planning decisions that affect the city and future annexation areas.



**GOAL 2.4 ENCOURAGE THE CONTINUED PLANNING OF LOCAL GROWTH CENTERS TO DEVELOP A BALANCED AND SUSTAINABLE COMMUNITY THAT PROVIDES A FOCUS FOR EMPLOYMENT, PUBLIC AND RESIDENTIAL DEVELOPMENT.**

Policies

- 2.4.1 Prior to the adoption of a subarea plan, the city should develop a thorough economic analysis for each growth center that considers investments and expenditures to provide a full range of services and infrastructure in relation to project revenue.
- 2.4.2 Each growth center should consider impacts on existing commercial properties, and residential areas to ensure the compatibility and synergy between existing and new development as a subarea plan is developed.
- 2.4.3 Future subarea planning of growth centers shall include substantial public involvement through multiple meetings, updates in the media and on city-owned modes of communication. The city shall provide clear information as to the benefits, costs, and risks so that the community can provide informed opinions to the Planning Commission and City Council.
- 2.4.4 Ensure that adequate connections are made to link growth centers, subareas and adjacent residential areas.

**GOAL 2.5 ~~DEVELOP A SUBAREA PLAN FOR~~CONTINUE TO SUPPORT THE REDEVELOPMENT OF DOWNTOWN LAKE STEVENS THAT ENCOURAGES A COMPACT COMMERCIAL DISTRICT THAT FACILITATES EASY PEDESTRIAN ACCESS BETWEEN SHOPS AND BUILDINGS, ALLOWS MIXED-USE DEVELOPMENT, PROMOTES ECONOMIC DEVELOPMENT COMPATIBLE WITH THE CHARACTER OF LAKE STEVENS AND STIMULATES A DIVERSE ARRAY OF BUSINESS TYPES TO ATTRACT VISITORS AND MEET THE NEEDS OF RESIDENTS.**

Policies

- 2.5.1 ~~The lakefront property owned by the city is a valuable community asset under public ownership and with public access. The subarea plan shall e~~nsure that significant lakeside non-commercial public access is maintained for informal and formal recreational opportunities, and is balanced with the desire to develop a vibrant mixed-use downtown
- 2.5.2 ~~Develop or revise specific design guidelines for Downtown Lake Stevens that e~~Emphasize a high-quality design, ~~and~~ pedestrian orientation and integrated





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flexibility in the ~~red-development of~~ downtown ~~design concept, within certain parameters such as building location, building massing and circulation~~ Lake Stevens.

- 2.5.3 ~~Encourage a design standard that accentuates~~ Encourage historic commercial elements and storefronts in Lake Stevens, as documented in Lake Stevens' Historical Museum photography collection and avoids trendy and artificial themes which may be quickly out dated. The architecture should incorporate strong traditional downtown elements as expressed in the Downtown Lake Stevens Subarea Plan and the that accentuate a stable design concept ~~shall be stable enough to that will~~ survive the life of the buildings.

### GOAL 2.6 PROMOTE AN ACTIVE, HEALTHY AND DIVERSE HARTFORD ROAD INDUSTRIAL DISTRICT.

#### Policies

- 2.6.1 Pursue and implement incentive programs that would encourage industrial uses which result in high employment densities.
- 2.6.2 Aggressively market the Hartford Industrial Center and aggressively pursue family-wage employers to that revitalized area.
- 2.6.3 Review development regulations to ensure that impacts are kept to a minimum, especially those that affect adjoining, non-industrially zoned areas.
- 2.6.4 Conduct a market study as part of the Hartford Road Industrial Area study to determine any need for expansion, infrastructure needs and marketing strategies.
- 2.6.5 Consider developing a framework plan for the Hartford Industrial Center based on market study.
- 2.6.6 Pursue local improvement districts and grant funding for infrastructure development.

### GOAL 2.7 PROVIDE APPROPRIATE BUFFERS BETWEEN LAND USES ADJACENT TO MACHIAS ROAD AND SR-92.

- 2.7.1 Require retention of all trees within a 30' visual/noise buffer along SR-92, SR-9, and the Hartford/Machias Road (as measured from the edge of ultimate right-of-way). Where trees need to be removed because of instability, require replanting of 5-gallon (minimum) conifers at a 3:1 ratio within the 30' buffer.



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- 2.7.2 Ensure that design of highway accessible/visible commercial uses along SR-92, SR-9, and the Hartford/Machias Road is aesthetically pleasing from both the roadway and the local roads.

### **GOAL 2.8 COORDINATE GROWTH AND DEVELOPMENT WITH ADJACENT JURISDICTIONS TO PROMOTE AND PROTECT INTERJURISDICTIONAL INTERESTS.**

#### Policies

- 2.8.1 Participate in the Snohomish County Tomorrow Planning Advisory Committee (PAC) to improve inter-jurisdictional coordination of land use planning activities in the adopted urban growth area.
- 2.8.2 Coordinate planning efforts among jurisdictions, agencies, and federally recognized Indian tribes, where there are common borders or related regional issues, to facilitate a common vision.
- 2.8.3 Promote cooperation and coordination among transportation providers, local governments and developers to ensure that developments are designed to promote and improve physical, mental and social health, and reduce the impacts of climate change on the natural and built environments.

### **GOAL 2.9 PROMOTE ANNEXATIONS OF LANDS INTO THE CITY IN A MANNER THAT IS FISCALLY RESPONSIBLE TO ENSURE THE CITY IS ABLE TO PROVIDE A HIGH LEVEL OF URBAN SERVICES.**

#### Policies

- 2.91 Affiliate all urban unincorporated lands appropriate for annexation with an adjacent city or identify those that may be feasible for incorporation.
- 2.9.2 It is the city's intent to annex the entire Lake Stevens Urban Growth Area over the planning horizon to become one city, considering the following:
- a. To manage growth in the UGA it is important to note that elected officials who reside within, and represent the Lake Stevens community make the best land use and Comprehensive Plan decisions for the Lake Stevens area.
  - b. To keep locally generated sales tax revenues within the community to meet local needs rather than allowing those revenues to be distributed throughout the entire county.
  - c. To provide an accessible and open forum in which citizens may participate in their own governance.

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- d. To create a larger city which can have greater influence on regional and state policy decisions and can be more competitive for grants.
  - e. To stabilize the development environment, striving to bring land use predictability to residents and property owners.
  - d. To ensure that urban infrastructure is provided at the time development occurs to minimize the need to retrofit substandard improvements in the future.
- 2.9.3 To the degree reasonably possible, annexations should serve to regularize city boundaries, and not divide lots. The intent is to ensure practical boundaries in which services can be provided in a logical, effective and efficient manner.
- 2.9.4 Prior to any annexation, the city should consider the effects on special purpose districts and County services within the Urban Growth Area, considering the following:
- a. Outstanding special bonds or other debt,
  - b. Absorbing the district's or county's service provision responsibilities and acquiring the necessary assets at the appropriate stage (set by state law); and
  - c. Impacts on the district's or county's operations and personnel.
- 2.9.5 The city's intent is to minimize disruption to residents, businesses and property owners in annexed areas, considering the following:
- a. Annexed property should be designated in the Comprehensive Plan and zoning ordinance in a manner that most closely reflects the ~~pre-annexation~~ designations ~~adopted by Snohomish County~~ identified in Figure 2.4. The City Council will consider alternative designations proposed by those properties included in the annexation. Council may adopt alternative designations if it finds the proposal protects the general health, safety, and welfare of the community and it meets the requirements of the Growth Management Act.
  - b. Uses that are either previously established legal non-conforming, or are made non-conforming with the annexation, will be allowed to continue in a manner consistent with the rights established in the city's land use code.
  - c. Annexed areas shall be accorded equal accommodation in the distribution of capital improvements, maintenance of roads and other facilities, police and other services.
  - d. For annexed areas, the city shall strive to ensure annexed areas are fairly represented by the Mayor and city Council, with extra care during the initial two years in which the annexed area may have not had a chance to vote for their local officials.



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- 2.9.6 At such time an annexation proposal is made, the city shall make every reasonable effort to provide accurate, timely and useful information to community members so that they may make reasoned and well-informed decisions.

### **GOAL 2.10 ENSURE THAT LAND USES OPTIMIZE ECONOMIC BENEFIT AND THE ENJOYMENT AND PROTECTION OF NATURAL RESOURCES WHILE MINIMIZING THE THREAT TO HEALTH, SAFETY AND WELFARE.**

#### Policies

- 2.10.1 Preserve and accentuate the lake as the centerpiece of Lake Stevens in compliance with the shoreline master program.
- 2.10.2 Preserve and promote a safe, clean living environment.
- 2.10.3 Prohibit storage of soil, yard waste, refuse, machines and other equipment in front yard setbacks.
- 2.10.4 Where a sight distance or safety problem is created, prohibit storage of vehicles in front and side yard setbacks, except on driveways (and then no more than three) or in parking lots.
- 2.10.5 Protect and preserve wetlands and riparian corridors associated with Shorelines of the State and open space corridors within and between urban growth areas useful for recreation, wildlife habitat, trails, and connection of critical areas.
- 2.10.6 Encourage growth that is responsive to environmental concerns and that enhances the natural environment of the lake drainage basin and the area watersheds.

### **GOAL 2.11 WHERE POSSIBLE, USE ELEMENTS OF THE NATURAL DRAINAGE SYSTEM TO MINIMIZE STORM WATER RUNOFF IMPACTS.**

#### Policies

- 2.11.1 Encourage new developments to use natural drainage patterns and incorporate means to contain storm water pollutants.
- 2.11.2 Encourage new developments to implement “low impact development” techniques which can better manage stormwater while providing cost savings in terms of land and improvements.
- 2.11.3 Recognize that storm drainage problems cross jurisdictional lines and therefore create the need to work with the Drainage Improvement District and residents to address those problems.



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- 2.11.4 Adopt and keep current a stormwater control ordinance requiring best management practices for stormwater control, addressing such issues as detention, release, erosion and siltation, etc.

### **GOAL 2.12 ENCOURAGE ENERGY-SAVING METHODS IN TRANSPORTATION, LAND USE AND BUILDING CONSTRUCTION.**

#### Policies

- 2.12.1 Encourage the development of paths and easements for non-motorized transportation to facilitate pedestrian and bicycle use throughout the city.
- 2.12.2 Encourage new developments to compliment and improve development of a grid system to reduce public and private utility and transportation costs.
- 2.12.3 Encourage energy-saving construction and building operation practices and the use of energy-conserving materials in all new construction and rehabilitation of buildings.
- 2.12.4 Encourage small scale, neighborhood compatible, commercial uses to be distributed throughout the community, thus reducing the need to drive to the nearest “big-box” retailer to pick up day-to-day convenience items. This also provides the opportunity for pedestrian access to stores along with the health and social benefits related to pedestrian activity.

### **GOAL 2.13 PROMOTE THE IDENTIFICATION, MAINTENANCE, AND PRESERVATION OF SPECIAL HISTORIC, GEOGRAPHIC, ARCHITECTURAL, AESTHETIC OR CULTURAL RESOURCES OR STRUCTURES WHICH HAVE SPECIAL SIGNIFICANCE BECAUSE OF HISTORICAL, ARCHAEOLOGICAL, ARCHITECTURAL, RECREATIONAL, SOCIAL, CULTURAL, AND/OR SCENIC IMPORTANCE THROUGH THE DESIGNATION OF HISTORIC LANDMARKS AND DISTRICTS AND THE ADOPTION OF APPROPRIATE INCENTIVES**

#### Policies

- 2.13.1 Work with other public agencies and/or a local historical society to determine priorities and establish methods for public and private funding to achieve this goal.
- 2.13.2 Encourage the development of written narratives and maps for self-guided tours of significant areas and the provision for site markers to identify significant sites.
- 2.13.3 Encourage additions and alterations to significant architectural buildings to conform to the style and period of the initial construction as much as possible.



**GOAL 2.14 DESIGN AND BUILD A HEALTHY COMMUNITY TO IMPROVE THE QUALITY OF LIFE FOR ALL PEOPLE WHO LIVE, WORK, LEARN, AND PLAY WITHIN THE CITY.**

Policies

- 2.14.1 Encourage mixed land use and greater land density to shorten distances between homes, workplaces, schools and recreation so people can walk or bike more easily to them.
- 2.14.2 Provide good mass transit to reduce the dependence upon automobiles.
- 2.14.3 Decreases dependence on the automobile by building good pedestrian and bicycle infrastructure, including sidewalks and bike paths that are safely removed from automobile traffic as well as good right of way laws and clear, easy-to-follow signage in proximity to homes, businesses, schools, churches and parks closer to each other so that people can more easily walk or bike between them.
- 2.14.4 Provide opportunities for people to be physically active and socially engaged as part of their daily routine, improving the physical and mental health of citizens by promoting community centers , public/semi-public areas and by offering access to green space and parks where people can gather and mingle as part of their daily activities.
- 2.14.5 Allow persons, if they choose, to age in place and remain all their lives in a community that reflects their changing lifestyles and changing physical capabilities.
- 2.14.6 Develop high quality, compact urban communities throughout the region's urban growth area that impart a sense of place, preserve local character, provide for mixed uses and choices in housing types, and encourage walking, bicycling, and transit use.

# Chapter 5: Parks, Recreation & Open Space Element







## Chapter 5 – Parks, Recreation and Open Space Element

# CHAPTER 5: PARKS, RECREATION, AND OPEN SPACE ELEMENT

## A VISION FOR PARKS

***The city of Lake Stevens will create diverse recreational opportunities for all ages to enjoy parks, trails and activities and local events throughout the community and with expanded access to Lake Stevens.*** □

## INTRODUCTION

Public parks, recreational services and facilities and open spaces improve the quality of life for community residents by providing areas for families and friends to socialize. Parks and open spaces create natural buffers between neighborhoods and create functional corridors for humans and wildlife throughout the urban environment.

The Parks, Recreation and Open Space Element of the Comprehensive Plan ("Park Plan") establishes specific goals and policies that will help guide decision-making related to acquisition, development and improvement of facilities and lands. The Park Plan contains an inventory of the city's current parks, recreation facilities and open spaces; analyzes the city's ability to provide adequate parks, recreation services, and open space ~~and recreation services~~; sets service standards and guidelines; and identifies implementation strategies.

## PLANNING CONTEXT

### State Planning

The Park Plan conforms to the Growth Management Act (GMA) (Chapter 36.70A RCW) and considers the planning criteria developed by the Washington State Recreation and Conservation Office (RCO).

The GMA includes several sections relating to parks, recreation, and open spaces:

- RCW 36.70A.020(9) establishes a planning goal to "Retain open space, enhance recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreation facilities." Capital improvements are included within the definition of "Public Facilities."





## ***Chapter 5 – Parks, Recreation and Open Space Element***

- RCW 36.70A.030 (Mandatory Element). Cities may impose impact fees for the provision of Public Facilities (including publicly owned parks, open space and recreation facilities) (RCW 36.70A.040, RCW 82.02.050). Impact fees must be based on demands on existing facilities by new development, and additional improvements required to serve new development (RCW 82.02.090).
- RCW 36.70A.070(8) requires a park and recreation element, which is consistent with the capital facilities plan element as it relates to park and recreation facilities. Furthermore, this section states, “The element shall include: (a) Estimates of park and recreation demand for at least a ten-year period; (b) an evaluation of facilities and service needs; and (c) an evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand.”
- RCW 36.70A.150 states jurisdictions shall identify lands useful for public purposes and that includes recreation.
- RCW 36.70A.160 requires jurisdictions to “identify open space corridors within and between urban growth areas. They shall include lands useful for recreation, wildlife habitat, trails and connection of critical areas as defined in RCW 36.70A.030.”

### Regional Planning

The regional perspective for parks and recreation emphasizes identifying availability of lands and opportunities for parks and co-location of facilities, such as schools and parks, in support of its growth strategy including links between open space and neighborhoods.

### Countywide Planning

In its General Policy Plan, Snohomish County sets goals and policies for countywide parks and recreation facilities. The county’s plan emphasizes the implementation of state and regional standards and guidance. Some of the primary goals include providing access to diverse, sustainable, effective and efficient services, programs and facilities, maintaining a level of service tied to growth, preserving cultural and historic resources, and coordination with other agencies.

### Lake Stevens Planning

The Park Plan incorporates the state, regional and countywide perspectives and includes the planning elements (listed below) as recommended by the RCO, which ensures continued eligibility for grant funds administered by that agency:



## Chapter 5 – Parks, Recreation and Open Space Element

- Inventory,
- Public Involvement,
- Demand & Need Analysis,
- Goals & Objectives,
- Level of Service,
- Capital Improvement Program (six year plan for acquisition, development, renovation, & restoration projects), and
- Plan Adoption.

### FACILITY CLASSIFICATIONS, CHARACTERISTICS AND INVENTORY

There are many reasons for governments to provide parks, open space, recreational opportunities, cultural amenities, and trails for their citizens. Parks offer innumerable physical and psychological benefits by providing safe places for the community to exercise, recreate, meditate, and generally escape daily pressures. The city of Lake Stevens has a variety of parks ranging from small mini-parks serving a block or two to community parks designed to provide recreational opportunities to the city and beyond. In addition, special use and school parks, open spaces, and trails expand the variety of recreation areas available to the community. The inventory of parks, open spaces, and trails includes a mix of city and county facilities. Table 5.1 provides a brief description of the facilities, within or adjacent to the city of Lake Stevens, and describes the various park classifications; provides descriptions for each classification; and lists typical sizes, amenities and community service areas.

#### Inventory of Facilities

The following section includes an inventory of the parks, open space tracts, recreational facilities, and cultural programs and facilities found within or near the city. The city has approximately ~~146~~171 acres of public parks, 10 acres devoted to special uses, 122 acres of open space and approximately seven miles of the Centennial trail (adjacent to or within city limits) in addition to approximately five miles of park trails. The numbers include city and county facilities (mini-parks, neighborhood parks and community parks), special use parks, trails and open space (undeveloped property and Native Growth Protection Areas). In addition to the public facilities described, there are approximately 145 acres of private parks and open spaces and an additional three miles of private trails that complement the city's inventory. Different homeowner's associations are responsible for these facilities created during the subdivision process for specific neighborhoods.

#### **Community Parks**

Community parks have the largest service area and attract citizens from across the community. A large size and variety of amenities characterize community parks. These parks provide a mix of informal, active, and passive recreation areas with permanent facilities. Community Parks are generally at least 10 acres, but must be large enough to provide room for multiple uses such as sports fields, a recreation center and group-use shelters alongside large open areas and playgrounds.



## Chapter 5 – Parks, Recreation and Open Space Element

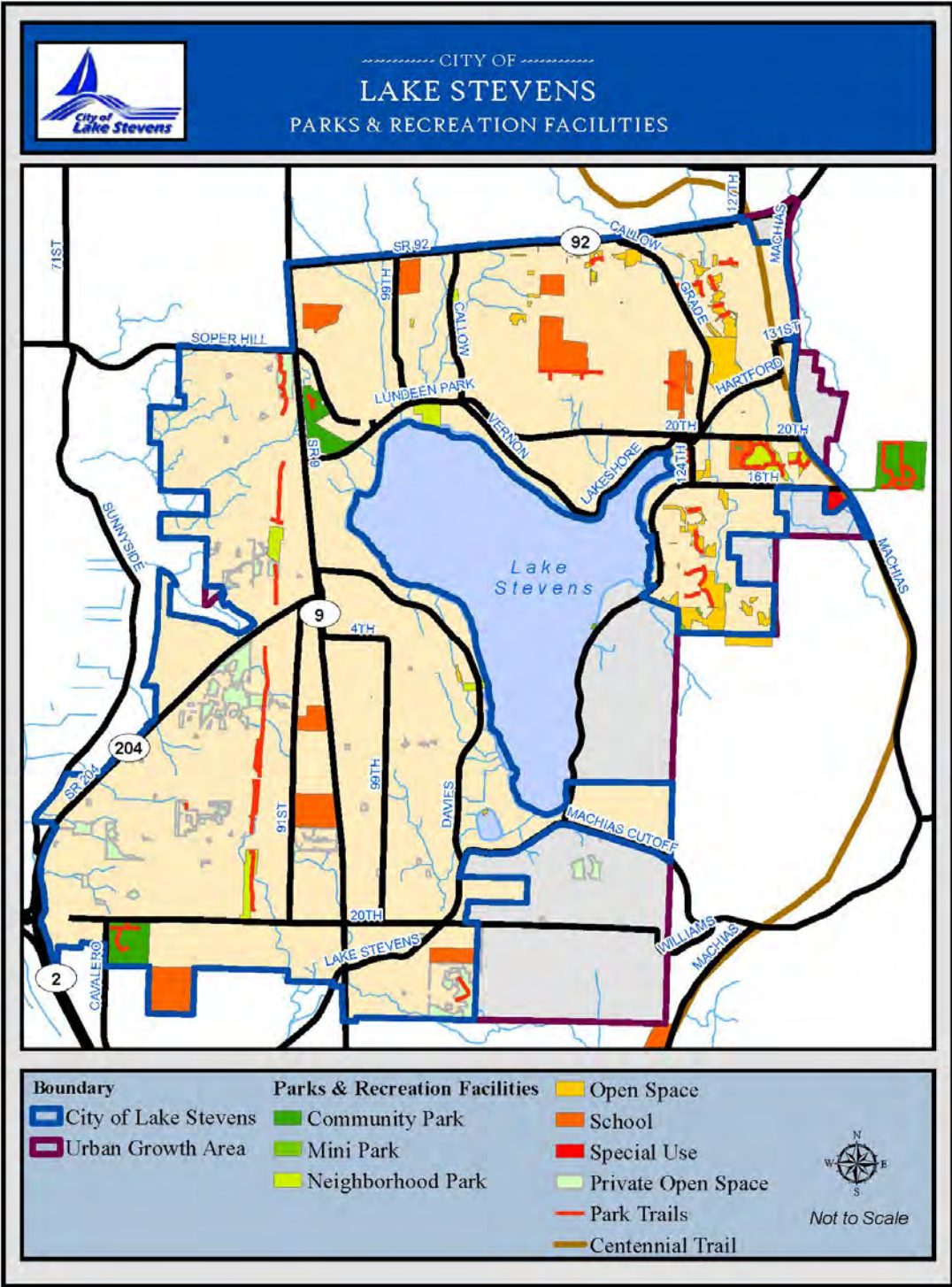
**Table 5.1 – Park, Recreation & Open Space Classifications and Characteristics**

| TYPE                                      | TYPICAL SIZE | DESCRIPTION & TYPICAL AMENITIES   | TYPICAL AREA SERVED                                |
|---|--------------|---|--|
| <b>Community Park</b>                     | > 10 acres   | Informal, formal, active, & passive recreation parks that serve a community with a mix of features (e.g., playgrounds, landscaping, picnic areas, trails, sports fields, structures, parking, special features, permanent restrooms, etc.)  | Within 2.5 miles of residential areas              |
| <b>Neighborhood Park</b>                  | ≤ 10 acres   | Informal, active, & passive recreation areas that serve adjacent residential neighborhoods that provide multi-use areas with a mix of playgrounds, landscaping, picnicking, trails, single or small sports fields, parking, restrooms, etc. | Within 1 mile of residential areas                 |
| <b>Mini-Park</b>                          | ≤ 1 acre     | Small public/private areas including playgrounds, landscaping, plazas, and picnic benches that serve the needs of the immediate neighborhood or commercial district   | Within 1/2 mile of residential or commercial areas |
| <b>School Parks</b>                       | Varies       | Playfields, playgrounds, sports & recreation facilities located at schools, distributed throughout the City, that may substitute for other park types and compliment the City's inventory   | Varies   |
| <b>Special Use Parks &amp; Facilities</b> | Varies       | Any public or private park or facility providing a unique experience or specific recreation need and/or commercial purpose distributed throughout the city  | Varies   |
| <b>Trails &amp; Pedestrian Facilities</b> | Varies       | Soft surface or paved trails, walking paths, sidewalks or multi-use trails for walking, hiking, and bicycling distributed throughout the city   | 1 multi-use trail w/in 1 mile of residential areas |
| <b>Open Space</b>                         | Varies       | Low intensity and passive recreation areas such as Native Growth Protection Areas, greenbelts, or undeveloped areas distributed throughout the city   | Varies, based on resource availability             |

Community parks should provide easy vehicular and pedestrian access to park users from the street network, sidewalks and bike lanes with dedicated parking areas. Community parks may benefit from multijurisdictional cooperation for facility planning, development and maintenance.



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**Figure 5.1 – Lake Stevens Parks & Recreation Facilities**

**Cavalero Community Park** – The park is located off 20<sup>th</sup> Street SE, in the southwestern part of the city. ~~Because the park has a large undeveloped area and is located within the city of Lake Stevens, the city and Snohomish County are preparing to revise the master plan for this facility through a joint planning effort in the near future. Currently Cavalero has an off-leash dog area and undeveloped open space.~~ Snohomish County has begun construction of a skate park, basketball courts and ~~picnic~~ picnicing areas. The park has an existing dog park and open space. This site is well poised to house a multi-sport complex and other organized sporting areas.



**Eagle Ridge Park** — City Council adopted the Eagle Ridge Park Master Plan in 2010. The plan includes a capital cost estimate and a schedule to implement the Master Plan in three phases over a 10-15 year period. The master plan includes details for park development and proposed amenities and recreational opportunities. The overall vision for the park is that of an ‘outdoor classroom’ with both passive and active recreational activities that embrace and enhance the natural beauty of this park. Eagle Ridge currently houses the Lake Stevens Senior Center, soft trails, and open spaces. Phase 1 has been completed, adding a community garden parking and picnic areas. This park is notable for its eagle habitat. The master plan for this park envisions picnic shelters; an community garden; amphitheater; interconnected trails and educational features such as an interpretive center, outdoor classrooms and interpretive signage. The plan promotes the use of Low Impact Development in design and construction.





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### Lake Stevens Community Athletic Park

LSC Park, east of the city limits, is a 43-acre Snohomish County park. This park provides the largest athletic complex near Lake Stevens with baseball/softball fields, soccer fields and basketball courts. LSC Park also includes a picnic shelter, playground, walking path, permanent restrooms and landscaping.



**Table 5.2 – Community Park Inventory**

| FACILITY                    | LOCATION              | OWNER                | ACRES         | PICNIC SHELTER/BENCHES | PLAYGROUND | TRAIL/PATHWAY | BASKETBALL | FOOTBALL/SOCCER FIELDS | SOFTBALL/BASEBALL | VIEW CORRIDOR | RESTROOMS | COMMUNITY CENTER | OPEN SPACE | LANDSCAPING | OTHER |
|-----------------------------|-----------------------|----------------------|---------------|------------------------|------------|---------------|------------|------------------------|-------------------|---------------|-----------|------------------|------------|-------------|-------|
| Cavalero Community Park     | 2032 79th Ave SE      | Snohomish County     | 32.93         |                        |            | X             |            |                        |                   | X             |           |                  | X          |             | X     |
| Eagle Ridge                 | 2424 Soper Hill Road  | City of Lake Stevens | 28.20         |                        |            | X             |            |                        |                   | X             |           | X                | X          |             | X     |
| Lake Stevens Community Park | 1601 North Machias Rd | Snohomish County     | 43.24         | X                      | X          | X             | X          | X                      | X                 |               | X         |                  | X          | X           |       |
| <b>Total Acres</b>          |                       |                      | <b>104.37</b> |                        |            |               |            |                        |                   |               |           |                  |            |             |       |

As shown in Table 5.2, Lake Stevens Community Park provides the widest variety of recreational and active amenities. However, once Eagle Ridge and Cavalero parks are completed, each park will diversify the overall profile for community-level parks and contribute a unique set of amenities.





Chapter 5 – Parks, Recreation and Open Space Element

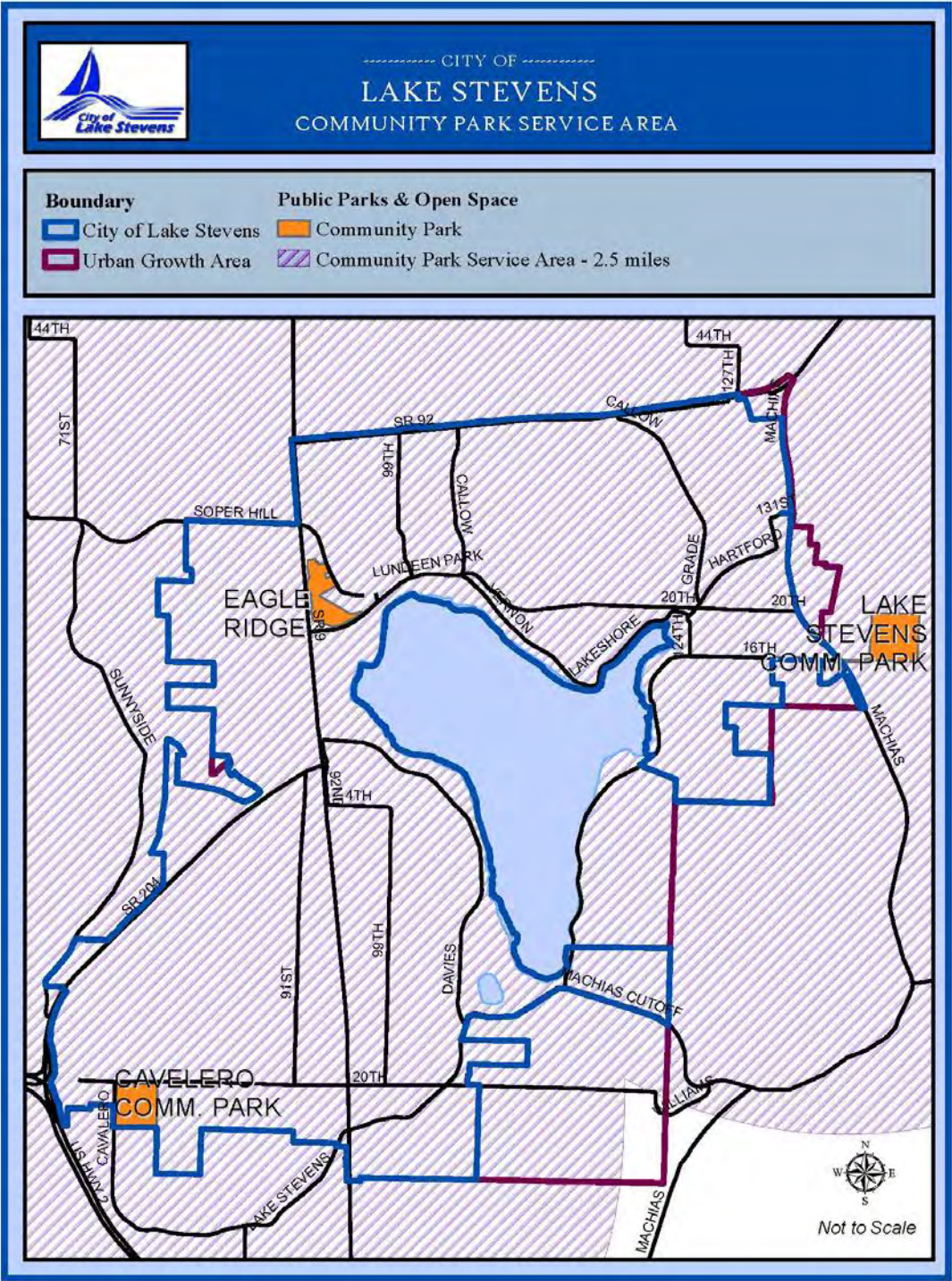


Figure 5.2 – Community Park Distribution





## **Chapter 5 – Parks, Recreation and Open Space Element**

Planning efforts for these parks should build on the unique characteristics of the site and address underrepresented or community preferred recreational uses. Figure 5.2 illustrates the distribution of community parks within and adjacent to Lake Stevens. As shown, there is a small gap, in the service area, located in the southeastern border of the Urban Growth Area. This small gap creates a minor divergence from the service standard for community parks. This gap may need to be addressed in the future if opportunities arise to provide additional meaningful recreation lands in the vicinity. It is more important to assure that Eagle Ridge and Cavalero parks provide a mix of high-quality recreational amenities, as they develop.

### **Neighborhood parks**

Neighborhood parks are the “backbone” of the city’s parks inventory. These parks offer common gathering sites for social interaction, physical activity and play to residents from contiguous neighborhoods or a larger service area depending on amenities provided. Neighborhood parks should be located in highly visible and centralized locations that provide convenient and safe access for vehicles, pedestrians and bicyclists.

This park type often incorporates passive and active recreational opportunities as well as providing multi-purpose facilities. Neighborhood parks should include permanent restrooms and parking areas.

**Catherine Creek Park** – An eight-acre community park, which the city leases from the Lake Stevens School District. This park is located adjacent to Mount Pilchuck Elementary School, between 20th Street NE and 16th Street NE. The park is maintained primarily as a “natural” park with a network of trails, access to Catherine Creek, and picnic facilities. It also includes a unique disc golf course, installed and maintained by the community in 2000.



**Centennial Woods Park** — A 6.3 acre passive recreation park purchased in 1997 through the Snohomish County Conservation Futures grant program. This park includes trails through the site, which connect the Centennial Trail to Catherine Creek Park (with an eye on an eventual connection to downtown).



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**Frontier Heights Park** – A 7-acre multi-use park located at 8801 Frontier Circle West in the Lake Stevens Center Subarea. The city acquired this property in 2017 from the homeowner's association of the adjacent neighborhoods. This park includes basketball courts, tennis courts, playground and athletic fields. A Master Plan has been developed. This park will be renovated to replace and update the current amenities and add a walking trail, additional playground, sensory garden and labyrinth.

**Lundeen Park** – A nine-acre multi-use park located south of Lundeen Parkway at 99th Avenue NE. Facilities include a public pier, 500 feet of shoreline, swimming area, two basketball courts, a children's playground and a tot lot, ~~{Sarita's Playground Memorial}~~, interpretive stations along a salmon-spawning creek, ~~a caretaker's residence~~, public restrooms, a rinse-off shower, a covered picnic area and 98 parking spaces. The Lake Stevens Chamber of Commerce ~~has maintains~~ a Visitor Information Center at the park.



**North Cove Park** – A ~~four-acre~~3.66 acre waterfront park located at the extreme northeast end of the lake. Access is available to downtown Lake Stevens, next to the City Hall complex. North Cove Park underwent a major renovation in 2019 and added an 8,900 square foot multi-use facility that provides meeting space, covered patios, festival space and three-season section for community events. The park has a 250-foot municipal boardwalk/pier (interpretation, fishing & picnicking, ~~but no boat access~~), picnic areas that include tables, sun shades benches, and paths~~and two horseshoe pits~~. Parking facilities are shared with the City Hall complex. The city is currently planning for future Phase II expansion and development of the park. This phase will include additional parking, playground, critical area replanting, picnic shelters and restrooms.





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**Oak Hill Park (Nourse Park)** – A 2.63 acre park located at Oak Road and Callow Road. This park includes a playground, restroom, basketball court and a walking trail ~~currently under construction~~.

**Wyatt County Park** – A three-acre regional park, formerly known as Davies Beach, located four miles from downtown, across the lake, on Davies Road. Facilities include a public boat launch, a dock (for boats), a fishing pier, a swimming area, restrooms, picnic tables, and 80 parking spaces. This park is especially busy during summer weekends. It also houses a private rowing club.



**20<sup>th</sup> Street Ballfields** – A ~~6.33~~12.36-acre park acquired that will be developed to include sports fields, parking, walking trails and a new playground (This park is undergoing a formal naming)

As shown in Table 5.3, Lundeen Park provides the widest variety of amenities, notably beach access, picnic facilities and playgrounds. Both Centennial Woods and Catherine Creek provide good locations to expand nature trails and add permanent restrooms and parking areas. Many people consider North Cove Park the “heart of downtown”. This Park ~~should undergo a master planning effort to complement the “Downtown Plan” when completed~~underwent a master planning effort and construction began in 2019. The North Cove Park plan increases public access to Lake Stevens for pedestrians and boaters, provides ADA accessibility throughout and picnic areas. ~~Situated~~Situated in North Cove Park, ~~is~~The Pavilion a public facility that provides rental space, public plaza, festival venue and community gathering space. ~~All of~~All the neighborhood parks could expand playground facilities and add small athletic components. North Cove and Lundeen parks should continue to promote and develop water-related activities.



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**Table 5.3 – Neighborhood Park Inventory**

| FACILITY                                 | LOCATION                                    | OWNER                        | ACRES        | PICNIC SHELTER / BENCHES | PLAYGROUND | TRAIL / PATHWAY | BASKETBALL | BEACH / SWIMMING | DOCK | BOAT LAUNCH | VIEW CORRIDOR | RESTROOMS | OPEN SPACE | LANDSCAPING | OTHER |
|--|---|------------------------------|--------------|--------------------------|------------|-----------------|------------|------------------|------|-------------|---------------|-----------|------------|-------------|-------|
| <b>Catherine Creek Park</b>              | 12708 20th St NE                            | Lake Stevens School District | 16.55        | X                        |            | X               |            |                  |      |             |               |           | X          |             | X     |
| <b>Centennial Woods Park</b>             | 131st Dr NE                                 | City of Lake Stevens         | 6.02         |                          |            | X               |            |                  |      |             |               |           | X          |             |       |
| <b>Frontier Heights</b>                  | 8801 Frontier Circle                        | City of Lake Stevens         | 7.2          |                          | X          |                 | X          |                  |      |             | X             |           |            |             |       |
| <b>Lundeen Park</b>                      | 10108 Lundeen Parkway                       | City of Lake Stevens         | 10.05        | X                        | X          | X               | X          | X                | X    |             | X             | X         | X          | X           | X     |
| <b>North Cove Park</b>                   | Main St & North Lane                        | City of Lake Stevens         | 3.66         | X                        |            | X               |            | X                | X    |             | X             | X         |            | X           | X     |
| <b>Oak Hill Park</b>                     | Oak Road                                    | City of Lake Stevens         | 2.63         | X                        |            | X               | X          |                  |      |             |               | X         |            |             |       |
| <b>Wyatt Park</b>                        | 20 South Davies Rd                          | Snohomish County             | 2.48         | X                        |            |                 |            | X                | X    | X           | X             | X         |            | X           | X     |
| <b>20<sup>th</sup> Street Ballfields</b> | 20 <sup>th</sup> Street SE & 88th Avenue SE | City of Lake Stevens         | 12.36        |                          |            |                 |            |                  |      |             |               |           | X          |             | X     |
| <i>Neighborhood Parks Total Acres</i>    |   |                              | <b>60.95</b> |                          |            |                 |            |                  |      |             |               |           |            |             |       |

Figure 5.3 illustrates the distribution of neighborhood-level parks within Lake Stevens. As shown, there are gaps in the services area in the ~~southern-southeastern and western~~ part of the city. To provide equity of distribution, the city should concentrate on acquiring lands in the southern part of the city for additional neighborhood parks as opportunities arise. ~~The gap in the western part of the city is smaller and not as crucial, as two large private parks and an informal trail network provides some recreational outlets for the neighborhoods west of SR-9. In 2017 acquisition of Frontier Heights as a public park eliminated the service gap in the western part of the city. The recent acquisition of the 20<sup>th</sup> Street Ballfields meets the level of service for the southwestern area of the city.~~





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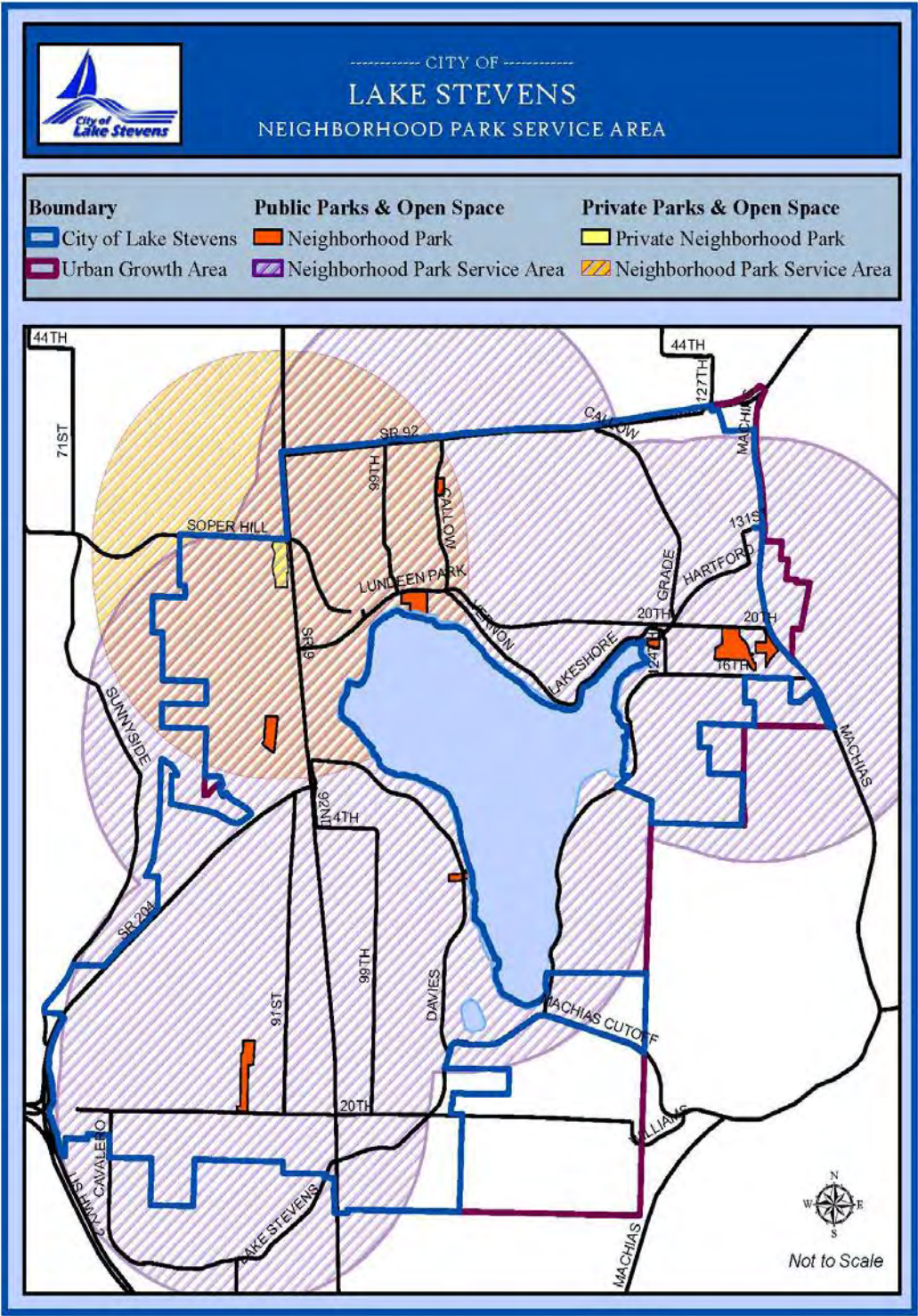


Figure 5.3 – Neighborhood Park Distribution



## Chapter 5 – Parks, Recreation and Open Space Element

### Mini-Parks

Mini-parks often referred to as “pocket parks” or “tot lots” are the smallest recreation sites within the park inventory. Mini-parks may be public or private. Many were created with neighborhood subdivisions. Mini-parks should be easily accessible to surrounding neighborhoods or within commercial centers. Ideally, mini-parks connect neighborhoods or commercial centers by paths, trails, sidewalks, bikeways or greenways.

***Kid's Oasis Playground*** – A 0.5-acre playground located on the grounds of Mt. Pilchuck Elementary School. This park was built in 1992 as a community volunteer project, with help from individuals, businesses, the city and the Lake Stevens School District. The playground is a "fantasy-style" wooden castle. Parking is available in the school parking lot. Children and parents use the playground throughout the year.

***North Lakeshore Swim Beach*** – A popular 0.5-acre waterfront park providing lake access for summertime swimmers on North Cove. This park is located approximately 0.2 miles west of downtown on North Lakeshore Drive. Facilities include 560 square feet of useable beach, a 600 square foot municipal swimming dock, a portable restroom, and 10 parking spaces.



***Sunset Beach*** – This is a 0.25-acre, County-owned, waterfront park whose primary use is water access and picnicking. It is located 0.3 mile south of downtown on East Lake Stevens Road. Facilities include a public dock, picnic tables, and six parking spaces. This park is especially busy during the summer season.

North Lakeshore Swim Beach and Sunset Park provide parallel amenities, while Kids Oasis provides the largest community playground, as shown in Table 5.4. In addition to the public mini-parks there are approximately 18 acres of private mini-parks

**Trail and Park associated with Lyons Gate Woodland Hills Subdivision- This 0.6-acre park is located within the Woodland Hills Subdivision it is equipped with a playground and walking trail.**



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**Table 5.4 – Mini-Park Inventory**

| FACILITY   | LOCATION                | OWNER                        | ACRES                | PICNIC SHELTER/BENCHES | PLAYGROUND | TRAIL/PATHWAY | BEACH/SWIMMING | SOFTBALL/BASEBALL | DOCK | VIEW CORRIDOR | OPEN SPACE | LANDSCAPING |
|--|-------------------------|------------------------------|----------------------|------------------------|------------|---------------|----------------|-------------------|------|---------------|------------|-------------|
| <b>Mini-Park – Public</b>  |                         |                              |                      |                        |            |               |                |                   |      |               |            |             |
| Kids Oasis   | 12708 20th St NE        | Lake Stevens School District | 0.36                 |                        | X          |               |                |                   |      |               |            |             |
| North Lakeshore Swim Beach   | North Lakeshore Dr      | City of Lake Stevens         | 0.71                 |                        |            |               | X              |                   | X    | X             |            |             |
| Sunset Park  | 410 E Lake Stevens Rd   | Snohomish County             | 0.60                 | X                      |            |               | X              |                   | X    | X             |            | X           |
| Woodland Hills   | 79 <sup>th</sup> Ave SE | City of Lake Stevens         | .66                  |                        | X          | X             |                |                   |      |               |            |             |
| <b>Mini-Park – Created w/ Subdivisions Dedicated to the Public</b> |                         |                              |                      |                        |            |               |                |                   |      |               |            |             |
| Semi-Public Mini-Parks   |                         |                              | <del>3.28</del> 6    |                        | X          | X             |                |                   |      |               | X          | X           |
| <i>Mini-Park Parks Total Acres</i>                                 |                         |                              | <del>4.93</del> 5.53 |                        |            |               |                |                   |      |               |            |             |

The city will continue to promote mini-parks in new neighborhoods and commercial areas as they develop, especially where gaps exist in the city, as shown in Figure 5.4.

### School Parks

School parks constitute ancillary facilities, complementing the community's inventory. School parks often provide recreational needs not available at other parks, or provide similar functions as other park types. For example, elementary playgrounds provide a similar benefit to residential areas commonly met by mini-parks or neighborhood parks; whereas, middle schools and high schools may provide community-level or special-use park functions depending on available amenities. Because schools are typically located within residential neighborhoods, they are easily accessible and evenly distributed throughout the community.





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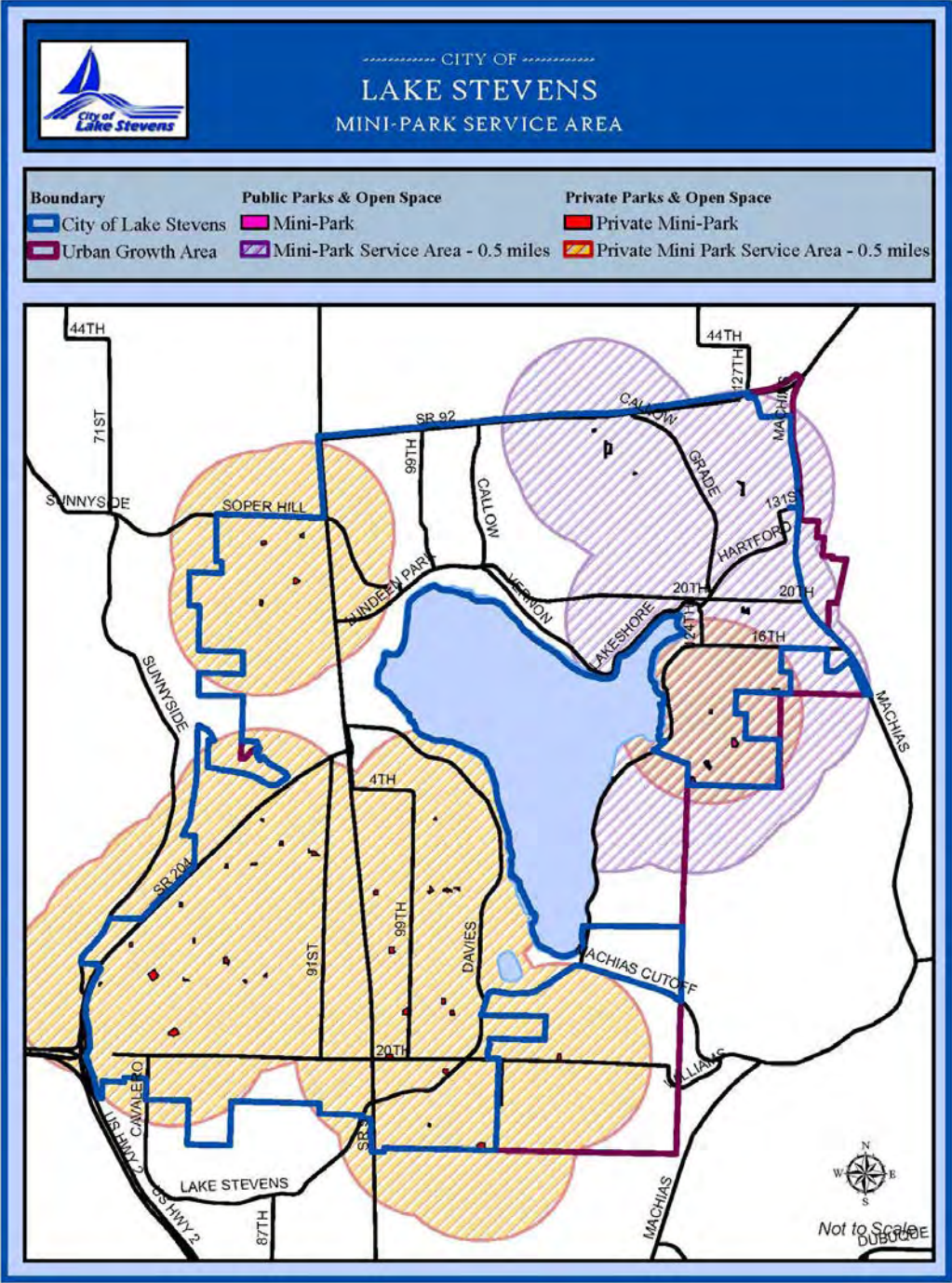


Figure 5.4 – Mini-Park Distribution



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Additionally, school campuses provide areas for sports activities, informal recreation uses, and potentially special activities.

The Lake Stevens School District (LSSD) owns the largest percentage of formal recreational/athletic facilities in the city. Many of the facilities are open to the public on a regular basis. The Park Plan promotes policies, which will allow the city to participate in jointly developing and managing parks and recreational facilities with the LSSD and other providers of leisure services to ensure efficient and effective use of the community's resources, avoiding redundant services and facilities.

As described in Table 5.5, the LSSD has ~~six~~-seven elementary schools – each has playground facilities and a mix of other amenities. There are three middle schools, one mid-high school and a single high school. Each school contains a different mix of athletic fields and play courts. The high school also houses a swimming pool, open to the public, which functions as a special use site.

**Table 5.5 – School Parks Inventory (LSSD)**

| FACILITY                                   | LOCATION                   | PLAYGROUND | TRAIL/PATHWAY | BASKETBALL | TRACK | TENNIS | FOOTBALL/SOCCER FIELDS | SOFTBALL/BASEBALL | SWIMMING POOL | GYMNASIUM | OPEN SPACE |
|--|----------------------------|------------|---------------|------------|-------|--------|------------------------|-------------------|---------------|-----------|------------|
| Cavelero Mid-High                          | 8220 24th St SE            |            | X             |            | X     | X      | X                      | X                 |               | X         | X          |
| Centennial Middle                          | 3000 S Machias Rd          |            |               | X          | X     | X      |                        | X                 |               | X         | X          |
| Glenwood Elementary                        | 2221 103rd Ave SE          | X          |               |            |       |        | X                      | X                 |               | X         | X          |
| Highland Elementary                        | 3220 113th Ave NE          | X          |               |            |       |        | X                      | X                 |               | X         | X          |
| Hillcrest Elementary                       | 9315 4th St SE             | X          |               | X          | X     |        |                        | X                 |               | X         | X          |
| Lake Stevens High                          | 2602 115th Ave NE          |            |               |            | X     | X      | X                      | X                 | X             | X         |            |
| Lake Stevens Middle/<br>Skyline Elementary | 1031 91st Ave SE           | X          | X             | X          | X     |        |                        | X                 |               | X         | X          |
| North Lake Middle                          | 2226 123rd Ave NE          |            | X             |            | X     |        | X                      | X                 |               | X         | X          |
| Pilchuck Elementary                        | 12708 20th St NE           | X          | X             |            |       |        | X                      | X                 |               | X         | X          |
| <u>Stevens Creek Elementary</u>            | <u>9317 29th Street NE</u> | <u>X</u>   | <u>X</u>      | <u>X</u>   |       |        |                        | <u>X</u>          |               | <u>X</u>  | <u>X</u>   |
| Sunnycrest Elementary                      | 3411 99th Ave NE           | X          | X             | X          |       |        |                        |                   |               | X         | X          |



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### **Open Spaces and Natural Resources**

Open spaces consist of undeveloped lands, passive recreation areas or Native Growth Protection Areas, both public and private. Open spaces allow residents to engage in low-intensity and passive recreation activities such as hiking and bird/wildlife watching, while protecting natural areas and resources. Typical amenities include soft trails, boardwalks, interpretive signage and scenic views. Open space may provide habitat corridors for wildlife and links between neighborhoods for humans. Open spaces frequently buffer potentially incompatible land uses. Open space should be distributed throughout the city.

Currently, the land use code requires dedication of Native Growth Protection Areas on lands with critical areas such as wetlands, streams, and steep slopes during development. The city also requires the dedication or creation of open space as a condition of approval for some subdivisions and attached housing developments. These set asides form a large portion of the open space inventory for the city that must be managed cooperatively between the city, homeowners, homeowners' associations, other agencies and even non-profit land trusts.

The city has many natural resources with the primary resource being Lake Stevens, a 1,040-acre lake and its tributaries, which provide migration, spawning, and rearing habitat for resident and anadromous fish species. The city provides a variety of habitat niches for terrestrial and aquatic wildlife and birds; notably there are many Bald Eagles that live around the lake. Public agencies own many of these open spaces; others are dedicated through the development process or as gifts from property owners. Generally, open spaces are located in critical areas and are retained in a natural state to protect the resource. In total, the city of Lake Stevens includes nearly 124 acres of public and semi-public open space and an additional 111 acres of privately held open space. Together these areas equal approximately four percent of the city. As previously noted, much of this property is within dedicated Native Growth Protection Areas. Open spaces with the potential for passive recreation uses are listed below.

***Downtown Open Spaces*** – Approximately five acres of open space exist between 16th Street NE and 18<sup>th</sup> Street NE, in downtown Lake Stevens. This area could be developed into a natural classroom with interpretive information, and connected by trails, sidewalks, and boardwalks.



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**Mill Cove Reserve ~~Park~~**— A one-acre passive ~~recreation park~~open space purchased in 1997 through the Snohomish County Conservation Futures grant program. The wooded site is at the location of the historic Rucker Mill and contains wetlands and shore lands. From the site, one can see the pilings that supported the old mill over the lake. The city will continue to seek grant opportunities to finance trails, signage and other passive recreation amenities.

~~**Grade Road/Hartford Open Space**— A 25-acre open space originally purchased as a potential municipal campus site located between Grade Road and Hartford Drive. The city has not officially incorporated this site into the open space inventory. However, this site has the potential for an additional natural area for fish and wildlife habitat protection and passive recreation. Appropriate development could include boardwalks and interpretive signage. Additionally, this site could be linked to other natural sites near downtown Lake Stevens.~~

### Trails and Pedestrian Facilities

Soft surface and paved trails, walking paths, sidewalks and multi-use trails for walking, hiking and bicycling make up the category of trails and pedestrian facilities. Paths and trails enhance connectivity between neighborhoods, parks, schools, transit facilities and commercial areas throughout the community and provide opportunities for alternative transportation. Recreational paths and trails can meander away from the road network, creating a focus on interacting with the natural or built environment. Sidewalks provide safe, direct routes between points along a road network.

Approximately five miles of public or semi-public trails exist in the city. Many of the shorter trails link road segments. Some of the newer subdivisions include soft trails within the outer portions of critical area buffers or as paths between different areas. One trail circumscribes the western and southern borders of the high school property. Two miles of trails meander through Catherine Creek Park. Gravel trails leading through Centennial Woods Park connect Catherine Creek Park to the Centennial Trail. The Lake Stevens Reserve neighborhood has a network of gravel trails that provide pedestrian access. There is also a network of informal trails in the power line corridor, located in the western portion of the city. ~~Over time, the city should look for opportunities to enhance and connect these trails into an organized network throughout the city. The city has begun the process for a formal Trails Master Plan to be adopted in 2019.~~







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The Snohomish County Centennial Trail skirts the eastern city limits, 1.7 miles of which are within the city. Nearly seven miles of the Centennial Trails is adjacent to the city between Centennial Middle School and the Rhododendron Trail Head.

The trail stretches between the city of Arlington to the north and the city of Snohomish to the south. The trail is planned to extend from the southern Snohomish/King County line to the northern Snohomish/ Skagit County line. The trail serves pedestrians, bicyclists, skaters, and equestrians.

Figure 5.5 provides an overview of public and private open spaces and trail locations within or near the city.

### **Special Use Parks & Facilities**

Special use parks may be any park type or facility (private or public) with a specialized amenity that provides a unique experience, a particular sport or activity, and may provide a revenue income. Special use parks may include boat launches, cultural facilities, community centers, recreation centers/facilities or public art. Commercial enterprises geared toward the lake such as non-motorized uses or the Centennial Trail could compliment the city's inventory of special use facilities. The size of these facilities varies depending on the proposed use and available amenities. Special use parks should be distributed throughout the city. Because demand for special use facilities is generated from within and outside the city limits, the city, county, and other recreation providers should cooperate on locating special use sites.

***Bonneville Field Ball Park*** – A three-acre baseball field, which also provides informal trailhead parking for the Centennial Trail, is located at the intersection of 16th Street NE and Hartford-Machias Road. The Lake Stevens Junior Athletic Association operates this site. Facilities include a baseball diamond and approximately 35 parking spaces. The park is used primarily by organized little league teams during the summer.

***City Boat Launch*** – A one-acre public boat launch and parking lot, with 30 spaces, is located on the eastern shore of North Cove. Access is from 17th Place NE, off Main Street. The Washington State Department of Fish and Wildlife owns this site and leases it to the city. Most users are boaters, anglers, and jet-skiers launching their watercraft. Use is heaviest on summer weekends.





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~~**Community Center** – Within the City Hall complex is a 1,800 square foot meeting/activity hall with a small (<150 square foot) kitchen. The Center is used for public meetings, activities and classes. The Center is available for rent by the public for specific activities.~~

**Grimm House** – The historic Grimm House, associated with the Rucker Mill, is located next to the Historical Museum and serves as an adjunct to the museum. Through volunteer efforts, the house has been relocated and renovated.

**Historic Sites** – The potential for historic sites in Lake Stevens is excellent because of the city's rich past linked to logging and railroads, evident in remains around the lake. For example, the concrete footing of the water tower serving the Rucker Brothers' Saw Mill is still located in North Cove Park. There are also trestle remains from the mill operations, in the lake, dating back to the turn of the century.

**Lake Stevens Historical Museum** – Adjacent to the Lake Stevens branch of the Sno-Isle Regional Library is the 1,600 square foot Lake Stevens Historical museum. The museum houses permanent and rotating exhibits illuminating the town's history, the Society's office, and a 1,000-piece historical photograph collection. The Lake Stevens Historical Society, formed in 1982, operates this museum. The Lake Stevens Historical Society is a group of about 150 individuals dedicated to preserving community history through the collecting of information and artifacts and educating the public.

**Lake Stevens Senior Center** – The Lake Stevens Senior Center, located at Eagle Ridge Park, welcomes all older adults to share in fellowship, classes and social events in the Lake Stevens area. The Senior Center is in a 2,800 square feet building with a commercial kitchen, dining/multi-purpose room, barrier-free bathrooms, office space and additional class and meeting rooms.

**Lochsloy Field** – The Lake Stevens School District owns this 15-acre site, located north of SR-92, between Lake Stevens and Granite Falls. Facilities include a baseball diamond, numerous soccer fields and a large parking area. Organized league teams use the park primarily during the summer.

**North Cove Pavilion** – This approximate 9670 square foot multi-use facility constructed in 2019 provides meeting space, covered patios, festival space and three-season section for community events.







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**Sno-Isle Regional Library, Lake Stevens Branch** – The city owns a 2,500 square foot building at 1804 Main Street that serves as a library. The Sno-Isle Libraries provide library services to the community here. The building's size limits the possibility of increasing the collection, adding computer access and increasing programming. Based on current activity levels and 2025 population projections for the Lake Stevens area, Sno-Isle Libraries estimates a need for a 15,000 square foot facility.



Table 5.6 – Special Use Inventory

| FACILITY                   | LOCATION            | OWNER                      | ACRES | FOOTBALL/SOCCER FIELDS | SOFTBALL/BASEBALL | DOCK | BOAT LAUNCH | SWIMMING POOL | VIEW CORRIDOR | OTHER |
|----------------------------|---------------------|----------------------------|-------|------------------------|-------------------|------|-------------|---------------|---------------|-------|
| Bonneville Field           | 1530 N Machias Road | Snohomish County           | 7.32  |                        | X                 |      |             |               |               | X     |
| City Boat Launch           | North Drive         | WA Dept of Fish & Wildlife | 0.89  |                        |                   | X    | X           |               | X             | X     |
| Community Center/City Hall | 1805 Main Street    | City of Lake Stevens       | 0.58  | -                      | -                 | -    | -           | -             | -             | X     |
| Grimm House                | 1804 Main Street    | City of Lake Stevens       | 0.60  |                        |                   |      |             |               |               | X     |
| The North Cove Pavilion    | 1808 Main Street    | City of Lake Stevens       | .58   |                        |                   |      |             |               |               | X     |
| Library / Historic Society | 1804 Main Street    | City of Lake Stevens       | 0.25  |                        |                   |      |             |               |               | X     |



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|                                      |                   |                              |              |   |   |  |  |  |  |  |
|--------------------------------------|-------------------|------------------------------|--------------|---|---|--|--|--|--|--|
| Lochsloy Field                       | 6710 147th Ave NE | Lake Stevens School District | 15.17        | X | X |  |  |  |  |  |
| <i>Special Use Parks Total Acres</i> |                   |                              | <i>24.81</i> |   |   |  |  |  |  |  |

Table 5.6 lists some well-known and popular special use sites and facilities.

### Recreation Programs, Events and Special Providers

**Aquafest** – Lake Stevens’ annual city celebration is usually held in July. It includes an aqua-run, children’s activities, fireworks, vendor booths and several parades.

~~**Ironman Triathlon** – Lake Stevens hosts an annual World Qualifying Triathlon event with competitors swimming, running and bicycling through Lake Stevens.~~

**Lake Stevens Boys and Girls Club** – A one-acre property located at the intersection of 16th Street NE and Main streets. Clubs, Inc., a non-profit organization composed of representatives of the Lake Stevens Lions Club and the Lake Stevens Junior Athletic Association (LSJAA), owns this property. The Boys and Girls Club includes a recently remodeled building, gymnasium and a small meeting room (50-60 person occupancy) available for rent. This room is available at no cost to service clubs and scout troops. The property also includes a baseball diamond (Bond field), used for youth team sports, and storage/concession area, operated and maintained by LSJAA, behind the gymnasium. Approximately 75 parking spaces are available on the property.

**Lake Stevens Junior Athletic Association (LSJAA)** – A non-profit youth organization, the LSJAA organizes seasonal teams for ~~baseball, softball,~~ soccer, football, and basketball. User fees fund LSJAA programs.

~~**Lake Stevens Little League** – A non-profit youth baseball and softball organization that organizes seasonal teams and maintain Bonneville Field.~~

**Lake Stevens School District** – The LSSD offers evening and weekend classes in sports, hobbies, job skills, continuing education and other recreational classes. The LSSD operates the indoor swimming pool. The LSSD Community Education program currently provides recreation and leisure service programming, such as summer youth recreation programs and adult programs, in the fall, winter and spring.

**Rowing Clubs** – Different rowing clubs use Lake Stevens frequently, hosting several large regattas on the lake, including the Washington State Games, as well as offering competitive rowing opportunities for juniors and adults.



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**Scouting, 4-H, Church Youth Programs, Other Special Interest Groups** – All the scouting organizations are represented in Lake Stevens, as well as 4-H. Additionally, many of the churches have youth programs.

**Water Ski Club-** The Lake Stevens Water Ski Club was started in the late 1940's and hosted the West Coast Regional Championships in North Cove. The club is open to all interested families and friends who are looking for fun on and off the water.

### FUTURE NEEDS AND LEVELS OF SERVICE

#### Methodology and Public Process

The city ~~has~~ traditionally based its level of service for parks and recreation facilities on an overall population ratio. Under this model, using the 2012 population estimate ~~29,104~~<sup>32,785</sup>, the city ~~provides~~<sup>provided</sup> approximately five acres of developed or planned parkland per 1,000 residents. Comparatively, this is within the level of service ranges provided by neighboring communities. As a first step to providing an adequate land supply, setting a broad population-based goal is acceptable. However, ~~the city recognized that~~ <sup>there are were</sup> inherent problems with this method. The city and its UGA have a limited amount of large usable lands remaining. As the city's population grows, it is not likely that it can continue to acquire a larger inventory of new parkland. Secondly, a population-based model ignores access to different types of parks, special features and an equitable distribution throughout the community. Finally, this older method does not inform a jurisdiction on the city's satisfaction with individual facilities, the inventory as a whole or identify preferences for specific types of amenities.

At the last park element update the city determined the existing model of a population-based methodology did not adequately represent the needs of the community. In 201~~2~~<sup>3</sup> the City updated the methodology to include an acceptable individualized distance for residents to travel to reach each classification of parks, trails and facilities.

~~The current needs assessment and proposed service standards seek to address the deficiencies of the previous model.~~ First, the city developed a park classification system previously described in Table 5.1. Second, the city completed an updated inventory of public and private facilities. The inventory categorized the facility by its classification, included current acreage and identified specific amenities available at each location. Third, the city proposed new level of service standards and mapped the distribution of different park facilities throughout the community based on the defined levels of service. The maps include an overall park distribution and individual distribution of different park types to determine access to residential areas. Fourth, the city developed and distributed a parks and recreation survey. The survey contained questions related to demographics, access to facilities, facility use and preferences, community desires, satisfaction and potential funding sources. Based



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on these results and recommendations by the community, Park Board and Planning Commission new service levels were set.

