



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 REMOTE ACCESS ONLY – VIA ZOOM

Tuesday, February 9, 2021 – 6:00 p.m.

Join Zoom Meeting: <https://us02web.zoom.us/j/89711288116>

Or call in at (253) 215-8782, Meeting ID: 89711288116

CALL TO ORDER		Mayor
PLEDGE OF ALLEGIANCE		Mayor
ROLL CALL		City Clerk
APPROVAL OF AGENDA		Council President
CITIZEN COMMENTS		Mayor
COUNCIL BUSINESS		Council President
MAYOR'S BUSINESS		Mayor
CITY DEPARTMENT REPORT	Update	Gene
CONSENT AGENDA	A Vouchers	Barb
	B City Council Meeting Minutes of January 12 2021	Kelly
	C City Council Meeting Minutes of January 26, 2021	
	D Resolution 2021-02 Adopting the Updated and Revised Snohomish County Hazard Mitigation Plan	Jeff
	E Ordinance 1110 Authorizing the Issuance and Sale of LTGO bonds	Barb
DISCUSSION ITEMS	F 2021 Comprehensive Plan Docket Intro	David
EXECUTIVE SESSION (Confidential Session)	G Property Acquisition per RCW 42.30.110 (1) (c)	

Lake Stevens City Council Regular Meeting Agenda

February 9, 2021

Action may immediately follow the Executive Session.

ADJOURN

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 recorded, except Executive Sessions.

**BLANKET VOUCHER APPROVAL
2021**

Payroll Direct Deposits	1/25/2021	\$246,957.70
Payroll Checks	52377-52378	\$3,612.32
Electronic Funds Transfers	ACH	\$223,149.45
Claims	52379-52382, 52383-52460	\$729,201.90
Void Checks	51576	(\$13,988.48)
Total Vouchers Approved:		\$1,188,932.89

This 9th day of February 2021

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

February 9th, 2021



City Expenditures by Type on this voucher packet

Personnel Costs	\$	250,570	21%
Payroll Federal Taxes	\$	90,833	8%
Excise Tax	\$	3,731	0%
Quarterly L&I	\$	47,515	4%
Retirement Benefits - Employer	\$	64,636	5%
Paid Family Medical Leave	\$	8,606	1%
Other Employer paid Benefits	\$	2,352	0%
Employee paid benefits - By Payroll	\$	11,978	1%
Supplies	\$	26,904	2%
Professional Services	\$	151,558	13%
Capital *	\$	543,732	46%
Debt Payments	\$	505	0%
Void Check	\$	(13,988)	-1.2%
Total	\$	1,188,933	100%

Large Purchases

* US2 Trestle HOV/Jump Ln Project - \$332,742



Total for Period
\$952,351.35

Checks to be approved for period 01/21/2021 - 02/03/2021

Vendor: Ace Hardware
Check Number: 52383

Invoice No	Check Date	Account Number	Account Name	Description	Amount
68700	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Tarps	\$107.88
68714	2/3/2021	101 016 544 90 31 02	ST-Operating Cost	Fasteners	\$38.12
					\$146.00

Vendor: Active Excavator Rentals Inc
Check Number: 52384

Invoice No	Check Date	Account Number	Account Name	Description	Amount
10764	2/3/2021	410 016 531 10 45 01	SW-Rentals-Leases	Excavator Rental - 99th Storm Line Repair	\$5,707.13
					\$5,707.13

Vendor: Amazon Capital Services
Check Number: 52385

Invoice No	Check Date	Account Number	Account Name	Description	Amount
11RP-GR3X-4XGJ	2/3/2021	001 008 521 20 31 02	LE-Minor Equipment	Webcams	\$86.08
1HRJ-9KW9-Y9JM	2/3/2021	001 008 521 20 31 01	LE-Fixed Minor Equipment	Audio Adapters/Ear Phone Microphones/Earbuds	\$1,562.59
					\$1,648.67

Vendor: Amazon Capital Services
Check Number: 52386

Invoice No	Check Date	Account Number	Account Name	Description	Amount
11T7-9VVL-YCFV	2/3/2021	001 005 518 10 31 00	HR-Office Supplies	File Folders	\$27.73
13PN-MLV3-YPRD	2/3/2021	410 016 531 10 31 01	SW-Office Supplies	Whiteboard Hanger	\$17.21
1RXF-NW4D-WD71	2/3/2021	001 006 518 80 31 00	IT-Office Supplies	Webcam with Microphone	\$50.22
					\$95.16

Vendor: Artisan Finishing Systems Inc
Check Number: 52387

Invoice No	Check Date	Account Number	Account Name	Description	Amount
46444	2/3/2021	101 016 542 70 31 01	ST Beautification Street Signs	Teak Woodgrain Round Poles	\$1,748.80
					\$1,748.80

Vendor: Assoc of Washington Cities
Check Number: 52388

Invoice No	Check Date	Account Number	Account Name	Description	Amount
88694	2/3/2021	001 006 518 80 41 00	IT-Professional Services	2021 AWC Geographic Info System (GIS) Annual	\$13,400.00
					\$13,400.00

Vendor: BBH Sheet Metal LLC
Check Number: 52389

Invoice No	Check Date	Account Number	Account Name	Description	Amount
12843	2/3/2021	306 000 594 21 60 00	Police Dept Project Account	Diamond Plate	\$550.00
					\$550.00

Vendor: Birch Equipment Co Inc

Check Number: 52390

Invoice No	Check Date	Account Number	Account Name	Description	Amount
228916-8	2/3/2021	411 016 594 31 60 03	Capital Drainage Projects	Diesel Pump/Hoses	\$2,816.12
					\$2,816.12

Vendor: Bliven

Check Number: 52391

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20308	2/3/2021	001 010 576 80 41 01	PK -Professional Tree Srv	Tree Removal Services - 20th Street SE	\$1,962.00
					\$1,962.00

Vendor: Canon Financial Services Inc

Check Number: 52392

Invoice No	Check Date	Account Number	Account Name	Description	Amount
26011809	2/3/2021	001 013 518 20 48 00	GG-Repair & Maintenance	Copier Repair & Maintenance CH	\$285.26
26041051	2/3/2021	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Repair & Maintenance PW	\$17.07
26041051	2/3/2021	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Repair & Maintenance PW	\$17.08
					\$319.41

Vendor: Central Welding Supply Co Inc

Check Number: 52393

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EV287868	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Welding Rods/Connectors	\$87.47
EV288318	2/3/2021	101 016 544 90 31 02	ST-Operating Cost	Welding Helmet/Filters	\$956.92
EV288318	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Welding Helmet/Filters	\$956.92
EV288318	2/3/2021	001 010 576 80 31 00	PK-Operating Costs	Welding Helmet/Filters	\$956.91
EV288327	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Propane	\$45.62
					\$3,003.84

Vendor: Chicago Title Company of Washington

Check Number: 52394

Invoice No	Check Date	Account Number	Account Name	Description	Amount
500114805-1	2/3/2021	301 016 595 30 60 03	17005- 24th St & 91st Ext	Title Report 8920 20th St SE	\$384.30
					\$384.30

