



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

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

---

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

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

**Tuesday, January 14, 2020 – 7:00 p.m.**

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

<b>CALL TO ORDER</b>	7:00 p.m.	Mayor
<b>PLEDGE OF ALLEGIANCE</b>		Mayor
<b>ROLL CALL</b>		
<b>APPROVAL OF AGENDA</b>		Council President
<b>CITIZEN COMMENTS</b>		
<b>NEW EMPLOYEE INTRODUCTION</b>	Ryan Mumma	Russ
<b>COUNCIL BUSINESS</b>		Council President
<b>MAYOR'S BUSINESS</b>		
<b>CITY DEPARTMENT REPORT</b>	Update	
<b>CONSENT AGENDA</b>	<b>*A</b> 2019 Vouchers <b>*B</b> 2020 Vouchers <b>*C</b> City Council-Arts Commission-Parks Board Joint Meeting Minutes of December 10, 2019 <b>*D</b> City Council Regular Meeting Minutes of December 10, 2019 <b>*E</b> City Council Special Meeting Minutes (Candidate Interviews) of December 17, 2019 <b>*F</b> City Council Special Meeting Minutes of December 17, 2019 <b>*G</b> Arts Commission & Parks Board 2020 Work Programs <b>*H</b> Planning Commission 2020 Work Program	Barb
		Barb
		Kathy
		Jill/Kathy
		Russ

**Lake Stevens City Council Regular Meeting Agenda**

**January 14, 2020**

*I	Board & Commission Liaison Appointments / Committee Assignments	Mayor
*J	Cancel City Council Meeting of January 28, 2020	Kathy
*K	Supplemental Agreement No. 3 with Lochner re 24 <sup>th</sup> Street SE	Grace/Eric
*L	Professional Services Agreement with LDC, Inc. re North Cove Park Phase II	Aaron/Eric
*M	Pavilion Naming	Russ

**PUBLIC HEARING:**

**ACTION ITEMS:**

<b>DISCUSSION ITEMS:</b>	*N Subdivision Updates	Russ
	O Contract Update with Zachor Thomas re Prosecutor Services	John D.
	P Overview: Police & Legal Departments	John D. / Greg

<b>EXECUTIVE SESSION:</b>	Pending Litigation Property Acquisition with Action to Follow
---------------------------	--

**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.**

BLANKET VOUCHER APPROVAL  
2019

Payroll Direct Deposits	12/25/2019	\$226,850.82
Payroll Checks	49313-49314	\$3,451.97
Electronic Funds Transfers	ACH	\$448,207.62
Claims	49305-49312, 49315-49380, 49383-49444	\$1,002,240.43
Void Checks	49056, 49100	(\$41.00)
Total Vouchers Approved:		\$1,680,709.84

**This 14th day of January 2020**

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



This page left blank intentionally



Vendor: Ace Hardware  
Check Number: 49319

Invoice No	Check Date	Account Number	Account Name	Description	Amount
64679	12/27/2019	001 012 569 00 48 00	CS- Senior Services R&M	PVC Couplings/Elbows/Cap Slips - Senior Center	\$25.56
64683	12/27/2019	001 012 569 00 48 00	CS- Senior Services R&M	PVC Couplings/Elbows/Bushings/Pipes - Senior Center	\$33.98
64689	12/27/2019	001 012 569 00 48 00	CS- Senior Services R&M	PVC Elbows/Bushings - Senior Center	\$1.07
64691	12/27/2019	001 012 569 00 48 00	CS- Senior Services R&M	PVC Elbows - Senior Center	\$2.55
64696	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Utility Knives	\$27.23
64708	12/27/2019	101 016 544 90 31 02	ST-Operating Cost	Torch Lighter/Mini Retractable Knife	\$10.88
64747	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Fuse/Mini Fuse/Mini Fuse Replacement	\$10.86
64771	12/27/2019	001 012 569 00 48 00	CS- Senior Services R&M	Round Twin Head Motion Brz	\$87.19
64775	12/27/2019	001 010 576 80 31 00	PK-Operating Costs	All in One Clip Box	\$17.42
64778	12/27/2019	001 012 569 00 48 00	CS- Senior Services R&M	Outlet Box/Wire Cutter	\$31.04
64806	12/27/2019	001 010 576 80 31 00	PK-Operating Costs	LED Lights	\$125.21
64807	12/27/2019	001 010 576 80 31 00	PK-Operating Costs	LED Lights	\$49.02
64821	12/27/2019	001 010 576 80 31 00	PK-Operating Costs	LED Lights	\$394.30
64832	12/27/2019	001 012 569 00 48 00	CS- Senior Services R&M	Level/GFI Recept/Outlet	\$47.93
64835	12/27/2019	001 010 576 80 31 00	PK-Operating Costs	Extension Cord/TapCube/Poly Film	\$191.60
64840	12/27/2019	001 010 576 80 31 00	PK-Operating Costs	All N 1 Clip Comm Bag	\$10.89
64843	12/27/2019	001 012 569 00 48 00	CS- Senior Services R&M	Notebooks/Light Control/Gorilla Tape	\$81.67
					\$1,148.40

Vendor: Ace Hardware  
Check Number: 49320

Invoice No	Check Date	Account Number	Account Name	Description	Amount
64888	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Lithium Batteries	\$8.71
64897	12/27/2019	001 010 576 80 31 00	PK-Operating Costs	Extension Cord/Tapcube/PowerCenter	\$114.42
64903	12/27/2019	001 010 576 80 31 00	PK-Operating Costs	LED Lights	\$323.73
64909	12/27/2019	001 012 569 00 48 00	CS- Senior Services R&M	Cord Reel/PVC Bracket	\$30.81
64927	12/27/2019	001 012 569 00 48 00	CS- Senior Services R&M	Locks	\$130.73
64928	12/27/2019	001 010 576 80 31 00	PK-Operating Costs	Cable Ties/LED Lights	\$217.83
64929	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Keys/Sharpies	\$16.83
64930	12/27/2019	001 010 576 80 31 00	PK-Operating Costs	Paint Tray Liner/TapCube/Entension Cord	\$34.98
64932	12/27/2019	001 010 576 80 31 00	PK-Operating Costs	Cable Ties	\$17.40
64933	12/27/2019	001 010 576 80 31 00	PK-Operating Costs	LED Lights	\$49.02
64934	12/27/2019	001 010 576 80 31 00	PK-Operating Costs	LED Lights	\$264.87
64946	12/27/2019	001 010 576 80 31 00	PK-Operating Costs	LED Lights/Screw Mnts	\$87.92
64956	12/27/2019	001 012 569 00 48 00	CS- Senior Services R&M	Hammer/Cover/Receptacle Wall Plate	\$143.81
64962	12/27/2019	001 010 576 80 31 00	PK-Operating Costs	Extension Cord/Staples/Cable Ties/Nails	\$72.07
65012	12/27/2019	001 008 521 20 31 02	LE-Minor Equipment	Tote/Dawn/Car Brush/Trowel/Poly Handheld/Nozzle	\$82.87
65038	12/27/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Industrial Hose Nozzle	\$34.86
					\$1,630.86

Total for Period
<b>\$1,450,448.05</b>

**Checks to be approved for period 12/12/2019 - 12/30/2019**

Vendor: Ace Hardware

Check Number: 49383

Invoice No	Check Date	Account Number	Account Name	Description	Amount
65057	12/30/2019	001 010 576 80 31 00	PK-Operating Costs	Extension Cord	\$23.97
65060	12/30/2019	001 010 576 80 31 00	PK-Operating Costs	Oak BBQ Pellets	\$20.70
65114	12/30/2019	001 010 576 80 31 00	PK-Operating Costs	Chisel Sets/Drilling Hammers/Disc Flap	\$123.05
					\$167.72

Vendor: AFLAC

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121019	12/16/2019	001 000 284 00 00 00	Payroll Liability Other	Employee paid Insurance Prem	\$1,323.48
					\$1,323.48

Vendor: Alpine Fire and Safety Systems Inc

Check Number: 49384

Invoice No	Check Date	Account Number	Account Name	Description	Amount
58431	12/30/2019	001 013 518 20 31 00	GG-Operating Costs	First Aid Supplies City Hall	\$140.45
					\$140.45

Vendor: Alta Planning Design Inc

Check Number: 49321

Invoice No	Check Date	Account Number	Account Name	Description	Amount
00-2019-172-4	12/27/2019	001 010 576 80 41 00	PK-Professional Services	Trails Master Plan Development	\$7,774.00
					\$7,774.00

Vendor: Amazon Capital Services

Check Number: 49322

Invoice No	Check Date	Account Number	Account Name	Description	Amount
16Q3-PH3N-L9FW	12/27/2019	001 008 521 50 30 00	LE-Facilities Supplies	Disinfecting Wipes/Photo Mounting Sheets	\$58.64
174N-RW6W-LXDW	12/27/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Tactical Ear Adapter	\$37.34
1D99-6XGK-GP7X	12/27/2019	001 008 521 20 31 00	LE-Office Supplies	2020 Wall Calendar	\$35.86
1DRL-PNQM-6Y1G	12/27/2019	001 008 521 20 31 02	LE-Minor Equipment	Propane Heaters/Steel Shovel	\$99.04
1GTR-M4KN-J3RT	12/27/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Rechargeable Battery/Outdoor Power Adapter	\$94.56
1WQP-1GNT-Q6J3	12/27/2019	001 008 521 20 31 01	LE-Fixed Minor Equipment	Shooting Performance System/Active Safety Hearing Protection	\$1,038.31
					\$1,363.75

Vendor: Amazon Capital Services

Check Number: 49323

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1D7K-RG9P-CMJW	12/27/2019	001 003 514 20 31 00	CC-Office Supply	Laptop Bag/Mouse/Mousepad	\$37.26
1D7K-RG9P-CMJW	12/27/2019	001 004 514 23 31 00	FI-Office Supplies	Laptop Bag/Mouse/Mousepad	\$24.84
1GTR-M4KN-XGLX	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Spiral Notebooks	\$28.56
1JNW-CCJP-X6RK	12/27/2019	410 016 531 10 31 01	SW-Office Supplies	Dell Remote/Mini Projector Case	\$58.30
					\$148.96

Vendor: Amazon Capital Services

Check Number: 49385

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1D99-6XGK-VN47	12/30/2019	001 008 521 20 31 01	LE-Fixed Minor Equipment	Shovel	\$21.53
					\$21.53

Vendor: Amazon Capital Services

Check Number: 49386

Invoice No	Check Date	Account Number	Account Name	Description	Amount
14Y1-CHLN-4DYW	12/30/2019	001 010 576 80 31 00	PK-Operating Costs	Woodworking Wood Angle Grinding Wheel Attachement	\$130.76
1KXN-J6H4-M63N	12/30/2019	001 004 514 23 31 00	FI-Office Supplies	Wall Calendar	\$27.63
					\$158.39

Vendor: Assoc of Washington Cities EFT

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121019	12/16/2019	001 000 283 00 00 00	Payroll Liability Medical	Medical Insurance Premium	\$139,280.67
121019	12/16/2019	001 000 283 00 00 00	Payroll Liability Medical	Teamster Dental Premium	\$2,656.89
121019	12/16/2019	001 013 518 30 20 00	GG-Benefits	Medical Insurance Premium	(\$1.27)
121019	12/16/2019	001 013 518 30 20 00	GG-Benefits	Teamster Dental Premium	(\$0.09)
					\$141,936.20

Vendor: Atlas Business Solutions Inc

Check Number: 49324

Invoice No	Check Date	Account Number	Account Name	Description	Amount
INV306159	12/27/2019	001 008 521 20 41 01	LE-Professional Serv-Fixed	Schedule Anywhere License PD	\$965.30
					\$965.30

Vendor: Barrett

Check Number: 49387

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2076	12/30/2019	310 016 544 40 41 00	20th St SE - Professional Srv	Debris Removal - 20th ST House Demo	\$14,658.65
2077	12/30/2019	310 016 544 40 41 00	20th St SE - Professional Srv	Debris Removal - 20th ST House Demo	\$6,314.80
					\$20,973.45

Vendor: Bickford Motors Inc

Check Number: 49325

Invoice No	Check Date	Account Number	Account Name	Description	Amount
877388	12/27/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Multi-Point Inspection/Brake Software Update	\$282.96
					\$282.96

Vendor: Bio Clean Inc

Check Number: 49326

Invoice No	Check Date	Account Number	Account Name	Description	Amount
10534	12/27/2019	001 008 521 20 41 00	LE-Professional Services	Decontamination of Bio Hazardous Material PT-19-81	\$321.56
					\$321.56

Vendor: Brummett Inc

Check Number: 49388

Invoice No	Check Date	Account Number	Account Name	Description	Amount
16598	12/30/2019	001 008 521 20 31 04	LE-Donation Exp - Other	Employee of Year/Officer of Year Plaques	\$184.46
					\$184.46

Vendor: Business Card

Check Number: 49389

Invoice No	Check Date	Account Number	Account Name	Description	Amount
BARNES 0120	12/30/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Nozzles/Brushes	\$12.47
BEAZIZO 0120	12/30/2019	001 008 521 20 41 01	LE-Professional Serv-Fixed	Transcription Services 2018-25426	\$42.55
BEAZIZO 0120	12/30/2019	001 008 521 20 41 01	LE-Professional Serv-Fixed	Transcription Services 2018-25426	\$49.95
BEAZIZO 0120	12/30/2019	001 008 521 20 41 01	LE-Professional Serv-Fixed	Transcription Services 2018-25426	\$59.20
BRAZEL 0120	12/30/2019	001 002 513 11 43 00	AD-Travel & Meetings	Meal - Dec 2019 MAG Meeting Snohomish	\$17.08
BROOKS 0120	12/30/2019	001 008 521 20 31 01	LE-Fixed Minor Equipment	Body Opponet Bag/Handwraps/Gloves	\$474.14

BROOKS 0120	12/30/2019	001 008 521 20 31 04	LE-Donation Exp - Other	Canine Dog Food	\$53.94
DREHER 0120	12/30/2019	001 008 521 20 31 00	LE-Office Supplies	Vizio for PD Office	\$306.03
DREHER 0120	12/30/2019	001 008 521 20 31 06	LE-Emergency Mgmt Supplies	Battery for Emergency Mgmt Trailer	\$102.73
DREHER 0120	12/30/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Propane	\$23.78
DURPOS 0120	12/30/2019	001 010 576 80 31 00	PK-Operating Costs	Dock Ladder	\$856.35
DURPOS 0120	12/30/2019	001 010 576 80 49 01	PK-Staff Development	Pesticide Renewal - M Holly	\$33.99
DURPOS 0120	12/30/2019	101 016 542 30 49 01	ST-Staff Development	Flagger Handbooks/Certificates	\$100.37
DURPOS 0120	12/30/2019	101 016 543 30 43 00	ST-Travel & Meetings	Meal - Collective Bargaining	\$21.86
DURPOS 0120	12/30/2019	101 016 543 30 43 00	ST-Travel & Meetings	Parking - PSRC Meeting - E Durpos/G Kane	\$14.50
DURPOS 0120	12/30/2019	410 016 531 10 43 00	SW-Travel & Meetings	Meal - Collective Bargaining	\$21.85
DURPOS 0120	12/30/2019	410 016 531 10 43 00	SW-Travel & Meetings	Parking - PSRC Meeting - E Durpos/G Kane	\$14.50
DURPOS 0120	12/30/2019	410 016 531 10 49 01	SW-Staff Development	Flagger Handbooks/Certificates	\$100.36
DYER 0120	12/30/2019	001 008 521 30 31 00	LE-Community Outreach Supplies	Cell Bags/Flashlights/Key Rings/Pens/Water Bottles/Magnets	\$4,240.29
ESHLEMAN 0120	12/30/2019	001 010 576 80 49 01	PK-Staff Development	Registration - Pre-License Exam Review - M Young	\$60.00
ESHLEMAN 0120	12/30/2019	001 013 518 20 48 00	GG-Repair & Maintenance	Elastomeric Patch/Caulk/Plug/Clamp PD Plumbing	\$110.71
ESHLEMAN 0120	12/30/2019	305 010 594 76 60 00	North Cove Park Cap-Local	Electrical Work Permit 1812 Main Street	\$123.70
ESHLEMAN 0120	12/30/2019	410 016 531 10 31 00	SW-Clothing	Jacket With Liner/Tech Fleece/Hoodie/Safety Vest	\$247.01
ESHLEMAN 0120	12/30/2019	410 016 531 10 31 00	SW-Clothing	Rain Jacket/Jacket Liner/Boots	\$307.96
GOOD 0120	12/30/2019	001 001 511 60 49 01	Legislative - Prof. Developmen	2020 Membership Snohomish County Cities	\$200.00
GOOD 0120	12/30/2019	001 004 514 23 41 01	FI-Advertising	Office Assistant Job Advertisment	\$50.00
GOOD 0120	12/30/2019	001 005 518 10 49 01	HR-Staff Development	Registration - Washington Paid Family and Medical Leave	\$30.00
GOOD 0120	12/30/2019	001 005 518 10 49 02	HR-Employee Recognition	Coffee - Outgoing Elected Officials Reception	\$39.13
GOOD 0120	12/30/2019	001 005 518 10 49 02	HR-Employee Recognition	Cookies/Flowers - Outgoing Elected Officials Reception	\$64.89
GOOD 0120	12/30/2019	001 005 518 10 49 02	HR-Employee Recognition	Plates/Forks/Cups - Spencer Retirement Party	\$19.89
GOOD 0120	12/30/2019	001 007 558 50 41 03	PL-Advertising	Principal Planner Job Advertisment	\$50.00
GOOD 0120	12/30/2019	001 007 558 50 41 03	PL-Advertising	Principal Planner Job Advertisment	\$100.00
GOOD 0120	12/30/2019	001 007 558 50 41 03	PL-Advertising	Principal Planner Job Advertisment	\$195.00
GOOD 0120	12/30/2019	001 007 558 50 41 03	PL-Advertising	Senior Planner Job Advertisment	\$100.00
GOOD 0120	12/30/2019	001 007 558 50 41 03	PL-Advertising	Senior Planner Job Advertisment	\$195.00
MINER 0120	12/30/2019	001 008 521 20 31 01	LE-Fixed Minor Equipment	Combat Sports MMA Bag Gloves	\$138.23
MINER 0120	12/30/2019	001 008 521 20 31 01	LE-Fixed Minor Equipment	Ringside Gel Shock Super Body Protector	\$295.10
MINER 0120	12/30/2019	001 008 521 20 31 02	LE-Minor Equipment	Propane Tank/Remnant Hose	\$95.99
PUGH 0120	12/30/2019	001 001 511 60 31 00	Legislative - Operating Costs	Water for Council Meetings	\$5.44
STEVENS B 0120	12/30/2019	001 004 514 23 49 00	FI-Miscellaneous	Springbrook National User Group Renewal	\$100.00
STEVENS T 0120	12/30/2019	001 006 518 80 43 00	IT-Travel & Meetings	Lyft T Stevens Reimbursed in 2020	\$18.74
UBERT 0120	12/30/2019	001 008 521 20 31 06	LE-Emergency Mgmt Supplies	Duel-Band Handheld Commercial Radios/Batteries	\$995.87
UBERT 0120	12/30/2019	001 008 521 20 41 01	LE-Professional Serv-Fixed	LexisNexis	\$163.50
UBERT 0120	12/30/2019	001 008 521 20 43 00	LE-Travel & Per Diem	Flight 2020 LF Empower Conf/Long Beach - J Ubert	\$163.51
UBERT 0120	12/30/2019	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Hotel Deposit Criminal Justice LERM - K Starkenburg	\$212.06
UBERT 0120	12/30/2019	001 008 521 30 31 00	LE-Community Outreach Supplies	Police Car Blinking Body Lights	\$1,071.00
WRIGHT 0120	12/30/2019	001 005 517 90 41 00	HR-Wellness Program	Soda/Water Wellness Holiday Party	\$64.75
WRIGHT 0120	12/30/2019	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers 81st Short Plat/Hintz PH	\$65.49
WRIGHT 0120	12/30/2019	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers LUA2019-0155 SEPA MDNS	\$12.39
WRIGHT 0120	12/30/2019	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers LUA2019-0162/Utopia	\$65.12
WRIGHT 0120	12/30/2019	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers LUA2019-0173 Knutson Dock SEPA	\$12.96
WRIGHT 0120	12/30/2019	001 007 558 50 41 03	PL-Advertising	Postcard Mailers LUA2019-0079 Frontier Heights Park	\$101.26
WRIGHT 0120	12/30/2019	001 007 558 50 49 01	PL-Staff Development	Registration - Land Use Update - M Place	\$35.00
					\$12,055.64

Vendor: Camcal Inc

Check Number: 49390

Invoice No	Check Date	Account Number	Account Name	Description	Amount
45797	12/30/2019	303 016 594 42 60 01	Fuel System Construction	Fuel Tank Purchase PW Shop	\$82,832.68
45798	12/30/2019	303 016 594 42 60 01	Fuel System Construction	Fuel Tank Purchase PW Shop System Maintenance	\$9,907.44
					\$92,740.12

Vendor: Canon Financial Services Inc

Check Number: 49327

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20891627	12/27/2019	001 013 518 20 48 00	GG-Repair & Maintenance	Copier Maintenance CH	\$285.26
20892588	12/27/2019	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Maintenance PW	\$17.08
20892588	12/27/2019	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Maintenance PW	\$17.08
					\$319.42

Vendor: Carlson

Check Number: 49391

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121619 ALLPHASE	12/30/2019	001 010 576 80 41 01	PK -Professional Tree Srv	Tree Removal Danger Trees Sandy Beach Dr	\$1,526.00
122619 ALLPHASE	12/30/2019	001 010 576 80 41 01	PK -Professional Tree Srv	Tree Removal Large Maples	\$6,758.00
					\$8,284.00

Vendor: Chilwon Corporation

Check Number: 49328

Invoice No	Check Date	Account Number	Account Name	Description	Amount
LSPD010	12/27/2019	001 008 521 20 41 01	LE-Professional Serv-Fixed	Uniform Cleaning - PD	\$365.25
					\$365.25

Vendor: Christison

Check Number: 49392

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2001	12/30/2019	001 007 571 00 30 00	PL-Park & Recreation	Park Venue Consultation	\$400.00
					\$400.00

Vendor: CHS Engineers LLC

Check Number: 49329

Invoice No	Check Date	Account Number	Account Name	Description	Amount
371907-1911	12/27/2019	001 007 558 50 41 04	Permit Related Professional Sr	LUA2019-0184 Pellerin Ridge Review	\$887.72
371917-1911	12/27/2019	001 007 558 50 41 04	Permit Related Professional Sr	LUA2019-0164 Geottler FP Review	\$885.22
					\$1,772.94

Vendor: City of Arlington

Check Number: 49330

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121619ARLINGTON	12/27/2019	001 008 521 40 49 01	LE-Registration Fees	Registration Emergency Vehicle Operation Course	\$289.20
					\$289.20

Vendor: City of Everett

Check Number: 49393

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I19004639	12/30/2019	410 016 531 10 31 02	SW-Operating Costs	Fecal Coliform Analysis	\$120.00
I19004695	12/30/2019	001 008 554 30 41 00	LE - Animal Control	Animal Control Services Nov 2019	\$390.00
					\$510.00

Vendor: City of Marysville

Check Number: 49331

Invoice No	Check Date	Account Number	Account Name	Description	Amount
LKS19-021	12/27/2019	001 013 512 50 41 00	GG-Municipal Court Fees	Marysville Court Citations Nov 2019	\$13,118.32
POLIN 19-0133	12/27/2019	001 008 523 60 41 00	LE-Jail	Prisoner Housing SCORE Nov 2019	\$1,240.00
POLIN 19-0135	12/27/2019	001 008 523 60 41 00	LE-Jail	Prisoner Housing Marysville Nov 2019	\$5,462.62
POLIN 19-0138	12/27/2019	001 008 523 60 41 00	LE-Jail	Prisoner Housing Yakima Nov 2019	\$964.79
					\$20,785.73

Vendor: Coast Gateway LLC

Check Number: 49332

Invoice No	Check Date	Account Number	Account Name	Description	Amount
559550	12/27/2019	001 008 521 20 43 00	LE-Travel & Per Diem	Hotel - Firearms Instructor Course - C Wells	\$510.20
					\$510.20

Vendor: Code Publishing Co Inc

Check Number: 49333

Invoice No	Check Date	Account Number	Account Name	Description	Amount
65601	12/27/2019	001 003 514 20 41 00	CC-Professional Services	Muni Code Update Ordinances 1070/1072-1077	\$89.82
					\$89.82

Vendor: Colacurcio Brothers Inc

Check Number: 49394

Invoice No	Check Date	Account Number	Account Name	Description	Amount
PROGRESS 5	12/30/2019	305 010 594 76 60 00	North Cove Park Cap-Local	North Cove Park/Pavilion Project 18012	\$27,036.86
PROGRESS 5	12/30/2019	305 013 594 57 60 01	Pavillion - Grant Exp	North Cove Park/Pavilion Project 18012	\$153,961.73
PROGRESS 5	12/30/2019	305 016 595 30 60 02	Main Street Project - Local	North Cove Park/Pavilion Project 18012	\$7,140.00
					\$188,138.59

Vendor: Comcast

Check Number: 49334

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1119 COMCAST	12/27/2019	001 008 521 20 42 00	LE-Communication	Internet Services - Market Place	\$106.19
1119 COMCAST	12/27/2019	001 008 521 20 42 00	LE-Communication	Internet Services - N Lakeshore Dr	\$146.19
1119 COMCAST	12/27/2019	001 010 576 80 42 00	PK-Communication	Internet Services - Parks/Rec Office	\$136.19
1119 COMCAST	12/27/2019	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Signal Control	\$153.37
					\$541.94

Vendor: Comdata Inc

Check Number: 49395

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20330589	12/30/2019	001 008 521 20 32 00	LE-Fuel	PD Fuel	\$8,026.51
					\$8,026.51

Vendor: Comdata Inc

Check Number: 49396

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20330458	12/30/2019	001 007 558 50 32 00	PL-Fuel	PW Fuel	\$9.98
20330458	12/30/2019	001 007 559 30 32 00	PB-Fuel	PW Fuel	\$192.00
20330458	12/30/2019	001 013 518 20 32 00	GG-Fuel	PW Fuel	\$9.98
20330458	12/30/2019	101 016 542 30 32 00	ST-Fuel	PW Fuel	\$2,495.63
20330458	12/30/2019	410 016 531 10 32 00	SW-Fuel	PW Fuel	\$2,538.02
					\$5,245.61

Vendor: Cory De Jong and Sons Inc

Check Number: 49335

Invoice No	Check Date	Account Number	Account Name	Description	Amount
Y293088	12/27/2019	001 010 576 80 31 00	PK-Operating Costs	All Purpose Soil	\$232.99
					\$232.99

Vendor: Crystal Springs

Check Number: 49336

Invoice No	Check Date	Account Number	Account Name	Description	Amount
16015194 120719	12/27/2019	001 008 521 50 30 00	LE-Facilities Supplies	Bottled Water - Police Department	\$200.08
5249844 120119	12/27/2019	001 007 558 50 31 01	PL-Operating Costs	Bottled Water - City Hall/City Shop	\$64.26
5249844 120119	12/27/2019	001 007 559 30 31 01	PB-Operating Cost	Bottled Water - City Hall/City Shop	\$39.57
5249844 120119	12/27/2019	001 013 518 20 31 00	GG-Operating Costs	Bottled Water - City Hall/City Shop	\$39.57
5249844 120119	12/27/2019	101 016 544 90 31 02	ST-Operating Cost	Bottled Water - City Hall/City Shop	\$117.10
5249844 120119	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Bottled Water - City Hall/City Shop	\$117.11
					\$577.69

Vendor: Crystal Springs

Check Number: 49397

Invoice No	Check Date	Account Number	Account Name	Description	Amount
16015194 010420	12/30/2019	001 008 521 50 30 00	LE-Facilities Supplies	Bottled Water - Police Department	\$122.91
5249844 010120	12/30/2019	001 007 558 50 31 01	PL-Operating Costs	Bottled Water - City Hall/City Shop	\$64.46
5249844 010120	12/30/2019	001 007 559 30 31 01	PB-Operating Cost	Bottled Water - City Hall/City Shop	\$41.75
5249844 010120	12/30/2019	001 013 518 20 31 00	GG-Operating Costs	Bottled Water - City Hall/City Shop	\$41.75
5249844 010120	12/30/2019	101 016 544 90 31 02	ST-Operating Cost	Bottled Water - City Hall/City Shop	\$104.40
5249844 010120	12/30/2019	410 016 531 10 31 02	SW-Operating Costs	Bottled Water - City Hall/City Shop	\$104.40
					\$479.67

Vendor: Cuz Concrete Products Inc

Check Number: 49398

Invoice No	Check Date	Account Number	Account Name	Description	Amount
266057	12/30/2019	410 016 531 10 31 02	SW-Operating Costs	Manhole/Manhole Rubber Gasket	\$208.69
266058	12/30/2019	410 016 531 10 31 02	SW-Operating Costs	Debris Cone Alum Light Duty	\$2,982.84
					\$3,191.53

Vendor: Databar Inc

Check Number: 49337

Invoice No	Check Date	Account Number	Account Name	Description	Amount
243965	12/27/2019	001 004 514 23 31 00	FI-Office Supplies	Multipurpose Checks	\$420.35
					\$420.35

Vendor: Davido Consulting Group Inc

Check Number: 49399

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0026838	12/30/2019	410 016 594 31 60 01	SW - Capital Expenditure	Outlet Strategic Planning Engineering Services	\$9,883.52
					\$9,883.52

Vendor: Dept Graphics

Check Number: 49400

Invoice No	Check Date	Account Number	Account Name	Description	Amount
10278	12/30/2019	001 008 521 20 42 00	LE-Communication	Install New Office Hours on Doors at PD	\$153.72
					\$153.72

Vendor: Dept of Retirement (Deferred Comp)

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121019	12/16/2019	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,420.00
122419	12/20/2019	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,490.00
					\$4,910.00

Vendor: Dept of Retirement PERS LEOFF

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121019	12/16/2019	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	\$55,422.34
121019S	12/16/2019	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions-State LEOFF	\$173.27
122419	12/20/2019	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	\$56,069.25
122419S	12/20/2019	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions State	\$206.86
					\$111,871.72

Vendor: Dept of Revenue EFT

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
NOV2019	12/20/2019	001 013 518 90 49 06	GG-Excise Tax	November 2019 Excise Taxes	\$62.49
NOV2019	12/20/2019	410 016 531 10 44 00	SW-Excise Taxes	November 2019 Excise Taxes	\$18,769.82
					\$18,832.31

Vendor: Dept of Transportation

Check Number: 49338

Invoice No	Check Date	Account Number	Account Name	Description	Amount
JZ0016L018	12/27/2019	301 016 544 40 41 02	24th St SE & 91st Rd Design	SR9 & 24th St Doc Review & Inspect July 2019	\$966.56
					\$966.56