As part of the 2019 update Staff distributed ~~the~~ a refined survey by ~~direct mailing to a random sample populations~~ social media, posted it on the city's website in spring of 2019, and ~~circulated it at city events and meetings during the summer of 2013.~~ Fifth, ~~t~~The Park and Recreation Planning Board held several regular meetings throughout the year, ~~and hosted two open houses, at different venues, to reach different city residents.~~ The first open house included a presentation focusing on the current facility inventory and proposed changes to the level of service. The second open house was an informal "meet and greet" allowing Park Board members and staff to discuss parks and recreation issues directly with the public. Staff also briefed the Planning Commission and City Council about the project throughout ~~2013~~ 2019 at open public meetings. ~~Finally,~~ sStaff has refined the ~~earlier elements~~ needs assessment based on survey responses and comments from the community and city officials ~~to develop the proposed model.~~

### Level of Service Standards and Goals

The level of service standard (LOS) for park facilities are based on residential access and equitable distribution of facilities to different park types and trails community wide. The LOS standard for community parks is one park within 2.5 miles of residential areas. The LOS standard for neighborhood parks is one park within one mile of residential areas. The service goal for mini-parks (public and private) is one mini-park within 0.5 miles of residential areas. The LOS standard for multi-use trails is one trail within one mile of residential areas. The LOS standard for open space is five percent of the community. Within each facility, the city will strive to maintain a mix of amenities that reflect community use preferences as defined in the most current Lake Stevens Parks and Recreation Survey.

### Needs Assessment

Survey respondents suggested that community ~~and neighborhood~~ level parks should receive the highest priorities, but a desire to see all park types was evident from responses. Some of the most popular uses included walking/hiking, picnicking, beach/dock use, and swimming. Some of the most desired improvements include walking, hiking and multi-use trails, picnic areas, public docks, a community garden, playgrounds, a skate park, and improved restrooms. Overall respondents claim to be somewhat satisfied with the facilities and amenities. The most common complaint was a ~~perceived lack of park properties, perceived lack of amenities~~ and lake access. Respondents identified the cost of park maintenance and land for additional access as major issues to be resolved. Popular funding sources include public and private partnerships and ~~user fees~~ fund matching. Additional questions added this year focus on forming a recreation program and which determining offerings would to be included.



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Through a process of applying the adopted parks and open space LOS standards, reviewing the current inventory and analyzing the [2013-2019 Parks and Recreation Survey Community Survey](#), a clear picture of the city's needs for public park and recreation [programs and facilities](#) emerges. Four main categories comprise the current needs assessment: Planning, Acquisition, Site Development and Improvements, & Maintenance and [Recreation programming](#). Each element provides the basis for developing a capital improvement plan. Decision-makers should prioritize the selection of capital projects based on gaps in the service for different park types, distribution of amenities throughout the park network, community preferences, opportunities, and likelihood of partnerships with other jurisdictions or private groups.

### Park Planning

To improve existing recreational facilities and design new facilities, the city needs to develop master plans for specific uses in existing parks, in addition to new facilities added to the inventory. Master plans should consider the distribution of existing inventoried facilities and identify locations for improving and developing preferred uses and amenities from the community survey. Specifically, new master plans should consider opportunities to add [trails, playgrounds, picnic areas, permanent restrooms and active recreation areas including sports fields and facilities](#)~~the location of a permanent skate/BMX park~~. Additionally master plans should identify potential locations for additional trails and shoreline acquisition and development.

The following list includes a series of proposed planning efforts, based on responses from the community survey, to implement the Park Plan.

1. Coordinate with Snohomish County to plan park facilities jointly within or adjacent to the city. ~~A specific example for a capital project would be developing a coordinated master plan for Cavalero Community Park. This project would meet the identified preference for development of community level parks. This site should include a more formal trail network and could continue to include an off-leash dog area. A master plan for Cavalero should provide a formal parking area, restrooms, playgrounds, scenic views, picnic areas, and consider the inclusion of some type of active recreation amenity.~~ [Examples include future construction phases of Cavalero park, transfer of some park facilities, and a long-term analysis of county properties outside city limits.](#)
2. [The city is working with a consultant to develop](#)~~Craft~~ a master plan for trails emphasizing formalizing the power line trail system into a multi-use trail, developing a lakefront path within the public right-of-way along Lake Stevens that provides pedestrian access to the waterfront at various locations and creating trail links between the western and eastern portions of the city, ultimately linking to downtown and the Centennial trail. Survey respondents identified walking paths and multi-use trails as preferred uses consistently throughout the community survey.





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- ~~3. Develop a master plan to improve North Cove Park that addresses the need for additional beach access, playgrounds, picnicking, restrooms, etc. — all of which are community-preferred improvements. A master plan for North Cove Park should parallel downtown planning efforts.~~
- 4.3. Develop a master plan for non-motorized uses of the waterfront including swimming areas, beach use, rowing/paddling and public docks/piers. Improved shoreline access and a variety of water-related activities are important identified issues by residents. This project should be coordinated with a variety of user groups and stakeholders.
- 5.4. Prepare an open space plan for the various downtown shorelines, wetlands and riparian open spaces (e.g., Mill Cove Reserve, 16<sup>th</sup> and 18<sup>th</sup> Street wetlands and ~~Grade Road open space~~) with an emphasis on low impact development, interpretative education and linkages. The community identified habitat protection and development of interpretive sites as an important goal for the community parks, recreation and open space system.
- 6.5. ~~Produce a park~~Implement a wayfinding program developed with the City Beautification Plan in 2020, to identify the locations of parks and recreational facilities throughout the community. A wayfinding program would be crucial to providing a uniform image and highlighting existing and proposed site improvements.

### Acquisition

Based on the distribution of park facilities and survey responses, the city should identify opportunities to acquire the following lands to meet the recreational needs of city residents. Decision-makers should include one or more of these potential acquisitions as placeholders on the capital program list to act on as opportunities are identified.

1. The city should identify a location for a new public neighborhood level park in the southeastern part of the city, near 20<sup>th</sup> Street SE.
- ~~1. The city should identify locations for two new public neighborhood level parks in the southern part of the city, near 20<sup>th</sup> Street SE. Acquisitions should include one park on each side of SR-9 to ensure equity of distribution. It is advisable to provide one park on the northern side of 20<sup>th</sup> Street SE that can be accessed on foot from the numerous developments occurring in this area.~~
2. The city should identify locations for additional shoreline properties on Lake Stevens. Shoreline acquisition should consider expansion of current properties, a balanced distribution of access points on all sides of the lake, lands that can provide a mix of active and passive recreation activities and linear access tracts for trails, paths and view corridors.
3. Rights-of-way/easements for multi-use trails, pedestrian paths and sidewalks throughout the city with an emphasis on lakefront locations, the power line corridor



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in the western part of the city and east/west connections to the Centennial Trail and downtown.

### Site Development

Some projects are ready for immediate implementation and construction. Decision-makers should give these projects a high-priority for inclusion on the capital project list. As the city completes other master plans, Council should consider adding these as future capital projects.

1. Complete construction of Eagle Ridge Master Plan's Phase 1 improvements (e.g., ~~roofing garage and barn, vegetation maintenance~~, landscaping, ~~community garden~~, trail development, interpretive signs, ~~interpretation center~~, etc.) and start construction of Phase 2 improvements (e.g., restroom facilities ~~and trailhead parking area~~, etc.) and Phase 3 improvements (e.g. playgrounds, ~~parking lot~~, picnic shelter, amphitheater, etc.
2. After acquisition of right-of-way/easements, the city should begin constructing the power line trail in phases.
3. Frontier Heights – Implement the Master Plan in phases, starting with grading and trail installation, restrooms, playground installation and resurfacing basketball court. Phase II includes
4. 20th Street Ballfields – Develop a Master Plan... that incorporates the Trails Master Program and other recreational opportunities consistent with site design and location.

### Park Improvements / Maintenance

Several projects do not need significant planning, but will help implement community desires and preferences and should be included on the capital project list. Such projects involve maintenance and repairs or improvements to existing facilities. Many of these projects could be completed through cooperative efforts between the city and stakeholder groups. Specific examples for consideration as a capital project follow.

1. Repair existing soft trails at Catherine Creek Park and Centennial Woods. This may include clearing brush and installing new surface materials on trails. The city should endeavor to define trailheads and install location and wayfinding signage between the two sites. As appropriate, city staff could install additional amenities at these sites including formal seating areas and picnic facilities along with restroom facilities.
2. Coordinate with user groups to repair and improve the disc golf course in Catherine Creek Park.
3. Construct a pedestrian pathway between Downtown Lake Stevens and the Centennial Trail along Hartford Drive NE terminating at land dedicated to the city for creating a





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new trail connection. The project would include improvements along Hartford Drive NE such as directional signage, striping and other safety features. ~~The new trailhead should include landscaping, a paved trail connection, signage and possibly a seating area. If space is available, the site could include parking spaces for one or two cars.~~

- ~~4. Coordinate with the Washington Department of Fish and Wildlife on necessary repairs and improvements to the city boat launch. Improvements may include repairs to the boat launch, parking area, and the addition of a non-motorized launch.~~

### Recreation Programming

Lake Stevens currently provides seasonal events for community recreation. Recreation programming will be developed over a 5--year plan to increase offerings to all ages and abilities.

### Capital Projects

An analysis of existing conditions and projected needs in the previous section highlighted the areas of concern and opportunities for Lake Stevens. The Capital Facilities Element contains a strategy for achievement of the city's goals in light of the existing conditions in the city and identified needs. Capital projects will be prioritized based on the survey result preferences, needs assessment, levels of service and relationship to economic development opportunities. The following list of different project types should be considered for inclusion in the Capital Facilities Element.

#### **~~Planning Project No.1 – Cavalero Community Park Master Plan Joint Planning~~**

**~~Total Cost:~~** \$10,000

**~~Start Date:~~** 2014

**~~Description:~~** Coordinate with Snohomish County on its planning efforts for Cavalero Community Park to ensure it provides city preferred recreation amenities. Park master planning to be completed in 2015. Development of initial phases to begin in 2016.

**~~Proposed Funding Sources:~~** State, Local Contributions, Impact fees

**~~Location:~~** 20<sup>th</sup> Street SE and 79<sup>th</sup> Ave SE

**~~Justification:~~** This project would meet the identified preference for developing community level parks.

#### **Planning Project No.2 Wayfinding Plan**

**Total Cost:** \$20,000

**Target Start Date:** 2015



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~~**Description:** Produce a park wayfinding program in conjunction with economic development efforts to create a standard package for locating parks and recreational facilities and identifying amenities throughout the community.~~

~~**Proposed Funding Sources:** Impact fees~~

~~**Location:** Citywide~~

~~**Justification:** A wayfinding program would be crucial to providing a uniform image and highlighting existing and proposed site improvements to support economic development.~~

### Planning Project No. ~~3~~1 Trails, Paths and Pedestrian Facilities Master Plan

**Total Cost:** ~~\$15,000~~\$50,000

**Target Start Date:** 201~~5~~9

**Description:** Master plan for trails, paths, and pedestrian facilities identifying appropriate connections and engineered details for various trail types with an emphasis on trail connections, the power line trail, and a path around the lake.

**Proposed Funding Sources:** Impact fees, Development

**Location:** Citywide

**Justification:** This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

### Planning Project No. ~~4~~2 Downtown Open Space Master Plan

**Total Cost:** \$30,000

**Target Start Date:** ~~2015~~2020-2022

**Description:** Open space plan for various downtown open spaces including shoreline, wetland, and riparian areas. The plan would include environmental analysis, identify appropriate connections between areas, develop interpretive information and provide engineered details for boardwalks, viewing areas and signage.

**Proposed Funding Sources:** Impact fees, Grants

**Location:** Mill Cove Reserve, Grade Road Open Space, Wetlands between 16<sup>th</sup> Ave NE and 18<sup>th</sup> Ave NE

**Justification:** This project would meet the identified preference for balanced habitat protection and development of interpretive sites as an important component in the community parks, recreation and open space system.

### Acquisition Project No.1 Lakeside Path Right-of-Way/Easement Acquisition

**Total Cost:** \$1,610,066

**Phase 1** (Northern Section approximately 3,800 linear feet) – \$237,382

**Phase 2** (Eastern Section approximately 3,600 linear feet) – \$222,684



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**Phase 3** (Western/Southern approximately 18,000 linear feet) – \$1,150,000

**Target Start Date:** 20~~12~~<sup>15</sup>-203~~5~~<sup>4</sup>

**Description:** Purchase rights-of-way/easements for walking paths around the lake.

**Proposed Funding Sources:** Local Contributions, Impact fees, Grants

**Location:** Road network around Lake Stevens

**Justification:** This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

### Acquisition Project No.2 Neighborhood Park Acquisition

**Total Cost:** \$~~317,671~~<sup>500,000 to \$1 million</sup>

**Phase 1** (~~Southwest Lake Stevens between 5 – 10 acres~~) – ~~\$158,835~~

**Phase 2** (Southeast Lake Stevens between 5 – 10 acres) – ~~\$158,835~~

**Target Start Date:** ~~2019-2020~~ - ~~2024~~<sup>2025</sup>

**Description:** Identify locations for and acquire lands for ~~two a~~ neighborhood level parks in the south~~east~~ern part of the city. ~~Acquisitions should include one park on each side of SR-9 to ensure equity of distribution.~~

**Proposed Funding Sources:** Impact fees, REET

**Location:** Southern part of the city, near 20<sup>th</sup> Street SE

**Justification:** This project would meet the Level of Service standard for access and distribution of neighborhood level parks.

### Acquisition Project No.3 Shoreline Acquisition

**Total Cost:** \$1 – 1.5 million

**Target Start Date:** ~~2014-2019~~<sup>2020-2025</sup>

**Description:** Identify locations for and acquire shoreline property that can provide a balance mix of water related activities around Lake Stevens.

**Proposed Funding Sources:** Impact fees, Grants

**Location:** Lake Stevens

**Justification:** This project would meet the identified preference for acquisition and development of additional shoreline properties as an important part of the community parks, recreation and open space system.

### Acquisition Project No.4 – Power Line Trail Right-of-Way/Easement Acquisition

**Total Cost:** \$838,200

**Phase 1** (Northern Portion approximately 6,350 linear feet) – \$419,100



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**Phase 2** (Southern Portion approximately 6,350 linear feet) – \$419,100

**Target Start Date:** 2020-~~2025~~2030

**Description:** Purchase rights-of-way/easements for multi-use trails in the power line corridor.

**Proposed Funding Sources:** Impact fees, Grants

**Location:** Power line corridor in the western part of Lake Stevens

**Justification:** This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

### Development Project No.1 North Cove Park Expansion

**Total Cost:** \$1,000,000

**Target Start Date:** 2020

**Description:** Regrade remaining site, install new playgrounds, install public art, complete walking path around the park, construct picnic shelter and restrooms, parking and stormwater, add a public parking lot, add a boat moorage and restore the lake outlet and stream channel.

**Proposed Funding Sources:** Impact fees, Grants

**Location:** 1820 Main Street

**Justification:** This project would meet the identified need of additional parks and preference for developing safe walking paths, picnic areas, playgrounds and water access.

### Development Project No.12 Frontier Heights Redevelopment

**Total Cost:** ~~\$460~~500,000

**Target Start Date:** 2020

**Description:** Regrade site, install new playgrounds, sports field, public art, walking path around the park and integrates into regional trail system, restrooms, parking and stormwater.

**Proposed Funding Sources:** Impact fees, Development, Grants

**Location:** 8801 Frontier Circle E

**Justification:** This project would meet the identified need of additional parks and preference for developing safe walking paths and multi-use trails throughout the community. This project would revitalize this neighborhood and increase economic development in the surrounding area. This project would meet the identified preference for developing neighborhood level parks.

### **Development Project No.1~~2~~3 – Complete remaining Phases ~~1 and 2~~ of the Eagle Ridge Master Plan**



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**Total Cost:** ~~\$911,922~~\$831,210

**Phase 1** – ~~\$80,712~~

**Phase 2** – \$271,205

**Phase 3** – \$560,005

**Target Start Date:** ~~2015~~2021-~~2020~~2025

**Description:** Construct remaining improvements identified as Phase 1 improvements and then begin construction of Phase 2 and Phase 3 improvements identified in the Eagle Ridge Master Plan.

**Proposed Funding Sources:** Impact fees, Development

**Location:** Eagle Ridge Park

**Justification:** This project would meet the identified preference for developing community level parks.

### **Development Project No. ~~2~~4 Power Line Trail Construction**

**Total Cost:** \$1,341,660

**Phase 1** (Northern Segment construct approximately 6,350 linear feet) – \$699,960

**Phase 2** (Southern Segment construct approximately 6,350 linear feet) – \$641,700

**Target Start Date:** ~~2025~~2020-~~2034~~2030

**Description:** Construct multi-use trail along utility corridor.

**Proposed Funding Sources:** Impact fees

**Location:** Power line corridor in the western part of Lake Stevens

**Justification:** This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

### **Development Project No. 5 – 20<sup>th</sup> Street Ballfields Development**

**Total Cost:** \$200,000

**Target Start Date:** ~~2018~~9-2022

**Description:** Renovate existing facilities in two phases to increase safety standards. Phase I will include re-grading the existing fields. Phase II will include installing a new playground, walking path and parking along with renovation of the ballfields and trail extension.

**Proposed Funding Sources:** Grants, Impact Fees

**Location:** 20<sup>th</sup> Street SE and 88<sup>th</sup> Ave SE

**Justification:** This facility would improve a public neighborhood level park in southwestern Lake Stevens



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### Improvement Project No.1 Hartford Road Walking Path/Trail Head

**Total Cost:** \$~~41,173~~50,000

**Target Start Date:** ~~2014~~2020-2021

**Description:** Improve the pedestrian pathway between Downtown Lake Stevens and the Centennial Trail along Hartford Drive NE and construct a new trailhead at the intersection of Hartford Road and 131<sup>st</sup> Ave NE.

**Proposed Funding Sources:** Mitigation, Grants

**Location:** Hartford Drive NE between 20<sup>th</sup> Street NE and 131<sup>st</sup> Ave NE

**Justification:** This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

### Improvement Project No.2 – Catherine Creek and Centennial Woods Trail Improvements

**Total Cost:** \$15,206

**Phase 1** (Catherine Creek approximately 4,460 linear feet) – \$11,097

**Phase 2** (Centennial Woods approximately 1,127 linear feet) – \$4,110

**Target Start Date:** 2020

**Description:** Improve existing soft trails at Catherine Creek and Centennial Woods.

**Proposed Funding Sources:** Impact fees, Local Contribution

**Location:** Catherine Creek and Centennial Woods Parks

**Justification:** This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

### Improvement Project No.3 – City Boat Launch Improvement

**Total Cost:** ~~\$527,000~~

**Target Start Date:** ~~2016~~

**Description:** ~~Construction of a fully renovated boat launch along with development of associated amenities to modernize the site, improve public safety and enhance access for all users.~~

**Proposed Funding Sources:** ~~Washington State Recreation and Conservation Office Grant and park mitigation~~

**Location:** ~~Lake Stevens Town Center on the lake's North Cove off 17<sup>th</sup> Place NE~~

**Justification:** ~~This project would meet the identified preference for improved boat launching facilities and increased site usability and safety for all boaters.~~



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### Financing

Parks and recreation facilities users do not necessarily recognize political boundaries; therefore, it is imperative that jurisdictions plan for and provide recreation facilities to meet the needs of the community jointly. Recognizing this fact also allows a more efficient system to be established using scarce tax dollars to provide for the recreational needs of regional populations. For example, it is more efficient to build a swimming pool between two jurisdictions where demand exists than to build two separate pools three blocks from each other simply because each city feels that tax dollars should be spent in individual communities. The city should continue to place emphasis on a balanced, cooperative approach to parks and recreation planning.

In accordance with the Revised Code of Washington Sections 82.02.050 and 82.02.060, the city is to provide a balance between impact fees and other sources of public funds to meet its capital project needs. Revenues from property taxes, user fees (if imposed), sales taxes, real estate taxes, grants and other revenue sources need to be used to pay the proportionate share of the growth-generated capital facilities costs. Therefore, the city's commitment to improving the parks system is not solely reliant on impact fees.

### Impact Fees

Once a LOS is adopted, impact fees may be assessed under GMA to ensure that levels of services are maintained as the population grows. It is required that impact fees be based on the LOS in place at the time of development. It is in the city's interest to ensure impact fees are current as allowed under GMA based upon the level of service established in this element. The amount that could be charged new development would be determined through a separate fee study.

### General Revenues

Unlimited general obligation bonds may be submitted to voters for park and recreation purposes. These bonds require approval by at least 60% of the resident voters during an election that has a turnout of at least 40% of those who voted in the last state general election. The bond must be repaid from a special levy which is not governed by the six percent statutory limitation on the property tax growth rate.

### Grants

While the city has been successful in obtaining grants for parks, ~~it will continue to apply for grants for acquisition, development, recreation programming and maintenance, the lack of match has proved to be a constraint on obtaining even more grants.~~ With a larger community, it is anticipated that the city's resources could be better leveraged with more and larger grants.





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### Special Revenue Funds

*Conservation Futures:* By state law, counties can elect to levy up to \$0.065 per \$1,000 of assessed valuation for all county properties to acquire shoreline or other open space lands. In 1997, the city obtained conservation future funds to purchase about 21 acres of open space lands contained in three parks.

*Real Estate Excise Tax (REET):* State law allows counties the option of imposing excise taxes on the sale of real estate. The tax may be imposed up to \$0.25 per \$1,000 in sale value to be used to finance capital facility developments, including the acquisition and development of park and recreational facilities.

### Foundations and Contributions

The Arts and Parks Foundation was established as a 501(c)(3) as an avenue for people to make tax-exempt contributions that directly support parks and art activities. As another source of revenue the establishment of a foundation is being explored. The Parks Board and Arts Commission have agreed to look at developing a non-profit 501C Foundation that would provide the ability for people to make tax-exempt contributions that directly support parks and art activities. Contributions can be from service clubs, individuals or organizations wishing to make a one-time or periodic gift to parks.

### Fundraising

Lake Stevens will promote fundraising opportunities within events, dedication of amenities and legacy gifts of properties and funds.

## GOALS AND POLICIES

An analysis of existing park, recreation and open space facilities along with community input provide the basis for establishing goals and policies within the Park Plan. The goals and policies provide guidelines and actions for achieving that Plan. Goals are broad intent statements that describe a desired outcome. Policies provide the framework for developing specific measurable actions.

### **GOAL 5.1 PROVIDE A HIGH-QUALITY, DIVERSIFIED PARKS, RECREATION AND OPEN SPACE SYSTEM THAT PROVIDES RECREATIONAL AND CULTURAL OPPORTUNITIES FOR ALL AGES AND INTEREST GROUPS.**

#### Policies

- 5.1.1 Provide a system of multi-purpose neighborhood and community parks, throughout the community, accessible to all residents that meet the following levels of service:



## **Chapter 5 – Parks, Recreation and Open Space Element**

- a. Neighborhood Parks – one park within a one-mile radius of all residential areas and
  - b. Community Parks – one park within a 2.5-mile radius of all residential areas.
- 5.1.2 Provide a park, recreation and open space system with activities for all age groups and abilities, equally distributed throughout the community, with an emphasis on youth-oriented activities.
- 5.1.3 Provide a balanced mix of active recreational facilities including but not limited to court and field activities, skateboard/BMX areas, and multi-use trails and passive recreation facilities, including but not limited to, hiking/walking, shoreline access and picnicking accessible to the largest number of participants.
- 5.1.4 Promote balanced lake access for pedestrians and motorized and non-motorized watercraft so all segments of the population can enjoy the lake and have access to its recreational opportunities.
- 5.1.5 Encourage the inclusion of performing arts facilities in public parks and recreation areas and incorporate visual arts into the design of park features, such as railings, benches, buildings and other amenities.
- 5.1.6 Support the use of indoor community spaces for arts and crafts, music, video, classroom instruction, meeting facilities and other spaces for all age groups on a year-round basis.
- 5.1.7 When appropriate and economically feasible, participate in the development of special interest recreational facilities.
- 5.1.8 Continue to participate in the annual Aquafest community celebration.
- 5.1.9 Identify recreational and cultural needs opportunities for special needs populations.
- 5.1.10 Support the Lake Stevens Historical Society in their efforts to inventory significant historical and archaeological resources and to provide information to the community on its history.

5.1.11 Create a recreation program that provides activities for all ages and abilities.

5.1.12 Support community events that create pride and provide for economic development.

**GOAL 5.2 PROVIDE AN INTERCONNECTED SYSTEM OF HIGH-QUALITY, ACCESSIBLE TRAILS AND GREENWAY CORRIDORS THAT OFFER DIVERSE, HEALTHY OUTDOOR EXPERIENCES WITHIN A VARIETY OF LANDSCAPES AND NATURAL HABITATS, PUBLIC FACILITIES, LOCAL NEIGHBORHOODS, BUSINESS DISTRICTS AND REGIONAL TRAILS.**



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### Policies

- 5.2.1 Provide a comprehensive network of multi-use trails for pedestrians, bicycles and skating using alignments along the public rights-of-way, through public landholdings as well as across cooperating private properties, which link residential neighborhoods to community facilities, parks, special use areas, commercial areas and the waterfront that meets the following level of service: one trail within one mile of residential areas. Implement Master Trail Plan as adopted.
- 5.2.2 Provide for a comprehensive city trail system linking the downtown area, schools, parks, and the Centennial Trail.
- 5.2.3 Establish a multi-use trail around the lake, choosing a route that best provides lake access and/or views.
- 5.2.4 Establish a north/south trail under the power lines as identified in the Lake Stevens Center and 20<sup>th</sup> Street SE Corridor subarea plans.
- 5.2.5 Establish an east/west sidewalk trail along 24<sup>th</sup> Street SE and South Lake Stevens Road that will eventually connect to the Centennial Trail as identified in the 20<sup>th</sup> Street SE Corridor subarea plan.
- 5.2.6 Establish, expand and/or improve nature trails and boardwalks through open spaces with an emphasis on Eagle Ridge Park, Catherine Creek Park, Centennial Woods, Mill Cove Reserve, and the Grade Road Open Space.

### **GOAL 5.3 PRESERVE AND ENHANCE OPEN SPACE AND NATURAL RESOURCES AREAS INCLUDING FISH AND WILDLIFE HABITAT, MIGRATION CORRIDORS, NATURAL MEADOWS AND WATER RESOURCES.**

### Policies

- 5.3.1 Preserve open space corridors and buffers to provide separation between natural areas and urban land uses with a goal of maintaining five percent of city as open space.
- 5.3.2 Plan, locate and manage park and recreation facilities so that they enhance wildlife habitat, minimize erosion, complement natural site features and create linkages within the developed area.
- 5.3.3 Balance the desire for public access and interpretive education with preservation of environmentally sensitive areas and other natural sites
- 5.3.4 Maintain and enforce leash laws and animal at-large laws to stem wildlife predation.
- 5.3.5 Preserve lake and other scenic views for the public when considering land use decisions and when siting park and recreation facilities.
- 5.3.6 Plan for an open space system that may include:



## **Chapter 5 – Parks, Recreation and Open Space Element**

- a. Natural or scenic areas,
- b. Water bodies and drainage easements,
- c. Public/private passive park and recreation sites,
- d. Cultural, archaeological, geological and historical sites,
- e. Large reserve tracts, private parks, common ground, and buffer areas from residential development,
- f. Utility corridors, and
- g. Trail corridors that may function as wildlife corridors.

### **GOAL 5.4 MAXIMIZE PARK FACILITIES BY LEVERAGING, SHARING AND EFFICIENTLY USING RESOURCES.**

#### Policies

- 5.4.1 Cooperatively plan for joint-use facilities, meeting and class rooms, athletic fields, and other facilities with the Lake Stevens School District, Lake Stevens Junior Athletic Association, Snohomish County Parks Department and other public or private providers of recreation services and facilities that are of mutual benefit to each agency and the users/participants in the city and its Urban Growth Area.
- 5.4.2 Create a comprehensive, balanced park, recreation and open space system that integrates city facilities and services with resources available from the Lake Stevens School District, Snohomish County and other state, federal and private park and recreational lands and facilities in a manner that will best serve and provide for area residents' interests.
- 5.4.3 Support continued cooperation between the city, non-profit organizations, the Lake Stevens School District and other agencies for continuation and development of recreation programming for youths, senior citizens and other segments of the population to avoid duplication, improve facility quality and availability, which reduces costs and represents area residents' interests through joint planning and development efforts.
- 5.4.4 Establish inter-local agreements between the city, county, school district and private non-profit organizations and other agencies to provide for athletic facilities to serve the needs of the city and the Urban Growth Area.

### **GOAL 5.5 MAINTAIN PARK FACILITIES TO MAXIMIZE LIFE OF THE FACILITIES AND TO PROVIDE AN ATTRACTIVE AND PLEASING ENVIRONMENT FOR USERS.**

#### Policies

- 5.5.1 Design and develop facilities, which reduce overall facility maintenance and operations requirements and costs. Where appropriate, use low maintenance



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materials, settings or other value engineering considerations that reduce care and security requirements and retain natural conditions and experiences.

- 5.5.2 Develop a maintenance management system to estimate and plan for life cycle maintenance in addition to replacement costs.
- 5.53 Provide operation and maintenance to insure safe, serviceable, and functional parks and facilities. Provide adequate funding to operate and maintain existing and new special use sites.
- 5.5.4 The city shall establish creative methods to efficiently expand park and trail maintenance services such as encouraging volunteer efforts, continued use of the State Department of Corrections crews and mutual coordination with other local agencies.
- 5.5.5 Where appropriate, the city should initiate joint planning and operating programs with other public and private agencies to provide for special activities like shoreline access, aquatic facilities, marinas and community festivals.
- 5.5.6 In the design of parks, encourage the use of materials and designs to reduce the occurrence and impacts of vandalism. Parks design which provides for easy surveillance of facilities by residents and by police can reduce vandalism. Use of materials such as graffiti resistant coatings can reduce these impacts.
- 5.5.7 Repair acts of vandalism immediately to discourage park property and city recreation facilities from becoming targets for further such acts.
- 5.5.8 Ensure that all park and recreation facilities owned and operated by the city comply with ADA accessibility requirements.
- 5.5.9 Establish a formal volunteer network as volunteerism is a significant source of energy and ideas. The city must continue to tap and improve existing opportunities to involve the community in its own programs. The city shall formalize a volunteer program that includes "adopt a park," and "adopt a trail," and similar programs.

### **5.5.10 Coordinate with Lake Stevens Police in park design to reduce unsafe park environments to reduce crime.**

**GOAL 5.6 THE CITY RECOGNIZES THAT LAND IS IN HIGH DEMAND AND THAT ACQUISITIONS MUST BE PURSUED AS QUICKLY AS POSSIBLE TO IMPLEMENT THE COMMUNITY'S VISION CONCURRENTLY WITH DEVELOPING AND IMPROVING EXISTING FACILITIES TO ACHIEVE A HIGH-QUALITY AND BALANCED PARK AND RECREATION SYSTEM.**

### **Policies**

- 5.6.1 Add capacity at existing parks by expanding or improving facilities to accommodate current and future populations and desired uses including walking/hiking trails, active recreation and passive recreation.



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- 5.6.2 Acquire additional shoreline lands for trails, public docks, waterfront fishing, wading, swimming, boating and other water related recreational activities.
- 5.6.3 Cooperate with public and private agencies and with private landowners to set aside land and resources necessary to provide high-quality, convenient park and recreation facilities before the most suitable sites are lost to development.
- 5.6.4 Work with developers to identify additional parks, recreation and open space opportunities in redeveloping areas.
- 5.6.5 Prioritization for new park and recreation facilities shall take into consideration areas within the community that are under-represented by parks, types of desired facilities not presently available, availability of properties appropriate for a particular type of park and availability and opportunities for grants and other funding sources.
- 5.6.6 With a developer requirement of paying GMA-based park mitigation fees, developers are still encouraged to install mini-parks voluntarily for the benefit of their developments; however, such mini-parks shall not be credited against meeting the developer's mitigation obligation. The city has not defined a LOS for mini-parks, but encourages one park within a half-mile radius of all residential areas

### **GOAL 5.7 DEVELOP PARK AND TRAIL DESIGN STANDARDS.**

#### Policies

- 5.7.1 Standardize facility design to ensure consistency and quality in the Lake Stevens park system, and establish a standard for trail signage including interpretive, safety and regulatory signs.
- 5.7.2 Develop trail improvements using the Lake Stevens Trails Master Plan to a design and development standards that facilitates maintenance, security and other appropriate personnel, equipment and vehicles and includes:
  - a. Trail systems with appropriate supporting trailhead improvements that include interpretive, directory and mileage signage as well as rules and regulations for trail use.
  - b. Provide site furnishings such as benches, bike racks, dog waste stations and trash containers.
  - c. Locate trails in conjunction with park sites, schools, and other community facilities to increase local area access to the trail system and to take advantage of access to existing restrooms and drinking water, thereby reducing duplication of supporting improvements.
  - d. Design outdoor picnic areas, trails, playgrounds, courts, fields, parking lots, restrooms, and other active and supporting facilities to be accessible to



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- individuals and organized groups of all physical capabilities, skill levels, age groups, income and activity interests.
- 5.7.4 Implement the provisions and requirements of the Americans with Disabilities Act (ADA) and other design and development standards that will improve park facility safety and security features for park users, department personnel, and the public-at-large.
  - 5.7.5 Promote sustainable landscapes to increase the ecological functions of natural areas and utilize native vegetation in planted areas, where possible.
  - 5.7.6 Choose durable products to promote human health in a safe environment and consider life-cycle analysis of materials options. Incorporate green building technology including nontoxic materials and sustainable development practices. Select local products where feasible. Consider environmental as well as economic impacts

### **GOAL 5.8 INCREASE AWARENESS OF PARK AND RECREATION ACTIVITIES.**

#### Policies

- 5.8.1 Promote the use of local parks through the media, Aquafest, other festivals and by providing information as to their availability such as publishing maps showing park locations and their available facilities.
- 5.8.2 Promote and provide volunteer opportunities.
- 5.8.3 Facilitate community involvement and stewardship.
  - a. Continue and expand the volunteer work party program.
  - b. Continue and expand the Adopt-a-Trail program.
  - c. Develop interlocal management agreements.
  - d. Encourage participation in community trail events.
  - e. Expand on existing relationships with schools, business and non-profit organizations.
- 5.8.4 Promote environmental protection as part of providing a successful park and recreation program by establishing a permanent celebration promoting Earth Day activities
- 5.8.5 Where appropriate, use adopt-a-park programs, neighborhood park watches, park police patrols and other innovative programs that will increase safety and security awareness and visibility.
- 5.8.6 Provide historic and natural interpretation opportunities throughout the city's park system.





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- 5.8.7 Promote commercial recreation opportunities along the Centennial Trail and on and near the lake.
- 5.8.8 Utilize interpretive materials to highlight features such as native flora and historic points of interest

### **GOAL 5.9 CREATE EFFECTIVE AND EFFICIENT METHODS OF ACQUIRING, DEVELOPING, OPERATING AND MAINTAINING FACILITIES AND PROGRAMS THAT ACCURATELY DISTRIBUTE COSTS AND BENEFITS TO PUBLIC AND PRIVATE INTERESTS.**

#### Policies

- 5.9.1 Establish financing mechanisms to ensure that adequate parks, open space and recreation facilities are available to the community.
- 5.9.2 Investigate innovative available methods or the financing of maintenance and operating needs in order to reduce costs, retain financial flexibility, match user benefits and interests and increase facility services.
- 5.9.3 The city shall explore, and where appropriate, adopt a creative funding strategy which takes advantage of traditional sources such as capital budgeting, grants, and developer contributions, but also non-traditional sources including, but not limited to, volunteers, dedication of benches or other amenities for fundraising, interlocal agreements, donations, foundations, interjurisdictional partnerships and other appropriate mechanisms.
- 5.9.4 In developing the park system, encourage donations and dedications, conservation easements, innovative land use contractual agreements and other methods involving foundations, organizations, associations, trusts, developers, landowners, others from the private sector and neighboring and regional governments.
- 5.9.5 Allow fee stewardship programs to be established in conjunction with recognized land conservancies to maintain dedicated natural areas in lieu of permitting homeowner associations to assume such responsibilities (assuming the city does not wish to assume such responsibility).



## ***Chapter 7 – Public Services and Utilities Element***

# **Chapter 7: Public Services and Utilities Element**





## **Chapter 7 – Public Services and Utilities Element**

# **CHAPTER 7: PUBLIC SERVICES AND UTILITIES ELEMENT**

## **A VISION FOR PUBLIC SERVICES AND UTILITIES**

***Lake Stevens will strive to provide excellent public utilities and services to meet the health and safety needs of the community in proportion to future population growth, and will continue to coordinate with local service providers such as the Lake Stevens Sewer District, Lake Stevens Fire and the Lake Stevens School District to ensure service continuity as the community grows.***

## **INTRODUCTION.**

This element addresses public utilities and services available in the city of Lake Stevens. It specifically considers the general location, proposed location and capacity of all existing and proposed utilities and public facilities, including public structures and utility lines. It also discusses levels of services for current and future residents and businesses. The discussion in this section relates to other elements including Parks, Transportation and Capital Financing.

Much of the planning for utilities in the Urban Growth Area (UGA) is the responsibility of various service providers and special purpose districts. The city and utility plans are often interrelated, as the utilities provide service to the city and activities in the city affect the demands upon the utilities.

The city cooperates with other cities and service providers in the joint delivery of utilities and services. The city is open to all opportunities to coordinate and cooperate with neighboring service providers.

The Planned Action EIS documents for the 20<sup>th</sup> Street SE Corridor and Lake Stevens Center subarea plans included updated information on utilities and public services and facilities. The city met with service and utility providers to determine the availability of service for future development within the subareas. The EIS documents provide details for each subarea plan including mitigation measures, if required.



## ***Chapter 7 – Public Services and Utilities Element***

### **PLANNING CONTEXT.**

#### State Planning

Following the Growth Management Act (GMA), local jurisdictions must plan for the public service and facility needs in their communities based on projected growth. Planning for public services and utility facilities is imperative to guarantee sufficient local amenities for current and future residents within a defined level of service. Local public services and facilities range from municipal services, police, sewer and water infrastructure, schools, parks, etc. Regional services and facilities may include fire protection, telecommunications, transportation and electrical infrastructure. Communities must also incorporate policies to consider the location of essential public facilities such as education facilities, transportation facilities, correctional facilities, solid waste facilities and mental health/substance abuse facilities. Local jurisdictions must also develop a financing plan for public services and facilities, which is described in the Capital Facilities Plan.

The Washington Utilities and Transportation Commission (WUTC) regulate utilities and transportation. The WUTC is empowered to regulate utilities such as electrical, gas, irrigation, telecommunication and water companies. The WUTC has jurisdiction over rates and charges, services, facilities and practices of utilities. Any change in customer charges or service provision policy requires WUTC approval. The WUTC also requires gas providers to demonstrate that existing ratepayers will not subsidize new customers.

#### Regional Planning

The Puget Sound Regional Council (PSRC) Vision 2040 plan reiterates GMA goals and emphasizes providing adequate public services and facilities in a coordinated and cost-effective manner to support development. Vision 2040 also promotes a central theme of efficient use and conservation of resources and facilities across the region. In Lake Stevens, most utility providers are independent local or regional providers. The city will continue to coordinate with utility providers and special purpose districts for local and regional delivery of services and facilities.

#### Countywide Planning

The Snohomish County Countywide Goal for Public Services and Facilities states,

**“Snohomish County and its cities will coordinate and strive to develop and provide adequate and efficient public facilities and services to ensure the health, safety, conservation of resources, and economic vitality of our communities.”**

The specific policies draw distinctions between services and facilities in urban and rural areas. Of note, the policies identify cities as the preferred urban service providers. As such, cities determine appropriate levels of service in incorporated areas or coordinate with the



## ***Chapter 7 – Public Services and Utilities Element***

county through interlocal agreements for unincorporated areas to address services and facilities. Countywide, the cities and county should coordinate together and with service providers to determine the location and extent of public services and facilities to support jobs and housing. The countywide goals also emphasize conservation of public services, resources and facilities. Countywide planning policies identify standards for establishing and mitigating local, regional, statewide and federal essential public facilities. It also recommends the cities and county collaborate with public agencies and special districts to identify opportunities for the co-location of local essential public facilities.

### **Lake Stevens Planning**

The city provides the majority of municipal services, including governance, administration, planning and community development, building permits, public works and projects, governmental financing, grant development and management, fire inspection and police services. Planning and provision of other services and utilities in the UGA is the responsibility of special purpose districts and utility providers. Future staffing levels are directly related to the degree to which annexations occur. With the present size of the city, existing 2015 staffing levels are found generally to be adequate. When annexations occur, staffing levels will need to be re-evaluated.

The city does not currently have a central municipal campus. Services are spread out at different locations in the downtown area including City Hall, the Permit Center, Public Works Maintenance and Equipment yard, Shop and Police Station. The city desires to create a centralized municipal campus in the future to combine many city services in one location.

The city cooperates with other cities and service providers in the joint planning and delivery of services within its UGA based on current and future growth projections, adopted levels of service and concurrency requirements. The Comprehensive Plan provides policy guidance on how utilities and services shall be planned and provided to ensure consistency between city and county planning documents. Services provided directly by special purpose districts include health, school, fire, power, judicial and library services. Lake Stevens Fire (Fire District) provides fire protection services within the city and UGA.

The city asserts its interest to participate in the planning of rural areas outside of the UGA where future UGA expansions could occur. Utility and service planning requires that the city be involved in the planning and decision-making of these areas both to comment on future service impacts and to do its own service planning.

The following section provides specific descriptions of public services and utilities within the city and its UGA.



## ***Chapter 7 – Public Services and Utilities Element***

### **INVENTORY AND DESCRIPTION OF PUBLIC SERVICES AND UTILITIES.**

#### Police Services

The Lake Stevens Police Department (Police Department) currently provides a variety of services to its citizens. These services include marine and road patrol, crime and accident investigation, traffic enforcement, crime prevention, the School Resource Officer Program, concealed weapons permits, passports, records and evidence keeping and animal control. The Police Department also contracts some of its services, including dispatch, jail, court services and vehicle maintenance. The Police Department currently responds to approximately 25,000 incidents annually. The average response time for the Police Department is three to four minutes for emergency calls and six to 10 minutes for all other calls.

#### Stormwater

The city of Lake Stevens provides stormwater services for the entire city. The system consists of surface runoff from roadways, inlets, pipes and ditch conveyance, water quality devices, storm ponds and outfalls. Within the system are two lakes, Stitch Lake and Lake Stevens. The stormwater system covers an area of approximately 5,700 acres (8.9 square miles) and is broken into 18 basins. Within the stormwater system, there are approximately 68 city-owned or operated facilities, 4,562 catch basins, 13.5 miles of roads side ditches, 66.2 miles of pipe and 22,942 feet of culverts.

The city has numerous older developments approved and constructed to rural standards. In some cases, stormwater detention/retention, water quality and conveyance and storm drainage facilities may not have been required at the time of construction. While new projects provide facilities to urban standards, the older developments continually affect neighborhoods, streets and the lakes by conveying runoff that is not channeled and not treated. As part of a citywide stormwater inventory, opportunities for regional stormwater treatment systems should be developed.

Some of the detention systems and ditches within subdivisions and commercial developments are privately owned and maintenance is the responsibility of the individual property owner/s, which is often under a homeowners' association or property management service. As the city approves new projects, they must meet the requirements of the Department of Ecology (DOE) stormwater manual and include maintenance provisions for the owner(s).

Lake Stevens is the largest stormwater feature in the city. The lake has multiple inflow areas and one outfall monitored by the city. A weir system located at the outfall of the lake controls the lake level. In 2010, the city adopted a Lake Level Management Plan to provide guidance and policy to perform this service.



**CITY OF LAKE STEVENS**  
STORMWATER CONVEYANCE SYSTEM

Map showing the City of Lake Stevens Stormwater Conveyance System. The map includes the city boundary, major roads (SR 92, SR 204, SR 9), and the locations of detention basins, enclosed pipe systems, open channel systems, private systems, public systems, and culverts. The map also shows the city's proximity to the urban growth area and the surrounding region.

Legend:

- City of Lake Stevens
- Urban Growth Area
- Culvert
- Detention
- Enclosed Pipe System
- Open Channel System
- Private System
- Public
- Undetermined

Not to Scale

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## ***Chapter 7 – Public Services and Utilities Element***

Between April and through September the city manages the level of the lake. This serves three purposes:

- 1) Maintain the lake at a level to sustain downstream channel flows for aquatic habitat;
- 2) Protect downstream channel/flood from flash surges during heavy rainfall events; and
- 3) Maintain recreational usage of the lake in the historical shallow areas on the northwest side of the lake.

In August of 2012, the Washington State Department of Ecology (DOE) issued two new “NPDES Phase II” municipal stormwater permits that affect Lake Stevens. These permits were issued under the authority delegated to Ecology to implement requirements of the Federal Clean Water Act. The stormwater permits cover municipal storm sewer systems that discharge to surface waters that are not part of a combined sewer system. The city is currently operating under the requirements of this permit. The city updates its Stormwater Management plan yearly per the requirement of its National Pollutant Discharge Elimination System (NPDES) permit. The NPDES program regulates discharges of water to ensure pollutants do not enter waters of the United States. The service area and drainage basins of the city are shown on Figure 7.1.

### **Sewer Service**

In May of 2005, the city of Lake Stevens and the Lake Stevens Sewer District (Sewer District) entered into an interlocal agreement (ILA) entitled “Unified Sewer Services and Annexation Agreement.” Under the ILA, the Sewer District provides, maintains and operates sewer facilities throughout its district boundaries. The approximate 10.9 square mile service area includes the current city limits, Lake Stevens UGA and a small area of overlap into the Marysville UGA. The entire boundary is shown in Figure 7.2. The agreement also lays the groundwork for the eventual assumption of the Sewer District and its facilities, by the city, which will occur no sooner than 20 years from the District’s assumption of sewer responsibilities, unless both parties agree sooner to an amended schedule as part of continuing coordination between both agencies. The Sewer District will continue collecting and treating wastewater in the city and its UGA until this responsibility is transferred to the city per provisions of the ILA. As of the end of 2014, the District provided sewer service to 11,026 residential connections with an estimated population of 34,477 people. These connections are largely in the Lake Stevens UGA, with about 108 connections in plats either in the rural area or in the Marysville UGA. The District served an additional 162 commercial connections, representing approximately 854 equivalent residential units (ERUs).

The Lake Stevens Sewer District sewer system consists of a new wastewater treatment facility (WWTF, membrane bioreactor process, 2012), a former wastewater treatment plant site, 29 lift stations, over nine miles of force mains (4” to 19” diameter), over 112 miles of gravity sewer collection, trunk and interceptor pipes (6” to 36” diameter) and one gravity sewer dosing station. The collection system is a “separate” sewer system, designed to receive domestic, commercial and industrial pre-treated wastewater. The Sunnyside WWTF has a current permitted maximum month average daily flow capacity of 5.01 million gallons per day.

**CITY OF LAKE STEVENS**  
SEWER DISTRICT SYSTEM

Map showing the City of Lake Stevens Sewer District System. The map includes the City of Lake Stevens (blue outline), Lake Stevens Sewer District Boundaries (green outline), Urban Growth Area (pink outline), and Sewerlines (red lines). Major roads shown include SR 92, SR 204, SR 2, SR 20, SR 10, SR 1, SR 12, SR 14, SR 16, SR 18, SR 20, SR 22, SR 24, SR 26, SR 28, SR 30, SR 32, SR 34, SR 36, SR 38, SR 40, SR 42, SR 44, SR 46, SR 48, SR 50, SR 52, SR 54, SR 56, SR 58, SR 60, SR 62, SR 64, SR 66, SR 68, SR 70, SR 72, SR 74, SR 76, SR 78, SR 80, SR 82, SR 84, SR 86, SR 88, SR 90, SR 92, SR 94, SR 96, SR 98, SR 100, SR 102, SR 104, SR 106, SR 108, SR 110, SR 112, SR 114, SR 116, SR 118, SR 120, SR 122, SR 124, SR 126, SR 128, SR 130, SR 132, SR 134, SR 136, SR 138, SR 140, SR 142, SR 144, SR 146, SR 148, SR 150, SR 152, SR 154, SR 156, SR 158, SR 160, SR 162, SR 164, SR 166, SR 168, SR 170, SR 172, SR 174, SR 176, SR 178, SR 180, SR 182, SR 184, SR 186, SR 188, SR 190, SR 192, SR 194, SR 196, SR 198, SR 200, SR 202, SR 204, SR 206, SR 208, SR 210, SR 212, SR 214, SR 216, SR 218, SR 220, SR 222, SR 224, SR 226, SR 228, SR 230, SR 232, SR 234, SR 236, SR 238, SR 240, SR 242, SR 244, SR 246, SR 248, SR 250, SR 252, SR 254, 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The existing plant is in the process of decommissioning in phases, and the LSSD has initiated a project to remove much of the accumulated biosolids in the existing lagoon system. A future project will address final vacation of the site.

On October 24, 2016, the Lake Stevens Sewer District adopted a new Sanitary Sewer Comprehensive Plan. The 2016 Sanitary Sewer Comprehensive Plan for the Lake Stevens Sewer District presents the comprehensive planning needs for wastewater collection, transmission, treatment and discharge for the planning period 2016 through 2035. ~~The 2016 Plan replaces both the District's 2007 Sanitary Sewer Comprehensive Plan and Amendment No. 1 to that plan (2010). The District issued Amendment 1 in May 2019.~~ The city has adopted these plans by reference into the city of Lake Stevens Comprehensive Plan. The sewer service and planning area is the Lake Stevens UGA and the two presently served plats referenced above. The 2016 Sewer Plan has also designated the rural-urban transition areas (RUTAs) around the geographic limits of the UGA as an Additional Study Area, in order to support an early estimate of the magnitude of potential future growth of the District's sewer service area. The main planning criteria is 70 gallons per capita per day of wastewater flow, and an average of 2.70 persons per dwelling unit or ERU. Additional allowances are made for extraneous flows in the wastewater system due to inflow and infiltration. ERUs for commercial connections are determined based on water consumption of 900 cubic feet per month, per ERU.

Additionally, the city and the Sewer District coordinate on capital facilities planning to benefit the community and its economic development. During the environmental impact process for the 20<sup>th</sup> Street SE Corridor and Lake Stevens Center subarea plans in 2012, the city and Sewer District reviewed projects and capital improvements required for development of the two subareas over the next 20 years. The city and Sewer District continue to plan jointly for the city's Growth Centers, including Downtown Lake Stevens.

This plan asserts a goal of eliminating all septic systems over time as the sewer system and the city limits expand. New developments, re-built structures, new industrial development in the Hartford Road and other non-residential areas would all be required to provide sewers to the extent the existing system is available or can be extended.

### Lake Stevens Fire District

Lake Stevens Fire serves an area of about 46 square miles (Figure 7.3). To the city it provides fire prevention and suppression services, emergency medical services (EMS) including Advanced Life Support (ALS), technical rescue and fire marshal services. The District has three fire stations, administrative offices and conference center:

- Station 81 (12409 21st Street NE, Lake Stevens 98258)
- Station 82 (9811 Chapel Hill Road, Lake Stevens 98258)
- Station 83 (13717 Division Street, Snohomish 98290)



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- Administration Office and Conference Center (1825 S. Lake Stevens Rd, Lake Stevens)



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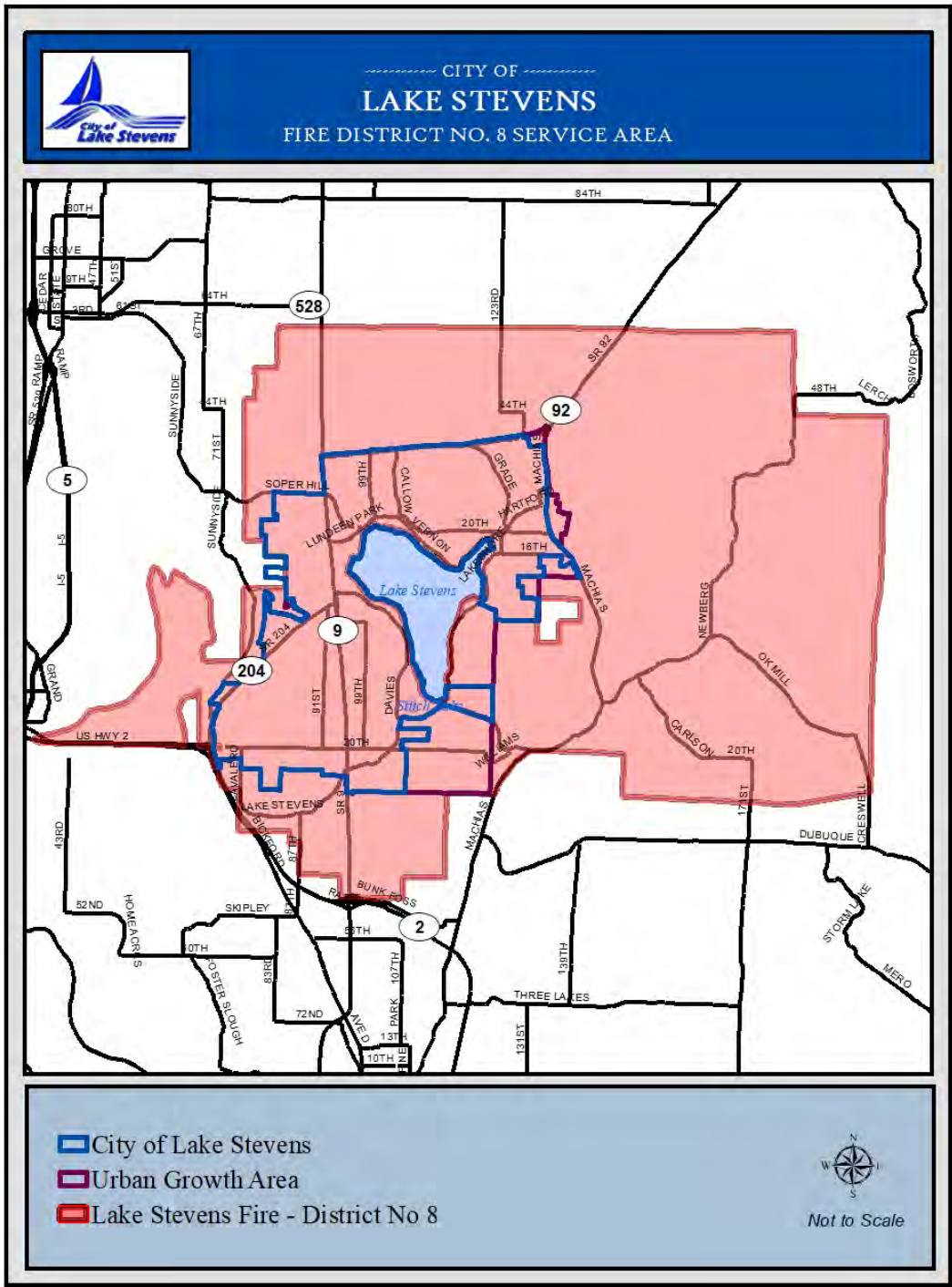


Figure 7.3 – Lake Stevens Fire District #8 Service Area





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The conference center provides a venue for conferences, retreats, and meetings for local government. It is also available as a rental for the public.

Lake Stevens Fire is the seventh busiest fire department in Snohomish County. In 2013, Lake Stevens Fire responded to 4,659 calls. Over the past five years, the Fire District has experienced an average annual increase in call volume of 1.5 percent. The Fire District currently maintains a minimum on-duty staffing of 11 firefighters 24 hours a day-365 days a year.

Through strategic planning the fire department is on course to increase the daily staffing level to 14 firefighters by year 2017. Lake Stevens Fire plans to construct an additional fire station for the year 2022.

In 2013, the Washington Surveying and Rating Bureau completed its evaluation of the fire protection capabilities for the city of Lake Stevens. This evaluation resulted in an improved protection class rating from Protection Class 5 to Protection Class 4.

Annually the Fire District performs fire code compliance activities, inspects commercial and public buildings for the city of Lake Stevens (381 in 2013) and reviews land use and building permits through the Fire Marshal's office.

Lake Stevens Fire and the city will continue to partner together to meet the fire protection and emergency medical services needs of the community. The city has adopted by reference the Lake Stevens Fire Capital Facilities Plan.

### Lake Stevens School District

The Lake Stevens School District covers approximately 37 square miles, encompassing all of Lake Stevens as well as portions of unincorporated Snohomish County and a small portion of the city of Marysville. The District is located south of the Marysville School District and north of the Snohomish School District.(see Figure 7.4).

There is a current student population of 8,392-970 within the Lake Stevens School District served by six-seven elementary schools grades K-5 (Stevens Creek, Mt. Pilchuck, Hillcrest, Sunnycrest, Glenwood, Highland and Skyline), two middle schools grades 6-7 (Lake Stevens and North Lake), one mid-high school grades 8-9 (Cavelero), one high school grades 10-12 (Lake Stevens), one early learning center and one homeschool partnership program for grades K-12(HomeLink). The District also owns approximately 76 acres of vacant land.

The Lake Stevens School District has experienced steady upward growth in enrollment for the past four decades. Student enrollment in the School District remained relatively



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constant between 1973 and 1985 (15%) and then grew significantly from 1985 through 2005 (approximately 120%).

Between October 2008 and October 2017, student enrollment increased by 1003 students, approximately 13%.  
~~Between October 2008 and October 2015, student enrollment increased by approximately 10.5% percent.~~





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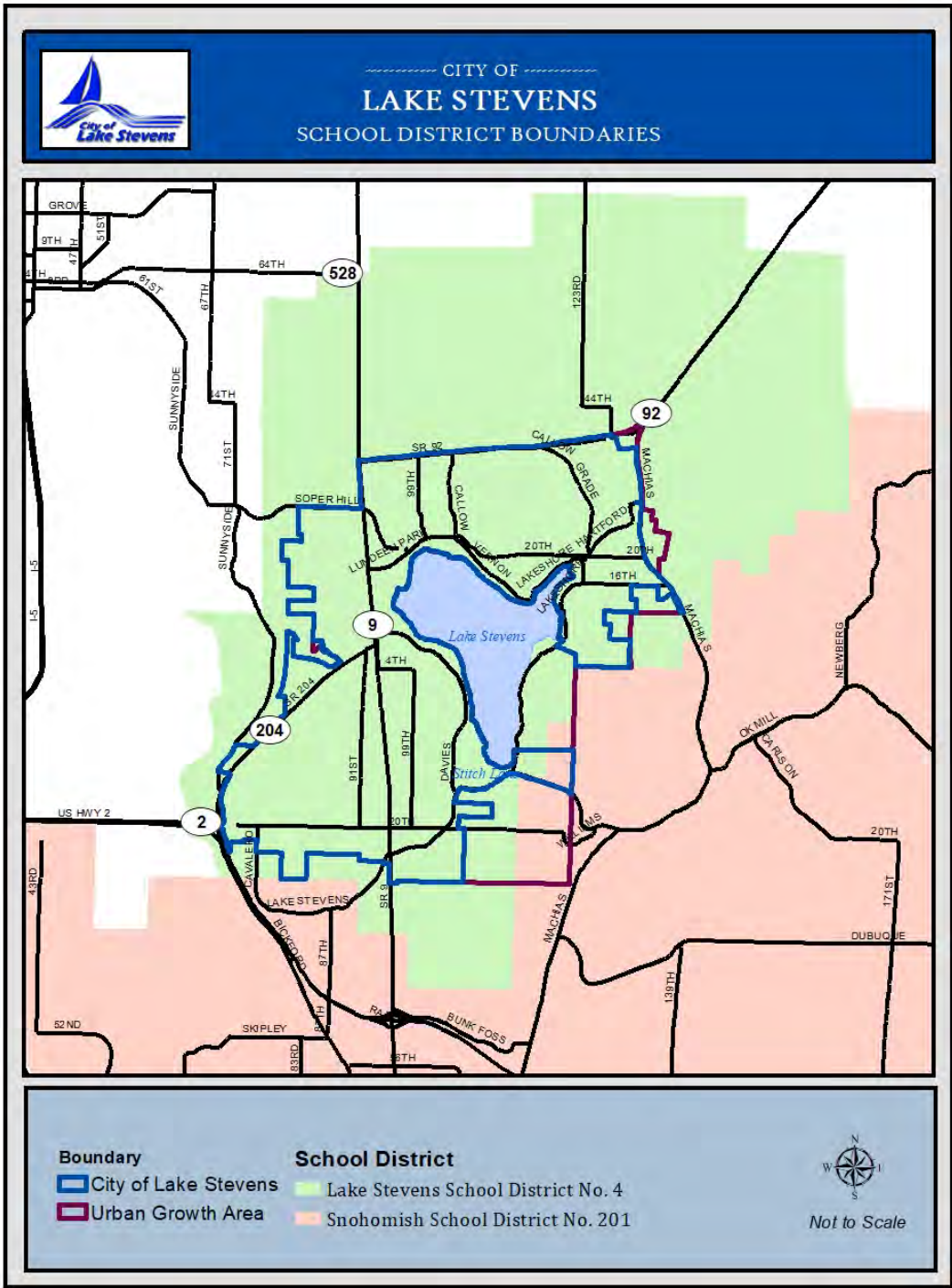


Figure 7.4 - School District Boundary



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Overall, there was a two percent decline countywide during this period. The School District's October 2013 enrollment was 7,759 students, an increase of 1.6 percent over October of 2011. The School District has been, and is projected to continue to be, one of the fastest growing districts in Snohomish County based on the Office of Financial Management population forecast. Population forecasts estimate the Lake Stevens UGA population will increase to 46,380 people in 2035. Likewise, the population within the Lake Stevens School District boundaries will rise from 43,000,238 in 2015 to over 61,000 in 2035. Planned improvements in the Lake Stevens School District through the Year 2021 based on enrollment projections include the construction of a new elementary school ~~and early learning center~~, the installation of additional portable classrooms at existing facilities and new site acquisitions and improvements.

The city has adopted by reference the current Lake Stevens School District No. 4 ~~2016-2021~~~~2018-2023~~ Capital Facilities Plan. This Plan provides the basis for charging GMA-based impact fees as implemented in the city's Land Use Code. The District participates in the school impact mitigation fee program and issues an updated Capital Facilities Plan every two years. The city applies a discount to the calculated rate, as do most other cities in Snohomish County.

### Snohomish School District.

The Snohomish School District covers a small corner of the southeastern portion of the UGA, south of 4th Street NE and east of 115th Avenue SE, and serves residents south of the Lake Stevens School District. No Snohomish School District schools are currently located within the Lake Stevens UGA. The city will adopt the Snohomish School District's Capital Facilities Plan by reference into the Comprehensive Plan when the area served by the Snohomish School District is annexed into the city.

### Snohomish County Health District

The city contracts with the Snohomish County Health District for public health services. The most common task the Health District performs in the Lake Stevens area is approving septic systems. Other responsibilities include food service inspections and issuing state permits for certain (potentially noxious) activities (e.g., septic sludge recycling, soil processing, etc.).

### Solid Waste

Waste Management Northwest, Incorporated and Republic Services provide solid waste services within the city. Solid waste service is contracted out for a three-year period. Recycling is provided by East Snohomish County Association of Recycling Cities (ESCARC), contracting with Fiber International. ESCARC members are Monroe, Snohomish, Lake Stevens, Sultan, Granite Falls and Gold Bar. These cities pool resources to provide the capital facilities for lower cost recycling. The city receives curbside service from Bill's Disposal service, which is a division of Fiber International.



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### Natural Gas

Puget Sound Energy (PSE) provides natural gas service through a city franchise. PSE is the largest natural gas company in Washington serving approximately 770,000 customers in six counties and 64 cities. It is a demand-driven utility, meaning that no service is initiated until requested by a specific customer. As natural gas is a competitive energy source, it can be assumed that the demand for it will continue to grow, particularly if substantial savings over other fuels can be effectively demonstrated (Acme, 1993).

The U.S. Department of Energy estimates a 60-year supply of conventional natural gas reserves exists. Unconventional reserves requiring advanced technology are estimated at a 150-200 year supply.

### Telecommunications

Telecommunication facilities are private utilities that provide services such as television (broadcast, cable and satellite), phone (direct lines and cellular) and internet. Content is transmitted by a variety of methods that may include cable lines, electrical wires or fiber and optical fibers. Wireless technology includes traditional broadcasting, radio transmission and cellular networks. Telecommunication services often use existing infrastructure along utility corridors and public rights-of-way.

The telecommunications industry is evolving and will continue changing over the next 20 years. Telecommunications services are integral to the modern world and economy. For example, the telecommunications industry is the primary conduit for information exchange between individuals, corporations and public service providers. As this industry changes, there may be unknown impacts on land use planning, existing facilities and regulatory oversight. The city should coordinate with service providers to plan for the construction and reconstruction of facilities and provide feedback on capacity, design and equipment.

### Electrical Utilities

The Public Utility District No. 1 of Snohomish County (PUD), which purchases 80 percent of its power from the Bonneville Power Administration (BPA), serves the city of Lake Stevens. The remainder of the PUD's power is provided by a mix of renewable resources that include output from the PUD's Jackson, Youngs Creek and Woods Creek hydroelectric projects, and several long-term contracts for wind, landfill gas, biogas, and biomass.

The PUD uses an 115,000-volt transmission system to distribute electricity from three major BPA delivery points in Snohomish County to distribution substations. These substations transform the transmission voltage to 12,500-volt distribution voltage. PUD electrical facilities of less than 55,000 volts (55 kV) are referred to as distribution facilities. Facilities of more than 55,000 volts (55 kV) are referred to as transmission facilities.



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There are three distribution substations, Hartford, Lake Stevens and Frontier, within the city limits of city of Lake Stevens. The city is fully served by these substations with distribution lines that extend service to all residential, commercial and public customers. According to the PUD, there is ample capacity to meet existing demand for both the incorporated city limits as well as the UGA.

In addition to PUD facilities, there are Bonneville Power Administration and Seattle City Light Transmission lines that pass through the city that constitute regional power transmission facilities.

### **Water Utilities**

Except for a few homes on wells, the Public Utility District No. 1 of Snohomish County (PUD) provides water service. The PUD currently owns and operates nine water systems. PUD's Lake Stevens Water System serves the city. The service area is bounded on the west by Ebey Slough and the Snohomish River; on the north by Marysville and Arlington; on the east by the Snohomish County Commercial Forest-Forest Transition Area (CF-FTA); and on the south by the boundaries of other water systems.

The city of Everett's transmission lines from Spada Lake pass through the water service area, delivering water to Everett and to many water customers. In 2012, PUD converted its emergency wells, in the northeast corner of the city, to full-time use to supplement the water supply purchased from Everett. The PUD's Walker Hill storage reservoirs (4 million gallons capacity) and Hillcrest reservoirs (6 million gallons capacity) serve both the city and the UGA. The distribution system within the city is shown in Figure 7.5. In 2012, PUD constructed water main extensions to merge its Lake Roesiger water system into the Lake Stevens system. In 2014, PUD constructed water main extensions to merge its Dubuque water system into the Lake Stevens system.

The following is an overview of the Lake Stevens water system and its major facilities, including updates provided by the PUD since its *2011 Water System Plan*:

**Source** – Eleven connections to the city of Everett's Transmission Pipeline Nos. 2, 3 and 5 provide the primary water supply to the Lake Stevens Water System. Water from five of these connections flows by gravity into the water system, while the remaining six have pump stations to deliver the water. Four connections are inside the city limits, including one connection shared with the city of Marysville. As stated earlier, two wells supplement the primary water supply.

**Storage** – The PUD Lake Stevens water system contains eight storage reservoirs, with a combined capacity of over 14 million gallons. Four of these reservoirs are located in the city at the Walker Hill and Hillcrest tank sites. The water storage capacity in the city is 10 million gallons.