Vendor: Cintas Loc 460

Check Number: 52395

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4073083116	2/3/2021	001 010 576 80 41 00	PK-Professional Services	PW Uniform Service	\$102.39
4073083116	2/3/2021	101 016 542 30 41 02	ST-Professional Service	PW Uniform Service	\$102.40
4073083116	2/3/2021	410 016 531 10 41 01	SW-Professional Services	PW Uniform Service	\$102.40
4073737245	2/3/2021	101 016 542 30 41 02	ST-Professional Service	PW Uniform Service	\$102.40
4073737245	2/3/2021	001 010 576 80 41 00	PK-Professional Services	PW Uniform Service	\$102.39
4073737245	2/3/2021	410 016 531 10 41 01	SW-Professional Services	PW Uniform Service	\$102.40
4074391640	2/3/2021	001 010 576 80 41 00	PK-Professional Services	PW Uniform Service	\$97.36
4074391640	2/3/2021	101 016 542 30 41 02	ST-Professional Service	PW Uniform Service	\$97.37
4074391640	2/3/2021	410 016 531 10 41 01	SW-Professional Services	PW Uniform Service	\$97.37
					\$906.48

Vendor: City of Marysville

Check Number: 52396

Invoice No	Check Date	Account Number	Account Name	Description	Amount
POLIN 20-0084	2/3/2021	001 008 523 60 41 00	LE-Jail	Prisoner Medical Nov 2020	\$120.00
					\$120.00

Vendor: Civicplus Inc

Check Number: 52397

Invoice No	Check Date	Account Number	Account Name	Description	Amount
208733	2/3/2021	510 006 518 80 49 07	LR - Civic Plus Website	Business Development Website Annual Hosting/Support	\$790.08
208735	2/3/2021	510 006 518 80 49 07	LR - Civic Plus Website	Annual Fee for Hosting/Support & SSL Cert Fee	\$3,809.10
					\$4,599.18

Vendor: CMI Limited Co

Check Number: 52398

Invoice No	Check Date	Account Number	Account Name	Description	Amount
101323-DI	2/3/2021	302 010 594 76 61 01	PM - North Cove Capital	Deposit for Pedestrian Bridge North Cove Park PO #1815	\$13,356.05
					\$13,356.05

Vendor: David Evans and Associates Inc

Check Number: 52399

Invoice No	Check Date	Account Number	Account Name	Description	Amount
480015	2/3/2021	001 007 558 60 41 00	PL-UGA-RUTA-Annexation	Engineering Services Machias Annex Legal	\$375.20
480017	2/3/2021	001 007 558 50 41 04	Permit Related Professional Sr	Engineering Services Talon Ridge 4 Lot BLA Survey Review	\$1,634.40
480018	2/3/2021	001 007 558 50 41 04	Permit Related Professional Sr	Engineering Services 20-11 Review Guidance	\$2,939.80
					\$4,949.40

Vendor: Davido Consulting Group Inc

Check Number: 52400

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0032902	2/3/2021	410 016 594 31 60 01	SW - Capital Expenditure	Outlet Strategic Planning Engineering Services	\$12,831.30
					\$12,831.30

Vendor: Dept of Labor and Industries

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
Q4 2020	1/29/2021	001 000 281 00 00 00	Payroll Liability Taxes	Q4 2020 Workers Comp Insurance	\$47,515.25
Q4 2020	1/29/2021	001 013 518 30 24 00	GG-Workers Comp	Q4 2020 Workers Comp Insurance	\$0.21
					\$47,515.46

Vendor: Dept of Licensing

Check Number: 52401

Invoice No	Check Date	Account Number	Account Name	Description	Amount
011621 DOL	2/3/2021	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 01/03/21 thru 01/16/21	\$1,050.00
					\$1,050.00

Vendor: Dept of Licensing

Check Number: 52402

Invoice No	Check Date	Account Number	Account Name	Description	Amount
013021 DOL	2/3/2021	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 01/17/21 thru 01/30/21	\$567.00
					\$567.00

Vendor: Dept of Retirement (Deferred Comp)

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
012521	1/29/2021	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,665.00
					\$2,665.00

Vendor: Dept of Retirement PERS LEOFF

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
012521	1/29/2021	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	\$64,634.66
012521S	1/29/2021	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions-State	\$1.60
					\$64,636.26

Vendor: Dept of Revenue EFT

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
DEC2020	1/29/2021	001 013 518 90 49 06	GG-Excise Tax	Excise Taxes - December 2020	\$1.66
					\$1.66

Vendor: Dept of Revenue Leasehold EFT

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
Q4 2020	1/29/2021	001 013 518 90 49 06	GG-Excise Tax	Q4 2020 Leasehold Excise Tax	\$0.04
Q4 2020	1/29/2021	633 000 589 30 00 01	Leasehold Excise Tax Remit	Q4 2020 Leasehold Excise Tax	\$3,731.36
					\$3,731.40

Vendor: Dicks Towing Inc

Check Number: 52403

Invoice No	Check Date	Account Number	Account Name	Description	Amount
E192022	2/3/2021	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2021-01574	\$126.27
E192822	2/3/2021	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2021-01378	\$126.27
					\$252.54

Vendor: Dunlap Industrial Hardware

Check Number: 52404

Invoice No	Check Date	Account Number	Account Name	Description	Amount
332107-1	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Fixed Eye Block Sheave/Wrench Adjustable	\$119.86
					\$119.86

Vendor: EASL Inc

Check Number: 52405

Invoice No	Check Date	Account Number	Account Name	Description	Amount
LS-0221	2/3/2021	001 013 518 20 41 00	GG-Professional Service	Strategic Communication Services	\$5,003.00
					\$5,003.00

Vendor: EFTPS

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
012521	1/29/2021	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	\$90,832.88
					\$90,832.88

Vendor: Electronic Business Machines

Check Number: 52406

Invoice No	Check Date	Account Number	Account Name	Description	Amount
AR180446	2/3/2021	306 000 594 21 60 00	Police Dept Project Account	Canon Printer Lease for New Police Station 2WU09725	\$1,932.57
AR183682	2/3/2021	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Copier Repair & Maintenance PD	\$96.63
					\$2,029.20

Vendor: Employment Security Department

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
Q4 2020	1/29/2021	001 003 514 20 20 00	CC-Benefits	Q4 2020 Paid Family Medical Leave	\$4.87
Q4 2020	1/29/2021	001 013 518 30 20 00	GG-Benefits	Q4 2020 Paid Family Medical Leave	(\$44.37)
Q4 2020	1/29/2021	410 016 531 10 20 00	SW-Benefits	Q4 2020 Paid Family Medical Leave	\$0.37
Q4 2020	1/29/2021	001 000 284 00 00 00	Payroll Liability Other	Q4 2020 Paid Family Medical Leave	\$8,605.84
Q4 2020	1/29/2021	101 016 542 30 20 00	ST-Benefits	Q4 2020 Paid Family Medical Leave	\$0.93
					\$8,567.64

Vendor: Feldman and Lee

Check Number: 52407

Invoice No	Check Date	Account Number	Account Name	Description	Amount
103	2/3/2021	001 011 515 91 41 01	Social Worker Program (Grant)	2021 Social Services Program	\$13,070.00
103	2/3/2021	001 011 589 40 00 00	Grant Exp - Arlington	2021 Social Services Program	\$13,200.00
					\$26,270.00

Vendor: FS COM INC

Check Number: 52408

Invoice No	Check Date	Account Number	Account Name	Description	Amount
IN102101260207	2/3/2021	001 006 518 80 48 00	IT-Repair & Maintenance	Network Transceivers/Switches	\$1,848.44
					\$1,848.44