Vendor: Diamante Cleaning Experts LLC

Check Number: 49339

Invoice No	Check Date	Account Number	Account Name	Description	Amount
17	12/27/2019	001 007 558 50 41 00	PL-Professional Servic	Janitorial Services - City Hall	\$65.00
17	12/27/2019	001 007 559 30 41 00	PB-Professional Srv	Janitorial Services - City Hall	\$65.00
17	12/27/2019	001 008 521 50 48 00	LE-Facility Repair & Maint	Janitorial Services - Police Department	\$390.00
17	12/27/2019	001 010 576 80 41 00	PK-Professional Services	Janitorial Services - City Hall	\$65.00
17	12/27/2019	001 013 518 20 41 00	GG-Professional Service	Janitorial Services - City Hall	\$65.00
17	12/27/2019	001 013 518 20 41 00	GG-Professional Service	Janitorial Services - VIC	\$98.00
17	12/27/2019	101 016 542 30 41 02	ST-Professional Service	Janitorial Services - City Hall	\$65.00
17	12/27/2019	410 016 531 10 41 01	SW-Professional Services	Janitorial Services - City Hall	\$65.00
					\$878.00

Vendor: Diamante Cleaning Experts LLC

Check Number: 49401

Invoice No	Check Date	Account Number	Account Name	Description	Amount
18	12/30/2019	001 007 558 50 41 00	PL-Professional Servic	Janitorial Services - City Hall	\$65.00
18	12/30/2019	001 007 559 30 41 00	PB-Professional Srv	Janitorial Services - City Hall	\$65.00
18	12/30/2019	001 008 521 50 48 00	LE-Facility Repair & Maint	Janitorial Services - Police Department	\$390.00
18	12/30/2019	001 010 576 80 41 00	PK-Professional Services	Janitorial Services - City Hall	\$65.00
18	12/30/2019	001 013 518 20 41 00	GG-Professional Service	Janitorial Services - City Hall	\$65.00
18	12/30/2019	001 013 518 20 41 00	GG-Professional Service	Janitorial Services - VIC	\$98.00
18	12/30/2019	101 016 542 30 41 02	ST-Professional Service	Janitorial Services - City Hall	\$65.00
18	12/30/2019	410 016 531 10 41 01	SW-Professional Services	Janitorial Services - City Hall	\$65.00
					\$878.00

Vendor: Dicks Towing Inc

Check Number: 49340

Invoice No	Check Date	Account Number	Account Name	Description	Amount
183688	12/27/2019	001 008 521 20 41 00	LE-Professional Services	Towing Police 2016 Dodge Charger 1565	\$241.56
186677	12/27/2019	001 008 521 20 41 00	LE-Professional Services	Towing Police 2015 Dodge Charger PT62	\$115.29
69989	12/27/2019	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2016-12831	\$115.29
69995	12/27/2019	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2019-25395	\$126.27
E188185	12/27/2019	001 008 521 20 41 00	LE-Professional Services	Towing PD Vehicle 15-62 Dodge Charger	\$115.29
SNO2868	12/27/2019	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2019-22994	\$126.27
SNO2870	12/27/2019	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2019-24814	\$126.27
SNO2872	12/27/2019	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2019-25834	\$126.27
					\$1,092.51

Vendor: Dicks Towing Inc

Check Number: 49402

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1054	12/30/2019	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2019-26555	\$126.27
1055	12/30/2019	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2019-26900	\$126.27
188188	12/30/2019	410 016 531 10 41 01	SW-Professional Services	Towing PW75	\$115.29
194279	12/30/2019	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2019-26274	\$126.27
					\$494.10

Vendor: E&E Lumber Inc

Check Number: 49403

Invoice No	Check Date	Account Number	Account Name	Description	Amount
160044	12/30/2019	101 016 544 90 31 02	ST-Operating Cost	Redi Mix Concrete	\$213.62
160045	12/30/2019	101 016 544 90 31 02	ST-Operating Cost	Pallet Deposit	\$27.33
					\$240.95

Vendor: EFTPS

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121019	12/16/2019	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	\$77,212.48
122419	12/20/2019	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	\$80,014.43
					\$157,226.91

Vendor: Electronic Business Machines

Check Number: 49341

Invoice No	Check Date	Account Number	Account Name	Description	Amount
AR154453	12/27/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Copier Repair & Maintenance PD	\$108.31
AR154563	12/27/2019	001 013 518 20 48 00	GG-Repair & Maintenance	Copier Maintenance CH	\$1,659.33
					\$1,767.64

Vendor: Environmental Coalition of South Seattle

Check Number: 49404

Invoice No	Check Date	Account Number	Account Name	Description	Amount
00002	12/30/2019	410 016 531 50 31 16	DOE - Capacity Exp 17-19	2019 LS Spill Kit Outreach and Education Program	\$750.00
					\$750.00

Vendor: Everett Stamp Works

Check Number: 49342

Invoice No	Check Date	Account Number	Account Name	Description	Amount
28511	12/27/2019	001 001 511 60 31 00	Legislative - Operating Costs	Nameplates - Ewing/Dickinson/Jorstad/Fredrick	\$70.30
28511	12/27/2019	001 001 513 10 31 00	Executive - Supplies	Nameplates - Gailey	\$37.04
					\$107.34

Vendor: Feldman and Lee  
Check Number: 49405

Invoice No	Check Date	Account Number	Account Name	Description	Amount
120119 FELDMAN	12/30/2019	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services Dec 2019	\$10,000.00
					\$10,000.00

Vendor: Foster  
Check Number: 49343

Invoice No	Check Date	Account Number	Account Name	Description	Amount
41632	12/27/2019	001 008 521 20 31 04	LE-Donation Exp - Other	PD Awards Banquet Invites/Envelopes	\$45.95
					\$45.95

Vendor: Frontier  
Check Number: 49344

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1219 FRONTIER	12/27/2019	001 012 575 30 42 00	CS- Museum - Communications	Telephone Services Museum	\$216.88
1219 FRONTIER	12/27/2019	001 013 518 20 42 00	GG-Communication	Fax Services City Hall	\$31.35
1219 FRONTIER	12/27/2019	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Control Modem	\$64.50
1219 FRONTIER	12/27/2019	101 016 543 30 42 00	ST-Communications	Fax Services City Hall	\$31.35
1219 FRONTIER	12/27/2019	410 016 531 10 42 00	SW-Communications	Fax Services City Hall	\$31.35
					\$375.43

Vendor: Gardner  
Check Number: 49345

Invoice No	Check Date	Account Number	Account Name	Description	Amount
745	12/27/2019	001 008 521 20 31 06	LE-Emergency Mgmt Supplies	Install Battery Power System - Emergency Mgmt Trailer	\$547.93
					\$547.93

Vendor: Glens Welding & Machine Inc  
Check Number: 49406

Invoice No	Check Date	Account Number	Account Name	Description	Amount
S13171	12/30/2019	410 016 531 10 31 02	SW-Operating Costs	Chains	\$78.48
					\$78.48

Vendor: Grainger  
Check Number: 49346

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9384631801	12/27/2019	101 016 544 90 31 02	ST-Operating Cost	Laminating Machine/Pouches	\$116.49
9384631801	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Laminating Machine/Pouches	\$116.49
					\$232.98

Vendor: Grainger  
Check Number: 49407

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9386005699	12/30/2019	101 016 544 90 31 02	ST-Operating Cost	Wall Calendar	\$35.83
9395059026	12/30/2019	410 016 531 10 31 02	SW-Operating Costs	Scrub Brushes	\$79.14
					\$114.97

Vendor: Granite Construction Supply  
Check Number: 49408

Invoice No	Check Date	Account Number	Account Name	Description	Amount
262_00079551	12/30/2019	101 016 542 64 48 00	ST-Traffic Control - R&M	Signs Detour Left/Follow Marked Detour	\$467.40
					\$467.40

Vendor: Green Dot Concrete LLC

Check Number: 49409

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2901	12/30/2019	309 016 595 61 63 01	Sidewalk Construction	Concrete	\$747.34
3689	12/30/2019	101 016 544 90 31 02	ST-Operating Cost	Concrete	\$270.00
					\$1,017.34

Vendor: Griffen

Check Number: 49347

Invoice No	Check Date	Account Number	Account Name	Description	Amount
8Z0898262	12/27/2019	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	\$262.50
8Z1062110	12/27/2019	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	\$262.50
9Z0358678	12/27/2019	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	\$300.00
					\$825.00

Vendor: Griffen

Check Number: 49410

Invoice No	Check Date	Account Number	Account Name	Description	Amount
7Z1175010	12/30/2019	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	\$225.00
					\$225.00

Vendor: HDR Engineering Inc

Check Number: 49411

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1200235890	12/30/2019	304 016 595 60 60 05	Trestle/HOV Lane	Engineering Services - 20th Street BAT Lane Impr	\$48,139.72
					\$48,139.72

Vendor: Home Depot

Check Number: 49348

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4133945	12/27/2019	101 016 544 90 31 02	ST-Operating Cost	Shark Rotator Lift Away	\$152.33
4133945	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Shark Rotator Lift Away	\$152.34
					\$304.67

Vendor: Honey Bucket

Check Number: 49349

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0551338272	12/27/2019	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Swim Beach	\$269.65
					\$269.65

Vendor: Honey Bucket

Check Number: 49412

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0551347378	12/30/2019	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Winterfest	\$425.00
0551365999	12/30/2019	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Community Garden	\$117.50
					\$542.50

Vendor: Horizon Distributors Inc

Check Number: 49350

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2M090446	12/27/2019	001 010 576 80 31 00	PK-Operating Costs	Turfgro	\$378.79
					\$378.79

Vendor: HRA VEBA Trust YA20192

Check Number: 49305

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121019	12/16/2019	001 000 283 00 00 00	Payroll Liability Medical	Employee VEBA Contributions	\$1,114.86
					\$1,114.86

Vendor: HSA Bank

Check Number: 49306

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121019	12/16/2019	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contributions	\$494.99
					\$494.99

Vendor: HSA Bank

Check Number: 49315

Invoice No	Check Date	Account Number	Account Name	Description	Amount
122419	12/20/2019	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: 49413

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0296917	12/30/2019	410 016 531 10 31 02	SW-Operating Costs	Rock Alder Rd Storm	\$62.21
					\$62.21

Vendor: J Thayer Company Inc

Check Number: 49351

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1414019-0	12/27/2019	001 008 521 20 31 00	LE-Office Supplies	Duster/Envelopes/Pad Paper/Pushpins	\$94.92
1414916-0	12/27/2019	001 008 521 20 31 00	LE-Office Supplies	Folders/Pens/Post It Notes	\$132.04
1415052-0	12/27/2019	001 013 518 20 31 00	GG-Operating Costs	Toilet Paper/Paper Towels/Soup/Liners	\$401.25
1415864-0	12/27/2019	001 007 558 50 31 00	PL-Office Supplies	Files/Calendar/Appt Book	\$58.32
1415864-0	12/27/2019	001 013 518 20 31 00	GG-Operating Costs	Drain Cleaner/Paper/Clips/Paper Towels	\$270.29
1415864-0	12/27/2019	101 016 544 90 31 01	ST-Office Supplies	Calculator/Mousepad/Calendar/Magnetic Board	\$95.84
1415864-0	12/27/2019	410 016 531 10 31 01	SW-Office Supplies	Calculator/Mousepad/Calendar/Magnetic Board	\$95.84
1416420-0	12/27/2019	001 007 558 50 31 00	PL-Office Supplies	Wall Calendars	\$23.78
1416420-0	12/27/2019	101 016 544 90 31 01	ST-Office Supplies	Wall Calendars	\$9.53
1416420-0	12/27/2019	410 016 531 10 31 01	SW-Office Supplies	Wall Calendars	\$9.54
1417831-0	12/27/2019	101 016 544 90 31 01	ST-Office Supplies	Wall Planners/Bus Card Holder/Desk Organizer	\$56.08
1417831-0	12/27/2019	410 016 531 10 31 01	SW-Office Supplies	Wall Planners/Bus Card Holder/Desk Organizer	\$56.08
1417831-1	12/27/2019	101 016 544 90 31 01	ST-Office Supplies	Wall Planner	\$13.99
1417831-1	12/27/2019	410 016 531 10 31 01	SW-Office Supplies	Wall Planner	\$13.98
C1415864-0	12/27/2019	001 007 558 50 31 00	PL-Office Supplies	Credit Wall Calendars	(\$23.78)
C1415864-0	12/27/2019	101 016 544 90 31 01	ST-Office Supplies	Credit Wall Calendars	(\$9.53)
C1415864-0	12/27/2019	410 016 531 10 31 01	SW-Office Supplies	Credit Wall Calendars	(\$9.54)
					\$1,288.63

Vendor: Lake Industries LLC

Check Number: 49414

Invoice No	Check Date	Account Number	Account Name	Description	Amount
37898	12/30/2019	310 016 544 40 41 00	20th St SE - Professional Srv	Debris Removal 20th Street SE House Demo	\$1,056.00
37909	12/30/2019	310 016 544 40 41 00	20th St SE - Professional Srv	Debris Removal 20th Street SE House Demo	\$968.00
					\$2,024.00

Vendor: Lake Stevens Police Guild

Check Number: 49307

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121019	12/16/2019	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	\$1,098.50
					\$1,098.50

Vendor: Lake Stevens Police Guild

Check Number: 49316

Invoice No	Check Date	Account Number	Account Name	Description	Amount
122419	12/20/2019	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: 49415

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3201920021	12/30/2019	001 001 511 60 45 01	Legislative - Rentals	Council Chambers Rental Oct/Nov 2019	\$260.00
3201920021	12/30/2019	001 007 558 50 49 00	PL-Miscellaneous	Planning Commission Room Rental Oct/Nov 2019	\$108.75

Vendor: Lake Stevens Sewer District

Check Number: 49352

Invoice No	Check Date	Account Number	Account Name	Description	Amount
120119 LSSD	12/27/2019	001 008 521 50 47 00	LE-Facility Utilities	Sewer - N Lakeshore Dr Acct 6666-01	\$86.00
120119 LSSD	12/27/2019	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Station Acct 9902-01	\$86.00
120119 LSSD	12/27/2019	001 010 576 80 47 00	PK-Utilities	Sewer - Boat Launch Restrooms Acct 12326-01	\$87.00
120119 LSSD	12/27/2019	001 010 576 80 47 00	PK-Utilities	Sewer - Lundeen Park Acct 2538-02	\$172.00
120119 LSSD	12/27/2019	001 012 572 20 47 00	CS-Library-Utilities	Sewer - Library Acct 6664-01	\$86.00
120119 LSSD	12/27/2019	001 013 518 20 47 00	GG-Utilities	Sewer - City Hall Acct 6671-01	\$86.00
120119 LSSD	12/27/2019	001 013 518 20 47 00	GG-Utilities	Sewer - Vacant Houses 20th St SE Acct 3134-03	\$86.00
120119 LSSD	12/27/2019	001 013 518 20 47 02	GG - Utilities for Rentals	Sewer - Butler Property Acct 6670-02	\$86.00
					\$775.00

Vendor: Lakeside Industries Inc

Check Number: 49353

Invoice No	Check Date	Account Number	Account Name	Description	Amount
109957	12/27/2019	101 016 544 90 31 02	ST-Operating Cost	Tack Bucket/Liquid Asphalt Bucket/Asphalt	\$1,289.06
					\$1,289.06

Vendor: Lakeside Industries Inc

Check Number: 49416

Invoice No	Check Date	Account Number	Account Name	Description	Amount
110890	12/30/2019	101 016 544 90 31 02	ST-Operating Cost	EZ Street Pallet	\$933.04
					\$933.04

Vendor: Land Development Consultants Inc

Check Number: 49417

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20112	12/30/2019	001 007 558 50 41 04	Permit Related Professional Sr	Permitting Review Services	\$3,545.00
					\$3,545.00

Vendor: Lemay Mobile Shredding Inc

Check Number: 49354

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4638484	12/27/2019	001 008 521 20 41 01	LE-Professional Serv-Fixed	Shredding Services PD	\$18.26
					\$18.26

Vendor: LN Curtis & Sons

Check Number: 49355

Invoice No	Check Date	Account Number	Account Name	Description	Amount
527506	12/27/2019	001 008 521 20 31 01	LE-Fixed Minor Equipment	Pants/Shirt - Hingtgen Swat	\$173.15
INV339995	12/27/2019	001 008 521 20 31 01	LE-Fixed Minor Equipment	Tie Bar - M Cooper	\$27.65
INV341811	12/27/2019	001 008 521 20 31 01	LE-Fixed Minor Equipment	Ballistic Panel/Concealable Carrier/Trama Plate - Parnell/Lyons	\$2,504.82
INV342253	12/27/2019	001 008 521 20 31 01	LE-Fixed Minor Equipment	Rechargeable Tactical Flashlight	\$110.23
INV342482	12/27/2019	001 008 521 20 31 01	LE-Fixed Minor Equipment	Short Sleeve Shirt - J Dreher	\$72.98
					\$2,888.83

Vendor: Lowes Companies

Check Number: 49418

Invoice No	Check Date	Account Number	Account Name	Description	Amount
927897	12/30/2019	410 016 531 10 31 02	SW-Operating Costs	Credit Cordless Impact Wrench/Battery/Charger	(\$259.50)
927898	12/30/2019	410 016 531 10 31 02	SW-Operating Costs	Cordless Impact Wrench/Battery/Charger	\$259.73
961981	12/30/2019	001 010 576 80 31 00	PK-Operating Costs	Bronze Lighted Keypad	\$124.13
					\$124.36

Vendor: McLoughlin & Eardley Group Inc

Check Number: 49356

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0244858-IN	12/27/2019	001 008 594 21 63 00	LE-Capital Outlays Equipment	Whelen 100 Watt Projector Series	\$552.64
					\$552.64

Vendor: Method Barricade & Construction Supply LLC

Check Number: 49419

Invoice No	Check Date	Account Number	Account Name	Description	Amount
12553	12/30/2019	101 016 542 70 31 01	ST Beautification Street Signs	Perforated Square Sign Post/Anchor	\$3,297.25
					\$3,297.25

Vendor: MJ Neal Associates Architects PLLC

Check Number: 49420

Invoice No	Check Date	Account Number	Account Name	Description	Amount
112519 MJ NEAL	12/30/2019	306 000 594 21 60 00	Police Dept Project Account	LS Police Dept Architectural/Engineering Svcs	\$15,307.00
					\$15,307.00

Vendor: Monroe Correctional Complex

Check Number: 49357

Invoice No	Check Date	Account Number	Account Name	Description	Amount
MCC1911-1132	12/27/2019	001 010 576 80 48 00	PK-Repair & Maintenance	DOC Work Crew - Nov 2019	\$88.75
MCC1911-1132	12/27/2019	101 016 542 30 48 00	ST-Repair & Maintenance	DOC Work Crew - Nov 2019	\$467.66
MCC1911-1132	12/27/2019	410 016 531 10 48 00	SW-Repairs & Maintenance	DOC Work Crew - Nov 2019	\$88.75
					\$645.16

Vendor: Nationwide Retirement Solution

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121019	12/16/2019	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	\$4,036.67
122419	12/20/2019	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	\$4,036.67
					\$8,073.34

Vendor: New York Life

Check Number: 49308

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121019	12/16/2019	001 000 284 00 00 00	Payroll Liability Other	Whole Life Insurance Premiums	\$215.00
					\$215.00

Vendor: New York Life EFT

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121019	12/16/2019	001 002 513 11 20 00	AD-Benefits	Life/Disability Ins Premiums	\$52.99
121019	12/16/2019	001 003 514 20 20 00	CC-Benefits	Life/Disability Ins Premiums	\$51.35
121019	12/16/2019	001 004 514 23 20 00	FI-Benefits	Life/Disability Ins Premiums	\$172.85
121019	12/16/2019	001 005 518 10 20 00	HR-Benefits	Life/Disability Ins Premiums	\$36.54
121019	12/16/2019	001 006 518 80 20 00	IT-Benefits	Life/Disability Ins Premiums	\$120.77
121019	12/16/2019	001 007 558 50 20 00	PL-Benefits	Life/Disability Ins Premiums	\$436.18
121019	12/16/2019	001 007 559 30 20 00	PB-Benefits	Life/Disability Ins Premiums	\$129.02
121019	12/16/2019	001 008 521 20 20 00	LE-Benefits	Life/Disability Ins Premiums	\$1,457.67
121019	12/16/2019	001 010 576 80 20 00	PK-Benefits	Life/Disability Ins Premiums	\$197.83
121019	12/16/2019	001 013 518 30 20 00	GG-Benefits	Life/Disability Ins Premiums	\$149.17
121019	12/16/2019	101 016 542 30 20 00	ST-Benefits	Life/Disability Ins Premiums	\$446.71
121019	12/16/2019	410 016 531 10 20 00	SW-Benefits	Life/Disability Ins Premiums	\$455.58
					\$3,706.66

Vendor: O Reilly Auto Parts

Check Number: 49358

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2960-149841	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Credit Wiper Motor PW61/Battery Sander	(\$31.61)
2960-153763	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Capsule PW42	\$62.45
2960-153779	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Battery PW57	\$183.04
2960-153829	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Mini Lamp/Capsule	\$9.34
2960-155120	12/27/2019	101 016 544 90 31 02	ST-Operating Cost	Booster/Wiper Blades/Capsule	\$81.73
2960-155120	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Booster/Wiper Blades/Capsule	\$81.72
2960-155994	12/27/2019	101 016 544 90 31 02	ST-Operating Cost	Oil Filter PW41	\$7.11
2960-155994	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Oil Filter PW41	\$7.11
2960-156165	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Scratch-Fix PW41	\$18.52
2960-156167	12/27/2019	101 016 544 90 31 02	ST-Operating Cost	Booster CBL	\$23.43
2960-156167	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Booster CBL	\$23.43
2960-156193	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Wiper Blades PW41	\$47.94
2960-156440	12/27/2019	101 016 544 90 31 02	ST-Operating Cost	Wire Tie	\$3.53
2960-156440	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Wire Tie	\$3.54
					\$521.28

Vendor: O Reilly Auto Parts

Check Number: 49421

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2960-156428	12/30/2019	410 016 531 10 31 02	SW-Operating Costs	Pipe/Muffler/Tail Pipe/Muffler Clamp PW69	\$180.24
2960-156538	12/30/2019	410 016 531 10 31 02	SW-Operating Costs	Pipe Domes/Muffler/Dynomax/Muffler Clamps PW69	\$148.33
					\$328.57

Vendor: Ogden Murphy Wallace PLLC

Check Number: 49359

Invoice No	Check Date	Account Number	Account Name	Description	Amount
832016	12/27/2019	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services Nov 2019	\$20,221.85
832016	12/27/2019	001 011 515 41 41 01	Ext Consult - PRA	Legal Services Public Records Nov 2019	\$2,877.00
832016	12/27/2019	401 070 535 10 41 00	SE-Professional Service	Legal Services Sewer Nov 2019	\$4,730.00
					\$27,828.85

Vendor: Owen Equipment Company

Check Number: 49360

Invoice No	Check Date	Account Number	Account Name	Description	Amount
00095932	12/27/2019	410 016 531 10 31 02	SW-Operating Costs	Latch Sealed Vactor PW65	\$89.67
					\$89.67

Vendor: Owen Equipment Company

Check Number: 49422

Invoice No	Check Date	Account Number	Account Name	Description	Amount
19120066	12/30/2019	410 016 531 10 31 02	SW-Operating Costs	Service Charge - Late Pymt Fee	\$6.65
					\$6.65

Vendor: Perteet Inc

Check Number: 49361

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20120176.001-54	12/27/2019	301 016 544 40 41 00	Street Op - P&D - 20th St SE	20th Street SE Phase II Segment 1 Design	\$12,900.40
					\$12,900.40

Vendor: Pilchuck Equipment Rental and Sales

Check Number: 49362

Invoice No	Check Date	Account Number	Account Name	Description	Amount
91166	12/27/2019	001 010 576 80 45 00	PK-Equipment Rental	Light Tower Towing 4000 Watt Rental	\$590.22
					\$590.22

Vendor: Pitney Bowes

Check Number: 49423

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3310352193	12/30/2019	001 013 518 20 45 00	GG-Rental & Services	Postage Machine Rental 10/23/19 - 1/22/20	\$353.32
					\$353.32

Vendor: Public Safety Testing Inc

Check Number: 49424

Invoice No	Check Date	Account Number	Account Name	Description	Amount
PSTAC20-1	12/30/2019	001 008 521 20 41 00	LE-Professional Services	Police Sergeant Assesment Set Up	\$4,597.50
					\$4,597.50

Vendor: Puget Sound Energy

Check Number: 49363

Invoice No	Check Date	Account Number	Account Name	Description	Amount
24316495 1219	12/27/2019	001 010 576 80 47 00	PK-Utilities	Natural Gas - City Shop	\$222.56
24316495 1219	12/27/2019	101 016 543 50 47 00	ST-Utilities	Natural Gas - City Shop	\$222.56
24316495 1219	12/27/2019	410 016 531 10 47 00	SW-Utilities	Natural Gas - City Shop	\$222.62
3723810 1219	12/27/2019	001 008 521 50 47 00	LE-Facility Utilities	Natural Gas - N Lakeshore Dr	\$147.28
					\$815.02

Vendor: Purchase Power

Check Number: 49425

Invoice No	Check Date	Account Number	Account Name	Description	Amount
01831977 1219	12/30/2019	001 007 558 50 42 00	PL-Communication	Postage	\$125.18
01831977 1219	12/30/2019	001 013 518 20 42 00	GG-Communication	Postage	\$171.56
01831977 1219	12/30/2019	101 016 543 30 42 00	ST-Communications	Postage	\$1.63
01831977 1219	12/30/2019	410 016 531 10 42 00	SW-Communications	Postage	\$1.63
					\$300.00

Vendor: Republic Services 197

Check Number: 49364

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0197-002540275	12/27/2019	410 016 531 10 45 00	SW-Dumpster Service	Dumpster Services City Shop Yardwaste	\$6,721.27
0197-002541091	12/27/2019	001 010 576 80 45 01	PK- Dumpster Service	Dumpster Services City Shop	\$320.01
0197-002541091	12/27/2019	101 016 542 30 45 01	ST-Dumpster Service	Dumpster Services City Shop	\$320.01
0197-002541091	12/27/2019	410 016 531 10 45 00	SW-Dumpster Service	Dumpster Services City Shop	\$320.01
0197-002541629	12/27/2019	001 013 518 20 45 01	GG-Dumpster Service	Dumpster Services City Hall	\$449.79
					\$8,131.09

Vendor: Rexel USA Inc

Check Number: 49365

Invoice No	Check Date	Account Number	Account Name	Description	Amount
X771713	12/27/2019	303 016 594 42 60 01	Fuel System Construction	Stranded Copper/Lights/Holder Shop Fuel Pump	\$320.30
X796891	12/27/2019	001 012 572 20 48 00	CS-Library-Repair & Maint.	Insulated Cable Connector/Portable Cord/Breaker - Library	\$416.15
X831218	12/27/2019	001 013 518 20 48 00	GG-Repair & Maintenance	Stranded Copper	\$342.22
X831611	12/27/2019	303 016 594 42 60 01	Fuel System Construction	Connector/PVC/Stranded Copper Shop Fuel Pump	\$388.58
X833453	12/27/2019	303 016 594 42 60 01	Fuel System Construction	Stranded Copper Shop Fuel Pump	\$838.49
					\$2,305.74

Vendor: Rexel USA Inc

Check Number: 49426

Invoice No	Check Date	Account Number	Account Name	Description	Amount
X865794	12/30/2019	001 013 518 20 48 00	GG-Repair & Maintenance	Insulated Cable Connector	\$223.50
					\$223.50

Vendor: SAFEbuilt LLC

Check Number: 49427

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0063423-IN	12/30/2019	001 007 558 50 41 04	Permit Related Professional Sr	Building Official Services Nov 2019	\$5,445.00
					\$5,445.00

Vendor: Snohomish County Parks and Recreation

Check Number: 49428

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I000520401	12/30/2019	302 010 594 76 61 05	PM - Cavelero Park	Cavalero Park Improvements Project 19004	\$349,000.40
					\$349,000.40

Vendor: Snohomish County PUD

Check Number: 49366

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100407905	12/27/2019	001 010 576 80 47 00	PK-Utilities	222191314 20th St Ballfield Water	\$574.20
108549022	12/27/2019	001 010 576 80 47 00	PK-Utilities	200206019 North Cove Park Electric	\$35.57
108549022	12/27/2019	001 010 576 80 47 00	PK-Utilities	200206019 Parks Electric	\$87.80
108549022	12/27/2019	001 010 576 80 47 00	PK-Utilities	200206019 Parks Water	\$58.30
108549022	12/27/2019	001 012 572 20 47 00	CS-Library-Utilities	200206019 Library Electric	\$757.04
108549022	12/27/2019	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Admin Electric	\$384.57
108549022	12/27/2019	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Electric	\$450.68
108549022	12/27/2019	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Water	\$175.44
108549022	12/27/2019	001 013 518 20 47 00	GG-Utilities	200206019 Library Water	\$114.38
108549022	12/27/2019	101 016 542 63 47 00	ST-Lighting - Utilities	200206019 Street Lights	\$167.51
108549550	12/27/2019	001 010 576 80 47 00	PK-Utilities	222191298 North Cove Park Water	\$53.18
111849800	12/27/2019	001 010 576 80 47 00	PK-Utilities	222205049 Nourse Park Electric	\$29.50
118469770	12/27/2019	101 016 542 63 47 00	ST-Lighting - Utilities	201860178 Traffic Signal 9101 Market Pl	\$186.96

121783605	12/27/2019	001 010 576 80 47 00	PK-Utilities	221860174 Frontier Circle Park Electric	\$19.46
138210627	12/27/2019	001 012 575 30 47 00	CS- Museum - Utilities	202289237 Museum	\$93.73
138210627	12/27/2019	001 012 575 51 47 00	CS-Grimm House Utilities	202289237 Grimm House	\$93.73
164290366	12/27/2019	101 016 542 63 47 00	ST-Lighting - Utilities	205338056 SR92 Roundabout at 113th	\$70.13
167525553	12/27/2019	001 012 575 30 47 00	CS- Museum - Utilities	202289237 Museum - Final Bill	\$8.69
167525553	12/27/2019	001 012 575 51 47 00	CS-Grimm House Utilities	202289237 Grimm House - Final Bill	\$8.69
					\$3,369.56

Vendor: Snohomish County PUD

Check Number: 49367

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1900064659	12/27/2019	101 016 544 90 31 02	ST-Operating Cost	Bulk Water Permit Fee 2020	\$600.00
					\$600.00