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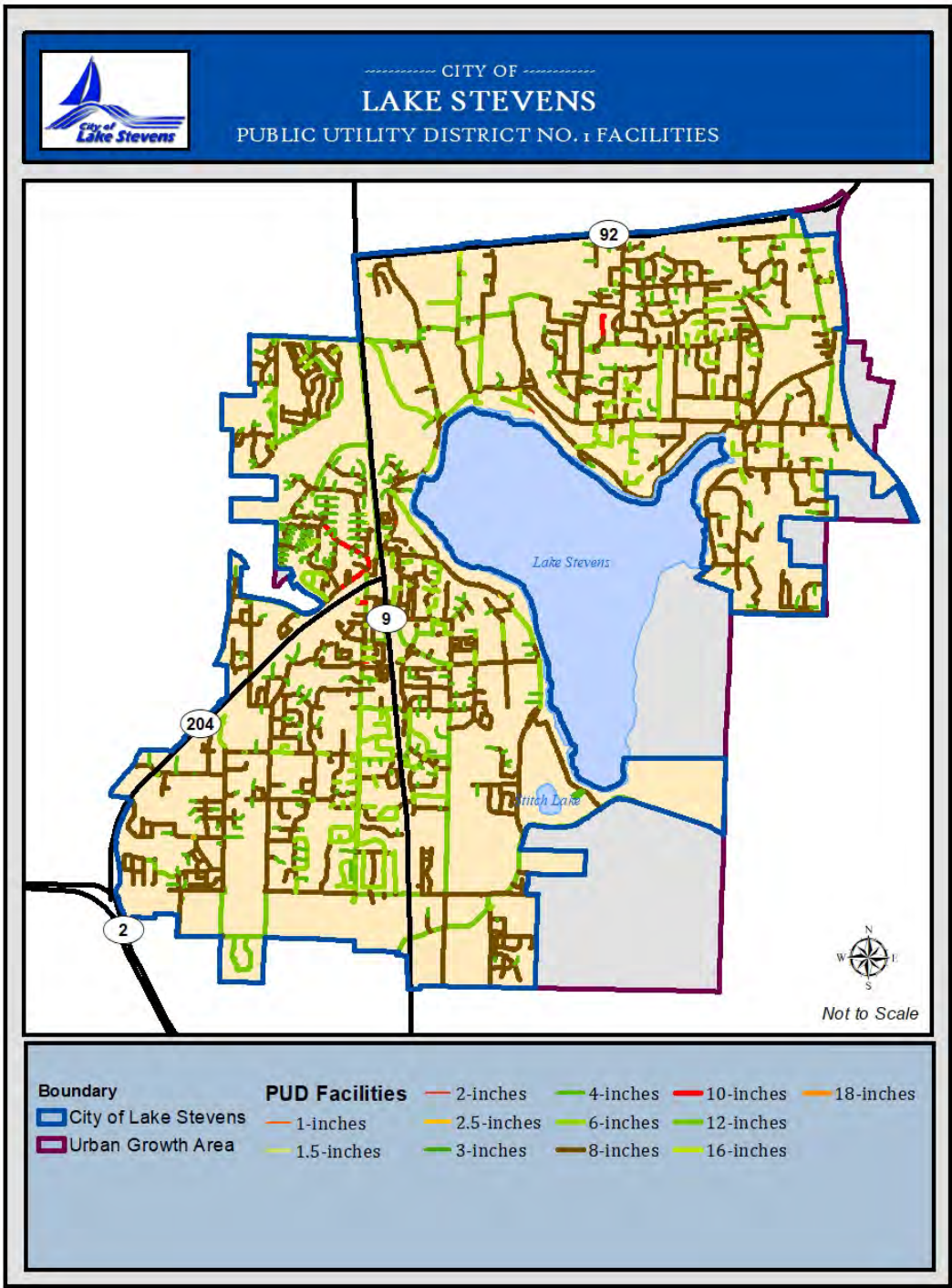


Figure 7.5 – Map of Water Facilities





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**Transmission and Distribution Pipelines** – There are over 330 miles of pipe in the PUD’s Lake Stevens water system. Pipeline sizes range from 3/4 to 40 inches and materials include cast iron, asbestos cement, ductile iron, galvanized, and steel

**Booster Pump Stations** – At higher elevations, booster pump stations provide additional pressure. In the city, there are two booster pump stations serving the Walker Hill and Hillcrest areas.

**Pressure Reducing Stations** – There are 35 pressure-reducing stations throughout the Lake Stevens Water System that help regulate pressure and define the separate pressure zones. Inside the city limits, there are six pressure zones served by seven pressure-reducing stations, which provide reasonable pressure to all city consumers.

The PUD normally designs its water facilities to provide fire flow capacity of at least 1,000 gallons per minute (gpm). In some areas, flows up to 3,000 gpm are available. Developers must fund and construct any improvements necessary to bring water to their projects and to achieve fire flow required by the Fire Marshal. The PUD’s water source and storage are adequate for projected growth within its water service area.

### **Essential Public Facilities**

Under GMA provisions (RCW 36.70A.200) jurisdictions shall include a process for identifying and siting essential public facilities. An essential public facility can be any facility owned or operated by a federal, state or local government, public utility, transportation authority or other entities that provide public services. Essential public facilities are typically difficult to site, such as education facilities, regional transportation facilities (e.g. airports), solid waste-handling facilities, regional transit authority facilities, state or local correctional facilities and in-patient facilities including substance abuse, mental health and group homes. The GMA provides that no comprehensive plan or development regulations may preclude the siting of essential public facilities. However, jurisdictions can impose reasonable conditions or mitigations on essential public facilities through its comprehensive plan or development regulations, provided these do not preclude the siting of the facility. The city has adopted essential public facilities standards within the municipal code.



## ***Chapter 7 – Public Services and Utilities Element***

### **GOALS AND POLICIES**

#### **GOAL 7.1 COORDINATE WITH CITY DEPARTMENTS, SPECIAL PURPOSE DISTRICTS, UTILITY COMPANIES AND OTHER SERVICE PROVIDERS TO ENSURE THE ADEQUATE DISTRIBUTION OF PUBLIC SERVICES AND FACILITIES THROUGHOUT THE CITY AND CONSISTENCY WITH THE LAND USE ELEMENT.**

##### Policies

- 7.1.1 Coordinate with city departments including Administration, Finance, Planning and Community Development, Police Department and Public Works to ensure public facilities are adequately maintained and distributed to support the community's needs and that each department's planning documents are consistent.
- 7.1.2 Coordinate with special purpose districts including the Lake Stevens Sewer District and Snohomish County PUD and other utility providers (e.g., gas, electrical, phone, etc.) to ensure public facilities are adequately maintained and distributed to support the community's needs and that each agency's planning documents are consistent.
- 7.1.2 Coordinate with local and regional service providers including the Lake Stevens School District, Lake Stevens Fire, Sno-Isle Library, etc. to ensure public services are adequately maintained and distributed to support the community's needs and that each agency's' planning documents are consistent.
- 7.2.1 Prepare and adopt a detailed master storm drainage plan for the city to coordinate storm drainage and detention/retention consistent with the concept plan adopted as part of this element to include cumulative watershed effects.
- 7.2.2 Prepare and adopt a detailed master sewer plan for the city to coordinate sewer and detention/retention consistent with the concept plan adopted as part of this element.
- 7.2.3 Protect existing regional transmission facilities for Snohomish County PUD, Lake Stevens Sewer District and Puget Sound Energy from encroachment by incompatible urban development.





## ***Chapter 7 – Public Services and Utilities Element***

### **GOAL 7.2 PROVIDE THE BEST CITY HALL SERVICE ATTAINABLE WITHIN BUDGET PARAMETERS AND MINIMIZE GOVERNMENTAL EXPENDITURES BY REDUCING DUPLICATION OF SERVICES.**

#### Policies

- 7.2.1 Strive to maintain efficiency in the provision of city government services through continual evaluation and improvement of administrative, technical and personnel procedures and practices, as well as the Lake Stevens Municipal Code.
- 7.2.2 Devote adequate funds to ensure quality staffing.
- 7.2.3 Ensure that elected officials, appointed commissioners and staff maintain and/or improve their levels of expertise through continued education, development and peer consultation.
- 7.2.4 Take advantage of affordable technological advances where it results in better and more efficient levels of service.
- 7.2.5 In order to expand services to the citizens of Lake Stevens in a fiscally responsible manner, continue and expand the practice of interagency cooperation by sharing personnel and facilities wherever possible.
- 7.2.6 Provide adequate public facilities to support the city's administrative and field operations.
- 7.2.7 Assure private property is not taken for public use without just compensation.

### **GOAL 7.3 PROVIDE FOR ADEQUATE POLICE AND FIRE PROTECTION SERVICES.**

#### Policies

- 7.3.1 Periodically review and update police staffing analysis based on national practices using a work-load based model.
- 7.3.2 Maintain and update the Police Department Strategic Plan including goals to reduce crime and addressing conditions affecting the quality of life of the community.
- 7.3.3 Coordinate police services with fire protection services and other local, state and federal agencies to develop a disaster preparedness program for Lake Stevens.
- 7.3.4 Support the Snohomish County Fire Prevention District #8 to maintain its adopted level of service.



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- 7.3.5 Coordinate with the Fire District on review of submitted site and building plans.
- 7.3.6 Coordinate land use density and intensity with the Fire District's capital budget in order to provide services within the city.
- 7.3.7 Consider the disaster response implications in prioritizing Fire District capital improvement and public service planning.

### **GOAL 7.4 PROVIDE ADEQUATE SCHOOL FACILITIES.**

#### Policies

- 7.4.1 Support the Lake Stevens School District to maintain its adopted level of service.
- 7.4.2 Coordinate land use density and intensity with the School District's capital budget in order to provide services within the city.
- 7.4.3 The city will adopt by reference the Lake Stevens School District Capital Facilities Plan. The City Council shall review the CFP every two years to ensure that it is consistent with the requirements of the GMA; the impact fee calculation is consistent with the city's adopted formula and the CFP has been adopted by the District's Board of Directors.

### **GOAL 7.5 PROVIDE ADEQUATE STORMWATER FACILITIES AND SERVICES.**

#### Policies

- 7.5.1 Continue to implement programs and projects designed to meet the goals and requirements of Department of Ecology's NPDES permit.
- 7.5.2 Maintain and enforce land-use plans and ordinances requiring stormwater controls for new development and re-development.
- 7.5.3 Actively promote and support education efforts focusing on all facets of stormwater management.
- 7.5.4 Develop and maintain a comprehensive stormwater inventory and identify needs to ensure a functioning stormwater system.
- 7.5.5 Integrate distributed, small-scale stormwater controls and prevent measurable harm to streams, lakes, wetlands and other natural aquatic systems from



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commercial, residential or industrial development sites by maintaining a more hydrologically functional landscape.

- 7.5.6 Promote education of controlling the release of chemicals from residential fertilizing and weed/insect control on Lake Stevens and its watershed.

### **GOAL 7.6 STRIVE TO PROVIDE ADEQUATE SEWER SERVICES TO EVERY RESIDENCE AND BUSINESS IN THE CITY.**

#### Policies

- 7.6.1 Support the Lake Stevens Sewer District to maintain its adopted level of service.
- 7.6.2 Support the implementation of the Lake Stevens Sewer District capital facilities plan. Coordinate land use density and intensity with the Sewer District's capital planning work and budget in order to provide services within the city.
- 7.6.3 As needed to further the purposes and goals of the Unified Sewer Service and Annexation Agreement, the city will continue to work with the Lake Stevens Sewer District to review and amend existing regulations to provide commonality, consistency, predictability and concurrent levels of sewer permits and regulation.
- 7.6.4 Coordinate city-sponsored capital improvements with the Lake Stevens Sewer District, Snohomish County Health District and neighboring jurisdictions to ensure effective and cost efficient provision of sewer service.
- 7.6.5 Support the Lake Stevens Sewer District in accomplishing sewer expansions in future expanded urban growth boundaries and high priority development areas within the city as well as priority development areas such as Downtown Lake Stevens.
- 7.6.6 Replace failing septic systems within the urban growth area with sanitary sewers; use innovative and state-of-the-art design and techniques when replacing septic tanks to restore and improve environmental quality.
- 7.6.7 Support efforts to require new development within the urban growth area to obtain sanitary sewer systems or fit it with dry sewers in anticipation of connection to the sewer system. Alternative technology to sewers should only be considered when it can be shown to produce treatment at standards that are equal to or better than the sewer system and where a long-term maintenance plan is in place.



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### **GOAL 7.7 PROCESS PERMITS FOR UTILITY FACILITIES AND OTHER SERVICE PROVIDERS IN A FAIR AND TIMELY MANNER AND IN ACCORD WITH THE DEVELOPMENT REGULATIONS, WHICH ENCOURAGES PREDICTABILITY.**

#### Policies

- 7.7.1 Promote co-location of new public and private utility distribution facilities and coordination of construction timing to minimize construction-related disruptions and reduce the cost to the public of utility delivery.
- 7.7.2 Provide timely and effective notice to utilities to encourage coordination of public and private utility trenching activities for new construction and maintenance and repair of existing roads.
- 7.7.3 The city shall encourage provision of an efficient, cost effective and reliable utility service by ensuring land will be made available for the location of utility lines or other utilities.
- 7.7.4 The city will promote the extension of distribution lines to and within the urban growth area. Coordinate land use and facility planning to allow eventual siting and construction of any utility distribution lines within or adjacent to rights-of-way which are being dedicated or within roads which are being constructed or reconstructed.
- 7.7.5 The city shall encourage system design practices intended to minimize the number and duration of interruptions to customer service.
- 7.7.6 The city will formulate, interpret, and apply the land development regulations so as to allow the timely development of utility facility additions and improvements.

### **GOAL 7.8 ENSURE THAT UTILITIES PROVIDE SERVICE IN A MANNER THAT IS ENVIRONMENTALLY SENSITIVE, SAFE, RELIABLE AND COMPATIBLE WITH THE SURROUNDING PROPERTIES.**

#### Policies

- 7.8.1 Proposals for electricity generation facilities should be scrutinized carefully to avoid impacts on local air and water quality.
- 7.8.2 The city will consider public utility substations, transmission facilities and other regional facilities as “necessary public facilities” for purposes of permit review, provided that utility providers can prove locational need and significant mitigation of impacts.



## **Chapter 7 – Public Services and Utilities Element**

### **GOAL 7.9 PROMOTE CONSERVATION AND ENERGY EFFICIENCY, AND ALLOW FOR ALTERNATIVE DESIGN STANDARDS AND/OR MATERIALS.**

#### Policies

- 7.9.1 Encourage conservation of resources and reduction of energy consumption to extend the life of existing electrical energy and infrastructure.
- 7.9.2 Promote the reduction of water consumption through conservation, efficiency, reclamation and reuse to reduce wastewater generation and ensure continued water availability.
- 7.9.3 Coordinate with water purveyors and local and tribal governments to identify and develop additional water supply sources to meet the region's long-term water needs and growth strategy, recognizing the potential impacts on water supply from climate change and fisheries protection.
- 7.9.4 Consider the needs for both human consumption and for environmental balance, including potential impacts of climate change on regional water sources.
- 7.9.5 Support renewable energy resources, energy management technology and the conversion to cost-effective and environmentally sensitive alternative technologies to meet the region's energy needs.
- 7.9.4 Promote low impact development projects and techniques on non-LID projects to conserve and use existing natural site features
- 7.9.5 The city should support development of a bio fuel technology to provide more options to reduce vehicular pollution (city fleet to cleaner fuels). The city will move toward bio fuel technology as fleet replacement occurs and as the technology is developed and proven.
- 7.9.6 Reduce the rate of energy use per capita, both in building use and in transportation activities.
- 7.9.7 Reduce greenhouse gases by expanding the use of conservation and alternative energy sources and by reducing vehicle miles traveled by increasing alternatives to driving alone.



## **Chapter 7 – Public Services and Utilities Element**

### **GOAL 7.10 SUPPORT LESS RESOURCE CONSUMPTION THROUGH PROGRAMS AIMED TOWARD REDUCING, REUSING, AND RECYCLING OF RESOURCES.**

#### Policies

- 7.10.1 Promote demand management and the conservation of services and facilities prior to developing new facilities.
- 7.10.2 Maintain and expand reduction, re-use, and recycling programs in the city.
- 7.10.3 Support local, regional, state, federal, and private programs aimed at reduction, re-use, and recycling of natural resources.
- 7.10.4 Allow zoning for businesses aimed at recycling materials when it does not pose a threat to the community's health and welfare.
- 7.10.5 Examine the feasibility of requiring, through zoning or other legislative mechanisms, that distributors of hazardous, noxious or toxic materials accept those materials for recycling.

### **GOAL 7.11 ESTABLISH A PROCESS AND IMPLEMENT DEVELOPMENT REGULATIONS TO IDENTIFY AND SITE LOCAL ESSENTIAL PUBLIC FACILITIES, CONSISTENT WITH THE PROVISIONS OF THE GMA.**

#### Policies

- 7.11.1 The city will not preclude the siting of essential public facilities; however, it shall enforce its Comprehensive Plan and development regulations to ensure reasonable compatibility with other land uses when considering location and intensity of development.
- 7.11.2 Local essential public facilities should be sited to support the countywide land use pattern, support economic activities, reduce environmental impacts, provide amenities or incentives, and minimize public costs. This siting process should include:
  - a. A definition of these facilities;
  - b. An inventory of existing and future facilities;
  - d. A public involvement strategy;
  - e. Assurance that the environment and public health and safety are protected; and
  - f. A consideration of alternatives to the facility.



## **Chapter 7 – Public Services and Utilities Element**

- 7.11.3 Collaborate with public agencies and special districts to identify opportunities for the co-location of local essential public facilities.
- 7.11.4 Consider the location of local essential public facilities inside Urban Growth Areas, unless it is demonstrated that a non-urban site is the most appropriate location for such a facility. Local essential public facilities located outside of an Urban Growth Area shall be self-contained or be served by urban governmental services in a manner that shall not promote sprawl.
- 7.11.5 Develop reasonable conditions, alternatives and/or mitigation requirements to address the potential adverse impacts of siting local, regional, statewide, or federal essential public facilities.

### **GOAL 7.12 AS THE CITY ANNEXES NEW AREAS STRIVE FOR A SMOOTH TRANSITION OF SERVICE PROVIDERS TO MINIMIZE FINANCIAL AND LOGISTICAL IMPACTS ON CITIZENS.**

#### Policies

- 7.12.1 Under the Growth Management Act and Lake Stevens Comprehensive Plan the city is likely to be the provider of general government services within the Urban Growth Area. For potential annexation it is the city's policy to have interlocal agreements achieving the orderly transition of services during annexation.
- 7.12.2 Establish an interlocal agreement model with Snohomish County and other service provider agencies to facilitate the transfer of governance within the city's UGA in an expeditious and consistent manner.
- 7.12.3 The city asserts its interest in areas outside the UGA where it is possible that future UGA expansions could occur. The city will become involved in these areas' planning and decision making, both to comment on future service impacts and to assist its own service planning.

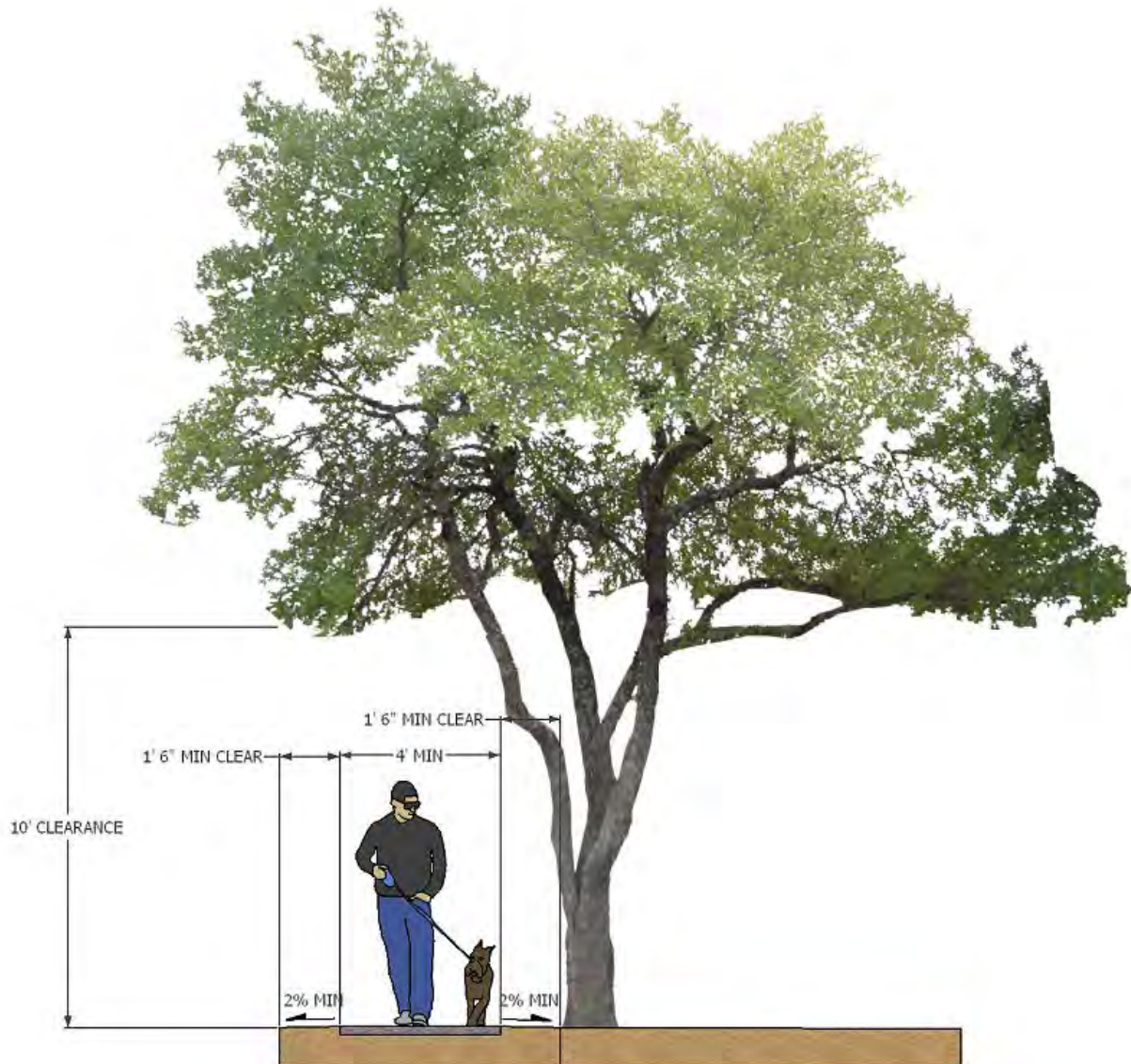




## ***Chapter 7 – Public Services and Utilities Element***

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# Chapter 9: Capital Facilities Element





## **Chapter 9 – Capital Facilities**

# **CHAPTER 9: CAPITAL FACILITIES ELEMENT**

## **A VISION FOR CAPITAL FACILITIES**

***The city will develop a realistic and achievable capital facilities plan that ensures an effective use of taxpayer and ratepayer dollars that prioritizes capital investments to maintain adopted levels of service; responds to project urgency and feasibility; is consistent with the city's growth strategy; and provides a clear community benefit.***

## **INTRODUCTION**

The Comprehensive Plan is a tool for helping government officials think strategically about all aspects of the community and the way the elements interact. The Capital Facilities Element is used to guide public decisions on the use of capital funds. It will also indirectly guide private development decisions by providing strategically planned public capital expenditures which affects the timing and scale of development. Strategic provision of capital infrastructure also helps to mitigate the impacts of growth.

Capital facilities planning requires ongoing communication and cooperation between various disciplines including engineering, finance and planning. The Comprehensive Plan is the common basis relied upon by these disciplines and is intended to provide a realistic and achievable plan. It also requires close communication between the many service providers in Lake Stevens to ensure a coordination of capital improvements and effective use of taxpayer and rate payer dollars.

The Capital Facilities Element promotes effectiveness and efficiency by requiring the city to plan in advance for capital improvements rather than relying on a mechanism with a shorter horizon such as the annual budget. Long range financial planning presents the opportunity to schedule projects so that the various steps in development logically follow one another, with regard to relative urgency, economic desirability and community benefit. In addition, the identification of funding sources results in the prioritization of needs and allows the trade-off between projects to be evaluated.



## **Chapter 9 – Capital Facilities**

### **PLANNING CONTEXT**

#### State Planning

The Washington State Growth Management Act (GMA) requires that the city of Lake Stevens prepare and maintain a comprehensive plan capital facilities element. This element is required “in order to assure that public facilities will be reasonably available to accommodate planned growth over the next twenty years.” This requirement is referred to as concurrency and specifically means:

- Public facilities that are needed to serve new development and population within a jurisdiction or service area must be in place at the time of development.
- Such facilities must be sized to adequately serve the area without decreasing the services levels established by the jurisdiction.

The GMA also requires that the comprehensive plan be of at least a twenty year planning horizon and be based on population projections supplied by the Office of Financial Management (OFM), and include a capital facilities element with a six-year plan for financing identified capital needs.

WAC 365-195-315 requires that the capital facilities plan address the following:

- An inventory of existing capital facilities owned by the public entity;
- At least a six year plan that will finance such capital facilities within project funding capacities and clearly identifies sources of public money for such purposes;
- Provide or finance capital facilities in a manner that meets concurrency and level-of-service requirements.

#### Regional Planning

The Puget Sound Regional Council Vision 2040 specifies the Regional Growth Strategy and directs growth primarily into urban growth areas where public services and facilities are better served. The Regional Growth Strategy highlights the need for strategic investments in services and facilities, especially to support growth and development in centers and compact urban communities.

#### Countywide Planning

The Snohomish Countywide Planning Policies include provisions to ensure the orderly transition of unincorporated areas to city governance, including the provision of services and infrastructure financing. These policies also address the need for consistency of capital



## **Chapter 9 – Capital Facilities**

improvement programming with local comprehensive plans, countywide planning policies and VISION 2040.

Many policies give guidance for counties (and, where appropriate, cities) to review special district plans for consistency with local comprehensive plans and VISION 2040; also, they provide guidance for the review of special district criteria for location and design of schools and other public facilities. And finally, the policies direct jurisdictions to develop strategies to reduce the number of special districts where appropriate.

### Lake Stevens Planning

The city of Lake Stevens is somewhat unique to its neighboring jurisdictions because it is responsible for general government services, police services, roads, stormwater and parks while special purpose districts provide all other services and utilities as identified in Chapter 7, Public Utilities and Services Comprehensive Plan Element. These include schools, wastewater, potable water, library, fire prevention, suppression and emergency medical services, and all other utility services.

Lake Stevens has established level of services standards (LOS) for the city's responsibilities detailed in these Comprehensive Plan Chapters and summarized later in this Chapter:

### **Level of Service Standards**

| <b>SERVICE</b>               | <b>LOCATION IN COMPREHENSIVE PLAN</b>      |
|------------------------------|--|
| General Government Services: | Chapter 7- Utilities & Public Services     |
| Police Services              | Chapter 7- Utilities & Public Services     |
| Roads and Transportation     | Chapter 8 – Transportation                 |
| Stormwater                   | Chapter 7- Utilities & Public Services     |
| Parks                        | Chapter 5 – Parks, Recreation & Open Space |

The city therefore coordinates closely with community service providers to plan appropriate capital investments.



## ***Chapter 9 – Capital Facilities***

### **REVENUE SOURCES**

#### Municipal Revenues

Lake Stevens faces continuing fiscal challenges common to most cities. These are driven in large part by increased costs of doing business, increased service requirements mandated by legislation and restriction or elimination of certain tax revenue streams as a result of prior voter initiatives.

A diverse mix of municipal revenue sources is important, including property taxes, utility taxes, sales taxes and others. Fiscal diversity, like economic diversity, limits risk of over-reliance on a single revenue source. Lake Stevens' General Fund, which supports citizen services and the operations of the city government itself, is heavily dependent on tax revenues and especially property tax and sales and use taxes, for its funding. Property taxes account for 30 percent of General Fund revenues and sales and use taxes account for 25 percent. Other sources of revenue are utility and other taxes, licenses and permits, intergovernmental transfers, charges for services and other minor revenue sources.

#### Potential New Revenue Sources

Long-term economic sustainability for the city of Lake Stevens requires one or more of the following: increased local jobs, increased municipal revenues derived from business and industry, use of additional land to support community develop and retention of current jobs and revenue sources. Increasing municipal revenues from commercial sources is generally seen as one of the few ways that cities can improve their fiscal situation, recognizing the perception that housing and residents increase demands for services. Cities frequently look toward business attraction and creation to increase local revenues from utility taxes and sales taxes.

#### Taxes and Fees

There are limited additional sources of revenue that the city could use to meet its fiscal needs. These potential taxes and fees increase the cost of doing business or creating development in the city, and therefore may not be the solution to Lake Stevens' projected fiscal deficit with annexation.

- B&O taxes could potentially generate more revenue; however, at this stage, the city has elected to remain economically competitive by not enacting a B&O tax as a strategy to attract businesses considering locating in the city.
- Impact mitigation fees from new development are used as a means of funding portions of parks or traffic capital projects.



## **Chapter 9 – Capital Facilities**

### **LAND USE PLANNING CONSIDERATIONS**

All land uses generate fiscal impacts on the city by changing revenue collections and the cost of providing services. Costs stem from impacts on city capital facilities and services as well as internal city operations. Revenues come from collection of taxes and fees.

Land use planning can incorporate several considerations related to the city's fiscal position: the anticipated revenues from new development; necessary infrastructure investments and on-going expenses to support future uses; and the current and future market feasibility of each use type.

Diversity of land uses is an important consideration. For example, multifamily housing can play a necessary and critical role in supporting local retail and other businesses by providing housing that workers can afford (keeping the cost of labor and prices down at local retail). Growth in population or business activity creates increased local demand for goods or services by introducing new consumers or producers. New property generates property tax revenues, while consumer spending by additional residents and businesses generates sales tax revenues. Similarly, attracting or growing businesses that draw traffic and spending from elsewhere in the region increases local economic activity and revenue.

Infrastructure investments must also be considered in land use planning. While such investments can be costly to build and support over time, those costs may be outweighed by the increase in property values and spillover effects that such investments can lead to.

### **INVENTORY AND ANALYSIS**

#### **Capital Improvement Plan**

This Capital Facilities Element identifies needed improvements, which are of relatively large scale, are generally a non-recurring high cost and may require multi-year financing. The list of improvements focuses on major projects, leaving smaller improvements (less than \$10,000) to be addressed in the annual budget. Figure 9.1 identifies the location of publically-owned facilities, which may be included in the capital facilities plan. Smaller facilities such as traffic signals and drainage ponds are not included on the map.

The Capital Improvement Plan is a six-year financing plan for capital expenditures to be incurred on a year-by-year basis. It is based on priority improvements taking into account, the forecasted revenue over the next six years from various sources. The six-year plan uses the long range 2035 Plan as a key factor to set priorities for capital projects that the jurisdiction plans to undertake, and presents estimates of the resources needed to finance them. The first year of the Capital Facilities Program will be converted to the annual capital budget, while the remaining five-year program will provide for long term planning. Only the expenditures and appropriations in the annual budget represent financial commitments.





Chapter 9 – Capital Facilities

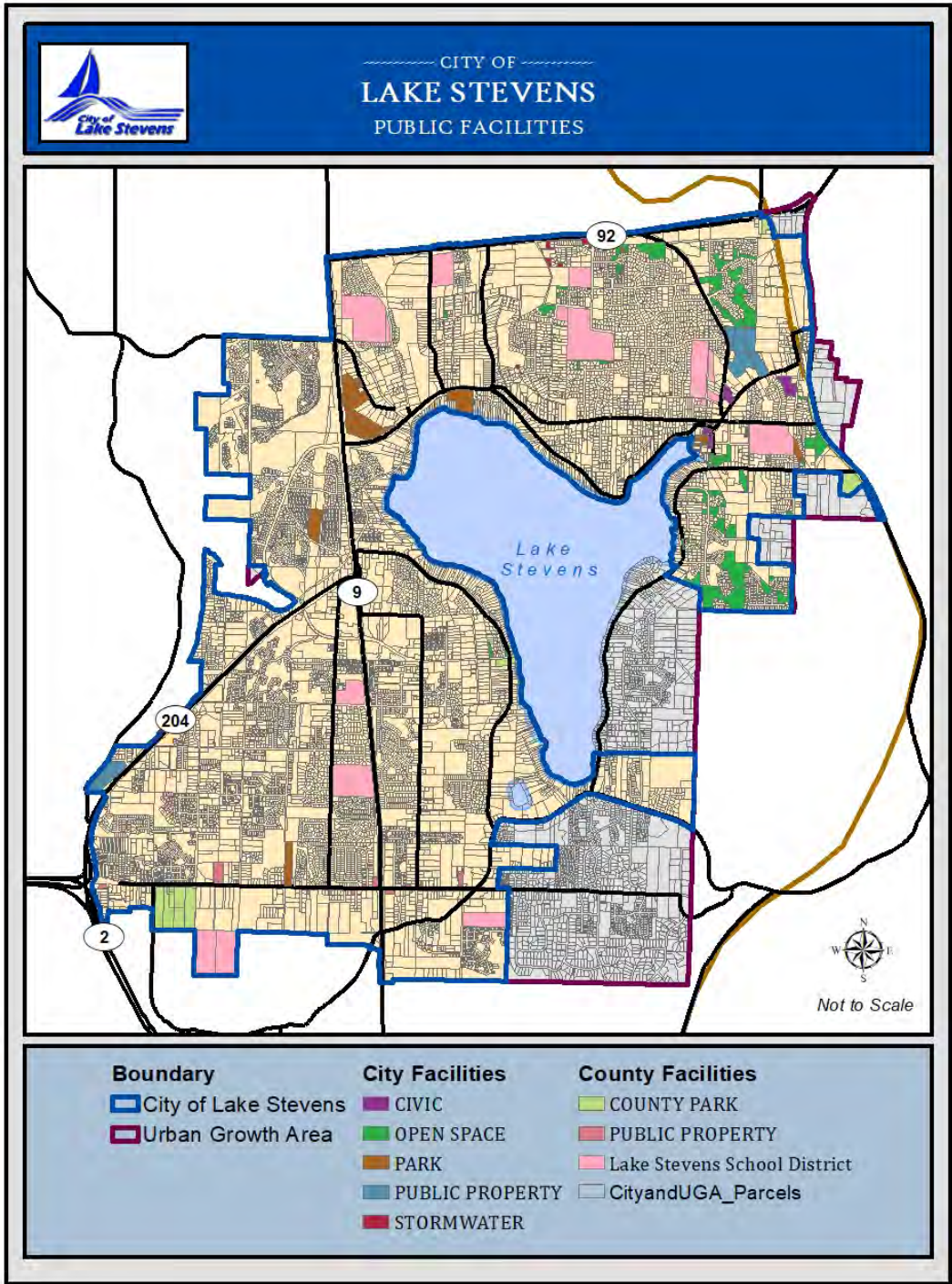


Figure 9.1 – Public Facilities Map



## **Chapter 9 – Capital Facilities**

### Definition of Capital Improvement

For the purposes of capital facility planning, “capital improvements” are major projects, activities or maintenance costing over \$10,000 and requiring the expenditure of public funds over and above annual operating expenses. They have a life expectancy of more than ten years and result in an addition to the city's fixed assets and/or extend the life of the existing capital infrastructure. The cost estimates may include design, engineering efforts, permitting, environmental analysis, land acquisition, construction, major maintenance, site improvements, energy conservation projects, landscaping and initial furnishings and equipment. Capital improvements do not include equipment or the city's rolling stock, nor does it include the capital expenditures of private or non-public organizations.

### Subarea Capital Facilities Planning

The city has embarked on subarea planning over the past few years. As part of these subarea plans, the city adopted a Subareas Capital Facilities Plan which is an important associated document to this Element. The study describes utility infrastructure required for redevelopment of the Lake Stevens Center, ~~and development of the~~ 20<sup>th</sup> Street SE Corridor, and Downtown Lake Stevens including transportation, sewer, water and stormwater. The city is currently responsible for transportation outside of state routes, except that the city is responsible for maintenance of state routes within city limits and stormwater facilities. Special purpose districts provide sewer and water infrastructure and services.

The proposed projects are described in the Capital Facilities section of the plans with estimated costs representing costs typical for public works projects competitive bidding in accordance with Washington State law. The estimated costs are partitioned by expected funding, which could change based on available public funding, grants, development or private financing, or negotiated development agreements. The capital plan describes Part 1 describes the infrastructure requirements, phasing, cost partitioning and proposed financing ~~alternatives for the subareas. for the Lake Stevens Center. Part 2 describes the same information for 20<sup>th</sup> Street SE Corridor. Part 3 describes financing alternatives, which can be used for either subarea.~~

## **PROJECTION OF CAPITAL FACILITY NEEDS**

### Identified Needs

All public facility needs have been identified in the other elements of the Comprehensive Plan. Through the process of developing this Capital Facilities Element the financial feasibility of the other elements has been ensured. The other Plan elements describe the location and capacity of any facilities available through December 31, 2014 and analyze the need for increased capacity from 2015-2035. The capital improvements needed to satisfy future and existing substandard development and maintain adopted level of service



## **Chapter 9 – Capital Facilities**

standards are identified and listed in Table 9.4, and include projects from the adopted Subarea Capital Facilities Plan, adopted by Council on September 24, 2012, which provides a detailed discussion and list of infrastructure needs and projects in the subareas.

Table 9.1, which includes the adopted Subarea Capital Facilities Plan, provides a brief description of each of the capital improvement projects with an estimate of the total project costs. The year indicates when the projects must be completed in order to maintain the adopted level of service standards for the respective facilities. Capital improvement projects have been identified for transportation, parks and recreation, government and stormwater drainage facility improvements. Facilities for wastewater, potable water, fire protection, schools and solid waste are contained in district and agency plans, coordinated with, but independent of the city's Comprehensive Plan.

### **Prioritization of Capital Facilities**

The capital improvement needs listed in Table 9.1 (attached at the end of the chapter) that includes the projects found in the adopted Subarea Capital Facilities Plan were developed by the city staff based on community-wide input and the other elements of this Comprehensive Plan. The following criteria were applied in developing the final listing of proposed projects:

- **Service Considerations:** Safety, Health and Welfare Factors, Environmental Impact, Effect on Quality of Service;
- **Economic Considerations:** Potential for Financing, Impact on Future Operating Budgets, Timeliness of Opportunity, Benefit to Economy and Tax Base;
- **Feasibility Considerations:** Legal Mandates, Citizen Support, Staff Availability; and
- **Consistency Considerations:** Goals and Objectives in Other Elements of this Plan, Linkage to Other Planned Projects, Plans of Other Jurisdictions, County-Wide Planning Policies.

Cost estimates in this element are presented in [2016-2019](#) dollars and were derived from various federal and state documents, published cost estimates, records of past expenditures and information from private contractors.

## **FUTURE NEEDS AND ALTERNATIVES**

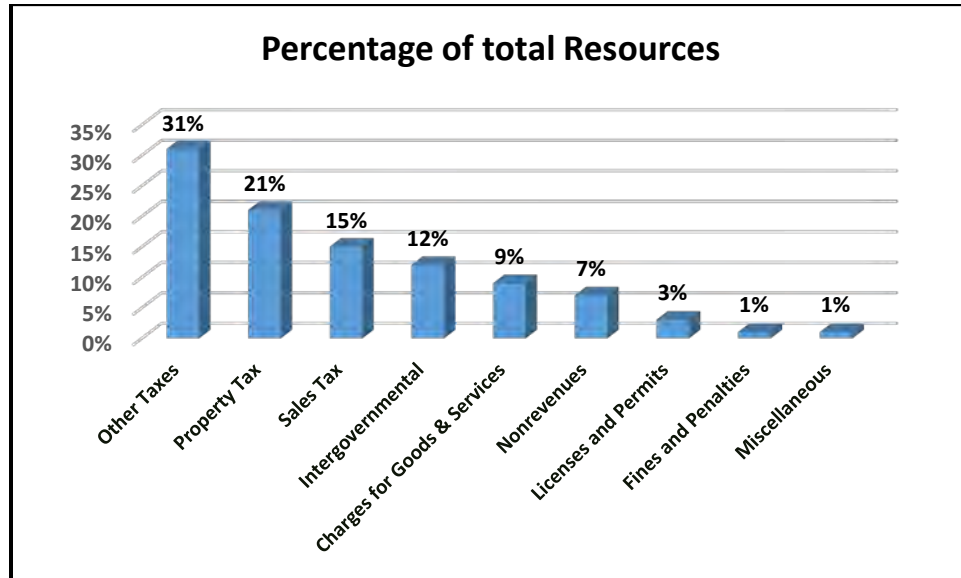
### **Current Revenue Sources**

The largest single source of non-restricted revenue for the city is the *ad valorem* property tax, which generally accounts for 20 percent of city revenue. The city's assessment for this tax is usually set at the maximum rate. Figure 9.2 depicts the distribution of revenue sources for the city.



## Chapter 9 – Capital Facilities

**FIGURE 9.2 – Source of Existing City Resources, Average 2014**



### FINANCIAL RESOURCES

To ensure that the city is using the most effective means of collecting revenue, the city inventoried the various sources of funding currently available. Financial regulations and available mechanisms are subject to change; furthermore, changing market conditions influence the city's choice of financial mechanism. Therefore, the city should periodically review the impact and appropriateness of its financing system. The following list of sources includes all major financial resources available and is not limited to those sources which are currently in use or will be used in the six-year schedule of improvements.

#### Debt Financing

**Short-Term Borrowing:** The high cost of many capital improvements requires local governments to occasionally use short-term financing through local banks.

**Revenue Bonds:** These bonds are financed by those benefiting from the capital improvement. The debt is retired using charges collected from the users of public facilities such as sewer systems and electrical power plants. Interest rates tend to be higher than for general obligation bonds and issuance of the bonds may be approved without a voter referendum.

**Industrial Revenue Bonds:** Bonds issued by a local government, but actually assumed by companies or industries that use the revenue for construction of plants or facilities. The attractiveness of these bonds to industry is that they carry comparatively low interest rates



## **Chapter 9 – Capital Facilities**

due to their tax-exempt status. The advantage to the jurisdiction is the private sector is responsible for retirement of the debt.

**General Obligation Bonds:** Bonds backed by the value of the property within the jurisdiction. Voter-approved bonds increase property tax rates and dedicate the increased revenue to repay bondholders. Councilmanic bonds do not increase taxes and are repaid with general revenues. Revenue may be used for new capital facilities, or maintenance and operations of existing facilities. This debt should be used for projects that benefit the city as a whole.

### Local Multi-Purposes Levies

**Ad Valorem Property Taxes:** Tax rate in millions (1/10 cent per dollars of taxable value). The maximum rate is \$3.60 per \$1,000 assessed valuation. The city is prohibited from raising its levy more than 1 percent of the previous year's amount levied before adjustments, new construction and annexation. A temporary or permanent access levy may be assessed with voter approval. Revenue may be used for new capital facilities, or maintenance and operations of existing facilities.

### Local Single Purpose Levies

**Emergency Medical Services Tax:** The EMS tax is a property tax levy of \$0.50 for emergency medical services. Revenue may be used for new capital facilities, or maintenance and operations of existing facilities. The city's EMS service are currently provided by the Lake Stevens Fire District.

**Motor Vehicle Fuel Tax:** This tax is paid by gasoline distributors and distributed by the Department of Licensing. Revenues must be spent for highway (city streets, county roads and state highways) construction, maintenance or operations; policing of local roads; or related activities.

**Local Option Fuel Tax:** This is a countywide voter approved tax equivalent to 10 percent of Statewide Motor Vehicle Fuel Tax and a special fuel tax of 2.3 cents per gallon. Revenue is distributed to the city on a weighed per capita basis. Revenues must be spent for highway (city streets, county roads and state highways) construction, maintenance or operations; policing of local roads; or highway-related activities.



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### Local Non-Levy Financing Mechanisms

**Reserve Funds:** Revenue that is accumulated in advance and earmarked for capital improvements. Sources of funds can be surplus revenues, funds in depreciation reserves or funds resulting from the sale of capital assets.

**Fines, Forfeitures and Charges for Services:** This includes various administrative fees and user charges for services and facilities operated by the jurisdiction. Examples are franchise fees, sales of public documents, property appraisal fees, fines, forfeitures, licenses, permits, income received as interest from various funds, sale of public property, rental income and all private contributions to the jurisdiction. Revenue from these sources may be restricted in use.

**User Fees, Program Fees and Tipping Fees:** Fees or charges for using park and recreational facilities, solid waste disposal facilities, sewer services, water services, surface water drainage facilities. Fees may be based on measure of usage, a flat rate or design features. Revenues may be used for new capital facilities, or maintenance and operations of existing facilities.

**Street Utility Charge:** Fee up to 50 percent of actual costs of street construction, maintenance and operations charged to businesses and households. The tax requires local referendum. The fee charged to businesses is based on the number of employees and cannot exceed \$2.00 per employee per month. Owners or occupants of residential property are charged a fee per household that cannot exceed \$2.00 per month. Both businesses and households must be charged. Revenue may be used for activities such as street lighting, traffic control devices, sidewalks, curbs, gutters, parking facilities and drainage facilities.

**Special Assessment District:** District created to service entities completely or partially outside of the jurisdiction. Special assessments are levied against those who directly benefit from the new service or facility. This includes Local Improvement Districts, Road Improvement Districts, Utility Improvement Districts and the collection of development fees. Funds must be used solely to finance the purpose for which the special assessment district was created.

**Special Purpose District:** District created to provide a specified service. Often the district will encompass more than one jurisdiction. This includes districts for fire facilities, hospitals, libraries, metropolitan parks, airports, ferries, parks and recreation facilities, cultural arts, stadiums and convention centers, sewers, water flood controls, irrigation and cemeteries. Voter approval is required for airport, parks and recreation and cultural arts, stadium and convention districts. District has authority to impose levies or charges. Funds must be used solely to finance the purpose for which the special purpose district was created.





## **Chapter 9 – Capital Facilities**

**Transportation Benefit Districts:** Chapter 36.73 RCW enables cities and counties to create transportation benefit districts in order to finance and carry out transportation improvements necessitated by economic development and to improve the performance of the transportation system.

**Lease Agreements:** Agreement allowing the procurement of a capital facility through lease payments to the owner of the facility. Several lease packaging methods can be used. Under the lease-purchase method the capital facility is built by the private sector and leased back to the local government. At the end of the lease, the facility may be turned over to the municipality without any future payment. At that point, the lease payments will have paid the construction cost plus interest.

**Privatization:** Privatization is generally defined as the provision of a public service by the private sector. Many arrangements are possible under this method ranging from a totally private venture to systems of public/private arrangements, including industrial revenue bonds.

**Impact Fees:** These fees are paid by new development based upon its impact to the delivery of services. Impact fees must be used for capital facilities needed by growth, not for current deficiencies in levels of service, and cannot be used for operating expenses. These fees must be equitably allocated to the specific entities which will directly benefit from the capital improvement and the assessment levied must fairly reflect the true costs of these improvements. Impact fees may be imposed for public streets and roads, publicly owned parks, open space and recreational facilities, school facilities and fire protection facilities (in jurisdictions that are not part of a fire district).

**Storm Drainage Utility Charge:** Utility district created to specifically provide storm and drainage management, maintenance and operation. Fees would be levied against properties receiving benefit of storm water management.

### State Grants and Loans

**Community Development Block Grant (CDBG):** Grant funds available for public facilities, economic development, housing and infrastructure projects which benefit low and moderate income households. Grants distributed by the Department of Community Development primarily to applicants who indicate prior commitment to project. Revenue restricted in type of project and may not be used for maintenance and operations.

**Community Economic Revitalization Board:** Low-interest loans (rate fluctuates with State bond rate) and occasional grants to finance infrastructure projects for a specific private sector development. Funding is available only for projects which will result in specific private developments or expansions in manufacturing and businesses that support the trading of goods and services outside of the State's borders. Projects must create or retain





## **Chapter 9 – Capital Facilities**

jobs. Funds are distributed by the Department of Trade and Economic Development primarily to applicants who indicate prior commitment to project. Revenue restricted in type of project and may not be used for maintenance and operations.

**Public Works Trust Fund (PWTF):** Low interest loans to finance capital facility construction, public works emergency planning and capital improvement planning. To apply for the loans the city must have a capital facilities plan in place and must be levying the original 1/4 real estate excise tax. Funds are distributed by the Department of Community Development. Loans for construction projects require matching funds generated only from local revenues or state shared entitlement revenues. PWTF revenues may be used to finance new capital facilities, or for maintenance and operations of existing facilities.

**Federal Project Grants (LWCF):** Federal monies are available for the acquisition and construction of outdoor park facilities from the National Park Service's (NPS) Land and Water Conservation Fund (LWCF). The grants are administered by the Washington State Recreation and Conservation Office (RCO).

NPS grants usually do not exceed \$150,000 per project and must be matched on an equal basis by the local jurisdiction. The RCO assigns each project application a priority on a competitive statewide basis according to each jurisdiction's need, population benefit, natural resource enhancements and a number of other factors. In the past few years, project awards have become extremely competitive as the federal government has significantly reduced the amount of federal monies available under the NPS program. The state has increased contributions to the program over the last few years using a variety of special funds, but the overall program could be severely affected by pending federal deficit-cutting legislation.

Applicants must submit a detailed comprehensive park and recreation plan to be eligible for NPS funding. The plan must demonstrate facility need and prove that the city's project proposal will adequately satisfy local park and recreation needs and interests. This Comprehensive Plan functions as the city's detailed park and recreation plan for such grant purposes (See Chapter 5).

**State Project Grants (ALEA):** Washington State created a number of new programs in recent years for park and recreation development purposes using special state revenue programs. Recently enacted programs include the 1985 Aquatic Lands Enhancement Act (ALEA) using revenues obtained by the Washington Department of Natural Resources from the lease of state owned tidal lands. The ALEA program is administered by RCO for the development of shoreline-related trail improvements and may be applied for the full cost of the proposal.

**Urban Arterial Trust Account (UATA):** Revenue available for projects to alleviate and prevent traffic congestion. Entitlement funds are distributed by the State Transportation Improvement Board (STIB) subject to UATA guidelines and with a 20 percent local matching requirement. Revenue may be used for capital facility projects to alleviate roads that are



## **Chapter 9 – Capital Facilities**

structurally deficient, congested with traffic, or have accident problems.

**Transportation Improvement Account:** Revenue available for projects to alleviate and prevent traffic congestion caused by economic development or growth. Entitlement funds are distributed by the State Transportation Improvement Board with a 20 percent local match requirement. For cities with a population of less than 500 the entitlement requires only a 5 percent local match. Revenue may be used for capital facility projects that are multi-modal and involve more than one agency.

**Centennial Clean Water Fund:** Grants and loans for the design, acquisition, construction and improvement of Water Pollution Control Facilities and related activities to meet state and federal water pollution control requirements. Grants and loans are distributed by the Department of Ecology with a 50-25 percent matching share. Use of funds limited to planning, design and construction of Water Pollution Control Facilities, storm water management, ground water protection and related projects.

**Water Pollution Control State Revolving Fund:** Low interest loans and loan guarantees for water pollution control projects. Loans distributed by the Department of Ecology. Applicant must show water quality need, have a facility plan for treatment works and show a dedicated source of funding for repayment.

**Washington State Recreation and Conservation Office:** Provides leadership, grant funding and technical assistance for the building of trails, parks, boating facilities, water access and more. Office administers 12 grant programs for providing recreation, conserving habitat, measuring farmland and recovering salmon. Applicants must complete a planning process before applying for funding. Most grants require either a cash or in-kind contribution of up to 50 percent of the cost of the project.

### Federal Grants and Loans

**Federal Aid Bridge Replacement Program:** Funds available with a 20 percent local matching requirement for replacement of structurally deficient or obsolete bridges. Funds are distributed by the Washington State Department of Transportation on a statewide priority basis. Therefore, the bridge must be on the State of Washington Inventory of Bridges.

**Federal Aid Safety Programs:** Revenue available for improvements at specific locations which constitute a danger to vehicles or pedestrians as shown by frequency of accidents. Funds are distributed by Washington State Department of Transportation from a statewide priority formula and with a 10 percent local match requirement.



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**Federal Aid Emergency Relief:** Revenue available for restoration of roads and bridges on the federal aid system which are damaged by extraordinary natural disasters or catastrophic failures. Local agency declares an emergency and notifies Division of Emergency Management, upon approval entitlement funds are available with a 16.87 percent local matching requirement.

**Department of Health Water Systems Support:** Revolving, low-interest loans for upgrading existing small water systems, ensuring effective management and achieving maximum conservation of safe drinking water. Grants distributed by the State Department of Health through intergovernmental review.

**Intermodal Surface Transportation Efficiency Act (ISTEA):** ISTEA (referred to as "ice tea") provides funding to the State for transportation oriented projects. Several federal programs were combined to create one umbrella program. Separate areas of funding are made available through Washington State Department of Transportation (WSDOT) or the Puget Sound Regional Council (PSRC) focusing on motor vehicles, bicycles, pedestrians, carpooling, HOV lanes, commuter trains, bridges, highway safety, environmental and "enhancement" projects. Grants are generally awarded on a competitive basis within the County, Puget Sound region or the State.

## **CAPITAL FACILITY STRATEGIES**

In order to realistically project available revenues and expected expenditures on capital facilities, the city must consider all current policies that influence decisions about the funding mechanisms, as well as policies affecting the city's obligation for public facilities. The most relevant of these are described below. These policies along with the goals and policies articulated in the other elements of the Comprehensive Plan were the basis for the development of various funding scenarios. Any variations from the current policies in the development of the six-year Capital Improvement Plan Table 9.2 were incorporated into the goals and policies of the Comprehensive Plan.

### Mechanisms to Provide Capital Facilities

**Increase Local Government Appropriations:** The city will investigate the impact of increasing current taxing rates and will actively seek new revenue sources. In addition, on an annual basis the city will review the implications of the current tax system as a whole.

**Analysis of Debt Capacity:** Generally, Washington State law permits a city to ensure a general obligation bonded debt equal to 1.5 percent of its property valuation without voter approval. By a 60 percent majority vote of its citizens, a city may assume an additional general obligation bonded debt of 1 percent, bringing the total for general purposes up to 2.5 percent of the value of taxable property. The value of taxable property is defined by law as



## **Chapter 9 – Capital Facilities**

being equal to 100 percent of the value of assessed valuation. For the purpose of supplying municipally-owned electric, water or sewer service, and with voter approval, a city may incur another general obligation bonded debt equal to 2.5 percent of the value of taxable property. At the current time, the city of Lake Stevens does not supply these services; however, the city has an interest in where the utility purveyors invest in infrastructure. With voter approval, cities may also incur an additional general obligation bonded debt equal to 2.5 percent of the value of taxable property for parks and open space. Thus, under State law, the maximum general obligation bonded debt which a city may incur cannot exceed 7.5 percent of the assessed property valuation.

Municipal revenue bonds are not subject to a limitation on the maximum amount of debt which can be incurred. These bonds have no effect on the city's tax revenues because they are repaid from revenues derived from the sale of services.

The city of Lake Stevens has used general obligation bonds and municipal revenue bonds very infrequently. Therefore, under state debt limitations, it has ample debt capacity to issue bonds for new capital improvement projects as shown in Table 9.3. However, the city does not currently have policies in place regarding the acceptable level of debt and how that debt will be measured.

The city has developed the 20-year Capital Facilities Program to address future growth plans and anticipates new development will pay a proportionate share of impacts to meet concurrency requirements.

***User Charges and Connection Fees:*** User charges are designed to recoup the costs of public facilities or services by charging those who benefit from such services. As a tool for affecting the pace and pattern of development, user fees may be designed to vary for the quantity and location of the service provided. Thus, charges could be greater for providing services further distances from centers.

***Mandatory Dedications or Fees in Lieu of:*** The jurisdiction may require, as a condition of plat approval, that subdivision developers dedicate a certain portion of the land in the development to be used for public purposes, such as roads, parks, or schools. Dedication may be made to the local government or to a private group. When a subdivision is too small or because of topographical conditions a land dedication cannot reasonably be required, the jurisdiction may require the developer to pay an equivalent fee in lieu of dedication.

The provision of public services through subdivision dedications not only makes it more feasible to serve the subdivision, but may make it more feasible to provide public facilities and services to adjacent areas. This tool may be used to direct growth into certain areas.



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**Table 9.3 – Limitation of Indebtedness**

| I. INDEBTEDNESS FOR GENERAL PURPOSES WITHOUT A VOICE OF THE PEOPLE                |       |  |                |                        |                               |
|---|-------|--|----------------|------------------------|-------------------------------|
| Councilmanic: Legal Limit 1.5% of taxable property                                |       |  | Capacity       | Less Outstanding       | Remaining Debt Capacity       |
| 1.5% times 2,375,391,203 equals   |       |  | 35,630,868     | 4,607,704              | 31,023,164                    |
| II. INDEBTEDNESS FOR GENERAL PURPOSES WITH A 3/5 VOTE OF THE PEOPLE               |       |  |                |                        |                               |
| Councilmanic: Legal Limit 2.5% of taxable property                                |       |  | Capacity       | Less Outstanding       | Remaining Debt Capacity       |
| 2.5% times 2,375,391,203 equals   |       |  | 59,384,780     | 0                      | 59,384,780                    |
| I & II. TOTAL INDEBTEDNESS FOR GENERAL PURPOSES                                   |       |  |                |                        |                               |
| Councilmanic: Legal Limit 2.5% of taxable property                                |       |  | Capacity       | Less Outstanding       | Remaining Debt Capacity       |
| 2.5% times 2,375,391,203 equals   |       |  | 59,384,780     | 4,607,704              | 54,777,076                    |
| III. INDEBTEDNESS FOR CITY UTILITY PURPOSES WITH A 3/5 VOTE OF THE PEOPLE         |       |  |                |                        |                               |
| Councilmanic: Legal Limit 2.5% of taxable property                                |       |  | Capacity       | Less Outstanding       | Remaining Debt Capacity       |
| 2.5% times 2,375,391,203 equals   |       |  | 59,384,780     | 0                      | 59,384,780                    |
| IV. INDEBTEDNESS FOR OPEN SPACE AND PARK FACILITIES WITH A 3/5 VOTE OF THE PEOPLE |       |  |                |                        |                               |
| Councilmanic: Legal Limit 2.5% of taxable property                                |       |  | Capacity       | Less Outstanding       | Remaining Debt Capacity       |
| 2.5% times 2,375,391,203 equals   |       |  | 59,384,780     | 0                      | 59,384,780                    |
| TOTAL   | 7.50% |  | TOTAL CAPACITY | TOTAL LESS OUTSTANDING | TOTAL REMAINING DEBT CAPACITY |
|   |       |  | 178,154,340    | 4,607,704              | 173,546,636                   |



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**Negotiated Agreement:** Agreement whereby a developer studies impact of development and proposes mitigation for city's approval. These agreements rely on the expertise of the developer to assess the impacts and costs of development. Such agreements are enforceable by the jurisdiction. The negotiated agreement will require lower administrative and enforcement costs than impact fees.

**Impact Fees:** Impact fees may be particularly useful for a community that is facing rapid growth and with existing residents desiring to minimize the impacts to the existing levels of service.

### Obligation to Provide Capital Facilities

**Coordination with Other Public Service Providers:** Local goals and policies as described in the other Comprehensive Plan elements are used to guide the location and timing of development. However, many local decisions are influenced by state agencies, special purpose districts and utilities that provide public facilities within the city of Lake Stevens. The planned capacity of public facilities operated by other entities is essential not only for the location and timing of public services, but also in the financing of such services and for the community to realize infrastructure and growth sustainability.

The city's plan for working with the natural gas, electric and telecommunication providers is detailed in the Public Services and Utilities Element Chapter 8. This Plan includes policies for sharing information and a procedure for negotiating agreements for provision of new services in a timely manner.

The Level of Service Standards for other public service providers such as school districts, sewer provider and private water providers are addressed in their respective Capital Facility programs. The city's policy is to exchange information with these entities and to provide them with the assistance they need to ensure that public services are available and that the quality of the service is maintained.

**Level of Service Standards:** Level of service standards are an indicator of the extent or quality of service provided by a facility that are related to the operational characteristics of the facility. They are a summary of existing or desired public service conditions. The process of establishing level of service standards requires the city to make quality of service decisions explicit. The types of public services for which the city has adopted level of service standards will be improved to accommodate the impacts of development and maintain existing service in a timely manner with new development.

Level of service standards will influence the timing and location of development, by clarifying which locations have excess capacity that may easily support new development and by delaying new development until it is feasible to provide the needed public facilities.



## Chapter 9 – Capital Facilities

**TABLE 9.4 – LEVEL OF SERVICE STANDARDS**

| FACILITY                                | ADOPTED LOS  |
|---|--|
| <b>Streets and Roads</b>                |  |
| Major and Minor Arterials               | LOS E  |
| Collector Roadways                      | LOS E  |
| Local Access Roadways                   | LOS C  |
| SR9, SR204 and SR92*                    | LOS set by Puget Sound Region Council                    |
| Transit*                                | Coordination with Community Transit                      |
| <b>Domestic Water*</b>                  |  |
| Domestic Supply                         | 100 per capita per day - Adopted by Snohomish County PUD |
| Commercial                              | Adopted by Snohomish County PUD                          |
| <b>Fire Flow</b>                        |  |
| Domestic and Commercial                 | Per IFC  |
| <b>Sewer</b>                            |  |
| Residential & Equivalent Commercial*    | 70 gallons per capita per day                            |
| <b>Schools*</b>                         |  |
| Early Learning                          | State mandated LOS                                       |
| K-5                                     | State mandated LOS                                       |
| 6-8                                     | State mandated LOS                                       |
| 9-12                                    | State mandated LOS                                       |
| Home School Program                     | State mandated LOS                                       |
| <b>Fire Protection*</b>                 |  |
| Fire Response                           | COORDINATE WITH Lake Stevens FD                          |
| Medical Response                        | COORDINATE WITH Lake Stevens FD                          |
| <b>Law Enforcement</b>                  |  |
| Emergency Response                      | 3 – 4 minutes  |
| Non-emergency Response                  | 6 – 10 minutes   |
| <b>Parks, Recreation and Open Space</b> |  |
| Community Parks                         | > 10 acres, within 2.5 miles                             |
| Neighborhood Parks                      | ≤ 10 acres, within 1 mile                                |
| Mini-Parks                              | ≤ 1 acre, within ½ mile residential or commercial        |
| School Parks                            | Varies   |
| Special Use Parks & Facilities          | Varies   |
| Trails & Pedestrian Facilities          | Varies, within 1 mile of residential                     |
| Open space                              | Varies   |
| <b>Libraries*</b>                       |  |
| Building                                | Coordinated with Sno-Isle Library District               |
| <b>Solid Waste*</b>                     |  |
| Residential                             | 3.3 pounds per capita per day                            |
| <b>Other Government Services</b>        |  |
| Building                                | Varies   |

\*City considers and adopts special purpose district Capital Planning Document





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In addition, to avoid over extending public facilities, the provision of public services may be phased over time to ensure that new development and projected public revenues keep pace with public planning. The city has adopted a level of service standard for six public services. The specific standards are identified in Chapters 5, 7 and 8 and summarized in Table 9.4 below.

***Concurrency Management System Ordinance:*** The city adopted a concurrency implementation ordinance which contains procedures for reviewing proposed development within the city based on the available capacity of public facilities coupled with the adopted Level of Service standard for them.

### Methods for Addressing Shortfalls

The city will not be able to finance all proposed capital facility projects, therefore, it has clearly identified the options available for addressing shortfalls and how these options will be exercised. The city evaluates capital facility projects on both an individual basis and a system-wide basis. In deciding how to address a particular shortfall the city will balance the equity and efficiency considerations associated between each of these options.

When the city identifies a potential shortfall, the city may address it by increasing revenue, examining and adjusting levels of service as appropriate, look for additional creative, cost effective solutions for constructing the facility, use a phasing solution to implement the facility construction and/or other methods as appropriate.

### Six-Year Capital Improvement Plan

#### **Financial Assumptions**

The following assumptions about future operating conditions in the local government and market conditions were used in the development of the six-year Capital Improvement Plan Table 9.2:

- The city will maintain its current fund accounting system to handle its financial affairs.
- The cost of running the local government will continue to increase due to inflation and other factors, while revenues will decrease.
- New revenue sources, including new taxes, may be necessary to maintain and improve city services and facilities.
- Significant capital investment is needed to maintain, repair and rehabilitate the city's aging infrastructure and to accommodate future growth.
- Public investment in capital facilities is the primary tool of local government to



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support and encourage economic growth.

- A comprehensive approach to review, consider and evaluate capital funding requests is needed to aid decision-makers and citizenry in understanding the capital needs of the city.
- Special purpose districts will cooperate and coordinate in the city's approach to capital facility planning to ensure growth is guided as directed.

In accordance with the existing accounting system, financial transactions are recorded in individual "fund" accounts. Capital improvements will be financed through the following funds:

- General Fund
- Capital Improvement Fund
- Transportation Improvement Fund
- Enterprise Fund

## **PROJECTED REVENUES**

### Projected Tax Base

The city's tax base was projected to increase at a 1 percent annual rate of growth for the adjusted taxable value of property (including new construction). The assessment ratio is projected to remain stable at 100 percent. This is important to the overall fiscal health of the city; however, capital improvements are also funded through non-tax resources.

### Revenue by Fund

**General Fund:** This is the basic operating fund for the city, however, historically a number of capital improvements have been financed through this fund. Ad valorem tax yields were projected using the current tax rate and the projected 1 percent annual rate of growth for the city's assessed valuation. The General Fund will generally be allocated 72 percent of the annual tax yield from ad valorem property taxes. Sales tax projection estimates are based on historical trend data and increase approximately 1 percent per year.

**Transportation Funds:** Expenditures from these funds include direct annual outlays for capital improvement projects as well as the operating expenditures of the Street Fund. The revenues in this fund represent total receipts from state and local gas taxes. The projection estimates are based on state projections for gasoline consumption, current state gas tax revenue sharing methodologies and continued utilization of local option gas taxes at current levels. This fund also includes state and federal grant monies dedicated to transportation improvements.



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**Capital Improvement Funds:** These revenues are committed to annual debt service and capital projects. The revenues in this fund represent continued capture of the real estate excise tax revenues necessary to meet annual debt service obligations on outstanding general obligation bonds.

**Enterprise Fund:** The revenue in this fund is used for the annual capital, debt service and operating expenditures for services that are operated and financed similar to private business enterprises. The projected revenues depend upon income from user charges, bond issues, state or federal grants and carry-over reserves.

Table 9.5 indicates the expected revenue available to the city to finance capital improvements and related operation and maintenance costs for the years 2015-2020.

Revenue amounts projected are based on past trends.