Vendor: Glens Welding & Machine Inc

Check Number: 52409

Invoice No	Check Date	Account Number	Account Name	Description	Amount
S14536	2/3/2021	001 010 576 80 31 00	PK-Operating Costs	Mixes/Oils	\$197.51
					\$197.51

Vendor: Griffen

Check Number: 52410

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4Z0928362	2/3/2021	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	\$300.00
					\$300.00

Vendor: HDR Engineering Inc

Check Number: 52411

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1200322171	2/3/2021	304 016 595 60 60 05	Trestle/HOV Lane	Engineering Services - 20th Street BAT Lane Impr	\$27,173.45
					\$27,173.45

Vendor: Highmark Capital LLC

Check Number: 52412

Invoice No	Check Date	Account Number	Account Name	Description	Amount
67305	2/3/2021	306 000 594 21 60 00	Police Dept Project Account	Rifle Rack for New Police Station	\$1,346.64

67310	2/3/2021	306 000 594 21 60 00	Police Dept Project Account	Signs with Braille for New Police Station	\$1,678.21
					\$3,024.85

Vendor: Home Depot
Check Number: 52413

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2016103	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Rotary Hammer/Bits	\$366.81
22964	2/3/2021	001 010 576 80 31 00	PK-Operating Costs	Latching Boxes	\$26.18
22964	2/3/2021	101 016 544 90 31 02	ST-Operating Cost	Latching Boxes	\$26.19
22964	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Latching Boxes	\$26.19
4010409	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Cable Ties/Gate Latch/Hinge Tees/Steel Frame	\$219.49
5134264	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Plywood/Door Knobs/Finish Nailer	\$171.27
5134264	2/3/2021	001 010 576 80 31 00	PK-Operating Costs	Plywood/Door Knobs/Finish Nailer	\$171.27
5134264	2/3/2021	101 016 544 90 31 02	ST-Operating Cost	Plywood/Door Knobs/Finish Nailer	\$171.27
6011555	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Lumber/Double Shear Hanger	\$214.84
7011343	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Lumber/Post Ties/Slide Bolts	\$125.49
7011424	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Lumber	\$267.98
7015447	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Liquid Nail Adhesive/Aluminum Ferrule and Stop Sets	\$198.44
					\$1,985.42

Vendor: Honey Bucket
Check Number: 52414

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0551900226	2/3/2021	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - 8629 20th St SE	\$170.50
0551908740	2/3/2021	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Catherine Creek Park	\$156.75
0551915886	2/3/2021	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Community Garden	\$123.50
0551923070	2/3/2021	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Swim Beach	\$330.89
0551923071	2/3/2021	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Lundeen Park	\$348.35
					\$1,129.99

Vendor: HSA Bank
Check Number: 52382

Invoice No	Check Date	Account Number	Account Name	Description	Amount
012521	1/29/2021	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contributions	\$337.50
					\$337.50

Vendor: Industrial Bolt & Supply Inc
Check Number: 52415

Invoice No	Check Date	Account Number	Account Name	Description	Amount
746786-1	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Grinding Discs/Seal Connectors/Compartment Drawer	\$191.67
					\$191.67

Vendor: Iron Mountain Quarry LLC
Check Number: 52416

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0311866	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Rock	\$901.54
0311928	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Rock	\$160.33
0311970	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Rock	\$184.01
0311971	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Rock	\$703.10
0312017	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Rock	\$250.55

0312018	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Rock	\$1,011.09
0312410	2/3/2021	411 016 594 31 60 03	Capital Drainage Projects	Rock	\$451.96
					\$3,662.58

Vendor: J Thayer Company Inc

Check Number: 52417

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1501649-0	2/3/2021	001 002 513 11 31 00	AD-Office Supply	Pen Refills	\$5.49
1501649-0	2/3/2021	001 007 559 30 31 00	PB-Office Supplies	Labels	\$46.48
1501649-0	2/3/2021	001 013 518 20 31 00	GG-Operating Costs	Batteries/Appt Book	\$40.26
1501649-0	2/3/2021	410 016 531 10 31 01	SW-Office Supplies	Labels	\$100.57
1501649-1	2/3/2021	410 016 531 10 31 01	SW-Office Supplies	Desktop Calculator	\$10.24
					\$203.04

Vendor: Jamie S Kim PS Inc

Check Number: 52418

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9Z0915282	2/3/2021	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	\$45.00
XZ0443729	2/3/2021	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services	\$300.00
					\$345.00

Vendor: Krazan & Associates Inc

Check Number: 52419

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I617688-26402	2/3/2021	304 016 595 60 60 05	Trestle/HOV Lane	Engineering Services - Trestle HOV/Transit Jump	\$1,880.00
					\$1,880.00

Vendor: Lake Industries LLC

Check Number: 52420

Invoice No	Check Date	Account Number	Account Name	Description	Amount
39315	2/3/2021	411 016 594 31 60 03	Capital Drainage Projects	Stumps/Brush Hauled In	\$1,080.00
39318	2/3/2021	411 016 594 31 60 03	Capital Drainage Projects	Fill Hauled In - Dry Material	\$252.00
39324	2/3/2021	411 016 594 31 60 03	Capital Drainage Projects	Stumps/Brush Hauled In	\$1,980.00
39329	2/3/2021	411 016 594 31 60 03	Capital Drainage Projects	Fill Hauled In - Dry Material	\$1,176.00
39336	2/3/2021	411 016 594 31 60 03	Capital Drainage Projects	Fill Hauled In - Dry Material	\$1,008.00
39345	2/3/2021	411 016 594 31 60 03	Capital Drainage Projects	Fill Hauled In - Dry Material	\$504.00
					\$6,000.00

Vendor: Lake Stevens Chamber of Commerce

Check Number: 52421

Invoice No	Check Date	Account Number	Account Name	Description	Amount
020121 CHAMBER	2/3/2021	001 013 518 90 49 01	GG-Chamber of Commerce	Contributions for VIC 02-2021	\$1,500.00
					\$1,500.00

Vendor: Lake Stevens Police Guild

Check Number: 52381

Invoice No	Check Date	Account Number	Account Name	Description	Amount
012521	1/29/2021	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	\$1,192.50
					\$1,192.50

Vendor: Lake Stevens Sewer District

Check Number: 52422

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20210120	2/3/2021	302 010 594 76 61 07	PM - Festival Street	Sewer Capping Permit 12308 17th Pl NE	\$125.00
					\$125.00

Vendor: Lowes Companies

Check Number: 52423

Invoice No	Check Date	Account Number	Account Name	Description	Amount
911517	2/3/2021	101 016 544 90 31 02	ST-Operating Cost	Nail Gun/Splitter/Hose/Nails	\$204.42
911517	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Nail Gun/Splitter/Hose/Nails	\$204.42
					\$408.84

Vendor: Nationwide Retirement Solution

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
012521	1/29/2021	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	\$4,629.65
					\$4,629.65

Vendor: Nelson Distributing Inc

Check Number: 52424

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0752940-IN	2/3/2021	410 016 531 10 32 00	SW-Fuel	Fuel PW	\$2,312.71
0752940-IN	2/3/2021	101 016 542 30 32 00	ST-Fuel	Fuel PW	\$2,312.71
0752940-IN	2/3/2021	001 007 558 50 31 02	PL-Permit Related Op. Costs	Fuel Building Dept	\$90.93
0752940-IN	2/3/2021	001 008 521 20 32 00	LE-Fuel	Fuel Police Dept	\$1,632.51
0752940-IN	2/3/2021	001 010 576 80 32 00	PK-Fuel Costs	Fuel PW	\$1,156.36
					\$7,505.22