Vendor: Snohomish County PUD

Check Number: 49429

Invoice No	Check Date	Account Number	Account Name	Description	Amount
105246052	12/30/2019	101 016 542 63 47 00	ST-Lighting - Utilities	200178218 Street Lights 8533 15th St NE	\$106.29
105246052	12/30/2019	101 016 542 63 47 00	ST-Lighting - Utilities	200178218 Traffic Signal 8718 17th St NE	\$212.27
105247197	12/30/2019	001 010 576 80 47 00	PK-Utilities	200493443 Catherine Creek Park Electric	\$19.46
105252137	12/30/2019	001 010 576 80 47 00	PK-Utilities	200206019 North Cove Park Electric	\$35.57
105252137	12/30/2019	001 010 576 80 47 00	PK-Utilities	200206019 Parks Electric	\$87.80
105252137	12/30/2019	001 010 576 80 47 00	PK-Utilities	200206019 Parks Water	\$58.30
105252137	12/30/2019	001 012 572 20 47 00	CS-Library-Utilities	200206019 Library Electric	\$757.04
105252137	12/30/2019	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Admin Electric	\$384.57
105252137	12/30/2019	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Electric	\$450.68
105252137	12/30/2019	001 013 518 20 47 00	GG-Utilities	200206019 City Hall Water	\$175.44
105252137	12/30/2019	001 013 518 20 47 00	GG-Utilities	200206019 Library Water	\$114.38
105252137	12/30/2019	101 016 542 63 47 00	ST-Lighting - Utilities	200206019 Street Lights	\$167.51
115153645	12/30/2019	101 016 542 63 47 00	ST-Lighting - Utilities	200363505 Traffic Signal	\$94.56
144867250	12/30/2019	001 010 576 80 47 00	PK-Utilities	221908015 City Shop Mechanic	\$66.35
144867250	12/30/2019	101 016 543 50 47 00	ST-Utilities	221908015 City Shop Mechanic	\$66.33
144867250	12/30/2019	410 016 531 10 47 00	SW-Utilities	221908015 City Shop Mechanic	\$66.33
144870265	12/30/2019	101 016 542 63 47 00	ST-Lighting - Utilities	202013249 Traffic Signal 1933 79th Ave SE	\$114.50
144870265	12/30/2019	101 016 542 64 47 00	ST-Traffic Control -Utility	202013249 Traffic Signal 7441 20th St SE	\$90.93
148146715	12/30/2019	101 016 542 63 47 00	ST-Lighting - Utilities	202648705 Street Lights	\$60.00
154697044	12/30/2019	001 008 521 50 47 00	LE-Facility Utilities	203033030 Police Dept Electric	\$657.27
154697044	12/30/2019	001 008 521 50 47 00	LE-Facility Utilities	203033030 Police Dept Water	\$115.03
154704227	12/30/2019	001 010 576 80 47 00	PK-Utilities	203582010 Lundein Restrooms Electric	\$214.84
154704227	12/30/2019	001 010 576 80 47 00	PK-Utilities	203582010 Lundein Restrooms Water	\$311.10
154704227	12/30/2019	001 012 557 30 40 01	CS - VIC Utilities	203582010 Visitor Information Center Electric	\$195.11
154704227	12/30/2019	101 016 542 63 47 00	ST-Lighting - Utilities	203582010 Street Lights	\$81.08
154704228	12/30/2019	101 016 542 63 47 00	ST-Lighting - Utilities	203731153 Traffic Signals	\$195.45
157902326	12/30/2019	101 016 542 63 47 00	ST-Lighting - Utilities	203728159 Traffic Signal	\$61.50
161077699	12/30/2019	101 016 542 63 47 00	ST-Lighting - Utilities	205320781 SR92 Roundabout at 99th	\$65.36
164295284	12/30/2019	001 010 576 80 47 00	PK-Utilities	203599006 City Shop Electric/Water	\$225.25
164295284	12/30/2019	101 016 543 50 47 00	ST-Utilities	203599006 City Shop Electric/Water	\$225.25
164295284	12/30/2019	410 016 531 10 47 00	SW-Utilities	203599006 City Shop Electric/Water	\$225.32
					\$5,700.87

Vendor: Snohomish County PW S

Check Number: 49430

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I000523332	12/30/2019	101 016 542 64 48 00	ST-Traffic Control - R&M	Signal/Sign Repair & Maint Nov 2019	\$1,422.75
I000523333	12/30/2019	101 016 544 90 31 02	ST-Operating Cost	ILA Aid Agreement Bridge Inspection Services Nov 2019	\$1,205.16
					\$2,627.91

Vendor: Sound Publishing Inc

Check Number: 49368

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EDH883162	12/27/2019	001 007 558 50 41 03	PL-Advertising	Park Board Meeting Cancellation	\$19.67
EDH883262	12/27/2019	001 013 518 30 41 01	GG-Advertising	Arts Commission Meeting Cancellation	\$17.86
EDH883265	12/27/2019	001 013 518 30 41 01	GG-Advertising	CC Meeting Changes	\$43.20
EDH883267	12/27/2019	001 013 518 30 41 01	GG-Advertising	Arts Comm/Park Board Joint Meeting Notice	\$32.34
EDH883357	12/27/2019	001 007 558 50 41 04	Permit Related Professional Sr	LUA2019-0174 Tara Sydow & Linda Koontz	\$72.16
EDH883389	12/27/2019	001 007 558 50 41 04	Permit Related Professional Sr	LUA2019-0126 Hinta Premin Plat/Natural 9 Holdings	\$79.40
EDH883391	12/27/2019	001 007 558 50 41 04	Permit Related Professional Sr	LUA2019-0163 CUP Fitness Fac/Hartford Industrial	\$81.21
EDH884336	12/27/2019	001 013 518 30 41 01	GG-Advertising	CC Special Meeting	\$25.10
EDH884339	12/27/2019	001 013 518 30 41 01	GG-Advertising	CC Special Meeting	\$39.58
EDH884372	12/27/2019	001 013 518 30 41 01	GG-Advertising	CC Cancel Meeting	\$21.48
					\$432.00

Vendor: Sound Publishing Inc

Check Number: 49431

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EDH884088	12/30/2019	001 007 558 50 31 02	PL-Permit Related Op. Costs	LUA2019-0183 Utopia Preliminary Short Plat	\$83.02
EDH884119	12/30/2019	001 007 558 50 31 02	PL-Permit Related Op. Costs	LUA2019-0162 Hartford Construction Plans	\$121.03
EDH885016	12/30/2019	001 013 518 30 41 01	GG-Advertising	Ordinance 1078	\$34.15
EDH885151	12/30/2019	001 007 558 50 31 02	PL-Permit Related Op. Costs	Knutson Dock SEPA DNS	\$99.31
EDH885174	12/30/2019	001 013 518 30 41 01	GG-Advertising	Planning Commission Volunteer Opportunities	\$111.98
EDH885523	12/30/2019	001 007 558 50 41 03	PL-Advertising	LUA2019-0032 Code Amend Infill Lot Design	\$101.12
EDH885525	12/30/2019	001 007 558 50 41 03	PL-Advertising	LUA2019-032 Zoning Code Updates	\$102.93
					\$653.54

Vendor: Sound Safety Products Co Inc

Check Number: 49432

Invoice No	Check Date	Account Number	Account Name	Description	Amount
325263/1	12/30/2019	101 016 542 90 31 01	ST-Clothing	Jacket/Hoodie	\$177.32
					\$177.32

Vendor: State Auditors Office

Check Number: 49369

Invoice No	Check Date	Account Number	Account Name	Description	Amount
L133983	12/27/2019	001 004 514 23 41 00	FI-Professional Service	2018 Accountability/Financial Audit	\$4,421.26
					\$4,421.26

Vendor: Stellar Event Rentals

Check Number: 49370

Invoice No	Check Date	Account Number	Account Name	Description	Amount
5452-1	12/27/2019	001 007 571 00 30 00	PL-Park & Recreation	Tent Ballast Barrels for Winterfest Tent	\$653.40
					\$653.40

Vendor: Stericycle Inc  
Check Number: 49371

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3004915347	12/27/2019	001 008 521 20 41 01	LE-Professional Serv-Fixed	Hazardous Waste Disposal	\$10.36
					\$10.36

Vendor: Summit Law Group  
Check Number: 49372

Invoice No	Check Date	Account Number	Account Name	Description	Amount
109628	12/27/2019	001 005 518 10 41 00	HR-Professional Services	Labor Negotiations Nov 2019	\$9,976.06
					\$9,976.06

Vendor: Superior Septic Service LLC  
Check Number: 49433

Invoice No	Check Date	Account Number	Account Name	Description	Amount
13428	12/30/2019	310 016 544 40 41 00	20th St SE - Professional Srv	Septic Pumped for Decommission - 20th St House Demo	\$592.61
					\$592.61

Vendor: Symbol Arts  
Check Number: 49373

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0344324-IN	12/27/2019	001 008 521 20 31 01	LE-Fixed Minor Equipment	Badges	\$65.40
					\$65.40

Vendor: Tacoma Screw Products Inc  
Check Number: 49434

Invoice No	Check Date	Account Number	Account Name	Description	Amount
18264123	12/30/2019	410 016 531 10 31 02	SW-Operating Costs	Cable Ties	\$8.53
					\$8.53

Vendor: Tageant  
Check Number: 49435

Invoice No	Check Date	Account Number	Account Name	Description	Amount
092019 TAGEANT	12/30/2019	001 001 511 60 43 00	Legislative - Travel & Mtgs	PerDiem - Flight WEFTEC Conference/Chicago - Tageant	\$482.61
092019 TAGEANT	12/30/2019	001 001 511 60 43 00	Legislative - Travel & Mtgs	PerDiem - Hotel WEFTEC Conference/Chicago - Tageant	\$970.83
092019 TAGEANT	12/30/2019	001 001 511 60 43 00	Legislative - Travel & Mtgs	PerDiem - Lyft WEFTEC Conference/Chicago - Tageant	\$39.52

\$1,492.96

Vendor: Teamsters Local No 763  
Check Number: 49309

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121019	12/16/2019	001 000 284 00 00 00	Payroll Liability Other	Union Dues	\$1,174.00
					\$1,174.00

Vendor: Technological Services Inc  
Check Number: 49374

Invoice No	Check Date	Account Number	Account Name	Description	Amount
14196	12/27/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Windshield Washer System Check PT-15-62	\$260.72
14201	12/27/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Tire Rotation/Brake Inspect S-15-59	\$119.57
15070	12/27/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Program Keyless Entry Remotes S-15-59	\$194.90
15085	12/27/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Brake Inspec/Cooling Inspec PT-14-56	\$450.87
15095	12/27/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Wipers/Axle Bearings PT-15-63	\$455.62
15100	12/27/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Oil/Fluids/Tire Rotation/Brake PS-17-71	\$108.59
15108	12/27/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Oil/Fluids/Tire Rotation PT-18-78	\$81.14

\$1,671.41

Vendor: Technological Services Inc

Check Number: 49436

Invoice No	Check Date	Account Number	Account Name	Description	Amount
14950	12/30/2019	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Towing/Fuel Tank Inspect/Recalls PT-15-62	\$1,228.02
					\$1,228.02

Vendor: Time Access Systems Inc

Check Number: 49375

Invoice No	Check Date	Account Number	Account Name	Description	Amount
15741	12/27/2019	001 008 521 20 31 02	LE-Minor Equipment	Key Box Automated Key Management System	\$8,708.50
					\$8,708.50

Vendor: ULINE

Check Number: 49437

Invoice No	Check Date	Account Number	Account Name	Description	Amount
114996567	12/30/2019	001 008 521 20 31 01	LE-Fixed Minor Equipment	Deluxe Respirator/Tamper Evident Bag	\$147.70
					\$147.70

Vendor: UPS

Check Number: 49376

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0000074Y42509	12/27/2019	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$7.10
0000074Y42519	12/27/2019	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$16.84
					\$23.94

Vendor: UPS

Check Number: 49438

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0000074Y42529	12/30/2019	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$25.39
					\$25.39

Vendor: Vantagepoint Transfer Agents - 108991

Check Number: 49310

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121019	12/16/2019	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	\$363.39
					\$363.39

Vendor: Vantagepoint Transfer Agents - 108991

Check Number: 49317

Invoice No	Check Date	Account Number	Account Name	Description	Amount
122419	12/20/2019	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: 49311

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121019	12/16/2019	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	\$1,880.02
					\$1,880.02

Vendor: Vantagepoint Transfer Agents - 307428

Check Number: 49318

Invoice No	Check Date	Account Number	Account Name	Description	Amount
122419	12/20/2019	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	\$1,879.94
					\$1,879.94

Vendor: Verizon Northwest

Check Number: 49377

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9843305249	12/27/2019	001 001 511 60 42 00	Legislative - Communication	Wireless Phone Service Council	\$332.92
9843305249	12/27/2019	001 001 513 10 42 00	Executive - Communication	Wireless Phone Service Executive	\$45.13
9843305249	12/27/2019	001 002 513 11 42 00	AD-Communications	Wireless Phone Service Admin	\$45.13
9843305249	12/27/2019	001 005 518 10 42 00	HR-Communications	Wireless Phone Service HR	\$90.26
9843305249	12/27/2019	001 006 518 80 42 00	IT-Communications	Wireless Phone Service IT	\$142.82
9843305249	12/27/2019	001 007 558 50 42 00	PL-Communication	Wireless Phone Service Planning	\$135.39
9843305249	12/27/2019	001 007 559 30 42 00	PB-Communication	Wireless Phone Service Building	\$270.27
9843305249	12/27/2019	001 010 576 80 42 00	PK-Communication	Wireless Phone Service PW	\$474.97
9843305249	12/27/2019	101 016 543 30 42 00	ST-Communications	Wireless Phone Service PW	\$474.97
9843305249	12/27/2019	410 016 531 10 42 00	SW-Communications	Wireless Phone Service PW	\$474.97
					\$2,486.83

Vendor: Verizon Northwest

Check Number: 49439

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9844859447	12/30/2019	001 008 521 20 42 00	LE-Communication	Wireless Phones Services PD	\$2,627.59
					\$2,627.59

Vendor: Washington State Criminal Justice

Check Number: 49378

Invoice No	Check Date	Account Number	Account Name	Description	Amount
201133671	12/27/2019	001 008 521 40 49 01	LE-Registration Fees	Registration - Interviewing Techniques - Anderson/Marshall	\$150.00
					\$150.00

Vendor: Washington State Dept of Enterprise Svcs

Check Number: 49379

Invoice No	Check Date	Account Number	Account Name	Description	Amount
73194266	12/27/2019	001 008 521 20 31 00	LE-Office Supplies	Business Cards - A Anderson/C Brooks	\$81.76
					\$81.76

Vendor: Washington State Support Registry

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121019	12/16/2019	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	\$163.50
122419	12/20/2019	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	\$163.50
					\$327.00

Vendor: Wave Broadband

Check Number: 49440

Invoice No	Check Date	Account Number	Account Name	Description	Amount
103946401-0007096	12/30/2019	001 002 513 11 42 00	AD-Communications	Telephone Service	\$23.60
103946401-0007096	12/30/2019	001 003 514 20 42 00	CC-Communications	Telephone Service	\$47.20
103946401-0007096	12/30/2019	001 004 514 23 42 00	FI-Communications	Telephone Service	\$47.20
103946401-0007096	12/30/2019	001 005 518 10 42 00	HR-Communications	Telephone Service	\$23.60
103946401-0007096	12/30/2019	001 006 518 80 42 00	IT-Communications	Telephone Service	\$70.79
103946401-0007096	12/30/2019	001 007 558 50 42 00	PL-Communication	Telephone Service	\$153.47
103946401-0007096	12/30/2019	001 007 559 30 42 00	PB-Communication	Telephone Service	\$23.60
103946401-0007096	12/30/2019	001 008 521 20 42 00	LE-Communication	Telephone Service	\$802.66

103946401-0007096	12/30/2019	001 012 575 30 42 00	CS- Museum - Communications	Telephone Service Museum	\$23.59
103946401-0007096	12/30/2019	001 012 575 50 42 00	CS- Pavillion - Communication	Telephone Service Senior Ctr	\$23.60
103946401-0007096	12/30/2019	001 013 518 20 42 00	GG-Communication	Telephone Service	\$94.39
103946401-0007096	12/30/2019	101 016 543 30 42 00	ST-Communications	Telephone Service Shop	\$135.81
103946401-0007096	12/30/2019	410 016 531 10 42 00	SW-Communications	Telephone Service Shop	\$135.81
103946401-0007096	12/30/2019	510 006 518 80 49 04	LR - WaveBroadband Fiber Lease	Fiber Leases	\$1,884.99
					\$3,490.31

Vendor: Weed Graafstra & Associates Inc

Check Number: 49441

Invoice No	Check Date	Account Number	Account Name	Description	Amount
010220 WGA	12/30/2019	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services - General Matters	\$802.50
010220 WGA	12/30/2019	001 011 515 45 41 00	Ext Litigation - City Atty	Legal Services - General Matters	\$7,116.00
					\$7,918.50

Vendor: Welch Comer & Associates Inc

Check Number: 49442

Invoice No	Check Date	Account Number	Account Name	Description	Amount
5500010-003	12/30/2019	304 016 595 30 60 04	Frontier Village/4th Project	Village Way Construction Mgmt	\$3,950.00
					\$3,950.00

Vendor: Wells

Check Number: 49380

Invoice No	Check Date	Account Number	Account Name	Description	Amount
120819 WELLS2	12/27/2019	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Mileage Firearms Instructor/Burien - C Wells	\$71.75

\$71.75

Vendor: Western Conference of Teamsters Pension Trust

Check Number: 49312

Invoice No	Check Date	Account Number	Account Name	Description	Amount
121019	12/16/2019	001 000 282 00 00 00	Payroll Liability Retirement	Employee Contributions - Teamster Pension	\$3,880.24

\$3,880.24

\$3,880.24

Vendor: WTD Equipment

Check Number: 49443

Invoice No	Check Date	Account Number	Account Name	Description	Amount
INV-2557	12/30/2019	410 016 531 10 31 02	SW-Operating Costs	Winch Kit	\$5,286.50

\$5,286.50

\$5,286.50

Vendor: Zachor and Thomas Inc PS

Check Number: 49444

Invoice No	Check Date	Account Number	Account Name	Description	Amount
19-LKS00012	12/30/2019	001 011 515 41 41 02	Ext Consult - Prosecutor Fees	Prosecution Services Dec 2019	\$11,889.09

\$11,889.09

\$11,889.09



This page left blank intentionally

BLANKET VOUCHER APPROVAL  
**2020**

Payroll Direct Deposits		
Payroll Checks		
Electronic Funds Transfers	<b>ACH</b>	
Claims	<b>49445-49469</b>	<b>\$642,110.58</b>
Void Checks		
Total Vouchers Approved:		<b>\$642,110.58</b>

**This 14th day of January 2020**

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



This page left blank intentionally



Vendor: Ace Hardware  
Check Number: 49445

Invoice No	Check Date	Account Number	Account Name	Description	Amount
65163	1/8/2020	410 016 531 10 31 02	SW-Operating Costs	PVC Adapters	\$6.47 \$6.47

Vendor: Amazon Capital Services  
Check Number: 49447

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1RDG-PMPY-PMDJ	1/8/2020	001 008 521 20 31 06	LE-Emergency Mgmt Supplies	Lanterns	\$61.02 \$61.02

Vendor: ArchiveSocial  
Check Number: 49448

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9367	1/8/2020	510 006 518 80 49 09	LR - Social Media Archive	2020 Social Media Archiving	\$2,388.00 \$2,388.00

Vendor: ASCAP  
Check Number: 49449

Invoice No	Check Date	Account Number	Account Name	Description	Amount
010120 ASCAP	1/8/2020	001 013 518 20 49 00	GG-Miscellaneous	2020 Annual ASCAP License Fee	\$363.00 \$363.00

Vendor: Assoc of Washington Cities  
Check Number: 49450

Invoice No	Check Date	Account Number	Account Name	Description	Amount
78451	1/8/2020	001 013 518 90 49 04	GG-AWC	2020 AWC City Membership	\$24,558.00
78657	1/8/2020	101 016 542 30 41 02	ST-Professional Service	2020 AWC Drug & Alcohol Consortium Membership	\$347.50
78657	1/8/2020	410 016 531 10 41 01	SW-Professional Services	2020 AWC Drug & Alcohol Consortium Membership	\$347.50

Vendor: Code Publishing Co Inc  
Check Number: 49451

Invoice No	Check Date	Account Number	Account Name	Description	Amount
65691	1/8/2020	001 003 514 20 41 00	CC-Professional Services	2020 Annual Web Hosting Fees	\$475.00 \$475.00

Vendor: Crime Stoppers of Puget Sound  
Check Number: 49452

Invoice No	Check Date	Account Number	Account Name	Description	Amount
010120 CSPS	1/8/2020	001 008 521 20 41 01	LE-Professional Serv-Fixed	2020 Crime Stoppers of Puget Sound Support	\$1,084.07 \$1,084.07

Total for Period
<b>\$642,110.58</b>

**Checks to be approved for period 01/01/2020 - 01/08/2020**

Vendor: DesignPD LLC  
Check Number: 49453

Invoice No	Check Date	Account Number	Account Name	Description	Amount
INV-2036	1/8/2020	001 008 521 20 41 01	LE-Professional Serv-Fixed	Agency360 Platform Basic Subscription	\$1,197.00
					\$1,197.00

Vendor: Dreher  
Check Number: 49454

Invoice No	Check Date	Account Number	Account Name	Description	Amount
123019 DREHER	1/8/2020	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Flight 2020 LF Empower Conf/Long Beach - J Dreher	\$204.80
					\$204.80

Vendor: Government Finance Officers Association  
Check Number: 49455

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0231003	1/8/2020	001 004 514 23 49 00	FI-Miscellaneous	2020 GFOA Membership Renewal B Stevens/J Roundy	\$250.00
					\$250.00

Vendor: Governmentjobs.com  
Check Number: 49456

Invoice No	Check Date	Account Number	Account Name	Description	Amount
INV-12298	1/8/2020	510 006 518 80 49 30	LR - NEOGOV	2020 NeoGov Subscription Fees	\$11,384.48
					\$11,384.48

Vendor: Grainger  
Check Number: 49457

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9398483488	1/8/2020	101 016 544 90 31 02	ST-Operating Cost	Ear Plugs	\$17.12
9398483488	1/8/2020	410 016 531 10 31 02	SW-Operating Costs	Ear Plugs	\$17.13

Vendor: Komatsu Financial  
Check Number: 49458

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3835796	1/8/2020	530 016 594 48 60 01	Sales Tax on Capital Lease	Capital Excavator Lease	\$4,223.90
3835796	1/8/2020	530 016 594 48 70 00	Capital Lease Principal	Capital Excavator Lease	\$45,433.24
3835796	1/8/2020	530 016 594 48 80 00	Capital Lease Interest	Capital Excavator Lease	\$1,498.97
					\$51,156.11

Vendor: Lake Stevens Chamber of Commerce  
Check Number: 49459

Invoice No	Check Date	Account Number	Account Name	Description	Amount
010120 CHAMBER	1/8/2020	001 013 518 90 49 01	GG-Chamber of Commerce	Contributions for VIC Jan 2020	\$1,500.00
					\$1,500.00

Vendor: Lexipol LLC  
Check Number: 49460

Invoice No	Check Date	Account Number	Account Name	Description	Amount
31818	1/8/2020	001 008 521 20 41 01	LE-Professional Serv-Fixed	2020 Lexipol DTB Subscription Service	\$7,017.00
					\$7,017.00

Vendor: Police Executive Research Forum  
Check Number: 49461

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1866	1/8/2020	001 008 521 20 49 00	LE-Dues & Memberships	2020 PERF Subscription J Dyer	\$200.00
					\$200.00

Vendor: Sophia M McKee  
Check Number: 49446

Invoice No	Check Date	Account Number	Account Name	Description	Amount
010720 REINDEER	1/8/2020	001 007 571 00 30 00	PL-Park & Recreation	Deposit for Reindeer Rental Winterfest 12/05/2020	\$750.00
					\$750.00

Vendor: Sound Security Inc  
Check Number: 49462

Invoice No	Check Date	Account Number	Account Name	Description	Amount
955468	1/8/2020	001 013 518 20 41 00	GG-Professional Service	Fire & Security Monitoring CH	\$571.04
					\$571.04

Vendor: Veritone Inc  
Check Number: 49463

Invoice No	Check Date	Account Number	Account Name	Description	Amount
22577	1/8/2020	001 008 521 20 41 01	LE-Professional Serv-Fixed	2020 Veritone aiWARE License Fee	\$2,400.00
					\$2,400.00

Vendor: WAPRO  
Check Number: 49464

Invoice No	Check Date	Account Number	Account Name	Description	Amount
626	1/8/2020	001 008 521 20 49 00	LE-Dues & Memberships	2020 WAPRO Membership Dues J Ubert	\$25.00
					\$25.00

Vendor: Washington Cities Insurance Authority  
Check Number: 49465

Invoice No	Check Date	Account Number	Account Name	Description	Amount
14692	1/8/2020	001 004 514 23 46 00	FI-Insurance	2020 Liability Program Assessments	\$95.33
14692	1/8/2020	001 008 521 20 46 00	LE-Insurance	2020 Liability Program Assessments	\$278,792.10
14692	1/8/2020	001 010 576 80 46 00	PK-Insurance	2020 Liability Program Assessments	\$27,363.45
14692	1/8/2020	001 013 518 20 46 00	GG-Insurance	2020 Liability Program Assessments	\$97,570.84
14692	1/8/2020	101 016 543 30 46 00	ST-Insurance	2020 Liability Program Assessments	\$63,375.39
14692	1/8/2020	410 016 531 10 46 00	SW-Insurance	2020 Liability Program Assessments	\$56,132.89
					\$523,330.00

Vendor: Washington Dept of Ecology

Check Number: 49466

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2020-WAR045523	1/8/2020	410 016 531 10 41 08	SW-DOE Annual Permit	Muni Stormwater Phase 2 Permit Fee FY2020	\$12,193.34
					\$12,193.34

Vendor: Washington Public Treasurers Association (WPTA)

Check Number: 49467

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20-77856	1/8/2020	001 004 514 23 49 00	FI-Miscellaneous	2020 WPTA Membership Dues - B Stevens	\$40.00
					\$40.00

Vendor: Wells

Check Number: 49468

Invoice No	Check Date	Account Number	Account Name	Description	Amount
010620 WELLS	1/8/2020	001 008 521 20 43 00	LE-Travel & Per Diem	PerDiem - Meals VirTra Instructor/Burien - Wells	\$152.00
					\$152.00

Vendor: WFOA

Check Number: 49469

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20-63937885	1/8/2020	001 004 514 23 49 00	FI-Miscellaneous	2020 WFOA Membership - B Stevens	\$75.00
					\$75.00

**CITY OF LAKE STEVENS  
CITY COUNCIL – ARTS COMMISSION – PARKS BOARD JOINT MEETING MINUTES**

Tuesday, December 10, 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 Gary Petershagen, Kim Daughtry, Kurt Hilt, Todd Welch, Rauchel McDaniel and Marcus Tageant

ELECTED OFFICIALS ABSENT: Councilmember Brett Gailey

ARTS COMMISSIONERS PRESENT: Jim Haugen, Kate MacKenzie, Daniel Johnson, Linda Ehmen, Laura Katz

ART COMMISSIONERS ABSENT: Bridget Scott

PARKS BOARD MEMBERS PRESENT: Chris Jones, Terry Van Wyck, Tina Decker, Carl Johnson, Roger Schollenberg, Marlene Sweet, Susan Green

PARKS BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Community Development Director Russ Wright, City Clerk Kathy Pugh, Deputy City Clerk Adri Crim, Parks Planning & Development Coordinator Jill Meis

OTHERS:

---

Mayor Spencer called the meeting to order and introductions were made.

Parks Coordinator Jill Meis introduced herself.

**Arts Commission 2019 Accomplishments:** Coordinator Meis said the summer programming was very successful this year with Yoga in the Park, Music in the Park, Movies in the Park, and Theater in the Park. She said the Arts Commission reviewed all the entries for the Gisella Hinchcliffe Art Award to present to a local student and volunteered at Winterfest. Coordinator Meis commented there are new members on the Commission and Linda Ehmen is the current Chair.

**Parks Board 2019 Accomplishments:** Coordinator Meis said the Parks Board had a busy year. The Board had several meetings where they discussed the parks chapter of the Comprehensive Plan update and park design throughout the community. Eagle Scouts presented their project proposals to the Board and they offered input and approval of projects. Coordinator Meis said the Board's current chair is Tina Decker.

Coordinator Meis said both the Parks Board and Arts Commission put in countless hours of volunteer work for events in the community all year.

**2020 Arts Commission Work Program:** Chair Linda Ehmen introduced new members of the Commission and said they are all professional people who are helping to hone the language and programs to be presented next year. Chair Ehmen said the Commission plans on keeping the same programs running in the next year as they did in 2019. She mentioned they are working with the City to develop a display for the new Pavilion to include historical photographs and sourced history about Lake Stevens. Chair Ehmen said the Arts and Parks Foundation has a new art award this year and she reviewed the criteria for the award. She then presented the Council with the 2019 winning poster.

The new Arts Commissioners introduced themselves: Jim Haugen, Daniel Johnson, Laura Katz, and Kate MacKenzie.

Councilmember McDaniel thanked all the Commissioners and Board members for volunteering their time as it has been a great contribution to the community.

Councilmember Tageant said the concert series is a great program.

Councilmember Daughtry said Music in the Park was fun and is looking forward to it next year.

Mayor Spencer asked if the Arts Commission is working with the Historical Society for the display at the Pavilion. Chair Ehmen said they are partnering with the Historical Society as well as the Everett Library and other historical associations, to acquire historical images of resorts and buildings that used to be in Lake Stevens. She said the Historical Society is helping to provide connections and proofing the copies and providing the history behind the photos for better context.

Councilmember Welch asked the new Commissioners what they think of being on the commission and if there is more they would like to do.

Commissioners Katz said she likes being on the commission. She said she volunteered at Winterfest, which was a great event.

Commissioner Johnson said he is enjoying being on the Commission. He said this is a learning experience for him and he is happy with all the activities, the camaraderie, and the community involvement.

**2020 Parks Board Work Program:** Chair Tina Decker, noted the whole board is in attendance. She said there is over 50 years of combined service on the Parks Board which is a lot of knowledge. She said the 2020 work program has ongoing projects which is typical when trying to make the program more robust. She then reviewed some of the items on the work program for 2020. Chair Decker said they are working on partnering with different organizations such as the County and Rotary to ensure everyone is on same page as we grow our park system.

Chair Decker said an Art & Park coordination team has been created with 2 members from the Arts Commission and 2 members from the Parks Board to collaborate for events throughout the year. She said the coordination team is a great way to figure out how the two boards impact each other and what they can each bring back to their respective boards for additional input.

Chair Decker added there are numerous things happening in the Parks and Recreation program such as North Cove Park, the Pavilion, and the Skate Park. She then reviewed items the Parks Board would like to accomplish in the next year. She also said the Arts & Parks Foundation, which has two members from Arts Commission and three members from Parks Board, have been working together to identify different ways to fund parks needs throughout the community.

Councilmember Tageant asked the Board how things have been with the addition of the Parks Coordinator position. Chair Decker said it has been fantastic to have Coordinator Meis. She said another thing to be considered is creating a Parks and Recreation Department so the City can have a working parks system, as well as a working recreation program.

Councilmember Daughtry said the Council has been discussing creating a Parks and Recreation department.