**Table 9.5 – Revenue Projections Affecting Capital Improvements (Thousands)**

~~2015~~

| FUNDS                                  | 2015         | 2016         | 2017         | 2018         | 2019         | 2020         |
|--|--------------|--------------|--------------|--------------|--------------|--------------|
| <b>General Fund</b>                    | 9,229        | 8,741        | 8,696        | 8,789        | 8,878        | 8,985        |
| Total General                          | <b>9,229</b> | <b>8,741</b> | <b>8,696</b> | <b>8,789</b> | <b>8,878</b> | <b>8,985</b> |
| <b>Street Fund</b>                     | 2,155        | 2,209        | 2,264        | 2,321        | 2,379        | 2,438        |
| Total Transportation                   | <b>2,155</b> | <b>2,209</b> | <b>2,264</b> | <b>2,321</b> | <b>2,379</b> | <b>2,438</b> |
| <b>Storm Water Management</b>          | 1,545        | 1,560        | 1,576        | 1,592        | 1,608        | 1,624        |
| Total Proprietary                      | <b>1,545</b> | <b>1,560</b> | <b>1,576</b> | <b>1,592</b> | <b>1,608</b> | <b>1,624</b> |
| <b>CIP - Development Contributions</b> | 315          | 99           | 28           | 28           | 28           | 28           |
| <b>REET</b>                            | 804          | 614          | 620          | 626          | 633          | 639          |
| <b>Sidewalk Capital Project</b>        | -            | -            | -            | -            | -            | -            |
| Total Capital Project                  | <b>1,119</b> | <b>713</b>   | <b>648</b>   | <b>654</b>   | <b>661</b>   | <b>667</b>   |

### Plan Implementation and Monitoring

#### **Projected Expenditures**

For the purpose of this fiscal assessment, projected capital expenditures have been aggregated to include:



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- The direct cost of scheduled capital improvement projects presently underway;
- Capital improvement debt service expenditures for outstanding and planned bond issues; and
- The direct cost of capital facilities in Table 9.1.

These expenditures represent additional costs to maintain adopted level of service standards under projected growth conditions.

The Six-Year Schedule of Funded Improvements referred to as the 6-Year CIP (Table 9.2) is the mechanism by which the city can stage the timing, location, projected cost and revenue sources for the capital improvements identified for implementation in the other Comprehensive Plan Elements. The Six-Year Schedule of Funded Improvements is economically feasible within the target revenues discussed in the preceding sections of this element entitled Inventory and Analysis.

Table 9.1 lists the capital facilities by type and provides estimates of project costs by year. The distribution among years matches the years in which capital improvement work is planned in order to achieve or maintain the adopted Level of Service standards and measurable objectives for various public facilities.

The capital improvement projects listed in Table 9.2 are inclusive of all anticipated capital improvements as assessed by city departments for the six year planning period.

### **Monitoring and Evaluation**

Monitoring and evaluation are essential in ensuring the effectiveness of the Capital Facilities Program Element. This element will be regularly reviewed and amended to verify that fiscal resources are available to provide public facilities needed to support adopted LOS standards and measurable objectives. The review will reevaluate the following considerations in order to determine their continued appropriateness:

1. Any needed changes to costs, revenue sources, acceptance of dedicated facilities, or the date of construction of any facility enumerated in the element.
2. The Capital Facilities Element's continued consistency with the other elements and its support of the Land Use Element.
3. The priority assignment for addressing public facility deficiencies.
4. The city's progress in reducing or eliminating deficiencies.
5. The criteria used to prioritize capital improvement projects.
6. The city's effectiveness in maintaining the adopted LOS standards and achieving measurable objectives.



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7. The city's effectiveness in reviewing the impacts of plans and programs of state agencies that provide public facilities with the city's jurisdiction.
8. The effectiveness of impact fees and dedications for assessing the degree to which new development pays for its impacts.
9. The impacts of special districts and any regional facility and service provision upon the city's ability to maintain its adopted LOS standards or to achieve its measurable objectives.
10. Success of securing grants or private funds to finance capital improvements.
11. Capital improvements needed for the latter part of the planning period for update of the Six-Year Schedule of Improvements.
12. Concurrency status.

### Analysis of Infrastructure

#### **Capacity of Infrastructure**

**City Hall Facilities/Library Building:** As the city organization has grown through annexation, so has the need for larger, updated facilities. In 2008 the city purchased property at the edge of downtown on Grade Road, north of the current Police Station, for the purposes of a civic campus. Sno-Isle Regional Library System and the city are coordinating the opportunity to jointly locate on this property and seek funding for new facilities.

**Water System:** The quality of the water provided by the PUD is good and the service meets present needs, with each household using approximately 300 gallons of water per day. Relying on standards developed for previous water supply plans, the city has decided to adopt 100 gallons of water per capita per day as a level of service standard.

Provision of water to future development not only depends on capacity, but also on design considerations. The PUD anticipates having enough capacity to serve the projected population; however, the costs of providing this service will vary significantly due to design. The PUD will also need to carefully consider the impact of very large industrial developments.

**Wastewater Disposal Facilities:** The city of Lake Stevens and the Lake Stevens Sewer District have a combined sewer system currently operated by the Sewer District. The Sewer District completed construction of a new wastewater treatment plant to serve the larger population in the city and the urban growth boundary for the planning period. The plant is capable of expansion to service additional needs beyond 2035.

There are few homes still on septic within the city and most of these do not pose a health threat. If such a threat becomes imminent, city ordinance does allow the city to mandate that



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a home with a failing septic system and within 300 feet of a sewer line be hooked up to the system. Most new homes being built are on the sewer system, as the minimum parcel size for a septic system to be used is 12,500 square feet.

***Solid Waste Disposal:*** The County anticipates that it will have adequate landfill capacity during this planning period, especially since most jurisdictions have or are initiating a curbside recycling program. The city has a mandatory garbage and recycling program.

***Medical and Emergency Facilities:*** The city is adequately served by Providence Hospitals. EMS services are provided by the Lake Stevens Fire Prevention District No.8.

***Police and Fire Protection:*** The provision of safe, commercial and industrial areas improves the quality of life for current residents and makes the city more attractive for new residents and businesses. As specified in Public Services and Utilities Element Chapter 7, the Police Department will strive for a level of service that maintains an Emergency Response Time of 3 to 4 minutes and a non-emergency response time of 6 to 10 minutes. Periodic staffing review will ensure the level of service is being met.

***Public Education Facilities:*** To meet the demand generated by growth, the Lake Stevens School Districts' capital facilities plan calls for construction of two new elementary schools and a middle school in that time frame.

***Library:*** Current library space is undersized to serve the existing library service area. The city is currently working with Sno-Isle Regional Library on a joint location for a new facility.

***Transportation Facilities:*** Various types of land uses will need different types of transportation and will place different demands on the transportation system. Residential areas need access to centers of employment; commercial and industrial enterprises need access to supplier and consumer markets; and transportation corridors are often used to extend public services and utilities. This plan projects future transportation needs according to the Land Use Plan and recent annexations.

***Parks:*** Chapter 5 is the Parks, Recreation and Open Space Element, which establishes specific goals and policies to guide decision-making and contains a detailed needs assessment for planning, acquisition, development and improvement of facilities and lands. The needs assessment provides the framework for the capital parks and recreation projects identified in Table 9.1.

### **GOALS AND POLICIES**

**GOAL 9.1 THE CITY WILL STRIVE TO BE A SUSTAINABLE COMMUNITY AROUND THE LAKE WITH UNSURPASSED INFRASTRUCTURE FOR AN EXCEPTIONAL QUALITY OF LIFE.**



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### Policies

- 9.1.1 Ensuring good fiscal stewardship.
- 9.1.2 Using smart growth principles to understand how the city's planned growth pattern affects the investments that will be needed, and investing in where new growth should occur.
- 9.1.3 Expertly planning for the short and long term costs to support infrastructure expenditures and leave a quality legacy.

### **GOAL 9.2 PROVIDE PUBLIC FACILITIES IN A MANNER WHICH PROTECTS INVESTMENTS IN, AND MAXIMIZES USE OF, EXISTING FACILITIES AND PROMOTES ORDERLY COMPACT URBAN GROWTH.**

### Policies

- 9.2.1 Capital improvements shall be provided to correct existing deficiencies, to replace worn out or obsolete facilities and to accommodate desired future growth.
- 9.2.2 Capital improvement projects identified for implementation in this Plan and at a cost of at least \$10,000 shall be included in the Six-Year Schedule of Improvement. Capital improvements with a cost of less than \$10,000 should be reviewed for inclusion in the six-year Capital Improvement Program and the annual capital budget.
- 9.2.3 Proposed capital improvement projects shall be evaluated and prioritized in consideration of the following criteria:
  - a. Need exists to correct existing deficiencies, replace facilities, or to provide for growth;
  - b. Elimination of public hazards;
  - c. Elimination of capacity deficits;
  - d. Financial feasibility;
  - e. Site needs based on projected growth patterns;
  - f. Environmental impacts;
  - g. New development and redevelopment;
  - h. Plans of state agencies; and
  - i. Local budget impact including costs for operations and maintenance.





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### **GOAL 9.3 DEVELOPMENT SHALL BEAR ITS FAIR SHARE OF COSTS OF PROVIDING PUBLIC FACILITIES AT THE ADOPTED LEVELS OF SERVICE.**

#### Policies

- 9.3.1 Transportation and park impact fees shall be sufficient to pay the fair share of improvement costs necessitated by new development.
- 9.3.2 Appropriate funding mechanisms for developments' contribution of a fair share of other public facility improvements [such as recreation, drainage and solid waste] will be considered for implementation as the city develops them.

### **GOAL 9.4 PROVIDE NEEDED CAPITAL IMPROVEMENTS TO MAINTAIN ADOPTED LEVELS OF SERVICE.**

#### Policies

- 9.4.1 The city shall continue to adopt an annual capital budget and a six-year capital improvement program as part of its budgeting process.
- 9.4.2 Debt shall be managed so that city general obligation debt will not exceed debt limitations set by state law and the city's ability to pay. There are no limits placed on revenue bonds other than the ability to pay.
- 9.4.3 Efforts shall be made to secure grants or private funds whenever available to finance the provision of capital improvements.
- 9.4.4 Fiscal policies to direct expenditures for capital improvements will be consistent with other Comprehensive Plan Elements.

### **GOAL 9.5 COORDINATE LAND USE DECISIONS AND FINANCIAL RESOURCES WITH A SCHEDULE OF CAPITAL IMPROVEMENTS TO MEET ADOPTED LEVEL OF SERVICE STANDARDS, MEASURABLE OBJECTIVES.**

#### Policies

- 9.5.1 Certain public facilities and services needed to support development shall be available concurrent with the development. The city shall adopt a concurrency program subject to concurrency requirements which shall include transportation, parks and sanitary sewer. The city will consider in the future the feasibility of implementing concurrency for stormwater and potable water.



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- 9.5.2 The city will support and encourage the joint development and use of cultural and community facilities with other governmental or community organizations in areas of mutual concern and benefit.
- 9.5.3 The city will emphasize capital improvement projects, which promote the conservation, preservation or revitalization of commercial, industrial and residential areas in Lake Stevens.
- 9.5.4 Proposed Plan amendments and requests for new development or redevelopment shall be evaluated according to the following guidelines as to whether the proposed action would:
- a. Contribute to a condition of public hazards;
  - b. Exacerbate any existing condition of public facility capacity deficits;
  - c. Generate public facility demands that exceed capacity increase planning in the Six-Year Schedule of Improvements;
  - d. Conform to future land uses as shown on the future land use map of the Land Use Element;
  - e. Accommodate public facility demands based upon adopted LOS standards and attempts to meet specified measurable objectives, when public facilities are developer-provided;
  - f. Demonstrate financial feasibility, subject to this element, when public facilities are provided, in part or whole, by the city; and
  - g. Affect state agencies' facilities plans and siting of essential public facilities.
- 9.5.5 Continue to update prioritizations on Table 9.2 as needs are identified; and move projects/facilities to and/or from Table 9.1 to 9.2 as funding becomes available.



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**TABLE 9.1 – 20 YEAR CAPITAL FACILITIES PROGRAM, 2015-2035**

| TABLE 9.1 – CAPITAL FACILITIES PROGRAM, 2015-2035 (Updated in <del>2017</del> 2019)<br><u>TRANSPORTATION</u> |                        |   |                        |                               |              |              |              |              |
|--|------------------------|---|------------------------|-------------------------------|--------------|--------------|--------------|--------------|
| ROAD   | FROM                   | TO  | COST                   | YEAR/S                        | Local        | State/Fed    | Mitigation   | Dev Imp      |
| SR9/SR204/System (SR9/204, 91 <sup>st</sup> /204, 4 <sup>th</sup> /SR9                                       | North of SR204         | South of 4 <sup>th</sup> and West of 91 <sup>st</sup> | \$69,000               | <del>&gt;2021</del> 2015-2021 |              | X            |              |              |
| <del>Frontier Village Internal Access Rd</del>   | <del>No Davies</del>   | <del>4th St NE</del>                                  | <del>\$6,265,000</del> | <del>&gt;2021</del>           | <del>X</del> |              | <del>X</del> | <del>X</del> |
| <del>N Davies/Vernon – RAB</del>   | <del>Vernon Rd</del>   | <del>-</del>  | <del>\$150,000</del>   | <del>&gt;2021</del>           |              |              | <del>X</del> | <del>X</del> |
| N Davies/FV - RAB  | north Frontier Village | -   | \$150,000              | >2021                         |              |              | X            | X            |
| 93rd Ave NE (new)  | Market                 | 4th St NE   | \$3,840,000            | >2021                         | X            | X            | X            | X            |
| 93rd Ave NE (existing)   | Market                 | 1st St SE   | \$3,597,000            | >2021                         | X            | X            | X            | X            |
| <del>91st Ave NE/4th NE – Intersection</del>   | <del>4th St NE</del>   | <del>-</del>  | <del>\$400,000</del>   | <del>&gt;2022</del>           | <del>X</del> | <del>X</del> | <del>X</del> | <del>X</del> |
| 91st Ave NE  | 4th St NE              | SR 204  | \$751,500              | >2021                         | X            |              | X            | X            |
| 91st Ave NE  | SR 204                 | Vernon  | \$351,000              | <del>&gt;2021</del> 2018-2019 | X            |              | X            | X            |
| <del>91st Ave NE – Intersection</del>  | <del>Vernon Rd</del>   | <del>-</del>  | <del>\$200,000</del>   | <del>2018</del>               | <del>X</del> |              | <del>X</del> | <del>X</del> |
| Frontier Circle E  | 91st Ave NE            | 13th St NE  | \$750,000              | > <del>2021</del> 2026        | X            |              | X            | X            |
| 4th St NE  | SR 9                   | 93rd Ave NE (new)                                     | \$315,000              | > <del>2021</del> 2026        | X            |              | X            | X            |
| 4th St NE  | 93rd Ave NE (new)      | 94th Ave NE (Target)                                  | \$522,000              | >2021                         |              |              | X            | X            |
| 4th St NE  | 94th Ave NE (Target)   | 99th Ave NE   | \$864,000              | >2021                         | X            |              | X            | X            |



## Chapter 9 – Capital Facilities

|  |                        |                             |                                  |  |              |              |              |              |
|--|------------------------|-----------------------------|----------------------------------|--|--------------|--------------|--------------|--------------|
| 99th Ave NE                                  | Market                 | 4th St NE                   | \$1,170,000                      | <del>&gt;2026</del> 2019>2020          | X            |              | X            | X            |
| 4th St SE                                    | 91st Ave SE            | SR-9                        | \$622,000                        | <del>&gt;2021</del> 2017-2018          | X            | X            |              |              |
| 4th St NE                                    | 91st Ave NE            | SR 204                      | \$7,578,460                      | >2021                                  |              |              | X            | X            |
| 90th Ave NE shop center road                 | 4th Ave NE             | Market                      | \$4,648,540                      | > <del>2021</del> 2026                 |              |              | X            | X            |
| 13th St NE (SR 204)                          | SR 9                   | 93rd Ave NE (new)           | \$195,500                        | > <del>2021</del> 2026                 | X            |              | X            | X            |
| Vernon Road                                  | 91st Ave NE            | SR 9                        | \$935,000                        | > <del>2021</del> 2020                 | X            |              | X            | X            |
| Lundeen/Vernon - Intersection                | Vernon Rd              | -                           | \$400,000                        | <del>2021</del> 2026                   | X            | X            | X            | X            |
| 91st Ave NE                                  | 4th St SE              | Market                      | \$1,710,000                      | >2021                                  | X            | X            | X            | X            |
| 94th Ave NE (Target)                         | Market                 | 4th St NE                   | \$2,937,000                      | >2021                                  | X            |              | X            | X            |
| 2nd St NE Connector (Target)                 | 94th Ave NE (Target)   | 99th Ave NE                 | \$191,000                        | >2021                                  | X            |              | X            | X            |
| 20th St SE                                   | 83rd Ave SE            | <del>88th</del> 91st Ave SE | <del>\$4,051,080</del> 8,700,000 | <del>&gt;2020</del> 2015-2020          | X            | X            | X            | X            |
| <del>20th St SE/83rd SE - Intersection</del> | <del>83rd Ave SE</del> | -                           | <del>\$400,000</del>             | <del>2015-2020</del>                   | <del>X</del> | <del>X</del> | <del>X</del> | <del>X</del> |
| 20th St SE                                   | 79th Ave SE            | 83rd Ave SE                 | \$2,864,400                      | <del>&gt;2026</del> 2021-2026          | X            |              | X            | X            |
| 20th St SE/79th SE - Intersection            | 79th Ave SE            | -                           | \$300,000                        | > <del>2021</del> 2026                 | X            | X            | X            | X            |
| 20th St SE                                   | 73rd Ave SE            | 79th Ave SE                 | \$2,455,200                      | > <del>2021</del> 2026                 | X            | X            | X            | X            |
| 20th St SE/73rd SE - Intersection            | 73rd Ave SE            | -                           | \$500,000                        | <del>2015</del> > <del>2021</del> 2026 |              |              | X            | X            |
| 20th St SE                                   | US 2                   | 73rd Ave SE                 | \$2,557,500                      | > <del>2021</del> 2026                 | X            | X            | X            | X            |
| 24th St SE/73rd SE - Intersection            | 73rd Ave SE            | -                           | \$800,000                        | 2021- <del>2022</del> 2026             |              |              | X            | X            |
| 24th St SE                                   | 73rd Ave SE            | 79th Ave SE                 | \$3,653,000                      | <del>&gt;2026</del> 2021-2022          |              |              | X            | X            |



## Chapter 9 – Capital Facilities

|                                     |                           |  |                                  |                                |              |              |              |              |
|-------------------------------------|---------------------------|--|----------------------------------|--------------------------------|--------------|--------------|--------------|--------------|
| 24th St SE/79th SE - Intersection   | 79th Ave SE               | -  | \$800,000                        | <del>&gt;2026</del> 2021-2022  |              |              | X            | X            |
| 24th St SE                          | 83rd Ave SE               | 87th Ave SE                              | \$5,278,000                      | >2021                          |              |              | X            | X            |
| 24th St SE/83rd SE - Intersection   | 83rd Ave SE               | -  | \$800,000                        | > <del>2021</del> 2026         |              |              | X            | X            |
| 24th St SE                          | SR 9                      | 91st Ave SE                              | <del>\$2,970</del> 3,000,000     | <del>2016-2017</del> 2020-2021 |              |              | X            | X            |
| 24th St SE/SR 9 - Intersection      |                           |  | <del>\$3,500</del> 4,000,000     | > <del>2021</del> 2020         | X            |              | X            | X            |
| 20th St SE/SR 9 - Intersection      |                           |  | \$4,327,000                      | > <del>2021</del> 2026         | X            |              | X            | X            |
| 91st Ave SE                         | 20th St SE                | 4th St SE                                | \$4,770,000                      | <del>&gt;2026</del> 2019-2020  | X            | X            | X            | X            |
| 91st Ave SE                         | 20th St SE                | 24th St SE                               | <del>\$5,499,800</del> 4,600,000 | <del>2019-2020</del> 2021      |              |              | X            | X            |
| 99th Ave SE                         | 20th St SE                | 4th St SE                                | \$4,763,800                      | 2021-2024                      | X            | X            | X            | X            |
| 99th Ave SE                         | 20th St SE                | Lake Stevens Rd                          | \$5,507,800                      | 2021-2024                      |              |              | X            | X            |
| 83rd Ave SE                         | 20th St SE                | 24th St SE                               | \$2,369,500                      | >2021                          |              |              | X            | X            |
| 79th Ave SE                         | 20th St SE                | 24th St SE                               | \$2,369,500                      | <del>&gt;2020-2021</del> 2026  |              |              | X            | X            |
| 24th St SE                          | 83rd Ave SE               | 79th Ave SE                              | \$1,728,300                      | >2021                          |              |              | X            | X            |
| S Lake Stevens Road                 | SR 9                      | <del>18th Street SE</del> Machias Cutoff | <del>\$7,382,000</del> 5,000,000 | <del>&gt;2021</del> 2019-2026  | <del>X</del> | <del>X</del> | X            | X            |
| <del>S. Lake Stevens Road</del>     | <del>S. Davies Road</del> | <del>Stitch Road</del>                   | <del>\$430,000</del>             | <del>2017</del>                | <del>X</del> |              |              |              |
| <del>City Campus Rd (26th NE)</del> | <del>Intersection</del>   |  | <del>\$4,105,221</del>           | <del>&gt;2021</del>            | <del>X</del> |              | <del>X</del> | <del>X</del> |
| 20th St NE                          | Grade Rd                  | 500' w of 123rd SE                       | \$1,500,257                      | >2021                          | X            |              | X            | X            |
| 123rd Ave NE                        | 20th St NE                | N Lakeshore Dr                           | \$1,263,630                      | >2021                          | X            |              | X            | X            |
| 20th St NE & Main Intersection      | Intersection              |  | \$1,112,004                      | 2021-2024                      | X            | X            | X            | X            |



## Chapter 9 – Capital Facilities

|  |  |                                      |              |                               |   |   |   |   |
|--|--|--------------------------------------|--------------|-------------------------------|---|---|---|---|
| North Lakeshore Dr                       | 123rd Ave NE   | 550 west of 123rd NE                 | \$788,739    | >2021                         | X | X | X | X |
| North Lakeshore Dr                       | 123rd Ave NE   | Main St NE                           | \$282,920    | >2021                         | X |   | X | X |
| 123rd Ave NE                             | N Lakeshore Dr   | 18th St NE                           | \$4,040,621  | >2021                         |   |   | X | X |
| Main Street                              | 20th St NE   | 17th St NE                           | \$1,274,558  | <del>&gt;2021</del> 2019-2026 | X |   | X | X |
| 19th St NE                               | Main St  | 125th Ave NE                         | \$2,649,804  | >2021                         |   |   | X | X |
| 18th St NE                               | 123rd Ave NE   | Main St NE                           | \$1,287,281  | >2021                         |   |   | X | X |
| 18th St NE                               | Main St  | 125th Ave NE                         | \$428,820    | >2021                         | X |   | X | X |
| 123rd Ave NE                             | 18th St NE   | 17th St NE                           | \$1,094,300  | >2021                         | X |   | X | X |
| 18th Pl NE                               | 123rd Ave NE   | Main St NE                           | \$808,375    | >2021                         | X |   | X | X |
| 17th Pl NE                               | 123rd Ave NE   | 180' west of 123rd NE                | \$899,614    | >2021                         | X |   | X | X |
| 17th Pl NE                               | 123rd Ave NE   | Main St NE                           | \$938,474    | >2021                         | X |   | X | X |
| Grade Road                               | 20th St NE   | SR 92                                | \$15,607,836 | 2021>2024                     | X | X | X | X |
| 20th Street NE                           | east of Main St  | Centennial Trail                     | \$1,284,475  | >2021                         | X | X | X | X |
| SR 92 & Grade Rd RAB                     | Intersection   |                                      | \$4,105,221  | <del>2020</del> >20222026     | X | X | X | X |
| Lundeen Pkwy Corridor Ped Imp            | Vernon Rd  | 99 <sup>th</sup> Ave NE              | \$900,000    | >2021                         | X |   | X |   |
| Hartford Rd & Drainage Imp               | Catherine Creek Crossing                                       |                                      | \$700,000    | >2021                         | X | X | X |   |
| 20 <sup>th</sup> Street NE Widening      | Main St  | 111 <sup>th</sup> Dr NE              | \$1,668,000  | >2021                         | X |   | X |   |
| 30 <sup>th</sup> Street NE non-motorized | 113rd Ave NE   | Cedar Rd NE                          | \$540,000    | >2021                         | X | X | X |   |
| Mitchell Ro/Manning Road                 | 200ft W of 116 <sup>th</sup> Dr NE                             | 600 ft. E of 116 <sup>th</sup> Dr NE | \$360,000    | >2021                         | X |   | X | X |
| 117 <sup>th</sup> Avenue NE              | 20 <sup>th</sup> St NE <del>to 26<sup>th</sup> Street NE</del> | 150 ft. S of 28 <sup>th</sup> St NE  | \$1,932,000  | <del>&gt;2024</del> 2020-2021 | X |   | X | X |



## Chapter 9 – Capital Facilities

|  |                                   |                            |                      |                      |              |   |              |              |
|--|-----------------------------------|----------------------------|----------------------|----------------------|--------------|---|--------------|--------------|
| 116 <sup>th</sup> Avenue NE                          | 20 <sup>th</sup> St NE            | 26 <sup>th</sup> St NE     | \$1,900,000          | >2021                | X            |   | X            |              |
| 26 <sup>th</sup> Street NE                           | 115 <sup>th</sup> Ave NE          | 117 <sup>th</sup> Ave NE   | \$280,000            | >2021                | X            |   | X            |              |
| Mitchell Dr/118 <sup>th</sup> Ave NE                 | N. Lakeshore Dr                   | 20 <sup>th</sup> St NE     | \$1,400,000          | >2021                | X            |   | X            |              |
| 131 <sup>st</sup> Avenue NE                          | 20 <sup>th</sup> St NE            | Hartford Rd                | \$1,489,000          | >2021                | X            |   | X            |              |
| 22 <sup>nd</sup> Street NE                           | 117 <sup>th</sup> Ave NE          | 123 <sup>rd</sup> Ave NE   | \$768,000            | >2021                | X            |   | X            |              |
| 28 <sup>th</sup> Street NE                           | Old Hartford Rd                   | N. Machias Rd              | \$470,000            | >2021                | X            |   | X            |              |
| 32 <sup>nd</sup> Street NE                           | 118 <sup>th</sup> St NE           | Grade Rd                   | \$545,000            | >2021                | X            |   | X            | X            |
| East Lakeshore Drive – non motorized                 | Main St                           | 7 <sup>th</sup> St NE      | \$1,450,000          | >2021                | X            | X | X            |              |
| Old Hartford Road                                    | 36 <sup>th</sup> St NE            | Hartford Road              | \$2,323,000          | >2021                | X            |   | X            |              |
| 36 <sup>th</sup> Street NE                           | Grade Road                        | Old Hartford Road          | \$2,340,000          | >2021                | X            |   | X            |              |
| 16 <sup>th</sup> Street NE                           | Main St                           | 134 <sup>th</sup> Ave NE   | \$1,737,000          | >2021                | X            |   | X            |              |
| SR 92 and 127 <sup>th</sup> Ave NE RAB               | Intersection                      |                            | \$1,750,000          | >2021                |              | X |              |              |
| SR 92 and Lake Dr Rechannelization                   | Intersection                      |                            | \$200,000            | 2016                 |              | X |              |              |
| S. Davies Rd and S Lake Stevens Rd                   | Intersection                      |                            | \$800,000            | >2021                | X            |   | X            | X            |
| Cedar Road   | Forest Road                       | 29 <sup>th</sup> St NE     | \$2,273,000          | 2017-2022            | X            | X |              |              |
| City-Wide Mini-RAB Intersection Improvements.        | Various                           |                            | \$900,000            | 2017-2022            | X            | X |              |              |
| <del>Soper Hill Road Intersection Improvements</del> | <del>83<sup>rd</sup> Ave NE</del> | <del>Soper Hill Road</del> | <del>\$750,000</del> | <del>2017-2022</del> | <del>X</del> |   | <del>X</del> | <del>X</del> |
| <del>Soper Hill Road Intersection Improvements</del> | <del>87<sup>th</sup> Ave NE</del> | <del>Soper Hill Road</del> | <del>\$750,000</del> | <del>2017-2027</del> | <del>X</del> |   | <del>X</del> | <del>X</del> |
| 91 <sup>st</sup> Street SE Pedestrian Improvements   | 8 <sup>th</sup> Street NE         | 12 Street NE               | \$610,000            | 2016-2018            |              | X | X            |              |
|  | 12 Street NE                      | 20 <sup>th</sup> Street SE | \$1,100,000          | 2016                 |              |   |              |              |





## Chapter 9 – Capital Facilities

**TABLE 9.1 – CAPITAL IMPROVEMENTS, 2015 – 2035 (Updated in ~~2017~~2019)**  
**FACILITIES**

| FACILITIES  | FROM | TO | COST                                  | YEAR/S                            | Local    | State/Fed | Mitigation | Dev Imp |
|---|------|----|---------------------------------------|-----------------------------------|----------|-----------|------------|---------|
| City Hall   |      |    | <del>1210,000,000</del>               | <del>&gt;2022</del> 2028          | X        |           |            |         |
| Police Station  |      |    | <del>149,000,000</del>                | <del>2019</del> 2020              | X        |           |            |         |
| <u>Old Police Station Rehabilitation</u>  |      |    | <u>\$200,000</u>                      | <u>2020</u>                       | <u>X</u> |           |            |         |
| Civic Center  |      |    | <del>48,000,000</del>                 | 2023                              | X        | X         |            |         |
| Public Works Shop   |      |    | <del>\$80900,000</del>                | <del>2018</del> 2020              | X        |           |            |         |
| <u>Decant Facility</u>  |      |    | <u>\$2,300,000</u>                    | <u>2020</u>                       | <u>X</u> |           | <u>X</u>   |         |
| Regional Stormwater Pond (20 <sup>th</sup> St Area)<br><u>– part of 20<sup>th</sup> Street SE extension</u> |      |    | <del>3,784,000</del>                  | <del>&gt;2021</del> 2018-<br>2019 | X        | X         |            | X       |
| Regional Stormwater Pond (24 <sup>th</sup> St Area)   |      |    | <del>2,500,000</del> <u>\$713,000</u> | <del>2018</del> 2020-2021         | X        | X         |            | X       |
| <u>Downtown Parking</u>   |      |    | <u>\$500,000</u>                      | <u>2020</u>                       | <u>X</u> |           |            |         |
| <u>Hydraulic study on Lake Stevens Outfall</u>  |      |    |                                       |                                   |          |           |            |         |
| <u>17th Place/114th Stormwater System in cul-de-sac</u>   |      |    |                                       |                                   |          |           |            |         |
| <u>Catherine Creek 36th Street Bridge Repair (Bridge #6) - Design Only</u>                                  |      |    |                                       |                                   |          |           |            |         |
| <u>Callow Road Drainage</u>   |      |    |                                       |                                   |          |           |            |         |
| <b>Table 9-1 – Capital Facilities Program, 2015-2035 (Updated in <del>2017</del>2019)</b><br><b>PARKS*</b>  |      |    |                                       |                                   |          |           |            |         |



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| PROJECT   | FROM | TO | COST                     | YEAR/S                        | Local        | State/Fed | Mitigation | Dev Imp |
|---|------|----|--------------------------|-------------------------------|--------------|-----------|------------|---------|
| <b>Planning</b>   |      |    |                          |                               |              |           |            |         |
| <b>Wayfinding Plan</b>  |      |    | 20,000                   | 201-2020                      |              |           | X          |         |
| Trails, Paths and Pedestrian Facilities Master Plan                         |      |    | <del>1550,000</del>      | On-going                      |              |           | X          | X       |
| North Cove/Downtown Open Space Master Plan                                  |      |    | 2,000,000                | <del>&gt;2026</del> 2018-2023 | X            | X         | X          |         |
| <b>Acquisition</b>  |      |    |                          |                               |              |           |            |         |
| Lakeside Path Right-of-Way/Easement Acquisition (northern section)          |      |    | 237,382                  | >2021                         | X            | X         | X          |         |
| Lakeside Path Right-of-Way/Easement Acquisition (eastern section)           |      |    | 222,684                  | >2021                         | X            | X         |            |         |
| Lakeside Path Right-of-Way/Easement Acquisition (southern portion)          |      |    | 1.15 million             | >2021                         | X            | X         |            |         |
| Neighborhood Park Acquisition (near 20th Street SE)                         |      |    | <del>5001,000</del> 000  | >2021                         | <del>X</del> |           | X          |         |
| Shoreline Acquisition   |      |    | 1.5 million              | <del>2017</del> >20212020     |              | X         | X          |         |
| Power Line Trail Right-of-Way/Easement Acquisition                          |      |    | 838,200                  | >20212020                     |              | X         | X          |         |
|   |      |    |                          |                               |              |           |            |         |
| <b>Development</b>  |      |    |                          |                               |              |           |            |         |
| <b>North Cove Park Expansion</b>  |      |    | \$1,300,000              | 2020                          | X            | X         | X          |         |
| <b>Frontier Heights Redevelopment</b>                                       |      |    | \$1,000,000              | 2020-2026                     | X            | X         | X          |         |
| Complete <del>Phase 1</del> remaining phases of the Eagle Ridge Master Plan |      |    | <del>100</del> \$850,000 | >20212016-2018                |              |           | X          | X       |



## Chapter 9 – Capital Facilities

|   |  |  |                          |                        |   |   |   |   |
|---|--|--|--------------------------|------------------------|---|---|---|---|
| <b>Complete Phase 2 of the Eagle Ridge Master Plan</b>                          |  |  | 271,205                  | 2018-2021              |   |   | X | X |
| <b>Complete Phase 3 of the Eagle Ridge Master Plan</b>                          |  |  | 540,717                  | >2021                  |   |   | X | X |
| Power Line Trail Construction (northern segment)                                |  |  | 699,600                  | >2021                  |   |   | X |   |
| Power Line Trail Construction (southern segment)                                |  |  | 641,700                  | >2021                  |   |   | X |   |
| Cavelero Community Park Phase 1 Development (Partnership with Snohomish County) |  |  | 2.425 million<br>750,000 | 2016-2021<br>2020-2021 | X | X | X |   |
| <b>Frontier Heights Redevelopment</b>   |  |  | 460,000                  | 2018-2022              | X |   | X |   |
| <b>20th Street Ballfields Development</b>                                       |  |  | 2001,300,000             | >2020<br>2018-2022     | X |   | X |   |
| <b>Improvements</b>   |  |  |                          |                        |   |   |   |   |
| Hartford Road Walking Path/Trail Head   |  |  | 41,173<br>50,000         | >2018<br>2020          |   | X | X |   |
| Catherine Creek and Centennial Woods Trail Improvements                         |  |  | 15,206                   | 2020                   | X |   | X |   |
| <b>Boat Launch North Cove Park</b>  |  |  | 544,000                  | 2017-2019              |   | X | X |   |
| <b>Lundeen Park</b>   |  |  | 315,000                  | 2017-2020              | X |   | X |   |

**Table 9.2 - ~~2017-2022~~2020-2026 6-Year Capital Improvement Plan Summary**

| Proj ID #            | PROJECT NAME   | DESCRIPTION OF WORK (Road Projects Only)                          | YEAR/S           | TOTAL PROJECT COST | 2018 | 2018-2024 | Beyond |
|----------------------|--|---|------------------|--------------------|------|-----------|--------|
| <b>ROAD PROJECTS</b> |  |   |                  |                    |      |           |        |
| <u>1</u>             | <u>79<sup>th</sup> Ave SE Access Road</u>  | <u>Construct 20<sup>th</sup> Ave SE to 24<sup>th</sup> Ave SE</u> | <u>2020-2026</u> | <u>\$1,179,300</u> |      |           |        |
| <u>2</u>             | <u>20<sup>th</sup> Street SE Phase II includes regional stormwater pond construction</u> | <u>Construct 91<sup>st</sup> Ave SE to 83<sup>rd</sup> Ave SE</u> | <u>2020-2026</u> | <u>\$8,700,000</u> |      |           |        |



## Chapter 9 – Capital Facilities

|           |  |   |                     |                      |                     |                      |             |
|-----------|--|---|---------------------|----------------------|---------------------|----------------------|-------------|
| <u>3</u>  | <u>Main Street</u>   | <u>Construct 16<sup>th</sup> Street NE to 20<sup>th</sup> Street NE</u>   | <u>2020-2026</u>    | <u>\$6,500,000</u>   |                     |                      |             |
| <u>4</u>  | <u>South Lake Stevens Road Multi Use Path</u>  | <u>Construct Machias Cutoff to SR-9</u>   | <u>2019-2021</u>    | <u>\$2,702,000</u>   |                     |                      |             |
| <u>5</u>  | <u>24th St and 91st Ave Extensions, includes regional stormwater pond construction</u> | <u>Construct new collector roads between SR9 and 20<sup>th</sup> Street SE</u>  | <u>2020-2026</u>    | <u>\$17,000,000</u>  |                     |                      |             |
| <u>6</u>  | <u>US 2 Trestle HOV Transit Congestion Jump (BAT) Lane</u>                             | <u>HOV lane on 20<sup>th</sup> Street SE</u>  | <u>2020-2026</u>    | <u>\$2,700,000</u>   |                     |                      |             |
| <u>7</u>  | <u>117th Sidewalk</u>  | <u>Construct 2200 LF of sidewalk between 20th St. NE to 26th St. NE</u>   | <u>2020-2026</u>    | <u>\$1,345,000</u>   |                     |                      |             |
| <u>8</u>  | <u>123rd Sidewalk</u>  | <u>Construct 500 LF of sidewalk between 20th St. NE to 22nd St. NE</u>  | <u>2020-2026</u>    | <u>\$500,000</u>     |                     |                      |             |
| <u>9</u>  | <u>Hwy 9 Beautification</u>  | <u>Beautification of RABs and ROW between Market St to Vernon Rd</u>  | <u>2020-2021</u>    | <u>\$20,000</u>      |                     |                      |             |
| <u>10</u> | <u>Sidewalk Improvement Program</u>  | <u>various</u>  | <u>On-going</u>     | <u>\$200,000</u>     |                     |                      |             |
| <u>11</u> | <u>Pavement Preservation Program</u>   | <u>various</u>  | <u>On-going</u>     | <u>\$400,000</u>     |                     |                      |             |
| <u>1</u>  | <u>SR 9/4th NE – Intersection – sub-project of 2(1)</u>                                | <u>Improve egress WB alignment right turn onto SR 9 and add a new right turn ingress for EB onto 4th St NE. Additional improvement is the construction of a new alignment N S Village Way Road (93rd).</u>      | <u>2017-2018</u>    | <u>-\$3,000,000</u>  | <u>-\$-</u>         | <u>-\$3,000,000</u>  | <u>-\$-</u> |
| <u>2</u>  | <u>SR 9/SR 204 – System</u>  | <u>System improvement that includes roundabouts at SR 9/SR 204 and SR 9/91st Ave NE, improvements to the SR 9/4th Intersection. This is a safety, economical, local circulation, and capacity improvements.</u> | <u>2022</u>         | <u>-\$69,000,000</u> | <u>-\$3,510,000</u> | <u>-\$65,490,000</u> | <u>-\$-</u> |
| <u>3</u>  | <u>SR 92 &amp; Grade Rd RAB</u>  | <u>Roundabout intersection improvement with gateway treatment</u>   | <u>2017&gt;2018</u> | <u>-\$4,105,221</u>  | <u>-\$-</u>         | <u>-\$4,105,221</u>  | <u>-\$-</u> |
| <u>4</u>  | <u>90th Ave NE Connector</u>   | <u>Construction of a new roadway segment that would allow for right in right out movement for SR 204. Roadway would be developer driven</u>   | <u>2018</u>         | <u>-\$1,140,000</u>  | <u>-\$-</u>         | <u>-\$1,140,000</u>  | <u>-\$-</u> |
| <u>5</u>  | <u>91st Ave NE</u>   | <u>Upgrade roadway to create a pedestrian friendly downtown style streetscape</u>   | <u>2016</u>         | <u>-\$351,000</u>    | <u>-\$-</u>         | <u>-\$351,000</u>    | <u>-\$-</u> |



## Chapter 9 – Capital Facilities

|    |                                     |   |           |              |            |              |              |
|----|-------------------------------------|---|-----------|--------------|------------|--------------|--------------|
| 6  | SR 92 and Lake Dr Re-channelization | State driven safety project to reduce vehicle conflicts   | 2016      | -\$200,000   | \$-        | -\$200,000   | \$-          |
| 7  | 20th St SE Segment 1                | Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.                 | 2013>2018 | -\$4,980,567 | -\$624,160 | -\$4,356,407 | \$-          |
| 8  | 20th St SE Segment 2                | Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.                 | 2013>2018 | -\$3,970,366 | \$-        | -\$897,838   | -\$3,072,528 |
| 9  | 20th St SE Segment 3                | Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.                 | 2013>2018 | -\$2,770,169 | \$-        | -\$464,674   | -\$2,305,495 |
| 10 | 20th St SE Segment 4                | Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.                 | 2013>2018 | -\$2,599,205 | \$-        | -\$25,000    | -\$2,574,205 |
| 11 | 24th St SE/73rd SE Intersection     | Construction of a new intersection to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.    | 2013>2018 | -\$800,000   | \$-        | -\$25,000    | -\$775,000   |
| 12 | 24th St SE                          | Construction of a new roadway segment to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven. | 2013>2018 | -\$3,653,000 | \$-        | -\$365,300   | -\$3,287,700 |
| 13 | 24th St SE/79th SE Intersection     | Construction of a new intersection to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.    | 2013>2018 | -\$800,000   | \$-        | -\$80,000    | -\$720,000   |
| 14 | 24th St SE                          | Construction of a new roadway segment to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven. | 2013>2018 | -\$5,278,000 | \$-        | -\$2,555,100 | -\$2,722,900 |



## Chapter 9 – Capital Facilities

|    |                                 |   |           |              |            |              |              |
|----|---------------------------------|---|-----------|--------------|------------|--------------|--------------|
| 15 | 24th St SE/83rd SE Intersection | Construction of a new intersection to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.  | 2013>2018 | -\$800,000   | -\$        | -\$682,000   | -\$118,000   |
| 16 | 24th St SE                      | Construction of a new roadway segment to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.   | 2013>2018 | -\$2,970,000 | -\$991,600 | -\$1,978,400 | -\$          |
| 17 | 91st Ave NE/SR 204 RTP          | Widen southbound outside lane to provide for a dedicated right turn lane  | 2013-2015 | -\$337,000   | -\$        | -\$337,000   | -\$          |
| 18 | 91st Ave NE/SR 204 RTP          | Widen north bound outside lane to provide for a dedicated right turn lane   | 2013-2015 | -\$454,100   | -\$        | -\$454,100   | -\$          |
| 19 | 91st Ave SE                     | Widen to a three-lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb-separated walking paved shoulder areas along the east side of the roadway | 2014>2018 | -\$4,770,000 | -\$        | -\$1,093,730 | -\$3,676,270 |
| 20 | 91st Ave SE                     | New connector roadway to 24th St SE   | 2014>2018 | -\$1,950,000 | -\$        | -\$1,950,000 | -\$          |
| 21 | 99th Ave NE                     | Enhance Streetscape with improvement with non-motorized enhancements and circulation improvements with a possible roundabout intersection at 4th NE   | 2015>2018 | -\$1,170,000 | -\$        | -\$1,170,000 | -\$          |
| 22 | 4th St NE                       | New internal connector and circulation roadway. Will require a new break in access on to SR 204. Intersection would be a right turn only.   | 2015>2018 | -\$7,578,460 | -\$        | -\$1,007,847 | -\$6,570,613 |
| 23 | 99th Ave SE                     | Widen to a three-lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb-separated walking paved shoulder areas along the east side of the roadway | 2015>2018 | -\$4,763,800 | -\$        | -\$476,380   | -\$4,287,420 |
| 24 | 99th Ave SE                     | Widen to a three-lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments  | 2015>2018 | -\$5,507,800 | -\$        | -\$550,780   | -\$4,957,020 |



## Chapter 9 – Capital Facilities

|                  |  |   |               |                           |                    |                     |                     |
|------------------|--|---|---------------|---------------------------|--------------------|---------------------|---------------------|
|                  |  | and curb-separated walking paved shoulder areas along the east side of the roadway  |               |                           |                    |                     |                     |
| 25               | 20th St NE & Main Intersection               | Widening to provide turn pockets or possible roundabout improvements  | 2015>2018     | \$1,112,004               | \$-                | \$444,801           | \$667,203           |
| 26               | Grade Road                                   | Widen to a three lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb-separated walking paved shoulder areas along the west side of the roadway | 2015>2018     | \$15,607,836              | \$-                | \$780,392           | \$14,827,444        |
| 27               | 91st Ave NE – Intersection                   | Minor widening and possible mini-roundabout to improvement safety and circulation   | 2016>2018     | \$200,000                 | \$-                | \$200,000           | \$-                 |
| 28               | Lundeen/Vernon – Intersection                | Channelization enhancement to improvement safety and circulation. May restrict through movement for east-east crossing (Vernon)   | 2016>2018     | \$400,000                 | \$-                | \$400,000           | \$-                 |
| 29               | Vernon Road                                  | Minor widening to provide for turn movement and improved pedestrian movement  | 2017>2018     | \$935,000                 | \$-                | \$327,250           | \$607,750           |
| 30               | 116th Avenue NE                              | Construct vehicular, bicycle and pedestrian improvements to improve safety.   | 2017>2018     | \$1,000,000               | \$-                | \$1,000,000         | \$-                 |
| 31               | 117th Avenue NE                              | Construct vehicular, bicycle and pedestrian improvements to improve safety.   | 2017>2018     | \$600,000                 | \$-                | \$600,000           | \$-                 |
| 32               | 4th Street SE                                | Construct pedestrian improvements to improve safety around schools.   | 2017>2018     | \$622,000                 | \$622,000          | \$-                 | \$-                 |
| 33               | Cedar Road                                   | Construct vehicular, bicycle and pedestrian improvements to improve safety.   | 2017>2018     | \$2,273,000               | \$643,000          | \$1,630,000         | \$-                 |
| 34               | City-wide Mini-RAB Intersection Improvements | Construct mini-roundabouts at various locations to improve safety and traffic operation   | 2017>2018     | \$900,000                 | \$150,000          | \$750,000           | \$-                 |
| 35               | S. Lake Stevens Road                         | Construct pedestrian improvements to improve safety.  | 2017          | \$430,000                 | \$430,000          | \$-                 | \$-                 |
|                  | <b>TOTAL</b>                                 |   |               | <b>\$157,028,528</b>      | <b>\$6,972,777</b> | <b>\$98,888,220</b> | <b>\$51,169,548</b> |
| <b>Proj ID #</b> | <b>PROJECT NAME</b>                          | <b>DESCRIPTION OF WORK</b>  | <b>YEAR/S</b> | <b>TOTAL PROJECT COST</b> |                    |                     |                     |
|                  | <b>FACILITY PROJECTS</b>                     |   |               |                           |                    |                     |                     |
| 1                | Police Station                               | Remodel and relocate PD   | 2018-2020     | \$149,000,000             | 1,500,000          | \$14,000,000        |                     |





## Chapter 9 – Capital Facilities

|            |  |   |                         |                     |                  |                    |  |
|------------|--|---|-------------------------|---------------------|------------------|--------------------|--|
| <u>2</u>   | <u>Old Police Station Rehabilitation</u>                                   | <u>Complete structural improvements to building</u>                     | <u>2020-2021</u>        |                     |                  |                    |  |
| <u>23</u>  | <u>Civic Center</u>  | <u>Construct Downtown Conference Center</u>                             | <u>&gt;2018&gt;2023</u> | <u>\$48,000,000</u> |                  | <u>\$4,000,000</u> |  |
| <u>34</u>  | <u>Public Works Shop/<del>Pole Building</del></u>                          | <u>Remodel Public Works shop</u>  | <u>20182019-2021</u>    | <u>\$80,000</u>     |                  | <u>\$80,000</u>    |  |
| <u>5</u>   | <u>Downtown Property Acquisition</u>                                       | <u>Purchase property for potential parking and other public purpose</u> | <u>2019 - 2020</u>      | <u>\$500,000</u>    |                  |                    |  |
| <u>6</u>   | <u>Hydraulic study on Lake Stevens Outfall</u>                             |   | <u>2019 - 2020</u>      | <u>\$80,000</u>     |                  |                    |  |
| <u>7</u>   | <u>17th Place/114th Stormwater System in cul-de-sac</u>                    |   | <u>2020-2026</u>        | <u>\$30,000</u>     |                  |                    |  |
| <u>8</u>   | <u>Catherine Creek 36th Street Bridge Repair (Bridge #6) - Design Only</u> |   | <u>2020-2026</u>        | <u>\$150,000</u>    |                  |                    |  |
| <u>9</u>   | <u>Callow Road Drainage</u>  |   | <u>2019-2021</u>        | <u>\$150,000</u>    |                  |                    |  |
| <u>10</u>  | <u>City Hall Relocation</u>  |   | <u>&gt;2022</u>         | <u>\$10,000,000</u> |                  |                    |  |
| <u>11</u>  | <u>Decant Facility</u>   |   | <u>2020-2022</u>        | <u>\$2,300,000</u>  |                  |                    |  |
| <u>4</u>   | <u>Regional Stormwater Pond (20th St. between 83rd &amp; 79th)</u>         |   | <u>2018-2019</u>        | <u>\$3,784,000</u>  |                  | <u>\$3,784,000</u> |  |
| <u>5</u>   | <u>Regional Stormwater Pond (24th St. Area)</u>                            |   | <u>2018</u>             | <u>\$2,500,000</u>  |                  | <u>\$2,500,000</u> |  |
|            | <b>TOTAL</b>   |   |                         | <b>\$24,364,000</b> |                  |                    |  |
|            | <b>PARK PROJECTS</b>   |   |                         |                     |                  |                    |  |
|            | <i>Planning</i>  |   |                         |                     |                  |                    |  |
| <u>1</u>   | <u>Wayfinding Plan</u>   |   | <u>2017-2018</u>        | <u>\$20,000</u>     |                  | <u>\$20,000</u>    |  |
| <u>2</u>   | <u>Trails, Paths and Pedestrian Facilities Master Plan</u>                 |   | <u>On-going</u>         | <u>\$1550,000</u>   |                  | <u>\$15,000</u>    |  |
| <u>3</u>   | <u>North Cove/Downtown Open Space Master Plan</u>                          |   | <u>2018-2023</u>        | <u>\$6,000,000</u>  | <u>\$300,000</u> | <u>\$3,500,000</u> |  |
|            | <i>Acquisition</i>   |   |                         |                     |                  |                    |  |
| <u>1-1</u> | <u>Lakeside Path Right-of-Way/Easement Acquisition (northern section)</u>  |   | <u>&gt;2021</u>         | <u>\$237,382</u>    |                  | <u>\$237,382</u>   |  |



## Chapter 9 – Capital Facilities

|                |  |                                |                                |                      |                        |  |
|----------------|--|--------------------------------|--------------------------------|----------------------|------------------------|--|
| 1-2            | Lakeside Path Right-of-Way/Easement Acquisition (eastern section)  | >2021                          | \$222,684                      |                      | <del>\$222,684</del>   |  |
| 1-3            | Lakeside Path Right-of-Way/Easement Acquisition (southern portion)   | >2021                          | \$1,150,000                    |                      | <del>\$1,250,000</del> |  |
| 2              | Neighborhood Park Acquisition (near 20th Street SE)  | <del>2019-2024</del> 2020-2026 | <del>\$500</del> 1,000,000     |                      | <del>\$500,000</del>   |  |
| 3              | Shoreline Acquisition  | <del>2017-2021</del> 2020-2026 | \$1,500,000                    |                      | <del>\$1,500,000</del> |  |
| 4              | Power Line Trail Right-of-Way/Easement Acquisition   | >2021                          | \$838,200                      |                      | <del>\$838,200</del>   |  |
| <del>5</del>   | <del>Frontier Heights Park Acquisition</del>   | <del>2016-2017</del>           | <del>\$191,000</del>           | <del>\$191,000</del> |                        |  |
|                | <i>Development</i>   |                                |                                |                      |                        |  |
| 1-1            | <del>Complete Phase 1 remaining phases of the Eagle Ridge Master Plan</del><br>Complete Phase 1 of the Eagle Ridge Master Plan | <del>2016-2020</del> 2020-2026 | <del>\$72,500</del> 850,000    | 72,500               | 72,500                 |  |
| <del>1-2</del> | <del>Complete Phase 2 of the Eagle Ridge Master Plan</del>   | <del>2018-2021</del>           | <del>\$271,205</del>           |                      | <del>\$271,205</del>   |  |
| <del>1-3</del> | <del>Complete Phase 3 of the Eagle Ridge Master Plan</del>   | <del>&gt;2021</del>            | <del>\$540,717</del>           |                      | <del>\$540,717</del>   |  |
| 2-1            | Power Line Trail Construction (northern segment)   | On-going                       | \$699,600                      |                      | <del>\$699,600</del>   |  |
| 2-2            | Power Line Trail Construction (southern segment)   | On-going                       | \$641,700                      |                      | <del>\$641,700</del>   |  |
| 3              | Cavalero Community Park Development (Partnership with Snohomish County)  | <del>2018-2022</del> 2019-2021 | <del>\$2,425,000</del> 750,000 | \$250,000            | <del>\$2,175,000</del> |  |
| 4              | Frontier Heights Redevelopment   | <del>2018-2022</del> 2020-2026 | <del>\$460,000</del> 1,000,000 | \$100,000            | <del>\$360,000</del>   |  |



## Chapter 9 – Capital Facilities

|   |  |  |                                |                                |                      |                      |  |
|---|--|--|--------------------------------|--------------------------------|----------------------|----------------------|--|
| 5 | 20 <sup>th</sup> Street Ballfields                               |  | <del>2018-2022</del> 2020-2026 | \$ <del>200</del> 1,000,000    | <del>\$20,000</del>  | <del>\$180,000</del> |  |
| 6 | <u>North Cove Park Expansion</u>                                 |  | <u>2020</u>                    | <u>\$1,300,000</u>             |                      |                      |  |
|   | <i>Improvements</i>  |  |                                |                                |                      |                      |  |
| 1 | Hartford Road Walking Path/Trail Head                            |  | > <del>2018</del> 2020         | <del>\$41,173</del> 50,000     |                      |                      |  |
| 2 | Catherine Creek and Centennial Woods Trail Improvements          |  | 2020                           | 15, <del>206</del> 200         |                      | <del>\$15,206</del>  |  |
| 3 | <del>Boat Launch North Cove Park (Budgeted by State Funds)</del> |  | <del>2017-2019</del>           | <del>\$544,000</del>           |                      |                      |  |
| 4 | <del>Lundeen Park</del>  |  | <del>2016-2017</del>           | <del>\$234,959</del>           | <del>\$195,000</del> |                      |  |
|   | <b>TOTAL</b>   |  |                                | <b><del>\$10,169,291</del></b> |                      |                      |  |



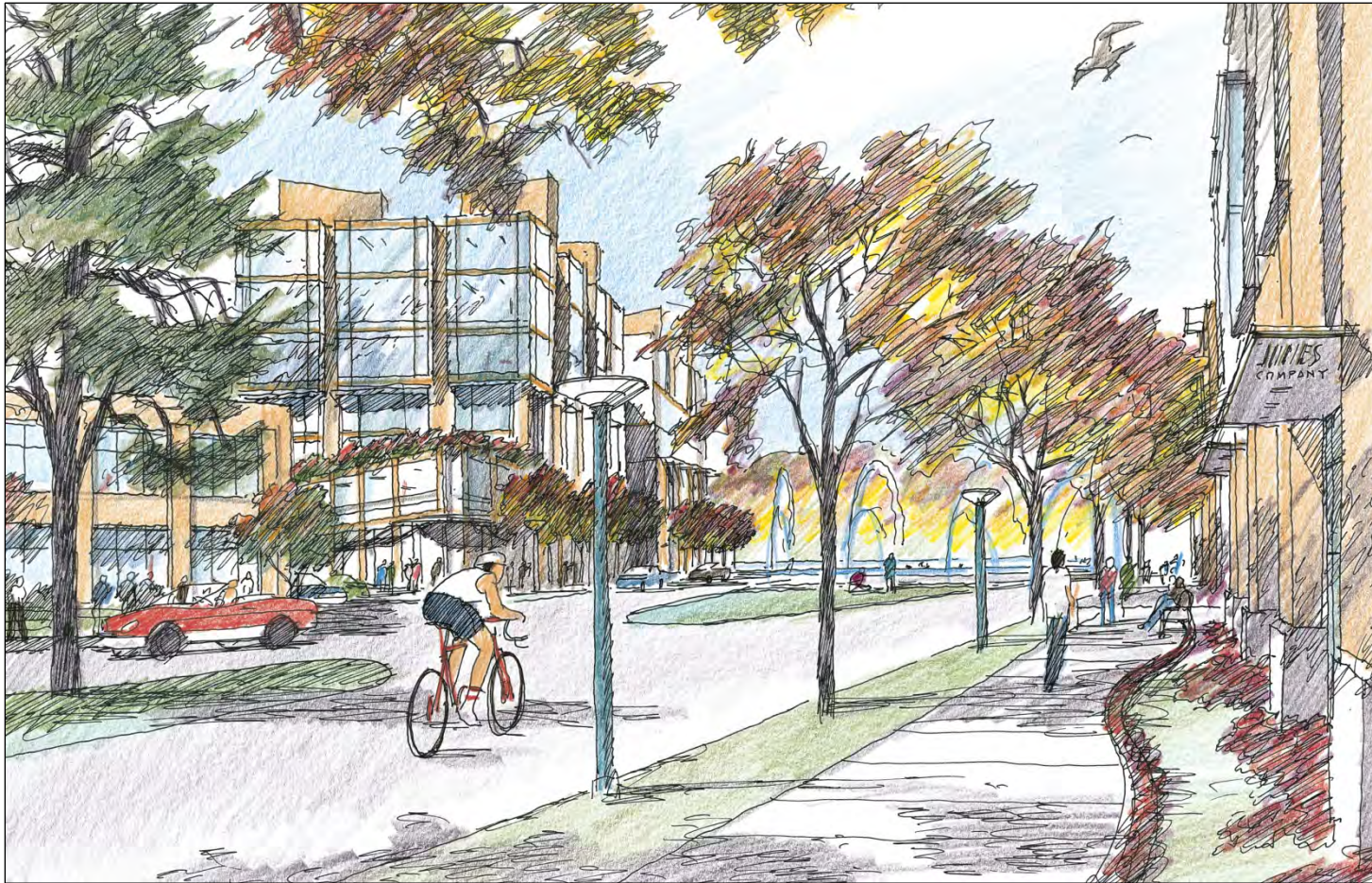
## ***Chapter 9 – Capital Facilities***

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Exhibit D

*A great place to  
▲work ▲shop ▲live*

## 20<sup>th</sup> Street SE Corridor Subarea Plan Addendum



November 26, 2019

Ordinance No. XX

NOVEMBER 2019

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## 20<sup>th</sup> Street SE Corridor Addendum

### A. Subarea Plan Review

#### 1. Plan Goals and Assumptions

The subarea planning process for the 20<sup>th</sup> Street SE Corridor grew out of a vision expressed in the City's Comprehensive Plan to establish concentrated growth centers for future employment, retail, and housing growth. As a first step, the City hired a consultant team to prepare economic assessments and economic development reports (Leland Consulting Group & LMN Architects, 2011a and 2011b; Leland Consulting Group, 2011). A key finding from the reports indicated that significant retail "leakage" was occurring (i.e., consumers were travelling outside the City for retail purposes) in Lake Stevens. The assessments evaluated the opportunities and constraints associated with each growth center. The city realized it had an opportunity to attract new retail development and employment based on its demographics, location and quality of life.

The 20<sup>th</sup> Street SE Corridor Subarea Plan was developed as a key tool to create an employment center in the southern part of the city. The plan for the 20<sup>th</sup> Street SE Corridor identified the potential for providing the City's highest concentration of jobs, particularly professional and technical services, integrated with retail nodes to serve workers and residents along with higher-density housing on the periphery. The primary goals of the plan remain valid today.

- Establish 20<sup>th</sup> Street SE as an appealing gateway into the City with attributes reflecting a distinct, unified community.
- Promote economic development and a more positive balance of jobs and housing by providing a mixture of jobs, goods and services, housing with recreation/open space and protection of important environmental resources.
- Attract a variety of employers of varying sizes.
- Encourage a concentration of local and regional retailing and services around the intersection of 20<sup>th</sup> Street SE and SR-9.
- Create pockets of parks and open space throughout the corridor.

- Continue the widening of 20<sup>th</sup> Street SE westward towards the Hewett Avenue (US 2) trestle.
- Provide multiple routes of travel with clear circulation and access to destinations including parallel east-west circulation routes north and south of 20<sup>th</sup> Street SE.
- Enhance the appearance of streets, sidewalks, sites, and buildings.

#### 2. Original Plan Alternatives

The draft Environmental Impact Statement (EIS) considered three land use alternatives (Addendum - Table 1) that included a strong emphasis on employment growth, economic diversification and capturing retail spending occurring outside the City. The Lake Stevens City Council selected Alternative 2 as the preferred land use alternative.

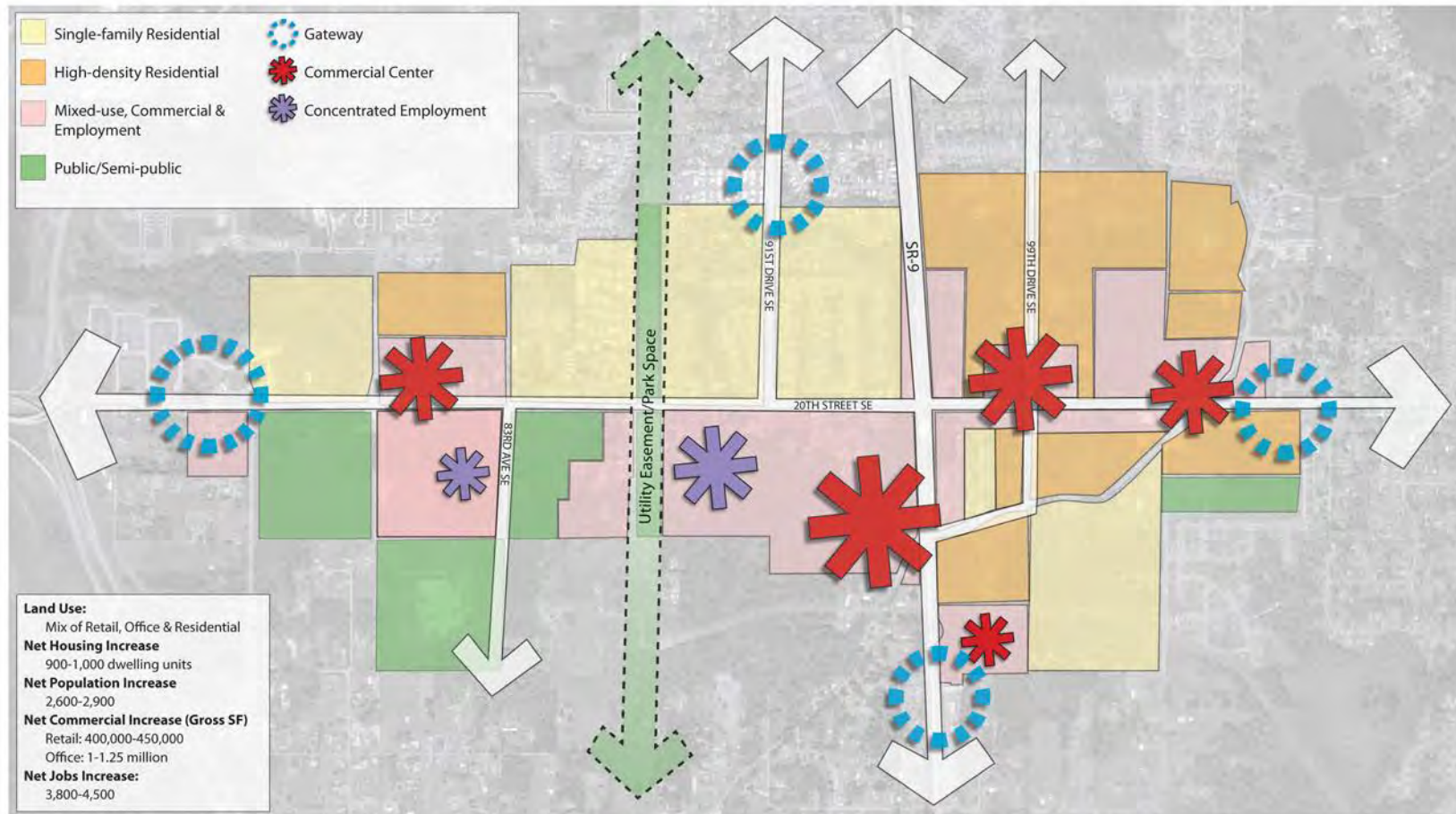
| Alternative  | Retail<br>(Gross Sq. Ft.) | Office<br>(Gross Sq. Ft.) | Housing<br>(Dwelling Units) |
|--|---------------------------|---------------------------|-----------------------------|
| <b>Alternative 1 – No Action</b>   | 150,000-180,000           | 20,000-35,000             | 600-1,200                   |
| <b>PREFERRED ALTERNATIVE<br/>Alternative 2 – Employment/<br/>Commercial Emphasis</b>     | 400,000-450,000           | 1-1.25 million            | 900-1,000                   |
| <b>Alternative 3 – Moderate<br/>Employment/Commercial &amp;<br/>Residential Emphasis</b> | 300,000-350,000           | 600,000-750,000           | 1,200-1,400                 |

*Addendum Table 1 Summary of EIS alternatives*

*The Preferred Alternative/Alternative 2* emphasized employment and commercial growth that focused growth in office parks, commercial and mixed-use nodes along the corridor, and larger complexes, with an increase in higher-density residential uses along the periphery of the subarea to provide a transition to existing single-family neighborhoods. The subarea plan included a conceptual map for the preferred alternative that shows major land use patterns and focus areas (Addendum Map 1).



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## 20th Street SE Corridor Preferred Alternative: Intensive Employment with Residential

July 2012



Weinman Consulting, LLC

FP  
FEHR & PEERS

AMUL

LMN

Map 1 Preferred Alternative

### 3. Purpose & Authority

To help realize its economic strategy, the City developed a subarea plan for the 20<sup>th</sup> Street SE Corridor, under the Revised Code of Washington (RCW) 36.70A.080, to promote balanced employment and retail growth in the City in an area with larger parcels for development. The City adopted the subarea plan as a supplementary document to the City's Comprehensive Plan. The subarea plan identified the land use goals and policies for the area that framed the regulatory development regulations. The plan is also a primary mechanism to identify actions and capital investments necessary to implement the plan. The City adopted the 20<sup>th</sup> Street SE Corridor Subarea Plan in accordance with the Lake Stevens Comprehensive Plan and incorporated associated regulations as part of the municipal code. The City also adopted the subarea plan as a planned action. A planned action is a tool that cities can use to provide regulatory certainty and encourage economic development, as allowed under the State Environmental Policy Act (RCW 43.21C.031 and WAC 197-11-164). Performing early environmental review as part of a subarea plan streamlines SEPA review for subsequent projects that are consistent with the plan.

## B. Plan Updates and Development Trends

### 1. Development Trends

The city has achieved several of the objectives laid out in the subarea plan. The residential component of the plan has been most successful. Between 2012 and mid-2019, the area has seen the development or pre-development of over 800 new dwelling units, including 307 attached units. One thousand (1000) units were anticipated. During the same time, there has been limited commercial development. The most significant project was the Trestle Station an 18,000 square foot retail complex. There is significant commercial and institutional development on the horizon including a new fire station / headquarters and Food Bank with civic offices of approximately 11,000 square feet.

Some issues that have affected commercial growth along the corridor include the presence of critical areas and the Everett waterline south of 20<sup>th</sup> Street SE and powers corridors west of SR-9. Other factors have

been the regional trend of renewed commercial development following significant residential growth. Snohomish County has seen limited office production countywide.