Vendor: NMC Franchising LLC

Check Number: 52425

Invoice No	Check Date	Account Number	Account Name	Description	Amount
166821	2/3/2021	001 013 518 20 41 00	GG-Professional Service	Janitorial Services - City Hall	\$55.50
166821	2/3/2021	001 007 559 30 41 00	PB-Professional Srv	Janitorial Services - City Hall	\$55.50
166821	2/3/2021	001 013 518 20 47 02	GG-Utilities for Rentals	Janitorial Services - 1819 S Lake Stevens Rd	\$160.00
166821	2/3/2021	410 016 531 10 41 01	SW-Professional Services	Janitorial Services - City Hall	\$55.50
166821	2/3/2021	001 010 576 80 41 00	PK-Professional Services	Janitorial Services - City Hall	\$55.50
166821	2/3/2021	001 012 575 50 41 00	CS- Pavillion - Janitorial	Janitorial Services - The Mill	\$183.00
166821	2/3/2021	001 007 558 50 41 00	PL-Professional Servic	Janitorial Services - City Hall	\$55.50
166821	2/3/2021	001 013 518 20 41 00	GG-Professional Service	Janitorial Services - VIC	\$155.00
166821	2/3/2021	001 008 521 50 48 00	LE-Facility Repair & Maint	Janitorial Services - Police Dept	\$1,257.00
166821	2/3/2021	101 016 542 30 41 02	ST-Professional Service	Janitorial Services - City Hall	\$55.50
					\$2,088.00

Vendor: O Reilly Auto Parts

Check Number: 52426

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2960-235453	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Fuses	\$3.08
2960-235453	2/3/2021	001 010 576 80 31 00	PK-Operating Costs	Fuses	\$3.08
2960-235453	2/3/2021	101 016 544 90 31 02	ST-Operating Cost	Fuses	\$3.08

2960-236824	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Air/Cabin/Oil Filters	\$36.17
2960-237041	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Battery/Fuel Filter	\$120.59
					\$166.00

Vendor: Office of The State Treasurer

Check Number: 52427

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0121 STATE	2/3/2021	633 000 589 30 00 03	State Building Permit Remit	Building Code Fees 01-2021	\$413.00
0121 STATE	2/3/2021	633 000 589 30 00 04	State Court Remittance	State Court Fees 01-2021	\$17,560.58
					\$17,973.58

Vendor: Ogden Murphy Wallace PLLC

Check Number: 52428

Invoice No	Check Date	Account Number	Account Name	Description	Amount
846510	2/3/2021	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services Dec 2020	\$16,268.00
846510	2/3/2021	401 070 535 10 41 00	SE-Professional Service	Legal Services Dec 2020	\$7,232.50
846510	2/3/2021	001 011 515 41 41 01	Ext Consult - PRA	Legal Services Dec 2020	\$3,487.50
					\$26,988.00

Vendor: OSW Equipment & Repair LLC

Check Number: 52429

Invoice No	Check Date	Account Number	Account Name	Description	Amount
510126	2/3/2021	101 016 544 90 31 02	ST-Operating Cost	Solenoid Kit	\$158.37
					\$158.37

Vendor: Pace Engineers Inc

Check Number: 52430

Invoice No	Check Date	Account Number	Account Name	Description	Amount
77929	2/3/2021	411 016 594 31 60 00	Decant Facility Project	Engineering Services Decant Facility	\$1,635.00
					\$1,635.00

Vendor: Pilchuck Equipment Rental and Sales

Check Number: 52431

Invoice No	Check Date	Account Number	Account Name	Description	Amount
102921E	2/3/2021	001 013 518 20 45 00	GG-Rental & Services	Scissor Lift Rental - The Mill	\$598.95
102921F	2/3/2021	001 013 518 20 45 00	GG-Rental & Services	Scissor Lift Rental - The Mill	\$199.65
					\$798.60

Vendor: Pitney Bowes Inc

Check Number: 52432

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1017197041	2/3/2021	001 013 518 20 31 00	GG-Operating Costs	Postage Machine Ink & Tape	\$324.24
					\$324.24

Vendor: Purcell Tire & Rubber Company

Check Number: 52433

Invoice No	Check Date	Account Number	Account Name	Description	Amount
24244577	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Steering Repair/ Valve Cap/Tire Repair PW77	\$802.28
					\$802.28

Vendor: Purchase Power

Check Number: 52434

Invoice No	Check Date	Account Number	Account Name	Description	Amount
01831977 0121	2/3/2021	001 007 558 50 42 00	PL-Communication	Postage	\$31.31
01831977 0121	2/3/2021	001 013 518 20 42 00	GG-Communication	Postage	\$268.69
01831977 0121	2/3/2021	001 013 518 20 49 00	GG-Miscellaneous	Postage Finance Charges/Late Fees	\$49.41
					\$349.41

Vendor: Rexel USA Inc

Check Number: 52435

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1B24044	2/3/2021	101 016 544 90 31 02	ST-Operating Cost	Lighting for Lundeen	\$1,666.19
1E12783	2/3/2021	101 016 544 90 31 02	ST-Operating Cost	Lighting	\$210.57
1E12783	2/3/2021	001 010 576 80 31 00	PK-Operating Costs	Lighting	\$210.58
1E12783	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Lighting	\$210.57
1E24617	2/3/2021	101 016 544 90 31 02	ST-Operating Cost	Ballast for Lighting	\$28.48
1F49850	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Breakers/Lighting	\$526.12
1F49850	2/3/2021	101 016 544 90 31 02	ST-Operating Cost	Breakers/Lighting	\$526.11
1F83248	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Aluminum Armor	\$96.46
1F83248	2/3/2021	001 010 576 80 31 00	PK-Operating Costs	Aluminum Armor	\$96.46
1F83248	2/3/2021	101 016 544 90 31 02	ST-Operating Cost	Aluminum Armor	\$96.46
					\$3,668.00

Vendor: Sherwin-Williams Co

Check Number: 52436

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3522-5	2/3/2021	001 010 576 80 31 00	PK-Operating Costs	Paint	\$742.25
					\$742.25

Vendor: Six Robblees Inc

Check Number: 52437

Invoice No	Check Date	Account Number	Account Name	Description	Amount
14-408708-1	2/3/2021	410 016 531 10 31 02	SW-Operating Costs	Ball Mount Reducer	\$41.57
14-409335	2/3/2021	302 010 594 76 61 07	PM - Festival Street	Spindle Bearing Kit/Assembly/Swivel Mount/Power Jack	\$4,684.75
					\$4,726.32

Vendor: Snohomish Co-Op Inc

Check Number: 52438

Invoice No	Check Date	Account Number	Account Name	Description	Amount
299459	2/3/2021	001 010 576 80 32 00	PK-Fuel Costs	Ethanol Free Fuel	\$110.47
299460	2/3/2021	410 016 531 10 32 00	SW-Fuel	Diesel Fuel	\$165.92
					\$276.39

Vendor: Snohomish County PUD

Check Number: 52439

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100477043	2/3/2021	001 008 521 50 47 00	LE-Facility Utilities	204719082 New PD Station Water/Electric	\$1,347.70
100478438	2/3/2021	101 016 543 50 47 00	ST-Utilities	203599006 City Shop Electric/Water	\$292.25
100478438	2/3/2021	001 010 576 80 47 00	PK-Utilities	203599006 City Shop Electric/Water	\$292.25
100478438	2/3/2021	410 016 531 10 47 00	SW-Utilities	203599006 City Shop Electric/Water	\$292.25