Councilmember Welch asked if board and commission members feel Council is coordinating and communicating better. Responding to Councilmember Welch, Board Member Schollenberg said communication has improved, but things are moving very fast and the Board wants to continue to be kept in the loop.

Board Member Jones said having Jim Haugen and Coordinator Meis has made a huge difference. He said something he recently noticed is that there has been a councilmember at almost every meeting which is important as it shows their voice is being heard.

Board Member Johnson said there have been big changes in last four years. He added it was nice to have Winterfest off street.

Councilmember Tageant said there has been great emphasis on parks in the last two years and Director Durpos has been a great advocate for parks. He also said it has been nice to see the parks department start to evolve.

Chair Decker said they are grateful for the push from Council and the Mayor for the parks program to include not only physical parks but also trails, the boat launch, etc. as a whole system.

Mayor Spencer said the Council appreciates the work from all the commission and board members. He added it has been nice to have board and commission members who are hands on when it comes to creating and doing activities for the community. Mayor Spencer said Wyatt Park is coming into the City sometime after the first of the year.

**Adjourn:** There being no further business the meeting was adjourned at 6:24 p.m.

---

John Spencer, Mayor

---

Kathy Pugh, City Clerk

---

Parks Board

---

Arts Commission



This page left blank intentionally

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

Tuesday, December 10, 2019

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

CALL TO ORDER: 7:30 p.m. by Mayor John Spencer

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

ELECTED OFFICIALS ABSENT: None

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Community Development Director Russ Wright, Public Works Director Eric Durpos, Police Chief John Dyer, Commander Jeff Beazizo, Commander Ron Brooks, Interim Human Resources Director/Risk Manager Julie Good, City Clerk Kathy Pugh, City Attorney Greg Rubstello, Deputy City Clerk Adri Crim, Senior Engineer Grace Kane, Senior Planner Melissa Place, Capital Projects Coordinator Aaron Halverson, Surface Water Management Coordinator Leah Everett

OTHERS:

---

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

**Roll Call:** All present.

**Executive Session:** At 7:31 p.m. Mayor Spencer announced an executive session to last for 5 minutes regarding potential litigation, with no action to follow.

The regular meeting of the City Council reconvened at 7:37 p.m.

**Approval of Agenda:** Mayor Spencer commented on the Comprehensive Plan adopted on December 10<sup>th</sup> that calls for adoption of multi-family residential in the waterfront area, and this has raised a lot of questions. He requested Council add an agenda item to request a motion with a recommendation addressing these concerns and essentially delaying implementation of that goal in the Comprehensive Plan to allow time to study the goal and how it could be implemented, if at all.

In response to Councilmember McDaniel's question, Mayor Spencer said he is requesting this be added to the 2020 docket.

Council President Petershagen added there will be an executive session to review the applicants who have submitted for the Council vacancy created by Councilmember Gailey's resignation.

Moved by Councilmember Welch, seconded by Councilmember Gailey, to approve the agenda with the noted changes. On vote the motion carried (7-0-0-0).

**Citizen Comments:**

Brad Nysether, 525 E. Davies Loop Road, Lake Stevens, has lived adjacent to the lake for approximately 35 years, and was unaware of the proposed changes to the Comprehensive Plan; he is disappointed in the language that was used. Mr. Nysether opposes uncontrolled growth and asked that Council reopen discussions on the Comprehensive Plan.

Rich Metzner, 10404 Sandy Beach Drive, Lake Stevens, brought a petition with about 340 signatures to reconsider the Comprehensive Plan ordinance. Mr. Metzner appreciated Mayor Spencer's comments and Council's time on this, and said his concern is the language regarding multi-family in the waterfront zone, but there are inconsistencies in the plan as adopted. Mr. Metzner requested the process be slowed down and revisited to identify specific areas where this zoning would be allowed.

Darrell Moore, 12111 32<sup>nd</sup> Street NE, Lake Stevens, commented on the language in the Comprehensive Plan regarding multi-family in the shoreline zone and suggested either the idea be tabled or it be studied to ensure it is what was intended.

Charles Whipple, 10325 Sandy Beach Drive, Lake Stevens, is concerned about waterfront condos and preserving the quality of the lake and community. He encouraged the City needs to move forward with foresight and control.

Sally Jo Sebring, 1023 99<sup>th</sup> Avenue SE, Lake Stevens, believes that admitting mistakes is a good thing. She has not seen this happen in this city and said some decisions were made with no notice.

Dick Todd, 99<sup>th</sup> Avenue SE, Lake Stevens, discussed the Appearance of Fairness Doctrine, referencing the Comprehensive Plan adoption on December 10<sup>th</sup> and the rezoning of a specific property that was inserted into the plan known as 20<sup>th</sup> Point LLC, saying it represents a move to benefit a single council member and asked how this action could be taken against staff's recommendation.

**Council Business:**

- Councilmember Daughtry: Winterfest.
- Councilmember Petershagen: Meeting regarding facilities use at Pavilion.
- Councilmember McDaniel: Biscuit & Bean.
- Councilmember Gailey: Winterfest, Pavilion.
- Councilmember Tageant: Winterfest.

**Mayor's Business:** No report.

**City Department Report:**

- City Administrator Gene Brazel: Senior Center.

**Consent Agenda:**

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

- A. 2019 Vouchers [Payroll Direct Deposits of \$262,566.15, Payroll Check Nos. 49170-49171 totaling \$3,276.86, Electronic Funds Transfers (ACH) of \$163,991.19, Claims Check Nos. 49173-49238 totaling \$1,317,967.68, Total Vouchers Approved: \$1,747,801.88];
- B. City Council Workshop Minutes of November 19, 2019;
- C. City Council Regular Minutes of November 26, 2019;
- D. Interlocal Agreement with Arlington re Social Worker Grant;
- E. Amendment to Professional Services Agreement with Feldman and Lee re Public Defense Social Services Program;
- F. Amendment to Public Defender Agreement with Feldman and Lee;
- G. Interlocal Agreement with Snohomish County re Lake Management;
- H. Agreement with WSDOT re SR9 & 24<sup>th</sup> Roundabout;
- I. Amendment to Contract with Perteet re 20<sup>th</sup> Street SE Design;
- J. Everett Housing Authority:
  - Resolution 2019-20 Authorizing Everett Housing Authority to Operate in Lake Stevens;
  - Resolution 2019-21 Authorizing Everett Housing Authority to Operate in Lake Stevens re Hawkins House.

On vote the motion carried (7-0-0-0).

Mayor Spencer then noted that Tina Decker is present and is being reappointed to the Parks Board for a term beginning January 1, 2020 through December 31, 2023; he then administered the Oath of Office to her.

**Public Hearing:**

**Costco Development Agreement:** Mayor Spencer said this is a continued public hearing from December 10, 2019 on the Development Agreement and reviewed the steps of the public hearing. He re-opened the public hearing and asked Council if they wish to re-open the public comment portion of the hearing.

Councilmember Tageant recused himself from the meeting and left the room.

**MOTION:** Moved by Councilmember Petershagen, seconded by Councilmember Gailey, to reopen the public comment portion of the hearing for comments that specifically address the development agreement, and that only those who have not spoken previously or who have not submitted written comments speak. On vote the motion carried (6-0-1-0) with Councilmember Tageant having recused himself and left the room.

Director Wright presented the staff report and briefly reviewed the history of this Development Agreement, including that the terms of the agreement were shared with the Council at the last Council meeting and that it is a contract between the City of Lake Stevens and Costco. He reminded this is an implementation of a process that was begun in 2012 when the Council adopted a growth strategy for the area, including the adoption of subarea plans, and added this is a legislative action.

Director Wright then reviewed the changes that were made to the development agreement since Council's review at the November 26<sup>th</sup> public hearing, including noting that additional written

comments received since that meeting have been provided to Council and some modifications have been made to the Development Agreement based on those comments, primarily directed to mitigation strategies. Director Wright then invited questions of Council.

Councilmember Petershagen asked if a development agreement is a normal course of business for projects this size and Director Wright responded that it is.

Mayor Spencer then invited public comment.

William Ryan, 1429 Avenue D, Snohomish, said he grew up on this property and he does not support putting a Costco on this piece of property. He added that he believes the City destroyed his family home based on a previous land trade.

Earl Gray, 2505 Meadow Drive, Lake Stevens, commented that Costco expressed their project is really about relief from existing Costco stores, and the purpose of the GMA is to concentrate growth to avoid urban sprawl. Lake Stevens is experiencing growth and Costco is a result of that growth. Mr. Gray commented it is really a Costco or something else, and Costco is a good neighbor, partner and employer.

Albert Lansing, 10610 20<sup>th</sup> Street, SE, Lake Stevens, is concerned about increased growth and traffic impacts that will result from Costco being located at the proposed site. He suggested all access should be from Highway 9 and keep 20<sup>th</sup> SE available to other businesses and residents. He then proposed a joined roundabout to facilitate traffic both entering the retail store and the gas station.

Nick Rodriguez, 7920 Vernon Road, Lake Stevens, commented that Costco's infrastructure allows it to minimize traffic through design. He believes growth will continue to happen with or without Costco, and Costco will provide jobs and revenue. He does not believe traffic is the biggest concern and encouraged it is time for the community to embrace Costco.

Doug Crawford, 10007 – 38<sup>th</sup> Place SE, Lake Stevens, shared a drawing of how the roundabout will affect traffic on SR 9 with or without Costco. He is concerned people accessing Costco will constrict 20<sup>th</sup> Street SE and Highway 9 and suggested a different retailer that does not draw a high traffic volume all of the time.

Josh DeWinter, 2511 121<sup>st</sup> Avenue SE, represents approximately 100 homeowners in the White Oaks neighborhood. The neighborhood is about 75% opposed to the Costco. They believe that if the development is not allowed the growth will slow down. Neighborhood concerns include increased traffic, noise and light pollution, and the impacts to animal habitat. His group does not care about possible tax revenue.

Mak Khadair, 10510 33<sup>rd</sup> Street SE, Lake Stevens, supports Costco coming to this community and believes it will be more efficient for the community to have a Costco; he noted Lake Stevens is currently limited in services.

Mike Fear, 820 99<sup>th</sup> Avenue SE, Lake Stevens, said he is not pro or anti Costco, but he does not support the location. Mr. Fear mentioned the difficulties of the waterline and other infrastructure, and said he is also concerned about traffic volumes. Mr. Fear is also concerned about a possible conflict of interest of one Councilmember and the potential cost of this development to the taxpayers of Lake Stevens. He encouraged the City proceed with caution.

Mayor Spencer clarified that Councilmember Tageant has recused himself for all Costco discussions including related property transactions and the Development Agreement.

Dan Meyers, 3313 – 127<sup>th</sup> Avenue NE, Lake Stevens, spoke last week in favor Costco. He suggested the Development Agreement could have been an advisory vote on the ballot and requested this vote be delayed so the next administration can make the determination. Mr. Meyers does not believe delay will affect the outcome, but it will make a difference to the citizens.

Doug Turner, 3201 South Lake Stevens Road, Lake Stevens, is concerned the UGA buffer requirements are being ignored and other maintenance services are not being provided; he also commented the proposed site is wetlands and does not need to be developed.

Pam Somers, 2411 118<sup>th</sup> Drive NE, Lake Stevens, spoke in favor of Costco; she believes Costco is a good partner and employer. Ms. Somers acknowledged the hard work that has gone into this and the angst about traffic, but she has faith in the work the Council has done.

Tina Decker, 11 79<sup>th</sup> Drive SE, Lake Stevens, supports this Costco. She is tired of driving out of the area to shop at Costco and is grateful to the Council for their vision to bring this company into the community; she is not concerned about the traffic based on the hours that Costco is open.

Christopher Rich, 1109 Vernon Road, Lake Stevens, supports Costco coming to Lake Stevens. He believes the sales tax revenue will build infrastructure and provide jobs. He commented Costco is a strong anchor business that brings in other businesses. Mr. Rich hopes that opposition to this project does not discourage city leaders from leading with clarity and vision to the benefit of the entire city.

There being no further public comment, Mayor Spencer closed the public comment portion of the hearing.

**MOTION:** Moved by Councilmember Gailey seconded by Councilmember Welch, to extend the meeting to 10:00 p.m. On vote the motion carried (6-0-1-0) with Councilmember Tageant having recused himself and absent from the room.

Mayor Spencer invited comments and questions by Council.

Councilmember Petershagen commented that as he looks at the maps there is a good 200 feet of separation from the project to the waterline. Director Wright confirmed there is a 300-foot separation as well as a vertical separation of approximately 20 feet.

Councilmember Petershagen commented the Development Agreement is a bookend that starts the process and provides certainty to that process for both Costco and the City; he clarified that numerous permits need to be obtained before the project can be removed. Director Wright confirmed this is correct, including required state and local permits.

Councilmember Petershagen then asked about Exhibit E setting out the percentage of costs the City will be responsible for. Mayor Spencer responded percentages of costs are provided rather than a break down cost of each item because once all of the permit processes are completed, City portions of the project will go to bid and if estimated costs are provided that will affect the bid process. Mayor Spencer added that between associated City-owned property sales to

Costco and mitigations paid by Costco to the City, the City will be approximately 50% cost neutral on the total amount estimated to be paid by the City. The other portion of City costs will be paid through Real Estate Excise Taxes the City is already receiving, and this development will not exhaust that funding resource. He added that sales tax revenue generated by Costco will be available in the City's general fund for repair and maintenance of existing roadways and sidewalks, as well as construction of new public infrastructure. The infrastructure that will be put in place by the City in connection with the construction of Costco will serve the general public's need and is not particular to this specific development.

Responding to Councilmember Daughtry's question regarding comment letters submitted by the Tulalip Tribes and Department of Ecology, Mayor Spencer said these letters relate to mitigation and have the same goal in mind but different ways to get there. The Army Corps of Engineers will also be part of this discussion, and the City will work with these agencies to find a mutually agreeable resolution. Mayor Spencer added permitting conditions will have to be met.

Councilmember Daughtry commented this is the vision in the 2010-2012 subarea plan that the City has been working on for 10 years. He noted Lake Stevens is very close to becoming the fourth largest city in Snohomish County and all legal requirements have been met; he supports this project as it will help with the City's economic development.

**MOTION:** Moved by Councilmember Welch, seconded by Councilmember McDaniel, to close the public hearing. On vote the motion carried (6-0-1-0) with Councilmember Tageant not present, having recused himself and absent from the room.

**MOTION:** Moved by Councilmember Welch, seconded by Councilmember Daughtry, to approve Resolution 2019-17.

City Attorney Rubstello requested with approval that Council authorize the Mayor to execute the agreement substantially in the form presented this evening, saying this will allow for a little bit of massage to the language, particularly as it relates to offsite mitigation provisions. This will allow some flexibility in those offsite mitigations, as other agencies offer their input. These types of changes will not substantively change the agreement but will allow the City to work with Costco.

**MOTION:** Councilmember Welch amended his motion to coincide with the City Attorney's language regarding allowing the Mayor to execute the agreement substantially in the form presented, but allowing some flexibility to the language, particularly as it relates to offsite mitigation provisions.

Councilmember Welch complimented the City staff for the work in putting this Development Agreement together while at the same time continuing the work of running the City.

**VOTE:** On vote the motion carried (6-0-1-0) with Councilmember Tageant not present, having recused himself and absent from the room.

Councilmember Tageant rejoined the meeting at 9:07 p.m.

**Action Items:**

**Interlocal Agreement with Everett re Waterline:** Director Wright presented the staff report and summarized the City of Lake Stevens and the City of Everett have been negotiating the terms of an agreement to extend 91<sup>st</sup> Avenue SE between 20<sup>th</sup> Street SE and 24<sup>th</sup> Street SE

which crosses the Everett Waterline corridor. The agreement sets the terms for cost sharing and design as it relates to the replacement of the waterline in this area. Staff has reviewed the agreement three times with Council, most recently during the December 3, 2019 workshop and received direction to bring this forward tonight. He then invited questions from Council and there were none.

**MOTION:** Moved by Councilmember Welch, seconded by Councilmember Hilt, to authorize the Mayor to execute the ILA and negotiate any final changes with the City of Everett.

Councilmember Petershagen complimented staff on their hard work on this agreement.

**VOTE:** On vote the motion carried (7-0-0-0).

**Easement with PUD re Transformer at Pavilion Site:** Public Works Director Durpos presented the staff report and explained PUD needs to relocate a transformer in North Cove Park to serve the City's new Pavilion building. The Distribution Easement agreement provides PUD with the property rights necessary to relocate and maintain the transformer.

**MOTION:** Moved by Councilmember Daughtry, seconded by Councilmember Welch, to authorize the Mayor to sign the Distribution Easement granting Snohomish County Public Utility District (PUD) an easement to locate and maintain a transformer in North Cove Park. On vote the motion carried (7-0-0-0).

**Comprehensive Plan – Multi-Family Density in Waterfront Residential:** Mayor Spencer reviewed the requested action to move consideration of multi-family density in Waterfront Residential zones to 2020.

Director Wright briefly reviewed the Comprehensive Plan and Zoning Code process and goals and the history of looking at waterfront residential. Director Wright said the infill development code provisions do have some multi-family draft language for Waterfront Residential and suggested the section of the infill development code dealing specifically with the implementation of this particular Comprehensive Plan provision can be separated and discussed as part of the Zoning Code standards. This could include a long-range work plan and task force at Council's direction. He added Council could reopen the Comprehensive Plan entirely, or push this discussion out to a later date.

Responding to Councilmember Daughtry's question, Director Wright clarified the Comprehensive Plan can only be opened once a year, so consideration of this would need to be part of the 2020 docket.

Councilmember McDaniel clarified to reopen this discussion as part of the Comprehensive Plan that a 2020 docket request would need to be made. She then reviewed the history of this discussion beginning in 2015. She believes Council has completed its due diligence and did a good job of having density at four units per acre.

Councilmember Petershagen requested Council docket this for 2020.

Mayor Spencer clarified that Council is requesting that the item in the Comprehensive Plan dealing with higher density in Waterfront Residential and discussions regarding zoning on the same topic be docketed for 2020.

Councilmember McDaniel requested this not become a discussion of road-divided properties.

City Attorney Rubstello explained that nothing will happen with this until development regulations are studied, adopted and implemented. He added this language could be modified at that time if necessary, and this would occur in the regular course of review by the Planning Commission and Council.

**MOTION:** Moved by Councilmember Petershagen, seconded by Councilmember Gailey, to approach development standards for waterfront residential and comprehensive plan provisions for multi-family shoreline residential simultaneously. On vote the motion carried (7-0-0-0).

**Discussion Items:** Councilmember Daughtry thanked the staff for their hard work in 2019.

**Executive Session:** Mayor Spencer said the City has received 15 letters of interest for the upcoming vacancy of Council Position No. 6 and will move to executive session at 9:24 p.m. for 30 minutes to review and narrow the candidate field to 6 applicants as provided for in the Council Rules of Procedure and RCW 42.30.110(h), with action to follow.

Councilmembers Gailey, McDaniel and Hilt recused themselves and did not participate in the executive session.

The regular meeting of the City Council reconvened at 9:48 p.m.

**MOTION:** Moved by Councilmember Welch, seconded by Councilmember Petershagen, to interview Carolyn Bennett, Joyce Copley, Steve Ewing, Michele Hampton, Kurt Hilt and Rauchel McDaniel for Council Position 6 which is being vacated by Councilmember Gailey effective at 11:59 p.m. on December 16, 2019. On vote the motion carried (4-0-3-0), with Councilmembers Gailey, McDaniel and Hilt having recused themselves.

**Adjourn:**

Moved by Councilmember Welch, seconded by Councilmember Petershagen, to adjourn the meeting at 9:50 p.m. On vote the motion carried (7-0-0-0).

---

John Spencer, Mayor

---

Kathy Pugh, City Clerk

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

Tuesday, December 17, 2019

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

CALL TO ORDER: 3:25 p.m. by Mayor John Spencer

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

ELECTED OFFICIALS ABSENT: Councilmember Kurt Hilt and Rauchel McDaniel

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director Barb Stevens, Community Development Director Russ Wright, Public Works Director Eric Durpos, Police Chief John Dyer, Interim Human Resources Director/Risk Manager Julie Good, City Clerk Kathy Pugh,

OTHERS:

---

**Roll Call:** Mayor Spencer noted for the record that Councilmembers Hilt and McDaniel are not present as they both applied for the vacant Council Position 6, and Mayor-elect Gailey is not present as he vacated Council Position 6 in order to allow remaining Councilmembers to move forward with filling the vacancy created as a result of the election.

**Council Vacancy:** Mayor Spencer explained that the purpose of this meeting is to interview candidates for the vacant Council Position No. 6. He noted that 15 applications were received for the vacancy and that the field of candidates was narrowed to six by the Councilmembers in attendance this afternoon. Since that time, Councilmember Hilt has withdrawn his letter of interest. Mayor Spencer said each candidate will be asked the same set of six questions. Following the interviews, Council will convene into Executive Session to discuss the qualifications of the candidates. The meeting will then be reconvened and nominations to fill the vacancy will be taken.

**Approval of Agenda:** Motion by Councilmember Welch, seconded by Councilmember Daughtry, to approve the agenda. On vote the motion carried (4-0-0-2).

Interviews began at 3:30 p.m. with interviews of the following candidates: Steve Ewing, Rauchel McDaniel, Carolyn Bennett, Joyce Copley and Michele Hampton. There were brief recesses between interviews to allow for candidates to arrive at their scheduled interview times.

**Executive Session:** The Council moved into executive session at 4:59 p.m. to consider the qualifications of the candidates.

**Special Meeting Reconvened:**

The Special Meeting reconvened at 5:50 p.m.

**NOMINATION:** Councilmember Petershagen nominated Steve Ewing to fill the vacant Council Position 6. The nomination was seconded by Councilmember Welch. On vote the motion carried (4-0-0-2).

Councilmember Welch thanked everyone who applied for the

Councilmember Petershagen thanked everyone for their interest and encouraged that everyone stay involved in the community.

**Adjourn:**

Moved by Councilmember Welch, seconded by Councilmember Petershagen, to adjourn the meeting at 5:53 p.m. On vote the motion carried (4-0-0-2).

---

John Spencer, Mayor

---

Kathy Pugh, City Clerk

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

Tuesday, December 17, 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 Gary Petershagen, Kim Daughtry, Todd Welch, Rauchel McDaniel, and Marcus Tageant

ELECTED OFFICIALS ABSENT: Councilmember Kurt Hilt

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director Barb Stevens, Community Development Director Russ Wright, Public Works Director Eric Durpos, Police Chief John Dyer, Interim Human Resources Director/Risk Manager Julie Good, City Clerk Kathy Pugh, City Attorney Greg Rubstello, Deputy City Clerk Adri Crim, Parks Planning and Development Coordinator Jill Meis

OTHERS: Mayor Elect Brett Gailey, Councilmembers Elect Shawn Fredrick, Mary Dickinson, and Anji Jorstad, newly appointed Councilmember Steve Ewing, Representatives John Lovick and Jared Mead, Snohomish County Councilmember Sam Low

---

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

**Roll Call:** Mayor Spencer noted Councilmember Hilt is absent and that Councilmember Gailey resigned his position.

**MOTION:** Moved by Councilmember Welch, seconded by Councilmember Tageant, to excuse Councilmember Hilt from the meeting. On vote the motion carried (5-0-0-1).

**Approval of Agenda:** Council President Petershagen said Mayor Spencer requested Mayor's Business be moved to the end of the agenda, and he is requesting Council Business be moved to the end of the agenda.

**MOTION:** Moved by Councilmember Daughtry, seconded by Councilmember Welch, to approve the agenda with the noted changes. On vote the motion carried (5-0-0-1). Mayor/Council business moved to end of agenda

**Oath of Office:** City Clerk Pugh administered the Office of Office to Incoming Mayor Brett Gailey.

City Clerk Pugh administered the Oath of Office to newly appointed Councilmember Steve Ewing and Councilmembers-elect Shawn Frederick, Anji Jorstad and Mary Dickinson.'

Councilmember Ewing took his seat at the dais following taking his Oath of Office. Mayor Spencer then offered his congratulations to the new Mayor and City Councilmembers.

**Citizen Comments:**

Sam Low, 11002 UCT Loop Road, Lake Stevens, said he is here as a private citizen this evening. He first thanked Mayor Spencer for his twelve years of service to the citizens of Lake Stevens and said he has enjoyed working with Mayor Spencer over the years. Mr. Low complimented him for his full-time service as Mayor and reviewed his many accomplishments including tearing down the old City Hall, redevelopment of North Cove Park, South Lake Stevens Road, and the Rotary Skate Park at Cavelero Park. Mr. Low also thanked Councilmembers McDaniel, Welch and Hilt for their service on the City Council, and then welcomed the new Councilmembers and incoming Mayor Gailey.

Matt Tabor, Managing Director for the Lake Stevens Chamber of Commerce, 9502 – 17<sup>th</sup> Place NE, Lake Stevens, thanked Mayor Spencer and Councilmembers for their service to the city and for all of their hard work. Mr. Tabor then said he is looking forward to the contributions and hard work that will be put in by incoming Mayor Gailey and incoming Councilmembers and said that the Chamber is looking forward to a continued a partnership with City.

**Guest Business:** Laurie Westover with Rotary of Lake Stevens presented to the City of Lake Stevens a \$10,000 donation for the Frontier Heights Park. Jim Haugen added that these funds include \$5200 from a Rotary community fund raiser and additional matching funds from Rotary.

**City Department Report:**

- City Administrator Gene Brazel: Interviews for Human Resources Director.
- Community Development Director Russ Wright: Building Official update, working on yearend report.
- Commander Jeff Beazizo: Accreditation, reminded everyone to be safe during holiday season.
- Finance Director Barb Stevens: Yearend and 2020 budget.

**Consent Agenda:**

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

- A. 2019 Vouchers [Payroll Direct Deposits of \$223,464.01, Payroll Check No. 49239-49240 totaling \$3,284.65, Claims Check Nos. 49241-49304 totaling \$808,102.35, Total Vouchers Approved: \$1,034,851.01]
- B. City Council Workshop Minutes of December 3, 2019
- C. Resolution 2019-23 Accepting Donation from Lake Stevens Rotary
- D. Catherine Creek Park Lease Agreement
- E. Ordinance 1078 Amending LSMC 2.29 and 2.56 re Arts Commission and Parks Planning Board
- F. Interlocal Agreement with Snohomish County re Wyatt Park Transfer
- G. Reaffirm Adoption of Resolution 2019-17 re Costco Development Agreement
- H. Lease Agreement with State of Washington re Office Space for Senator Hobbs

On vote the motion carried (5-0-1-1) with Councilmember Tageant abstaining and Councilmember Hilt absent.

**Discussion Items:**

**Land Use Code Updates:** Director Wright briefly reviewed the highlights of the code updates that have been worked on over the last year including how to address the “missing middle” and strategies for addressing more affordable housing, and looking at the zoning code as a whole and addressing areas that need adjustment. Director Wright anticipated these updates will be before the Planning Commission and City Council in the early part of 2020. Part 1 is a code clean up, including different types of subdivisions being moved into one area of the code. Also in this part of the review, is a look at what tools have been and have not been effective as far as development types, as well as development incentives in light of the dwindling land supply. Also under consideration is a tiered development strategy to provide diversity in neighborhoods.

Director Wright said that Part 2 consists of an effort to update terms for classification strategy to be less subjective and more objective. A lot of this has been worked through with the Land Use Advisory Committee. This also includes an effort to clean up, simplify and provide clarity in the code language.

Turning to Part 3 Director Wright said this effort is to address the missing middle strategy. He commented the City received a \$30,000 grant for staff time to work on code amendments to provide diverse neighborhoods and utilize underutilized areas by allowing smaller lots, density bonuses and other development incentives that will make it easier to develop smaller lots.

Responding to Councilmember Daughtry’s question, Director Wright said the subdivision code amendments will be brought forward. Parts 2 and 3 are separated into independent actions, so all three parts will be brought forward as three separate actions.

**Council Business:**

- Councilmember Daughtry: Thanked Councilmembers Welch and McDaniel for their work on the Council; City holiday party; Solid Waste Advisory Committee.
- Councilmember Petershagen: Sewer District, thanked outgoing Councilmembers and welcomed incoming Councilmembers.
- Councilmember McDaniel: Thanked staff and congratulated incoming Mayor Brett Gailey.
- Councilmember Welch: Said it has been an honor to serve this Council and City for 8 years.
- Councilmember Tageant: City holiday party.

**Mayor’s Business:**

Mayor Spencer said he wanted to introduce some levity to the evening and presented small gifts to Councilmembers representative of their Council personas.

**Executive Session:** None.

**Adjourn:**

Moved by Councilmember Daughtry seconded by Councilmember Welch, to adjourn the meeting at 7:43 p.m. On vote the motion carried (5-0-0-1).

---

John Spencer, Mayor

---

Kathy Pugh, City Clerk

DRAFT



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**

**Date:** January 14, 2020

**Subject:** Arts Commission and Parks Board 2020 Work Programs

**Contact** Jill Meis, Parks Planning & Development  
**Person/Department:** Coordinator; Kathy Pugh, City Clerk **Budget Impact:** N/A

---

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Approve the 2020 Work Programs for the Arts Commission and the Parks Board.

**SUMMARY/BACKGROUND:** On December 10, 2019 the City Council, Arts Commission and Parks Board met jointly. At that time both the Arts Commission and Parks Board shared their 2019 accomplishments and their draft work programs for 2020. Following discussion by the Council with the Commission and Board, there was consensus by Council to move forward with the proposed work plans. At this time it is appropriate for the Council to formally approve the Arts Commission and Parks Board 2020 work plans that were previously reviewed and discussed.

---

**APPLICABLE CITY POLICIES:**

---

**BUDGET IMPACT:**

---

**ATTACHMENTS:**

- Exhibit A: Arts Commission Work Plan
- Exhibit B: Parks Board Work Plan

## EXHIBIT A

### ARTS COMMISSION 2020 WORK PROGRAM

#### PAVILION / NORTH COVE PARK

- Continue working with Historical Society and city staff to finalize story boards for inclusion in Pavilion
- Continue working with city staff on art concepts for inclusion in North Cove Park
- Veterans War Memorial

#### SPRING EVENTS

- Explore a spring musical event roughly coordinated with opening of the Pavilion (March-April)

#### SUMMER PROGRAMMING 2020:

##### **MUSIC BY THE LAKE –LUNDEEN PARK:**

Dates finalized for July 12 and August 2, 2020 (11/12/2019)

- 1/8/2020 Finalize Themes
- 2/12/2020 Finalize Band Selections and Advise Everett Herald for Inclusion in Summer Programming Magazine
- 2/12/2020 Begin identifying and contacting possible sponsors
- 3/11/2020 Contract Bands; Develop Marketing
- 4/8/2020: Determine Staging & Tent Needs; Finalize sound system arrangements; Submit Permit Applications (including containing all information regarding concurrent activities/vendors)
- 5/14/2020 Apply to Council for beer/wine permission
- 6/15/2020 Begin distribution of promotional materials

##### **MOVIES IN THE PARK – LUNDEEN PARK:**

Dates finalized for August 14 and August 28, 2020 (11/12/2019)

- 2/12/2020 Reserve dates with Marysville; begin identifying and contacting possible sponsors; provide information for inclusion in Everett Herald Spring magazine
- 3/11/2019: Select Movies & Advise Everett Herald of Movie Dates/Titles for inclusion in spring magazine
- 4/15/2019: Renew or Enter into ILA with Marysville for movie projection; finalize promotions and advertising; Submit permit applications (including identifying concurrent activities/vendors)
- 7/8/2019: Begin distribution of promotional materials

##### **THEATER IN THE PARK – EAGLE RIDGE PARK:**

Dates finalized for August 16 and August 30, 2020 (11/12/2019)

- 1/8/2020 Reach out to Theater Groups

- 2/12/2020 Finalize Theater Group(s) and select plays; provide information for inclusion in Everett Herald Spring magazine
- 3/11/2020 Develop promotional materials; identify and contact possible sponsors; submit permit applications (including identifying concurrent activities/vendors)
- 6/10/2020 Finalize promotional material
- 7/15/2020 Begin distribution of promotional materials

**OTHER EVENTS/ACTIVITIES THAT MAY BE ADDED IN:**

- Harvest Fest
- Winterfest

**2020 BLOOMBERG PHILANTHROPICS ASPHALT ART INITIATIVE:**

Explore the feasibility of applying for these grant funds and how these could be utilized if awarded.