As part of the 2019 Comprehensive Plan Docket, the City Council requested staff reevaluate the market conditions along the corridor and assess if the growth targets identified in the Subarea Plan and Planned Action Ordinance remain valid. The city retained BERK consultants to evaluate current local and regional market trends in its re-evaluation of the growth targets for the 20<sup>th</sup> Street SE Corridor.

BERK's findings indicated that under current conditions, the office targets are overly ambitious. They also indicated that Lake Stevens is well positioned to expand retail development targets.

- \* *Planning should look to accommodate 1.1–1.2 million square feet of new commercial space overall by 2040*
- \* *Continue negotiations with Everett to mitigate easement restrictions on properties.*
- \* *Adjust the 20th St SE Corridor concept to permit a mix of uses that is more reflective of market trends and considers site limitations.*
- \* *Areas for additional commercial development should be explored by the City, potentially through annexation*

The City Council and Planning Commission have reviewed the findings of the report and recommended moving forward with identified changes, including modifying some of the growth targets in the different employment sectors.

### 2. Public Process

#### Stakeholder Meeting

- BERK toured the city on July 24, 2019 and met with a group of local stakeholders including developers, property owners and real estate professionals to gauge their thoughts on the plan and potential changes.

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### Noticing and Document Issuance Dates

- On September 20, 2019 the city issued a SEPA addendum for the Comprehensive Plan and FEIS for the 20<sup>th</sup> Street SE and sent notice to the Department of Commerce and affected agencies.

### Planning Commission

- 1<sup>st</sup> Briefing on Subarea Plan changes September 18, 2019
- 2<sup>nd</sup> Briefing on Subarea Plan map changes October 16, 2019
- Comprehensive Plan Hearing November 6, 2019

### City Council

- 1<sup>st</sup> Briefing on Subarea Plan changes September 19, 2019
- 2<sup>nd</sup> Briefing on Subarea Plan map changes October 1, 2019
- Comprehensive Plan Hearing / 1<sup>st</sup> Reading November 6, 2019
- Comprehensive Plan Final Action / 2<sup>nd</sup> Reading November 26, 2019

## C. Updated Market Conditions

### 1. BERK Assessment

- \* *The 20th St SE Corridor has experienced a slow rate of development to date due to infrastructure capacity, site limitations, and divided ownership.*
- \* *Wetlands will limit the ability to develop portions of the Subarea*
- \* *The water transmission line easement controlled by the City of Everett will also pose a significant constraint for development*

### 2. Regional Trends

- Office commercial development in the regional market has been slow and focused in existing centers
- Greater market for new retail space in the region
- Employment in construction and healthcare services has experienced significant growth recently in the regional economy
- Future regional planning promotes decentralized job growth, with a greater focus on communities in transit corridors

- County and regional plans identify Lake Stevens as a location for locally important goods, services, and employment

### 3. Lake Stevens Market

- Estimates indicate that Lake Stevens has experienced significant employment growth, primarily related to warehousing, construction, and services.
- Taxable retail sales data highlight that construction-related activities, restaurants, and general merchandise stores provide the greatest amount of retail activity in the market
- A retail leakage analysis indicates that there may be opportunities for expansion with several types of businesses, including general merchandise stores and restaurants
- Local rents and vacancy rates suggest that in the short-term smaller office spaces may be at a premium
- Projections estimate that employment in Lake Stevens should grow by 3,600–4,000 jobs, with a need for 1.1–1.2 million sf of commercial space
- Growth in the number of mini-storage facilities in the city suggest that limits to these uses in planned commercial and retail areas should be maintained

### 4. Recommendations

- Shift the land use concept away from business/office parks and put a greater focus on retail and commercial that cannot be accommodated in Lake Stevens Center.
- Review the Business District (BD) designation in this neighborhood under LSMC 14.38.020(a) to allow for a more flexible range of retail uses to be accommodated.
- Review the Commercial District (CD) designation in this neighborhood under LSMC 14.38.020(b) to expand the list of principal uses to include health care / professional services, entertainment, and other commercial uses as principal uses. In addition, increase the 10,000-sf requirement for a conditional

use permit for building with health care, professional, scientific, and technical services.

- Coordinate future revisions to the Planned Action EIS that adjust development thresholds in LSMC 14.38.120(c) to align with projections.
- Maintain the use of the design guidelines in the Subarea Plan to reinforce community identity but re-orient the pedestrian-oriented guidelines, building design standards, and streetscape standards to create comfortable and welcoming internal circulation nodes that tie adjacent development together. Integrate this with the standards for plazas, courtyards, and seating areas and pedestrian connections.
- Explore alternative access routes for development impacted by the water transmission line easement.
- Note that the development bonus included in LSMC 14.38.050 will not likely be applied to greenfield commercial and residential development in this area. Explore other approaches to promote the provision of open space and sustainability with new development in this area, such as voluntary programs and informational campaigns.

## D. Targets, Land Use Designations and Zoning

### 1. Development Thresholds

The draft Environmental Impact Statement (EIS) considered three land use alternatives (Table 4.1), all of which envisioned the 20<sup>th</sup> Street SE Corridor with a strong emphasis on employment growth, economic diversification and capturing the retail spending occurring outside the City. The recent market analysis does not change this goal but allows the City to be adaptable and modify targets for individual employment sectors under the previously adopted preferred alternative. Proposed changes fall within the analysis for all the original growth targets.

*The Revised Development Thresholds* continue to emphasize employment and commercial growth with office parks, commercial and mixed-use nodes near higher-density residential uses in the subarea.

| Development Thresholds | Retail (Gross Sq. Ft.) | Office (Gross Sq. Ft.) | Housing (Dwelling Units) |
|------------------------|------------------------|------------------------|--------------------------|
| Development Thresholds | 500,000                | 500,000                | 1,000                    |

*Addendum Table 2 Revised Development Thresholds*

Based on the 2019 market analysis, the allocations have shifted toward less office and more retail. Residential capacity has not changed. Approximately 55% of Retail, 100% of Office, and 16% of Residential capacity remains. The changes fall within the alternatives evaluated are consistent with the subarea plan and the EIS.

### 2. Land Use and Zoning Changes

Based on the updated market analysis several parcels received new zoning designations included as Maps 3 and 4 (pages XX). Specifically, the properties that had been designated Business District south of 20<sup>th</sup> Street SE have been rezoned Commercial District to provide the most flexibility for potential land uses. Properties that have been residential have received a Land Use Designation of Commercial with the Neighborhood Business zoning designation near XX. Table 3 shows revised acreage for land use and zoning changes.

| Land Use Designations      | Acres  | Zoning District   | Acres  |
|----------------------------|--------|---|--------|
| Medium Density Residential | 260    | Urban Residential   | 249.15 |
| High Density Residential   | 209.75 | High Urban Residential  | 215.66 |
| Commercial                 | 223.56 | Business District<br>Commercial District<br>Neighborhood Business | 227.5  |
| Mixed Use                  | 28.98  | Mixed-Use<br>Neighborhood   | 30.59  |
| Public/Semi-Public         | 126.60 | Public/Semi-Public  | 125.99 |

*Addendum Table 3 Revised Land Use / Zoning Summary*



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## **E. Implementation**

### **1. Market and Promotion**

City staff has been cultivating relationships with developers and major property owners who have expressed a desire to develop along portions of the corridor. As a future implementation task, the City should develop updated marketing materials, actively promote the subarea and continue reaching out to developers, companies and real estate professionals with a deliberate marketing approach.

### **2. Partnerships**

No City on its own can create a transformation of an area in all its many forms, nor does it have the financial resources to accomplish that. The City should identify strategic partners who can contribute resources, investments, and efforts to implement the 20<sup>th</sup> Street SE Corridor Subarea Plan. Partners include utility districts, school districts, Snohomish County, Washington Department of Transportation, non-profit groups, civic organizations, and private developers.

### **3. Gateways and Wayfinding**

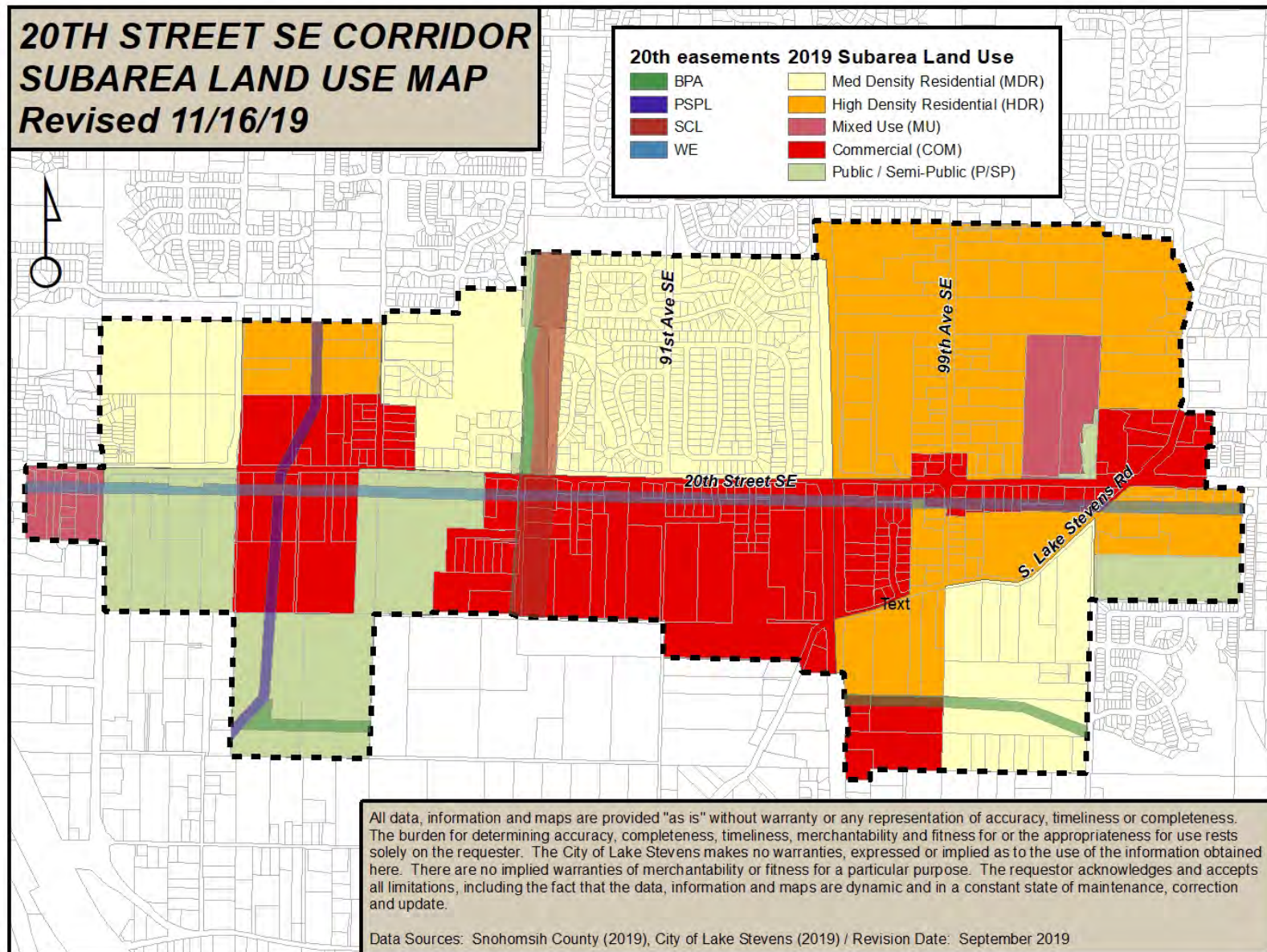
To capitalize on the positive changes envisioned in the subarea plan, the City should implement Gateway and Wayfinding following the City's

adopted beautification plan. Future signs could reflect the unique character of the subarea and its diverse residential and commercial areas and provide clear direction to amenities, businesses, and services within the subarea for visitors and residents. A successful Gateway and Wayfinding program is a key tool to enhance economic development and help establish an attractive and dynamic subarea that connects the subarea seamlessly to greater Lake Stevens.

### **4. Associated Documents**

The Subarea Plan provides guidance for the Vision, but the plan is implemented through land use regulations, design guidelines, capital facilities plan and the planned action ordinance. Follow up actions should include an update to the planned action ordinance and review of the development regulations in Title 14 of the Lake Stevens Municipal Code for consistency with the Subarea Plan and associated documents. Updates to the Capital Facilities Plan will be through the annual docket process and six-year capital plan as City Council sets priorities for road and park improvements.

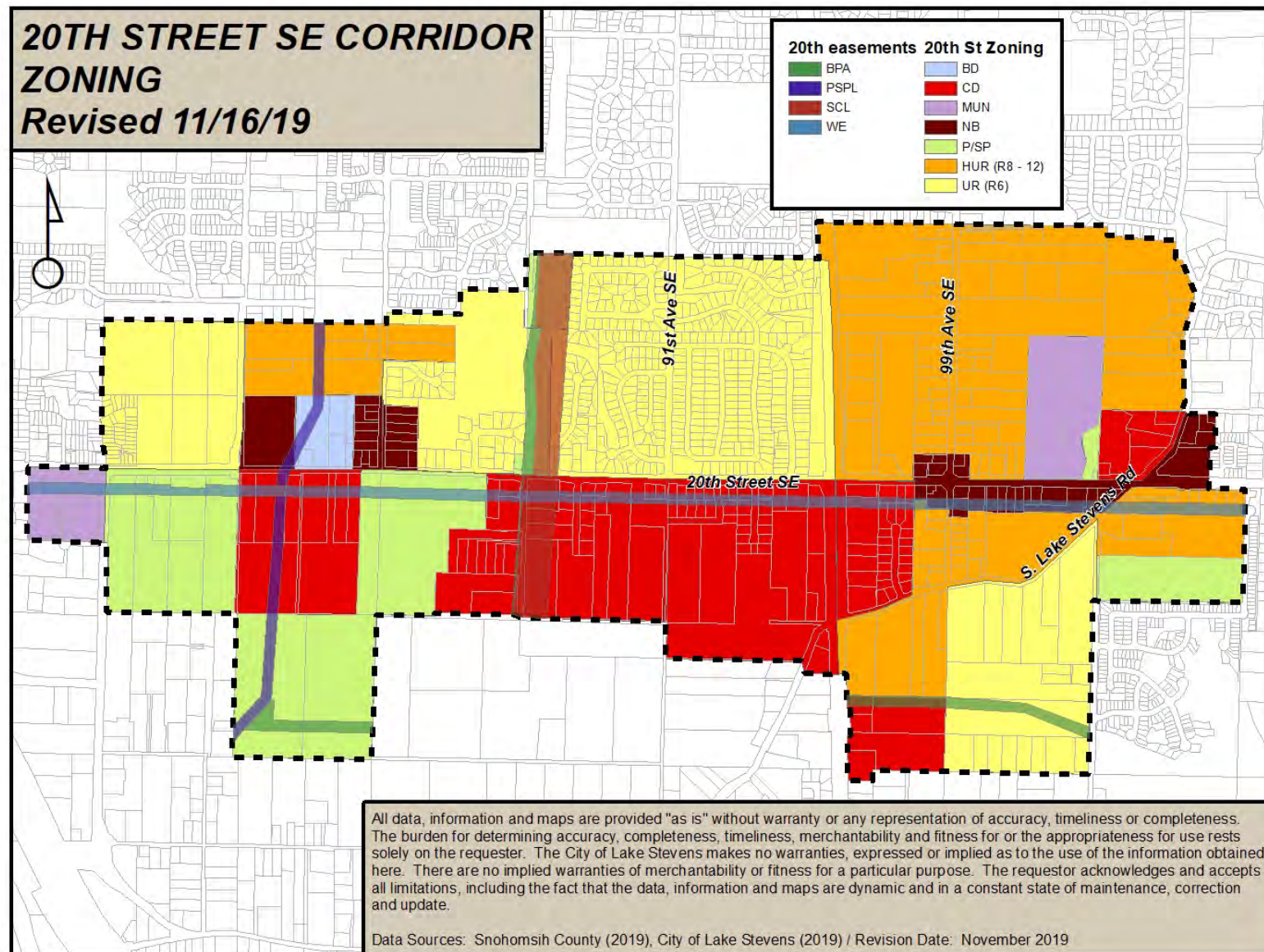
NOVEMBER 2019



Map 2 Revised Land Use Map



NOVEMBER 2019



Map 3 Revised Zoning Map



*A great place to  
▲work ▲shop ▲live*

Exhibit E

## Lake Stevens Center Subarea Plan Addendum



**November 26, 2019**

**Ordinance No. 1073**

# Table of Contents Lake Stevens Center Addendum

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## Lake Stevens Center Addendum

### A. Subarea Plan Review

#### 1. Plan Goals and Assumptions

The subarea planning process for the Lake Stevens Center grew out of a vision expressed in the City's Comprehensive Plan to establish concentrated growth centers for future employment, retail, and housing growth. As a first step, the City hired a consultant team to prepare economic assessments and economic development reports (Leland Consulting Group & LMN Architects, 2011a and 2011b; Leland Consulting Group, 2011). A key finding from the reports indicated that significant retail "leakage" was occurring (i.e., consumers were travelling outside the City for retail purposes) in Lake Stevens. The assessments evaluated the opportunities and constraints associated with each growth center. The city realized it had an opportunity to attract new retail development and employment based on its demographics, location and quality of life.

The City developed a framework for the development of the Lake Stevens Center through this planning effort. The primary impetus of the subarea plan was to revitalize the City's retail core and bestow a renewed vitality to the district. The subarea enjoys excellent transportation access because of the intersections of two regional highways, notably SR-9 and SR-204. Being a crossroads for markets, the Lake Stevens Center's location favors its position for retail growth with considerable pass-through traffic from commuters to the east and north. Three strategies will help attract additional retail development:

- Capture retail "leakage" (i.e., goods purchased in another market that could or should be purchased locally).
- Become a retail destination.
- Increase the City's tourism draw.

The City goal to revitalize the Lake Stevens Center appearance, improve traffic and pedestrian circulation; and expand retail, office, and residential development by enhancing the appearance of streets, sidewalks, sites, and buildings; and transforming the area into a regional center with anchor retail, a greater array of restaurants, visitor lodging, family-oriented entertainment, and public spaces. These actions will make the subarea a destination for shopping, services, dining, and entertainment. Most of the primary goals of the plan remain valid today.

- Promote economic development and balanced jobs and housing.
- Recognize and strengthen Lake Stevens Center as an important crossroad for commerce for communities along SR-9.
- Transform the area into a regional center with anchor retail, mixed-use nodes, restaurants, visitor lodging, family-oriented entertainment, professional services and public spaces, utilized by the local and regional community.
- Encourage infill, greater intensity and redevelopment where older buildings have outlived their economic life and look for opportunities to upgrade older properties into places where people can live as well as conduct business.
- Incorporate mixed-use residential buildings with ground-floor retail or office that allow people to work within walking distance of their homes.
- Upgrade the transportation network to ensure that multiple modes of travel have effective circulation and access to destinations.
- Enhance the appearance of streets, sidewalks, sites, and buildings through the development of effective development regulations, guidelines, and standards to create a welcoming entry to the community.
- Protect important environmental resources.
- Strengthen attributes that reflect Lake Stevens as a distinct, unified community.
- Create an incentive for redevelopment through a SEPA Planned Action.

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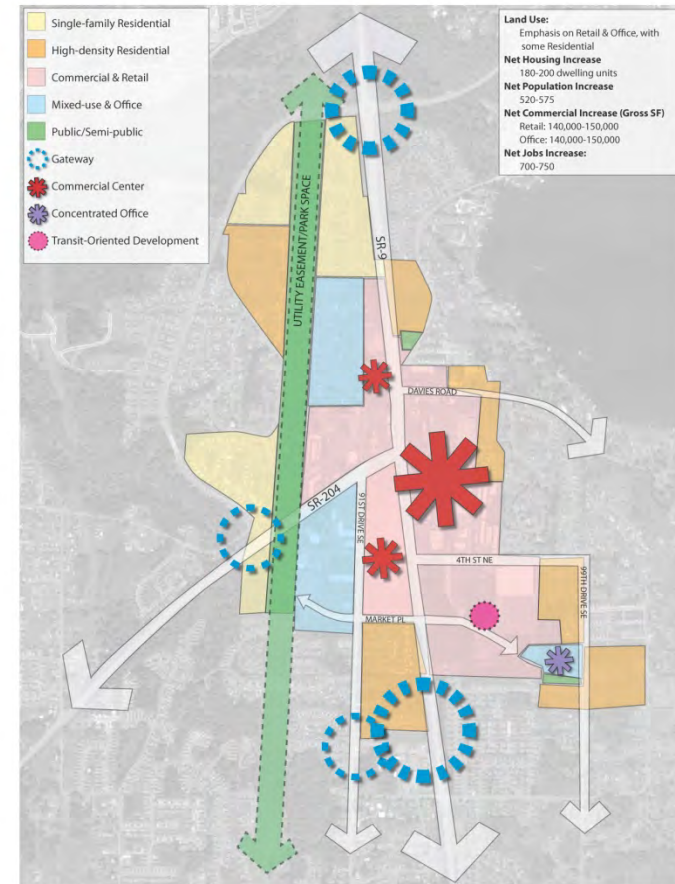
## 2. Original Plan Alternatives

The draft Environmental Impact Statement (EIS) considered three land use alternatives (Addendum - Table 1) that included a strong emphasis on employment growth, economic diversification and capturing retail spending occurring outside the City. The Lake Stevens City Council selected Alternative 2 as the preferred land use alternative.

| Alternative  | Retail<br>(Gross Sq. Ft) | Office<br>(Gross Sq. Ft) | Housing<br>(Dwelling Units) |
|--|--------------------------|--------------------------|-----------------------------|
| <b>Alternative 1 – No Action</b>                         | 50,000-60,000            | 30,000-40,000            | 100-120                     |
| <b>Alternative 2 – Center Revitalization</b>             | 140,000-150,000          | 140,000-150,000          | 180-200                     |
| <b>Alternative 3 – Residential &amp; Retail Emphasis</b> | 140,000-150,000          | 100,000-120,000          | 500-600                     |

Addendum Table 1 Summary of EIS alternatives

The Preferred Alternative/Alternative 2 emphasized intensifying employment and commercial growth in the city's traditional retail core. with an increase in higher-density residential uses along the periphery of the subarea to provide a transition to existing single-family neighborhoods. The subarea plan included a conceptual map for the preferred alternative that shows major land use patterns and focus areas (Addendum Map 1). From the preferred alternative specific development thresholds were adopted in the planned action ordinance. The exact land uses have changed but the main concept of concentrated commercial growth in the traditional retail core remains consistent.



LSC Preferred Alternative: Center Revitalization

July 2012



Map 1 Preferred Alternative

### 3. Purpose & Authority

To help realize its economic strategy, the City developed a subarea plan for the Lake Stevens Center, under the Revised Code of Washington (RCW) 36.70A.080, to promote balanced development in this growth center and to support the addition of employment and retail growth in the City in an area with larger parcels for development.

The City adopted the subarea plan as a supplementary document to the City's Comprehensive Plan. The subarea plan identified the land use goals and policies for the area that framed the regulatory development regulations. The plan is also a primary mechanism to identify actions and capital investments necessary to implement the plan. The City adopted the Lake Stevens Center Subarea Plan in accordance with the Lake Stevens Comprehensive Plan and incorporated associated regulations as part of the municipal code. The City also adopted the subarea plan as a planned action. A planned action is a tool that cities can use to provide regulatory certainty and encourage economic development, as allowed under the State Environmental Policy Act (RCW 43.21C.031 and WAC 197-11-164). Performing early environmental review as part of a subarea plan streamlines SEPA review for subsequent projects that are consistent with the plan. No changes to the planned action will be required.

### B. Plan Updates and Development Trends

#### 1. Development Trends

The city has achieved several of the objectives laid out in the subarea plan including the construction of approximately 58,000 square feet of new commercial and office development, including Vernon Village, Petco, the Ram and a new Bartell's in the Lake Stevens Center.

Some issues that have affected commercial growth include the limited amount of remaining developable acres. Other factors have been the regional trend of renewed commercial development following significant residential growth.

As part of the 2019 Comprehensive Plan Docket, the City Council requested staff reevaluate the market conditions along the corridor and assess if the growth targets identified in the Subarea Plan and Planned Action Ordinance remain valid. The city retained BERK Consultants to evaluate current local and regional market trends in its re-evaluation of the growth targets for the Lake Stevens Center.

BERK's findings indicated that under current conditions, the office targets are overly ambitious. They also indicated that Lake Stevens is well positioned to expand retail development targets.

- \* *Plan for 1.1–1.2 million square feet of new commercial space by 2040*
- \* *Design requirements in Lake Stevens Center should be relaxed to allow for more opportunities for redevelopment.*
- \* *Areas for additional commercial development should be explored by the City, potentially through annexation.*

The City Council and Planning Commission have reviewed the findings of the report and recommended moving forward with identified changes, including modifying some of the growth targets in the different employment sectors.

### 2. Public Process

#### Stakeholder Meeting

- BERK toured the city on July 24, 2019 and met with a group of local developers, property owners and real estate professionals to gauge their thoughts on the existing plan and potential changes.

#### Noticing and Document Issuance Dates

- On September 20, the city issued an SEPA addendum to the Lake Stevens Comprehensive Plan and FEIS for the 20<sup>th</sup> Street SE and sent notice to the Department of Commerce of proposed changes.



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## Planning Commission

- 1<sup>st</sup> Briefing on Subarea Plan changes September 18, 2019
- 2<sup>nd</sup> Briefing on Subarea Plan map changes September 18, 2019
- Comprehensive Plan Hearing November 6, 2019

## City Council

- 1<sup>st</sup> Briefing on Subarea Plan changes September 19, 2019
- 2<sup>nd</sup> Briefing on Subarea Plan map changes October 1, 2019
- Comprehensive Plan Hearing / 1<sup>st</sup> Reading November 6, 2019
- Comprehensive Plan Final Action / 2<sup>nd</sup> Reading November 26, 2019

## C. Updated Market Conditions

### 1. BERK Assessment for the Lake Stevens Center

- \* *Lake Stevens Center has experienced some retail and residential growth that aligns with the current Subarea Plan, but tourism and office commercial growth has been limited to date.*
- \* *Multimodal transportation, streetscape, and building massing requirements in the Subarea Plan may impact potential development for this site, and future transportation improvements will promote a more auto-oriented environment*
- \* *Additional infill and redevelopment may be possible on certain sites, but redevelopment of large format retail to align with the Subarea Plan will be challenging*

### 2. Regional Trends

- Office commercial development in the regional market has been slow and focused in existing centers
- There has been more of a market for new retail space in the region
- Employment in construction and healthcare services has experienced the most significant growth recently in the regional economy

- Future regional planning intends to promote decentralized job growth, but with a greater focus on communities in transit corridors
- County and regional plans identify Lake Stevens as a location for locally important goods, services, and employment

### 3. Lake Stevens Market

- Estimates indicate that Lake Stevens has experienced significant employment growth, primarily related to warehousing, construction, and services.
- Taxable retail sales data highlight that construction-related activities, restaurants, and general merchandise stores provide the greatest amount of retail activity in the market
- A retail leakage analysis indicates that there may be opportunities for expansion with several types of businesses, including general merchandise stores and restaurants
- Local rents and vacancy rates suggest that in the short-term smaller office spaces may be at a premium
- Projections estimate that employment in Lake Stevens should grow by 3,600–4,000 jobs, with a need for 1.1–1.2 million sf of commercial space
- Growth in the number of mini-storage facilities in the city suggest that limits to these uses in planned commercial and retail areas should be maintained

### 4. Recommendations

- Ensure that growth strategies for Lake Stevens Center recognize that further yields of commercial space in this area will likely result from longer-term redevelopment, with a limited amount of redevelopment and infill outside of the major community shopping centers.

- Review the Commercial District (CD) designation in this neighborhood under LSMC 14.38.020(b) to expand the list of principal uses to include health care / professional services, entertainment, and other commercial uses as principal uses. In addition, increase the requirements for a conditional use permit for health care, professional, scientific, and technical services in buildings with a footprint greater than 10,000 sf.
- Remove the maximum setbacks included in LSMC 14.38.040 for MS and Mixed Use Neighborhood (MUN) designations in this neighborhood to provide additional flexibility with site configuration and massing.
- Maintain the use of the design guidelines in the Subarea Plan to reinforce community identity but re-orient the pedestrian-oriented guidelines, building design standards, and streetscape standards to create comfortable and welcoming internal circulation nodes that tie adjacent development together. Integrate this with the standards for plazas, courtyards, and seating areas and pedestrian connections.
- Note that a development bonus such as the one included in LSMC 14.38.050 will not likely be applicable in the short-term as a means of encouraging additional commercial development. Over the long term these bonuses may provide incentives for redevelopment, especially with respect to mixed-use and multifamily projects. Review and adjust the development incentives provided for the bonus height when new multi-story development is proposed for this area.
- Maintain the current development thresholds for the Planned Action EIS included in LSMC 14.38.120(c), but re-evaluate these targets after additional commercial development occurs in the neighborhood to ensure that this mix of uses is being attained.

## D. Targets, Land Use Designations and Zoning

### 1. Development Thresholds

The draft Environmental Impact Statement (EIS) considered three land use alternatives (Table 1), all of which envisioned the Lake Stevens Center with a strong emphasis on employment growth, economic diversification and capturing the retail spending occurring outside the City. The recent market analysis does not change this goal but allows the City to be adaptable and modify targets for individual employment sectors under the previously adopted preferred alternative. Proposed changes fall within the analysis for all the original growth targets.

| Development Thresholds         | Retail<br>(Gross Sq. Ft.) | Office<br>(Gross Sq. Ft.) | Housing<br>(Dwelling Units) |
|--------------------------------|---------------------------|---------------------------|-----------------------------|
| Adopted Development Thresholds | 150,000                   | 150,000                   | 200                         |

*Addendum Table 2 Preferred Alternative*

The Development Thresholds for allocation of land uses types will remain the same. As of June 2019, approximately 61% of Retail, 95% of Office, and 87% of Housing capacity remains. The changes fall within the alternatives evaluated are consistent with the subarea plan and the EIS.

### B. Land Use and Zoning Changes

Based on the updated market analysis some parcels received new land use and zoning designations included as Maps 3 and 4 (pages XX). Specifically, the properties between SR-204 and Market were assigned the Commercial land use designation and Commercial District zoning designation to allow greater use flexibility. Table 3 shows revised acreage for land use and zoning changes.



| Land Use Designation       | Acres | Zoning                                 | Acreage |
|----------------------------|-------|--|---------|
| Medium Density Residential | 80    | Urban Residential                      | 80      |
| High Density Residential   | 58    | High Urban Residential                 | 66      |
| Commercial                 | 153   | Business District, Commercial District | 118     |
| Mixed Use                  | 22    | Mixed Use, Mixed Use Neighborhood      | 63      |
| Public/Semi-Public         | 43    | Public/Semi-Public                     | 32      |

Addendum Table 3 Revised Land Use / Zoning Summary

## E. Implementation

### 1. Market and Promotion

City staff has been cultivating relationships with developers and major property owners who have expressed a desire to develop along portions of the corridor. As a future implementation task, the City should develop updated marketing materials, actively promote the subarea and continue reaching out to developers, companies and real estate professionals with a deliberate marketing approach.

### 2. Partnerships

No City on its own can create a transformation of an area in all its many forms, nor does it have the financial resources to accomplish that. The City should identify strategic partners who can contribute resources, investments, and efforts to implement the Lake Stevens Center Subarea Plan. Partners include utility districts, school districts, Snohomish

County, Washington Department of Transportation, non-profit groups, civic organizations, and private developers.

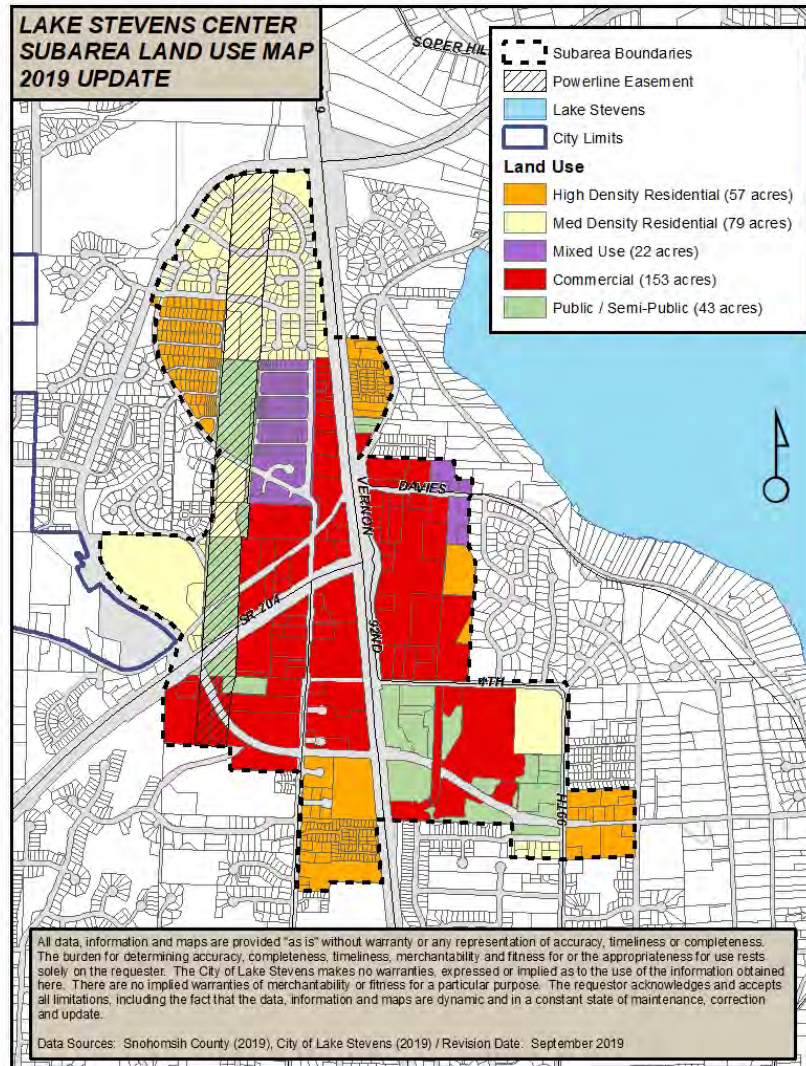
### 3. Gateways and Wayfinding

To capitalize on the positive changes envisioned in the subarea plan, the City should implement Gateway and Wayfinding following the City's adopted beautification plan. Future signs could reflect the unique character of the subarea and its diverse residential and commercial areas and provide clear direction to amenities, businesses, and services within the subarea for visitors and residents. A successful Gateway and Wayfinding program is a key tool to enhance economic development and help establish an attractive and dynamic subarea that connects the subarea seamlessly to greater Lake Stevens.

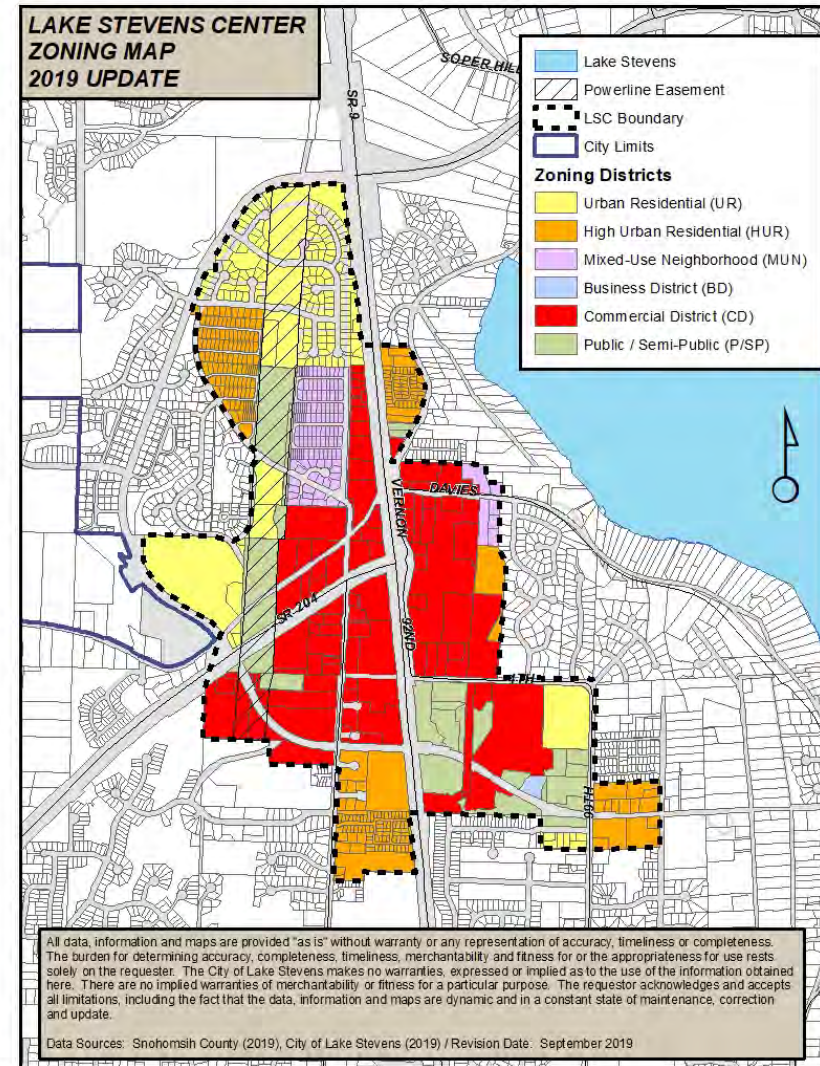
### 4. Associated Documents

The Subarea Plan provides guidance for the Vision, but the plan is implemented through land use regulations, design guidelines, capital facilities plan and the planned action ordinance. Follow up actions will include a review of the development regulations in Title 14 of the Lake Stevens Municipal Code for consistency with the Subarea Plan and associated documents. Updates to the Capital Facilities Plan will be through the annual docket process and six-year capital plan as City Council sets priorities for road and park improvements.

NOVEMBER 2019



Map 2 Revised Land Use Map



Map 3 Revised Zoning Map

**Attachment 2**

**CITY OF LAKE STEVENS  
Lake Stevens, Washington  
ORDINANCE NO. 1074**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON  
AMENDING THE OFFICIAL ZONING MAP AS A CONCURRENT LAND USE  
ACTION WITH THE 2019 COMPREHENSIVE PLAN UPDATE.**

**WHEREAS**, the City as part of its 2019 Comprehensive Plan update, has proposed land use map amendments along with concurrent rezones; and

**WHEREAS**, Section 14.16C.090 of the Lake Stevens Municipal Code (LSMC) sets forth the process for rezone applications; and

**WHEREAS**, pursuant to LSMC 14.16C.090, the rezones are considered area-wide rezones because the proposed changes are tied to Comprehensive Plan Amendments; and

**WHEREAS**, as part of the Comprehensive Plan, the City intends to adopt pre-designations for unincorporated areas including zoning designation as part of the Official Zoning Map; and

**WHEREAS**, the City and its partner agencies did review the application materials pursuant to the requirements of LSMC 14.16C.090; and

**WHEREAS**, a SEPA Addendum and Adoption of Existing Documents were issued for the Docket on September 16, 2019 – no SEPA comments were received; and

**WHEREAS**, on September 20, 2019, the City submitted the proposed Comprehensive Plan land use map, text and figure amendments to the Washington State Department of Commerce for its 60-day review and received documentation of completion of the procedural requirement; and

**WHEREAS**, in taking the actions set forth in this ordinance, the City has complied with the requirements of the State Environmental Policy Act, Ch. 43.21C RCW; and

**WHEREAS**, the Lake Stevens Planning Commission, after review of the proposed Comprehensive Plan land use map, zoning change request, text and figure amendments and associated rezones, held a duly noticed public hearing on November 6, 2019, and all public testimony was given full consideration; and

**WHEREAS**, the Lake Stevens City Council reviewed the Planning Commission's recommendation relating to the proposed Comprehensive Plan land use map, text and figure amendments and associated rezones and held a duly noticed public hearing and considered all public testimony on November 12, 2019; and

**WHEREAS**, area-wide rezones are Type VI legislative decision per Table 14.16A-I as found in Chapter 14.16A LSMC, which requires recommendation from the Planning Commission to City Council, based on written findings and conclusions, supported by evidence from an open-record hearing; and

**WHEREAS**, the Planning Commission provided the City Council with a recommendation letter along with findings and conclusions to approve the rezone request pursuant to LSMC 14.16B.645 as the proposed rezone meets the legal criteria for approving a rezone as set forth in LSMC 14.16C.090 and applicable State requirements; and



**WHEREAS**, the City Council considered the Planning Commission's recommendation on November 12, 2019,

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

**Section 1.** The City Council hereby adopts and incorporates the findings and conclusions for approving a rezone as set forth in the Planning Commission's recommendation, pursuant to LSMC 14.16C.090 and adopts the Planning Commission's Recommendation, including the conditions of approval, dated November 6, 2019, attached hereto as **Exhibit A and incorporated by this reference.**

**Section 2.** The City Council makes the following conclusions based on the entire record of this proceeding, including all testimony and exhibits:

- A. The open record public hearing of the Planning Commission and the open record public hearing of the City Council satisfy the public participation requirements of Chapter 14.16A LSMC.
- B. The SEPA process conducted for this ordinance satisfies the requirements of the State Environmental Policy Act codified in Chapter 43.21C RCW as implemented by Chapter 197-11 WAC and Title 16 LSMC.
- C. The zoning map amendment adopted by this ordinance complies with the Growth Management Act (Chapter 36.70A RCW).
- D. The zoning map amendment adopted by this ordinance is consistent with the adopted Lake Stevens Comprehensive Plan.

**Section 3.** The Official Zoning Map is hereby amended as depicted in **Exhibit B attached hereto and incorporated by this reference.**

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

**PASSED** by the City Council of the City of Lake Stevens this 12th day of November 2019

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

ATTEST/AUTHENTICATION:

\_\_\_\_\_  
Kathleen Pugh, City Clerk

APPROVED AS TO FORM:

---

Greg Rubstello, City Attorney

First Reading: November 12, 2016

Second Reading: November 26, 2019

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

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



## **EXHIBIT A**

### **Planning & Community Development**

1812 Main Street

P.O. Box 257

Lake Stevens, WA 98258

November 7, 2019

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

#### **RE: Planning Commission Recommendation 2019 Comprehensive Plan**

**Commissioners Present:** Jennifer Davis, Janice Huxford, Vicki Oslund, Linda Hoult, Tracy Trout and Steve Ewing

**Commissioners Absent:** John Cronin

#### **PLANNING COMMISSION PUBLIC HEARING**

Planning and Community Development staff presented the 2019 Docket and responded to questions and comments from the Planning Commission and audience. Staff discussed the background and overview of the Docket and Comprehensive Plan amendments and presented each proposed amendment individually. Staff also discussed the specific public outreach for individual elements.

Various members of the public and other stakeholders attended. Most of the public comments related to requests for clarification on proposed boundaries for re-designations and zoning. Other public comments related to policy issues and procedure.

Staff concluded that each amendment met the approval criteria of the Comprehensive Plan and the Growth Management Act (GMA). Provided below is a synopsis of each amendment

T-1 – The city is proposing a text amendment to Chapter 2 – the Land Use Element and subarea plans, which would update land use tables and text reflecting map changes, annexations and reports. The text, goals and policies related to adoption of the Downtown Lake Stevens subarea and modifications to the Shoreline Master Program have been revised. The amendments also include addenda for Lake Stevens Center and 20th Street SE Corridor subareas to reflect current market conditions.

T-2 – The city is proposing a text amendment to Chapter 5 – the Parks, Recreation and Open Space Element, which would add a revised Needs Assessment, describe new park projects in the capital project list and add a level of service for recreation. The amendments would revise narratives, figures and park planning descriptions.

T-3 – The city is proposing text amendments to Chapter 7 – the Public Services and Utilities Element, which would update references to the current School District Capital Facilities Plan and Lake Stevens Sewer District Comprehensive Plan along with map changes reflecting recent annexations.

T-4 - The city is proposing a text amendment to Chapter 9 – the Capital Facilities Element, which would include amendments to add updated park, facility and road projects to the Capital Facilities Element. The amendments would also update the public facilities map and include updates to tables in the chapter.

T-5 – T6 – Along with the above-defined text amendments, staff will also include standard administrative amendments including the Cover, Title Page, Table of Contents, Executive Summary, Introduction and Appendices (including SEPA Addenda).

The city-initiated map amendments and concurrent rezone applications include the following:

1. Updated Comprehensive Plan Map;
2. Pre-designations for land use and zoning for future annexation areas;
3. Change the Land Use Designation of Medium Density Residential properties to Public / Semi-Public to support park facilities (Frontier Heights Park, Oak Hill Park and 20<sup>th</sup> Street Ballfields) along with associated rezones to change the zoning designations to Public / Semi-Public.
4. Change the Land Use Designation of Mixed-Use Properties in the Lake Stevens Center Subarea to Commercial with an associated rezone to change the zoning designations to Commercial District.
5. Change the Land Use Designations of Medium Density Residential properties in the 20<sup>th</sup> Street SE Corridor Subarea to Commercial with associated rezones to change zoning designations to Commercial District and Neighborhood Business.

#### FINDINGS AND CONCLUSIONS

The Planning Commission hereby adopts staff's findings and conclusions described in the staff report and analysis sheets, dated November 7, 2019, and concludes that the proposed amendments and rezones fulfill the following requirements:

1. The Docket is consistent with the adopted Lake Stevens Comprehensive Plan;
2. The Docket meets the criteria for amending the Comprehensive Plan;
3. The associated rezones meet the criteria for amending the Zoning Map; and
3. The Docket complies with the Growth Management Act.

#### PLANNING COMMISSION RECOMMENDATIONS

Commissioner Davis made a motion to forward a recommendation to the City Council to approve the 2019 Comprehensive Plan Amendments with the following amendments:

1. Exclude additional request for reclassification of Neighborhood Business properties between 99<sup>th</sup> Ave SE and South Lake Stevens Road to Commercial District as there had not been time for public outreach and analysis.
2. Remove references to gross or net density in policies as these will be addressed with future zoning code updates; and
3. Fix inconsistencies and errata identified by the Planning Commission and public.

Commissioner Hoult seconded the motion. Motion passed 4-2-0-1.

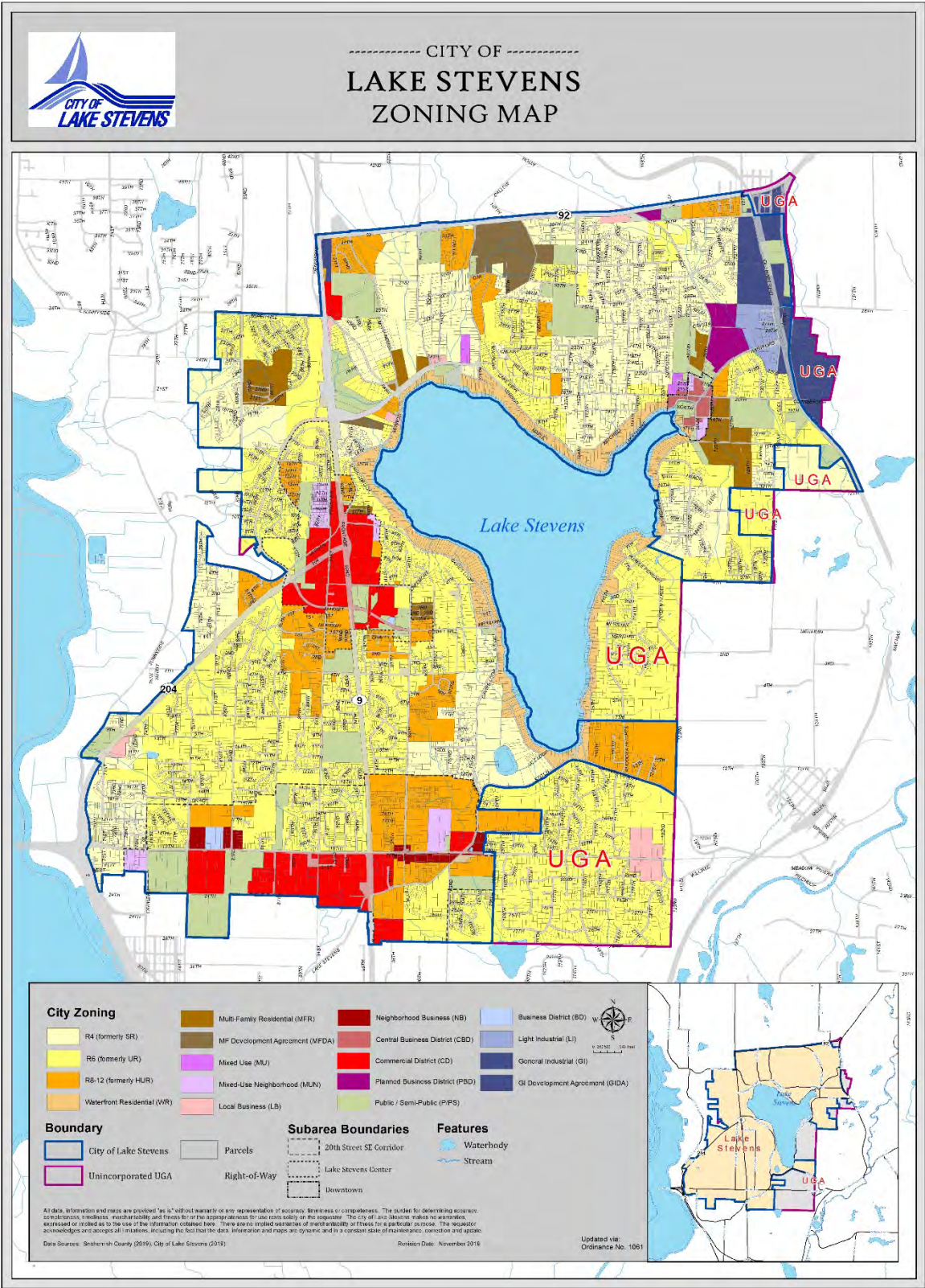
Respectfully Submitted,

Original on File

Janice Huxford, Chair



**EXHIBIT B**



**Attachment 3**

**ORDINANCE NO. 1075**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON  
REVISING THE PLANNED ACTION ORDINANCE FOR THE 20<sup>TH</sup>  
STREET SE CORRIDOR SUBAREA PURSUANT TO THE STATE  
ENVIRONMENTAL POLICY ACT (CHAPTER 43.21C RCW AND WAC  
197-11-164)**

**WHEREAS**, the State Environmental Policy Act (SEPA) (Chapter 43.21C RCW) and implementing rules (WAC 197-11-164) provide for the integration of environmental review with land use planning and project review through designation of “Planned Actions” by jurisdictions planning under the Growth Management Act (GMA) (Chapter 36.70A RCW); and

**WHEREAS**, the City has prepared a subarea plan for the 20<sup>th</sup> Street SE Corridor, which is referred to as the Planned Action Area; and

**WHEREAS**, on July 31, 2012 the City issued a Final environmental impact statement (EIS) for the 20<sup>th</sup> Street SE Corridor Subarea Plan which identifies impacts and mitigation measures associated with planned development in the subarea; and

**WHEREAS**, on September 24, 2012 the Lake Stevens City Council enacted Ordinance No. 878 and adopted a Planned Action Ordinance for the 20<sup>th</sup> Street SE Corridor Subarea Plan as a supplement to the Comprehensive Plan after an extensive public process; and

**WHEREAS**, as part of the 2019 Comprehensive Plan Update (Ordinance No. 1073), the City has adopted an addendum to the 20<sup>th</sup> Street SE Corridor Subarea Plan that revises the development thresholds pursuant to a recent market analysis; and

**WHEREAS**, a SEPA Addendum and Adoption of Existing Documents were issued for the 20<sup>th</sup> Street Corridor on September 19, 2019; and

**WHEREAS**, the proposed Comprehensive Plan amendments were sent to the Washington Department of Commerce on September 20, 2019 for the required 60-day review by State agencies; and

**WHEREAS**, in taking the actions set forth in this ordinance, the City has complied with the requirements of the State Environmental Policy Act, Ch. 43.21C RCW; and

**WHEREAS**, on November 6, 2019 the Planning Commission, after review of the proposed 20<sup>th</sup> Street SE Corridor Subarea Plan Addendum and 2019 Comprehensive Plan updates and associated rezones, held a duly noticed public hearing on the amendment, and all public testimony was given full consideration before making a recommendation to the City Council to approve the proposed Subarea Plan addendum and related documents; and

**WHEREAS**, on November 12 and November 26, 2019, the Lake Stevens City Council reviewed the Planning Commission's recommendation relating to the proposed 20<sup>th</sup> Street SE Corridor Subarea Plan Addendum, Comprehensive Plan, Planned Action Update and associated rezones, and held a duly noticed public hearing, and all public testimony has been given full consideration; and

**WHEREAS**, designation of a Planned Action expedites the permitting process for subsequent, implementing projects whose impacts have been previously addressed in a Planned Action EIS, and thereby encourages desired growth and economic development; and

**WHEREAS**, the 20<sup>th</sup> Street SE Corridor Subarea is deemed to be appropriate for designation of a Planned Action,

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

**SECTION 1. Purpose.** The City Council declares that the purpose of this ordinance is to:

A. Combine analysis of environmental impacts with the City's development of plans and regulations;

B. Designate the 20<sup>th</sup> Street SE Corridor Subarea as a Planned Action for purposes of environmental review and permitting of subsequent, implementing projects pursuant to the State Environmental Policy Act (SEPA), RCW 43.21C.031;

C. Determine that the EIS prepared for the subarea plan meets the requirements of a Planned Action EIS pursuant to SEPA;

D. Establish criteria and procedures, consistent with state law, that will determine whether subsequent, implementing projects qualify as Planned Actions;

E. Provide the public with information about Planned Actions and how the City will process applications for implementing projects;

F. Streamline and expedite the land use review and approval process for qualifying projects by relying on the environmental impact statement (EIS) completed for the Planned Action; and

G. Apply the City's development regulations together with the mitigation measures described in the EIS and this Ordinance to address the impacts of future development contemplated by the Planned Action.

**SECTION 2. Findings.** The City Council finds as follows:

A. The City is subject to the requirements of the Growth Management Act, Chapter 36.70A RCW, and is located within an Urban Growth Area;

B. The City has adopted a Comprehensive Plan complying with the GMA, and is amending the Comprehensive Plan to incorporate a subarea element specific to the 20<sup>th</sup> Street SE Corridor Planned Action Area;

C. The City has adopted development regulations and design guidelines concurrent with the Subarea Plan to implement said Plan;

D. The City has prepared an EIS for the 20<sup>th</sup> Street SE Corridor Subarea and addenda that finds that this EIS adequately addresses the probable significant environmental impacts associated with the type and amount of development planned to occur in the designated Planned Action Area;

E. The mitigation measures identified in the Planned Action EIS and subsequent addenda together with adopted subarea land use regulations and design guidelines, will adequately mitigate significant impacts from development within the Planned Action Area;

F. The subarea plan and Planned Action EIS identify the location, type and amount of development that is contemplated by the Planned Action;

G. Future projects that are implemented consistent with the Planned Action will protect the environment, benefit the public and enhance economic development within the City;

H. The City has provided numerous opportunities for meaningful public involvement in the proposed Planned Action; has considered all comments received; and, as appropriate, has modified the proposal or mitigation measures in response to comments;

I. The 20<sup>th</sup> Street SE Corridor Subarea Plan is not an essential public facility as defined by RCW 36.70A.200(1). Future improvements to state highways within the subarea are not eligible for review or permitting as Planned Actions. However, such future proposals may use the information contained in the Planned Action EIS, consistent with SEPA;

J. The Planned Action Area is a defined area that is smaller than the overall City boundaries; and

K. Public services and facilities will be adequate to serve the proposed Planned Action with implementation of mitigation measures identified in the EIS.

**SECTION 3. Procedures and Criteria for Evaluating and Determining Projects as Planned Actions.**

A. *Planned Action Area.* The Planned Action designation shall apply to the area shown in Exhibit A.

B. *Environmental Document.* A Planned Action determination for a site-specific implementing project application shall be based on the environmental analysis contained in the Draft EIS issued by the City on January 24, 2012 and the Final EIS issued on July 31, 2012. The Draft and Final EISs together shall comprise the Planned Action EIS.

The mitigation measures contained in Exhibit B are based upon the findings of the Planned Action EIS and shall, along with adopted City regulations, provide the framework that the City will use to impose appropriate conditions on qualifying Planned Action projects.

**C. *Planned Action Designated.*** Land uses and activities described in the Planned Action EIS, subject to the thresholds described in subsection 3.D and the mitigation measures contained in Exhibit B, are designated Planned Actions or Planned Action Projects pursuant to RCW 43.21C.031. A development application for a site-specific project located within the 20<sup>th</sup> Street SE Corridor Subarea shall be designated a Planned Action if it meets the criteria set forth in subsection 3.D of this ordinance and applicable laws, codes, development regulations and standards of the City.

**D. *Planned Action Qualifications.*** The following thresholds shall be used to determine if a site-specific development proposed within the 20<sup>th</sup> Street SE Corridor Subarea is contemplated by the Planned Action and has had its environmental impacts evaluated in the Planned Action EIS:

(1) **Land Use.** The following general categories/types of land uses, which are permitted or conditionally permitted in zoning districts applicable to the 20<sup>th</sup> Street SE Corridor Planned Action Area, are considered Planned Actions:

- (a) Retail and service activities;
- (b) Civic and cultural uses which are not defined as essential public facilities;
- (c) Office/Employment uses;
- (d) Commercial uses;
- (e) Lodging, such as hotels and motels;
- (f) Residential dwelling units; and
- (g) Infrastructure improvements identified in the EIS to support planned land uses.

Individual land uses considered to be Planned Actions shall include those uses specifically listed in subarea land use regulations, Chapter 14.38 LSMC, applicable to the zoning classifications applied to properties within the Planned Action Area.

(2) **Development Thresholds.**

(a) The following amount of various new land uses are contemplated by the Planned Action:

| Land Use <sup>1</sup>   | Development Thresholds    |
|-------------------------|---------------------------|
| Residential             | 1,000 units               |
| Commercial <sup>2</sup> | 500,000 gross square feet |
| Employment <sup>3</sup> | 500,000 gross square feet |

<sup>1</sup>A building with multiple uses will be designated by the majority use.

<sup>2</sup>Commercial includes accommodation services, arts and entertainment, food services, retail trade, etc.

<sup>3</sup>Employment includes corporate offices, general offices, research and development, medical clinics, technology, light manufacturing and assembly, etc.

(b) Local road projects identified in the EIS to support planned levels of growth identified in subsection (2)(a) are considered planned actions, except for 24<sup>th</sup> Street SE.

(c) Shifting the total build out between categories of uses may be permitted so long as the total build out does not exceed the aggregate amount of development and the trip generation reviewed in the EIS, and so long as the impacts of that development have been identified in the Planned Action EIS and are mitigated consistent with Exhibit B.

(d) If future development proposals in the 20<sup>th</sup> Street SE Corridor Planned Action Area exceed the development thresholds specified in this ordinance, further environmental review may be required pursuant to WAC 197-11-172. In addition, if proposed development would alter the assumptions and analysis in the Planned Action EIS, further environmental review may be required.

(3) Building Height. Building height shall not exceed those permitted in the underlying zoning district(s) pursuant to the standards of the Lake Stevens Municipal Code.

4) Transportation.

(a) *Trip Ranges & Thresholds*. The numbers of new PM peak hour trips anticipated in the Planned Action Area and reviewed in the EIS are as follows:

|                          |             |
|--------------------------|-------------|
| Total Trips PM Peak Hour | 3,441 trips |
|--------------------------|-------------|

Uses or activities that would exceed these maximum trip levels will require additional SEPA review.

(b) *Concurrency*. The determination of transportation impacts shall be based on the City's concurrency management program contained in Chapter 14.110 LSMC.

(c) *Off-Site Mitigation*. As provided in the EIS and Chapter 14.110 LSMC, in order to mitigate transportation related impacts, all Planned Action Projects shall pay a traffic impact mitigation fee to participate in and pay a proportionate share of off-site improvements consistent with Chapter 14.112 LSMC and the current Fees Resolution.

(d) *Director Discretion*. The Director of Public Works shall have discretion to determine incremental and total trip generation, consistent with the latest edition of the Institute of Traffic Engineers (ITE) Trip Generation Manual or an alternative manual accepted by the Director of Public Works at his or her sole discretion, for each project permit application proposed under this Planned Action.

(5) Elements of the Environment and Degree of Impacts. A proposed project that would result in a significant change in the type or degree of impacts to any of the elements of the environment analyzed in the Planned Action EIS, or that causes significant impacts to an element of the environment that was not considered in the Planned Action EIS, would not qualify as a Planned Action.

(6) Changed Conditions. Should environmental conditions change significantly from those analyzed in the Planned Action EIS, the City's SEPA Responsible Official



may determine that the Planned Action designation is no longer applicable until supplemental environmental review has been conducted.

#### **E. Planned Action Review Criteria.**

(1) The City's SEPA Responsible Official may designate as "Planned Actions", pursuant to RCW 43.21C.030, applications that meet all the following conditions:

(a) Proposal is located within the Planned Action Area identified in Exhibit A of this ordinance;

(b) Proposed uses and activities are consistent with those described in the Planned Action EIS and Section 3.D of this ordinance;

(c) Proposal is within the Planned Action thresholds and other criteria of Section 3.D of this ordinance;

(d) Proposal is consistent with the City of Lake Stevens Comprehensive Plan;

(e) Proposal's significant adverse environmental impacts have been identified in the Planned Action EIS;

(f) Proposal's significant impacts have been mitigated by application of the measures identified in Exhibit B, and other applicable city regulations, together with any modifications, variances or special permits that may be required;

(g) Proposal complies with all applicable local, state and/or federal laws and regulations, and the SEPA Responsible Official determines that these constitute adequate mitigation; and

(h) Proposal is not an essential public facility as defined by RCW 36.70A.200(1), unless an essential public facility is accessory to or part of a project that is designated as a planned action.

(2) The City shall base its decision on review of a SEPA checklist, or an alternative form adopted with Planned Action Ordinance, and review of the application and supporting documentation.

(3) A proposal that meets the criteria of this section shall be considered to qualify and be designated as a Planned Action, consistent with the requirements of RCW 43.21C.030, WAC 197-11-164 et seq., and this ordinance.

#### **F. Effect of Planned Action**

(1) Designation as a Planned Action Project means that a qualifying proposal has been reviewed in accordance with this ordinance and found to be consistent with its development thresholds, and with the environmental analysis contained in the Planned Action EIS.

(2) Upon determination by the City's SEPA Responsible Official that the proposal meets the criteria of Section 3.D and qualifies as a Planned Action, the proposal shall not require a SEPA threshold determination, preparation of an EIS, or be subject to further review pursuant to SEPA.

**G. Planned Action Permit Process.** Applications for Planned Actions shall be reviewed pursuant to the following process.

(1) Development applications shall meet all applicable requirements of the Lake Stevens Municipal Code (LSMC). Applications for Planned Actions shall be made on



forms provided by the City and shall include a SEPA checklist, or an approved Planned Action checklist.

(2) The City's Director of Planning and Community Development or designee shall determine whether the application is complete as provided in LSMC 14.16A.220(f).

(3) If the application is for a project within the Planned Action Area defined in Exhibit A, the application will be reviewed to determine if it is consistent with the criteria of this ordinance and thereby qualifies as a Planned Action Project. The SEPA Responsible Official shall notify the applicant of his/her decision. If the project is determined to qualify as a Planned Action, it shall proceed in accordance with the applicable permit review procedures specified in Chapter 14.16B LSMC, except that no SEPA threshold determination, EIS or additional SEPA review shall be required. The decision of the SEPA Responsible Official regarding qualification as a Planned Action shall be final.

(4) Public notice of the determination that a project qualifies as a planned action project, pursuant to Chapter 43.21C RCW, shall be mailed or otherwise verifiably provided to:

- (a) All affected federally recognized tribal governments and
- (b) Agencies with jurisdiction over the future development anticipated for the planned action.

The notice shall state that the project has qualified as a planned action. Other notice may be required for the underlying permit.

(5) Development Agreement.

(a) To provide additional certainty about applicable requirements, the City or an applicant may request consideration and execution of a development agreement for a Planned Action Project. The development agreement may address review procedures applicable to a Planned Action Project, permitted uses, mitigation measures, payment of impact fees or provision of improvements through other methods, design standards, phasing, vesting of development rights, or any other topic that may properly be considered in a development agreement consistent with RCW 36.70B.170 et seq.

(b) A development agreement may also include alternative mitigation measures proposed by an applicant, provided that such alternative measures shall provide mitigation that is equivalent to or better than that identified in the Planned Action EIS. The determination that mitigation measures are equivalent shall be made by the SEPA Responsible Official.

(6) If a project is determined to not qualify as a Planned Action, the SEPA Responsible Official shall so notify the applicant and prescribe a SEPA review procedure consistent with the City's SEPA regulations and the requirements of state law. The notice shall describe the elements of the application that result in failure to qualify as a Planned Action.

(7) Projects that fail to qualify as Planned Actions may incorporate or otherwise use relevant elements of the Planned Action EIS, as well as other relevant SEPA documents, to meet their SEPA requirements. The SEPA Responsible Official may limit the scope of SEPA review for the non-qualifying project to those issues and environmental impacts not previously addressed in the Planned Action EIS.

**SECTION 4. Monitoring and Review.**

A. The City shall monitor the progress of development in the designated Planned Action Area to ensure that it is consistent with the assumptions of this ordinance and the Planned Action EIS regarding the type and amount of development and associated impacts, and with the mitigation measures and improvements planned for the 20<sup>th</sup> Street SE Corridor Planned Action Area.

B. This Planned Action Ordinance shall be reviewed by the SEPA Responsible Official when development within the Planned Action Area is approaching maximum threshold levels or no later than five years from its effective date to determine the continuing relevance of its assumptions and findings with respect to environmental conditions in the Planned Action Area, the impacts of development, and required mitigation measures. Based upon this review, the City may propose amendments to this ordinance or may supplement, addend or amend the Planned Action EIS.

**SECTION 5. Conflict.** In the event of a conflict between this Ordinance or any mitigation measure imposed thereto, and any ordinance or regulation of the City, the provisions of this ordinance shall control, EXCEPT that the provision of any International Code shall supersede.

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

**SECTION 7. Effective Date and Publication.** A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force five days after the date of publication.

PASSED by the City Council of the City of Lake Stevens this 12th day of November 2019.