105502617	2/3/2021	101 016 542 63 47 00	ST-Lighting - Utilities	200178218 Traffic Signal 8718 17th St NE	\$52.21
105502617	2/3/2021	101 016 542 63 47 00	ST-Lighting - Utilities	200178218 Street Lights 8533 15th St NE	\$48.21
108800976	2/3/2021	001 010 576 80 47 00	PK-Utilities	222191298 North Cove Park Water	\$53.87
108800977	2/3/2021	001 010 576 80 47 00	PK-Utilities	222205049 Nourse Park Electric	\$22.66
118706642	2/3/2021	001 010 576 80 47 00	PK-Utilities	221908015 City Shop Mechanic	\$62.38
118706642	2/3/2021	410 016 531 10 47 00	SW-Utilities	221908015 City Shop Mechanic	\$62.36
118706642	2/3/2021	101 016 543 50 47 00	ST-Utilities	221908015 City Shop Mechanic	\$62.36
122016861	2/3/2021	001 010 576 80 47 00	PK-Utilities	221860174 Frontier Circle Park Electric	\$17.17
122019712	2/3/2021	001 010 576 80 47 00	PK-Utilities	200493443 Catherine Creek Park Electric	\$17.74
131925301	2/3/2021	001 013 518 20 47 02	GG-Utilities for Rentals	222450314 - 1819 S Lake Stevens Rd Commercial	\$676.75
131927060	2/3/2021	001 010 576 80 47 00	PK-Utilities	222625881 8801 Froniter Cir W Water	\$53.18
131927061	2/3/2021	001 010 576 80 47 00	PK-Utilities	222658130 The Timbers Park Water	\$24.36
138434085	2/3/2021	101 016 542 63 47 00	ST-Lighting - Utilities	200363505 Traffic Signal	\$89.30
138441279	2/3/2021	001 010 576 80 47 00	PK-Utilities	222191314 20th St Ballfield Water	\$53.18
141751916	2/3/2021	001 010 576 80 47 00	PK-Utilities	222509887 Davies Beach Electric/Water	\$146.72
148373107	2/3/2021	001 010 576 80 47 00	PK-Utilities	222509911 Davies Beach Electric/Water	\$71.50
154912866	2/3/2021	101 016 542 63 47 00	ST-Lighting - Utilities	202648705 Street Lights	\$59.12
154914582	2/3/2021	101 016 542 63 47 00	ST-Lighting - Utilities	205320781 SR92 Roundabout at 99th	\$58.63
154916993	2/3/2021	001 008 521 50 47 00	LE-Facility Utilities	203033030 Police Dept Water/Electric	\$416.84
161280288	2/3/2021	101 016 542 63 47 00	ST-Lighting - Utilities	205338056 SR92 Roundabout at113th	\$64.44
161285819	2/3/2021	101 016 542 63 47 00	ST-Lighting - Utilities	203728159 Traffic Signal	\$66.60
					\$4,404.03

Vendor: Snohomish County Treasurer

Check Number: 52440

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0120 TREASURER	2/3/2021	633 000 589 30 00 06	Crime Victims Compensation	Crime Victims Compensation 01-2021	\$250.84
					\$250.84

Vendor: Sonsray Machinery LLC

Check Number: 52441

Invoice No	Check Date	Account Number	Account Name	Description	Amount
P14592-09	2/3/2021	101 016 544 90 31 02	ST-Operating Cost	Battery PW45	\$184.72
					\$184.72

Vendor: Sound Publishing Inc

Check Number: 52442

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EDH917677	2/3/2021	001 007 558 50 41 03	PL-Advertising	PH Ordinance 1099 Amendment	\$72.80
EDH917678	2/3/2021	001 007 558 50 41 04	Permit Related Professional Sr	LUA2020-0192 Knutson Final Short Plat Alteration	\$68.60
EDH917986	2/3/2021	001 007 558 50 31 02	PL-Permit Related Op. Costs	LUA2020-0173 Centennial Short Plat	\$75.60
					\$217.00

Vendor: Sound Safety Products Co Inc

Check Number: 52443

Invoice No	Check Date	Account Number	Account Name	Description	Amount
27766/6	2/3/2021	410 016 531 10 26 00	SW Clothing-Boot Allowance	Boots - Womack	\$257.69
389783/1	2/3/2021	101 016 542 30 26 00	ST-Boot - Clothing Allowance	Boots - Evans	\$289.83
390753/1	2/3/2021	410 016 531 10 26 00	SW Clothing-Boot Allowance	Boots - Stevens J	\$327.18

391989/1	2/3/2021	410 016 531 10 26 00	SW Clothing-Boot Allowance	Overalls - Caswell	\$82.34
392227/1	2/3/2021	101 016 542 30 26 00	ST-Boot - Clothing Allowance	Boots - Bredstrand M	\$295.89
393058/1	2/3/2021	410 016 531 10 26 00	SW Clothing-Boot Allowance	Boots - Mangold E	\$177.87
393249/1	2/3/2021	410 016 531 10 26 00	SW Clothing-Boot Allowance	Boots - Ervin M	\$290.90
393427/1	2/3/2021	410 016 531 10 26 00	SW Clothing-Boot Allowance	Boots - Thompson, J	\$256.36
					\$1,978.06

Vendor: Sound Security Inc
Check Number: 52444

Invoice No	Check Date	Account Number	Account Name	Description	Amount
997936	2/3/2021	001 008 521 40 49 04	LE-Finance Charges	Late Fees Access Monitoring PD	\$8.20
999514	2/3/2021	001 013 518 20 41 00	GG-Professional Service	Fire & Security Monitoring CH	\$563.52
999514	2/3/2021	001 012 575 50 47 00	CS- Pavillion - Utilities	Fire & Security Monitoring The Mill	\$392.52
					\$964.24

Vendor: SRV Construction Escrow Acct 101682426
Check Number: 52445

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1263-07 RETAIN	2/3/2021	301 016 595 30 60 01	20th St SE Phase II Construct	Retainage 20th Street SE Phase II - Segment 1 Project 18008	\$4,399.42
					\$4,399.42

Vendor: SRV Construction Escrow Acct 101787002
Check Number: 52446

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1269-03 RETAIN	2/3/2021	304 016 595 60 60 05	Trestle/HOV Lane	Retainage US2 Trestle HOV/Jump Ln Project 18021	\$17,512.74
					\$17,512.74

Vendor: SRV Construction Inc
Check Number: 52447

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1263-07	2/3/2021	301 016 595 30 60 01	20th St SE Phase II Construct	20th Street SE Phase II - Segment 1 Project 18008	\$83,589.37
					\$83,589.37

Vendor: SRV Construction Inc
Check Number: 52448

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1269-03	2/3/2021	304 016 595 60 60 05	Trestle/HOV Lane	US2 Trestle HOV/Jump Ln Project 18021	\$332,742.00
					\$332,742.00

Vendor: Summit Law Group PLLC
Check Number: 52449

Invoice No	Check Date	Account Number	Account Name	Description	Amount
120481	2/3/2021	001 011 515 41 41 03	Ext Consult - Labor Relations	General Labor Matters Dec 2020	\$320.00
					\$320.00