**GISELLA HINCHCLIFFE MEMORIAL AWARD:**

This has been turned over to the Arts and Parks Foundation. Lake Stevens Arts Commission anticipates being asked to review and rate submittals and make a recommendation to the Arts and Parks Foundation. The Arts and Parks Foundation will then make the final award.



## EXHIBIT B

## 2020 PARK BOARD WORK PROGRAM

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

## 2020 PARK BOARD WORK PROGRAM



<b>PARK / PROJECT DESIGN</b>			
1. <b>Trail Master Plan</b> (carryover)	Review and provide feedback on final plan.	1 <sup>st</sup> Quarter	Consultant/ Jill
2. <b>Special Tasks</b> (carryover)	Review and make recommendations for Spring Event.	TBD	Jill/Arts Commission/ Parks Board
3. <b>Art in the Parks</b>	Review location of art installation in Parks.	On-going	Jill / Parks Board / Arts Commission
<b>PROCESS</b>			
1. <b>Develop Recreation Request for Proposal (RFP)</b>	Review and provide feedback for recreation programming to be included in RFP.	1 <sup>st</sup> Quarter	Jill / Parks Board
2. <b>Code Review</b> (carryover)	Review and/or make recommendations on proposed municipal code amendments including park impact fees, review of Title 10 Parks and Recreation, recommendations on open spaces, commercial park uses, etc.	TBD	Jill
3. <b>Review Models for Park Departments</b>	Review models for administration of Park Departments in multiple cities	On-going	Russ



## 2020 PARK BOARD WORK PROGRAM

<b>Capital Projects</b>			
1. <b>North Cove</b>	Prepare for participation in Grand Opening Ceremony and review plans for Phase II	On-going	Russ/Jill
2. <b>Eagle Ridge</b>	Review planting plans, playground layouts and other amenities.	Carry over	Jill
3. <b>Frontier Heights</b>	Provide feedback on grant opportunities.	On-going	Jill
4. <b>20<sup>th</sup> Street Ball Fields</b>	Plan for types of usage.	3 <sup>rd</sup> Quarter Quarter	Jill
5. <b>Cavalero Park</b>	Plan for participation in the Grand Opening Ceremony.	1 <sup>st</sup> Quarter	Jill

2020 Schedule will be every month unless additional meetings are required and requested with advance notice.

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



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**

**Date:** January 14, 2020

**Subject:** Planning Commission 2020 Long Range Work Program

**Contact** Russell Wright, Community  
**Person/Department:** Development Director **Budget Impact:** N/A

---

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Approve the Planning Commission 2020 Long Range Work Program

**SUMMARY/BACKGROUND:** The January 7, 2020 Council Workshop meeting included a joint meeting with Planning Commission. During the workshop Staff and the Planning Commission reviewed the Planning Commission's 2019 accomplishments as well as the proposed 2020 Long Range Work Program, attached. There was discussion that this proposed work program is a heavy lift, and the Planning Commission supported the proposed work program and is prepared to move forward. There was consensus of Council to move the proposed work program forward for formal approval on the Consent Agenda.

---

**APPLICABLE CITY POLICIES:**

---

**BUDGET IMPACT:**

---

**ATTACHMENTS:**

- Exhibit A: 2020 Long Range Work Program



## 2020 Long Range Work Program

Lake Stevens 2020 Long Range Work Program					
Amendments	1 <sup>st</sup> quarter	2 <sup>nd</sup> quarter	3 <sup>rd</sup> quarter	4 <sup>th</sup> quarter	Status / Notes
<b>Zoning Code</b>					
1. Infill Code	PC / CC				Carryover / Implements House Bill 1923
2. Content Based Sign Code (City Council Only)	CC				Legal Requirement
3. Permitted Use Table		PC	CC		
4. SEPA Infill Exceptions		PC	CC		Implements House Bill 1923
5. Code Clean Up			PC	CC	
6. Multifamily Tax Exemption	PC	CC			Economic Development
7. Affordable Housing Tax Funding (City Council only)	Schedule TBD				
8. Impact Fee Update			PC	CC	
9. Multifamily uses in WR		PC / CC	PC	CC	
10. Floodplain Review	PC	CC			FEMA Mandate
11. Mobile Food Vendors	Schedule TBD				
<b>Other Code Amendments</b>					
1. Chapter 14.80 Building and Construction	Schedule TBD				State Required
2. Title 17 Enforcement Code	Schedule TBD				Attorney Recommended
<b>Comprehensive Plan / Economic Development</b>					
1. Annual Docket (if needed) <ul style="list-style-type: none"> <li>a. Land Use Element               <ul style="list-style-type: none"> <li>• Multifamily uses in waterfront residential</li> </ul> </li> <li>b. Capital Facilities</li> </ul>	PC / CC	PC	PC / CC		Annual Update / Council Directed
2. RUTA Analysis	Schedule TBD				
3. Economic Development Marketing Materials	Schedule TBD				
<b>Annexations</b>					
1. Southeast Election Annexation	Schedule TBD				
2. Machias Industrial Petition	PC / CC				10% petition received
3. NE Island	PC	CC			ON-HOLD
4. Petition Placeholder					

1st Quarter January through March

3rd Quarter July through September

2nd Quarter April through June

4th Quarter October through December



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**

**Date:** January 14, 2020

**Subject:** Board & Commission Liaisons and Committee Assignments

<b>Contact</b>	Brett Gailey, Mayor	<b>Budget</b>	
<b>Person/Department:</b>	Gene Brazel, City Administrator	<b>Impact:</b>	<u>N/A</u>

---

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Approve Liaison Assignments to City Boards and Commissions and Representatives to local and regional agencies.

**SUMMARY/BACKGROUND:** In their role as elected officials Councilmembers are asked to participate as liaisons to the City's various boards and commissions, as well as to represent the City on/at various local and regional meetings. As a liaison to a board or commission councilmembers receive the agenda and any support material for the upcoming meeting and attend the regularly scheduled meetings of the assigned board or commission. The liaison's role is as an observer and not an active participant on the board or commission. The liaison may provide updates to the board or commission on City activities as well as report back to the Council on actions and activities of their assigned board or commission. Participation as a liaison is guided by Council Rules of Procedure, Section 19, paragraph 19.3.

Councilmembers may also be assigned in a representative capacity to attend local or regional agency meetings. Representation at these meetings is as a representative of the City and as such, Councilmembers may comment and/or participate in a representative capacity and not in a personal capacity. Participation is guided by the Council Rules of Procedure, Section 14.

Council reviewed and discussed the various liaison and representative assignments at the January 7, 2020 Workshop meeting and agreed to assignments as set out in the attachment. Additionally, since the workshop meeting Councilmember Frederick has advised he is interested in acting as Liaison for the Fire District board meetings, and his name has been added as primary with City Administrator Brazel in the alternate position.

---

**APPLICABLE CITY POLICIES:** City Council Rules of Procedure

---

**BUDGET IMPACT:** N/A

---

**ATTACHMENTS:**

- 2020 Liaison Chart

UPDATED 01/08/2020

## LIAISONS TO BOARDS/COMMISSIONS & COMMITTEE ASSIGNMENTS – 2020

Board/Commission	Date	Time	Location	Council/City Liaison	Alternate
Affordable Housing Alliance	As needed, approximately every other month		Jackson House, 1818 Pacific Avenue, Everett	Jorstad	Dickinson
Arts Commission	2nd Wednesday (optional 4th Wednesday attend 1 x month)	6:30 p.m.	City Hall	Frederick	Tageant
Chamber of Commerce Board	1 <sup>st</sup> Tuesday	9:00 a.m. – 11:00 a.m.	Sherwood Community Services	Tageant	Dickinson
Community Transit	1 <sup>st</sup> Thursday	3:00 p.m.	CT Board Room 7100 Hardeson Rd, Everett	Daughtry (11/26/19)	
Department of Emergency Management	2 <sup>nd</sup> Tuesday of 2 <sup>nd</sup> month of the quarter at 1pm		DEM Offices – Everett	Frederick	Jorstad
Economic Alliance				Tageant	Daughtry
Fire District #7 <a href="http://www.snofire7.org">www.snofire7.org</a>	2 <sup>nd</sup> & 4 <sup>th</sup> Thursday	5:30 p.m.	Station 31 Training Room, 163 Village Court, Monroe	Frederick	Brazel
Health District Board	2 <sup>nd</sup> Tuesday	3:00-5:00 p.m.		Jorstad	Ewing
Historical Society	4 <sup>th</sup> Tuesday	1:00-3:00 p.m.	Museum Conference Room	Dickinson	Brazel
Library Board	3 <sup>rd</sup> Thursday (Quarterly)	4:30 p.m.	Museum Conference Room	Dickinson	Ewing
Park Board	2 <sup>nd</sup> Monday each month	6:00 p.m.	Community Center	Tageant	Frederick
Planning Commission	1 <sup>st</sup> Wednesday monthly and 3 <sup>rd</sup> Wednesday if needed	7:00 p.m.	Community Center	Petershagen	Ewing
Veterans Commission	1 <sup>st</sup> Monday monthly	7:00 p.m.	Fire Station 82 Conf. Room	Frederick	
Retreat Committee	As needed			Council President	Council VP
Council Appointees to Board & Commission Interview Panel (2 appointees to sit on panel with Council Liaison)	As needed			Daughtry/Ewing	
SCCIT: CALL IN OPTION: 1-760-569-7171; Pass Code: 420-814-114#	4 <sup>th</sup> Tuesday	7:30-9:00 a.m.	EASC Office, 808 134 <sup>th</sup> St SW, Ste 101, Everett	Daughtry	Petershagen
Senior Board	2 <sup>nd</sup> Monday	10:00 a.m.	Senior Center	Dickinson	Daughtry
Sewer Utility Subcommittee	4 <sup>th</sup> Tuesday	4:00 p.m.	Sewer District Office	Tageant/Petershagen/Gailey	
Sewer Commission Board Meeting	2nd & 4th Thursday	9:00 a.m.	Sewer District Office	Petershagen	Tageant
Snohomish Co. Tomorrow – Steering Committee	4 <sup>th</sup> Wednesday	6:00 p.m. – 8 p.m.	Robert J. Drewel Building (Snohomish County Admin)	Mayor / City Administrator-Backup	Council President / VP- Backup
Solid Waste Advisory Committee				Durpos/Frederick	Tageant
SCC				All	
AWC/NLC				All	

### SUBCOMMITTEES – DISCONTINUED 1/2018



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**

**Date:** January 14, 2020

---

**Subject:** Cancellation of January 28, 2020 City Council Regular Meeting

---

**Contact**

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

---

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Approve cancellation of the regularly scheduled City Council meeting on January 28, 2020.

**SUMMARY/BACKGROUND:** Members of the City Council are travelling to Olympia to attend and participate in Association of Washington Cities “City Action Days” scheduled for January 28 and 29, 2020. January 28 is a regularly scheduled Council meeting. As there will not be a quorum of Councilmembers available to attend that meeting, Staff recommends the meeting be cancelled.

---

**APPLICABLE CITY POLICIES:**

---

**BUDGET IMPACT:** N/A

---

**ATTACHMENTS:** None.



This page left blank intentionally



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** January 14, 2020

**Subject:** 24<sup>th</sup> Street SE Extension – Supplement Agreement No. 3 with Lochner

**Contact**

**Person/Department:** Eric Durpos, Public Works

**Budget Impact:** \$154,665

---

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Authorize the Mayor to execute Supplemental Agreement No. 3 with Lochner in the amount of \$154,665.

---

**SUMMARY/BACKGROUND:**

City of Lake Stevens and City of Everett Water have entered into an Interlocal Agreement to raise the profile of all three of the City of Everett Water Transmission Lines (WTL) as part of the 91<sup>st</sup> Avenue SE extension. Cost sharing would be in accordance with ILA.

The purpose of Supplement No. 3 with Lochner is to prepare Bid-ready plans, Specifications, and Estimate to raise the profile of the three water transmission lines. In addition, Lochner will redesign the road profile of 91<sup>st</sup> Avenue SE, as loading on waterlines is no longer a concern, and doing so will provide a better connection with 21<sup>st</sup> Street SE.

The maximum amount payable to Lochner for Supplement No. 3 is \$154,665, which is still within the previously approved budget for this project that will roll forward into 2020.

---

**APPLICABLE CITY POLICIES:**

---

**BUDGET IMPACT:** Budgeted within the Traffic Impacts and Real Estate Excise Tax Funds

---

**ATTACHMENTS:**

- Attachment A: Professional Services Agreement Supplement #3

**SUPPLEMENTAL AGREEMENT NO. 3  
TO PROFESSIONAL SERVICES AGREEMENT  
BETWEEN CITY OF LAKE STEVENS AND  
H.W. LOCHNER, INC. FOR THE 24<sup>TH</sup> STREET EXTENSION**

This Supplemental Agreement No. 3 is made and entered into on the \_\_\_\_ day of January 2020, between the City of Lake Stevens, hereinafter called the "City" and H.W. Lochner, Inc., hereinafter called the "Consultant."

WITNESSETH THAT:

WHEREAS, the parties hereto have previously entered into an Agreement for the 24<sup>th</sup> Street SE Extension Project, hereinafter called the "Project," said Agreement being dated June 29, 2017; and

WHEREAS, both parties desire to supplement said Agreement, by expanding the Scope of Services to provide for the preparation of Bid-Rady plans, Special Contract provisions and update of the Engineer's Opinion of Probable Cost, as set out in Attachment A1 and to amend the total amount payable for this Agreement,

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

Each and every provision of the Original Agreement for Professional Services dated June 29, 2017, shall remain in full force and effect, except as modified in the following sections:

1. Article II of the Original Agreement, "SCOPE OF SERVICES", shall be supplemented to include the Scope of Services as described in Exhibit A1, attached hereto and by this reference made part of this Supplemental Agreement No. 3.

2. Article IV of the Original Agreement, "OBLIGATIONS OF THE CITY", Paragraph IV.1 Payments, Section (a), the second sentence is amended to include the additional Consultant fee of \$154,665.00 and shall read as follows: "In no event shall total payment under this agreement exceed \$846,242.00."

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

Original Agreement	\$846,242.00
Balance Remaining on original Professional Services Agreement:	\$408,666.55
Supplemental Agreement No.1	\$95,800.00
Supplemental Agreement No.2	\$65,700.00
Supplemental Agreement No.3	\$154,665.00
Grand Total	\$316,165.00
Balance Remaining on original Professional Services Agreement:	\$92,501.55

3. Article III, Section III.3 of the Original Agreement, Term is amended to add that the parties agree to extend the term of the agreement to terminate at midnight on December 31, 2020.

IN WITNESS WHEREOF, the parties hereto have executed this SUPPLEMENTAL AGREEMENT NO. 3 as of the day and year first above written.

CITY OF LAKE STEVENS

H.W.LOCHNER, INC.

By: \_\_\_\_\_  
Brett Gailey, Mayor

By: \_\_\_\_\_  
Stephen G. Lewis, AICP, Vice President

ATTEST/AUTHENTICATED

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



## SCOPE OVERVIEW

The purpose of Supplement 3 is to prepare Bid-Ready plans, Special Contract provisions and update the Engineer's Opinion of Probable Cost. Supplement 3 will incorporate changes to the current project scope of Supplement 2, by providing designs to raise the City of Everett Water Transmission Lines (WTL), that include three 48-inch diameter pipes that supply domestic water from Spada Lake. The portion of the three WTLs (approximately 150 lineal foot section of each WTL 1, 2 and 4) under the proposed 91<sup>st</sup> Avenue SE extension will be replaced with new welded steel C200 pipe and raised to have minimum coverage as specified by the City of Everett. By raising the WTLs, the roadway profile of 91<sup>st</sup> Avenue SE can be revised to a lesser gradient.

By raising the WTLs, the weight of roadway fill is no longer a factor. The plans, contract specifications, and Engineer's Opinion of Probable Cost will be revised to replace the light weight concrete fill with conventional roadway embankment.

The proposed roadway profile will likely be adjusted to a 3% -4% grade, which will reduce the acceleration speed of traffic on the steep grade approaching the signal at 20<sup>th</sup> Street SE, and provide better sight distance; as well as drivability under snow and ice conditions.

### 1 PROJECT MANAGEMENT

#### 1.1 Team Management:

The CONSULTANT will be responsible for on-going management of the consultant team for this project phase in accordance with the provisions of the Agreement. On-going management will include completion of professional services in a timely manner, within the Agreement budget. The CONSULTANT will be responsible for:

- Day-to-day management.
- Preparing monthly progress reports and invoice.
- Conducting regular meetings with CONSULTANT staff and subconsultants.
- Making project assignments to staff and subconsultants.

For purpose of budgeting the anticipated duration of this project phase is four (4) months. The CONSULTANT will be responsible for coordinating activities of the subconsultants as necessary to complete the elements of this Supplement. This coordination will include preparing subconsultant agreements, obtaining monthly progress reports and invoices, timely input for meetings, incorporating work into project deliverables and obtaining answers to issues raised by the Management Team. The CONSULTANT's Project Manager will be the contact for questions and requests from the CITY's Project Manager. Discussions, correspondence, or work requested of the CONSULTANT, that impact the scope of work, budget, or products will be directed in writing to the CITY's Project Manager.

#### 1.2 Schedule:

In an effort to reduce budget, the CITY will coordinate with the City of Everett to expose the water transmission lines for the corrosion consultant evaluating the WTL pipeline



condition. This work will be scheduled around the upcoming holidays, therefore, we anticipate the work under this Supplement to be completed in February of 2020.

***Assumptions:***

- The Project Schedule will be prepared using Microsoft Project and will be delivered at the initial Kick-Off Meeting. The schedule will be updated and provided to the CITY monthly.

***Deliverables:***

- Project Schedule in Gantt chart format.
- Monthly project progress reports and invoices.

### *1.3 Project Coordination/Progress Meetings*

The CONSULTANT will meet with the CITY, and as requested other key stakeholders, at the project kickoff meeting and every month during the project to review the overall project status, schedule, budget and outstanding issues. These meetings will be in the CITY's offices and/or over the phone. For purposes of estimating time required for this sub- element, it is assumed that eight (8) meetings will be held during the project. The CONSULTANT Project Manager will be responsible for:

- Maintaining regular contact with the CITY and designated project management team staff through informal office visits, telephone conversations, e-mails, and faxes.
- Maintaining open access to project information by the CITY.
- The CITY's Project Manager may contact team members as needed during each phase of the project with the CONSULTANT Project Manager copied on emailed correspondence.

***Assumptions:***

- The CITY will coordinate with the City of Everett and host a kick-off meet.
- Project meetings with the City Project Manager are anticipated to occur every two weeks. These meetings will be attended by up to two (2) CONSULTANT staff. Other CONSULTANT staff will attend if necessary to provide technical expertise. Other CONSULTANT staff may also attend via conference call if appropriate.
- The CITY will manage public inquiries received via the point of contact and take the lead in preparing responses to questions. The CITY will share these communications, as appropriate.

***Deliverables:***

- Meeting Agendas and Meeting Summary's ( 1 electronic copy).
- Other meeting materials will include work products that convey the current level of progress.

### *1.4 Project Reports and Invoicing:*

The CONSULTANT will provide a status/progress report with invoices every four weeks, itemized by task and subtask that will describe work performed by the CONSULTANT team members during the current reporting period.



***Assumptions:***

- A general summary of activities performed by the CONSULTANT team including meetings held during the reporting period.
- Listing of activities by work element performed by the CONSULTANT team during the reporting period.
- A listing of problems/issues encountered during the reporting period and their resolution.
- A listing of activities to be accomplished during the next reporting period.

***Deliverables:***

- Four week Status/Progress Reports and Invoices.

## ***2 DATA COLLECTION, REVIEW, AND FIELD EXPLORATION***

**2.1** The CONSULTANT will gather and review relevant data to prepare engineering analysis and design tasks. Documents and reports will be requested from the City of Everett and City of Lake Stevens and reviewed as part of this task. The CONSULTANT will coordinate with the CITY to gather information requested on data requested from the City of Everett.

Data required for this design effort includes:

- As-builts of City of Everett Water Transmission Lines 1, 2 and 4.
- City of Everett pipeline condition rating reports for WTLs 1, 2, and 4.
- Maintenance records from the City of Everett.
- City of Everett design standards for WTL.
- The CITY will provide topographic survey and geotechnical data within the locality of the WTLs that require relocation, as developed as part of the proposed SE 24<sup>th</sup> Street project.

**2.2 Site Visits**

The CONSULTANT will conduct up to three (3) site visits to gather data and information and confirm site conditions for the engineering and design of the WTLs to be relocated.

**2.3 Corrosion and Condition Assessment**

A corrosion assessment will be completed of up to six (6) exposed pipeline locations. Data will be collected to evaluate the condition of the existing pipeline, as well as to identify the corrosivity potential of the surrounding soils for the new pipeline. The CONSULTANT will establish design parameters for cathodic protection system analysis and design. Corrosion assessment services will be provided by the CONSULTANT's Subconsultant. The City of Everett's Water Utility will expose the WTLs 1, 2 and 4 in locations specified by the Subconsultant. Cost for the City of Everett Water Utility crew to expose the WTLs 1, 2 and 4 is not included in this Supplement.



### *Assumptions*

- Up to three data requests will be developed and submitted to the CITY with an assumed delivery to the CONSULTANT within seven (7) calendar days of the request.
- The City of Everett will provide available as-built documents and maintenance records for WTLs with an assumed delivery to the CONSULTANT within seven (7) calendar days of the request.
- City of Everett crews will excavate and expose up to six (6) locations along the pipelines to support the Corrosion and Condition Assessment (it is assumed that completion of the excavations will be within 14 calendar days of the request).
- It is anticipated that contaminated soils will not be encountered.

## ***3 FINAL PLANS, SPECIFICATIONS AND ESTIMATE***

The CONSULTANT will revise the final project design plans to include a revised roadway profile, revised structural (retaining wall), revised roadway embankment, and utility plans showing relocation of the City of Everett WTLs 1, 2 and 4. The CONSULTANT will revise the special provisions and update the Engineer' Opinion of Probable Cost to reflect revisions to the construction plans. The Final submittal will updated to include prevailing wages and WSDOT Standard Specifications and Amendments.

### ***3.1 Roadway Profile***

The current design of 91<sup>st</sup> Avenue SE has a proposed grade of 7.76%. By raising of the WTLs, the overburden weight of roadway embankment will no longer be a limiting factor to the roadway design. The CONSULTANT will revise the roadway profile to have a lesser grade within the limits of vertical clearance to the Snohomish PUD power line.

### ***3.2 Drainage Plans, Profiles and Details***

The CONSULTANT will finalize roadway drainage plans, profiles and erosion control plans to reflect changes in the proposed roadway profile for 91<sup>st</sup> Avenue SE.

### ***3.3 Structural Plans (Retaining Wall)***

The CONSULTANT will revise the elevation of the retaining wall with respect to the revision of the roadway profile.

### ***3.4 Utility Coordination***

The CONSULTANT will incorporate plans to raise the City of Everett's WTLs 1, 2 and 4 into the final plan set for 24<sup>th</sup> Street E and 91<sup>st</sup> Avenue SE Extension.

### ***3.5 Opinion of Probable Construction Cost***

The CONSULTANT will update quantity take-offs and estimates of probable construction costs to reflect the changes in roadway profile, retaining wall height, roadway embankment material and utility relocation.

### ***3.7 Special Provisions***



The CONSULTANT will finalize the special provisions for those items not included or that require modification from standard specifications.

### *3.8 QA/QC Final Design*

The CONSULTANT will conduct an in-house quality review of the final plans and specifications before they are submitted to the City for final review.

#### *Deliverables:*

- Set of final PS&E (11"x17" sheet and 8. 5"x11" page format and PDF file).

## *4 ROADWAY PS&E DESIGN — BID READY*

#### *PS&E and Contract Documentation*

It is anticipated that the CONSULTANT will update standard specifications from the final documents to develop the final, Bid-Ready PS&E set. This set will be camera-ready with the Engineer of Record's stamp affixed for the City to print and distribute to Plan Centers and Contractors. The Construction documents will be provided in electronic format for on-line bidding.

#### *Deliverables:*

- Bid Ready PS&E with Engineer's signed and stamped (11"x17" sheet and 8.5"x11" page format and PDF file).
- Electronic (PDF) copy of drawings, specifications and cost estimate.

## *5 BID ASSISTANCE:*

During the period that the project is on ad, the CONSULTANT will prepare up to three project addendums to address contractor questions. The CONSULTANT will prepare a log of Contractor and vendor questions during the bid phase.

#### *Deliverables:*

- Prepare up to three (3) contract addendums in PDF format.
- Provide log of contractor questions during the bid phase in Excel spreadsheet format.

**Exhibit A - Fee Estimate**  
**Supplement 3**  
**91st Avenue Extension and Water Transmission Line Relocation**  
**City of Lake Stevens**  
**H. W. Lochner, Inc.**

Classification	Direct Rate	Overhead 162.63%	Fixed Fee 30%	Loaded Rate	Total Hours	Total Labor
Project Principal/Principal Engineer	\$ 98.56	\$ 160.29	\$ 29.57	\$ 288.42	4	\$ 1,154
Project Manager/Project Engineer	\$ 72.11	\$ 117.27	\$ 21.63	\$ 211.02	69	\$ 14,560
QC Manager/Project Engineer	\$ 72.11	\$ 117.27	\$ 21.63	\$ 211.02	24	\$ 5,064
Sr. Structural Engineer	\$ 69.79	\$ 113.50	\$ 20.94	\$ 204.23	50	\$ 10,211
Sr. Transportation/Traffic Engineer/F	\$ 63.62	\$ 103.47	\$ 19.09	\$ 186.17	81	\$ 15,080
Jr. Transportation/Roadway Engineer	\$ 38.50	\$ 62.61	\$ 11.55	\$ 112.66	54	\$ 6,084
Jr. Structural Engineer/Designer	\$ 43.50	\$ 70.74	\$ 13.05	\$ 127.29	52	\$ 6,619
Administration/Project Control	\$ 25.12	\$ 40.85	\$ 7.54	\$ 73.51	18	\$ 1,323
<b>Subtotal Lochner Labor:</b>					<b>352</b>	<b>\$ 60,096</b>
						<b>Total Lochner Labor Cost \$ 60,096</b>
<b>Lochner Direct Expenses:</b>						<b>Cost</b>
Mileage						\$ 100
Travel						\$ -
Graphics/Reproduction						\$ 150
Postage/Shipping						\$ -
Other Expenses						\$ -
<b>Total Lochner Direct Expenses: \$ 250</b>						
						<b>Firm Total: H.W. Lochner, Inc. \$ 60,346</b>
<b>Subconsultant Expenses Discipline</b>						<b>Cost</b>
Murray Smith		Utility				\$ 78,839
Washington State Business & Occupations Tax	1.8%					\$ 1,419
<b>Total Subconsultants: \$ 80,258</b>						
						<b>Subtotal Fee Estimate \$ 140,604</b>
						Management Reserve \$ 14,060
						<b>TOTAL FEE ESTIMATE \$ 154,665</b>

<b>City of Lake Stevens SE 24th Street Extension Supplement #3 Estimate</b>										
Task No.	Tasks/Staff	Principal	Project Manager	Sr. Structural Engineer	Jr. Structural Engineer	Jr. Transportation /Roadway Engineer	Sr. Transportation /Roadway Engineer	Admin	Total Hours	Item Cost
<b>1</b>	<b>PROJECT MANAGEMENT AND COORDINATION</b>									
	Coordination with City of Lake Stevens		8						8	
	Kick-off meeting with Project Team		2						2	
	Attend Bi-weekly meetings (6 each)		3				3		6	
	Coordination meetings with City of Everett (3 each)		3						3	
	Coordination with Subconsultant		6						6	
	Monthly progress reports and invoice	4	3					6	13	
	Prepare schedule and work plan		4					4	8	
	<b>Sub-total of Task 1 Effort</b>	<b>4</b>	<b>29</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>10</b>	<b>46</b>	
<b>2</b>	<b>Data Collection, Review, and Field Exploration</b>									
	Request Data from City of Everett		3					2	5	
	Review Data		6				6		12	
	Field Exploration (3 site visits)		9						9	
	Corrosion and Condition Assessment (Review)		2						2	
	<b>Sub-total of Task 2 Effort</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>2</b>	<b>28</b>	
<b>3</b>	<b>PS&amp;E</b>									
	<b>FINAL PS&amp;E</b>									
	Revise Roadway Profile					12	8		20	
	Revise Retaining Wall Layout			8	16	6	4		34	
	Revise Grading Plan					8	4		12	
	Prepare Final Special Provisions		2	2	8		8		20	
	Prepare Final EOPC		4	4	4		4		16	
	QC Submittal		16	8	4	4	4		36	
	<b>Sub-total of Task 3 Effort</b>	<b>22</b>	<b>22</b>	<b>32</b>	<b>30</b>	<b>32</b>	<b>0</b>	<b>177</b>		
<b>4</b>	<b>Bid Ready PS&amp;E</b>								0	
	Prepare Bid Ready Plans		6	6	8	16	12		48	
	Prepare Bid Ready Special Provisions		2	2	4		8		16	
	QC Submittal		8	8	8	8	8		40	
	<b>Sub-total of Task 4 Effort</b>	<b>16</b>	<b>16</b>	<b>20</b>	<b>24</b>	<b>28</b>	<b>0</b>	<b>419</b>		
<b>5</b>	<b>Bid Assistance</b>									
	Prepare Contract Addendum (up to three)		6	12			12	6		
	<b>Sub-total of Task 5 Effort</b>	<b>6</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>6</b>	<b>36</b>		
	<b>Total Hours</b>	<b>4</b>	<b>93</b>	<b>50</b>	<b>52</b>	<b>54</b>	<b>81</b>	<b>18</b>	<b>352</b>	
	Direct Labor	\$394.24	\$6,706.23	\$3,489.50	\$2,262.00	\$2,079.00	\$5,153.22	\$452.16		\$20,536.35
	Overhead (as percentage of direct salary cost) = 162.63%	\$641.15	\$10,906.34	\$5,674.97	\$3,678.69	\$3,381.08	\$8,380.68	\$735.35		\$33,398.27
	Fee/Profit (as percentage of direct salary cost) = 30%	\$118.27	\$2,011.87	\$1,046.85	\$678.60	\$623.70	\$1,545.97	\$135.65		\$6,160.91
	<b>Labor Cost</b>	<b>\$1,153.66</b>	<b>\$19,624.44</b>	<b>\$10,211.32</b>	<b>\$6,619.29</b>	<b>\$6,083.78</b>	<b>\$15,079.87</b>	<b>\$1,323.16</b>		<b>\$ 60,096</b>
	Miscellaneous Expenses (printing, mileage)									\$ 250
								<b>Total Lochner Supplement #3 Request</b>		<b>\$ 60,346</b>

# **SCOPE OF WORK**

## **EVERETT TRANSMISSION MAIN REALIGNMENTS**

### **24TH STREET SE & 91ST AVENUE SE EXTENSIONS**

### **HW LOCHNER, INC. (CITY OF LAKE STEVENS)**

## **Project Background**

Murraysmith, Inc. (Murraysmith) has developed the following scope of work and fee estimate to provide engineering services for the realignment of the City of Everett Transmission Mains as part of the City of Lake Stevens' 24th Street SE & 91st Avenue SE Extensions Project. The scope and fee have been developed based on our understanding of the project and discussions with HW Lochner, Inc. (Prime Consultant, Lochner) and City of Everett staff.