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

ATTEST/AUTHENTICATION:

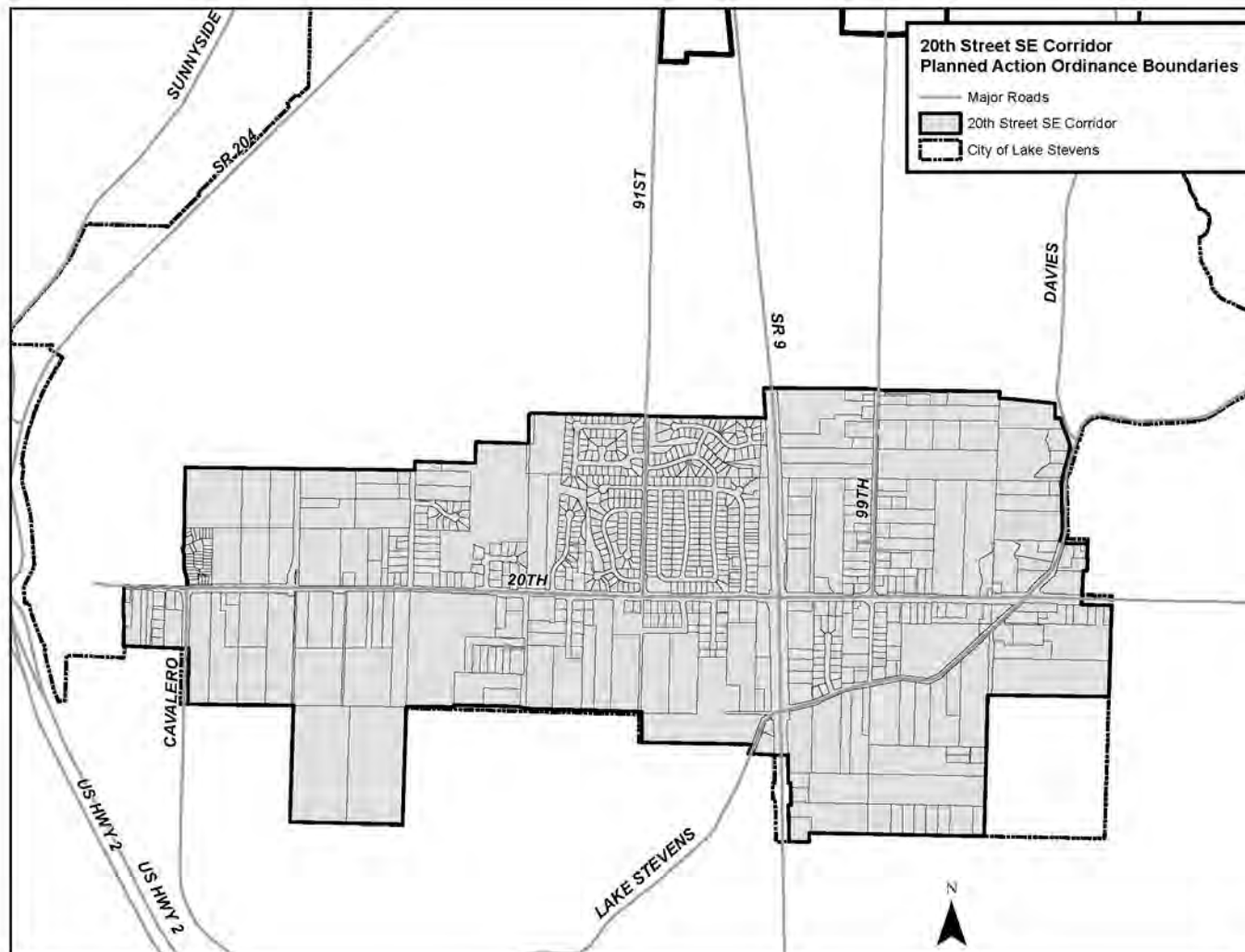
\_\_\_\_\_  
Kathy Pugh, City Clerk

APPROVED AS TO FORM:

First Reading: 11/12/2019  
Second & Final Reading: 11/26/2019  
Published: \_\_\_\_\_  
Effective Date: \_\_\_\_\_

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

## EXHIBIT A – 20<sup>TH</sup> STREET SE CORRIDOR PLANNED ACTION AREA



## **EXHIBIT B**

### **20<sup>th</sup> STREET SE CORRIDOR SUBAREA PLAN PLANNED ACTION ORDINANCE MITIGATION MEASURES**

In compliance with the State Environmental Policy Act (SEPA), the City of Lake Stevens prepared and published draft and final environmental impact statements (collectively “the Planned Action EIS”) for the 20<sup>th</sup> Street SE Corridor Subarea Plan. The Planned Action EIS identifies significant impacts to the environment that would occur as a result of future growth in the subarea, along with mitigation measures that would avoid, reduce, minimize or compensate for those impacts. The City will designate the subarea as a Planned Action for purposes of future environmental review, consistent with the requirements of RCW 43.21C.031 and WAC 197-11-164 et seq.

This exhibit to the Planned Action Ordinance summarizes mitigation measures identified in the Planned Action EIS. The Planned Action EIS should be reviewed to understand the full context of measures for each element of the environment. As part of its review of future development proposals within the Planned Action Area (Exhibit A), and to determine whether such proposals qualify as planned actions, the City will review the measures identified herein and require them as conditions of approval.

It should be noted that some mitigation measures identified in the Planned Action EIS have already been accomplished (such as adoption of a Planned Action Ordinance) and are not included in this exhibit. References are provided for measures that rely on adopted provisions of the Lake Stevens Municipal Code. In addition, while most mitigation measures identified in the Planned Action EIS apply to development projects (public or private), a few provide direction to the City for future planning and regulatory programs. The City will consider these as part of its ongoing planning processes, including any required monitoring.

#### **1. Natural Environment**

##### **A. Earth**

##### **Applicable Regulations and Commitments**

- **Geological Assessments Required:** LSMC 14.88.630 requires the preparation of a geological assessment for any development proposal within 200 feet of an area designated as geologically hazardous. Geological assessments must contain an analysis of the potential impacts to geologically hazardous areas resulting from the proposed development and identify appropriate mitigation measures necessary to protect development and the geologically hazardous area.
- **Native Growth Protection Area:** LSMC 14.88.670 requires developers to place geologically hazardous areas not approved for alteration and their buffers in a native growth protection area; lawfully altered geologically hazardous areas are subject to a covenant of notification and indemnification/hold harmless agreement.
- **Erosion Control Measures Required:** LSMC 14.64.130 requires the implementation of sedimentation and erosion control measures for any development that would entail land disturbance. The Public Works Director must review and approve erosion control plans.

##### **Additional Mitigation Measures**

Existing regulations provide adequate mitigation for identified impacts. No additional measures are required.

##### **B. Water Resources**

##### **Applicable Regulations and Commitments**

**EXHIBIT B – 20<sup>TH</sup> Street SE Corridor Subarea Planned Action Ordinance Mitigation Measures**

- **Stormwater Management:** The City's municipal code requires the use of natural drainage systems to the extent feasible in order to preserve natural topography (LSMC 14.64.100). The Code also requires all new stormwater drainage systems to be constructed in accordance with the requirements of the Department of Ecology's 2005 Stormwater Management Manual for Western Washington (LSMC 11.06.020 and LSMC 14.64.140).
- **NPDES Phase II Municipal Stormwater Permit:** The Western Washington Phase II Municipal Stormwater Permit was issued in 2007 to implement the requirements of the Clean Water Act and the National Pollutant Discharge Elimination System as codified in Sections 11.06.020 and 14.64.140 of the City's municipal code. Local jurisdictions covered under the permit, including the City of Lake Stevens, are required to develop a stormwater management program designed to reduce the discharge of pollutants and protect water quality. In accordance with the requirements of the permit, the City of Lake Stevens has adopted a stormwater management plan focused on public education and outreach, detection and elimination of illicit stormwater discharge, controlling runoff generated by new development activities, and prevention of pollution resulting from municipal activities. Continued implementation of the measures contained in the stormwater management program would reduce pollutant loading and improve water quality in the City's lakes, streams and wetlands.
- **Critical Area Regulations:** Lake Stevens' adopted critical area regulations, Chapter 14.88 LSMC, protects wetlands and streams by limiting allowed activities and disturbance and establishing buffers of varying size based on wetland or stream classification. Future development will be subject to these regulations, including all applicable protection standards, mitigation requirements and mitigation sequencing procedures. In particular, wetlands mitigation is required to take the form of in-kind replacement of impacted functions and values wherever possible, and replacement wetlands must adhere to the design requirements of LSMC 14.88.840, including performance standards and mitigation ratios.

**Additional Mitigation Measures**

- **Stormwater Detention:** For properties adjacent to identified wetlands and their buffers, new development and redevelopment shall not result in an increased rate of runoff from the site to the wetland. To prevent alteration of established wetland hydrologic processes, adopted regulations require that stormwater be either detained or infiltrated on-site.
- **Low Impact Development (LID):** The City has incorporated incentives for the use of LID techniques (Chapter 14.38 LSMC) to encourage use of LID techniques to reduce stormwater impacts.
- **Critical Areas:** More detailed analysis will be required for future projects that occur on sites containing critical areas – including full delineation, classification, and functional assessment – in conjunction with development permitting. The standards and mitigation requirements of Chapter 14.88 LSMC will be applied to such development to avoid or mitigate impacts.
- **Wetland Mitigation Banking.** LSMC 14.88.040 allows the use of credits from a state-approved wetland mitigation bank to compensate for unavoidable impacts to wetlands. Per these regulations, projects using mitigation bank credits must be consistent with the replacement ratios specified in the mitigation bank's certification. If mitigation credits are not available and establishment of a separate mitigation bank is not feasible, the City may encourage preservation and enhancement of wetland-affected areas in exchange for increased development potential in other portions of the site or subarea.

## EXHIBIT B – 20<sup>TH</sup> Street SE Corridor Subarea Planned Action Ordinance Mitigation Measures

### C. Plants & Animals

#### Applicable Regulations and Commitments

- **Tree Retention:** The City's land use code (LSMC 14.76.120) requires every development to retain existing significant trees and stands of trees that occur on the development site unless such retention would create an unreasonable burden on the developer or create a safety hazard. The code also requires that significant trees removed as part of a development project be replaced, and that retained and replanted trees be protected during construction. Similarly, the code requires retention or planting of trees along dedicated streets (LSMC 14.76.110).
- **Critical Areas Regulations:** Future development in the 20<sup>th</sup> Street SE Subarea has the potential to adversely affect wildlife and habitat through clearing of vegetated areas. However, the City's critical areas regulations (Chapter 14.88 LSMC) protect wetlands, riparian areas and other critical areas that provide habitat for plants and animals, by limiting the activities allowed within the critical area and establishing appropriate protective buffers and mitigation strategies for unavoidable impacts.

### 2. Air

#### A. Air Quality

##### Mitigation During Construction

Although significant air quality impacts are not anticipated with any of the subarea plan alternatives, construction contractors will be required to comply with all relevant federal, state, and local air quality rules. In addition, implementation of best management practices will also reduce emissions related to the construction phase of future projects. During development review, the City will consider best management practices to minimize potential air quality impacts, including measures for reducing exhaust emissions and fugitive dust. Possible control measures that will be considered include the following:

- Use only equipment and trucks that are maintained in optimal operational condition
- Require all off-road equipment to have emission reduction equipment (e.g., require participation in Puget Sound Region Diesel Solutions, a program designed to reduce air pollution from diesel, by project sponsors and contractors)
- Use bio diesel or other lower-emission fuels for vehicles and equipment
- Use car-pooling or other trip-reduction strategies for construction workers
- Implement restrictions on construction truck and other vehicle idling (e.g., limit idling to a maximum of 5 minutes)
- Spray exposed soil with water or other suppressant to reduce emissions of particulate matter (PM) and deposition of particulate matter
- Pave or use gravel on staging areas and roads that would be exposed for long periods
- Cover all trucks transporting materials, wetting materials in trucks, or providing adequate freeboard (space from the top of the material to the top of the truck bed), to reduce particulate matter (PM) emissions and deposition during transport
- Provide wheel washers to remove particulate matter that would otherwise be carried off site by vehicles to decrease deposition of particulate matter on area roadways
- Remove particulate matter deposited on paved, public roads, sidewalks, and bicycle and pedestrian paths to reduce mud and dust; sweep and wash streets continuously to reduce emissions
- Cover dirt, gravel, and debris piles as needed to reduce dust and wind-blown debris

## **EXHIBIT B – 20<sup>TH</sup> Street SE Corridor Subarea Planned Action Ordinance Mitigation Measures**

- Stage construction to minimize overall transportation system congestion and delays to reduce regional emissions of pollutants during construction

### **Mitigation During Operation**

The EIS indicates that the development pursuant to the subarea plan would not result in any significant adverse air quality impacts in the study area. Consequently, no operational impact mitigation measures are warranted or proposed.

### **B. Greenhouse Gas Emissions (GHG)**

Based on the goals and strategies listed in the 20th Street SE Corridor Subarea Plan, the City will consider the following GHG reduction strategies for reducing GHG emissions:

- Adopt green building standards for new development (e.g., Lead in Energy and Environmental Design (LEED) silver or better);
- Although the City is not currently subject to the commute trip reduction requirements of RCW 70.94.527, future development within the subarea may be within the statutory thresholds and may require that the City adopt a commute trip reduction program. Any development meeting the statutory criteria would be subject to this program.
- Expand transit options such as the Community Transit vanpool program or new fixed route bus service; or
- Implement efficient transportation design standards including the use of roundabouts and LED street and area lighting where appropriate.

### **3. Land Use**

Many of the land use changes identified in the EIS – including increased density/intensity and a greater diversification and mix of land uses – are not considered adverse impacts. The change in the subarea's land use pattern, for example, does not require mitigation.

Potential land use conflicts between proximate land uses of different intensity are addressed in proposed subarea land use regulations and design guidelines and will be mitigated through project review. For example, height and bulk limits and setback requirements in zoning regulations address potential conflicts between commercial and residential land uses. Landscaping requirements will also help to buffer and screen land uses of dissimilar intensity or scale. Proposed design guidelines provide approaches to site planning and building design that will reduce a range of potential impacts. These techniques are incorporated into subarea land use regulations (Chapter 14.38 LSMC) and subarea design guidelines.

### **4. Population, Housing & Employment**

No significant adverse impacts to population, housing or employment have been identified and no mitigation is necessary.

### **5. Aesthetics**

#### **A. Visual Character**

- **Development Regulations:** Zoning regulations and design guidelines to implement the subarea plan address appropriate uses, heights, setbacks and similar development parameters. The code also includes incentives, such as bonuses in height or intensity, in exchange for incorporating a menu of public amenities in new development. Standard landscaping standards have been modified to create the desired character for development sites, roads, and sidewalks and trails.
- **Design Guidelines:** Subarea-specific design guidelines will ensure that future development achieves a cohesive visual character and high-quality site planning, building design, lighting and signage.



## EXHIBIT B – 20<sup>TH</sup> Street SE Corridor Subarea Planned Action Ordinance Mitigation Measures

### B. Views

- **Park & Open Space Planning:** The City will update its *Parks & Open Space Plan* to address needs created by planned growth in the 20<sup>th</sup> Street SE Corridor Subarea. In conjunction with this planning, the City may identify new parks or open space areas that provide views of landscape features, as discussed above, and determine adequate measures that maintain or enhance specified viewpoints. Proposed development regulations also provide incentives to create public spaces in the subarea.
- **Design Guidelines and Standards:** The City may consider adopting guidelines that identify when and how site plans or building design can incorporate elements to minimize impacts to views from parks and other public spaces.

### C. Light & Glare

- **Development Regulations:** Proposed subarea lighting requirements (LSMC 14.38.080) will limit lighting intensity, avoid light spillage on adjacent properties, and reduce glare.

## 6. Cultural Resources

### Applicable Regulations and Commitments

- **Chapter 27.53 RCW:** Washington State law prohibits the disturbance, destruction, or removal of historic or prehistoric archaeological deposits without approval from Department of Archaeology and Historic Preservation. Persons who violate the terms of this statute are subject to both criminal and civil liability.

### Additional Mitigation Measures

- **Archaeological Survey:** As part of the development review process, the City would require an archaeological survey for properties in the same general vicinity as the known archaeological site, and for properties which display a similar history of logging activity (e.g., timber harvesting, timber roads, sawmills, etc.), to determine the presence of archaeological or historic resources.
- **Development Agreements:** The City may consider the use of development agreements, per LSMC 14.16C.055, for any properties with known archaeological or historic resources. Such a development agreement could include mitigation measures to protect archaeological resources, such as a memorandum of agreement with DAHP regarding research and curation of artifacts, as well as construction monitoring by a qualified archaeologist.
- **Inadvertent Discovery Plan:** For development proposals on properties that are extensively forested, previously undeveloped, or known to be associated with the historic railroad or historic logging operations, the City would require the preparation of an inadvertent discovery plan to establish protocols for handling archaeological deposits uncovered during construction.

## 7. Transportation

### A. Concurrency

Lake Stevens' adopted concurrency management system, set forth in LSMC 14.110, identifies three options an applicant may select to maintain concurrency when mitigation is required: (1) reducing the size of the development; (2) delaying the development until needed improvements are provided by the City or others; or (3) constructing the needed facilities. Changes may be made to a development proposal to enable it to meet the concurrency requirement, such as by reducing project size, employing transportation demand management to reduce the number of trips generated, or financing the needed improvements. Per the Growth Management Act, concurrency does not apply to highways of statewide significance, such as SR-9.

## **EXHIBIT B – 20<sup>TH</sup> Street SE Corridor Subarea Planned Action Ordinance Mitigation Measures**

### **B. Level of Service Threshold**

The City is considering changes to its adopted Levels of Service (LOS) in the 20<sup>th</sup> Street SE Corridor Subarea. The City's transportation consultant recognized that the citywide LOS standard of "C" would be financially prohibitive within the subarea and recommended that the City revise its standard as part of the subarea plan. To address the subarea's transportation needs, and to help ensure that desired development occurs, the City adopted a system-level LOS standard of "E". However, based on the discretion of the Public Works Director, intersections that are built to their ultimate size would be allowed to operate at LOS F if programmatic mitigation measures to reduce trip generation are implemented.

### **C. Impacted Intersections**

The EIS identifies that the following subarea intersections would be deficient, i.e., fall below LOS E during the PM peak hour: 20<sup>th</sup> Street SE and Cavalero Road; and 20<sup>th</sup> Street SE and SR-9.

### **D. Necessary Road Improvements**

**20<sup>th</sup> Street SE and Cavalero Road:** Add a signal or roundabout to the intersection of 20<sup>th</sup> Street SE and Cavalero Road. Signalizing the intersection would improve operations to LOS C during the PM peak hour. A roundabout would function at the threshold level of LOS E.

**20<sup>th</sup> Street SE and 83<sup>rd</sup> Avenue SE:** Adding a southbound right turn pocket would improve the intersection's overall LOS to D during the AM peak hour.

**20<sup>th</sup> Street SE and SR-9:** This intersection is under the jurisdiction of WSDOT, not the City of Lake Stevens. Any mitigation measures would likely arise as part of the SR-9 Corridor Planning Study (WSDOT, 2011)

**Additional Network Improvements:** The Subarea Plan and EIS identify additional improvements to the road network that are necessary as a result of growth and which were assumed in the transportation analysis. These include widening of 20<sup>th</sup> Street SE; construction of a new 24<sup>th</sup> Street SE, paralleling 20<sup>th</sup> Street SE, between Cavalero Road and the intersection of SR-9 and South Lake Stevens Road, and construction of a roundabout or installation of a signal at this new intersection; extension of 91<sup>st</sup> Avenue SE between 20<sup>th</sup> Street SE and 24<sup>th</sup> Street SE; and conversion of 79<sup>th</sup> Avenue SE to a public road between 20<sup>th</sup> Street SE and 24<sup>th</sup> Street SE.

### **E. Traffic Impact Fees**

The improvements described above require a substantial investment of money to implement (See Subareas Capital Facilities Plan). To help address identified impacts, and to generate the funds necessary to implement the mitigation measures described above, the City will adopt a traffic impact fee program (Chapter 14.112 LSMC), as authorized by RCW 82.02.050. This citywide program will establish fees within a traffic impact zone including the 20<sup>th</sup> Street SE Corridor Subarea.

Given that the majority of the traffic impacts would occur on the state highway system, the City of Lake Stevens could pursue an interlocal agreement with WSDOT. The interlocal agreement would allow the City and WSDOT to share fee revenues and help construct necessary improvements.

### **F. Transportation Benefit District**

Formation of a Transportation Benefit District (TBD), as authorized by RCW 36.73.120, may be used by the City to help finance transportation improvements in conjunction with a traffic impact fee.

## EXHIBIT B – 20<sup>TH</sup> Street SE Corridor Subarea Planned Action Ordinance Mitigation Measures

### G. Transportation Demand Management

Transportation demand management (TDM) strategies include mandatory commute trip reduction (CTR) programs and enhanced transit service. Although the City is not currently subject to the commute trip reduction program requirements of RCW 70.94.527, future development within the subarea may be within the statutory thresholds and may require that the City adopt a CTR program. Any development meeting the statutory criteria would be subject to this program. Proposed development regulations also include incentives for alternative or high-efficiency transportation modes (LSMC 14.38.050).

### 8. Public Services

#### Applicable Regulations & Commitments

All development will be required to comply with adopted development regulations related to emergency access, fire suppression systems, and school and park impact mitigation fees. Subarea land use regulations and subarea design guidelines also include incentives that will encourage the provision of public spaces in new development, and address site and building lighting to ensure security.

#### Additional Mitigation Measures

- During construction, implement security measures such as onsite lighting, fencing, onsite surveillance, etc. to reduce potential criminal activity;
- Begin a planning process to identify additional park space within the subarea. Identify land that is suitable for acquisition, and investigate the potential for acquiring easements within the utility corridor; and
- The School District will continue to monitor student generation and capital needs every two years and mitigation fees may be adjusted in the future to reflect identified needs.
- The City should review current level of service standards for police services to ensure that they are consistent with regional standards and with the standards of comparable cities, and that they meet the needs of the City.
- Begin a planning process to identify additional park space within the subarea that will be considered during updates to the Parks and Recreation Element of the Comprehensive Plan. Identify land that is suitable for acquisition and investigate the potential for acquiring easements within the utility corridor.

### 9. Utilities

#### A. Drainage

#### Applicable Regulations and Commitments

- **Ecology Stormwater Manual:** The City has adopted the *Department of Ecology's 2005 Stormwater Management Manual for Western Washington* as its minimum design standard for stormwater infrastructure. All development meeting the minimum thresholds is required to design associated stormwater infrastructure to be consistent with these standards.
- **City of Lake Stevens Stormwater Ordinance:** Chapter 11.06 and Chapter 14.64 (Part II) of the Lake Stevens Municipal Code adopt the *Department of Ecology's 2005 Stormwater Management Manual for Western Washington*. Any project that meets or exceeds the thresholds defined in the manual for new impervious area, drainage system modifications, or redevelopment is subject to City review and permit approval.
- **Low Impact Development:** The City's stormwater ordinance identifies Low Impact Development (LID) solutions, as defined and listed in the LID Technical Guidance Manual for Puget Sound, that are acceptable and encourages alternative standards for

## EXHIBIT B – 20<sup>TH</sup> Street SE Corridor Subarea Planned Action Ordinance Mitigation Measures

management of stormwater. In addition, subarea land use regulations provide an incentive for the use of LID techniques (LSMC 14.38)

### B. Water

#### Applicable Regulations and Commitments

- **Supply Upgrades:** Snohomish County PUD's 2011 *Water System Plan* identifies necessary capital improvements to provide adequate water supply for the next 20 years. Planned and budgeted supply improvements include conversion of the system's two emergency groundwater wells to a full-time source, increasing system supply by approximately 1.2 MG per day.
- **Storage Upgrades:** The PUD's 2011 *Water System Plan* identifies the following planned and budgeted capital improvements to storage capacity:
  - Walker Hill Booster Zone Intertie: Eliminates dead storage in the Walker Hill tanks, making this water available to the Lake Stevens 500 zone for emergency use. (2012)
  - Getchell Reservoir: New 9.2 MG reservoir serving the Lake Stevens 500 pressure zone.
- **Distribution Upgrades:** The PUD's ongoing water main replacement program annually evaluates aging pipes for replacement with a focus on the replacement of galvanized iron/steel and asbestos cement pipes.

#### Additional Mitigation Measures

- **Design Review for Fire Flow:** The City and developers will coordinate review of development permit applications with the Snohomish County PUD and the Lake Stevens Fire Marshal to determine fire flow requirements based on project type, intensity and design. Upgrades to existing lines will be coordinated with the PUD. Installation of new water lines adequate to provide required fire flows shall be the responsibility of the developer, in accordance with the fire flow design thresholds established below.
  - Commercial, Office, and High-Density Residential: 12-inch pipes and 3,000 gpm.
  - Existing Medium and Low-Density Residential Areas: 8-inch pipes and 1,500 gpm.
  - All Other Areas and Development Types: 10-inch pipes and 2,000 gpm.

### C. Sewer

#### Applicable Regulations and Commitments

- **Planned Capital Improvements:** The Lake Stevens Sewer District adopted updates to its Comprehensive Plan in 2007 and 2010, describing the capital improvements planned for the near future, including several pipeline expansions, decommissioning of several lift stations, pump upgrades, and construction of a new wastewater treatment plant. These improvements are designed to relieve existing system deficiencies and create the capacity necessary to serve future development. The City will coordinate with the Sewer District to ensure that improvements are implemented as planned and/or reprioritized as necessary to facilitate implementation of the subarea plan.

#### Additional Mitigation Measures

- **Joint Planning with Lake Stevens Sewer District:** The City and the Lake Stevens Sewer District should establish a joint planning process to identify and implement capital improvements necessary to serve anticipated development in the subarea, including new wastewater collection infrastructure and future expansions to the new treatment plant that may be necessary to accept projected flows from development under the subarea plan.



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** November 12, 2019

**Subject:** Public Hearing - 2020 Budget Ordinance 1071

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

**Budget Impact:** Yes

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

Approve First Reading of 2020 Budget and Ordinance No. 1071.

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**SUMMARY/BACKGROUND**

Budgeting is an essential element of the financial planning, control, and evaluation processes of governments. The planning process involves determining the types and levels of services to be provided and allocating available resources among various departments, programs, or functions. Financial control and evaluation processes typically focus upon assuring that fixed expenditure limitations (appropriations) are not exceeded and on comparing estimated and actual revenues.

Upon adoption, the expenditure estimates are enacted into law through the passage of an appropriations ordinance. The appropriations constitute maximum expenditure authorizations during the fiscal year, and cannot legally be exceeded unless subsequently amended by the legislative body. Expenditures should be monitored through the accounting system to assure budgetary compliance. Unexpended appropriations lapse at year end and may be brought forward as an amendment to the budget.

The City Council has been reviewing current and forecasted revenues and expenditures including property tax, City staffing plans, and related costs which are incorporated into the proposed 2020 budget ordinance.

The final budget ordinance will reflect the action approved by Council regarding this decision.

The 2020 Proposed Budget document can be downloaded at [www.lakestevenswa.gov](http://www.lakestevenswa.gov).

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**APPLICABLE CITY POLICIES:**

In accordance with the Financial Management Policies, Budget Themes and Policies, and the Revised Code of Washington, the legislative body shall adopt the budget by ordinance. Per RCW 84.55.120 the legislative body will hold public hearings on the proposed budget for the coming year.

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**BUDGET IMPACT:**

The budget ordinance will enact into law all approved appropriations for the 2020 calendar year.

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**ATTACHMENTS:**

- ▶ Ordinance 1071
- ▶ 2020 Organizational Chart
- ▶ 2020 Proposed Budget Detail

CITY OF LAKE STEVENS  
LAKE STEVENS, WASHINGTON

ORDINANCE NO. 1071

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF LAKE STEVENS,  
WASHINGTON, FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2020

WHEREAS, the Mayor of the City of Lake Stevens, Washington completed and placed on file with the City Clerk a proposed budget and estimate of the amount of the moneys required to meet the public expenses including salaries and benefits of City employees, bond retirement and interest, reserve funds and expenses of government of said City for the fiscal year ending December 31, 2020, and a notice was published that the Council of said City would meet for the purpose of making a budget for said fiscal year and giving taxpayers within the limits of said City an opportunity to be heard upon said budget, and

WHEREAS, the said City Council did meet at said time and place and did then consider the matter of said proposed budget; and

WHEREAS, notices were published in the official newspaper of the City, that the Council of said City would meet on the 12th day of November and the 26th day of November, 2019, at the hour of 7:00 P.M., at the City Council Chambers in the Lake Stevens School District Educational Service Center of said City for the purpose of receiving public testimony in a public hearing as to the matter of said proposed budget; and

WHEREAS, the said City Council did meet at said dates, times, and place and did receive public testimony during a public hearing as to the matter of said proposed budget; and

WHEREAS, the said proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Lake Stevens for the purposes set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of said City for said year and being sufficient to meet the various needs of said City during said period.

NOW, THEREFORE, the City Council of the City of Lake Stevens do ordain as follows:

Section 1. The budget for the City of Lake Stevens, Washington, for the year 2020 is hereby adopted, the content which will be set forth in the document entitled City of Lake Stevens 2020 Annual Budget, 1 copy of which will be on file in the Office of the Clerk.

Section 2. Totals for all such funds combined, for the year 2020 are set forth in summary form below, and are hereby appropriated for expenditure during the year 2020 as set forth below:

| Fund #       | Fund Name                  | Estimated Beg. Bal. | Resources    | Expenditures | End. Bal.    |
|--------------|----------------------------|---------------------|--------------|--------------|--------------|
| 001          | General                    | \$11,344,520        | \$15,725,063 | \$16,295,689 | \$10,773,894 |
| 101          | Street                     | \$2,008,522         | \$2,570,031  | \$2,744,033  | \$1,834,520  |
| 103          | Street Reserve             | \$3,591             | \$30         | \$0          | \$3,621      |
| 111          | Drug Seizure & Forfeiture  | \$81,540            | \$21,262     | \$82,500     | \$20,303     |
| 112          | Municipal Arts Fund        | \$21,208            | \$10,500     | \$31,708     | \$0          |
| 210          | 2008 Bonds                 | \$0                 | \$349,705    | \$349,705    | \$0          |
| 213          | 2015 LTGO Bond             | \$0                 | \$94,426     | \$94,426     | \$0          |
| 214          | 2019A LTGO Bond            | \$0                 | \$433,996    | \$433,996    | \$0          |
| 301          | Cap. Proj.-Dev. Contrib.   | \$3,629,771         | \$10,103,622 | \$12,825,410 | \$907,983    |
| 302          | Park Mitigation            | \$468,409           | \$1,060,424  | \$419,130    | \$1,109,704  |
| 303          | Cap. Imp.-REET             | \$3,874,092         | \$1,180,645  | \$765,245    | \$4,289,492  |
| 304          | Cap. Improvements          | \$1,256,484         | \$3,035,951  | \$1,379,553  | \$2,912,881  |
| 305          | Downtown Redevelopment     | (\$0)               | \$1,000,000  | \$1,000,000  | (\$0)        |
| 306          | Facility Capital Project   | \$4,021,031         | \$0          | \$4,000,000  | \$21,031     |
| 309          | Sidewalk Capital Project   | \$831,812           | \$19,310     | \$375,000    | \$476,122    |
| 310          | 20th Street SE Corridor CP | \$811,589           | \$13,702     | \$824,354    | \$938        |
| 401          | Sewer                      | \$237,705           | \$1,060,525  | \$1,069,396  | \$228,834    |
| 410          | Storm and Surface Water    | \$1,191,100         | \$3,562,304  | \$4,126,503  | \$626,901    |
| 411          | Storm Water Capital        | \$0                 | \$1,631,486  | \$1,631,486  | \$0          |
| 412          | Storm Water Debt           | \$0                 | \$125,404    | \$125,404    | \$0          |
| 501          | Unemployment               | \$59,765            | \$1,542      | \$40,000     | \$21,308     |
| 510          | Equipment Fund - Computers | \$76,886            | \$329,466    | \$311,976    | \$94,376     |
| 515          | Equipment Fund - Vehicles  | \$30,849            | \$10,536     | \$0          | \$41,384     |
| 520          | Equipment Fund-Police      | \$277,740           | \$218,398    | \$210,000    | \$286,139    |
| 530          | Equipment Fund-PW          | \$913,232           | \$217,751    | \$396,432    | \$734,551    |
| 540          | Aerator Equipment Repl.    | \$94,800            | \$2,000      | \$38,000     | \$58,800     |
| 621          | Refundable Deposits        | \$2,578             | \$100,000    | \$101,000    | \$1,578      |
| 633          | Treasurer's Trust          | \$1,493             | \$451,804    | \$453,297    | (\$0)        |
| <b>Total</b> |                            | \$31,238,718        | \$43,329,885 | \$50,124,244 | \$24,444,359 |

Section 3. The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the Division of Municipal Corporations in the Office of the State Auditor and to the Association of Washington Cities.

Section 4. A summary of this ordinance consisting of the title shall be published in the official City newspaper. This ordinance shall take effect and be in full force five (5) days after publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF LAKE STEVENS this \_\_\_\_ day of \_\_\_\_\_, 2019.

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

ATTEST:

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

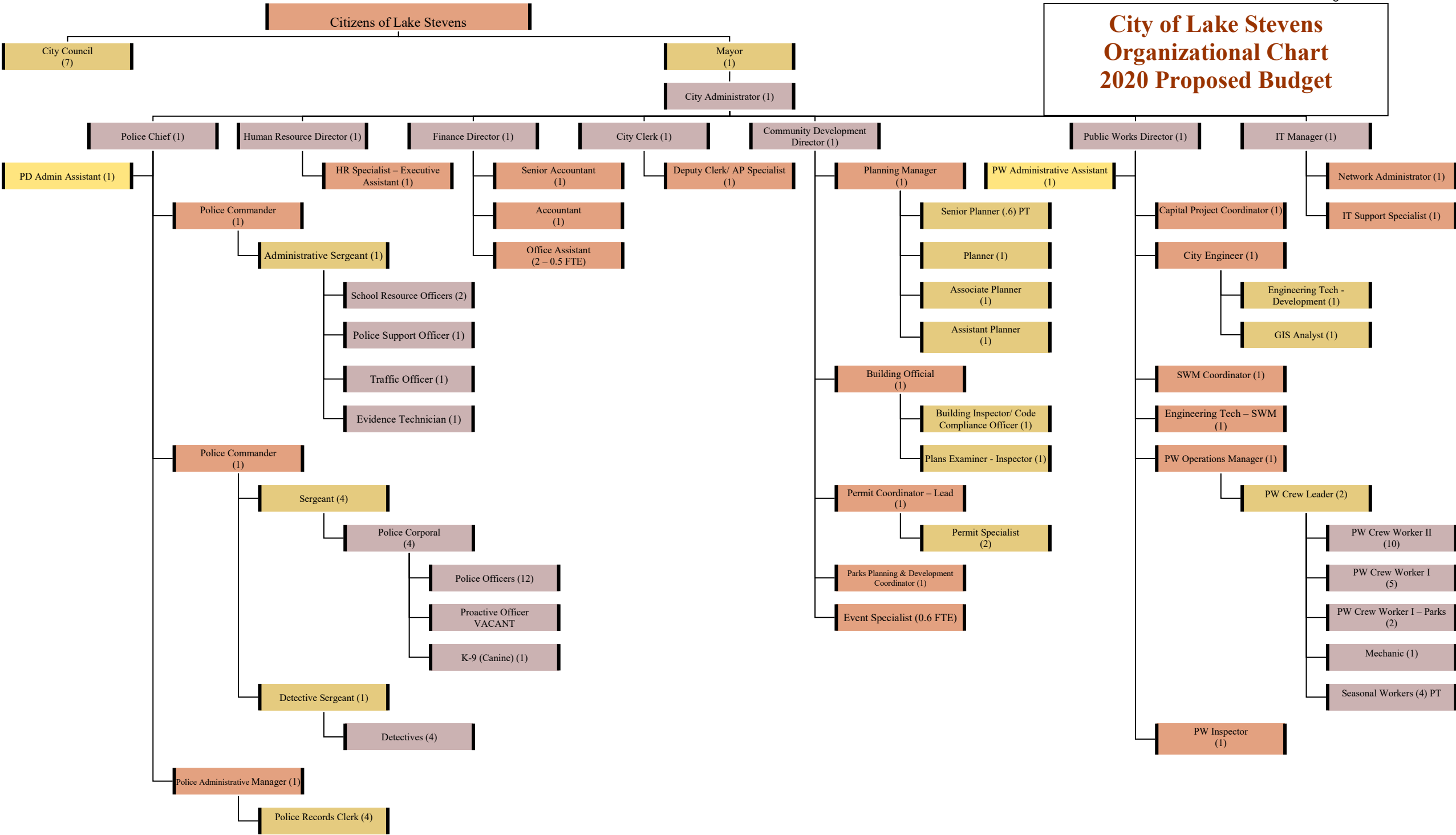
APPROVED AS TO FORM:

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

First Reading: November 12, 2019  
Second Reading: November 26, 2019  
Final Reading:  
Effective:



# City of Lake Stevens Organizational Chart 2020 Proposed Budget



The  
**CITY OF LAKE STEVENS**

Washington

2020 Proposed Annual Budget



One Community Around the Lake

John Spencer  
Mayor

November 1<sup>st</sup>, 2019

Honorable City Council Members:



I am pleased to submit this budget to you for 2020 with a look to the future for Lake Stevens' growth and fiscal soundness. The overriding strategy is to meet our goal of 10% general fund reserve by 2025 over and above our construction reserve.

Over the past 4 years, we have invested wisely and created a foundation for moving into the future. While we are well positioned financially; significant challenges remain. We are a bootstrap city. We pulled up our boots and moved forward on multiple fronts (creating a sense in the market place that "we are open for business", invested in new and renewed parks, rebuilding our downtown, built up a strong Police and Public Works departments, upgraded our stormwater system, kept the lake clean and safe and built 1,000s of feet of new sidewalk, and more). Additionally, the city continues to support commercial growth as seen through our land use policies and permitting processes. As a result, we have substantial growth in retail and other businesses and the start of a great park system that provides safe, convenient and quality service for our citizens.

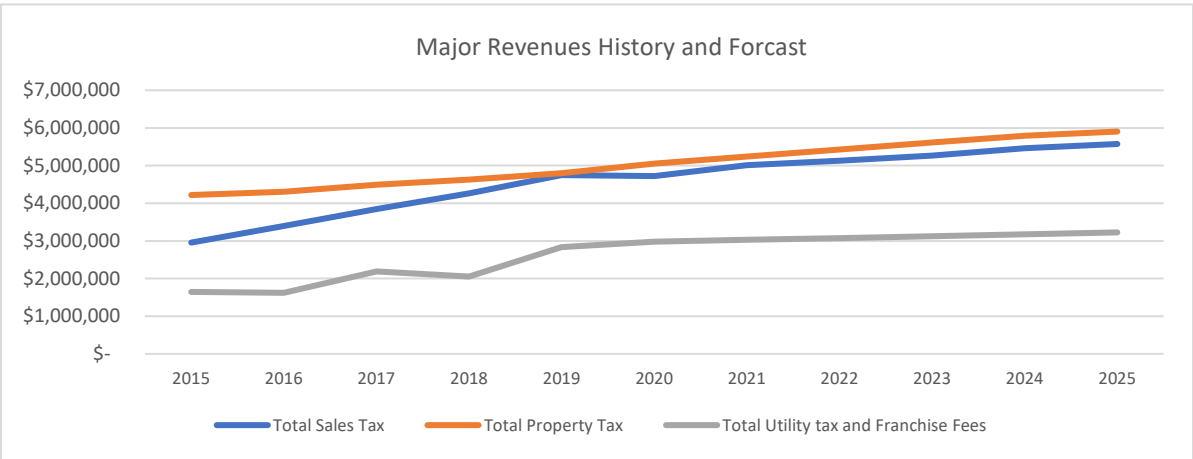
Looking out a few years, there are major capital projects to be built in Lake Stevens; SR9 and SR204 intersection for nearly \$70m, completion of Cavelero Skateboard Park for over \$3.0m, S. Lake Stevens trail and walkway at \$2.7m and a new Costco well over \$70m including infrastructure improvements. We have seen investment by small businesses along with regional and national chains expanding retail and dining options and creating new jobs in Lake Stevens. These investments continue to build on the development of Lake Stevens as a quality urban center. Lake Stevens is truly becoming a real city and not just a place along SR 9.

We can be optimistic that investments will continue to be made in Lake Stevens providing a safe and quality place to raise a family.

By funding or expanded new initiatives, when revenue growth is certain, we can meet our goal of 10% general fund reserve by 2025. I am reminded of Moody's Investment Services comments in upgrading our bond rating; while being impressed with our financial condition and reserves in-place now they will look to us to maintain and improve on reserves over time.

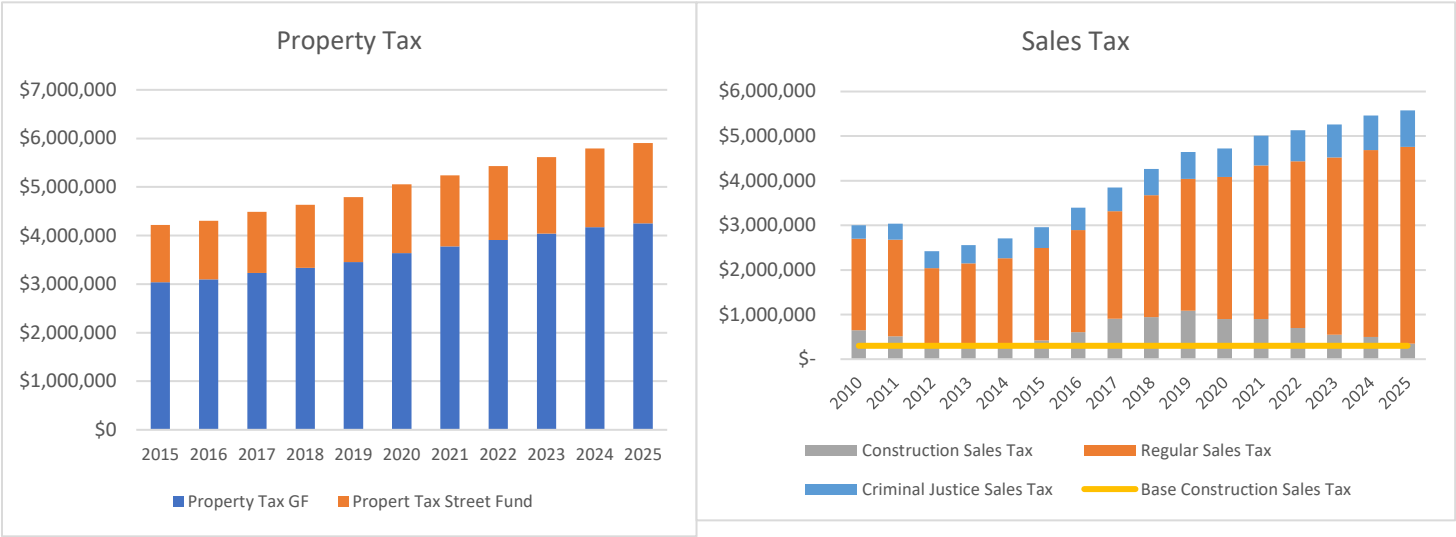
REVENUES

Lake Stevens has enjoyed significant revenue growth over the past 6 years and can expect revenues to continue to grow, although not as rapidly. Using reasonable assumptions, we foresee overall growth of 3.6% per year for all revenue combined.



The assumptions used to make these projections are:

- Sales Tax increase of 8% a year until 2023 then 5% increase thereafter.
- Property Tax increase of 1% plus estimated new construction.
- Utility Tax increase of 2% per year.

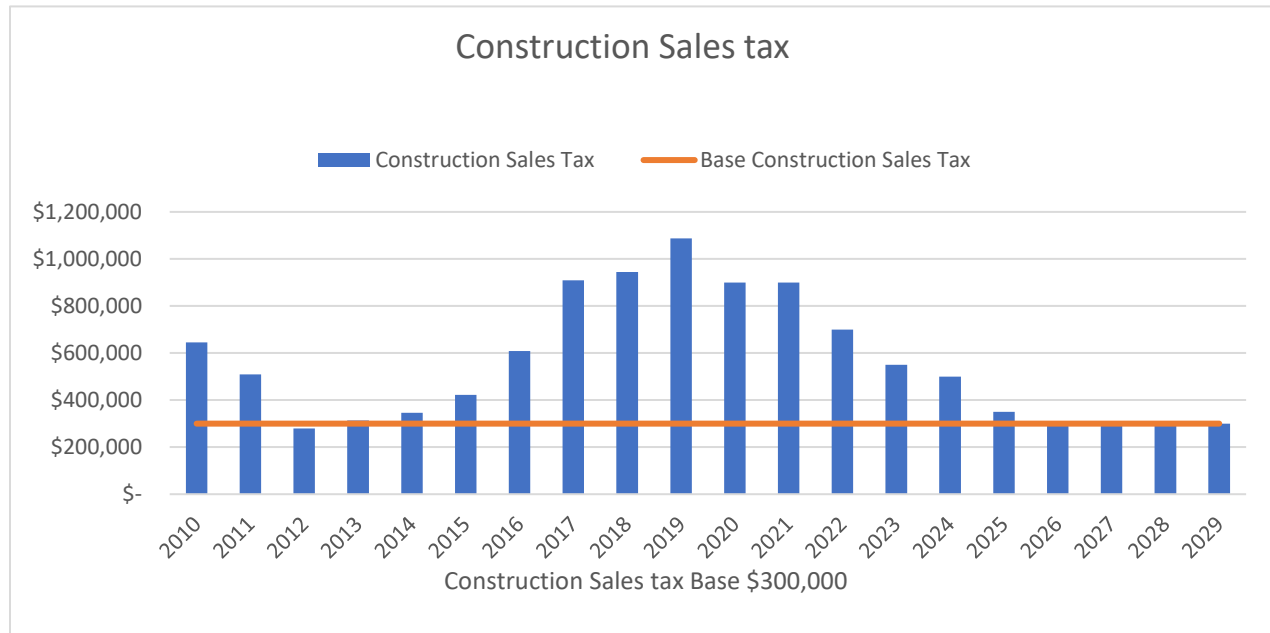


Lake Stevens is also seeing new retail and redevelopment of shopping centers which signal a strong economy and reinforces the Cities revenue projections. Some new retailers are:

- The Ram
- Ulta Beauty
- T.J. Maxx
- Ross

## Construction Sales Tax Revenue

We are recommending that a portion of construction sales tax revenue, \$300,000, be used to support the general fund annually. This portion is based on analysis showing we can depend upon having a base of construction occurring in the city, every year. The remaining construction sales tax will be allocated to our capital reserve for future infrastructure needs. The construction sales tax chart shows construction sales tax history and the reason for selecting \$300,000 to remain in the general fund for operating costs.



## 2020 Priorities

Our operating budget priorities for 2020 are to:

- I. Strengthen the parks and recreation program for Lake Stevens residents.
- II. Increase PD officer patrol time
- III. Upgrade equipment support for PW Department
- IV. Plan for long term financial sustainability

## The Baseline Budget

We start with the baseline budget that grows due to inflation (average of 3% per year), market forces and other factors increasing the cost of doing business in the Puget Sound Region. The primary upward cost drivers for the 2020 baseline budget are:

1. Salary and Benefit increases.
2. Normal inflationary increases on all goods and services.

## Proposed Operating Budget

Our proposed budget is structured to achieve the 10% general fund reserve by 2025, with confidence that Costco will open in 2021 and the TBD will be funded.

To achieve the 2025 goal, our proposed 2020 budget limits recurring increases in operating budget to \$221,000. In addition, the proposed budget includes one-time requests of \$476,368 in capital requests, new employee costs (i.e. car, computer), and professional service contracts.

The specific budget item requests are:

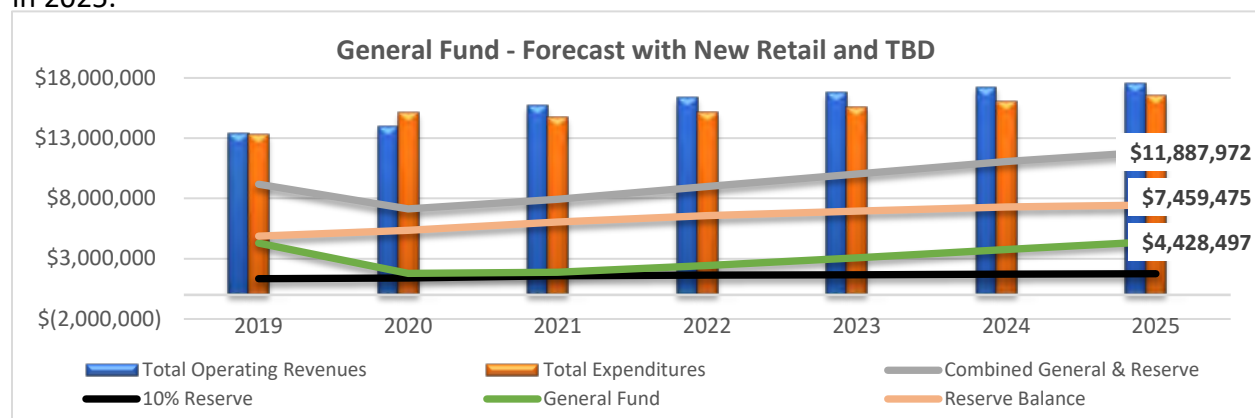
1. Add One Parks Worker 1 to Public Works Department - \$73,000
2. Add two seasonal workers to park crew - \$28,000
3. Add part time Event Specialist- \$64,827
4. Add one Administrative Officer to PD (promotional only); \$24,000 ongoing with normal labor and benefit increases and \$43,000 for vehicle and gear. We recommend not "back-filling" the vacant position in PD until revenue adjustment are made in July

Upgrade equipment support for PW Department

1. Tree removal chipper and stump grinder - \$82,000
2. Pick-up Truck and Trailer for Parks Equipment \$85,000
3. Compressor and Asphalt Roller \$40,000
4. Side Arm Mower \$70,000
5. Vactor Truck (Storm Water account) - \$125,000/year for 5 years

## Financial Reserves

The 2020 budget with revenue enhancement from expected Costco development and funding the TBD will achieve the 10% general fund reserve by 2025. This plan will insure the City can continue to provide excellent services to citizens, provides long term stability in the general fund, and maximizes one-time money for City infrastructure. The graph below shows the general fund reserve above the 10% at a fund balance of \$4,428,497 (26%), a reserve fund for capital/infrastructure at \$7,459,475 (43%) and a total combined reserve of \$11,887,972 (69%) in 2025.



This 2020 budget "turns-the-corner" on the downward drift of the general fund reserve and allows the council to look toward increased reserves beyond 2025.

## Proposed Capital Budget

Lake Stevens Capital budget is funded from many sources: state and federal grants, mitigation fees, construction sales tax, real estate excise tax and proceeds from bond sales. Attached to this budget message is a capital budget spreadsheet with all capital projects listed. The spreadsheet includes projects that are fully funded (plan, design, build and start-up) and the year in which those activities occur. It also shows projects that are either not funded or only partially funded i.e. design only. Also attached with this message is an individual capital project sheet providing detail on each project including the source of funds.

All capital projects whether fully funded or not amount to \$49 Million between now and 2023.

Fully funded projects through 2023 amount to \$40.7 Million. These projects are funded by Real Estate Excise Taxes, Mitigation funds, Bonds, and the Contingency Fund.

The major projects are:

1. Police Station - \$8.7 Million
2. Public Works Shop - \$834,000
3. 20<sup>th</sup> St SE Road Project - \$8 Million
4. 24<sup>th</sup> and 91<sup>st</sup> Ave Extension - \$17 million

## Capital highlights

| Project  | Funding Amount | Activity  |
|--|----------------|---|
| North Cove Park Phase 2                                | \$1 Million    | Design/Build 2020   |
| North Cove Park  | \$6.3 Million  | Build (2019 construction)   |
| S. Lake Stevens Road                                   | \$2.7 Million  | Build 2019-2020   |
| 79 <sup>th</sup> St SE Extension - Cavelero Park       | \$1.2 Million  | Build 2019-2020   |
| Frontier Heights Park Improvement                      | \$536K         | Design/Build 2020   |
| 20 <sup>th</sup> Street Ball Field                     | \$1.3 Million  | Design 2020 Build 2021 (unfunded)   |
| Power Line Trail                                       | \$100K         | Design 2020   |
| Police Station   | \$8.7 Million  | Design/build 2019-2020  |
| 24 <sup>th</sup> St and 91 <sup>st</sup> Ave extension | \$17 Million   | Design/Build 2020   |
| Market to Vernon Beautification                        | \$50,000       | Design only. Full funding will be a combination of WSDOT ROW improvements and City enhancements |



We have proposed a new capital project to this budget to be approved by the Council. That new project is to design and implement a program of landscape and facility improvements associated with the WSDOT construction of the SR 9 and SR 204 intersection. We have included an estimate of design and construction cost for these improvements. The scope of this work is an area running generally from Market Street at SR 9, North to the Vernon Road exit from SR 9. The \$50,000.00 is a preliminary estimate and does not include WSDOT review and/or contribution for WSDOT ROW frontage improvements. Design of these improvements, working with WSDOT, should begin in 2020, so that all permitting, grading and finish landscaping is coordinated with the infrastructure construction to begin in 2021.

### **SUMMARY**

The proposed operating budget is a very constrained budget adding key staff for critical and/or strategic areas and funding equipment to assist PW staff be more efficient. The budget, including expenditures and revenue forecast is, in my assessment, a prudent step that provides room for the Council to amend the budget mid-year to fund other priorities, or not, depending on having even more certainty on revenue to the city.

It has been a pleasure to work with each of you over my term of office. I hope you feel as I do that we have worked in a partnership for the good of the community. I certainly am proud of our accomplishments and the direction Lake Stevens has taken to accommodate new residents and build a quality city.

Thank you.

Sincerely,

A handwritten signature in blue ink that reads "John Spencer". The signature is fluid and cursive, with the first name "John" and last name "Spencer" clearly legible.

John Spencer, Mayor

|                                      |   |                             |
|--------------------------------------|---|-----------------------------|
| <b>2020 Proposed Budget Requests</b> |   |                             |
| <b>Position/Staffing Requests</b>    |   |                             |
| <b>Department</b>                    | <b>Position</b>   | <b>2020 Budget Proposal</b> |
| All Department                       | Department Directors - Market Adjustment to NR70                    | \$23,305                    |
| Planning Community Devel             | Event Specialist (0.6 position)                                     | \$58,000                    |
| Public Works (.25 split)             | City Engineer - Reclassification                                    | \$4,200                     |
| Public Works (Parks)                 | Parks Maintenance Worker 1  | \$63,601                    |
| Public Works (Parks)                 | Seasonal Park Workers (2)   | \$28,000                    |
| Public Works                         | Promote - Two Crew 1 to Crew 2                                      | \$18,200                    |
| Police                               | Admin Sergeant (Promote Officer - Do not fill Officer)              | \$64,000                    |
|                                      | <b>Totals</b>   | <b>\$259,306</b>            |
| <b>Item Requests</b>                 |   |                             |
| <b>Department</b>                    | <b>Item Description</b>   | <b>2020 Budget Proposal</b> |
| Legislative                          | Special Election Costs  | \$60,000                    |
| General Gov't                        | Federal Lobbyist (Shared)   | \$18,000                    |
| General Gov't                        | Grant Writer  | \$10,000                    |
| City Clerk                           | Advanced training for Deputy Clerk                                  | \$1,025                     |
| City Clerk                           | NextRequest/GovQA   | \$15,000                    |
| Finance                              | Additional Training for Newer Staff                                 | \$1,450                     |
| Human Resources                      | NEOGOV Conference (2 employees)                                     | \$5,000                     |
| Information Technology               | Staff Development & Travel (\$10,000 base budget)                   | \$1,900                     |
| Information Technology               | Civic Plus Design Change  | \$4,000                     |
| Information Technology - Capital     | Core Network Switch Upgrade   | \$28,000                    |
| Information Technology - Capital     | Cyber Security Managed Detection and Response                       | \$22,611                    |
| Planning Community Devel             | Professional Service Consultants -Long-Range Projects               | \$35,000                    |
| Planning Community Devel             | Professional Servc Consultants - Planning & Permits                 | \$100,000                   |
| Planning Community Devel             | Professional Service Consultants - Economic Development - Marketing | \$10,000                    |
| Planning Community Devel             | Professional Service Consultants - Appraisals                       | \$20,000                    |
| Public Works - Capital               | Pull Behind 15" Drum Style Wood Chipper                             | \$70,000                    |
| Public Works - Capital               | Ford F-550  | \$75,000                    |
| Public Works - Capital SWM           | Vactor  | \$125,000                   |
| Public Works - Capital               | Dump Truck - \$100k 2019 carry-over need \$50k add'l                | \$50,000                    |
| Public Works - Capital               | Compressor - \$2k 2019 carry-over need \$18k add'l                  | \$18,000                    |
| Public Works - Capital - Parks       | Stump grinder   | \$12,000                    |
| Public Works - Capital               | Side arm mower  | \$70,000                    |
| Public Works - Capital - Parks       | Mowers  | \$20,000                    |
| Public Works - Capital - Parks       | Utility Trailers  | \$10,000                    |
| Public Works - Capital               | Roller  | \$20,000                    |
| Police                               | Signing Bonus   | \$20,000                    |
|                                      | <b>Totals</b>   | <b>\$821,986</b>            |

| <b>Fund</b> | <b>Description</b>                    | <b>2018 Acutal</b>  | <b>2019 Budget</b>  | <b>2019 Estimated Ending</b> | <b>2020 Proposed Budget</b> |
|-------------|---------------------------------------|---------------------|---------------------|------------------------------|-----------------------------|
| <b>001</b>  | <b>General Beginning Cash Balance</b> | <b>\$ 6,699,563</b> | <b>\$ 5,139,935</b> | <b>\$ 5,139,935</b>          | <b>\$ 3,926,488</b>         |
| 001         | Real & Personal Property Tax          | \$ 3,333,594        | \$ 3,468,013        | \$ 3,468,013                 | \$ 3,638,816                |
| 001         | Local Retail Sales-Use Tax            | \$ 2,716,889        | \$ 2,835,350        | \$ 3,035,800                 | \$ 3,278,664                |
| 001         | Construction Sales & Use Tax          | \$ -                | \$ 100,000          | \$ 100,000                   | \$ 300,000                  |
| 001         | Criminal Justice Sales-Use Tax        | \$ 585,808          | \$ 584,358          | \$ 622,368                   | \$ 653,486                  |
| 001         | Utility Tax - Electric                | \$ 855,299          | \$ 1,075,000        | \$ 968,243                   | \$ 987,608                  |
| 001         | Utility Tax - Gas                     | \$ 342,219          | \$ 419,731          | \$ 349,923                   | \$ 356,921                  |
| 001         | Utility Tax - Telephone               | \$ 446,637          | \$ 465,000          | \$ 367,957                   | \$ 375,316                  |
| 001         | Utility Tax - Water                   | \$ -                | \$ 392,400          | \$ 295,515                   | \$ 325,515                  |
| 001         | Gambling Tx - Punch-Pull Tabs         | \$ 24,319           | \$ 25,521           | \$ 25,224                    | \$ 25,728                   |
| 001         | Gambling Tx - Amuse Games             | \$ 58               | \$ -                | \$ 85                        | \$ 125                      |
| 001         | Leasehold Excise Tax                  | \$ 8,589            | \$ 5,000            | \$ 7,462                     | \$ 11,193                   |
| 001         | Concessions                           | \$ 588              | \$ 1,500            | \$ 1,814                     | \$ 1,500                    |
| 001         | Franchise Fee - Cable                 | \$ 408,860          | \$ 418,000          | \$ 438,157                   | \$ 485,339                  |
| 001         | Bus. Lic - Other                      | \$ 62,541           | \$ 65,514           | \$ 61,648                    | \$ 62,265                   |
| 001         | Animal Licenses                       | \$ 2,056            | \$ 2,100            | \$ 1,525                     | \$ 1,469                    |
| 001         | Weapon License Permit - Local         | \$ 10,682           | \$ 11,213           | \$ 9,407                     | \$ 10,171                   |
| 001         | Other Non-Bus. Event Permits          | \$ 750              | \$ 1,377            | \$ 1,570                     | \$ 1,600                    |
| 001         | DOJ Fed Dir 16.607 BPV Grant          | \$ 2,965            | \$ 4,080            | \$ 2,102                     | \$ 3,000                    |
| 001         | Equitable Sharing - Fed Seize         | \$ -                | \$ -                | \$ 500                       | \$ -                        |
| 001         | DOT Fed Ind 20.600 Hwy Safety         | \$ 10,455           | \$ 5,000            | \$ 10,000                    | \$ 10,000                   |
| 001         | DHS Fed Ind 97.012 Boat Safety        | \$ 16,915           | \$ 14,500           | \$ 12,967                    | \$ 12,500                   |
| 001         | DHS Fed Ind 97.036 FEMA               | \$ -                | \$ -                | \$ 500                       | \$ -                        |
| 001         | WA OPD - Social Worker                | \$ 25,000           | \$ 35,000           | \$ 35,000                    | \$ 22,000                   |
| 001         | DOE - SMP 1719                        | \$ 902              | \$ 19,098           | \$ 19,098                    | \$ -                        |
| 001         | L&I Stay at Work Program              | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 001         | PUD Privilege Tax                     | \$ 126,790          | \$ 128,000          | \$ 128,000                   | \$ 129,280                  |
| 001         | Vessel Registration Fees              | \$ 11,766           | \$ 12,000           | \$ 12,792                    | \$ 13,000                   |
| 001         | City-County Assistance                | \$ 123,903          | \$ 125,000          | \$ 112,043                   | \$ 101,588                  |
| 001         | Crim Jus - High Crime                 | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 001         | Crim Jus - Violent Crimes-Pop         | \$ 9,205            | \$ 9,177            | \$ 9,722                     | \$ 10,255                   |
| 001         | Crim Jus - Special Programs           | \$ 33,272           | \$ 33,244           | \$ 26,257                    | \$ 37,050                   |
| 001         | Marijuana Excise Tax                  | \$ 61,357           | \$ 65,000           | \$ 46,347                    | \$ 47,117                   |
| 001         | DUI & Other Crim Jus Assist           | \$ 4,693            | \$ 4,786            | \$ 4,626                     | \$ 4,718                    |
| 001         | Liquor-Beer Excise Tax                | \$ 160,486          | \$ 163,710          | \$ 174,437                   | \$ 181,609                  |
| 001         | Liquor Control Board Profits          | \$ 263,043          | \$ 268,280          | \$ 266,800                   | \$ 265,302                  |
| 001         | Housing Authority Pay In Lieu         | \$ -                | \$ 135              | \$ 135                       | \$ 135                      |
| 001         | ARRA DOJ Fed Dir - 16.804 IT          | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 001         | Accting Srv - ILA Lobbying            | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 001         | Sales of Maps-Publications            | \$ 12               | \$ -                | \$ 24                        | \$ 31                       |
| 001         | Duplicating Srv                       | \$ 285              | \$ 300              | \$ 71                        | \$ 67                       |
| 001         | Duplicating Srv - PRR                 | \$ 1,798            | \$ 1,500            | \$ 2,354                     | \$ 2,002                    |
| 001         | Duplicating Srv - Laminate            | \$ 1,999            | \$ 2,000            | \$ 1,783                     | \$ 1,934                    |
| 001         | Election Candidate Filing Fee         | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 001         | Passports                             | \$ 88,939           | \$ -                | \$ 19,614                    | \$ -                        |
| 001         | Passport Photos                       | \$ 26,235           | \$ -                | \$ 6,152                     | \$ -                        |
| 001         | LE Services                           | \$ 130              | \$ 200              | \$ -                         | \$ -                        |

| Fund | Description                    | 2018 Acutal | 2019 Budget | 2019 Estimated Ending | 2020 Proposed Budget |
|------|--------------------------------|-------------|-------------|-----------------------|----------------------|
| 001  | LE Services - Extra Duty       | \$ 6,102    | \$ 6,000    | \$ 33,275             | \$ 6,000             |
| 001  | LE Services - SRO              | \$ 188,005  | \$ 183,050  | \$ 169,000            | \$ 170,000           |
| 001  | LE - Fingerprinting            | \$ 1,850    | \$ 1,900    | \$ 2,128              | \$ 1,957             |
| 001  | Background Check -Temp Bus Lic | \$ 60       | \$ 49       | \$ 141                | \$ 185               |
| 001  | Protective Inspections - Fire  | \$ 3,219    | \$ 3,000    | \$ 2,028              | \$ 2,066             |
| 001  | Information Srv- ILA           | \$ -        | \$ -        | \$ -                  | \$ -                 |
| 001  | Preferred Vendor Review Fee    | \$ -        | \$ -        | \$ -                  | \$ -                 |
| 001  | Requested Hearing Fee          | \$ 350      | \$ 350      | \$ -                  | \$ -                 |
| 001  | Impact Fee Adj Deferral APP    | \$ -        | \$ -        | \$ -                  | \$ -                 |
| 001  | Reimb - Sno Isle Library       | \$ 5,998    | \$ 6,000    | \$ 6,000              | \$ 6,120             |
| 001  | Boating Safety Class           | \$ -        | \$ -        | \$ -                  | \$ -                 |
| 001  | Mandatory Insurance-Admin Fee  | \$ -        | \$ -        | \$ -                  | \$ -                 |
| 001  | District Court                 | \$ 256,084  | \$ 273,000  | \$ 243,767            | \$ 243,767           |
| 001  | Violations Bureau - Local      | \$ 4,275    | \$ 5,000    | \$ 3,933              | \$ 4,000             |
| 001  | Building Code Enforce Fines    | \$ 471      | \$ -        | \$ 3,188              | \$ 2,486             |
| 001  | Animal Impound Fees            | \$ 270      | \$ -        | \$ -                  | \$ -                 |
| 001  | Investment Interest            | \$ 100,870  | \$ 60,000   | \$ 88,479             | \$ 92,961            |
| 001  | Real & Personal Prop Tax Int   | \$ 3,182    | \$ 2,000    | \$ 3,244              | \$ 4,206             |
| 001  | Sales & Use Tax Interest       | \$ 5,402    | \$ 4,000    | \$ 8,590              | \$ 8,475             |
| 001  | Leasehold Excise Tax Interest  | \$ 9        | \$ 10       | \$ 12                 | \$ 11                |
| 001  | Special Event - Rental Reimb   | \$ 1,223    | \$ 500      | \$ 1,219              | \$ 1,340             |
| 001  | Boat Launch Parking Fees       | \$ 7,960    | \$ 8,000    | \$ 2,000              | \$ 8,000             |
| 001  | Boat Launch Closure Fees       | \$ -        | \$ 200      | \$ 200                | \$ 200               |
| 001  | Lundeen Shelter Rental         | \$ 3,968    | \$ 7,500    | \$ 8,902              | \$ 9,000             |
| 001  | Community Center Rental        | \$ 6,080    | \$ -        | \$ 710                | \$ -                 |
| 001  | Chamber VIC Rental             | \$ 1,205    | \$ 1,200    | \$ 1,200              | \$ 1,200             |
| 001  | City Shop Lease                | \$ 13,293   | \$ -        | \$ -                  | \$ -                 |
| 001  | WWTP Property Lease            | \$ 10       | \$ 10       | \$ 10                 | \$ 10                |
| 001  | Property Leases                | \$ 19,124   | \$ 20,000   | \$ 22,494             | \$ 91,500            |
| 001  | Food Bank Lease                | \$ 120      | \$ 120      | \$ 120                | \$ 120               |
| 001  | Community Garden Rental Fees   | \$ 680      | \$ 600      | \$ 1,280              | \$ 1,000             |
| 001  | Arts Commission Donation       | \$ -        | \$ -        | \$ 1,000              | \$ -                 |
| 001  | Arts-Sidewalk Chalk            | \$ -        | \$ -        | \$ -                  | \$ -                 |
| 001  | Donation-Police Dept           | \$ 65,500   | \$ 10,000   | \$ 10,000             | \$ 10,000            |
| 001  | Private Grants - HR            | \$ -        | \$ 700      | \$ -                  | \$ -                 |
| 001  | Private Party Grant/Donation   | \$ 4,069    | \$ 9,088    | \$ 16,398             | \$ 5,000             |
| 001  | Sale of Surplus                | \$ 1,000    | \$ -        | \$ -                  | \$ -                 |
| 001  | Unclaimed Money & Property     | \$ 1,579    | \$ 1,194    | \$ 320                | \$ 239               |
| 001  | Sale of Confiscated & Forfeite | \$ 48       | \$ 98       | \$ -                  | \$ -                 |
| 001  | Misc Rev. Judgment-Settlement  | \$ 601      | \$ 500      | \$ 500                | \$ 510               |
| 001  | Employee Reimb Contrib- Guns   | \$ -        | \$ -        | \$ -                  | \$ -                 |
| 001  | Cash Adjustments               | \$ 10       | \$ -        | \$ -                  | \$ -                 |
| 001  | Miscellaneous Revenue - Other  | \$ 1,889    | \$ 500      | \$ 500                | \$ 500               |
| 001  | Interfund Loan Repay Received  | \$ -        | \$ 25,000   | \$ 25,000             | \$ -                 |
| 001  | Refundable Customer Deposits   | \$ 3,700    | \$ -        | \$ -                  | \$ -                 |
| 001  | Seizure - State Portion        | \$ -        | \$ -        | \$ -                  | \$ -                 |
| 001  | Refunds or Overpayments        | \$ 1,792    | \$ -        | \$ 717                | \$ -                 |