Vendor: Sunbelt Rentals
Check Number: 52450

Invoice No	Check Date	Account Number	Account Name	Description	Amount
109475923-0001	2/3/2021	410 016 531 10 45 01	SW-Rentals-Leases	Storm Repair on99th SE Pump Rental	\$4,565.19
					\$4,565.19

Vendor: SVR Inc
Check Number: 52451

Invoice No	Check Date	Account Number	Account Name	Description	Amount
24947	2/3/2021	410 016 531 10 45 00	SW-Dumpster Service	Dumpster Rental PW Shop	\$619.04
					\$619.04

Vendor: Technological Services Inc
Check Number: 52452

Invoice No	Check Date	Account Number	Account Name	Description	Amount
18805	2/3/2021	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Oil/Fluids/(4) New Tires PT-17-75	\$727.53
18821	2/3/2021	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Oil/Fluids/Filters PT-20-87	\$128.47
					\$856.00

Vendor: Thyssenkrupp Elevator Corporation
Check Number: 52453

Invoice No	Check Date	Account Number	Account Name	Description	Amount
5001442206	2/3/2021	001 008 521 50 48 00	LE-Facility Repair & Maint	Elevator Service - Police Station	\$588.60
					\$588.60

Vendor: TranTech Engineering LLC
Check Number: 52454

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2020004-07 (2)	2/3/2021	411 016 594 31 60 05	Catherine Creek/36th St Bridge	Catherine Creek Bridge Monitoring/Replacement	\$13,988.48
2020004-10	2/3/2021	411 016 594 31 60 05	Catherine Creek/36th St Bridge	Catherine Creek Bridge Monitoring/Replacement	\$6,784.53
					\$20,773.01

Vendor: UPS
Check Number: 52455

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0000074Y42021	2/3/2021	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$15.01
					\$15.01

Vendor: US Bank St Paul
Check Number: 52456

Invoice No	Check Date	Account Number	Account Name	Description	Amount
5819768	2/3/2021	214 008 592 21 85 00	2019A LTGO Bond Fees	LAKSLTGO19A1 Limited Tax Obligation Bond	\$505.48
					\$505.48

Vendor: Vantagepoint Transfer Agents - 108991
Check Number: 52380

Invoice No	Check Date	Account Number	Account Name	Description	Amount
012521	1/29/2021	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	\$412.35
					\$412.35

Vendor: Vantagepoint Transfer Agents - 307428
Check Number: 52379

Invoice No	Check Date	Account Number	Account Name	Description	Amount
012521	1/29/2021	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	\$2,584.17
					\$2,584.17

Vendor: Wallner
Check Number: 52457

Invoice No	Check Date	Account Number	Account Name	Description	Amount
42026	2/3/2021	001 013 518 20 48 00	GG-Repair & Maintenance	Shower Repair - Bulter House	\$578.55
					\$578.55

Vendor: Washington State Support Registry
Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2045	1/29/2021	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	\$569.50
					\$569.50

Vendor: Welch Comer & Associates Inc
Check Number: 52458

Invoice No	Check Date	Account Number	Account Name	Description	Amount
5500020-006	2/3/2021	309 016 595 61 60 02	Sidewalk Cap - 117th Ave NE	Preliminary Design - 117th Ave Sidewalk	\$7,870.00
					\$7,870.00

Vendor: WM Corporate Services Inc
Check Number: 52459

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9053993-4968-7	2/3/2021	001 008 521 50 47 00	LE-Facility Utilities	Dumpster Service - Police Conference Center	\$371.09
9053993-4968-7	2/3/2021	001 013 518 20 47 02	GG-Utilities for Rentals	Dumpster Service - 1825 S Lake Stevens Rd Comm	\$371.10
					\$742.19

Vendor: Zachor and Thomas Inc PS
Check Number: 52460

Invoice No	Check Date	Account Number	Account Name	Description	Amount
21-LKS0001	2/3/2021	001 011 515 41 41 02	Ext Consult - Prosecutor Svs	Prosecution Services 01-2021	\$13,287.00
21-LKSFORF0001	2/3/2021	001 011 515 41 41 02	Ext Consult - Prosecutor Svs	Drug/Felony/Firearm Forfeiture Services 12-2020	\$5,700.00
					\$18,987.00

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

Tuesday, January 12, 2021
By Remote Participation via Zoom

CALL TO ORDER: 6:00 p.m. by Mayor Brett Gailey

ELECTED OFFICIALS PRESENT: Mayor Brett Gailey, Councilmembers Kim Daughtry, Gary Petershagen, Shawn Frederick, Mary Dickinson, Anji Jorstad, MarcusTageant and Steve Ewing

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, Human Resources Director Anya Warrington, City Clerk Kelly Chelin, City Attorney Greg Rubstello, Capital Projects Coordinator Aaron Halvorson and Ryan Mumma, Building Official.

Call to Order:

The Mayor called the meeting to order at 6:00 p.m.

Pledge of Allegiance:

Mayor Gailey led the Pledge of Allegiance.

Roll Call:

All Councilmembers were present.

Approval of Agenda:

MOTION. Councilmember Petershagen made a motion, seconded by Councilmember Frederick, to amend the agenda to add an executive session for approximately 10 minutes. The motion passed 7-0-0-0.

MOTION. Councilmember Dickinson made a motion, seconded by Councilmember Daughtry, to pull Item I on the consent agenda (Board and Commission Appointments and Reappointments) to action items for discussion. The motion passed 7-0-0-0.

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Frederick, to approve the agenda with the changes. The motion passed 7-0-0-0.

Citizen Comments:

There were no comments.

Council Business:

Councilmember Dickinson thanked Director Stevens and Senior Accountant Roundy for the work on the 2021 budget.

Councilmember Ewing thanked the staff for the holiday lights downtown.

Councilmember Tageant stated the Veterans Commission's first coffee klatch is coming up on the 3rd Saturday in January at 7:30 a.m.

Election of Officers: President and Vice President:

NOMINATION. Councilmember Daughtry made a nomination, seconded by Councilmember Ewing, to appoint Councilmember Frederick as Vice President.

NOMINATION. Councilmember Dickinson made a nomination to appoint Councilmember Jorstad as Vice President.

MOTION VOTE: Councilmember Frederick received 4 votes from Councilmember Daughtry, Councilmember Petershagen, Councilmember Ewing and Councilmember Tageant.

Councilmember Jorstad received 3 votes from Councilmember Frederick, Councilmember Dickinson and Councilmember Jorstad.

Councilmember Frederick was elected the Council's Vice President.

NOMINATION. Councilmember Petershagen made a nomination to appoint Councilmember Daughtry as President.

NOMINATION. Councilmember Dickinson made a nomination to appoint Councilmember Jorstad as President.

MOTION VOTE: Councilmember Daughtry received 5 votes from Councilmember Daughtry, Councilmember Petershagen, Councilmember Frederick, Councilmember Ewing and Councilmember Tageant.

Councilmember Jorstad received 2 votes from Councilmember Dickinson and Councilmember Jorstad.

Councilmember Daughtry was elected the Council's President.

Mayor's Business:

Mayor Gailey reported that the City was able to obtain an emergency permit from Fish and Wildlife for the lake outlet issue which is great news.

City Update:

Director Stevens reported that the City received another clean audit. The City is now had 20 years of clean audits and she thanked City staff for all of their efforts with this.

Consent Agenda:

MOTION: Councilmember Jorstad made a motion, seconded by Councilmember Daughtry, to approve the consent agenda. The motion passed 7-0-0-0.