## **General Project Description**

The City of Lake Stevens has proposed a new road extension along 91st Avenue Southeast, Lake Stevens. The road extension crosses three (3) existing City of Everett 48-inch diameter transmission mains (Transmission Mains 2, 3, and 4). Construction of the road extension consists of adding several feet of fill above the existing transmission mains.

The City of Everett desires to realign the three transmission mains that cross the proposed road extension to maintain approximately 6 feet depth of cover over the new alignment with the proposed grading. Connecting the new pipe alignment with the existing transmission mains requires replacing approximately 140 feet of each of the three transmission mains and reconnecting into the existing transmission main on either side of the proposed roadway.

Engineering services will be provided by Murraysmith for the design elements of the project pertaining to the realignment of the City of Everett Transmission Mains. This project includes replacing up to approximately 420 feet of total transmission main with three new 48-inch diameter steel pipelines across the proposed road extension on 91st Avenue Southeast.

## **Scope of Services**

The proposed scope of work for services to be performed by Murraysmith is detailed below.

### **Task 1 - Project Management and Coordination**

#### ***Objective:***

To coordinate, monitor, and control the project resources to meet the technical, communication, and contractual obligations required for developing and implementing the project scope.

## *Murraysmith Responsibilities:*

### *1.1 Coordination with HW Lochner, Inc.*

Murraysmith will maintain communication with Lochner to ensure all work is in conformance with the scope of work, fee estimate, and schedule.

### *1.2 Coordination with City of Everett (via HW Lochner)*

Murraysmith will maintain communication with Lochner via progress meetings, phone conversations, and email. Coordination will include the communication of project decisions, project status, work activities, and issues requiring coordination of City of Everett input.

### *1.3 Invoices and Status Reports*

Murraysmith will prepare monthly invoices, including expenditures by task, hours worked by project personnel, and other direct expenses with the associated backup documentation. Monthly status reports will accompany each invoice.

### *1.4 Meetings*

Murraysmith will prepare for and attend one (1) kickoff meeting and two (2) design review meetings with City of Everett and Lochner staff to review Intermediate and Final Design, and Bid Ready submittals for the transmission main realignment to be integrated into Lochner's plan set. Murraysmith will prepare meeting agenda and distribute via email prior to meetings and prepare workshop minutes and distribute via email to workshop attendees.

### *1.5 Quality Assurance/Quality Control (QA/QC)*

Murraysmith will perform in-house quality assurance reviews of all deliverables.

## *Murraysmith Deliverables*

1. Monthly invoice and status report covering work performed, meetings attended, problems encountered and actions taken for their resolution, potential impacts to submittal dates, budget shortfalls or optional services, budget analysis, and issues requiring project team action
2. Correspondence, emails, and other documentation
3. Monthly billing statements and activity reports
4. Provide input for meeting agendas and minutes for three (3) meetings

## *Prime Consultant Responsibilities*

1. Attend meetings with City of Lake Stevens, City of Everett, and Murraysmith as scheduled by Lochner.

## *Assumptions*

1. Project duration will be **3 months**; therefore, it is assumed that there will be up to three invoices/status reports.

## **Task 2 – Data Collection and Review**

### *Objective:*

Design criteria for the transmission main realignments will be developed, including corrosion assessment.

### *Murraysmith Responsibilities:*

#### *2.1 Data Request and Review*

Murraysmith will gather and review relevant data to complete the preliminary engineering tasks. Several documents and reports will be requested and reviewed as part of this task, including existing survey and geotechnical information obtained by Lochner and transmission main record drawings and other maintenance records from the City of Everett. Murraysmith will coordinate with Lochner and the City of Everett during data collection to ensure all necessary information is gathered for the project.

#### *2.2 Corrosion and Condition Assessment*

Murraysmith will perform a corrosion assessment of up to six (6) exposed pipeline locations for collecting data to evaluate the condition of the existing pipeline, identify the corrosivity potential of the surrounding soils for the new pipeline, and establish design parameters for a cathodic protection system. Corrosion assessment services will be provided by Murraysmith's subconsultant, Northwest Corrosion Engineering.

#### *2.3 Site Visits*

Murraysmith will attend up to three (3) site visits as needed for information gathering and to confirm site conditions. Up to two (2) Murraysmith staff will attend each site visit.

### *Murraysmith Deliverables*

1. Electronic copies of formal "Data Request"

2. One PDF file of the draft and final corrosion assessment report

### *Prime Consultant Responsibilities*

1. Coordinate with City of Lake Stevens on data requests. Design schedule depends on receiving necessary data in a timely manner.
2. Lochner to provide all available survey control drawings.
3. Lochner to provide all available geotechnical report(s)/information.
4. Schedule and attend up to three (3) site visits with City and Murraysmith as needed.

### *Assumptions*

1. Up to three data requests will be developed and submitted to Lochner and the City of Lake Stevens; assumed delivery of these to Murraysmith is within seven (7) calendar days of the request.
2. City of Everett to provide all available as-built documents and maintenance records for transmission mains; assumed delivery of these to Murraysmith is within seven (7) calendar days of the request.
3. City of Everett crews to excavate and expose up to six (6) locations along the pipelines to support Corrosion and Condition Assessment; assumed completion of the excavations is within 14 calendar days of the request.
4. It is anticipated that contaminated soils will not be encountered.

## *Task 3 - Final Design*

### *Objective:*

This task will produce final design plans and specifications for the project. Final design plans and specifications will be presented in two deliverables: the Intermediate and Final Design for technical review by Lochner, City of Lake Stevens, and the City of Everett. Bid Ready plans and specifications will incorporate all prior review comments and will be suitable for public bidding.

### *Murraysmith Responsibilities:*

#### *3.1 Intermediate Plans and Specifications*

Prepare final design plans and specifications at the Intermediate completion level for the proposed improvements. Plans will be developed at a 1"=20' scale and include all details for the transmission main realignment. Specifications will include Murraysmith's technical specifications in

WSDOT/APWA format. Submit plans and specifications for review and comment. The following drawings are anticipated for the transmission main design.

Drawing No.	Description
<u>General Civil</u>	
Up to 3 sheets	General Civil Details
Up to 1 sheet	Cathodic Protection Details
<u>Civil</u>	
Up to 2 sheets	Pipeline Plan and Profile

General Civil Details include pipe installation, utility crossings, connection, isolation valves, blow-offs, air and vacuum release valves, trench, and cathodic protection details as required.

### *3.2 Final Plans and Specifications*

Further develop the final design plans and specifications to be based on the Intermediate plans/specifications and modifications from the review of the Intermediate plans/specifications. Submit plans and specifications for review and comment.

### *3.3 Bid-Ready Plans and Specifications*

Further develop the final design plans and specifications to the Bid-Ready level based on modifications from the review of the Final plans/specifications and develop bid-ready design drawings and specification documents. Submit stamped and signed Bid-Ready documents of the transmission main realignment drawings for Lochner to integrate into their plan set.

### *3.4 Construction Cost Estimates*

Prepare construction cost estimates and include at each submittal milestone (Intermediate, Final, and Bid-Ready). The cost estimates will be formatted to reflect the bid items in the bid schedule of the contract documents.

### *3.5 Constructability Reviews*

Provide in-house constructability reviews of the improvements and coordinate review comments with the project team.

### *MurraySmith Deliverables:*

- Submission of Intermediate and Final design packages include:
  - An electronic copy in PDF format of plan sets (full-size 22"x34"), specifications, and engineer's opinion of probable construction cost (EOPCC); including Word documents of the specifications and Excel document of the EOPCC.

- Submission of 100% bid document package includes:
  - An electronic copy in PDF format of stamped and signed bid-ready documents to include: full-size (22"x34") plan sets, specifications, and engineer's opinion of probable construction cost; including Word documents of the specifications and bidding drawings in AutoCAD.

### *Prime Consultant Responsibilities*

1. Lochner to provide Murraysmith with survey base maps and CAD drawing templates and other files as necessary for plan set to meet City Standards.
2. Prime Consultant is responsible for compiling Final Design Submittals, including Plans, Specifications, Cost Estimate, and Project Manual, and submitting to the City.
3. Prime Consultant will incorporate Murraysmith cost estimate into overall cost estimate. Prime Consultant will provide feedback to Murraysmith regarding adjustments to specific bid item quantities.
4. Coordination with franchise utility companies and timely communication with Murraysmith about information and feedback provided by utility companies regarding any utilities that impact the transmission pipe realignment designs.

### *Assumptions*

1. Traffic Control, Temporary Erosion Control, Grading, and Restoration plans are by others.
2. Murraysmith will provide written input for up to five (5) drawings for which Lochner will provide design, drafting and be the Engineer-of-Record.

## **Estimated Project Schedule**

Murraysmith's services described in this scope of work will occur over the following estimated schedule for the project.

Notice to Proceed  
Design Kickoff Meeting  
Intermediate Plans Submittal  
City Review of Intermediate Submittal  
Design Review Workshop #1  
Final Design Submittal  
City Review of Final Design Submittal  
Bid-Ready Submittal

HW LOCHNER (LAKE STEVENS), EVERETT TRANSMISSION MAIN REALIGNMENT, 24TH ST SE & 91ST AVE SE PROJECT HOURS, EXPENSES AND FEE ESTIMATE							Date:	30-Sep-19	
Labor Category		Staff	Direct Salary Hourly Rates, (\$\$.CC)	HOURS FOR EACH TASK (Whole Hours Only)				Total Hours	Cost
				Task 1	Task 2	Task 3			
PM	Data Collect	Final Design							
1 Principal in Charge	Lindberg			8	0	18		26	\$ 2,099
2 Project Manager / Contract Manager	Hardy			36	8	16		60	\$ 3,562
3 Project Engineer / Design Lead	Hiatt			26	32	64		122	\$ 6,123
4 Technical Advisor	Boland			0	4	12		16	\$ 1,079
7 Design Engineer	Taxdahl			12	40	120		172	\$ 5,351
8 Drafter / CAD	Marx			0	4	40		44	\$ 1,840
9 Project Admin.	Wall			4	1	8		13	\$ 328
Total Task Hours				86	89	278	0	453	
Subtotal Direct Salary Cost (DSC), \$				4,562	3,787	12,031	0		\$ 20,380
Overhead on DSC (Indirect cost) @, %	202.07%			9,218	7,652	24,311	0		\$ 41,181
Total Labor Cost, \$				13,780	11,439	36,342	0		\$ 61,561
Expenses, \$				Task 1	Task 2	Task 3	0		Expenses
				PM	Data Collect	Final Design			
1 Mileage & Travel				75	100	0			\$ 175
2 Renderings, Reproduction & Printing				50	25	100			\$ 175
3 Postage & Delivery				5	0	0			\$ 5
5 Unanticipated additional work authorized by the City									\$ -
4 Per Labor Hr. Model Charge	\$ 10.00			0	0	0	0		\$ -
5 Per Labor Hr. Tech. Charge	\$ 18.00			0	72	720	0		\$ 792
Total Expenses, \$				130	197	820	0		\$ 1,147
<b>TOTAL LABOR AND EXPENSES</b>				<b>13,910</b>	<b>11,636</b>	<b>37,162</b>	<b>0</b>		<b>\$ 62,708</b>
Subconsultant Expenses, \$				Task 1	Task 2	Task 3	0		Sub Expenses
				PM	Data Collect	Final Design			
1 NW Corrosion				0	3,500	6,000			\$ 9,500
2									\$ 0
<b>TOTAL SUBCONSULTANTS</b>				<b>0</b>	<b>3,500</b>	<b>6,000</b>	<b>0</b>		<b>\$ 9,500</b>
Subconsultant Admin Mark-up, %	5.00%			0	175	300	0		\$ 475
Subtotal Cost by Task				13,910	15,311	43,462	0		\$ 72,683
Fee/Profit (as % of Total DSC & Overhead)	10.00%			1,378	1,144	3,634	0		\$ 6,156
Next Year's Labor Escalation*	3.00%			0	0	0	0		\$ -
TOTAL ESTIMATED COST AND FEE, \$				Task 1	Task 2	Task 3	0		Total
				PM	Data Collect	Final Design			
				15,288	16,455	47,096	0		\$ 78,839



This page left blank intentionally



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda**

**Date:** January 14, 2020

**Subject:** Professional Services Agreement – North Cove Park Phase II Design - Planning, Surveying, Landscaping Architecture and Engineering Services

---

**Contact**

**Person/Department:** Aaron Halverson, Public Works

**Budget**

**Impact:** \$144,850

---

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Authorize the Mayor to sign a Professional Services Agreement with Land Development Consultants, Inc. (LDC) for engineering, planning, surveying and landscape architecture services to design and prepare bid documents for North Cove Park Phase II.

**SUMMARY/BACKGROUND:** To complete North Cove Park, the property acquired west of City Hall needs to be developed as a public park extension to North Cove Park. This phase of the project is known as North Cove Park Phase II. Elements planned for the park area, developed with input from the Parks Board, include:

- An inclusive playground
- Paved walking paths
- Additional parking
- Streamside restoration
- A garbage enclosure for City Hall and the Pavilion Building
- Picnic/restroom structure
- Structural engineer's review of the timber bridge
- Underground utilities

LDC, Inc. was selected through a qualifications-based evaluation. LDC, Inc. is well suited to perform the work quickly and efficiently given their design of North Cove Park Phase I. The attached scope of work and fee proposal (Exhibit A to PSA) include design of the elements listed above along with up to three public meetings; a presentation to the Parks Board, City Council and an open house.

---

**APPLICABLE CITY POLICIES:** 2020 Budget

---

**BUDGET IMPACT:** \$144,850

---

**ATTACHMENTS:**

► Attachment A: Professional Services Agreement with Scope of Work and Fee Proposal (LDC, Inc.)

## ATTACHMENT A

# PROFESSIONAL SERVICES AGREEMENT BETWEEN CITY OF LAKE STEVENS, WASHINGTON AND LAND DEVELOPMENT CONSULTANTS, INC. FOR CONSULTANT SERVICES

**THIS AGREEMENT** ("Agreement") is made and entered into by and between the City of Lake Stevens, a Washington State municipal corporation ("City"), and Land Development Consultants, Inc. (LDC), a Washington Corporation, ("Consultant").

**NOW, THEREFORE**, in consideration of the terms, conditions, covenants and performances contained herein, the parties hereto agree as follows:

### ARTICLE I. PURPOSE

The purpose of this Agreement is to provide the City with consultant services regarding design a park extension and parking lot west of City Hall and north of the completed portion of North Cove Park as described in Article II. The general terms and conditions of the relationship between the City and the Consultant are specified in this Agreement.

### ARTICLE II. SCOPE OF SERVICES

The Scope of Services is attached hereto as **Exhibit "A"** and incorporated herein by this reference ("Scope of Services"). All services and materials necessary to accomplish the tasks outlined in the Scope of Services shall be provided by the Consultant unless noted otherwise in the Scope of Services or this Agreement. All such services shall be provided in accordance with the standards of the Consultant's profession.

### ARTICLE III. OBLIGATIONS OF THE CONSULTANT

**III.1 MINOR CHANGES IN SCOPE.** The Consultant shall accept minor changes, amendments, or revision in the detail of the Scope of Services as may be required by the City when such changes will not have any impact on the service costs or proposed delivery schedule. Extra work, if any, involving substantial changes and/or changes in cost or schedules will be addressed as follows:

**Extra Work.** The City may desire to have the Consultant perform work or render services in connection with each project in addition to or other than work provided for by the expressed intent of the Scope of Services in the scope of services. Such work will be considered as extra work and will be specified in a written supplement to the scope of services, to be signed by both parties, which will set forth the nature and the scope thereof. All proposals for extra work or services shall be prepared by the Consultant at no cost to the City. Work under a supplemental agreement shall not proceed until executed in writing by the parties.

**III.2 WORK PRODUCT AND DOCUMENTS.** The work product and all documents produced under this Agreement shall be furnished by the Consultant to the City, and upon completion of the work shall become the property of the City, except that the Consultant may retain one copy of the work product and documents for its records. The Consultant will be responsible for the accuracy of the work, even though the work has been accepted by the City.

In the event that the Consultant shall default on this Agreement or in the event that this Agreement

shall be terminated prior to its completion as herein provided, all work product of the Consultant, along with a summary of work as of the date of default or termination, shall become the property of the City. Upon request, the Consultant shall tender the work product and summary to the City. Tender of said work product shall be a prerequisite to final payment under this Agreement. The summary of work done shall be prepared at no additional cost to the City.

Consultant will not be held liable for reuse of documents produced under this Agreement or modifications thereof for any purpose other than those authorized under this Agreement without the written authorization of Consultant.

**III.3 TERM.** The term of this Agreement shall commence upon full signing and shall terminate at midnight, December 31, 2020. The parties may extend the term of this Agreement by written mutual agreement.

**III.4 NONASSIGNABLE.** The services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.

**III.5 EMPLOYMENT.**

a. The term “employee” or “employees” as used herein shall mean any officers, agents, or employee of the Consultant.

b. Any and all employees of the Consultant, while engaged in the performance of any work or services required by the Consultant under this Agreement, shall be considered employees of the Consultant only and not of the City, and any and all claims that may or might arise under the Workman's Compensation Act on behalf of any said employees while so engaged, and any and all claims made by any third party as a consequence of any negligent act or omission on the part of the Consultant or its employees while so engaged in any of the work or services provided herein shall be the sole obligation of the Consultant.

c. Consultant represents, unless otherwise indicated below, that all employees of Consultant that will provide any of the work under this Agreement have not ever been retired from a Washington State retirement system, including but not limited to Teacher (TRS), School District (SERS), Public Employee (PERS), Public Safety (PSERS), law enforcement and fire fighters (LEOFF), Washington State Patrol (WSPRS), Judicial Retirement System (JRS), or otherwise. (Please indicate No or Yes below)

No employees supplying work have ever been retired from a Washington state retirement system.

Yes employees supplying work have been retired from a Washington state retirement system.

In the event the Consultant indicates “no”, but an employee in fact was a retiree of a Washington State retirement system, and because of the misrepresentation the City is required to defend a claim by the Washington State retirement system, or to make contributions for or on account of the employee, or reimbursement to the Washington State retirement system for benefits paid, Consultant hereby agrees to save, indemnify, defend and hold City harmless from and against all expenses and costs, including reasonable attorney's fees incurred in defending the claim of the Washington State retirement system and from all contributions paid or required to be paid, and for all reimbursement required to the Washington State retirement system. In the event Consultant

affirms that an employee providing work has ever retired from a Washington State retirement system, said employee shall be identified by Consultant, and such retirees shall provide City with all information required by City to report the employment with Consultant to the Department of Retirement Services of the State of Washington.

### III.6 INDEMNITY.

a. **Indemnification / Hold Harmless.** Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

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

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

d. **Public Records Requests.**

In addition to Paragraph IV.3 b, when the City provides the Consultant with notice of a public records request per Paragraph IV. 3 b, Consultant agrees to save, hold harmless, indemnify and defend the City its officers, agents, employees and elected officials from and against all claims, lawsuits, fees, penalties and costs resulting from the consultant's violation of the Public Records Act RCW 42.56, or consultant's failure to produce public records as required under the Public Records Act.

e. The provisions of this section III.6 shall survive the expiration or termination of this agreement.

### III.7 INSURANCE.

a. **Insurance Term**

The Consultant shall procure and maintain insurance, as required in this Section, without interruption from commencement of the Contractor's work through the term of the contract and for thirty (30) days after the Physical Completion date, unless otherwise indicated herein

b. **No Limitation**

Consultant's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

c. **Minimum Scope of Insurance - Consultant shall obtain insurance of the types described below:**

- (1) Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01.
- (2) Commercial General Liability insurance shall be written at least as broad on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-completed operations, stop gap liability, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide a per project general aggregate limit using ISO form CG 25 03 05 09 or an equivalent endorsement. There shall be no exclusion for liability arising from explosion, collapse or underground property damage. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing at least as broad coverage.
- (3) Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
- (4) Professional Liability insurance appropriate to the Consultant's profession.

d. **The minimum insurance limits shall be as follows:**  
Consultant shall maintain the following insurance limits:

- (1) Comprehensive General Liability. Insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and \$2,000,000 products-completed operations aggregate limit.
- (2) Automobile Liability. \$1,000,000 combined single limit per accident for bodily injury and property damage.
- (3) Workers' Compensation. Workers' compensation limits as required by the Workers' Compensation Act of Washington.
- (4) Professional Liability/Consultant's Errors and Omissions Liability. \$1,000,000 per claim and \$1,000,000 as an annual aggregate.

e. **Notice of Cancellation.** In the event that the Consultant receives notice (written, electronic or otherwise) that any of the above required insurance coverage is being cancelled and/or terminated, the Consultant shall immediately (within forty-eight (48) hours) provide written notification of such cancellation/termination to the City.

f. **Acceptability of Insurers.** Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

g. **Verification of Coverage.** In signing this agreement, the Consultant is acknowledging and representing that required insurance is active and current. Consultant shall

furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work. Further, throughout the term of this Agreement, the Consultant shall provide the City with proof of insurance upon request by the City.

h. **Insurance shall be Primary - Other Insurance Provision.** The Consultant's insurance coverage shall be primary insurance as respect the City. The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

i. **Failure to Maintain Insurance.** Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

j. **Public Entity Full Availability of Consultant Limits.** If the Consultant maintains higher insurance limits than the minimums shown above, the Public Entity shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this contract or whether any certificate of insurance furnished to the Public Entity evidences limits of liability lower than those maintained by the Consultant.

k. **Subcontractors' Insurance.** The Contractor shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Contractor-provided insurance as set forth herein, except the Contractor shall have sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. The Contractor shall ensure that the Public Entity is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement as least as broad as ISO CG 20 10 10 01 for ongoing operations and CG 20 37 10 01 for completed operations.

**III.8 DISCRIMINATION PROHIBITED AND COMPLIANCE WITH EQUAL OPPORTUNITY LEGISLATION.** The Consultant agrees to comply with equal opportunity employment and not to discriminate against client, employee, or applicant for employment or for services because of race, creed, color, religion, national origin, marital status, sex, sexual orientation, age or handicap except for a bona fide occupational qualification with regard, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or any recruitment advertising; layoff or terminations; rates of pay or other forms of compensation; selection for training, rendition of services. The Consultant further agrees to maintain (as appropriate) notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Consultant understands and agrees that if it violates this nondiscrimination provision, this Agreement may be terminated by the City, and further that the Consultant will be barred from performing any services for the City now or in the future, unless a showing is made satisfactory to the City that discriminatory practices have been terminated and that recurrence of such action is unlikely.

**III.9 UNFAIR EMPLOYMENT PRACTICES.** During the performance of this Agreement,

the Consultant agrees to comply with RCW 49.60.180, prohibiting unfair employment practices.

**III.10 LEGAL RELATIONS.** The Consultant shall comply with all federal, state and local laws and ordinances applicable to work to be done under this Agreement. The Consultant represents that the firm and all employees assigned to work on any City project are in full compliance with the statutes of the State of Washington governing activities to be performed and that all personnel to be assigned to the work required under this Agreement are fully qualified and properly licensed to perform the work to which they will be assigned. This Agreement shall be interpreted and construed in accordance with the laws of Washington. Venue for any litigation commenced relating to this Agreement shall be in Snohomish County Superior Court.

**III.11 INDEPENDENT CONTRACTOR.**

a. The Consultant and the City understand and expressly agree that the Consultant is an independent contractor in the performance of each and every part of this Agreement. The Consultant expressly represents, warrants and agrees that his status as an independent contractor in the performance of the work and services required under this Agreement is consistent with and meets the six-part independent contractor test set forth in RCW 51.08.195 or as hereafter amended. The Consultant, as an independent contractor, assumes the entire responsibility for carrying out and accomplishing the services required under this Agreement. The Consultant shall make no claim of City employment nor shall claim any related employment benefits, social security, and/or retirement benefits.

b. The Consultant shall be solely responsible for paying all taxes, deductions, and assessments, including but not limited to federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Agreement. In the event the City is assessed a tax or assessment as a result of this Agreement, the Consultant shall pay the same before it becomes due.

c. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that the Consultant performs hereunder.

d. Prior to commencement of work, the Consultant shall obtain a business license from the City.

**III.12 CONFLICTS OF INTEREST.** The Consultant agrees to and shall notify the City of any potential conflicts of interest in Consultant's client base and shall obtain written permission from the City prior to providing services to third parties where a conflict or potential conflict of interest is apparent. If the City determines in its sole discretion that a conflict is irreconcilable, the City reserves the right to terminate this Agreement.

**III.13 CITY CONFIDENCES.** The Consultant agrees to and will keep in strict confidence, and will not disclose, communicate or advertise to third parties without specific prior written consent from the City in each instance, the confidences of the City or any information regarding the City or services provided to the City.

**III.14 SUBCONTRACTORS/SUBCONSULTANTS.**

a. The Consultant shall be responsible for all work performed by subcontractors/subconsultants pursuant to the terms of this Agreement.

b. The Consultant must verify that any subcontractors/subconsultants they directly hire meet the responsibility criteria for the project. Verification that a subcontractor/subconsultant has proper license and bonding, if required by statute, must be included in the verification process. The Consultant will use the following Subcontractors/Subconsultants or as set forth in Exhibit A.

c. The Consultant may not substitute or add subcontractors/subconsultants without the written approval of the City.

## **ARTICLE IV. OBLIGATIONS OF THE CITY**

### **IV.1 PAYMENTS.**

a. The Consultant shall be paid by the City for services rendered under this Agreement as described in the Scope of Services and as provided in this section. In no event shall the compensation paid to Consultant under this Agreement exceed \$144,850.00 without the written agreement of the Consultant and the City. Such payment shall be full compensation for work performed and services rendered and for all labor, materials, supplies, equipment and incidentals necessary to complete the work. In the event the City elects to expand the scope of services from that set forth in Exhibit A, the City shall pay Consultant a mutually agreed amount.

b. The Consultant shall submit a monthly invoice to the City for services performed in the previous calendar month in a format acceptable to the City. The Consultant shall maintain time and expense records and provide them to the City upon request.

c. The City will pay timely submitted and approved invoices received before the 20th of each month within thirty (30) days of receipt.

**IV.2 CITY APPROVAL.** Notwithstanding the Consultant's status as an independent contractor, results of the work performed pursuant to this Agreement must meet the approval of the City, which shall not be unreasonably withheld if work has been completed in compliance with the Scope of Services and City requirements.

### **IV.3 MAINTENANCE/INSPECTION OF RECORDS.**

a. The Consultant shall maintain all books, records, documents and other evidence pertaining to the costs and expenses allowable under this Agreement in accordance with generally accepted accounting practices. All such books and records required to be maintained by this Agreement shall be subject to inspection and audit by representatives of the City and/or the Washington State Auditor at all reasonable times, and the Consultant shall afford the proper facilities for such inspection and audit. Representatives of the City and/or the Washington State Auditor may copy such books, accounts and records where necessary to conduct or document an audit. The Consultant shall preserve and make available all such books of account and records for a period of three (3) years after final payment under this Agreement. In the event that any audit or inspection identifies any discrepancy in such financial records, the Consultant shall provide the City with appropriate clarification and/or financial adjustments within thirty (30) calendar days of notification of the discrepancy.

**b. Public Records.**

The parties agree that this Agreement and records related to the performance of the

Agreement are with limited exception, public records subject to disclosure under the Public Records Act RCW 42.56. Further, in the event of a Public Records Request to the City, the City may provide the Consultant with a copy of the Records Request and the Consultant shall provide copies of any City records in Consultant's possession, necessary to fulfill that Public Records Request. If the Public Records Request is large the Consultant will provide the City with an estimate of reasonable time needed to fulfill the records request.

## ARTICLE V. GENERAL

V.1 **NOTICES.** Notices to the City and Consultant shall be sent to the following addresses:

**To the City:**

City of Lake Stevens  
Attn: City Clerk  
Post Office Box 257  
Lake Stevens, WA 98258

**To the Consultant:**

LDC, Inc.  
Attn: Mark Villwock, PE  
20210 142<sup>nd</sup> Ave NE  
Woodinville, WA 98072

Receipt of any notice shall be deemed effective three (3) days after deposit of written notice in the U.S. mail with proper postage and address.

V.2 **TERMINATION.** The right is reserved by the City to terminate this Agreement in whole or in part at any time upon ten (10) calendar days' written notice to the Consultant.

If this Agreement is terminated in its entirety by the City for its convenience, the City shall pay the Consultant for satisfactory services performed through the date of termination in accordance with payment provisions of Section IV.1.

V.3 **DISPUTES.** The parties agree that, following reasonable attempts at negotiation and compromise, any unresolved dispute arising under this Agreement may be resolved by a mutually agreed-upon alternative dispute resolution of arbitration or mediation.

V.4 **EXTENT OF AGREEMENT/MODIFICATION.** This Agreement, together with attachments or addenda, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified or added to only by written instrument properly signed by both parties.

**V.5 SEVERABILITY.**

a. If a court of competent jurisdiction holds any part, term or provision of this Agreement to be illegal or invalid, in whole or in part, the validity of the remaining provisions shall not be affected, and the parties' rights and obligations shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

b. If any provision of this Agreement is in direct conflict with any statutory provision of the State of Washington, that provision which may conflict shall be deemed inoperative and null and void insofar as it may conflict, and shall be deemed modified to conform to such statutory provision.

V.6 **NONWAIVER.** A waiver by either party hereto of a breach by the other party hereto of

any covenant or condition of this Agreement shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay or failure of either party to insist upon strict performance of any agreement, covenant or condition of this Agreement, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition or right.