| <b>Fund</b>                              | <b>Description</b>                 | <b>2018 Acutal</b>   | <b>2019 Budget</b>   | <b>2019 Estimated Ending</b> | <b>2020 Proposed Budget</b> |
|--|------------------------------------|----------------------|----------------------|------------------------------|-----------------------------|
| 001                                      | Sale of Capital - Property         | \$ 11,384            | \$ -                 | \$ -                         | \$ -                        |
| 001                                      | Insurance Recoveries - Capital     | \$ -                 | \$ -                 | \$ -                         | \$ -                        |
| 001                                      | Interfund Transfer In              | \$ 760,737           | \$ 720,000           | \$ 1,068,245                 | \$ 1,000,000                |
| 001                                      | Insurance Recoveries - Non Cap     | \$ 10,000            | \$ -                 | \$ -                         | \$ -                        |
| <b>Revenue Total</b>                     |                                    | <b>\$ 11,261,158</b> | <b>\$ 12,110,656</b> | <b>\$ 12,370,635</b>         | <b>\$ 13,028,158</b>        |
| 001                                      | Legislative - Salaries             | \$ 59,325            | \$ 67,200            | \$ 57,083                    | \$ 73,080                   |
| 001                                      | Legislative - Benefits             | \$ 8                 | \$ -                 | \$ 86                        | \$ 80                       |
| 001                                      | Legislative - Social Security      | \$ 4,006             | \$ 5,141             | \$ 4,367                     | \$ 5,591                    |
| 001                                      | Legislative - Workers Comp         | \$ 134               | \$ 238               | \$ 82                        | \$ 326                      |
| 001                                      | Legislative - Operating Costs      | \$ 321               | \$ 500               | \$ 77                        | \$ 500                      |
| 001                                      | Legislative - Communication        | \$ 4,709             | \$ 4,500             | \$ 3,967                     | \$ 4,500                    |
| 001                                      | Legislative - Travel & Mtgs        | \$ 13,130            | \$ 20,000            | \$ 9,787                     | \$ 20,000                   |
| 001                                      | Legislative - Rentals              | \$ 1,651             | \$ 1,600             | \$ 853                       | \$ 1,000                    |
| 001                                      | Legislative - Prof. Developmen     | \$ 3,907             | \$ 5,000             | \$ 3,300                     | \$ 5,000                    |
| 001                                      | Legislative - C.C.Retreat          | \$ 3,150             | \$ 5,000             | \$ 5,967                     | \$ 5,000                    |
| 001                                      | Executive - Salaries               | \$ 24,000            | \$ 24,000            | \$ 26,400                    | \$ 26,400                   |
| 001                                      | Executive - Benefits               | \$ 3                 | \$ -                 | \$ 40                        | \$ -                        |
| 001                                      | Executive - Social Security        | \$ 2,368             | \$ 1,836             | \$ 2,020                     | \$ 2,020                    |
| 001                                      | Executive - Workers Comp           | \$ 22                | \$ 295               | \$ -                         | \$ 309                      |
| 001                                      | Executive - Supplies               | \$ 214               | \$ 200               | \$ -                         | \$ 200                      |
| 001                                      | Executive - Communication          | \$ 1,153             | \$ 600               | \$ 538                       | \$ 600                      |
| 001                                      | Executive - Travel & Mtgs          | \$ 2,552             | \$ 4,000             | \$ 4,918                     | \$ 4,000                    |
| 001                                      | Executive - Miscellaneous          | \$ 15                | \$ 100               | \$ 267                       | \$ 100                      |
| 001                                      | Executive - Prof. Development      | \$ 1,134             | \$ 600               | \$ 787                       | \$ 600                      |
| 001                                      | Executive - Board/Staff Apprec     | \$ 482               | \$ 500               | \$ -                         | \$ 500                      |
| 001                                      | Legislative - Election Costs       | \$ -                 | \$ -                 | \$ -                         |                             |
| 001                                      | Legislative - Election Costs       | \$ 7,351             | \$ 10,000            | \$ 10,000                    | \$ <b>70,000</b>            |
| 001                                      | Legislative - Voter Reg Fees       | \$ -                 | \$ -                 | \$ -                         |                             |
| 001                                      | Legislative - Voter Reg Fees       | \$ 35,094            | \$ 40,000            | \$ 36,929                    | \$ 40,000                   |
| <b>001</b>                               | <b>Legislative &amp; Executive</b> | <b>\$ 164,729</b>    | <b>\$ 191,310</b>    | <b>\$ 167,466</b>            | <b>\$ 259,806</b>           |
| 001                                      | AD-Salaries                        | \$ 142,452           | \$ 129,830           | \$ 136,129                   | \$ 144,648                  |
| 001                                      | AD-Overtime                        | \$ 422               | \$ -                 | \$ -                         | \$ -                        |
| 001                                      | AD-Benefits                        | \$ 18,770            | \$ 13,959            | \$ 13,387                    | \$ 13,793                   |
| 001                                      | AD-Social Security                 | \$ 9,030             | \$ 9,473             | \$ 9,331                     | \$ 11,066                   |
| 001                                      | AD-Retirement                      | \$ 20,707            | \$ 22,079            | \$ 15,902                    | \$ 25,834                   |
| 001                                      | AD-Workers Comp                    | \$ 201               | \$ 393               | \$ 163                       | \$ 423                      |
| 001                                      | AD-Office Supply                   | \$ 707               | \$ 500               | \$ 197                       | \$ 500                      |
| 001                                      | AD-Professional Services           | \$ 1,413             | \$ 1,000             | \$ -                         | \$ 1,000                    |
| 001                                      | AD-Communications                  | \$ 1,051             | \$ 1,100             | \$ 860                       | \$ 1,100                    |
| 001                                      | AD-Travel & Meetings               | \$ 6,292             | \$ 5,000             | \$ 5,611                     | \$ 5,000                    |
| 001                                      | AD-Repair & Maintenance            | \$ -                 | \$ -                 | \$ -                         | \$ -                        |
| 001                                      | AD-Staff Development               | \$ 2,205             | \$ 2,000             | \$ 1,533                     | \$ 2,000                    |
| 001                                      | AD-Miscellaneous                   | \$ 3,216             | \$ 2,000             | \$ 751                       | \$ 2,000                    |
| <b>Department Director Salary Update</b> |                                    |                      |                      |                              | <b>\$23,305</b>             |
| <b>001</b>                               | <b>Administration</b>              | <b>\$ 206,466</b>    | <b>\$ 187,334</b>    | <b>\$ 183,864</b>            | <b>\$ 230,669</b>           |
| 001                                      | CC-Salaries                        | \$ 136,213           | \$ 88,723            | \$ 87,454                    | \$ 9,045                    |
| 001                                      | CC-Overtime                        | \$ 2,750             | \$ 3,799             | \$ 37                        | \$ 3,000                    |

| <b>Fund</b> | <b>Description</b>          | <b>2018 Acutal</b> | <b>2019 Budget</b> | <b>2019 Estimated Ending</b> | <b>2020 Proposed Budget</b> |
|-------------|-----------------------------|--------------------|--------------------|------------------------------|-----------------------------|
| 001         | CC-Benefits                 | \$ 24,187          | \$ 7,690           | \$ 19,210                    | \$ 19,988                   |
| 001         | CC-Social Security          | \$ 11,548          | \$ 6,787           | \$ 8,335                     | \$ 7,577                    |
| 001         | CC-Retirement               | \$ 17,718          | \$ 11,383          | \$ 11,233                    | \$ 12,737                   |
| 001         | CC-Workers Comp             | \$ 407             | \$ 488             | \$ 354                       | \$ 482                      |
| 001         | CC-Office Supply            | \$ 1,243           | \$ 1,000           | \$ 542                       | \$ 1,000                    |
| 001         | CC-Professional Services    | \$ 11,638          | \$ 54,000          | \$ 48,000                    | \$ 10,000                   |
| 001         | CC-Communications           | \$ 849             | \$ 1,000           | \$ 645                       | \$ 1,000                    |
| 001         | CC-Travel & Meetings        | \$ 3,248           | \$ 5,000           | \$ 5,000                     | \$ 3,000                    |
| 001         | CC-Repair & Maintenance     | \$ -               | \$ -               | \$ -                         | \$ -                        |
| 001         | CC-Miscellaneous            | \$ 707             | \$ 400             | \$ 820                       | \$ 620                      |
| 001         | CC-Staff Development        | \$ 1,958           | \$ 4,250           | \$ 1,975                     | \$ 2,250                    |
|             | <b>Item/Project Request</b> |                    |                    |                              | <b>\$ 16,025</b>            |
| <b>001</b>  | <b>City Clerk</b>           | <b>\$ 212,465</b>  | <b>\$ 184,520</b>  | <b>\$ 183,606</b>            | <b>\$ 86,724</b>            |
| 001         | FI-Salaries                 | \$ 225,637         | \$ 325,856         | \$ 324,144                   | \$ 332,184                  |
| 001         | FI-Overtime                 | \$ 2,174           | \$ 2,763           | \$ 2,368                     | \$ 3,000                    |
| 001         | FI-Benefits                 | \$ 44,032          | \$ 53,914          | \$ 61,636                    | \$ 62,652                   |
| 001         | FI-Social Security          | \$ 20,049          | \$ 24,928          | \$ 26,891                    | \$ 25,412                   |
| 001         | FI-Retirement               | \$ 31,487          | \$ 41,807          | \$ 44,816                    | \$ 42,719                   |
| 001         | FI-Workers Comp             | \$ 674             | \$ 1,500           | \$ 878                       | \$ 1,407                    |
| 001         | FI-Office Supplies          | \$ 2,374           | \$ 2,500           | \$ 2,427                     | \$ 2,500                    |
| 001         | FI-Professional Service     | \$ 62,195          | \$ 37,600          | \$ 37,600                    | \$ 43,000                   |
| 001         | FI-Advertising              | \$ 39              | \$ 100             | \$ -                         | \$ 100                      |
| 001         | FI-Communications           | \$ 845             | \$ 650             | \$ 800                       | \$ 800                      |
| 001         | FI-Travel & Meetings        | \$ 2,492           | \$ 3,000           | \$ 2,192                     | \$ 3,000                    |
| 001         | FI-Insurance                | \$ 109             | \$ 120             | \$ 99                        | \$ 120                      |
| 001         | FI-Software Maint           | \$ 15,400          | \$ 10,000          | \$ 10,000                    | \$ -                        |
| 001         | FI-Miscellaneous            | \$ 469             | \$ 650             | \$ 616                       | \$ 650                      |
| 001         | FI-Staff Development        | \$ 2,084           | \$ 2,300           | \$ 2,300                     | \$ 2,300                    |
| 001         | FI-Banking Services         | \$ 995             | \$ 1,000           | \$ 2,043                     | \$ 2,500                    |
| 001         | FI-Credit Card Services     | \$ 53,739          | \$ 50,000          | \$ 79,703                    | \$ 85,000                   |
| 001         | FI- Capital Outlay          | \$ -               | \$ -               | \$ -                         |                             |
|             | <b>Item/Project Request</b> |                    |                    |                              | <b>\$ 1,450</b>             |
| <b>001</b>  | <b>Finance</b>              | <b>\$ 464,794</b>  | <b>\$ 558,688</b>  | <b>\$ 598,513</b>            | <b>\$ 608,794</b>           |
| 001         | HR-Safety Program           | \$ 1,380           | \$ 2,000           | \$ 1,492                     | \$ 2,000                    |
| 001         | HR-Wellness Program         | \$ 2,854           | \$ 2,000           | \$ 265                       | \$ 2,000                    |
| 001         | HR-Salaries                 | \$ 141,274         | \$ 162,766         | \$ 163,430                   | \$ 179,643                  |
| 001         | HR-Overtime                 | \$ 1,265           | \$ 500             | \$ 2,693                     | \$ 1,000                    |
| 001         | HR-Benefits                 | \$ 26,099          | \$ 29,705          | \$ 26,484                    | \$ 27,901                   |
| 001         | HR-Soc Security             | \$ 10,719          | \$ 12,452          | \$ 12,429                    | \$ 13,743                   |
| 001         | HR-Retirement               | \$ 18,171          | \$ 20,883          | \$ 19,750                    | \$ 23,102                   |
| 001         | HR-Workers Comp             | \$ 304             | \$ 695             | \$ 344                       | \$ 668                      |
| 001         | HR-Office Supplies          | \$ 963             | \$ 900             | \$ 797                       | \$ 900                      |
| 001         | HR-Operating Cost           | \$ 970             | \$ 1,500           | \$ 642                       | \$ 1,500                    |
| 001         | HR-Professional Services    | \$ 30,487          | \$ 35,000          | \$ 35,000                    | \$ 10,000                   |
| 001         | HR-Communications           | \$ 1,240           | \$ 950             | \$ 1,398                     | \$ 1,500                    |
| 001         | HR-Travel & Meetings        | \$ 1,157           | \$ 2,000           | \$ 2,323                     | \$ 2,000                    |
| 001         | HR-Miscellaneous            | \$ 721             | \$ 1,100           | \$ 813                       | \$ 1,100                    |



| <b>Fund</b> | <b>Description</b>             | <b>2018 Acutal</b> | <b>2019 Budget</b> | <b>2019 Estimated Ending</b> | <b>2020 Proposed Budget</b> |
|-------------|--------------------------------|--------------------|--------------------|------------------------------|-----------------------------|
| 001         | HR-Staff Development           | \$ 2,422           | \$ 1,999           | \$ 1,547                     | \$ 2,000                    |
| 001         | HR-Employee Recognition        | \$ -               | \$ 5,000           | \$ 5,000                     | \$ 5,000                    |
| 001         | HR-Civil - Office Supply       | \$ -               | \$ -               | \$ -                         | \$ -                        |
| 001         | HR-Civil - Professional Srv    | \$ -               | \$ -               | \$ -                         | \$ -                        |
|             | <i>Item/Project Request</i>    |                    |                    |                              | \$ 5,000                    |
| <b>001</b>  | <b>Human Resources</b>         | <b>\$ 240,027</b>  | <b>\$ 279,450</b>  | <b>\$ 274,409</b>            | <b>\$ 279,057</b>           |
| 001         | IT-Salaries                    | \$ 158,207         | \$ 191,144         | \$ 189,529                   | \$ 234,092                  |
| 001         | IT-Overtime                    | \$ -               | \$ 1,000           | \$ 601                       | \$ 1,200                    |
| 001         | IT-Benefits                    | \$ 36,352          | \$ 44,574          | \$ 40,275                    | \$ 58,717                   |
| 001         | IT-Soc Security                | \$ 11,965          | \$ 14,597          | \$ 13,216                    | \$ 17,908                   |
| 001         | IT-Retirement                  | \$ 19,360          | \$ 24,482          | \$ 22,077                    | \$ 30,104                   |
| 001         | IT-Workers Comp                | \$ 355             | \$ 846             | \$ 402                       | \$ 965                      |
| 001         | IT-Office Supplies             | \$ 2,772           | \$ 6,000           | \$ 7,954                     | \$ 6,000                    |
| 001         | IT-Fuel                        | \$ -               | \$ 200             | \$ -                         | \$ 200                      |
| 001         | IT-Professional Services       | \$ 38,416          | \$ 25,000          | \$ 15,000                    | \$ 25,000                   |
| 001         | IT-Communications              | \$ 2,038           | \$ 1,993           | \$ 1,972                     | \$ 1,993                    |
| 001         | IT-Travel & Meetings           | \$ 723             | \$ 5,300           | \$ 2,521                     | \$ 5,300                    |
| 001         | IT-Repair & Maintenance        | \$ 3,474           | \$ 4,000           | \$ 4,000                     | \$ 4,000                    |
| 001         | IT-Miscellaneous               | \$ 135             | \$ 200             | \$ 1,428                     | \$ 200                      |
| 001         | IT-Staff Development           | \$ 4,619           | \$ 4,800           | \$ 4,148                     | \$ 4,800                    |
|             | <i>Item/Project Request</i>    |                    |                    |                              | \$ 5,900                    |
| <b>001</b>  | <b>Information Technology</b>  | <b>\$ 278,417</b>  | <b>\$ 324,136</b>  | <b>\$ 303,122</b>            | <b>\$ 396,379</b>           |
| 001         | Pension and Other Benefits     | \$ -               | \$ -               | \$ -                         | \$ -                        |
| 001         | PL-Salaries                    | \$ 462,381         | \$ 714,793         | \$ 512,634                   | \$ 627,988                  |
| 001         | PL-Overtime                    | \$ 4,339           | \$ 1,030           | \$ 3,845                     | \$ 1,200                    |
| 001         | PL-Benefits                    | \$ 103,152         | \$ 153,216         | \$ 109,169                   | \$ 123,473                  |
| 001         | PL-Social Security             | \$ 38,434          | \$ 54,161          | \$ 43,977                    | \$ 48,041                   |
| 001         | PL-Retirement                  | \$ 63,331          | \$ 90,834          | \$ 73,221                    | \$ 80,759                   |
| 001         | PL-Workers Comp                | \$ 1,358           | \$ 3,503           | \$ 1,621                     | \$ 2,807                    |
| 001         | PL-Office Supplies             | \$ 3,597           | \$ 4,000           | \$ 3,156                     | \$ 4,000                    |
| 001         | PL-Operating Costs             | \$ 4,217           | \$ 8,000           | \$ 896                       | \$ 8,000                    |
| 001         | PL-Permit Related Op. Costs    | \$ -               | \$ 20,000          | \$ 7,412                     | \$ 20,000                   |
| 001         | PL-Fuel                        | \$ 264             | \$ 86              | \$ 406                       |                             |
| 001         | PL-Small Tools                 | \$ -               | \$ -               | \$ -                         |                             |
| 001         | PL-Professional Servic         | \$ 13,163          | \$ 10,000          | \$ 37,236                    | \$ 10,000                   |
| 001         | PL-CA-Developer Reimb          | \$ -               | \$ -               | \$ -                         | \$ -                        |
| 001         | PL-Software Maint.             | \$ 9,964           | \$ -               | \$ -                         | \$ -                        |
| 001         | PL-Advertising                 | \$ 6,836           | \$ 15,000          | \$ 11,116                    | \$ 15,000                   |
| 001         | Permit Related Professional Sr | \$ 138,421         | \$ 145,000         | \$ 164,935                   | \$ 145,000                  |
| 001         | PL-Communication               | \$ 4,442           | \$ 5,725           | \$ 3,629                     | \$ 4,000                    |
| 001         | PL-Travel & Mtgs               | \$ 2,028           | \$ 6,000           | \$ 1,595                     | \$ 6,000                    |
| 001         | PL-Repairs & Maint.            | \$ 1,201           | \$ 1,500           | \$ 1,009                     | \$ 1,500                    |
| 001         | PL-Miscellaneous               | \$ 760             | \$ 700             | \$ 863                       | \$ 700                      |
| 001         | PL-Staff Development           | \$ 4,996           | \$ 6,000           | \$ 2,893                     | \$ 6,000                    |
| 001         | PL-Printing and Bindin         | \$ -               | \$ 1,000           | \$ -                         | \$ 1,000                    |
| 001         | PL-UGA-RUTA-Annexation         | \$ 1,779           | \$ 18,000          | \$ 21,334                    | \$ -                        |
| 001         | PL-Prof Serv-Hearing E         | \$ 2,000           | \$ -               | \$ 2,667                     | \$ 2,000                    |



| <b>Fund</b> | <b>Description</b>                      | <b>2018 Acutal</b>  | <b>2019 Budget</b>  | <b>2019 Estimated<br/>Ending</b> | <b>2020 Proposed<br/>Budget</b> |
|-------------|---|---------------------|---------------------|----------------------------------|---------------------------------|
| 001         | PL-GIS Mapping                          | \$ -                | \$ -                | \$ -                             | \$ -                            |
| 001         | PL-Commission - Travel & Mtgs           | \$ -                | \$ -                | \$ -                             | \$ -                            |
| 001         | PL-Commission - Misc                    | \$ -                | \$ -                | \$ -                             | \$ -                            |
|             | PL- Citywide Beautification             | \$ -                | \$ -                | \$ -                             | \$ 20,000                       |
| 001         | PL-Economic Devel                       | \$ 72,394           | \$ 20,000           | \$ 10,245                        | \$ -                            |
| 001         | PL-Econ Dev - Travel-Training           | \$ -                | \$ -                | \$ -                             | \$ -                            |
| 001         | PB-Salaries                             | \$ 231,141          | \$ 299,029          | \$ 201,802                       | \$ 321,788                      |
| 001         | PB-Overtime                             | \$ 1,589            | \$ 1,030            | \$ 8,336                         | \$ 1,200                        |
| 001         | PB-Benefits                             | \$ 51,352           | \$ 76,831           | \$ 44,769                        | \$ 82,094                       |
| 001         | PB-Social Security                      | \$ 14,834           | \$ 22,876           | \$ 11,236                        | \$ 24,619                       |
| 001         | PB-Retirement                           | \$ 24,895           | \$ 38,365           | \$ 19,166                        | \$ 41,386                       |
| 001         | PB-Workers Comp                         | \$ 2,836            | \$ 7,273            | \$ 2,227                         | \$ 4,467                        |
| 001         | PB-Office Supplies                      | \$ 1,635            | \$ 2,000            | \$ 1,315                         | \$ 2,000                        |
| 001         | PB-Operating Cost                       | \$ 1,221            | \$ 1,700            | \$ 740                           | \$ 1,700                        |
| 001         | PB-Clothing                             | \$ 142              | \$ 500              | \$ 254                           | \$ 500                          |
| 001         | PB-Fuel                                 | \$ 2,984            | \$ 2,755            | \$ 1,724                         | \$ 2,755                        |
| 001         | PL - Contrib to Vehicle Replac          | \$ 10,000           | \$ 10,000           | \$ 10,000                        | \$ 10,000                       |
| 001         | PB-Professional Srv                     | \$ 505              | \$ 6,000            | \$ 6,000                         | \$ 6,000                        |
| 001         | PB-Advertising                          | \$ 519              | \$ 1,000            | \$ 200                           | \$ 1,000                        |
| 001         | PB-Communication                        | \$ 1,907            | \$ 1,995            | \$ 2,259                         | \$ 1,995                        |
| 001         | PB-Travel & Mtgs                        | \$ 2,216            | \$ 3,000            | \$ 350                           | \$ 3,000                        |
| 001         | PB-Repair & Maintenance                 | \$ 1,377            | \$ 2,500            | \$ 1,951                         | \$ 2,500                        |
| 001         | PB-Miscellaneous                        | \$ 345              | \$ 300              | \$ -                             | \$ 300                          |
| 001         | PB-Staff Development                    | \$ 3,969            | \$ 4,000            | \$ 2,147                         | \$ 4,000                        |
| 001         | PL-Park & Recreation                    | \$ 11,359           | \$ 26,185           | \$ 25,662                        | \$ 26,185                       |
| 001         | PL-Capital Outlay                       | \$ 5,500            | \$ -                | \$ -                             | \$ -                            |
| 001         | PB-Capital Outlay                       | \$ -                | \$ -                | \$ -                             | \$ -                            |
|             | <i>Position Request</i>                 |                     |                     |                                  | <i>\$58,000</i>                 |
|             | <i>Item/Project Request</i>             |                     |                     |                                  | <i>\$65,000</i>                 |
| <b>001</b>  | <b>Planning &amp; Community Develop</b> | <b>\$ 1,309,383</b> | <b>\$ 1,785,887</b> | <b>\$ 1,353,996</b>              | <b>\$ 1,787,957</b>             |
| 001         | LE - Contrib to Vehicle Repl            | \$ 88,000           | \$ 210,000          | \$ 210,000                       | \$ 210,000                      |
| 001         | LE - Contrib to Boat Repl               | \$ 8,000            | \$ 8,000            | \$ 8,000                         | \$ 8,000                        |
| 001         | LE - Contrib to Taser Repl              |                     |                     |                                  | \$ <b>7,000</b>                 |
| 001         | LE-Salaries                             | \$ 3,386,071        | \$ 3,735,549        | \$ 3,563,229                     | \$ 3,809,310                    |
| 001         | LE-Overtime                             | \$ 372,588          | \$ 300,000          | \$ 292,319                       | \$ 300,000                      |
| 001         | LE-Salaries Extra Duty                  | \$ 6,431            | \$ 10,000           | \$ -                             | \$ -                            |
| 001         | LE-Holiday Cashout                      | \$ 77,207           | \$ 80,000           | \$ 27,787                        | \$ 80,000                       |
| 001         | LE-Benefits                             | \$ 810,981          | \$ 907,731          | \$ 825,829                       | \$ 889,675                      |
| 001         | LE-Social Security                      | \$ 294,065          | \$ 285,723          | \$ 298,910                       | \$ 291,412                      |
| 001         | LE-Retirement                           | \$ 240,058          | \$ 239,509          | \$ 250,818                       | \$ 244,668                      |
| 001         | LE-Workers Comp                         | \$ 66,581           | \$ 97,901           | \$ 77,778                        | \$ 98,737                       |
| 001         | LE-Clothing Allowance                   | \$ 23,112           | \$ 28,000           | \$ 28,000                        | \$ 28,000                       |
| 001         | LE-Office Supplies                      | \$ 13,672           | \$ 17,000           | \$ 10,995                        | \$ 17,000                       |
| 001         | LE-Fixed Minor Equipment                | \$ 39,077           | \$ 85,000           | \$ 77,635                        | \$ 78,000                       |
| 001         | LE-Minor Equipment                      | \$ 76,032           | \$ 44,832           | \$ 34,449                        | \$ 44,000                       |
| 001         | LE-Donation Exp Helmets                 | \$ 490              | \$ 1,000            | \$ -                             | \$ 1,000                        |
| 001         | LE-Donation Exp - Other                 | \$ 10,058           | \$ 10,000           | \$ 10,000                        | \$ 10,000                       |

| <b>Fund</b> | <b>Description</b>             | <b>2018 Acutal</b> | <b>2019 Budget</b> | <b>2019 Estimated Ending</b> | <b>2020 Proposed Budget</b> |
|-------------|--------------------------------|--------------------|--------------------|------------------------------|-----------------------------|
| 001         | LE-Equipment - New Officers    | \$ 20,141          | \$ -               | \$ 3,574                     | \$ -                        |
| 001         | LE-Emergency Mgmt Supplies     | \$ 7,192           | \$ 8,000           | \$ 3,828                     | \$ 8,000                    |
| 001         | LE-Donation Canine Unit        | \$ 13,619          | \$ 41,881          | \$ 43,720                    | \$ -                        |
| 001         | LE-Fuel                        | \$ 93,040          | \$ 80,000          | \$ 76,926                    | \$ 80,000                   |
| 001         | LE-Professional Services       | \$ 43,900          | \$ 22,000          | \$ 10,485                    | \$ 28,000                   |
| 001         | LE-Professional Serv-Fixed     | \$ 28,764          | \$ 45,000          | \$ 48,103                    | \$ 51,000                   |
| 001         | LE-Professional Srv-Legal      | \$ -               | \$ -               | \$ -                         | \$ -                        |
| 001         | LE-Advertising                 | \$ 856             | \$ 1,500           | \$ -                         | \$ 1,500                    |
| 001         | LE-Communication               | \$ 52,982          | \$ 51,881          | \$ 46,820                    | \$ 51,881                   |
| 001         | LE-Travel & Per Diem           | \$ 39,741          | \$ 38,500          | \$ 37,331                    | \$ 38,500                   |
| 001         | LE-Business Meetings           | \$ 2,611           | \$ 5,000           | \$ 1,880                     | \$ 5,000                    |
| 001         | LE-Insurance                   | \$ 237,084         | \$ 234,623         | \$ 236,774                   | \$ 234,623                  |
| 001         | LE-Repair & Maintenance Equip  | \$ 86,934          | \$ 100,000         | \$ 70,255                    | \$ 100,000                  |
| 001         | LE-Dues & Memberships          | \$ 2,627           | \$ 4,000           | \$ 3,387                     | \$ 4,000                    |
| 001         | LE-Boating Salaries Local      | \$ 33,985          | \$ 20,432          | \$ 27,631                    | \$ 20,432                   |
| 001         | LE-Boating - Other Salaries    | \$ 14,183          | \$ 50,000          | \$ 9,739                     | \$ 50,000                   |
| 001         | LE-Boating Benefit Local       | \$ 13,198          | \$ 8,225           | \$ 11,334                    | \$ 8,225                    |
| 001         | LE-Boat Other Benefits         | \$ 3,460           | \$ 3,100           | \$ 3,401                     | \$ 3,100                    |
| 001         | LE-Boating Clothing            | \$ 172             | \$ 500             | \$ 500                       | \$ 500                      |
| 001         | LE-Boating Minor Equipment     | \$ 9,917           | \$ 9,505           | \$ 9,505                     | \$ 9,505                    |
| 001         | LE-Boating-Fuel                | \$ 1,927           | \$ 2,500           | \$ 2,500                     | \$ 2,500                    |
| 001         | LE-Boating-Travel & Per Diem   | \$ 1,497           | \$ 6,000           | \$ 6,000                     | \$ 6,000                    |
| 001         | LE-Boating Repair & Maint      | \$ 6,305           | \$ 5,500           | \$ 5,500                     | \$ 5,500                    |
| 001         | LE-Investigation Ops Costs     | \$ -               | \$ -               | \$ -                         | \$ -                        |
| 001         | LE-Investigations Prof.Service | \$ -               | \$ -               | \$ -                         | \$ -                        |
| 001         | LE-Community Outreach Supplies | \$ 6,841           | \$ 5,000           | \$ 5,000                     | \$ 5,000                    |
| 001         | LE-Drug Task Force             | \$ 5,965           | \$ 10,000          | \$ 10,180                    | \$ 11,000                   |
| 001         | LE-Registration Fees           | \$ 37,658          | \$ 32,000          | \$ 37,980                    | \$ 32,000                   |
| 001         | LE-Staff Development - BLEA    | \$ 3,187           | \$ 3,063           | \$ -                         | \$ 3,063                    |
| 001         | LE-Finance Charges             | \$ 196             | \$ -               | \$ 103                       | \$ -                        |
| 001         | LE-Boating- Registration Fees  | \$ 980             | \$ 3,000           | \$ -                         | \$ 3,000                    |
| 001         | LE-Facilities Supplies         | \$ 3,231           | \$ 5,200           | \$ 2,242                     | \$ 5,200                    |
| 001         | LE-Facilities Minor Equipment  | \$ 7,409           | \$ 3,000           | \$ -                         | \$ 3,000                    |
| 001         | LE-Fleet Minor Equipment       | \$ -               | \$ 5,000           | \$ 2,068                     | \$ 5,000                    |
| 001         | LE-Facility Utilities          | \$ 13,314          | \$ 14,378          | \$ 13,047                    | \$ 14,810                   |
| 001         | LE-Facility Repair & Maint     | \$ 3,244           | \$ 11,000          | \$ 7,356                     | \$ 11,000                   |
| 001         | LE-Traffic Policing-Grants     | \$ -               | \$ -               | \$ -                         | \$ -                        |
| 001         | LE-Evidence Room - Supplies    | \$ 21              | \$ -               | \$ -                         | \$ -                        |
| 001         | LE-Evidence Impound            | \$ -               | \$ -               | \$ -                         | \$ -                        |
| 001         | LE-Evidence Room-Alarm         | \$ -               | \$ -               | \$ -                         | \$ -                        |
| 001         | LE-Jail                        | \$ 346,715         | \$ 415,841         | \$ 396,845                   | \$ 479,049                  |
| 001         | LE - Snopac Dispatch           | \$ 366,694         | \$ 348,572         | \$ 348,572                   | \$ 383,226                  |
| 001         | LE-SERS Radio Assessment       | \$ 73,238          | \$ 80,349          | \$ 80,349                    |                             |
| 001         | LE - Animal Control            | \$ 21,817          | \$ 21,574          | \$ 18,908                    | \$ 21,574                   |
| 001         | Seizure - State Remit          | \$ -               | \$ -               | \$ -                         | \$ -                        |
| 001         | LE-Capital Boating             | \$ 14,787          | \$ -               | \$ -                         | \$ -                        |
| 001         | LE-Capital Outlays Equipment   | \$ 55,538          | \$ 12,565          | \$ -                         | \$ -                        |

| <b>Fund</b> | <b>Description</b>             | <b>2018 Acutal</b>  | <b>2019 Budget</b>  | <b>2019 Estimated Ending</b> | <b>2020 Proposed Budget</b> |
|-------------|--------------------------------|---------------------|---------------------|------------------------------|-----------------------------|
| 001         | LE-Capital Outlay - Facilities | \$ -                | \$ -                | \$ -                         | \$ -                        |
|             | <i>Position Request</i>        |                     |                     |                              | \$ <b>64,000</b>            |
|             | <i>Item/Project Request</i>    |                     |                     |                              | \$ <b>20,000</b>            |
| <b>001</b>  | <b>Law Enforcement</b>         | <b>\$ 7,187,393</b> | <b>\$ 7,768,935</b> | <b>\$ 7,297,592</b>          | <b>\$ 7,885,990</b>         |
| 001         | PK-Salaries                    | \$ 181,418          | \$ 313,998          | \$ 315,993                   | \$ 374,296                  |
| 001         | PK-Seasonal Salaries           | \$ -                | \$ 60,000           | \$ -                         | \$ -                        |
| 001         | PK-Overtime                    | \$ 6,184            | \$ 7,053            | \$ 13,280                    | \$ <b>10,000</b>            |
| 001         | PK-Benefits                    | \$ 53,830           | \$ 89,238           | \$ 90,447                    | \$ 101,647                  |
| 001         | PK-Seasonal Benefits           | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 001         | PK-Social Security             | \$ 17,033           | \$ 24,021           | \$ 27,316                    | \$ 28,634                   |
| 001         | PK-Retirement                  | \$ 23,826           | \$ 40,286           | \$ 42,182                    | \$ 44,970                   |
| 001         | PK-Workers Comp                | \$ 5,217            | \$ 9,173            | \$ 6,917                     | \$ 10,063                   |
| 001         | PK- Clothing - Boot Allowance  | \$ 514              | \$ 8,196            | \$ 1,988                     | \$ <b>4,000</b>             |
| 001         | PK-Operating Costs             | \$ 125,413          | \$ 54,605           | \$ 80,839                    | \$ <b>80,000</b>            |
| 001         | PK-Ops-Clothing                | \$ 2,249            | \$ 2,500            | \$ 682                       | \$ 2,500                    |
| 001         | PK - Lake Safety               | \$ 3,280            | \$ 4,000            | \$ 303                       | \$ 4,000                    |
| 001         | PK - Boat Launch Expenses      | \$ 684              | \$ 400              | \$ 360                       | \$ <b>1,000</b>             |
| 001         | PK-Fuel Costs                  | \$ 1,557            | \$ 1,500            | \$ 415                       | \$ 1,500                    |
| 001         | PK - Contrib to PW Equpt       | \$ 80,000           | \$ 80,000           | \$ 80,000                    | \$ 40,000                   |
| 001         | PK-Professional Services       | \$ 26,108           | \$ 54,500           | \$ 12,507                    | \$ <b>40,000</b>            |
| 001         | PK -Professional Tree Srv      | \$ 96,180           | \$ 140,000          | \$ 140,000                   | \$ 100,000                  |
| 001         | PK-Communication               | \$ 5,878            | \$ 4,652            | \$ 7,049                     | \$ 9,000                    |
| 001         | PK-Travel & Meetings           | \$ 265              | \$ 200              | \$ 210                       | \$ 200                      |
| 001         | PK-Equipment Rental            | \$ 8,001            | \$ 8,000            | \$ 11,187                    | \$ 8,000                    |
| 001         | PK- Dumpster Service           | \$ 9,800            | \$ 10,000           | \$ 6,532                     | \$ 10,000                   |
| 001         | PK-Insurance                   | \$ 7,668            | \$ 21,896           | \$ 30,289                    | \$ 21,896                   |
| 001         | PK-Utilities                   | \$ 21,237           | \$ 40,000           | \$ 24,447                    | \$ 40,000                   |
| 001         | PK-Storm Drainage              | \$ 2,707            | \$ 18,585           | \$ 18,713                    | \$ 21,482                   |
| 001         | PK-Repair & Maintenance        | \$ 7,164            | \$ 3,500            | \$ 1,635                     | \$ 3,500                    |
| 001         | PK-Miscellaneous               | \$ 144              | \$ 150              | \$ -                         | \$ 150                      |
| 001         | PK-Staff Development           | \$ 1,203            | \$ 1,000            | \$ 50                        | \$ 1,000                    |
| 001         | PK-Park Board-Miscellaneous    | \$ -                | \$ 150              | \$ -                         | \$ 150                      |
| 001         | PK-Capital Outlay              | \$ 1,805            | \$ 39,350           | \$ 39,350                    | \$ -                        |
|             | <i>Position Request</i>        |                     |                     |                              | \$ <b>95,241</b>            |
|             | <i>Capital Requests</i>        |                     |                     |                              | \$ <b>107,699</b>           |
| <b>001</b>  | <b>Parks</b>                   | <b>\$ 689,367</b>   | <b>\$ 1,036,952</b> | <b>\$ 952,692</b>            | <b>\$ 1,160,928</b>         |
| 001         | Grant Receipt - Arlington      | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 001         | Ext Consultation - City Atty   | \$ 145,038          | \$ 200,000          | \$ 211,219                   | \$ 225,000                  |
| 001         | Ext Consult - PRA              | \$ 17,156           | \$ 2,623            | \$ 16,770                    | \$ 20,000                   |
| 001         | Ext Consult - Prosecutor Fees  | \$ 138,194          | \$ 141,991          | \$ 142,669                   | \$ 146,949                  |
| 001         | Ext Consult - Labor Relations  | \$ 611              | \$ 5,000            | \$ -                         | \$ 5,000                    |
| 001         | Ext Litigation - City Atty     | \$ 44,616           | \$ 25,000           | \$ 108,064                   | \$ 50,000                   |
| 001         | LG-General Indigent Defense    | \$ 124,770          | \$ 134,056          | \$ 128,516                   | \$ 134,678                  |
| 001         | Social Worker Program (Grant)  | \$ 18,695           | \$ 18,720           | \$ 18,720                    | \$ 14,720                   |
| 001         | Grant Exp - Arlington          | \$ 18,975           | \$ 21,000           | \$ 21,000                    | \$ 15,000                   |
| <b>001</b>  | <b>Legal</b>                   | <b>\$ 508,054</b>   | <b>\$ 548,389</b>   | <b>\$ 646,957</b>            | <b>\$ 611,347</b>           |
| 001         | CS-Visitor Center              | \$ 8                | \$ 250              | \$ -                         | \$ 250                      |

| Fund       | Description                    | 2018 Acutal      | 2019 Budget      | 2019 Estimated Ending | 2020 Proposed Budget |
|------------|--------------------------------|------------------|------------------|-----------------------|----------------------|
| 001        | CS - VIC Utilities             | \$ 3,295         | \$ 3,000         | \$ 1,332              | \$ 3,000             |
| 001        | CS - VIC Professional Services | \$ -             | \$ -             | \$ -                  | \$ -                 |
| 001        | CS-Human Services              | \$ -             | \$ 40,000        | \$ 40,000             | \$ -                 |
| 001        | CS-Veteran Services            | \$ 1,044         | \$ 3,607         | \$ 3,607              | \$ -                 |
| 001        | CS-Aging Services-Supplies     | \$ 1,397         | \$ 250           | \$ -                  | \$ 250               |
| 001        | CS-Aging Services-Utilities    | \$ -             | \$ -             | \$ -                  | \$ -                 |
| 001        | CS-Aging Services R&M          | \$ 2,681         | \$ 1,500         | \$ -                  | \$ 1,500             |
| 001        | CS-Special Event-Equip Rent    | \$ 1,043         | \$ 1,500         | \$ -                  | \$ 1,500             |
| 001        | CS-Library-Office & Operating  | \$ 357           | \$ 500           | \$ -                  | \$ 500               |
| 001        | CS-Library-Professional Svc    | \$ 185           | \$ -             | \$ -                  | \$ -                 |
| 001        | CS-Library-Utilities           | \$ 7,338         | \$ 7,100         | \$ 5,999              | \$ 7,313             |
| 001        | CS-Library Storm Drainage      | \$ 447           | \$ 1,331         | \$ 887                | \$ 1,425             |
| 001        | CS-Library-Repair & Maint.     | \$ -             | \$ 1,500         | \$ 114                | \$ 1,500             |
| 001        | CS-Arts Commission             | \$ 10,507        | \$ -             | \$ -                  | \$ -                 |
| 001        | CS-Community Activity-AquaFest | \$ 1,661         | \$ 3,500         | \$ 1,243              | \$ 3,500             |
| 001        | CS-Historical-Operating        | \$ 34            | \$ 70            | \$ 392                | \$ 70                |
| 001        | CS-Historical-Communications   | \$ 1,267         | \$ 1,341         | \$ 2,770              | \$ 1,341             |
| 001        | CS-Historical-Utilities        | \$ 831           | \$ 900           | \$ 463                | \$ 927               |
| 001        | CS-Community Center-Ops        | \$ 604           | \$ -             | \$ -                  | \$ 10,000            |
| 001        | CS-Community Center - Cleaning | \$ 1,706         | \$ -             | \$ 195                | \$ 5,000             |
| 001        | CS-Community Center - Comm     | \$ 257           | \$ -             | \$ 215                | \$ 2,000             |
| 001        | CS-Community Center-Utilities  | \$ 5,283         | \$ 500           | \$ 1,783              | \$ 10,000            |
| 001        | CS-Community Center - R & M    | \$ 2,860         | \$ -             | \$ -                  | \$ 2,000             |
| 001        | CS-Grimm House - Operating     | \$ 14            | \$ -             | \$ -                  | \$ -                 |
| 001        | CS-Grimm House Utilities       | \$ 676           | \$ 750           | \$ 463                | \$ 773               |
| 001        | CS-Library - Capital Outlay    | \$ -             | \$ -             | \$ -                  | \$ -                 |
| 001        | CS-Community Center - Capital  | \$ -             | \$ 5,000         | \$ 6,962              | \$ -                 |
| <b>001</b> | <b>Community</b>               | <b>\$ 43,497</b> | <b>\$ 72,599</b> | <b>\$ 66,424</b>      | <b>\$ 52,849</b>     |
| 001        | Refund of Deposits             | \$ 1,400         | \$ 3,400         | \$ 3,867              | \$ 3,400             |
| 001        | Lobbying Services              | \$ 108,151       | \$ 57,647        | \$ 57,179             | \$ 62,000            |
| 001        | GG-Municipal Court Fees        | \$ 204,017       | \$ 250,000       | \$ 195,804            | \$ 200,000           |
| 001        | GG-Operating Costs             | \$ 13,259        | \$ 15,000        | \$ 11,064             | \$ 15,000            |
| 001        | GG-Fuel                        | \$ 392           | \$ 487           | \$ 195                | \$ 487               |
| 001        | GG-Professional Service        | \$ 45,278        | \$ 30,000        | \$ 30,000             | \$ 30,000            |
| 001        | GG-Communication               | \$ 3,316         | \$ 3,348         | \$ 3,043              | \$ 3,348             |
| 001        | GG-Rental & Services           | \$ 1,963         | \$ 2,500         | \$ 942                | \$ 2,500             |
| 001        | GG-Dumpster Service            | \$ 2,758         | \$ 1,500         | \$ 3,214              | \$ 1,500             |
| 001        | GG-Insurance                   | \$ 99,001        | \$ 110,197       | \$ 95,767             | \$ 110,197           |
| 001        | GG-Utilities                   | \$ 18,427        | \$ 18,485        | \$ 14,608             | \$ 18,485            |
| 001        | GG-Storm Drainage              | \$ 7,213         | \$ 18,008        | \$ 9,101              | \$ 18,008            |
| 001        | GG - Utilities for Rentals     | \$ 1,174         | \$ 12,000        | \$ 12,000             | \$ -                 |
| 001        | GG-Repair & Maintenance        | \$ 47,040        | \$ 80,000        | \$ 74,991             | \$ 80,000            |
| 001        | GG-Miscellaneous               | \$ 838           | \$ 2,000         | \$ 1,037              | \$ 2,000             |
| 001        | GG-Salaries Regular            | \$ 69,406        | \$ 230,124       | \$ 242,406            | \$ 273,540           |
| 001        | GG-Salaries Overtime           | \$ 2,778         | \$ 3,210         | \$ 10,105             | \$ 3,500             |
| 001        | GG-Benefits                    | \$ 19,267        | \$ 57,060        | \$ 63,477             | \$ 73,354            |
| 001        | GG-Social Security             | \$ 5,308         | \$ 17,604        | \$ 18,834             | \$ 20,926            |

| <b>Fund</b> | <b>Description</b>                | <b>2018 Acutal</b>   | <b>2019 Budget</b>   | <b>2019 Estimated Ending</b> | <b>2020 Proposed Budget</b> |
|-------------|-----------------------------------|----------------------|----------------------|------------------------------|-----------------------------|
| 001         | GG-Retirement                     | \$ 8,634             | \$ 29,525            | \$ 32,333                    | \$ 35,173                   |
| 001         | GG-Workers Comp                   | \$ 904               | \$ 6,078             | \$ 3,504                     | \$ 6,271                    |
| 001         | GG-Clothing-Boot Allowance        | \$ 280               | \$ -                 | \$ 954                       | \$ 1,000                    |
| 001         | GG-Advertising                    | \$ 5,827             | \$ 3,245             | \$ 2,356                     | \$ 3,245                    |
| 001         | GG-Judgments & Settlements        | \$ 100,550           | \$ -                 | \$ -                         | \$ -                        |
| 001         | GG-PRR - Print-Copy               | \$ 2                 | \$ 100               | \$ -                         | \$ 100                      |
| 001         | GG - Contrib to Unemployment      | \$ -                 | \$ -                 | \$ -                         | \$ -                        |
| 001         | GG - Contrib to Computer          | \$ 152,000           | \$ 149,921           | \$ 149,921                   | \$ 230,080                  |
| 001         | GG-PSRC                           | \$ 9,961             | \$ 10,000            | \$ 10,398                    | \$ 12,000                   |
| 001         | GG-Chamber of Commerce            | \$ 18,000            | \$ 18,000            | \$ 20,000                    | \$ 18,000                   |
| 001         | GG-Economic Alliance              | \$ 2,720             | \$ 3,000             | \$ 3,000                     | \$ 3,000                    |
| 001         | GG-Visitor Center -SnoCo Contr    | \$ 800               | \$ 800               | \$ 800                       | \$ 800                      |
| 001         | GG-AWC                            | \$ 22,652            | \$ 23,609            | \$ 23,609                    | \$ 24,560                   |
| 001         | GG-SnoCo Tomorrow                 | \$ 5,747             | \$ 5,862             | \$ 6,022                     | \$ 6,038                    |
| 001         | GG-Excise Tax                     | \$ 3,773             | \$ 4,100             | \$ 1,205                     | \$ 4,100                    |
| 001         | GG-Snohomish Health District      | \$ 31,740            | \$ -                 | \$ -                         | \$ -                        |
| 001         | GG-Protectective Insp Enforce     | \$ -                 | \$ -                 | \$ -                         | \$ -                        |
| 001         | GG - Emergency                    | \$ 38,732            | \$ 41,351            | \$ 41,351                    | \$ 42,592                   |
| 001         | GG-Pollution Earthday Salaries    | \$ -                 | \$ -                 | \$ -                         | \$ -                        |
| 001         | GG-Pollution Earthday Benefits    | \$ -                 | \$ -                 | \$ -                         | \$ -                        |
| 001         | GG-Pollution Earthday Supplies    | \$ -                 | \$ -                 | \$ -                         | \$ -                        |
| 001         | GG - Air Pollution                | \$ 20,447            | \$ 21,271            | \$ 21,271                    | \$ 21,858                   |
| 001         | GG - Liquor Tax to SnoCo          | \$ 10,186            | \$ 8,616             | \$ 8,786                     | \$ 8,616                    |
| 001         | Interfund Loan                    | \$ 25,000            | \$ -                 | \$ -                         | \$ -                        |
| 001         | GG - Lundeen House Capital        | \$ -                 | \$ -                 | \$ -                         | \$ -                        |
| 001         | GG - City Hall Demo               | \$ 61,389            | \$ -                 | \$ -                         | \$ -                        |
| 001         | GG - Chapel Hill                  | \$ -                 | \$ -                 | \$ -                         | \$ -                        |
| 001         | GG - Property Purch - LE          | \$ -                 | \$ -                 | \$ -                         | \$ -                        |
| 001         | GG-Contrib to Muni Arts Fund      | \$ -                 | \$ -                 | \$ -                         | \$ -                        |
| 001         | GG-Trsfr to Cum Res Fund 002      | \$ 500,000           | \$ -                 | \$ -                         | \$ -                        |
|             | <i>Item/Project Request</i>       |                      |                      |                              | \$ 28,000                   |
| <b>001</b>  | <b>General Government</b>         | <b>\$ 1,670,330</b>  | <b>\$ 1,238,048</b>  | <b>\$ 1,173,141</b>          | <b>\$ 1,363,678</b>         |
| 001         | ME - Operating Costs              | \$ 2,669             | \$ 2,500             | \$ -                         | \$ -                        |
| <b>001</b>  | <b>Mechanic</b>                   | <b>\$ 2,669</b>      | <b>\$ 2,500</b>      | <b>\$ -</b>                  | <b>\$ -</b>                 |
|             | <b>Expense Total</b>              | <b>\$ 12,977,591</b> | <b>\$ 14,178,749</b> | <b>\$ 13,201,783</b>         | <b>\$ 14,724,178</b>        |
| <b>001</b>  | <b>Ending Fund Balance</b>        | <b>\$ 5,139,935</b>  | <b>\$ 3,071,842</b>  | <b>\$ 3,926,488</b>          | <b>\$ 2,230,468</b>         |
| <b>002</b>  | <b>Contingency Beginning Cash</b> | <b>\$ 3,186,098</b>  | <b>\$ 3,926,097</b>  | <b>\$ 3,926,097</b>          | <b>\$ 5,079,942</b>         |
| 002         | Local Construction Sales Tax      | \$ 944,539           | \$ 700,000           | \$ 1,066,542                 | \$ 600,000                  |
| 002         | Investment Interest               | \$ 70,134            | \$ 45,927            | \$ 97,303                    | \$ 101,905                  |
| 002         | Interfund Loan Repay Receipt      | \$ -                 | \$ 3,050,000         | \$ 3,050,000                 | \$ -                        |
| 002         | Uncashed Checks                   | \$ -                 | \$ -                 | \$ -                         | \$ -                        |
| 002         | Interfund Transfer In             | \$ 500,000           | \$ -                 | \$ -                         | \$ -                        |
|             | <b>Revenue Total</b>              | <b>\$ 1,514,674</b>  | <b>\$ 3,795,927</b>  | <b>\$ 4,213,845</b>          | <b>\$ 701,905</b>           |
| 002         | Interfund Loan                    | \$ -                 | \$ 3,050,000         | \$ 3,050,000                 | \$ -                        |
| 002         | Unclaimed Checks Paid             | \$ 5,331             | \$ -                 | \$ -                         | \$ -                        |
| 002         | Traffic Incentive Fee Reimb       | \$ -                 | \$ 145,000           | \$ -                         | \$ 145,000                  |



| <b>Fund</b> | <b>Description</b>                 | <b>2018 Acutal</b>  | <b>2019 Budget</b>  | <b>2019 Estimated Ending</b> | <b>2020 Proposed Budget</b> |
|-------------|------------------------------------|---------------------|---------------------|------------------------------|-----------------------------|
| 002         | GR - Interfund Transfer Out        | \$ -                | \$ 10,000           | \$ 10,000                    | \$ -                        |
| 002         | Police Dept - Loaned               | \$ 145,090          | \$ 1,354,910        | \$ -                         | \$ -                        |
| 002         | Park Acquisition/Captital          | \$ 624,253          | \$ -                | \$ -                         | \$ 200,000                  |
|             | <b>Expense Total</b>               | <b>\$ 774,674</b>   | <b>\$ 4,559,910</b> | <b>\$ 3,060,000</b>          | <b>\$ 345,000</b>           |
| <b>002</b>  | <b>Ending Fund Balance</b>         | <b>\$ 3,926,097</b> | <b>\$ 3,162,114</b> | <b>\$ 5,079,942</b>          | <b>\$ 5,436,847</b>         |
|             |                                    |                     |                     |                              |                             |
| <b>003</b>  | <b>Permitting - Beginning Cash</b> | <b>\$ -</b>         | <b>\$ 977,680</b>   | <b>\$ 977,680</b>            | <b>\$ 2,338,090</b>         |
| 003         | Building Permits                   | \$ 1,538,637        | \$ 1,500,000        | \$ 1,727,203                 | \$ 1,515,000                |
| 003         | Zoning-Subdivision Fees            | \$ 282,479          | \$ 600,000          | \$ 577,295                   | \$ 480,000                  |
| 003         | Developer Reimbursable Receipt     | \$ 4,080            | \$ -                | \$ -                         | \$ -                        |
| 003         | Investment Interest - To GF        | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 003         | Interfund Transfer In              | \$ -                | \$ -                | \$ -                         | \$ -                        |
|             | <b>Revenue Total</b>               | <b>\$ 1,825,196</b> | <b>\$ 2,100,000</b> | <b>\$ 2,304,498</b>          | <b>\$ 1,995,000</b>         |
| 003         | PM-Salaries                        | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 003         | PM-Benefits                        | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 003         | Developer Reimbursement            | \$ -                | \$ -                | \$ 4,943                     | \$ -                        |
| 003         | Miscellaneous                      | \$ 9,820            | \$ -                | \$ 500                       | \$ -                        |
| 003         | BM-Salaries                        | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 003         | BM-Benefits                        | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 003         | BM-Professional Srv                | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 003         | Interfund Transfer Out             | \$ 837,696          | \$ 800,000          | \$ 938,645                   | \$ 1,126,511                |
| 003         | Interfund Transfer Out             |                     |                     |                              | \$ 100,000                  |
|             | <b>Expense Total</b>               | <b>\$ 847,516</b>   | <b>\$ 800,000</b>   | <b>\$ 944,089</b>            | <b>\$ 1,226,511</b>         |
| <b>003</b>  | <b>Ending Fund Balance</b>         | <b>\$ 977,680</b>   | <b>\$ 2,277,680</b> | <b>\$ 2,338,090</b>          | <b>\$ 3,106,579</b>         |
|             |                                    |                     |                     |                              |                             |
| <b>101</b>  | <b>Street - Cash</b>               | <b>\$ 2,388,379</b> | <b>\$ 2,239,476</b> | <b>\$ 2,239,476</b>          | <b>\$ 2,008,522</b>         |
| 101         | Real & Personal Property Tax       | \$ 1,296,398        | \$ 1,348,672        | \$ 1,348,672                 | \$ 1,415,095                |
| 101         | Utility Tax - Garbage              | \$ -                | \$ 168,000          | \$ 175,422                   | \$ 266,640                  |
| 101         | TBD - Vehicle Fees                 | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | Other Non-Bus. ROW Permits         | \$ 32,800           | \$ 34,000           | \$ 32,552                    | \$ 28,701                   |
| 101         | DHS Fed Ind 97.036 Storm           | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | WA State Grt - Storm               | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | WA TSC - School Zone               | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | WA TIB - Arterial Preservation     | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | Multimodal Transportation          | \$ 44,671           | \$ 45,561           | \$ 45,309                    | \$ 44,989                   |
| 101         | MVFT - City Streets                | \$ 694,988          | \$ 679,034          | \$ 674,758                   | \$ 702,950                  |
| 101         | Street - PW Services               | \$ 895              | \$ -                | \$ -                         | \$ -                        |
| 101         | Street Lights - Developer Paid     | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | Street - PW Services               | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | Street - Plan Checking Service     | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | Investment Interest                | \$ 39,655           | \$ 29,992           | \$ 48,316                    | \$ 49,412                   |
| 101         | Street Op Special Assessment       | \$ 12,166           | \$ 2,268            | \$ 12,525                    | \$ 14,090                   |
| 101         | Sale of Surplus                    | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | Misc Rev. Judgment-Settlement      | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | Miscellaneous Revenue - Other      | \$ 47               | \$ 500              | \$ 91                        | \$ 500                      |
| 101         | Insurance Recoveries - Capital     | \$ 5,624            | \$ -                | \$ -                         | \$ -                        |
| 101         | Interfund Transfer In              | \$ 30,069           | \$ 35,000           | \$ 52,631                    | \$ 47,654                   |

| Fund | Description                    | 2018 Acutal         | 2019 Budget         | 2019 Estimated Ending | 2020 Proposed Budget |
|------|--------------------------------|---------------------|---------------------|-----------------------|----------------------|
| 101  | Insurance Recoveries - Non Cap | \$ -                | \$ -                | \$ -                  |                      |
|      | <b>Revenue Total</b>           | <b>\$ 2,157,314</b> | <b>\$ 2,343,027</b> | <b>\$ 2,390,277</b>   | <b>\$ 2,570,031</b>  |
| 101  | ME - Operating Costs           | \$ 23,079           | \$ 21,464           | \$ 5,164              | \$ 21,464            |
| 101  | ST-Salaries                    | \$ 820,475          | \$ 827,514          | \$ 746,286            | \$ 835,002           |
| 101  | ST-Overtime                    | \$ 24,585           | \$ 45,000           | \$ 32,044             | \$ 46,350            |
| 101  | ST-Benefits                    | \$ 210,491          | \$ 202,054          | \$ 193,875            | \$ 215,176           |
| 101  | ST-Social Security             | \$ 62,166           | \$ 63,209           | \$ 55,282             | \$ 63,878            |
| 101  | ST-Retirement                  | \$ 80,907           | \$ 107,767          | \$ 97,182             | \$ 109,212           |
| 101  | ST-Workers Comp                | \$ 11,605           | \$ 19,941           | \$ 10,891             | \$ 16,694            |
| 101  | ST-Boot - Clothing Allowance   | \$ 8,170            | \$ 8,197            | \$ 4,438              | \$ 8,197             |
| 101  | ST-Fuel                        | \$ 27,954           | \$ 25,779           | \$ 33,377             | \$ 25,779            |
| 101  | ST-Pavement Preservation       | \$ 239,352          | \$ 400,000          | \$ 400,000            | \$ 400,000           |
| 101  | ST-Advertising                 | \$ 2,463            | \$ 1,054            | \$ 2,381              | \$ 1,054             |
| 101  | ST-Professional Service        | \$ 6,334            | \$ 20,000           | \$ 10,077             | \$ 20,000            |
| 101  | ST-Rentals-Leases              | \$ 3,396            | \$ 1,690            | \$ 1,741              | \$ 3,000             |
| 101  | ST-Dumpster Service            | \$ 6,255            | \$ 6,400            | \$ 5,806              | \$ 6,400             |
| 101  | ST-Repair & Maintenance        | \$ 21,662           | \$ 35,000           | \$ 6,287              | \$ 35,000            |
| 101  | ST-Miscellaneous               | \$ 121              | \$ 1,000            | \$ 113                | \$ 1,000             |
| 101  | ST-Staff Development           | \$ 3,191            | \$ 2,700            | \$ 4,194              | \$ 2,700             |
| 101  | MISC - Administrative Fees TBD | \$ -                | \$ 31,000           | \$ -                  | \$ -                 |
| 101  | ST-Storm Drainage              | \$ 3,989            | \$ 11,500           | \$ 11,500             | \$ 12,307            |
| 101  | ST-SWM Road Debt Charge        | \$ 6,589            | \$ 6,608            | \$ 6,589              | \$ 6,608             |
| 101  | ST-Sidewalk Repair Supply      | \$ 36,915           | \$ -                | \$ -                  | \$ -                 |
| 101  | ST-Sidewalk R&M                | \$ 16,657           | \$ 25,000           | \$ -                  | \$ 25,000            |
| 101  | ST-Lighting - Utilities        | \$ 204,090          | \$ 184,737          | \$ 171,151            | \$ 184,737           |
| 101  | ST-Lighting - R&M              | \$ -                | \$ 2,000            | \$ -                  | \$ 2,000             |
| 101  | ST-Traffic Control - Supply    | \$ 35,331           | \$ 8,555            | \$ 22,778             | \$ 10,000            |
| 101  | ST-Traffic Control -Utility    | \$ 3,513            | \$ 3,369            | \$ 3,845              | \$ 3,369             |
| 101  | ST-Traffic Control - R&M       | \$ 14,325           | \$ 12,000           | \$ 36,463             | \$ 12,000            |
| 101  | ST-Traf Control - Guardrail    | \$ 7,644            | \$ 3,000            | \$ 8,475              | \$ 10,000            |
| 101  | ST-Traffic Control - Striping  | \$ 46,256           | \$ 112,516          | \$ 112,516            | \$ 112,516           |
| 101  | ST-Snow & Ice - Sply           | \$ 15,804           | \$ 12,000           | \$ 41,011             | \$ 20,000            |
| 101  | ST-Street Cleaning             | \$ 9,042            | \$ -                | \$ -                  | \$ -                 |
| 101  | ST-Roadside - Supply           | \$ 678              | \$ 809              | \$ -                  | \$ 809               |
| 101  | Citywide Beautification Implem | \$ 9,861            | \$ 15,140           | \$ 24,344             | \$ 15,000            |
| 101  | ST-Roadside Equip Rental       | \$ 397              | \$ -                | \$ -                  | \$ -                 |
| 101  | ST-Clothing                    | \$ 2,601            | \$ 2,213            | \$ 124                | \$ 2,213             |
| 101  | ST - Contrib to PW Equipt      | \$ 160,000          | \$ 160,000          | \$ 160,000            | \$ 80,000            |
| 101  | ST - Contrib to Computer       | \$ 24,000           | \$ 75,040           | \$ 36,000             | \$ 24,000            |
| 101  | ST-Roundabout Landscape        | \$ -                | \$ -                | \$ -                  | \$ -                 |
| 101  | ST-Prof Srv - Legal            | \$ -                | \$ -                | \$ -                  | \$ -                 |
| 101  | ST-Software Maint & Support    | \$ 5,527            | \$ -                | \$ -                  | \$ -                 |
| 101  | ST-Communications              | \$ 5,479            | \$ 5,344            | \$ 6,776              | \$ 5,344             |
| 101  | ST-Travel & Meetings           | \$ 579              | \$ 4,000            | \$ 368                | \$ 4,000             |
| 101  | ST-Insurance                   | \$ 46,442           | \$ 86,907           | \$ 84,961             | \$ 86,907            |
| 101  | ST - Contrib to Unemployment   | \$ -                | \$ -                | \$ -                  | \$ -                 |
| 101  | ST-Utilities                   | \$ 4,125            | \$ 4,456            | \$ 8,244              | \$ 10,339            |



| <b>Fund</b> | <b>Description</b>                     | <b>2018 Acutal</b>  | <b>2019 Budget</b>  | <b>2019 Estimated Ending</b> | <b>2020 Proposed Budget</b> |
|-------------|--|---------------------|---------------------|------------------------------|-----------------------------|
| 101         | ST-Facilities R&M                      | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | ST-Prof Srv - Engineering              | \$ -                | \$ 20,000           | \$ 50,226                    | \$ 20,000                   |
| 101         | ST-Prof Srv-GMA Traffic Plan           | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | ST-Traf Study-20th SE                  | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | ST-Hwy 9/204 Circulation Stdy          | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | ST-Office Supplies                     | \$ 7,034            | \$ 2,250            | \$ 669                       | \$ 2,250                    |
| 101         | ST-Operating Cost                      | \$ 80,632           | \$ 48,470           | \$ 93,387                    | \$ 60,000                   |
| 101         | 2010 PWTF Loan Principal Pymt          | \$ 634              | \$ 634              | \$ -                         | \$ -                        |
| 101         | 2010 PWTF Loan Int Pymt                | \$ 247              | \$ 228              | \$ -                         | \$ -                        |
| 101         | ST-Capital Expenditures                | \$ 5,621            | \$ 132,667          | \$ 132,667                   | \$ -                        |
| 101         | ST - Capital ROW Purchase              | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | ST-Sidewalk Capital Project            | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | ST-36th Street Bridge Repair           | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | ST - Cap - Grade Road                  | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | ST-Cap Proj-Mini Roundabouts           | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | ST-Traffic Control-Capital             | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | ST-Transfer Out                        | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | ST-Transfer Out to Street Rsrv         | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | ST-Trsfr-Sidewalk CapProj Fund         | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 101         | ST-Contribution-Municipal Arts         | \$ -                | \$ -                | \$ -                         | \$ -                        |
|             | <i>Position/Salary Change Requests</i> |                     |                     |                              | \$ 8,330                    |
|             | <i>Item/Project Request</i>            |                     |                     |                              |                             |
|             | <i>Capital Request</i>                 |                     |                     |                              | \$ 215,398                  |
|             | <b>Expense Total</b>                   | <b>\$ 2,306,218</b> | <b>\$ 2,759,212</b> | <b>\$ 2,621,231</b>          | <b>\$ 2,744,033</b>         |
| <b>101</b>  | <b>Ending Fund Balance</b>             | <b>\$ 2,239,476</b> | <b>\$ 1,823,291</b> | <b>\$ 2,008,522</b>          | <b>\$ 1,834,520</b>         |
|             |  |                     |                     |                              |                             |
| <b>103</b>  | <b>Street Reserve - Beginning Cash</b> | <b>\$ 1,546</b>     | <b>\$ 1,576</b>     | <b>\$ 1,576</b>              | <b>\$ 3,591</b>             |
| 103         | TIB - Complete Street Grant            | \$ -                | \$ 200,000          | \$ -                         | \$ -                        |
| 103         | Investment Interest                    | \$ 30               | \$ 24               | \$ 2,015                     | \$ 30                       |
| 103         | Interfund Transfer In                  | \$ -                | \$ -                | \$ -                         | \$ -                        |
|             | <b>Revenue Total</b>                   | <b>\$ 30</b>        | <b>\$ 200,024</b>   | <b>\$ 2,015</b>              | <b>\$ 30</b>                |
| 103         | TIB - S. Lake Stevens Path             | \$ -                | \$ 200,000          | \$ -                         | \$ -                        |
| 103         | Transfer Out                           | \$ -                | \$ -                | \$ -                         | \$ -                        |
|             | <b>Expense Total</b>                   | <b>\$ -</b>         | <b>\$ 200,000</b>   | <b>\$ -</b>                  | <b>\$ -</b>                 |
| <b>103</b>  | <b>Ending Fund Balance</b>             | <b>\$ 1,576</b>     | <b>\$ 1,600</b>     | <b>\$ 3,591</b>              | <b>\$ 3,621</b>             |
|             |  |                     |                     |                              |                             |
| <b>111</b>  | <b>Drug Seizure - Beginning Cash</b>   | <b>\$ 42,897</b>    | <b>\$ 43,694</b>    | <b>\$ 43,694</b>             | <b>\$ 81,540</b>            |
| 111         | Investment Interest                    | \$ 796              | \$ 654              | \$ 1,312                     | \$ 1,262                    |
| 111         | Confiscated & Forfeited Prop           | \$ -                | \$ 55,000           | \$ 55,000                    | \$ 20,000                   |
|             | <b>Revenue Total</b>                   | <b>\$ 796</b>       | <b>\$ 55,654</b>    | <b>\$ 56,312</b>             | <b>\$ 21,262</b>            |
| 111         | Drug Seizure - Settlement Agmt         | \$ -                | \$ 17,998           | \$ 17,998                    | \$ -                        |
| 111         | Drug Seize - Operating Costs           | \$ -                | \$ 49,000           | \$ 467                       | \$ 25,000                   |
| 111         | Drug Seize - Canine Supplies           | \$ -                | \$ -                | \$ -                         | \$ 7,500                    |
|             | Drug Seize - Canine Prof Srv           | \$ -                | \$ -                | \$ -                         |                             |
| 111         | Drug Seize - Misc Exp                  | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 111         | Drug - Capital Outlay                  | \$ -                | \$ -                | \$ -                         | \$ 50,000                   |
|             | <b>Expense Total</b>                   | <b>\$ -</b>         | <b>\$ 66,998</b>    | <b>\$ 18,465</b>             | <b>\$ 82,500</b>            |