The consent agenda included the following:

Vouchers (2020)

Vouchers (2021)

City Council Regular Meeting Minutes of December 15, 2020

City Council Special Meeting Minutes of January 5, 2021

Agreement for Acceptance of Distribution of Vessel Registration Fees Between Snohomish County & City of Lake Stevens
2021 Long-Range Planning Work Program
Cancel January 19, 2021 Council Workshop

Department Update:

Director Wright stated there was a Washington Park Survey in the Council's packet for review.

Action Items:

Board and Commission Appointments and Reappointments

MOTION. Councilmember Frederick made a motion, seconded by Councilmember Petershagen, to approve the board appointments.

Councilmember Dickinson asked the Mayor to speak to the board and commission appointment process.

MOTION VOTE: The motion passed 7-0-0-0.

Professional Services Agreement for Lake Stevens Festival Street with Land Development Consultants (LDC)

Capital Projects Manager Halvorson explained that LDC was selected to complete design of the Lake Stevens Festival Street/Mill Spur Road in April 2020. As design has progressed additional project elements are necessary including:

- Relocation of the historical Grimm house
- Design of a new museum building
- Additional utility coordination to accommodate future commercial development
- Boundary line adjustments in the area

The proposed supplement will provide the necessary engineering, architectural and structural design services to develop construction plans and documents that can be used to bid the future construction project.

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 scope of work and fee proposal (supplemental agreement and LDC supplemental request no. 2) constitute the amended contract.

MOTION. Councilmember Ewing made a motion, seconded by Councilmember Dickinson, to authorize the Mayor to execute the Professional Services Agreement for Lake Stevens Festival Street with Land Development Consultants. The motion passed 7-0-0-0.

Discussion Items:

Building and Construction and Fire Code Amendments

Building Official Mumma explained that the International Code Council publishes new and/or updated construction codes every three years. The State Building Code Council subsequently adopts these codes, often with amendments and requires jurisdictions to adopt these codes. The State Building Code Council adopted the 2018 Editions of the International Code Group

effective February 1, 2021. Each jurisdiction may adopt the codes as adopted by the state or make other amendments to the Building and Fire Codes.

The Lake Stevens Municipal Code has two chapters related to the model codes: Chapter 14.80: Building and Construction and Chapter 14.84: Fire Code. In addition to the state adopted amendments, minor local amendments are proposed to both chapters. Pursuant to the WAC 197-11-800 (19) this code amendment is exempt from SEPA but is subject to review from the Department of Commerce per RCW 36.70A.106(3)(b).

The last adoption of model codes was in 2016 with adoption of the 2015 Editions of the International Code Group. The adoption in 2021 is of the 2018 Editions of the International Code Group, which were adopted by the State Building Code Council in 2019 and the effective date was delayed until February 1, 2021. The regulations are instrumental in protecting personal property, health and safety of the general public.

The City is adopting the following 2018 editions consistent with the State adoption:

- International Building Code, including ICC A117.1 – (ADA Accessible Standards)
- International Existing Building Code
- International Residential Code
- Uniform Plumbing Code
- International Mechanical Code
- International Fuel Gas Code
- Washington State Energy Code
- International Swimming Pool and Spa Code
- International Property Maintenance Code
- International Fire Code (including all adoptable Appendices, except “A”, “J”, and “L”)

Pursuant to LSMC 14.16C.075(e)(2) and (3), amendments to Chapters 14.80 and 14.84 LSMC are not required to be reviewed before the Planning Commission. Stakeholders such as the Snohomish County Master Builders Association have had the opportunity to review the proposed amendments to the building and fire codes.

A few minor edits as adopted by the State are proposed in the Building and Construction Codes and Fire Codes. The City does not have the authority to change or diminish the State amendments. In addition, minor local amendments are proposed for consistency with the fire code, remove conflicts with LSMC, complete the climatic table as required by the IRC, and clarify adoption language of other codes.

In addition to the State amendments to the Fire Code, the proposed fire code update focuses on the following items:

1. Update of references to current 2018 IFC and supporting standards
2. Clarification of code and requirements
3. Removal of superseded sections and focus on referencing IFC sections (Section 903 sprinklers)

4. Closing gaps in code where previous code was impractical

New Requirements include the following:

1. Fire separation is now allowed to be used for building separation
2. Sprinkler requirements focus on buildings only, not all structures
3. Residential private and shared access drives DO NOT constitute approved fire apparatus roads

4. Set standard for address signs

Fire sprinkler requirements have been relieved for unoccupied structures and no other changes to the fire sprinkler codes are proposed.

Council discussed the amendments. This item will come back for a public hearing at a future Council meeting.

Executive Session.

The meeting recessed to executive session at 6:58 p.m. to discuss litigation or potential litigation per RCW 42.30.110 (1)(i) for approximately 10 minutes.

At 7:08 p.m. the executive session was extended for 3 minutes.

The meeting reconvened to regular session at 7:11 p.m.

Adjourn:

MOTION. Councilmember Frederick made a motion, seconded by Councilmember Petershagen, to adjourn the meeting at 7:13 p.m. The motion passed 7-0-0-0.

Brett Gailey, Mayor

Kelly M. Chelin, City Clerk

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

Tuesday, January 26, 2021
By Remote Participation via Zoom

CALL TO ORDER: 6:00 p.m. by Mayor Brett Gailey

ELECTED OFFICIALS PRESENT: Mayor Brett Gailey, Councilmembers Kim Daughtry, Gary Petershagen, Shawn Frederick, Mary Dickinson, Anji Jorstad, MarcusTageant and Steve Ewing

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, Human Resources Director Anya Warrington, City Clerk Kelly Chelin, City Attorney Greg Rubstello and Ryan Mumma, Building Official.

Call to Order:

The Mayor called the meeting to order at 6:00 p.m.

Pledge of Allegiance:

Mayor Gailey led the Pledge of Allegiance.

Roll Call:

All Councilmembers were present.

Approval of Agenda:

MOTION. Councilmember Dickinson made a motion, seconded by Councilmember Frederick, to approve the agenda. The motion passed 7-0-0-0.

Citizen Comments:

Lisa Brown, Edmonds.

Ms. Brown introduced herself as a member of Teamsters 763 and represents the Public Works employees at the City. She urged the Council to not discontinue hazard pay for the employees.

Council Business:

Councilmember Dickinson thanked the Snohomish Health District for all of their work with Covid. She also thanked PUD for restoring power after the recent windstorm.

Councilmember Petershagen thanked Mayor Gailey and Director Durpos and crew for the work on the lake outlet issues.

Councilmember Frederick urged citizens to continue with all of the protocols for Covid.

Councilmember Ewing also echoed comments from Councilmember Frederick on the lake outlet issues. He thanked the Salary Commission for their last meeting and the robust conversation.

Councilmember Jorstad reported that she attended the last Snohomish Health Board meeting. She stated she felt fortunate to be in Snohomish County and thanked the Health Board for all of their work.

Councilmember Tageant reported that there was a sewer utility meeting today. There are some challenges but the City wants to move forward. He also stated good work on the lake outlet issues.

Councilmember Daughtry echoed the comments from Council. He further thanked IT Director Stevens for all his work at the Mill. The Council retreat is via zoom this Friday and Saturday. He also reminded Council to look at the Council procedures and see if there are any edits or changes for discussion at the retreat.