**V.7 FAIR MEANING.** The terms of this Agreement shall be given their fair meaning and shall not be construed in favor of or against either party hereto because of authorship. This Agreement shall be deemed to have been drafted by both of the parties.

**V.8 GOVERNING LAW.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

**V.9 VENUE.** The venue for any action to enforce or interpret this Agreement shall lie in the Superior Court of Washington for Snohomish County, Washington.

**V.10 COUNTERPARTS AND SIGANTURES.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement. Digital, electronic, and PDF signatures will constitute an original in lieu of the "wet" signature.

**V.11 AUTHORITY TO BIND PARTIES AND ENTER INTO AGREEMENT.** The undersigned represent that they have full authority to enter into this Agreement and to bind the parties for and on behalf of the legal entities set forth below.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

CITY OF LAKE STEVENS

LAND DEVELOPMENT CONSULTANTS, LLC

By: \_\_\_\_\_  
Brett Gailey, Mayor

By: \_\_\_\_\_  
\_\_\_\_\_  
Printed Name and Title

Approved as to Form:

By: \_\_\_\_\_  
Greg Rubstello, City Attorney

## EXHIBIT A

January 8, 2020

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

RE: PROPOSAL FOR PLANNING, SURVEYING, LANDSCAPE ARCHITECTURE, AND  
ENGINEERING SERVICES: NORTH COVE PARK PHASE 2 DESIGN

Dear Eric Durpos:

Land Development Consultants, Inc. (LDC) is pleased to submit the following proposal for professional services in conjunction with your proposed project in the City of Lake Stevens.

### BACKGROUND

The purpose of this project is to design a park extension and parking lot west of City Hall and north of the completed portion of North Cove Park:

- Park plans that including landscaping, irrigation specifications, walkways and picnic areas
- Utility plan including power, sewer and water to the restroom/shelter and stormwater
- Parking lot for up to 25 vehicles
- Children's playground with rubberized surface
- Garbage enclosure for park, pavilion and City Hall (Up to three 2-yard dumpsters)
- Structural engineer's review of existing bridge
- Riparian landscaping plan
- Design of a restroom/picnic structure, including structural engineering and mechanical, electrical and plumbing design
- A respite area adjacent to the stream

This proposal is based upon a request from the client as well as our familiarity with the City of Lake Stevens Development Standards, and the approved preliminary plans. Please see the following scope of services for the required services below:

### SUMMARY OF SERVICES

Task 01	Survey/Base Mapping	\$6,000
Task 02	Conceptual Design	\$10,750
Task 03	Final Design	\$51,000
Task 04	Landscape Design	\$10,200
Task 05	Building Design (T&E)	\$37,500
Task 06	Public Outreach	\$7,000
Task 07	Project Manual, Specifications, and Special Provisions	\$5,000
Task 08	Project Coordination and Meetings (T&E)	\$2,500
Task 09	Existing Timber Bridge Evaluation (T&E)	\$1,500
Task 10.0	Geotechnical Analysis (T&E)	\$4,900
Task 11	Critical Areas Delineation & Report (T&E)	\$8,000
Task 99	Reimbursable Expenses	\$500
TOTAL:		\$144,850

LDC Proposal - North Cove Park Phase 2  
January 8, 2020  
Page 2 of 8

**PROJECT ASSUMPTIONS:**

- No federal funding
- WSDOT/APWA specification format will be utilized
- City will provide a list of desired playground equipment and rubberized playing surface.

**TASK 01 – BOUNDARY AND TOPOGRAPHIC FIELD SURVEY AND MAPPING**

This task is to perform boundary verification and onsite topography of the site:

- Verify/set horizontal, vertical control
- Perform site survey to include existing topography, building corners, rockeries, significant trees, fences and above ground utilities within the project site area
- Locate and map any possible encroachments and/or evidence of adverse possession or prescriptive rights
- Locate and map all significant trees
- Prepare boundary/topographic base map for design purposes
- Plot all easements as shown on title report (to be supplied by client)
- Two-foot contours will be shown
- Stream OHWM as determined by environmental consultant, pickup flagging.

**TASK ASSUMPTIONS:**

- Title reports for subject properties will be provided by Client, or will be invoiced as a reimbursable expense (Task 99)
- No sub-contracted utility locates are included in this proposal. If locates are required or requested after field work for this task is completed, the cost of locates will be assessed as a reimbursable expense.
- No property corners will be set under this proposal
- A Record of Survey will not be filed under this proposal
- Exclusions include boundary/encroachment resolution if encountered. If these services are required they will be performed on a Time & Expense basis.
- Recording fees, submittal fees, reprographic costs will be billed as a reimbursable expense and are not included in this proposal.
- Any additional work, beyond the scope above, which is requested by the Client, will be performed on a Time & Expense basis.

**FIXED FEE: \$6,000 (TASK 01)**

**TASK 02 – CONCEPTUAL DESIGN**

The intent of this task is to develop a programing level conceptual design to established design features and treatments:

- Access drive.
- Parking lot.
- Hardscape elements.
- Define playground space.
- Define Landscape area and Basic treatments.
- Illumination concepts.
- Basic grades.
- Wall locations if any.
- Storm drainage layout.
- Define garbage enclosure and location
- Walkways
- Restroom/Picnic structure.
- Respite area

LDC Proposal - North Cove Park Phase 2  
January 8, 2020  
Page 3 of 8

**TASK ASSUMPTIONS:**

- A maximum of two concept layout will be prepared.
- City comments and suggestions will be incorporated into the final plan set.

FIXED FEE: \$10,750 (TASK 02)

**TASK 03 – FINAL DESIGN**

This proposed task will develop 100% plans for North Cove Park Phase 2. This proposed task brings the site up to the 100% design level and includes the following scope of work:

- **Typical plan sheet layout will be 1" = 20'.**
- Erosion Control and Demo Plan.
- Horizontal Control Plan.
- Parking lot cross sections.
- Park illumination, prepared under task 05.
- Grading Plan with horizontal and vertical alignment.
- Paving Plan and Drainage Features (No detention facility).
- Walkway Design Details.
- Wall plans (MSE, CIP or Rockery).
- Construction Details.
- Playground Details.
- Landscape plans will be prepared under task 04.
- Illumination plans will be prepared under task 05.
- Drainage Report.
- Stormwater Pollution Prevention Plan (SWPPP).
- Building plans will be prepared under task 05.
- Garbage enclosure location and detail.

**TASK ASSUMPTIONS:**

- Stormwater detention system will not be required.
- A traffic control plan is not provided as part of this proposal.
- Rain gardens, bioswales, or other above ground drainage/treatment facilities will not be required.
- A maximum of one wall type will be designed.

FIXED FEE: \$51,000 (Task 03)

**TASK 04 – LANDSCAPE DESIGN**

This task will include preparing landscape plans, details, specifications, quantities and opinion of costs as follows:

- Landscape Plans.
- Stream Buffer/Restoration Plans.
- Landscape Details.
- Irrigation requirements/specification
- WSDOT/APWA Specification.
- Quantities and opinion of costs.

LDC Proposal - North Cove Park Phase 2  
January 8, 2020  
Page 4 of 8

**TASK ASSUMPTIONS:**

- Landscape areas will include the park, interior of parking lot and stream buffer plantings. The playground will be designed under the civil tasks.
- Submittals will be made at the Conceptual and Final design phases.
- Irrigation plans will not be produced. A general irrigation performance specification will be written.

FIXED FEE: \$10,200 (TASK 04)

**TASK 05 – BUILDING DESIGN**

This task will include preparing building plans, details, specifications, quantities and opinion of costs as follows:

- Building Layout.
- Structural Plans.
- MEP Plans.
- Illumination Details.

LDC, Inc. is proposing the following scope and cost to prepare the structural design for the project as follows:

- Review of jurisdictional structural requirements and codes.
- Prepare structural calculations sufficient for permit submittal.
  - Roof framing design.
  - Timber truss design.
  - Overall lateral stability design.
  - Restroom enclosure design.
  - Foundation design.
- Prepare construction drawings sufficient for permit submittal.
  - General notes specifying material properties and construction requirements.
  - Plans, sections, and details defining dimensions and framing for all structural elements.

**TASK ASSUMPTIONS:**

- Submittals will be made at an intermittent and Final design phases.
- The scope of the deliverables will be limited to structural calculations and construction documents.
- One set of revisions based on comments from the jurisdiction will be included within this scope.
- Structural design of the building will not commence until the design concept has been provided and/or approved by the Client. The design concept shall include at a minimum: floor plan layout with dimensions, elevations showing all openings and dimensions, floor heights, roof slopes, materials and framing type.

TIME & EXPENSE: \$37,500 (TASK 05)

**TASK 06 – PUBLIC OUTREACH**

This task will include presenting materials to city council, parks board and the public as follows:

- Prepare a city council/parks board power point presentation.
- Present to City Council.
- Present to Parks Board.
- Host public open house meeting.

**TASK ASSUMPTIONS:**

- City will secure public meeting space.
- City will coordinate and send out public meeting notices.

LDC Proposal - North Cove Park Phase 2  
January 8, 2020  
Page 5 of 8

- A maximum of 15 power point slide will be produced.
- Basic CAD files utilized as site renderings with color added.

FIXED FEE \$7,000 (TASK 06)

#### TASK 07 – PROJECT MANUAL, SPECIFICATIONS, AND SPECIAL PROVISIONS

This proposed task includes the following scope of work:

- Prepare Project Manual in WSDOT/APWA format including supplemental specifications and special provisions particular to the project (2018 Spec Book).
- Bidding instructions with itemized Base Bid Schedule of quantities.

FIXED FEE: \$5,000 (Task 07)

#### TASK 08 – PROJECT DESIGN COORDINATION AND MEETINGS

This proposed task includes the following scope of work:

- 2 meetings at City Hall.
- 2 conference call meetings.

TIME & EXPENSE: \$2,500 (Task 08)

#### TASK 09 – VISUAL STRUCTURAL INSPECTION OF EXISTING BRIDGE

LDC, Inc. is proposing the following scope and cost to prepare the structural inspection for the project as follows:

- Review of jurisdictional structural requirements and codes
- Prior to a field visit, any and all existing structural drawings shall be made available to LDC for review. LDC is able to request these documents from City Records.
- Perform a visual inspection of the existing bridge and record the following:
  - Span and width
  - Dimensions of all visual members and member with reasonable access
  - Visual inspection of the condition of wood members, connections, and abutments.
  - Photographic evidence of measurements and site conditions.
- Prepare a site inspection report commenting on the condition of the existing bridge and professional recommendation on the future use of the bridge.

#### TASK ASSUMPTIONS:

- The scope of the deliverables will be limited to a site inspection report
- If a geotechnical engineer is needed, they will be hired by the owner and a report will be provided establishing the allowable bearing pressure for the foundations and any other necessary soil design parameters.

TIME & EXPENSE: \$1,500 (Task 09)

#### TASK 10.0 – GEOTECHNICAL ANALYSIS

##### Task 10.1 Geotechnical Evaluation

The scope of services to be provided by Robinson Noble, Inc. is for geotechnical evaluation services, including the following:

- Review available geologic maps for the site.
- Mark the site for the One Call Public Utility locate service.
- Explore the subsurface soil and groundwater conditions in the area of the planned building with two test pit explorations. The excavator and operator are to be

provided by the City of Lake Stevens.

- Evaluate pertinent physical and engineering characteristics of the soils encountered in the test pits.
- Prepare a draft geotechnical report containing the results of our subsurface explorations, and our conclusions and recommendations for geotechnical design elements of the project. Our report will include:
  - Description of the geologic materials encountered.
  - Description of depth to groundwater, if encountered.
  - Discussion of seismicity at the site along with seismic design parameters including Site Class and site coefficients based on current IBC criteria.
  - Recommendations for shallow foundations including allowable soil bearing values, minimum footing sizes, soil parameters for lateral load resistance, and footing drains.
  - Estimate the total and differential settlements of spread footings and floor slabs for variable loading within the building.
  - Geotechnical recommendations and considerations for support of concrete slab-on-grade floors.
  - Recommendations for parking subgrade preparation.
  - Preliminary recommendations for infiltration at the site.
  - Recommendations for earthwork and site preparation. An evaluation of the effects of weather and/or construction equipment on site soils and mitigation of any unsuitable soil conditions at the site will be included.

#### Task 10.2 – Infiltration Testing

- Perform a Small Pilot Infiltration Test (PIT) at the location and depth of the proposed infiltration facility. Water will be provided by the City of Lake Stevens. The excavator and operator to dig the pit are to be provided by the City of Lake Stevens.
- Prepare a final geotechnical report including the results of the PIT.

TIME & EXPENSE: \$4,900 (Task 10.0)

#### TASK 11 – CRITICAL AREAS DELINEATION & REPORT (T&E)

This task will delineate the OHWM along the south bank next to North Cove Park 2 limits and prepare a critical areas report.

- Project Initiation and Background Review: This task includes initial coordination and mobilization with the client and review of background information, including available reference maps and documents from regulatory or resource agencies, including information on wetlands, streams, and soils.
- Field Investigation: This task includes one day field investigation for two staff (up to 16 staff-hours total) to identify and delineate any wetlands and streams, as well as the lakeshore on the project site. We will mark the boundaries of any wetlands, shorelines, or streams with sequentially labelled plastic flagging. We would collect data on vegetation, soils, and hydrology to support our findings and for use in development of future critical area reports. We would also collect notes pertinent to determination of wetland ratings per the City of Lake Stevens code.
- Summary Sketch Map: Upon completion of our field work, we would prepare a GIS sketch map for use by your professional surveyor depicting the flagging sequence and approximate location of any wetlands, shorelines, and streams we delineated on the project site, as well as their probable buffers. This sketch map is intended for planning

purposes only.

- Critical Areas Report: We will prepare a critical areas report discussing our findings in greater detail and provide supporting data. This report would analyze the proposed site plans and a summary of any proposed impacts to critical area buffers or setbacks and proposed mitigation to compensate for those. This assumes no direct impacts to critical areas will result from the project. Completion of this task assumes timely receipt of maps of the existing conditions and proposed site plan in a suitable electronic format (CAD) (assumes up to 40 staff hours).
- Project Coordination and Administration: This task includes correspondence and coordination with LDC, Inc. or their consultants with regard to scheduling and information acquisition for the project and to provide in-house administration as necessary during the course of the project (assumes up to 4 staff-hours).

**TASK ASSUMPTIONS:**

- Services are performed per the U. S. Army Corps of Engineers (COE) Wetlands Delineation Manual (Environmental Laboratory 1987), as updated for this area by the regional supplement to the COE wetland delineation manual for the Western Mountains, Valleys, and Coast Region (COE 2010). The COE wetlands manual is required by state law (WAC 173-22-035, as revised) for all local jurisdictions.
- The ordinary high water mark (OHWM) of streams will be determined using definitions provided by the Washington **State Shorelines Management Act of 1971**: "that mark that will be found by examining the bed and banks and ascertaining where the presence and action of waters are so common and usual, and so long continued in all ordinary years, as to mark upon the soil a character distinct from that of the abutting upland, in respect to vegetation." (RCW 90.58.030(2)(b) and WAC173-22-030(6)). The OHWM will be delineated using procedures outlined in the 1994 Washington Department of Ecology Shoreline Administrators Manual.
- Additional tasks may become necessary, depending on the nature of the project. However, the following future tasks are not included in this Agreement: (1) additional field investigations, (2) meetings, (3) tasks associated with preparation of a mitigation or management plans, (4) tasks associated with response to agency or public comments, or public hearings, (5) preparation of local, state, or federal critical areas permit applications or supporting documents. If these or other tasks not specifically included in this Agreement are requested, or assumptions stated in this Agreement are exceeded due to circumstances beyond our control, we will submit a supplemental agreement to cover the additional services.

TIME & EXPENSE: \$8,000 (Task 11)

**TASK 99 – REIMBURSABLE EXPENSES**

This task will include:

- Printing of Plans.
- Mileage.
- Other project costs.

TIME AND EXPENSE: \$500 (Task 99)

LDC Proposal - North Cove Park Phase 2  
January 8, 2020  
Page 8 of 8

*ITEMS EXCLUDED FROM SCOPE OF SERVICES:*

- Permitting and environmental documentation.
- HPA permit.
- Environmental or hazardous material studies.
- Stormwater modeling and analysis.
- Bridge design or retrofit.
- Detailed illumination modeling.
- Detailed irrigation plans.
- Easement and boundary survey.
- Construction observation and engineering construction support.
- Property acquisition.

If the scope of the project changes due to circumstances beyond our control as otherwise specified herein, we reserve the right to renegotiate the fees outlined in this agreement. We also reserve the right to renegotiate the balance of the contract should the work not be completed by June 1, 2020. As of that date, this agreement will become null and void and payment for all work accomplished to that date would become due and payable.

At that time, we will review the work necessary to complete the contract and negotiate a new agreement to complete the remainder of the project should you so desire. In addition, should work not defined herein be requested and authorized by you, we will perform said work on a time and expense basis in accordance with our standard fee schedule in effect at the time the extra work is done. We typically adjust our fee schedule January 1<sup>st</sup> of each year.

All filing, checking, and inspection fees required by the agencies, utilities, etc. are not part of this agreement and are to be paid by the owner. Reimbursable expenses such as blueprint costs, etc. will be billed in accordance with our standard fee schedule. Outside services will be billed at our cost plus 15%.

This proposal is based upon the written design standards and ordinances of the jurisdiction that governs the site that are in effect at the date of this letter.

**Consultant will mail monthly invoices in Consultant's standard format reflecting all current charges to Client.** Invoices are due when received by client and must be paid within 30 days of invoice date, after which time absent full payment, Consultant may at its sole discretion terminate this agreement without liability on the part of the Consultant. Any unpaid invoices are deemed to be correct and binding on Client unless Client provides Consultant written notification of specific objections within 10 days of the date of invoice. Preparation of additional documentation for invoiced charges when requested by the Client shall be deemed Additional Services approved upon request.

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

Sincerely,



LDC, Inc.

Darrell Smith, PE

Director of Civil Engineering

Enclosures: Project Limit Exhibit

CC: Mark Villwock and Aaron Halverson



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** January 14, 2020

**Subject:** North Cove Park Pavilion Naming

Contact Person/Department:	Jill Meis, Parks Planning and Development Coordinator; Russ Wright, Community Development Director	Budget Impact:	\$budgeted cost for signage
----------------------------	--	----------------	-----------------------------

**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Approve naming the city's new building "The Mill," and the rooms within the building as follows: Council Chambers/Meeting Room: "The Sawyers Room," the second-floor room: "The Stack,"; and the great hall: "Hartford Hall."

**SUMMARY/BACKGROUND:**

Council reviewed and discussed proposed formal names for the new building and rooms within the building under construction at North Cove Park at the January 7 Council Workshop meeting. Staff made recommendations as set out below following research and after contemplating marketability:

- **The Mill-** This is the entire building. The building architecture incorporates elements of an industrial use, primarily a mill, in the area of the historic Rucker Mill. The name is simple and easily marketable for a community venue.
- **The Sawyers Room-** this is the room that the city has identified for city use as council chambers and other city functions. The sawyers are workers that cut the logs into lumber.
- **The Stack-** this room is located on the second floor and has a view of the historic mill site and North Cove Park. The smokestack was an iconic image in the area's history. This is a casual place for service clubs and city partners to meet and for impromptu meetings of friends.
- **Hartford Hall-** this great hall has been outfitted with a railroad track that resembles the rail line that was called the Hartford Line.

Following discussion Council indicated consensus with the proposed names and directed this be brought forward for formal action.

Also discussed was dedication of specific areas for the visionary leaders responsible for supporting the building, including former Mayor John Spencer for his vision and leadership in moving the downtown renovation forward and Senator Steve Hobbs for his continued support with the Washington Legislature to help fund this transformative project. There was general consensus to move forward with these dedications at a later date, and this will be brought back to Council to review and determine the design of the dedications.

---

**APPLICABLE CITY POLICIES:**

---

**BUDGET IMPACT:** budgeted cost for signage

---

**ATTACHMENTS:**



This page left blank intentionally



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** January 14, 2020

**Subject:** Subdivision Code Updates

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

---

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

Discuss proposed zoning code standards

---

The City Council have been reviewing updated zoning requirements for the city to accommodate missing middle housing and state changes made through House Bill 1923 that require cities to consider flexible tools to promote efficient and affordable housing options. City Council and the Planning Commission have been briefed on the project multiple times. Staff created an outreach program to discuss these issues with an advisory committee comprised of interested citizens and industry constituents. Many of the amendments required restructuring and reorganizing of existing code with minor adjustments to support the greater project. New proposed code sections are shown through the track-change function, underlined sections are new, while the unaltered code is in black.

The city initiated the subdivision code amendment as part of this process to restructure subdivision regulations into one cohesive chapter and revise the Planned Residential Development code sections. Updating the subdivision code primarily consists of reorganizing and consolidating various subdivision sections into one cohesive chapter. Chapter 14.18 currently contains two parts, Subdivisions and Binding Site Plans. The chapter will now include two more parts, Boundary Line Adjustments and Alternative Subdivisions. The Boundary Line section will see the addition of Lot line Consolidation and the Alternative Subdivision Section will include Planned Residential Developments (PRD), Cluster subdivisions, and Unit lot Subdivisions. As part of this consolidation specific changes were made to the PRD section to provide incentives to make PRD's a more attractive zoning tool for development.

The current draft represents the final draft to be presented to the Planning Commission and includes responses to their feedback, citizen comment, recommendations from the Land Use Advisory Committee and requested revisions from the Master Builders. The purpose of tonight's meeting is to have a follow up discussion with Council as staff completes the subdivision update and prepares for public hearings with the Planning Commission and City Council in the first quarter of 2020.

**ATTACHED:**

1. Code amendment 14.18

## Attachment 1

### Sections:

#### Part I. Subdivisions ~~and Boundary Line Adjustments~~

- 14.18.010 Subdivisions**
- 14.18.015 Review of Subdivisions**
- 14.18.020 Limitations on Re-Subdividing Short Plats**
- 14.18.025 Criteria for Preliminary Plat Approval**
- 14.18.030 Application for Final Plat Approval**
- 14.18.035 Approval of Final Plats**
- 14.18.040 Content of the Final Plat**
- 14.18.045 Endorsements on Short and Long Subdivision Plats**
- 14.18.050 Plat Approval Not Acceptance of Dedication Offers**
- 14.18.055 Subdivision Recording Requirements**
- 14.18.060 Alterations of Subdivisions**
- 14.18.065 Vacations of Subdivisions**
- 14.18.070 ~~Boundary Line Adjustments~~**

#### Part II. Binding Site Plans

- 14.18.105 Purpose and Applicability**
- 14.18.110 Procedure**
- 14.18.115 Additional Application Requirements**
- 14.18.120 Decision Criteria**
- 14.18.125 Subsequent Development Permits**
- 14.18.130 Conditions of Approval**
- 14.18.135 Conditions for Previously Approved Site Plan**
- 14.18.140 Conditions When Concurrently Reviewed**
- 14.18.145 Design Standards - Access Requirements**
- 14.18.150 Road and Right-of-Way Establishment and Right-of-Way Dedication**
- 14.18.155 Phased Development**
- 14.18.160 Acceptance of Site Improvements**
- 14.18.165 Bond or Performance Security**
- 14.18.170 Revisions**
- 14.18.175 Recording with County Auditor**
- 14.18.180 Vacation**

Part III. Boundary Line Adjustments

14.18.200 Lot Line Adjustments

Part IV. Alternative Subdivisions

14.18.300 Planned Residential Developments

14.18.310 Cluster Subdivisions

14.18.320 Unit Lot Subdivisions

Part I. ~~Subdivisions and Boundary Line Adjustments~~

**14.18.010 Subdivisions.**

Unless exempted by Chapter [58.17](#) RCW, all subdivision activity is subject to the requirements of this title. No person may subdivide land except in accordance with all of the provisions of this chapter. Short plats consist of subdivisions which result in nine or fewer lots. Subdivisions of 10 or more lots may also be referred to as formal or long plats/subdivisions. (Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.015 Review of Subdivisions.**

No person may subdivide his land except in accordance with the provisions of this title. Long and short subdivisions are subject to a three-step approval process. The first step is approval of the preliminary plat, the second is approval and construction of the infrastructure necessary to serve the plat, and the third step is for approval of the final plat. Each step requires a separate application and fee as set by Council resolution. (Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.020 Limitations on Re-Subdividing Short Plats.**

Short plats can be re-subdivided with a subsequent short plat within five years if the total number of lots created between the original and second short plat does not exceed nine. If the number of lots exceeds nine, re-subdivision requires a long plat. (Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.025 Criteria for Preliminary Plat Approval.**

- (a) A preliminary plat shall follow the procedures for a Type II review for a short plat and Type III review for plats pursuant to Chapter [14.16B](#).
- (b) A preliminary plat shall be approved if it meets the approval criteria in Chapter [58.17](#) RCW and the requirements of this title.

(c) Preliminary plat approvals may contain conditions as deemed necessary to ensure the approval criteria are met. (Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.030 Application for Final Plat Approval.**

The application for final plat approval shall include:

- (a) Completed application form with fee.
- (b) Five Two draft copies of the following information:
  - (1) Mathematical lot closures showing error of closures not to exceed 0.005 times the square root of "n," where "n" equals the number of sides and/or curves of a lot.
  - (2) A certification from a professional land surveyor, licensed in the State of Washington, as to the survey data, layout of streets, alleys and other rights-of-way.
  - (3) A certification that bridges, sewage, water systems and other structures together with the information provided by the professional land surveyor for the approval signature of a licensed engineer acting on behalf of the City.
  - (4) A complete survey of the section or sections in which the plat is located, or as much thereof as may be necessary to properly orient the plat within the section or sections. A computer printout showing closures of the section or subdivision breakdown (if any), plat boundary, road centerlines, lots and tracts. The maximum allowable error of closure shall be .02 feet in any such closure.
  - (5) A title company certification which is not more than 30 calendar days old containing:
    - (i) A legal description of the total parcel sought to be subdivided; and
    - (ii) A list of those individuals, corporations, or other entities holding an ownership interest in the parcel; and
    - (iii) Any easements or restrictions affecting the property with a description, purpose and reference by auditor's file number and/or recording number; and
    - (iv) Any encumbrances on the property; and
    - (v) Any delinquent taxes or assessments on the property.
  - (6) An approved subdivision name reservation form from the Snohomish County Auditor's Office.

(7) If lands are to be dedicated or conveyed to the City as part of the subdivision, an American Land Title Association title policy shall be required.

(8) The Planning Director may require the applicant to submit any other information deemed necessary to make this determination, including, but not limited to, a copy of the tax map showing the land being subdivided and all lots previously subdivided from that tract of land within the previous five years. (Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.035 Approval of Final Plats.**

(a) Final plats for subdivisions and short subdivisions are approved by the Planning and Public Works Directors. Final plats shall be approved if it is found that the requirements of preliminary plat, including applicable conditions of approval, have been met, and the requirements of Chapter [58.17](#) RCW have been met.

(b) The final plat submitted for recording shall be drawn in waterproof ink on a sheet made of material that will be acceptable to the Snohomish County Auditor's Office for recording purposes, and having dimensions of 18 inches by 24 inches.

(c) When more than one sheet is required to include the entire subdivision, all sheets shall be made of the same size and shall show appropriate match marks on each sheet and appropriate references to other sheets of the subdivision. The scale of the plat shall be at one inch equals not more than 50 feet.

(d) The applicant shall also provide all final plat maps and engineered as-builts in digital form. Files shall be submitted in “\*.dwg” or other AutoCad-compatible format approved by Public Works. (Ord. 1023, Sec. 2 (Exh. A), 2018; Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.040 Content of the Final Plat.**

The final plat shall contain the following information:

(a) The name of the subdivision, which name shall not duplicate the name of any existing subdivision as recorded in the Snohomish County Registry.

(b) The name and signatures of the subdivision owner or owners.

(c) The location by quarter section/section/township/range and/or by other legal description, the county, and state where the subdivision is located.

(d) The name, registration number, and seal of the professional land surveyor responsible for preparation of the plat, and a certification on the plat by said surveyor to the effect that (1) it is a true and

correct representation of the land actually surveyed by him/under his supervision; (2) that the exterior plat boundary, and all interior lot corners have been set on the applicant's property by him/under his supervision using appropriate permanent materials, with a field traverse with a linear closure of one to 10,000 and corresponding angular closure as specified in WAC [173-303-610](#); and (3) that all street centerline monuments (points of intersection, points of curve, points of tangency, etc.) within the plat and all intersections with existing street centerlines have been monumented with concrete monuments in case or other permanent material approved by the City.

- (e) The scale according to which the plat is drawn in feet per inch or scale ratio in words or figures and bar graph. The drawing shall be of legible scale, and shall include the north arrow and basis of bearings. Unless otherwise approved by the Planning Director, the scale of the final plat will be at one inch equals 50 feet in order that all distances, bearings and other data can be clearly shown.
- (f) A boundary survey prepared by a Professional Land Surveyor, licensed in the State of Washington, shall be shown on the proposed plat and shall reference the plat to the Washington Coordinate System, North Zone (North American Datum, 1983) with a physical description of such corners. When the necessary G.P.S. points exist within one-half mile of the subject property, they shall be located on the plat and used as primary reference datums.
- (g) The boundary lines of the plat, based on an accurate traverse, with angular and linear dimensions.
- (h) The exact location, width, number or name of all rights-of-way and easements within and adjoining the plat and a clear statement as to whether each is to be dedicated or held in private ownership.
- (i) The true courses and distances to the nearest established right-of-way lines or official monuments which will accurately locate the plat.
- (j) Curved boundaries and centerlines shall be defined by giving radii, internal angles, points of curvature, tangent bearings and lengths of all arcs.
- (k) All lot and block numbers and lines, with accurate dimensions in feet and hundredths of feet, and bearings to one second of arc. Blocks in numbered additions to subdivisions bearing the same name must be numbered consecutively through the several additions.
- (l) Accurate locations of all monuments at such locations as required by the City Engineer.
- (m) All plat meander lines or reference lines along bodies of water which shall be established above, but not farther than 20 feet from the high waterline of the water or within a reasonable distance, to ensure reestablishment.

(n) Accurate outlines and dimensions of any areas to be dedicated or reserved for public use, with purposes indicated thereon and in the dedication; and/or any area to be reserved by deed covenant for common uses of all property owners.

(o) A full and correct legal description of the property.

(p) All permanent restrictions and conditions on the lots or tracts or other areas in the plat required by the City.

(q) Any additional pertinent information required at the discretion of the Public Works Director or Planning and Community Development Director.

(r) An endorsement to be signed, prior to recordation, by the proper officer in charge of tax collections, certifying that all taxes and delinquent assessments have been paid, satisfied, or discharged.