| <b>Fund</b> | <b>Description</b>                        | <b>2018 Acutal</b>  | <b>2019 Budget</b>  | <b>2019 Estimated Ending</b> | <b>2020 Proposed Budget</b> |
|-------------|---|---------------------|---------------------|------------------------------|-----------------------------|
| <b>111</b>  | <b>Ending Fund Balance</b>                | <b>\$ 43,694</b>    | <b>\$ 32,349</b>    | <b>\$ 81,540</b>             | <b>\$ 20,303</b>            |
| <b>112</b>  | <b>Municipal Arts - Beginning Cash</b>    | <b>\$ 20,349</b>    | <b>\$ 20,716</b>    | <b>\$ 20,716</b>             | <b>\$ 21,208</b>            |
| 112         | Investment Interest                       | \$ 367              | \$ 310              | \$ 492                       | \$ 500                      |
| 112         | Interfund Transfer In                     | \$ -                | \$ 10,000           | \$ -                         | \$ 10,000                   |
|             | <b>Revenue Total</b>                      | <b>\$ 367</b>       | <b>\$ 10,310</b>    | <b>\$ 492</b>                | <b>\$ 10,500</b>            |
| 112         | Art - Public Art Acquisition              | \$ -                | \$ 20,963           | \$ -                         | \$ 31,708                   |
|             | <b>Expense Total</b>                      | <b>\$ -</b>         | <b>\$ 20,963</b>    | <b>\$ -</b>                  | <b>\$ 31,708</b>            |
| <b>112</b>  | <b>Ending Fund Balance</b>                | <b>\$ 20,716</b>    | <b>\$ 10,063</b>    | <b>\$ 21,208</b>             | <b>\$ 0</b>                 |
| <b>210</b>  | <b>LTGO 2008A Bond - Beginning C</b>      | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>                  | <b>\$ -</b>                 |
| 210         | Interfund Transfer In - SD                | \$ 139,400          | \$ 135,100          | \$ 135,100                   | \$ 135,500                  |
| 210         | Interfund Transfer In - REET              | \$ 210,505          | \$ 209,805          | \$ 209,805                   | \$ 214,205                  |
| 210         | Interfund Transfer In                     | \$ -                | \$ -                | \$ -                         | \$ -                        |
|             | <b>Revenue Total</b>                      | <b>\$ 349,905</b>   | <b>\$ 344,905</b>   | <b>\$ 344,905</b>            | <b>\$ 349,705</b>           |
| 210         | 2008 Bond Princp Pymt - GG                | \$ 135,000          | \$ 140,000          | \$ 140,000                   | \$ 150,000                  |
| 210         | 2008 Bond Interest Payment                | \$ 74,905           | \$ 69,505           | \$ 69,505                    | \$ 63,905                   |
| 210         | 2008 Bond Fees                            | \$ 600              | \$ 600              | \$ 600                       | \$ 600                      |
| 210         | 2008 Bond Principal - Sewer               | \$ 115,000          | \$ 115,000          | \$ 115,000                   | \$ 120,000                  |
| 210         | 2008 Bond Interest Payment                | \$ 24,400           | \$ 19,800           | \$ 19,800                    | \$ 15,200                   |
|             | <b>Expense Total</b>                      | <b>\$ 349,905</b>   | <b>\$ 344,905</b>   | <b>\$ 344,905</b>            | <b>\$ 349,705</b>           |
| <b>210</b>  | <b>Ending Fund Balance</b>                | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>                  | <b>\$ -</b>                 |
| <b>213</b>  | <b>2015 LTGO Bond - Beginning Cas</b>     | <b>\$ 0</b>         | <b>\$ 0</b>         | <b>\$ 0</b>                  | <b>\$ -</b>                 |
| 213         | 2004 Refunding Bond Proceeds              | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 213         | Interfund Transfer In                     | \$ 95,955           | \$ 97,221           | \$ 97,221                    | \$ 94,426                   |
|             | <b>Revenue Total</b>                      | <b>\$ 95,955</b>    | <b>\$ 97,221</b>    | <b>\$ 97,221</b>             | <b>\$ 94,426</b>            |
| 213         | 2015 LTGO 2015 Princ Pmt PD               | \$ 85,000           | \$ 88,000           | \$ 88,000                    | \$ 87,000                   |
| 213         | 2015 LTGO Interest Pymt PD                | \$ 10,955           | \$ 9,221            | \$ 9,221                     | \$ 7,426                    |
| 213         | 2015 LTGO Debt Issuance Costs             | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 213         | 2015 LTGO Bond Fees PD                    | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 213         | 2004 Ref Debt Escrow Princ Pmt            | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 213         | 2004 Ref Debt Escrow Int Pymt             | \$ -                | \$ -                | \$ -                         | \$ -                        |
|             | <b>Expense Total</b>                      | <b>\$ 95,955</b>    | <b>\$ 97,221</b>    | <b>\$ 97,221</b>             | <b>\$ 94,426</b>            |
| <b>213</b>  | <b>Ending Fund Balance</b>                | <b>\$ 0</b>         | <b>\$ 0</b>         | <b>\$ -</b>                  | <b>\$ -</b>                 |
| <b>214</b>  | <b>2019A LTGO Bond - Beginning C</b>      | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ 0</b>                  | <b>\$ 0</b>                 |
| 214         | Interfund Transfer In                     | \$ -                | \$ -                | \$ -                         | \$ 433,996                  |
|             | <b>Revenue Total</b>                      | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>                  | <b>\$ 433,996</b>           |
| 214         | 2019A LTGO Princ Pmt PD                   | \$ -                | \$ -                | \$ -                         | \$ 170,000                  |
| 214         | 2019 LTGO Interest Pymt PD                | \$ -                | \$ -                | \$ -                         | \$ 263,696                  |
| 214         | 2019 LTGO Bond Fees PD                    | \$ -                | \$ -                | \$ -                         | \$ 300                      |
|             | <b>Expense Total</b>                      | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>                  | <b>\$ 433,996</b>           |
| <b>214</b>  | <b>Ending Fund Balance</b>                | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ 0</b>                  | <b>\$ 0</b>                 |
| <b>301</b>  | <b>Traffic Mitigation - Beginning Cas</b> | <b>\$ 3,436,666</b> | <b>\$ 3,387,514</b> | <b>\$ 3,387,514</b>          | <b>\$ 3,629,771</b>         |
| 301         | DOT Fed Ind 20.205 LA8543                 | \$ 318,399          | \$ 76,200           | \$ 129,059                   | \$ 5,103,000                |

| <b>Fund</b>          | <b>Description</b>                      | <b>2018 Acutal</b>  | <b>2019 Budget</b>  | <b>2019 Estimated Ending</b> | <b>2020 Proposed Budget</b> |
|----------------------|---|---------------------|---------------------|------------------------------|-----------------------------|
| 301                  | WSDOT - S Lake Stevens Rd               | \$ -                | \$ 1,300,000        |                              | \$ 1,300,000                |
| 301                  | WSDOT - Village Access Rd               | \$ -                | \$ 420,000          | \$ 420,000                   | \$ -                        |
| 302                  | TIB - S Lake Stevens Rd                 | \$ -                | \$ -                | \$ 200,000                   |                             |
| 301                  | Local Trans. Act -Impact Fees           | \$ 19,234           | \$ 10,060           | \$ 2,100                     | \$ 2,500                    |
| 301                  | Traffic Mitigation - GMA Cnty           | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 301                  | Traffic Mitigation - TIZ 1              | \$ 121,573          | \$ 47,468           | \$ 226,580                   | \$ 84,000                   |
| 301                  | Traffic Mitigation - TIZ 2              | \$ 154,280          | \$ 370,272          | \$ 4,667                     | \$ 211,288                  |
| 301                  | Traffic Mitigation - TIZ 3              | \$ 736,530          | \$ 782,760          | \$ 782,312                   | \$ 3,312,050                |
| 301                  | Traffic Mitigation - SEPA               | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 301                  | Investment Interest                     | \$ 63,842           | \$ 10,868           | \$ 88,410                    | \$ 90,784                   |
| 301                  | Interfund Transfer In                   | \$ -                | \$ -                | \$ -                         |                             |
| <b>Revenue Total</b> |   | <b>\$ 1,413,857</b> | <b>\$ 3,017,629</b> | <b>\$ 1,853,127</b>          | <b>\$ 10,103,622</b>        |
| 301                  | Refunds or Reimbursements               | \$ 12,394           | \$ -                | \$ -                         | \$ -                        |
| 301                  | Transfer Out                            | \$ 202,858          | \$ 529,268          | \$ 529,268                   | \$ -                        |
| 301                  | Street Op - P&D - 20th St SE            | \$ 251,528          | \$ 131,602          | \$ 131,602                   | \$ -                        |
| 301                  | T11 - 24th & 91st Ext Design            | \$ 183,422          | \$ 407,088          | \$ 150,000                   | \$ -                        |
| 301                  | 20th St SE Phase II Construct           | \$ -                | \$ 1,680,000        | \$ -                         | \$ 7,439,085                |
| 301                  | Village Access - TIZ2                   | \$ -                | \$ 650,000          | \$ 650,000                   | \$ -                        |
| 301                  | T11 - 24th St & 91st Ext Temp           | \$ 22,071           | \$ -                | \$ -                         | \$ 3,150,000                |
| 301                  | SEPA Capital Expenditures               | \$ 612,087          | \$ -                | \$ -                         | \$ -                        |
| 301                  | TIZ1 Capital Expenditures               | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 301                  | TIZ3 - S. Lake Stevens Rd               | \$ 178,649          | \$ 1,376,651        | \$ 150,000                   | \$ 2,236,325                |
| <b>Expense Total</b> |   | <b>\$ 1,463,010</b> | <b>\$ 4,774,609</b> | <b>\$ 1,610,870</b>          | <b>\$ 12,825,410</b>        |
| <b>301</b>           | <b>Ending Fund Balance</b>              | <b>\$ 3,387,514</b> | <b>\$ 1,630,534</b> | <b>\$ 3,629,771</b>          | <b>\$ 907,983</b>           |
|                      |   |                     |                     |                              |                             |
| <b>302</b>           | <b>Park Mitigation - Beginning Cash</b> | <b>\$ 2,574,206</b> | <b>\$ 1,264,033</b> | <b>\$ 1,264,033</b>          | <b>\$ 468,409</b>           |
| 302                  | DOC - Cavelero Grant                    | \$ -                | \$ 485,000          | \$ 485,000                   | \$ -                        |
| 302                  | Snohomish County SCPP Grants            | \$ -                | \$ -                | \$ 9,500                     | \$ -                        |
| 302                  | Park Mitigation                         | \$ 700,608          | \$ 800,000          | \$ 1,155,540                 | \$ 1,019,277                |
| 302                  | Investment Interest                     | \$ 39,308           | \$ 3,821            | \$ 30,537                    | \$ 35,687                   |
| 302                  | Tree Replacement Fee                    | \$ 9,583            | \$ 80,000           | \$ 80,000                    | \$ 10,000                   |
| 302                  | Interfund Transfer In                   | \$ -                | \$ -                | \$ -                         |                             |
| <b>Revenue Total</b> |   | <b>\$ 749,499</b>   | <b>\$ 1,368,821</b> | <b>\$ 1,760,576</b>          | <b>\$ 1,060,424</b>         |
| 302                  | Park Mitigation Funds Exp               | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 302                  | Tree Replacement Expenditures           | \$ 5,073            | \$ 80,397           | \$ 80,397                    | \$ -                        |
| 302                  | PM - Park Acquisition                   | \$ 1,000,000        | \$ 242,000          | \$ 245,919                   | \$ -                        |
| 302                  | PM - Frontier Heights Capital           | \$ 45,150           | \$ 39,125           | \$ 39,316                    | \$ 102,105                  |
| 302                  | PM - North Cove Capital                 | \$ -                | \$ 162,570          | \$ 219,048                   | \$ 180,000                  |
| 302                  | PM - Lundeen Park Capital               | \$ 600,000          | \$ -                | \$ -                         | \$ -                        |
| 302                  | PM - Soccer Field 20th Street           | \$ 17,904           | \$ -                | \$ -                         | \$ 137,025                  |
| 302                  | PM - Eagle Ridge                        | \$ 59,917           | \$ 15,936           | \$ 15,936                    | \$ -                        |
| 302                  | PM - Cavelero Park                      | \$ -                | \$ 735,000          | \$ 735,000                   | \$ -                        |
| 302                  | Transfer Out                            | \$ 331,627          | \$ 1,220,584        | \$ 1,220,584                 | \$ -                        |
| <b>Expense Total</b> |   | <b>\$ 2,059,671</b> | <b>\$ 2,495,612</b> | <b>\$ 2,556,200</b>          | <b>\$ 419,130</b>           |
| <b>302</b>           | <b>Ending Fund Balance</b>              | <b>\$ 1,264,033</b> | <b>\$ 137,242</b>   | <b>\$ 468,409</b>            | <b>\$ 1,109,704</b>         |
|                      |   |                     |                     |                              |                             |
| <b>303</b>           | <b>REET 1 - Beginning Cash</b>          | <b>\$ 2,364,410</b> | <b>\$ 3,138,376</b> | <b>\$ 3,138,376</b>          | <b>\$ 3,874,092</b>         |

| Fund       | Description                           | 2018 Acutal         | 2019 Budget         | 2019 Estimated Ending | 2020 Proposed Budget |
|------------|---------------------------------------|---------------------|---------------------|-----------------------|----------------------|
| 303        | REET 1-1st Quarter Percent            | \$ 1,051,272        | \$ 850,000          | \$ 1,258,307          | \$ 1,100,000         |
| 303        | Investment Interest                   | \$ 51,772           | \$ 35,254           | \$ 79,552             | \$ 80,645            |
| 303        | Tranfser In                           | \$ -                | \$ -                | \$ -                  | \$ -                 |
|            | <b>Revenue Total</b>                  | <b>\$ 1,103,044</b> | <b>\$ 885,254</b>   | <b>\$ 1,337,860</b>   | <b>\$ 1,180,645</b>  |
| 303        | Bond Fees                             | \$ -                | \$ -                | \$ -                  | \$ -                 |
| 303        | Transfer to Police 2015 Debt          | \$ 95,955           | \$ 97,221           | \$ 97,221             | \$ 94,426            |
| 303        | transfer to 210 for 2008 bonds        | \$ 210,505          | \$ 210,205          | \$ 210,205            | \$ 214,205           |
| 303        | Transfer to 212 for 2010 Bonds        | \$ -                | \$ -                | \$ -                  | \$ -                 |
| 303        | Transfer out for New PD Bond          | \$ -                | \$ 500,000          |                       | \$ 433,996           |
| 303        | 800 MHZ Capital Debt Principal        | \$ 18,258           | \$ 18,258           | \$ 18,258             | \$ 20,321            |
| 303        | 800 MHZ Capital Debt Interest         | \$ 4,360            | \$ 4,360            | \$ 4,360              | \$ 2,297             |
| 303        | SW - Decant Facility                  | \$ -                | \$ 148,500          | \$ 148,500            | \$ -                 |
| 303        | Fuel System Construction              | \$ -                | \$ 123,600          | \$ 123,600            | \$ -                 |
| 303        | T11 - 24th ST & 91st Extension        | \$ -                | \$ -                | \$ -                  | \$ -                 |
|            | <b>Expense Total</b>                  | <b>\$ 329,078</b>   | <b>\$ 1,102,144</b> | <b>\$ 602,144</b>     | <b>\$ 765,245</b>    |
| <b>303</b> | <b>Ending Fund Balance</b>            | <b>\$ 3,138,376</b> | <b>\$ 2,921,486</b> | <b>\$ 3,874,092</b>   | <b>\$ 4,289,492</b>  |
| <b>304</b> | <b>REET 2 - Beginning Cash</b>        | <b>\$ 3,691,065</b> | <b>\$ 4,408,111</b> | <b>\$ 4,408,111</b>   | <b>\$ 1,256,484</b>  |
| 304        | REET 2- 2nd Quarter Percent           | \$ 1,017,848        | \$ 850,000          | \$ 1,255,241          | \$ 1,100,000         |
| 304        | DOT Grant 91st/Market RAB             | \$ -                | \$ -                | \$ -                  | \$ -                 |
| 304        | WSDOT Grant - Trestle/HOV/BAT         | \$ -                | \$ 1,822,000        | \$ -                  | \$ 1,822,000         |
| 304        | Investment Interest                   | \$ 75,680           | \$ 22,244           | \$ 111,885            | \$ 113,951           |
| 304        | Property Sale Proceeds                | \$ -                | \$ 75,000           | \$ 75,000             | \$ -                 |
|            | <b>Revenue Total</b>                  | <b>\$ 1,093,527</b> | <b>\$ 2,769,244</b> | <b>\$ 1,442,126</b>   | <b>\$ 3,035,951</b>  |
| 304        | Lundeen Park Redevelopment            | \$ 200,000          | \$ 50,000           | \$ 50,000             | \$ -                 |
| 304        | <i>Frontier Heights Pk Redevelop</i>  | \$ -                | \$ -                | \$ -                  | \$ 350,000           |
| 304        | Park Redevelopment - Capital          | \$ -                | \$ 110,000          | \$ 110,000            | \$ -                 |
| 304        | PWTF 2010 Principal                   | \$ -                | \$ 7,606            | \$ 7,606              | \$ -                 |
| 304        | PWTF 2010 Interest                    | \$ -                | \$ 229              | \$ 229                | \$ -                 |
| 304        | 24th/91st - Drainage                  | \$ 4,500            | \$ 800,000          | \$ -                  | \$ 800,000           |
| 304        | Capital - Trans - Land Improve        | \$ -                | \$ -                | \$ -                  | \$ -                 |
| 304        | 79th Ave SE Access Road               | \$ 47,675           | \$ 1,134,325        | \$ 1,134,325          | \$ 45,000            |
| 304        | 91st/Market RAB                       | \$ -                | \$ -                | \$ -                  | \$ -                 |
| 304        | Callow Road Embankment                | \$ -                | \$ -                | \$ -                  | \$ -                 |
| 304        | Frontier Village/4th Project          | \$ 87,224           | \$ 116,526          | \$ 116,526            | \$ -                 |
| 304        | Trestle/HOV Lane/BAT                  | \$ -                | \$ 2,622,475        | \$ 2,622,475          | \$ 47,525            |
|            | <i>S. Lake Stevens Road</i>           |                     |                     |                       | \$ 137,028           |
| 304        | Transfer Out                          | \$ 37,082           | \$ 552,593          | \$ 552,593            | \$ -                 |
|            | <b>Expense Total</b>                  | <b>\$ 376,481</b>   | <b>\$ 5,393,754</b> | <b>\$ 4,593,754</b>   | <b>\$ 1,379,553</b>  |
| <b>304</b> | <b>Ending Fund Balance</b>            | <b>\$ 4,408,111</b> | <b>\$ 1,783,601</b> | <b>\$ 1,256,484</b>   | <b>\$ 2,912,881</b>  |
| <b>305</b> | <b>Downtown Redev - Beginning Cas</b> | <b>\$ -</b>         | <b>\$ 261,626</b>   | <b>\$ 261,626</b>     | <b>\$ (0)</b>        |
| 305        | State Commerce - DT Grant             | \$ -                | \$ 3,050,000        | \$ 3,050,000          | \$ 1,000,000         |
| 305        | Investment Interest                   | \$ 654              | \$ 1,000            | \$ 263                | \$ -                 |
| 305        | Interfund Loan                        | \$ -                | \$ 3,050,000        | \$ 3,050,000          | \$ -                 |
| 305        | Transfer In                           | \$ 534,485          | \$ 2,302,445        | \$ 2,302,445          | \$ -                 |
|            | <b>Revenue Total</b>                  | <b>\$ 535,139</b>   | <b>\$ 8,403,445</b> | <b>\$ 8,402,708</b>   | <b>\$ 1,000,000</b>  |

| Fund       | Description                                      | 2018 Actual         | 2019 Budget         | 2019 Estimated Ending | 2020 Proposed Budget |
|------------|--|---------------------|---------------------|-----------------------|----------------------|
| 305        | Interfund Loan Repayment                         | \$ -                | \$ 3,050,000        | \$ 3,050,000          | \$ -                 |
| 305        | Transfer out                                     | \$ -                | \$ -                | \$ -                  | \$ -                 |
| 305        | Park Design                                      | \$ -                | \$ -                | \$ -                  | \$ -                 |
| 305        | North Cove Park Cap-Local                        | \$ 67,383           | \$ 2,035,802        | \$ 2,035,802          | \$ 1,000,000         |
| 305        | Butler Property Purchase-Grant                   | \$ -                | \$ 530,000          | \$ 520,887            | \$ -                 |
| 305        | Pavillion - Grant Exp                            | \$ -                | \$ 2,520,001        | \$ 2,528,377          | \$ -                 |
| 305        | Main Street Project - Local                      | \$ 206,130          | \$ 529,268          | \$ 529,268            | \$ -                 |
|            | <b>Expense Total</b>                             | <b>\$ 273,513</b>   | <b>\$ 8,665,071</b> | <b>\$ 8,664,334</b>   | <b>\$ 1,000,000</b>  |
| <b>305</b> | <b>Ending Fund Balance</b>                       | <b>\$ 261,626</b>   | <b>\$ -</b>         | <b>\$ (0)</b>         | <b>\$ (0)</b>        |
|            |  |                     |                     |                       |                      |
| <b>306</b> | <b>Facility Capital Project Fund - Beginning</b> | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>           | <b>\$ 4,021,031</b>  |
| 306        | Investment Interest                              | \$ -                | \$ -                |                       |                      |
| 306        | Interfund Loan                                   | \$ -                | \$ -                |                       |                      |
| 306        | 2019A LTGO Bond Proceeds                         | \$ -                | \$ -                | \$ 8,245,000          |                      |
| 306        | 2019A LTGO Bond Premium                          | \$ -                | \$ -                | \$ 861,562            |                      |
| 306        | Transfer In                                      | \$ -                | \$ -                |                       |                      |
|            | <b>Revenue Total</b>                             | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ 9,106,562</b>   | <b>\$ -</b>          |
| 306        | Interfund Loan Repayment                         | \$ -                | \$ -                |                       |                      |
| 306        | 2019A LTGO Bond Issuance Fees                    | \$ -                | \$ -                | \$ 85,531             |                      |
| 306        | Police Dept Project Account                      | \$ -                | \$ -                | \$ 5,000,000          | \$ 3,800,000         |
| 306        | Police Dept Retrofit - Old facility              | \$ -                | \$ -                | \$ -                  | \$ 200,000           |
| 306        | Transfer out                                     | \$ -                | \$ -                |                       |                      |
|            | <b>Expense Total</b>                             | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ 5,085,531</b>   | <b>\$ 4,000,000</b>  |
| <b>306</b> | <b>Facility Capital Project Fund</b>             | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ 4,021,031</b>   | <b>\$ 21,031</b>     |
|            |  |                     |                     |                       |                      |
| <b>309</b> | <b>Sidewalk Capital - Beginning Cash</b>         | <b>\$ 1,123,128</b> | <b>\$ 846,914</b>   | <b>\$ 846,914</b>     | <b>\$ 831,812</b>    |
| 309        | WA DOT - 91st/4th SRTS Grant                     | \$ -                | \$ 466,500          | \$ 466,500            | \$ -                 |
| 309        | WA TIB - Sidewalk                                | \$ -                | \$ -                | \$ -                  | \$ -                 |
| 309        | Investment Interest                              | \$ 19,732           | \$ 14,784           | \$ 19,144             | \$ 19,310            |
| 309        | Interfund Transfer In                            | \$ -                | \$ -                | \$ -                  | \$ -                 |
|            | <b>Revenue Total</b>                             | <b>\$ 19,732</b>    | <b>\$ 481,284</b>   | <b>\$ 485,644</b>     | <b>\$ 19,310</b>     |
| 309        | Safer Routes - 91st/4th St.SE                    | \$ 295,946          | \$ 326,055          | \$ 300,746            | \$ -                 |
|            | <i>117th Sidewalk</i>                            |                     |                     |                       | \$ 175,000           |
| 309        | Sidewalk Construction                            | \$ -                | \$ 200,000          | \$ 200,000            | \$ 200,000           |
|            | <b>Expense Total</b>                             | <b>\$ 295,946</b>   | <b>\$ 526,055</b>   | <b>\$ 500,746</b>     | <b>\$ 375,000</b>    |
| <b>309</b> | <b>Ending Fund Balance</b>                       | <b>\$ 846,914</b>   | <b>\$ 802,143</b>   | <b>\$ 831,812</b>     | <b>\$ 476,122</b>    |
|            |  |                     |                     |                       |                      |
| <b>310</b> | <b>20th Street SE CP - Beginning Cash</b>        | <b>\$ -</b>         | <b>\$ 10,198</b>    | <b>\$ 10,198</b>      | <b>\$ 811,589</b>    |
| 310        | Investment Interest                              | \$ 20               | \$ -                | \$ 14,371             | \$ 13,702            |
| 310        | Interfund Loan Received                          | \$ 25,000           | \$ -                | \$ -                  | \$ -                 |
| 310        | Sale of Capital Assets                           | \$ -                | \$ 833,105          | \$ 828,274            | \$ -                 |
| 310        | Interfund Transfer In                            | \$ -                | \$ -                | \$ -                  | \$ -                 |
|            | <b>Revenue Total</b>                             | <b>\$ 25,020</b>    | <b>\$ 833,105</b>   | <b>\$ 842,645</b>     | <b>\$ 13,702</b>     |
| 310        | Interfund Loan Repayment                         | \$ -                | \$ 25,000           | \$ 25,000             | \$ -                 |
| 310        | 20th St SE - Professional Srv                    | \$ 14,822           | \$ 16,378           | \$ 16,254             | \$ 824,354           |
|            | <b>Expense Total</b>                             | <b>\$ 14,822</b>    | <b>\$ 41,378</b>    | <b>\$ 41,254</b>      | <b>\$ 824,354</b>    |
|            | <b>Ending Fund Balance</b>                       | <b>\$ 10,198</b>    | <b>\$ 801,925</b>   | <b>\$ 811,589</b>     | <b>\$ 938</b>        |

| <b>Fund</b> | <b>Description</b>                      | <b>2018 Acutal</b>  | <b>2019 Budget</b>  | <b>2019 Estimated Ending</b> | <b>2020 Proposed Budget</b> |
|-------------|---|---------------------|---------------------|------------------------------|-----------------------------|
| <b>401</b>  | <b>Sewer - Beginning Cash</b>           | <b>\$ 280,237</b>   | <b>\$ 267,870</b>   | <b>\$ 267,870</b>            | <b>\$ 237,705</b>           |
| 401         | Sewer Utility Agreement                 | \$ 17,917           | \$ 15,000           | \$ 15,000                    | \$ 15,000                   |
| 401         | Investment Interest                     | \$ 6,170            | \$ 3,763            | \$ 8,777                     | \$ 9,825                    |
| 401         | Sewer District Reimbursement            | \$ 1,049,671        | \$ 1,040,335        | \$ 1,040,335                 | \$ 1,035,700                |
| 401         | Interfund Transfer In                   | \$ 4,073            | \$ -                | \$ -                         | \$ -                        |
|             | <b>Revenue Total</b>                    | <b>\$ 1,077,831</b> | <b>\$ 1,059,098</b> | <b>\$ 1,064,112</b>          | <b>\$ 1,060,525</b>         |
| 401         | SE-Salaries                             | \$ 7,949            | \$ -                | \$ -                         | \$ -                        |
| 401         | SE-Benefits                             | \$ 2,693            | \$ -                | \$ 6                         | \$ -                        |
| 401         | SE-Social Security                      | \$ 982              | \$ -                | \$ -                         | \$ -                        |
| 401         | SE-Retirement                           | \$ 1,620            | \$ -                | \$ -                         | \$ -                        |
| 401         | SE-Workers Comp                         | \$ 22               | \$ -                | \$ -                         | \$ -                        |
| 401         | SE-Operating Cost                       | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 401         | SE-Professional Service                 | \$ 21,056           | \$ 75,000           | \$ 41,134                    | \$ 20,000                   |
| 401         | SE-Travel & Meetings                    | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 401         | SE-Storm Drainage                       | \$ 6,204            | \$ 12,802           | \$ 12,802                    | \$ 13,696                   |
| 401         | PWTF 2002 - Principal                   | \$ 85,691           | \$ 85,691           | \$ 85,691                    | \$ 85,692                   |
| 401         | PWTF 2005 - Principal                   | \$ 52,632           | \$ 52,632           | \$ 52,632                    | \$ 52,632                   |
| 401         | PWTF 2006 - Principal                   | \$ 409,539          | \$ 409,540          | \$ 409,540                   | \$ 409,540                  |
| 401         | PWTF 2008 - Principal                   | \$ 301,734          | \$ 301,735          | \$ 301,735                   | \$ 301,735                  |
| 401         | PWTF 2002 - Interest                    | \$ 2,142            | \$ 1,714            | \$ 1,714                     | \$ 1,286                    |
| 401         | PWTF 2005 - Interest                    | \$ 8,421            | \$ 7,368            | \$ 7,368                     | \$ 6,316                    |
| 401         | PWTF 2006 - Interest                    | \$ 18,429           | \$ 16,382           | \$ 16,382                    | \$ 14,334                   |
| 401         | PWTF 2008 - Interest                    | \$ 31,682           | \$ 30,173           | \$ 30,173                    | \$ 28,665                   |
| 401         | SE-Trnf 2008 Debt Serv OM               | \$ 139,400          | \$ 135,100          | \$ 135,100                   | \$ 135,500                  |
|             | <b>Expense Total</b>                    | <b>\$ 1,090,197</b> | <b>\$ 1,128,137</b> | <b>\$ 1,094,278</b>          | <b>\$ 1,069,396</b>         |
| <b>401</b>  | <b>Ending Fund Balance</b>              | <b>\$ 267,870</b>   | <b>\$ 198,832</b>   | <b>\$ 237,705</b>            | <b>\$ 228,834</b>           |
| <b>410</b>  | <b>Storm &amp; Surface Water - Cash</b> | <b>\$ 1,343,804</b> | <b>\$ 934,546</b>   | <b>\$ 934,546</b>            | <b>\$ 1,191,100</b>         |
| 410         | DOE - Capacity 17-19                    | \$ 6,891            | \$ 43,109           | \$ 43,109                    | \$ 25,000                   |
| 410         | Storm Drainage Charges                  | \$ 1,473,665        | \$ 3,477,107        | \$ 3,340,000                 | \$ 3,451,300                |
| 410         | SnoCo Aerator Contrib                   | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 410         | SnoCo Weed Abate Contrib.               | \$ 32,220           | \$ 20,000           | \$ 10,248                    | \$ 20,000                   |
| 410         | Remediation - Clean Up                  | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 410         | Investment Interest                     | \$ 18,800           | \$ 16,404           | \$ 19,218                    | \$ 17,762                   |
| 410         | Sale of Surplus                         | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 410         | Judgements/Settlements                  | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 410         | Miscellaneous Revenues - Storm          | \$ 966              | \$ -                | \$ 2,293                     | \$ -                        |
| 410         | Insurance Recoveries                    | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 410         | Interfund Transfer In                   | \$ 42,818           | \$ 35,000           | \$ 55,156                    | \$ 48,243                   |
|             | <b>Revenue Total</b>                    | <b>\$ 1,575,360</b> | <b>\$ 3,591,620</b> | <b>\$ 3,470,025</b>          | <b>\$ 3,562,304</b>         |
| 410         | ME - Operating Costs                    | \$ 19,513           | \$ 28,050           | \$ 309                       | \$ 28,050                   |
| 410         | SW-Salaries                             | \$ 780,523          | \$ 1,016,849        | \$ 785,873                   | \$ 1,008,874                |
| 410         | SW-Overtime                             | \$ 21,739           | \$ 20,000           | \$ 32,931                    | \$ 20,000                   |
| 410         | SW-Benefits                             | \$ 192,975          | \$ 244,427          | \$ 199,736                   | \$ 257,819                  |
| 410         | SW-Social Security                      | \$ 55,529           | \$ 73,901           | \$ 59,912                    | \$ 77,179                   |
| 410         | SW-Retirement                           | \$ 90,797           | \$ 124,984          | \$ 97,751                    | \$ 127,401                  |



| <b>Fund</b> | <b>Description</b>            | <b>2018 Acutal</b>  | <b>2019 Budget</b>  | <b>2019 Estimated Ending</b> | <b>2020 Proposed Budget</b> |
|-------------|-------------------------------|---------------------|---------------------|------------------------------|-----------------------------|
| 410         | SW-Medical Insurance          | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 410         | SW-Workers Comp               | \$ 9,680            | \$ 23,190           | \$ 13,218                    | \$ 20,241                   |
| 410         | SW Clothing-Boot Allowance    | \$ 7,936            | \$ 8,196            | \$ 4,499                     | \$ 8,196                    |
| 410         | SW-Clothing                   | \$ 2,812            | \$ 3,000            | \$ 5,345                     | \$ <b>5,000</b>             |
| 410         | SW-Office Supplies            | \$ 7,264            | \$ 2,000            | \$ 1,696                     | \$ 2,000                    |
| 410         | SW-Operating Costs            | \$ 85,644           | \$ 148,470          | \$ 212,049                   | \$ 148,470                  |
| 410         | SW-Fuel                       | \$ 27,559           | \$ 24,647           | \$ 27,267                    | \$ 24,647                   |
| 410         | SW-Small Tools                | \$ -                | \$ -                | \$ 10,468                    | \$ <b>10,000</b>            |
| 410         | SW-Professional Services      | \$ 29,588           | \$ 26,500           | \$ 24,270                    | \$ 26,500                   |
| 410         | SW-Milfoil Treatment          | \$ 84,670           | \$ 90,270           | \$ 24,907                    | \$ 90,270                   |
| 410         | SW-Street Cleaning            | \$ 24,267           | \$ 30,000           | \$ 30,000                    | \$ 30,000                   |
| 410         | SW-Software Maint & Support   | \$ 3,527            | \$ -                | \$ -                         | \$ -                        |
| 410         | SW-Advertising                | \$ 1,774            | \$ 1,000            | \$ 617                       | \$ 1,000                    |
| 410         | SW-Prof Srv Legal             | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 410         | SW - Billing Fees             | \$ 45,251           | \$ 45,500           | \$ 42,979                    | \$ 45,000                   |
| 410         | SW-DOE Annual Permit          | \$ 39,679           | \$ 30,000           | \$ 26,604                    | \$ 30,000                   |
| 410         | SW-Communications             | \$ 5,425            | \$ 5,233            | \$ 6,776                     | \$ 5,233                    |
| 410         | SW-Travel & Meetings          | \$ 783              | \$ 1,077            | \$ 509                       | \$ 1,077                    |
| 410         | SW-Excise Taxes               | \$ 21,943           | \$ 25,000           | \$ 53,568                    | \$ 45,000                   |
| 410         | SW-Dumpster Service           | \$ 7,360            | \$ 6,526            | \$ 6,532                     | \$ 6,526                    |
| 410         | SW-Rentals-Leases             | \$ 2,590            | \$ -                | \$ 26,835                    | \$ <b>5,000</b>             |
| 410         | SW-Insurance                  | \$ 35,368           | \$ 48,415           | \$ 46,378                    | \$ 48,415                   |
| 410         | SW-Utilities                  | \$ 2,856            | \$ 3,160            | \$ 4,408                     | \$ 5,070                    |
| 410         | SW-Drainage                   | \$ 1,042            | \$ 5,683            | \$ 5,683                     | \$ 6,081                    |
| 410         | SW-Repairs & Maintenance      | \$ 42,576           | \$ 15,000           | \$ 80,454                    | \$ 15,000                   |
| 410         | SW-Miscellaneous              | \$ 19               | \$ 300              | \$ 198                       | \$ 300                      |
| 410         | SW-Staff Development          | \$ 3,423            | \$ 1,800            | \$ 2,719                     | \$ <b>3,000</b>             |
| 410         | SW - Alum Treatment           | \$ 95,778           | \$ 107,508          | \$ 107,508                   | \$ 107,508                  |
| 410         | SW-SnoCo Lake O & M           | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 410         | SW-SnoCo Lake Monitoring      | \$ 10,580           | \$ 12,726           | \$ 11,658                    | \$ 12,726                   |
| 410         | SW - Contrib to PW Equipt     | \$ 160,000          | \$ 160,000          | \$ 160,000                   | \$ 80,000                   |
| 410         | SW - Contrib to Unemployment  | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 410         | SW - Contrib to Computer      | \$ 24,000           | \$ 75,040           | \$ 36,000                    | \$ 24,000                   |
| 410         | SW - Contrib to Aerator Equpt | \$ 14,288           | \$ 16,074           | \$ 16,074                    | \$ -                        |
| 410         | DOE - Capacity Exp            | \$ 13,354           | \$ 36,646           | \$ 45,454                    | \$ 25,000                   |
| 410         | SW-Diking District Contrib    | \$ -                | \$ 30,000           | \$ -                         | \$ -                        |
| 410         | SWM - Refunds                 | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 410         | SW-Parkway Crossing Det Pond  | \$ 10,700           | \$ 10,700           | \$ 10,700                    | \$ 10,700                   |
| 410         | SW - Capital Expenditure      | \$ 1,805            | \$ 681,722          | \$ 681,722                   | \$ -                        |
| 410         | SW-Storm Drainage - Cap Proj  | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 410         | SW-Lundeen Creek Restor       | \$ -                | \$ -                | \$ -                         | \$ -                        |
| 410         | SW- Transfer to SWM Capital   | \$ -                | \$ -                | \$ 248,500                   | \$ 1,631,486                |
| 410         | SW - Transfer to SWM Debt     | \$ -                | \$ -                | \$ 61,365                    | \$ 125,404                  |
|             | <i>Position Requests</i>      |                     |                     |                              | \$ <b>8,330</b>             |
|             | <i>Item/Project Requests</i>  |                     |                     |                              |                             |
|             | <b>Expense Total</b>          | <b>\$ 1,984,618</b> | <b>\$ 3,183,594</b> | <b>\$ 3,213,471</b>          | <b>\$ 4,126,503</b>         |
| <b>410</b>  | <b>Ending Fund Balance</b>    | <b>\$ 934,546</b>   | <b>\$ 1,342,573</b> | <b>\$ 1,191,100</b>          | <b>\$ 626,901</b>           |



| Fund       | Description                               | 2018 Actual | 2019 Budget | 2019 Estimated Ending | 2020 Proposed Budget |
|------------|---|-------------|-------------|-----------------------|----------------------|
| <b>411</b> | <b>Storm Water Capital - Cash</b>         | \$ -        | \$ -        | \$ -                  | \$ -                 |
| 411        | 2019 LTGO Bond Proceeds                   | \$ -        | \$ 600,000  | \$ 600,000            | \$ -                 |
| 411        | Transfer In                               | \$ -        | \$ 248,500  | \$ 248,500            | \$ 1,631,486         |
|            | <b>Revenue Total</b>                      | \$ -        | \$ 848,500  | \$ 848,500            | \$ 1,631,486         |
| 411        | 2019 LTGO Bond Issuance Costs             | \$ -        | \$ 9,300    | \$ 9,300              | \$ -                 |
| 411        | Decant Facility Project                   | \$ -        | \$ 839,200  | \$ 839,200            | \$ -                 |
|            | <i>Capital Requests - Decant Facility</i> |             |             |                       | \$ 1,291,088         |
|            | <i>Capital Requests - PW Shop Remodel</i> |             |             |                       | \$ 215,398           |
|            | <i>Capital Requests - Vactor</i>          |             |             |                       | \$ 125,000           |
|            | <i>Capital Requests</i>                   |             |             |                       |                      |
|            | <b>Expense Total</b>                      | \$ -        | \$ 848,500  | \$ 848,500            | \$ 1,631,486         |
| <b>411</b> | <b>Ending Fund Balance</b>                | \$ -        | \$ -        | \$ -                  | \$ -                 |
| <b>412</b> | <b>Storm Water Debt - Beginning Ca</b>    | \$ -        | \$ -        | \$ -                  | \$ -                 |
| 412        | Interfund Transfer In                     | \$ -        | \$ 61,365   | \$ 61,365             | \$ 125,404           |
|            | <b>Revenue Total</b>                      | \$ -        | \$ 61,365   | \$ 61,365             | \$ 125,404           |
| 412        | 2019 LTGO Bond - Principal                | \$ -        | \$ 53,000   | \$ 53,000             | \$ 113,000           |
| 412        | 2019 LTGO Bond - Interest                 | \$ -        | \$ 8,365    | \$ 8,365              | \$ 12,404            |
|            | <b>Expense Total</b>                      | \$ -        | \$ 61,365   | \$ 61,365             | \$ 125,404           |
| <b>412</b> | <b>Ending Fund Balance</b>                | \$ -        | \$ -        | \$ -                  | \$ -                 |
| <b>501</b> | <b>Unemployment - Beginning Cash</b>      | \$ 96,253   | \$ 66,167   | \$ 66,167             | \$ 59,765            |
| 501        | Contributions From Other Funds            | \$ -        | \$ -        | \$ -                  | \$ -                 |
| 501        | Investment Interest                       | \$ 1,581    | \$ 1,018    | \$ 1,474              | \$ 1,542             |
|            | <b>Revenue Total</b>                      | \$ 1,581    | \$ 1,018    | \$ 1,474              | \$ 1,542             |
| 501        | Payment to Claimants                      | \$ 31,666   | \$ 40,000   | \$ 7,876              | \$ 40,000            |
|            | <b>Expense Total</b>                      | \$ 31,666   | \$ 40,000   | \$ 7,876              | \$ 40,000            |
| <b>501</b> | <b>Ending Fund Balance</b>                | \$ 66,167   | \$ 27,185   | \$ 59,765             | \$ 21,308            |
| <b>510</b> | <b>Capital Computer - Beginning Cas</b>   | \$ 173,499  | \$ 161,890  | \$ 161,890            | \$ 76,886            |
| 510        | Technology Fee                            | \$ 33,419   | \$ 25,000   | \$ 46,522             | \$ 48,514            |
| 510        | Information Srv - Shared Exp              | \$ -        | \$ -        | \$ -                  | \$ -                 |
| 510        | Contributions From Other Funds            | \$ 200,000  | \$ 300,000  | \$ 220,000            | \$ 278,080           |
| 510        | Investment Interest                       | \$ 2,264    | \$ 502      | \$ 2,929              | \$ 2,872             |
| 510        | Misc Revenues                             | \$ 9,801    | \$ -        | \$ -                  | \$ -                 |
|            | <b>Revenue Total</b>                      | \$ 245,484  | \$ 325,502  | \$ 269,451            | \$ 329,466           |
| 510        | Purchase Computer Equipment               | \$ 68,601   | \$ 8,200    | \$ 8,200              | \$ 12,000            |
| 510        | License Renewal - Annual Maint            | \$ 288      | \$ -        | \$ -                  | \$ -                 |
| 510        | LR - SiteImprove Website Optim            | \$ 4,530    | \$ 4,711    | \$ -                  | \$ -                 |
| 510        | LR - Quest Kace Patch Mgmt                | \$ 2,200    | \$ 2,288    | \$ 3,235              | \$ 4,000             |
| 510        | LR - Adobe Pro                            | \$ 6,098    | \$ 9,684    | \$ 8,852              | \$ 9,684             |
| 510        | LR - WaveBroadband Fiber Lease            | \$ 17,978   | \$ 28,184   | \$ 22,750             | \$ 29,184            |
| 510        | LR - Smarsh                               | \$ 8,559    | \$ 7,488    | \$ 7,893              | \$ 7,872             |
| 510        | LR - Laserfiche                           | \$ 17,003   | \$ 75,600   | \$ 75,600             | \$ 18,033            |
| 510        | LR - Civic Plus Website                   | \$ 5,674    | \$ 5,901    | \$ 5,229              | \$ 5,901             |
| 510        | LR - TrendMicro Antivirus                 | \$ 1,497    | \$ 1,557    | \$ 2,326              | \$ 4,200             |

| <b>Fund</b> | <b>Description</b>                        | <b>2018 Acutal</b> | <b>2019 Budget</b> | <b>2019 Estimated Ending</b> | <b>2020 Proposed Budget</b> |
|-------------|---|--------------------|--------------------|------------------------------|-----------------------------|
| 510         | LR - Social Media Archive                 | \$ 2,388           | \$ 2,484           | \$ 2,446                     | \$ 2,484                    |
| 510         | LR - Meraki Cloud Mgmt                    | \$ 593             | \$ 624             | \$ 624                       | \$ 624                      |
| 510         | LR - MeetMeRoom SnoCo                     | \$ -               | \$ 624             | \$ 624                       | \$ 624                      |
| 510         | LR - Datacenter Rack Spc SnoCo            | \$ 5,400           | \$ 5,512           | \$ 5,400                     | \$ 5,512                    |
| 510         | LR - Firewall Security Subscri            | \$ 3,621           | \$ 3,047           | \$ 3,251                     | \$ 3,800                    |
| 510         | LR - Barracuda Email Archive              | \$ 6,070           | \$ 6,313           | \$ 6,829                     | \$ 7,000                    |
| 510         | LR - Quest Backup Solution                | \$ 2,359           | \$ 3,120           | \$ 3,120                     | \$ 3,120                    |
| 510         | LR - GoDaddy SSL - 3 yr                   | \$ -               | \$ 400             | \$ 373                       | \$ 400                      |
| 510         | LR - .GOV Domain                          | \$ 628             | \$ 416             | \$ 400                       | \$ 416                      |
| 510         | LR - Microsoft Enterprise Agmt            | \$ 41,302          | \$ 46,000          | \$ 47,161                    | \$ 48,000                   |
| 510         | LR - Office 365 Pro Plan                  | \$ -               | \$ -               | \$ -                         | \$ -                        |
| 510         | LR - Microsoft Project Pro                | \$ -               | \$ -               | \$ -                         | \$ -                        |
| 510         | LR - Microsoft Project Online             | \$ -               | \$ -               | \$ -                         | \$ -                        |
| 510         | LR - Microsoft Visio Pro 365              | \$ -               | \$ -               | \$ -                         | \$ -                        |
| 510         | LR - OpenText RightFax Express            | \$ 373             | \$ -               | \$ -                         | \$ -                        |
| 510         | LR - Log360 SIEM                          | \$ 2,723           | \$ 5,663           | \$ 6,237                     | \$ 6,237                    |
| 510         | LR - Bomgar Cloud Remote Admin            | \$ 2,259           | \$ 2,350           | \$ 2,375                     | \$ 2,375                    |
| 510         | LR - KnowBe4 Cyber Security Tr            | \$ 1,616           | \$ 1,681           | \$ 1,823                     | \$ 2,000                    |
| 510         | LR - Accela/Springbrook                   | \$ 18,239          | \$ 21,000          | \$ 18,734                    | \$ 21,000                   |
| 510         | LR - NEOGOV                               | \$ -               | \$ 10,843          | \$ 10,842                    | \$ 11,400                   |
| 510         | LR - ESRI - ArcGIS                        | \$ -               | \$ 1,358           | \$ 1,308                     | \$ 6,400                    |
| 510         | LR - Permit Trax                          | \$ -               | \$ 6,000           | \$ 5,450                     | \$ 10,000                   |
| 510         | LR - Vue Works                            | \$ -               | \$ 6,400           | \$ 6,400                     | \$ 11,000                   |
| 510         | LR - NovaTime                             | \$ -               | \$ 5,500           | \$ 5,500                     | \$ 14,000                   |
| 510         | LR - AutoDesk Civil 3D                    | \$ -               | \$ 4,200           | \$ 4,709                     | \$ 4,800                    |
| 510         | LR - Dell Hardware Support                | \$ -               | \$ 6,700           | \$ 6,548                     | \$ 6,700                    |
| 510         | LR - Fortivoice                           |                    |                    |                              | \$ 500                      |
| 510         | LR - DUO 2FA                              |                    |                    |                              | \$ 2,100                    |
| 510         | Capital - Purch Computer Equip            | \$ 37,093          | \$ 80,216          | \$ 80,216                    | \$50,611                    |
|             | <b>Expense Total</b>                      | <b>\$ 257,093</b>  | <b>\$ 364,063</b>  | <b>\$ 354,455</b>            | <b>\$ 311,976</b>           |
| <b>510</b>  | <b>Ending Fund Balance</b>                | <b>\$ 161,890</b>  | <b>\$ 123,329</b>  | <b>\$ 76,886</b>             | <b>\$ 94,376</b>            |
| <b>515</b>  | <b>Capital Planning Vehicle - Beginn</b>  | <b>\$ 10,020</b>   | <b>\$ 20,315</b>   | <b>\$ 20,315</b>             | <b>\$ 30,849</b>            |
| 515         | Contributions From Other Funds            | \$ 10,000          | \$ 10,000          | \$ 10,000                    | \$ 10,000                   |
| 515         | Investment Interest                       | \$ 296             | \$ 303             | \$ 533                       | \$ 536                      |
| 515         | Sale of Capital Assets                    | \$ -               | \$ -               | \$ -                         | \$ -                        |
| 515         | Insurance Recoveries - Capital            | \$ -               | \$ -               | \$ -                         | \$ -                        |
|             | <b>Revenue Total</b>                      | <b>\$ 10,296</b>   | <b>\$ 10,303</b>   | <b>\$ 10,533</b>             | <b>\$ 10,536</b>            |
| 515         | Vehicle Purch - Building Dept             | \$ -               | \$ -               | \$ -                         | \$ -                        |
|             | <b>Expense Total</b>                      | <b>\$ -</b>        | <b>\$ -</b>        | <b>\$ -</b>                  | <b>\$ -</b>                 |
| <b>515</b>  | <b>Ending Fund Balance</b>                | <b>\$ 20,315</b>   | <b>\$ 30,619</b>   | <b>\$ 30,849</b>             | <b>\$ 41,384</b>            |
| <b>520</b>  | <b>Capital Equip - Police - Beginning</b> | <b>\$ 246,375</b>  | <b>\$ 237,070</b>  | <b>\$ 237,070</b>            | <b>\$ 277,740</b>           |
| 520         | Contributions for Vehicle Replacem        | \$ 96,000          | \$ 218,000         | \$ 218,000                   | \$ 200,000                  |
| 520         | Contributions for Boat Replacement        | \$ -               | \$ -               | \$ -                         | \$ 8,000                    |
| 520         | Contributions for Taser Replacemen        | \$ -               | \$ -               | \$ -                         | \$ 7,000                    |
| 520         | Investment Interest                       | \$ 3,917           | \$ 290             | \$ 3,587                     | \$ 3,398                    |

| <b>Fund</b> | <b>Description</b>                       | <b>2018 Acutal</b> | <b>2019 Budget</b> | <b>2019 Estimated Ending</b> | <b>2020 Proposed Budget</b> |
|-------------|--|--------------------|--------------------|------------------------------|-----------------------------|
| 520         | Sale of Capital Assets                   | \$ 13,647          | \$ -               | \$ 13,134                    | \$ -                        |
| 520         | Insurance Recoveries - Capital           | \$ 32,646          | \$ -               | \$ 3,647                     | \$ -                        |
|             | <b>Revenue Total</b>                     | <b>\$ 146,210</b>  | <b>\$ 218,290</b>  | <b>\$ 238,369</b>            | <b>\$ 218,398</b>           |
| 520         | Capital Equipment                        | \$ 155,515         | \$ 197,725         | \$ 197,699                   | \$ 210,000                  |
|             | <b>Expense Total</b>                     | <b>\$ 155,515</b>  | <b>\$ 197,725</b>  | <b>\$ 197,699</b>            | <b>\$ 210,000</b>           |
| <b>520</b>  | <b>Ending Fund Balance</b>               | <b>\$ 237,070</b>  | <b>\$ 257,636</b>  | <b>\$ 277,740</b>            | <b>\$ 286,139</b>           |
|             |  |                    |                    |                              |                             |
| <b>530</b>  | <b>Cap Equip PW - Beginning Cash</b>     | <b>\$ 466,437</b>  | <b>\$ 785,693</b>  | <b>\$ 785,693</b>            | <b>\$ 913,232</b>           |
| 530         | Contributions From Other Funds           | \$ 400,000         | \$ 400,000         | \$ 400,000                   | \$ 200,000                  |
| 530         | Investment Interest                      | \$ 11,847          | \$ 14,319          | \$ 17,648                    | \$ 17,751                   |
| 530         | Sale of Surplus                          | \$ 176             | \$ -               | \$ -                         | \$ -                        |
| 530         | Sale of Capital Equipment                | \$ -               | \$ -               | \$ -                         | \$ -                        |
|             | <b>Revenue Total</b>                     | <b>\$ 412,023</b>  | <b>\$ 414,319</b>  | <b>\$ 417,648</b>            | <b>\$ 217,751</b>           |
| 530         | Purchase Of Capital Equipment            | \$ 42,784          | \$ 239,000         | \$ 239,000                   | \$ -                        |
| 530         | Sales Tax on Capital Lease               | \$ 3,051           | \$ 4,178           | \$ 4,177                     | \$ 4,500                    |
| 530         | Capital Lease Principal                  | \$ 43,238          | \$ 44,092          | \$ 44,092                    | \$ 45,433                   |
| 530         | Capital Lease Interest                   | \$ 3,694           | \$ 2,840           | \$ 2,840                     | \$ 1,499                    |
|             | <i>Item Requests</i>                     |                    |                    |                              | <i>\$345,000</i>            |
|             | <b>Expense Total</b>                     | <b>\$ 92,766</b>   | <b>\$ 290,110</b>  | <b>\$ 290,109</b>            | <b>\$ 396,432</b>           |
| <b>530</b>  | <b>Ending Fund Balance</b>               | <b>\$ 785,693</b>  | <b>\$ 909,901</b>  | <b>\$ 913,232</b>            | <b>\$ 734,551</b>           |
|             |  |                    |                    |                              |                             |
| <b>540</b>  | <b>Aerator - Beginning Cash</b>          | <b>\$ 93,789</b>   | <b>\$ 111,767</b>  | <b>\$ 111,767</b>            | <b>\$ 94,800</b>            |
| 540         | SnoCo Aerator Contrib                    | \$ 1,712           | \$ 1,926           | \$ 1,926                     | \$ -                        |
| 540         | Contribution from Other Funds            | \$ 14,288          | \$ 16,074          | \$ 16,074                    | \$ -                        |
| 540         | Investment Interest                      | \$ 1,978           | \$ 2,000           | \$ 3,033                     | \$ 2,000                    |
|             | <b>Revenue Total</b>                     | <b>\$ 17,978</b>   | <b>\$ 20,000</b>   | <b>\$ 21,033</b>             | <b>\$ 2,000</b>             |
| 540         | Transfer Out                             | \$ -               | \$ -               | \$ -                         | \$ -                        |
| 540         | Lake Maintenance Expenditures            | \$ -               | \$ 38,000          | \$ 38,000                    | \$ 38,000                   |
|             | <b>Expense Total</b>                     | <b>\$ -</b>        | <b>\$ 38,000</b>   | <b>\$ 38,000</b>             | <b>\$ 38,000</b>            |
| <b>540</b>  | <b>Ending Fund Balance</b>               | <b>\$ 111,767</b>  | <b>\$ 93,767</b>   | <b>\$ 94,800</b>             | <b>\$ 58,800</b>            |
|             |  |                    |                    |                              |                             |
| <b>621</b>  | <b>Refundable Deposits - Beginning C</b> | <b>\$ 77,252</b>   | <b>\$ 13,159</b>   | <b>\$ 13,159</b>             | <b>\$ 2,578</b>             |
| 621         | Retainage - Street Project               | \$ 515             | \$ 50,000          | \$ -                         | \$ 50,000                   |
| 621         | Retainage - Other PW Project             | \$ 3,087           | \$ 50,000          | \$ -                         | \$ 50,000                   |
| 621         | Retainage - Janitor/Landscape            | \$ 251             | \$ 1,000           | \$ -                         | \$ -                        |
|             | <b>Revenue Total</b>                     | <b>\$ 3,852</b>    | <b>\$ 101,000</b>  | <b>\$ -</b>                  | <b>\$ 100,000</b>           |
| 621         | Retain Reimb - Janitor/Landscp           | \$ 3,464           | \$ 1,000           | \$ -                         | \$ 1,000                    |
| 621         | Retainage Release - Other PW             | \$ 64,481          | \$ 50,000          | \$ -                         | \$ 50,000                   |
| 621         | Street Project Retainage Reimb           | \$ -               | \$ 50,000          | \$ 10,582                    | \$ 50,000                   |
|             | <b>Expense Total</b>                     | <b>\$ 67,945</b>   | <b>\$ 101,000</b>  | <b>\$ 10,582</b>             | <b>\$ 101,000</b>           |
| <b>621</b>  | <b>Ending Fund Balance</b>               | <b>\$ 13,159</b>   | <b>\$ 13,159</b>   | <b>\$ 2,578</b>              | <b>\$ 1,578</b>             |
|             |  |                    |                    |                              |                             |
| <b>633</b>  | <b>Treasurer's Trust - Beginning Cas</b> | <b>\$ 2,540</b>    | <b>\$ 2,296</b>    | <b>\$ 2,296</b>              | <b>\$ 1,493</b>             |
| 633         | District Court                           | \$ 275,315         | \$ 397,804         | \$ 253,217                   | \$ 397,804                  |
| 633         | Gun Permit Fees                          | \$ 15,785          | \$ 17,000          | \$ 15,803                    | \$ 17,000                   |
| 633         | St. Bldg Permit Fee Non-Rev              | \$ 5,053           | \$ 4,000           | \$ 7,307                     | \$ 4,000                    |
| 633         | Leasehold Excise Tax Receipts            | \$ 4,247           | \$ 3,000           | \$ 4,628                     | \$ 3,000                    |

| <b>Fund</b>                | <b>Description</b>             | <b>2018 Acutal</b>   | <b>2019 Budget</b>   | <b>2019 Estimated Ending</b> | <b>2020 Proposed Budget</b> |
|----------------------------|--------------------------------|----------------------|----------------------|------------------------------|-----------------------------|
| 633                        | Seizure & Forfeit - State REV  | \$ 10                | \$ 10,000            | \$ 4,166                     | \$ 10,000                   |
| 633                        | Violations Bureau - State REV  | \$ -                 | \$ -                 | \$ -                         | \$ -                        |
| 633                        | Mandatory Ins.-Admin Cost Cnty | \$ -                 | \$ -                 | \$ -                         | \$ -                        |
| 633                        | Fire DistrictFees              | \$ 20,450            | \$ 20,000            | \$ 14,207                    | \$ 20,000                   |
| 633                        | Interfund Transfer In          | \$ -                 | \$ -                 | \$ -                         | \$ -                        |
| <b>Revenue Total</b>       |                                | <b>\$ 320,860</b>    | <b>\$ 451,804</b>    | <b>\$ 299,328</b>            | <b>\$ 451,804</b>           |
| 633                        | Seizure & Forfeit State REMIT  | \$ -                 | \$ 10,000            | \$ 4,166                     | \$ 10,000                   |
| 633                        | Leasehold Excise Tax Remit     | \$ 4,247             | \$ 3,000             | \$ 4,628                     | \$ 3,000                    |
| 633                        | Fire District Fee Remit        | \$ 17,600            | \$ 20,000            | \$ 12,940                    | \$ 20,000                   |
| 633                        | State Building Permit Remit    | \$ 4,938             | \$ 4,000             | \$ 7,231                     | \$ 4,000                    |
| 633                        | State Court Remittance         | \$ 275,315           | \$ 400,100           | \$ 253,217                   | \$ 398,655                  |
| 633                        | Gun Permit - State Remittance  | \$ 10,548            | \$ 13,000            | \$ 9,677                     | \$ 10,000                   |
| 633                        | Crime Victims Compensation     | \$ 3,768             | \$ -                 | \$ 3,741                     | \$ 3,642                    |
| 633                        | Gun Permit - WSP Remittance    | \$ 4,688             | \$ 4,000             | \$ 4,529                     | \$ 4,000                    |
| <b>Expense Total</b>       |                                | <b>\$ 321,104</b>    | <b>\$ 454,100</b>    | <b>\$ 300,131</b>            | <b>\$ 453,297</b>           |
| <b>633</b>                 | <b>Ending Fund Balance</b>     | <b>\$ 2,296</b>      | <b>\$ 0</b>          | <b>\$ 1,493</b>              | <b>\$ (0)</b>               |
|                            |                                |                      |                      |                              |                             |
| <b>Revenue Total</b>       |                                | <b>\$ 25,956,686</b> | <b>\$ 45,919,324</b> | <b>\$ 44,606,727</b>         | <b>\$ 42,895,889</b>        |
| <b>Expense Total</b>       |                                | <b>\$ 26,165,284</b> | <b>\$ 52,733,175</b> | <b>\$ 45,273,461</b>         | <b>\$ 45,690,248</b>        |
| <b>Ending Fund Balance</b> |                                | <b>\$ 28,266,722</b> | <b>\$ 21,452,871</b> | <b>\$ 27,217,687</b>         | <b>\$ 24,423,328</b>        |



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LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** November 12, 2019

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**Subject:** Setting Property Tax Levy and Collection for 2020

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

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

Approve Ordinance No. 1072 authorizing collection of property tax levy for 2020 and setting the property tax levy.

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**SUMMARY/BACKGROUND:**

The County Assessor requires cities to submit an ordinance to them by November 30<sup>th</sup> each year authorizing the County to collect property taxes on behalf of the city. The ordinance is to state the percentage of increase requested by the City. As of this date the County has only preliminary dollar figures available for new construction and state-owned utilities so the total dollar amount levied may change. Because the City has annexed into the Library and Fire Districts, the City is capped at the “unused” portion of \$3.60. The Library is allowed up to \$0.50, the Fire District is allowed up to \$1.50, leaving the City with the remaining funds, usually \$1.60. If the other Districts do not levy the full amounts, the remaining portions can be levied by the City.

The 2020 preliminary AV shows an approximate increase of 13.7%. The change in the rate of inflation (IPD rate) is 101.396 percent for tax year 2020. For taxing districts with a population of 10,000 or more the limit factor for property taxes in tax year 2020 is 101%. The City’s estimated levy rate for 2020 is \$1.02 when using the increased levy factor of 101%.

This ordinance authorizes the Snohomish County Assessor to collect property taxes on behalf of the City of Lake Stevens on properties within the city limits up to a certified amount of \$5,200,000. Based on current estimates, we anticipate the actual levy will be approximately \$5,054,000.

The ordinance includes an estimated 5.4% increase over the 2019 levy amount. This includes the 1% increase which equates to \$47,949.12 as well as increases from annexations, new construction, and refunds.

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**APPLICABLE CITY POLICIES:**

Per RCW 84.52.020 and RCW 84.52.070 the legislative body must set property tax levies.

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**BUDGET IMPACT:**

This ordinance will set the 2020 property tax levy at 101% of the highest lawful levy and contribute revenue to the general and street funds.

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**ATTACHMENTS:**

- ▶ Exhibit A: Ordinance No. 1072
- ▶ Exhibit B: 2020 Levy Certification

CITY OF LAKE STEVENS  
LAKE STEVENS, WASHINGTON

ORDINANCE NO. 1072

AN ORDINANCE OF THE CITY OF LAKE STEVENS LEVYING TAXES UPON ALL PROPERTY – REAL, PERSONAL AND UTILITY, SUBJECT TO TAXATION WITHIN THE CORPORATE LIMITS OF THE CITY OF LAKE STEVENS, WASHINGTON FOR THE YEAR 2020.

WHEREAS, the City Council of Lake Stevens desires to set the property tax levy for 2020;

WHEREAS, the City Council of Lake Stevens has given notice as required by law of the public hearing held November 12, 2019, to consider the city's current expense budget for the 2020 calendar year, pursuant to RCW 84.55.120; and

WHEREAS, the City Council of Lake Stevens, after hearing and after duly considering all relevant evidence and testimony presented, determined that the City of Lake Stevens requires a regular levy in the amount of \$5,200,000, which includes an increase in property tax revenue from the previous year, and amounts resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, and amounts authorized by law as a result of any annexations that have occurred, and refunds made, in order to discharge the expected expenses and obligations of the city and in its best interest;

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

Section 1. An increase in the regular property tax levy is hereby authorized for the 2020 levy in the amount of \$47,949.12 which is a percentage increase of 1% from the previous year. This increase is exclusive of additional revenue resulting from the addition of new construction and improvements to property and any increase in the value of state assessed property, and any additional amounts resulting from annexations that have occurred and refunds made as provided by RCW 84.55.010.

Section 2. 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 12<sup>th</sup> day of November, 2019.

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

ATTEST/AUTHENTICATION:

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

APPROVED AS TO FORM:

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

First and Final Reading: November 12, 2019  
Published:  
Effective Date:





## Levy Certification

**Submit this document to the county legislative authority on or before November 30 of the year preceding the year in which the levy amounts are to be collected and forward a copy to the assessor.**

In accordance with RCW 84.52.020, I, JOHN SPENCER,  
(Name)

MAYOR, for CITY OF LAKE STEVENS, do hereby certify to  
(Title) (District Name)

the SNOHOMISH County legislative authority that the COUNCIL  
(Name of County) (Commissioners, Council, Board, etc.)

of said district requests that the following levy amounts be collected in 2020 as provided in the district's  
(Year of Collection)

budget, which was adopted following a public hearing held on 11/12/19:  
(Date of Public Hearing)

Regular Levy: \$5,200,000 (includes \$2,036.78  
refunds)  
(State the **total** dollar amount to be levied)

Excess Levy: \_\_\_\_\_  
(State the **total** dollar amount to be levied)

Refund Levy: \_\_\_\_\_  
(State the **total** dollar amount to be levied)

Signature: \_\_\_\_\_

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

For tax assistance, visit <http://dor.wa.gov/content/taxes/property/default.aspx> or call (360) 570-5900. To inquire about the availability of this document in an alternate format for the visually impaired, please call (360) 705-6715. Teletype (TTY) users may call 1-800-451-7985.



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