(s) The following declaration: "All conditions of the preliminary ~~short~~ plat, embodied within the Form of Decision [recorded in Book \_\_\_\_, Page \_\_\_\_ of the Snohomish County Registry/which is attached hereto as Exhibit \_\_\_\_], shall remain conditions of construction of the public improvements." (Ord. 811, Sec. 5 (Exh. 4), 2010)

#### **14.18.045 Endorsements on Short and Long Subdivision Plats.\***

All subdivision plats shall contain the following endorsements, specific language of which is to be made available by the Planning Director: certificate of subdivision approval, certificate of approval of public improvements, certificate of ownership and dedication, certificate of survey and accuracy, certificate of City Treasurer, Planning and Public Works Directors Approvals, Snohomish County treasurer's certificate, and recording certificate. (Ord. 903, Sec. 22, 2013; Ord. 811, Sec. 5 (Exh. 4), 2010)

\* Code reviser's note: This section has been updated to correspond to changes made by Ordinance 1023 and the intent of the city council in passing Ordinance 1023.

#### **14.18.050 Plat Approval Not Acceptance of Dedication Offers.**

Preliminary approval of a plat does not constitute acceptance by the City of the offer of dedication of any streets, sidewalks, parks, or other public facilities shown on a plat. Offers of dedication will be officially accepted with approval of the final plat. (Ord. 811, Sec. 5 (Exh. 4), 2010)

#### **14.18.055 Subdivision Recording Requirements.**

When the City approves a final subdivision or final short subdivision, the applicant shall record the original signed final plat or final short plat with the Snohomish County Auditor. The applicant will also furnish the

City with one reproducible copy of the recorded documents, and the Snohomish County Assessor shall be furnished one paper copy. (Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.060 Alterations of Subdivisions.**

- (a) If an applicant wishes to alter a subdivision or short subdivision or any portion thereof, except as provided in Section [14.18.065](#), that person shall submit an application to the Department of Planning and Community Services requesting the alteration. The application shall contain the signatures of all persons having an ownership interest in lots, tracts, parcels, sites or divisions within the subdivision or short subdivision or in that portion to be altered.
- (b) The Planning Director shall have the authority to determine whether the proposed alteration constitutes a minor or major alteration. Major alterations are those which substantially change the basic design, density, open space, or other similar requirements or provisions.
- (c) If the subdivision or short subdivision is subject to restrictive covenants, which were filed at the time of the approval, and the application for alteration would result in the violation of a covenant, the application shall contain an agreement signed by all parties subject to the covenants providing that the parties agree to terminate or alter the relevant covenants to accomplish the purpose of the alteration of the subdivision or short subdivision or any portion thereof.
- (d) If the alteration is requested prior to final plat or final short plat review and signature, a minor alteration may be approved with consent of the Planning Director. A long plat or short plat major alteration shall require consent of the Planning Director as a Type II review for short subdivisions after public notice or the City Council Hearing Examiner as a Type VII review for subdivisions after public notice and a public hearing is held. Notice shall be provided of the application for a long plat or short plat alteration to all owners of property within the subdivision or short subdivision, all parties of record, and as was required by the original subdivision or short subdivision application. The Planning Director shall have the authority to determine whether the proposed alteration constitutes a minor or major alteration pursuant to subsection (b) of this section.
- (e) If the alteration is requested after final plat or final short plat review and signature, but prior to filing the final plat or final short plat with Snohomish County, a plat or short plat alteration may be approved with consent of the Planning Director for short subdivisions as a Type II review or the City Council for subdivisions as a Type V review. Upon receipt of an application for alteration, notice shall be provided of the application to all owners of property within the subdivision or short subdivision, all parties of record, and as was required by the original application. The notice shall establish a date for a public hearing.

(f) If the alteration is requested after filing the final plat or final short plat with Snohomish County, a minor plat ~~or short plat~~ alteration may be approved with consent of the Planning Director ~~in the case of short subdivisions as a Type II review or the City Council for subdivisions as a Type V review~~. If the Planning Director determines that the proposed alteration is a major alteration, pursuant to subsection (b) of this section, then the Planning Director may require replatting pursuant to this chapter. Upon receipt of an application for alteration, notice shall be provided of the application to all owners of property within the subdivision or short subdivision, all parties of record, and as was required by the subdivision or short subdivision plat application. The notice shall establish a date for a public hearing.

(g) The City shall determine the public use and interest in the proposed alteration and may deny or approve the application for alteration. If any land within the alteration is part of an assessment district, any outstanding assessments shall be equitably divided and levied against the remaining lots, parcels, or tracts, or be levied equitably on the lots resulting from the alteration. If any land within the alteration contains a dedication to the general use of persons residing within the subdivision, such land may be altered and divided equitably between adjacent properties.

(h) After approval of the alteration, the City shall order the applicant to produce a revised drawing of the approved alteration of the subdivision or short subdivision, and after signature the final plat or final short plat shall be filed with Snohomish County to become the lawful plat or short plat of the property.

(i) This section shall not be construed as applying to the alteration or replatting of any plat or short plat of State-granted shore lands. (Ord. 811, Sec. 5 (Exh. 4), 2010)

#### **14.18.065 Vacations of Subdivisions.**

(a) Whenever an applicant wishes to vacate a subdivision or short subdivision or any portion thereof, that person shall file an application for vacation with The Department of Planning and Community Services. The application shall set forth the reasons for vacation and shall contain signatures of all parties having an ownership interest in that portion of the subdivision subject to vacation.

(b) If the development is subject to restrictive covenants which were filed at the time of the approval, and the application for vacation would result in a violation of a covenant, the application shall contain an agreement signed by all parties subject to the covenants providing that the parties agree to terminate or alter the relevant covenants to accomplish the purpose of the vacation of the subdivision or short subdivision or portion thereof.

(c) When the vacation application is specifically for a City street or road, the procedures for right-of-way vacation in Section [14.16C.095](#) shall be followed for the street or road vacation. When the application is

for the vacation of the plat or short plat together with the streets or roads, the procedure for vacation in this section shall be used, but vacations of streets may not be made that are prohibited under State law.

(d) Notice shall be given to all owners of property within the subdivision or short subdivision, to all property owners within 300 feet of short subdivision and subdivision boundaries, and to all applicable agencies. The Planning Director shall conduct a public meeting in the case of short subdivisions, and the City Council shall conduct a public hearing on the application for a vacation. The application for vacation of a subdivision or short subdivision may be approved or denied after the City has determined the public use and interest to be served by the vacation. If any portion of the land contained in the proposed vacation was dedicated to the public for public use or benefit, such land, if not deeded to the City, shall be deeded to the City unless the City Council sets forth findings that the public use would not be served in retaining title to those lands.

(e) Title to the vacated property shall vest with the rightful owner as shown in Snohomish County records. If the vacated land is land that was dedicated to the public, for public use other than a road or street, and the City Council has found that retaining title to the land is not in the public interest, title thereto shall vest with the person or persons owning the property on each side thereof, as determined by the City Council. When a road or street that is to be vacated was contained wholly within the subdivision or short subdivision and is part of the boundary of the subdivision or short subdivision, title to the vacated road or street shall vest with the owner or owners of property contained within the vacated subdivision.

(f) This section shall not be construed as applying to the vacation of any plat or short plat of State-granted shore lands. (Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.070 Boundary Line Adjustments.**

~~(a) Minor lot line adjustments are exempt from the subdivision regulations. Minor lot line adjustments to existing legal lots are permitted when no new lots are created through the process and the adjusted lots either meet all requirements of this title and other City regulations. In the case of existing legal nonconforming lots, the adjustment shall not create a new or greater nonconformity with respect to any City regulations.~~

~~(b) Application for a boundary line adjustment (BLA) is made by submitting to the Planning Director a land use development application, with a survey of the subject property showing existing and proposed lot lines, before and after legal descriptions, owner's certificate, surveyor's certificate, and Planning Director's approval certificate.~~

(c) ~~To finalize an approved boundary line adjustment, it shall be recorded with the Snohomish County auditor's office no later than one year after final approval has been issued by the Planning Director or the application and approval shall lapse and a new application must be submitted.~~

(d) ~~Recording fees and applicable state fees shall be paid by the applicant. Immediately after recording, copies of the recorded BLA documents shall be provided to the City. The BLA shall not take effect until recorded with the Snohomish County auditor and copies returned to the City.~~

(e) ~~The department may grant up to a one year extension of a BLA for good cause, if a written request for extension, including a description of reason for request, is submitted to the Planning Director at least two weeks before approval lapses.~~

(f) ~~If the BLA affects more than one property owner, a conveyance document(s) shall be recorded at the same time as the BLA documents. The conveyance document(s) shall establish ownership consistent with the approved, adjusted boundaries.~~

(g) ~~When a BLA is recorded subsequent to a record of survey for the same property, the recording number of the record of survey shall be noted on the BLA map. (Ord. 903, Sec. 23, 2013; Ord. 811, Sec. 5 (Exh. 4), 2010)~~

## Part II. Binding Site Plans

### **14.18.105 Purpose and Applicability.**

(a) The purpose of this chapter is to provide an alternative method for the division of land as authorized by RCW [58.17.035](#) and [58.17.040](#)(4), (5), and (7). A binding site plan ensures through covenants, conditions, restrictions, easements, and other requirements binding upon all lot owners that the collective lots continue to function as one site concerning but not limited to public roads, improvements, open spaces, drainage, and other elements specified in this chapter.

(b) The provisions of this part shall apply to:

- (1) The division of commercial or industrial zoned land for sale or lease when used for commercial or industrial purposes, or the division of land for lease when used as a mobile home park;
- (2) The division of land resulting from subjecting a portion of a parcel or tract to the Horizontal Property Regimes Act, Chapter [64.32](#) RCW, or the Condominium Act, Chapter [64.34](#) RCW; and
- (3) The division of land for the creation of special purpose tracts.

(c) The provisions of this part do not apply to:

- (1) Divisions of commercial or industrially zoned property for lease during exhibitions or other special events of a temporary, short-term nature, not to exceed six months' duration;
- (2) Boundary line adjustments;
- (3) Housing cooperatives; and
- (4) Divisions for commercial or industrial zoned land when such lands are being used only for single-family or multifamily residential purposes, or are proposed for such residential purposes, except when the division is proposed pursuant to subsection (b)(2) of this section. (Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.110 Procedure.**

The department will process a binding site plan according to the procedures for a Type II administrative decision. Application requirements are established and implemented per Section [14.16A.220](#). A binding site plan application will be processed concurrently with any other application for development of the same site, unless the applicant requests otherwise. (Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.115 Additional Application Requirements.**

The submittal requirements for binding site plan applications are set forth in an application checklist provided by the Department pursuant to Section [14.16A.220](#). All binding site plan applications must include one of the following site plan representations, which show the proposed and existing location of all roads, improvements, open space, and any other element specified by this title:

- (a) A previously approved site plan;
- (b) A revision to a previously approved site plan; or
- (c) A new site plan for proposed development. (Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.120 Decision Criteria.**

In order to approve a binding site plan, the Department must find that the newly created lots function and operate as one site and that the binding site plan and record of survey comply and are consistent with the following provisions as well as any other applicable regulations as determined by the Department:

- (a) Requirements of this part;
- (b) Requirements for noise control, Chapter [9.56](#);

- (c) Requirements for public or private roads, right-of-way establishment and permits, access, and other applicable road and traffic requirements;
- (d) Compliance with fire lane, emergency access, fire-rated construction, hydrants and fire flow, and other requirements of Chapter [14.84](#);
- (e) Compliance with applicable construction code requirements, Chapter [14.80](#);
- (f) Compliance with applicable use and development standard requirements of this title;
- (g) Compliance with applicable shoreline management code requirements of the Shoreline Master Program, Chapter [14.92](#) and/or flood hazard area requirements of Chapter [14.64](#);
- (h) Compliance with environmental policies and procedures and critical areas regulations of Title [16](#) and Chapter [14.88](#);
- (i) Compliance with applicable drainage requirements of Chapter [14.64](#);
- (j) Compliance with applicable impact fee requirements;
- (k) Provisions for adequate sewer service, water supply and refuse disposal; and
- (l) Any other applicable provision of this title. (Ord. 898, Sec. 4, 2013; Ord. 855, Sec. 19, 2011; Ord. 811, Sec. 5 (Exh. 4), 2010)

#### **14.18.125 Subsequent Development Permits.**

Subsequent site development permits for the land are subject to compliance with the zoning, building, and other applicable land use codes and regulations existing at the time of development permit review, unless addressed as part of the binding site plan review and expressly depicted on the binding site plan. (Ord. 811, Sec. 5 (Exh. 4), 2010)

#### **14.18.130 Conditions of Approval.**

- (a) The Department is authorized to impose conditions and limitations on the binding site plan. By this authority, and if the Department determines that any delay in satisfying requirements will not adversely impact the public health, safety, or welfare, the Department may allow requirements to be satisfied prior to issuing the first building permit for the site, or prior to issuing the first building permit for any phase, or prior to issuing a specific building's certificate of occupancy, or in accordance with an approved phasing plan.

- (b) The binding site plan shall contain a provision requiring that any development of the site shall be in conformity with the approved binding site plan.
- (c) The Department may authorize sharing of open space, parking, access, and other improvements among properties subject to the binding site plan. Conditions and restrictions on development, use, maintenance, shared open space, parking, access, and other improvements shall be identified on the binding site plan and enforced by covenants, conditions, restrictions, easements, or other legal mechanisms.
- (d) All provisions, conditions, and requirements of the binding site plan shall be legally enforceable on the owner, purchaser, and any other person acquiring a possessory ownership, security, or other interest in any property subject to the binding site plan.
- (e) After approval of a binding site plan for land zoned and used for commercial or industrial purposes, or for land zoned and used for mobile home parks, the applicant shall record the approved binding site plan with a record of survey (except for the provision of RCW [58.09.090](#)(1)(d)(iv)) as one recording document complying with the requirements of this section.
- (f) After approval of a binding site plan for land, all or a portion of which will be subjected to the provisions of Chapter [64.32](#) or [64.34](#) RCW, the applicant shall record the approved binding site plan with a record of survey (except for the provisions of RCW [58.09.090](#)(1)(d)(iv)) as one recording document complying with the requirements of this section. Following recordation of the binding site plan with record of survey, the applicant shall independently complete improvements shown on the approved binding site plan and file a declaration of condominium, and survey map and plans as required by Chapter [64.32](#) or [64.34](#) RCW.
- (g) Under subsection (e) or (f) of this section, when a record of survey is not required pursuant to RCW [58.09.090](#)(1)(d)(iv), the applicable record of survey data, consistent with the application requirements as adopted by the department pursuant to Section [14.16A.220](#), shall be shown on the binding site plan to be recorded. (Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.135 Conditions for Previously Approved Site Plan.**

If a previously approved site plan is submitted for binding site plan approval, the conditions and limitations imposed by the department may, where appropriate, include any conditions and limitations contained in the previously approved site plan. (Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.140 Conditions When Concurrently Reviewed.**

When a binding site plan is being considered concurrently with another land development application, the department will incorporate all conditions and limitations imposed on the concurrent application into the binding site plan. (Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.145 Design Standards - Access Requirements.**

Access requirements and road standards to and within lots of the binding site plan shall be provided in accordance with Chapters [14.56](#) and [14.72](#) and the EDDS. New public road(s) shall be provided for lot access where determined by the Public Works Director to be reasonably necessary as a result of the proposed development or to make appropriate provisions for public roads. The applicant may also propose establishment of public road(s). (Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.150 Road and Right-of-Way Establishment and Right-of-Way Dedication.**

- (a) Where road and/or right-of-way establishment is required for a binding site plan application or proposed by the applicant, establishment shall be in accordance with Chapter [14.56](#) and shall occur prior to recording the binding site plan with record of survey. The establishment shall be effective upon recording of the binding site plan with record of survey.
- (b) Where dedication of new right-of-way is required for binding site plan approval, the dedication shall be made in accordance with Chapter [14.56](#), prior to or at the time of recording the binding site plan with record of survey. The dedication shall be effective upon recording of the binding site plan with record of survey.
- (c) Road and right-of-way establishment and right-of-way dedications stated as approval conditions for a previously approved site plan requiring implementation prior to issuance of any subsequent building or development permit shall be implemented at the time of binding site plan with record of survey recording.
- (d) Where right-of-way is established by recording a binding site plan with record of survey but not required or built upon at the time of site development, a revised binding site plan with record of survey may be prepared, approved, and recorded showing the elimination of the right-of-way.
- (e) This section shall not apply where the establishment or dedication has already been approved or is being considered for approval with another concurrent land development application that includes a site plan approval. (Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.155 Phased Development.**

- (a) An applicant who chooses to develop a site in phases or divisions shall submit to the department a phasing plan consisting of a written schedule and a drawing illustrating the plan for concurrent review with the application for a binding site plan.

- (b) Site improvements designed to relate to, benefit, or be used by the entire development (such as stormwater detention ponds or tennis courts in a residential development) shall be noted on the phasing plan. The phasing plan shall relate completion of such improvements to completion of one or more phases or stages of the entire development.
- (c) Once a phasing plan has been approved, the information contained therein shall be shown on, or the phasing plan attached to and made a part of, the binding site plan.
- (d) Approval of a phasing plan does not constitute approval of the binding site plan. No land may be used, no buildings may be occupied, and no lots may be sold except in accordance with the approved binding site plan. (Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.160 Acceptance of Site Improvements.**

All public and private site improvements must be completed and accepted by the City or subjected to a performance security approved by the department prior to issuing the first building permit for the site, prior to issuing the first building permit for any phase, or prior to issuing a specific building's certificate of occupancy. Alternatively, the Department may condition the completion of such improvements pursuant to an approved phasing plan. (Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.165 Bond or Performance Security.**

(a) Prior to issuing the first building permit for a site development, prior to issuing the first building permit for each phase, or prior to issuing a specific building's certificate of occupancy, the Director may require performance security or security to be provided in a form and amount deemed necessary to assure that all work or actions required by this title are satisfactorily completed in accordance with the approved binding site plan and to assure that all work or actions not satisfactorily completed will be corrected to comply with the approved binding site plan to eliminate hazardous conditions, to restore environmental damage or degradation, and to protect the health, safety, and general welfare of the public bonding in accordance with Section [14.16A.180](#), Security Mechanisms.

- (b) The bond or other security device must be conditioned on:
  - (1) The work or requirements being completed in accordance with the binding site plan;
  - (2) The site being left in a safe condition; and
  - (3) The site and adjacent or surrounding areas being restored in the event of damages or other environmental degradation from development activities conducted pursuant to the binding site plan.

(Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.170 Revisions.**

- (a) The applicant may revise a binding site plan application or may request that the department revise conditions of binding site plan approval. The department will consider revisions upon an applicant's request, payment of any fees, and submittal of materials required by the department.
- (b) If a revision to a previously recorded binding site plan or record of survey is approved, the applicant must record the revised binding site plan or record of survey.
- (c) Any request for a revision to an approved plan shall be reviewed pursuant to Section [14.16A.235](#).  
(Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.175 Recording with County Auditor.**

- (a) To finalize an approved binding site plan, it shall be recorded with the Snohomish County auditor's office no later than one year after final approval has been issued by the Planning Director or the application and approval shall lapse and a new application must be submitted.
- (b) Immediately after recording, copies of the recorded binding site plan documents shall be provided to the City. The ~~BLA~~binding site plan shall not take effect until recorded with the Snohomish County auditor and copies returned to the City. (Ord. 903, Sec. 24, 2013; Ord. 811, Sec. 5 (Exh. 4), 2010)

**14.18.180 Vacation.**

The department is authorized to approve vacation of a binding site plan pursuant to Section [14.16A.240](#) upon the request of all owners of the subject property. If determined appropriate by the department, the Planning Director shall require that all parties having an interest in property subject to the binding site plan consent to vacation and that all legal instruments effecting the division of property into lots be rescinded. (Ord. 811, Sec. 5 (Exh. 4), 2010)

**Part III. Boundary Line Adjustments [SECTION MOVED FROM 14.18.070]**

**14.18.070200 Boundary Line Adjustments.**

- (a) Minor lot line adjustments and lot consolidations are exempt from the subdivision regulations. Minor lot line adjustments to existing legal lots and lot consolidations are permitted when no new lots are created through the process and the adjusted lots either meet all requirements of this title and other City regulations. In the case of existing legal nonconforming lots, the adjustment shall not create a new or greater nonconformity with respect to any City regulations.

(b) Application for a boundary line adjustment (BLA) is made by submitting to the Planning Director a land use development application, with a survey of the subject property showing existing and proposed lot lines, before and after legal descriptions, owner's certificate, surveyor's certificate, and Planning Director's approval certificate.

(c) To finalize an approved boundary line adjustment, it shall be recorded with the Snohomish County auditor's office no later than one year after final approval has been issued by the Planning Director or the application and approval shall lapse and a new application must be submitted.

(d) Recording fees and applicable state fees shall be paid by the applicant. Immediately after recording, copies of the recorded BLA documents shall be provided to the City. The BLA shall not take effect until recorded with the Snohomish County auditor and copies returned to the City.

(e) The department may grant up to a one-year extension of a BLA for good cause, if a written request for extension, including a description of reason for request, is submitted to the Planning Director at least two weeks before approval lapses.

(f) If the BLA affects more than one property owner, a conveyance document(s) shall be recorded at the same time as the BLA documents. The conveyance document(s) shall establish ownership consistent with the approved, adjusted boundaries.

(g) When a BLA is recorded subsequent to a record of survey for the same property, the recording number of the record of survey shall be noted on the BLA map. (Ord. 903, Sec. 23, 2013; Ord. 811, Sec. 5 (Exh. 4), 2010)

#### Part IV. Alternative Subdivisions

##### 14.18.300 Planned Residential Developments. [SECTION MOVED FROM 14.44.020]

It is intended that a Planned Residential Development (PRD) will result in a higher quality neighborhood that incorporates design for buildings, parks, open space, landscaping, roadways, and other project features; provide flexibility to the property owners; encourage a variety or mixture of housing types; and promotes compatibility with the surrounding neighborhoods. In addition to meeting the other relevant requirements of this title, PRDs must comply with the following:

(a) The PRD must be located on sites containing at least **three** acres within a single-family zoning district.

(b) The PRD is eligible for a 20 percent density bonus above of the allowable density of the underlying zoning district per Chapter 14.48 LSCM.

(c) Permissible types of residential uses within a PRD include single-family detached dwellings, single-family attached townhomes (limited to four units per structure) and two-family residences, regardless of the underlying zoning district.

(d) Alternative development standards may be used through the PRD process, including reduced lot size, width, or setback restrictions for a portion of the lots, subject to the following:

- (1) At least 60 percent of the PRD lots must comply with the underlying zoning district's minimum lot size and be comprised of single-family detached residences.
- (2) Optionally, the PRD may contain graduated densities (i.e., distinct lot patterns representing two or more different zoning districts).
  - i. If the PRD contains graduated densities, then the second graduated density of SFR lots must be designed to achieve the minimum dimensional standards of the next smaller zoning district's lot size and lot width standards.
  - ii. Attached housing portions of a PRD are limited to four units per structure and may not exceed 25 percent of the total PRD dwelling units.

(3) Setback requirements of the underlying zoning district shall apply within the PRD for each land use proposed, with following exceptions.

- i. Single-family lot sizes can be reduced up to 25%, with no lots being smaller than 3,600 square feet;
- ii. Single-family lot widths can be reduced up to 25%, with no lots being narrower than 40 feet;
- iii. Single-family lots can reduce side setbacks up to 25%, with no side setback being less than five feet per side;
- iv. Single-family lots can reduce rear setbacks up to 25%, with no rear setback being less than 10 feet; and
- v. Attached housing lots must be a minimum 16-feet wide and may have zero-foot internal side setbacks along common walls.
- vi. Impervious areas on attached housing lots may be increased on a lot by lot basis, but the entire project may not exceed the impervious area for the underlying zoning district.

(e) The design of a PRD, including site layout, landscaping, public facilities (e.g., storm drainage, parks, streets, etc.) and building design shall be subject to design review and shall meet the City's adopted Design Guidelines, in addition to the following:

(1) Primary building entrances shall be located on the front facades of residences and shall be clearly identifiable and visible from the street.

(2) Facades shall emphasize the pedestrian entrance to the structure by using distinct architectural features, varied materials, windows, and/or varied rooflines.

(3) All homes shall include offsets forward from the garage that define the living area or entry of the home or include other elements including but not limited to using windows, contrasting colors, materials or other architectural features to soften the appearance of garages.

(4) A Type A landscape screen shall be required on the perimeter of the PRD but are not required between uses within the PRD.

(5) Ensure that the primary frontage of new development includes inviting and appropriate landscaping from the public way that compliments the structure.

(h) The PRD must include and improve 10 percent of the site (excluding critical areas) with common amenities including but not limited to:

(1) Usable open space area for parks and recreation including but not limited to play areas, sport courts, trails, gazebos, covered shelters, picnic tables and benches;

(2) Landscaped entries into the project;

(3) Protection of significant trees. A minimum of 15% of the site's significant trees, outside of critical areas, shall be retained (rounding to the nearest whole tree). The retained trees shall only include healthy trees that have a high likelihood of withstanding wind-throw.

#### **14.18.310 Cluster Subdivisions [SECTION MOVED FROM 14.48.070]**

(a) In any single-family residential zoning district , a developer may create lots that are smaller than those required by Section 14.48.010 if such developer complies with the provisions of this section.

(b) The subdivision must result in six lots or more.

(c) The intent of this section is to authorize a decrease in lot sizes and leave the land "saved" by so doing as usable open space, thereby lowering development costs and increasing the amenity of the project without increasing the density beyond what would be permissible if the land were subdivided into the size of lots required by Section 14.48.010.

(1) Lot sizes and lot widths may be reduced by up to 20% of the dimensional standards for the underlying zone as specified in Section 14.48.010.

(d) The amount of usable open space that must be set aside shall be determined by:

(1) Subtracting from the standard square footage requirement set forth in Section 14.48.010 the amount of square footage of each lot that is smaller than that standard;

(2) Adding together the results obtained in subsection (c)(1) of this section for each lot.

(e) The provisions of this section may only be used if the usable open space set aside in a subdivision comprises at least 10,000 square feet of space that satisfies the definition of usable open space.

(f) The setback requirements of Sections 14.48.040 and 14.48.050 shall apply in cluster subdivisions.

(Ord. 903, Sec. 40, 2013; Ord. 501, Sec. 10, 1995; Ord. 468, 1995)

**14.18.320 Unit Lot Subdivisions [SECTION MOVED FROM 14.46.030]**

(a) The primary purpose of these provisions is to allow for the creation of fee simple unit lots for townhouse dwellings and duplexes, while applying only those site development standards applicable to the parent site as a whole.

(b) The development as a whole shall meet development standards applicable at the time the permit application is vested. As a result of the subdivision, development on individual unit lots may be nonconforming as to some or all the development standards of this title based on analysis of the individual unit lot, except that any private open space for each dwelling unit shall be provided on the same lot as the dwelling unit it serves.

(c) Unit lot subdivisions and subsequent platting actions, additions or modifications to the structure(s) may not create or increase any nonconformity of the parent lot.

(d) Private access drives are allowed to provide access to dwellings and off-street parking areas within a unit lot subdivision. Access, joint use and maintenance agreements shall be executed for use of common garage or parking areas, common open area and other similar features, as recorded with Snohomish County.

(e) Within the parent lot, required parking for a dwelling unit may be provided on a different unit lot or tract other than the lot with the dwelling unit, if the right to use that parking is formalized by an easement or otherwise define on the final plat, as recorded with Snohomish County.

(f) The facts that the unit lot is not a separate buildable lot and that additional development of the individual unit lots may be limited as a result of the application of development standards to the parent lot shall be noted on the plat, as recorded with Snohomish County. (Ord. 798, Sec. 7 (Exh. 2), 2009)

## Chapter 14.48 LSMC DENSITY AND DIMENSIONAL REGULATIONS

Table 14.48-I: Density and Dimensional Standards

Zone	Minimum Lot Size		Minimum Residential Densities (Minimum Square Feet per Dwelling Unit)	Minimum Lot Width (ft.)	Building Setback Requirements Minimum Distance, in feet, from: <sup>4</sup>								Height Limitation (ft.)			
	Standard Subdivision	Cluster Subdivision			Nonarterial Street Right-of-Way Line		Nonarterial Street Centerline <sup>1</sup>		Ultimate Arterial Street Right-of-Way Line		Lot Line, Tract or Easement <sup>3</sup>					
					Building	Freestanding Sign	Building	Freestanding Sign	Building	Freestanding Sign	Building and Freestanding Sign					
Waterfront Residential	9,600 ft <sup>2</sup>	7,500 ft <sup>2</sup>	9,600 ft <sup>2</sup>	50	25	12.5	55	42.5	25	12.5	5		35			
Suburban Residential <sup>2</sup>	5 acres/ 9,600 ft <sup>2</sup>	5 acres/ 7,500 ft <sup>2</sup>	5 acres/ 9,600 ft <sup>2</sup>	80	25	12.5	55	42.5	25	12.5	5		35			
Urban Residential <sup>2</sup>	5 acres/ 7,500 ft <sup>2</sup>	6,000 ft <sup>2</sup>	7,500 ft <sup>2</sup>	60	20	10	50	40	20	10	5		35			
High Urban Residential	3,600 ft <sup>2</sup>	N/A	3,600 ft <sup>2</sup>	40	15	5	45	35	20	5	5		35			
Multi-Family Residential	3,000 ft <sup>2</sup>	N/A	0 ft <sup>2</sup>	50	0	0	30	30	10	0	0		60			
Neighborhood Commercial	3,000 ft <sup>2</sup>	N/A	0 ft <sup>2</sup>	0	0	0	30	30	0	0	0		35			
Mixed Use	3,000 ft <sup>2</sup>	N/A	0 ft <sup>2</sup>	0	0	0	30	30 ft <sup>2</sup>	0	0	0		60			
Local Business	3,000 ft <sup>2</sup>	N/A	0 ft <sup>2</sup>	0	0	0	30	30	0	0	0		60			
Central Business District	3,000 ft <sup>2</sup>	N/A	0 ft <sup>2</sup>	0	0	0	30	30	0	0	0		60			
Planned Business District	0 ft <sup>2</sup>	N/A	0 ft <sup>2</sup>	0	0	0	30	30	0	0	0		40			
Sub-Regional Commercial	0 ft <sup>2</sup>	N/A	0 ft <sup>2</sup>	10	0	0	30	30	0	0	0		85			
Light Industrial	0 ft <sup>2</sup>	N/A	N/A	10	0	0	30	30	0	0	0		85			
General Industrial	0 ft <sup>2</sup>	N/A	N/A	10	0	0	30	30	0	0	0		85			
Public/Semi-Public	0 ft <sup>2</sup>	N/A	N/A	0	0	0	0	0	0	0	0		60			

### 14.48.055 Maximum Impervious Surface.

Unless otherwise provided for elsewhere in Title [14](#) or the Shoreline Master Program, the maximum impervious surface shall not exceed 40 percent of a lot for development in single-family zoning districts, except that the impervious surface areas for development in the Urban Residential (UR) zone shall not exceed 55 percent and the High Urban Residential (HUR) zoning district shall not exceed 65 percent of the lot. The allowance to construct impervious surfaces up to 55 percent of the lot in the UR zone, shall only apply to new parcels with a final plat date after January 1, 2020.