Mayor's Business:

The Mayor spoke to the draft letter in the packet for Sherwood. Lance Morehouse from Sherwood spoke to the Council. The Mayor asked the Council for authorization to sign a letter in support from the City of Lake Stevens for a Legislative Capital Appropriation for Sherwood Community Services in the 2021 Legislative Session.

MOTION: Councilmember Daughtry made a motion, seconded by Councilmember Ewing, to approve a letter backing the ask from Sherwood and have the Mayor sign it. The motion passed 7-0-0-0.

Mayor also gave an update on lake outlet issues.

Lastly, the appeal on the Costco project was denied by the judge and the project will be moving forward.

Consent Agenda:

MOTION: Councilmember Tageant made a motion, seconded by Councilmember Jorstad, to approve the consent agenda. The motion passed 7-0-0-0.

The consent agenda included the following:

Vouchers (2020)

Vouchers (2021)

Revised City Council Meeting Minutes of November 24, 2020

Interlocal Agreement with Snohomish Health District

Memorandum of Understanding to the Agreement for Compensation of the New Public Works

Field Supervisor position

Snohomish County Grant Agreement for Sunset Park

Public Hearing:

Ordinance 1109 – Building and Fire Code Amendments

Building Official Mumma explained that the purpose of tonight's meeting was to hold a first and final hearing on the Building & Construction and Fire Code Amendments and Adopt Ordinance 1109. These amendments were discussed in detail at the January 12, 2021 Council meeting.

Mayor Gailey opened the public hearing at 6:31 p.m.

There were no comments from the public.

Mayor Gailey closed the public hearing at 6:31 p.m.

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Jorstad, to approve amendments to the building and fire code and adopt Ordinance 1109. The motion passed 5-2-0-0 with Councilmember Tageant and Councilmember Petershagen opposed.

Discussion Items:

Transportation Benefit District

Director Stevens spoke to the Transportation Benefit District and reviewed a presentation to the Council. The Council discussed having a list of items with costs and being very transparent about where the money will be spent.

Council and staff engaged in a discussion.

Mayor Gailey stated that he would like to direct staff to put together a 10-year finance plan that includes all of the projects and the timeline and then make a decision about when to take it to the voters. The Council agreed with this direction.

Executive Session.

The meeting recessed to executive session at 7:02 p.m. to discuss Collective Bargaining for approximately 10 minutes.

At 7:12 p.m., the executive session was extended for 5 minutes.

At 7:17 p.m., the executive session was extended for 5 minutes.

The meeting reconvened to regular session at 7:22 p.m.

Adjourn:

MOTION. Councilmember Tageant made a motion, seconded by Councilmember Daughtry, to adjourn the meeting at 7:24 p.m. The motion passed 7-0-0-0.

Brett Gailey, Mayor

Kelly M. Chelin, City Clerk



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda February 9, 2021
Date: _____

Subject: Resolution 21-02 Adopting the 2020 Snohomish County Hazard Mitigation Plan, Volume 1 and Volume 2

Contact

Person/Department: Jeff Beazizo / Police Department **Budget Impact:** n/a

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Adopt Resolution 21-02 Adopting the 2020 Snohomish County Hazard Mitigation Plan, Volume 1 and Volume 2

SUMMARY/BACKGROUND:

In compliance with the Stafford Act, Disaster Mitigation Act of 2000, and 44 CFR 201, Snohomish County, the City of Lake Stevens and Planning Partners maintain a Hazard Mitigation Plan (HMP). The plan was last updated in September 2015. The HMP identifies resources, information and strategies for reducing risk from natural hazards. The plan guides and coordinates mitigation activities throughout Snohomish County.

Local HMPs must be regularly updated to comply with the Disaster Mitigation Act, and the partnership is responding to this requirement with this plan update. In 2017, the Snohomish County Department of Emergency Management (DEM) and Snohomish County partners teamed together to begin updating a countywide HMP that would best suit the needs and capabilities of all planning partners. The Snohomish County partnership committed to the preparation of its 2020 plan update by securing technical assistance to facilitate a planning process that would comply with all program requirements. The ensuing planning process developed a new plan for the partnership.

The City of Lake Stevens fully cooperated with DEM as a planning partner in developing the Lake Stevens Jurisdictional annex located in volume two of the HMP. A copy of the plan is attached to Resolution 21-02.

BUDGET IMPACT: n/a

ATTACHMENTS: Snohomish County Hazard Mitigation Plan can be found at:
<https://snohomishcountywa.gov/2429/Hazard-Mitigation-Plan>

CITY OF LAKE STEVENS, WASHINGTON

RESOLUTION 2021-02

A RESOLUTION OF THE CITY OF LAKE STEVENS
ADOPTING THE UPDATED AND REVISED SNOHOMISH
COUNTY HAZARD MITIGATION PLAN

WHEREAS, all of Snohomish County has exposure to natural hazards that increase the risk to life, property, environment, and the County's economy; and

WHEREAS, pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre- and post-disaster hazard mitigation programs; and

WHEREAS, a coalition of Snohomish County, Tribes, Cities, and Special Purpose Districts with like planning objectives has been formed to pool resources and create consistent mitigation strategies within the County; and

WHEREAS, the 2020 edition of the Snohomish County Hazard Mitigation Plan has been updated, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating, and revising this strategy; and

WHEREAS, the coalition has completed a planning process that reviewed and/or revised the risk assessment, goals and objectives, action plan, and reengaged the public; and

WHEREAS, FEMA has completed pre-adoption review of the revised Snohomish County Hazard Mitigation Plan pursuant to 44 CFR Part 201, and City Council adoption must occur for the City of Lake Stevens to have a FEMA approved Natural Hazards Mitigation Plan; and

WHEREAS, it has been found that the proposed plan is consistent with the City of Lake Stevens Comprehensive Plan, and other State, Federal, and local regulations;

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

A. The Lake Stevens City Council hereby:

1. Adopts Volume 1 in its entirety and adopts the following portions of Volume 2: Part 1; the City of Lake Stevens jurisdictional annex in Part 2 and all Volume 2 appendices of the Snohomish County Hazard Mitigation Plan (SC HMP). A copy of said documents

shall be available for review and inspection at the Snohomish County DEM Office and online at: <https://snohomishcountywa.gov/2429/Hazard-Mitigation-Plan>

2. Will use the adopted portions of the SC HMP to guide pre- and post-disaster mitigation of the hazards identified.
3. Will coordinate the strategies identified in the SC HMP with other planning programs and mechanisms under its jurisdictional authority.
4. Will continue its support of the Planning Coalition and continue to participate in the Coalition Partnership as described by the SC HMP.
5. Will help to promote and support the mitigation successes of all SC HMP Planning Partners.

B. It is the purpose of the Resolution to provide for the health, welfare, and safety of the general public, and not to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of this Resolution. No provision or term used in this Resolution is intended to impose any duty whatsoever upon the City or any of its officers, agents, or employees for whom the implementation of this Resolution shall be discretionary and not mandatory.

C. Nothing contained in this Resolution is intended to be, nor shall be construed to create or form the basis for, any liability on the part of the City or its officers, agents, and employees for any inquiry or damage resulting from the failure to comply with the provisions of this Resolution or be a reason or a consequence of any inspections, notice, or order, in connection with the implementation or enforcement of the Resolution, or by reason of any action of the City related in any manner to enforcement of this Resolution by its officers, agents, or employees.

ADOPTED by the City Council and **APPROVED** by the Mayor this _____ day of February 2021.

Brett Gailey, Mayor

Kelly Chelin, City Clerk

APPROVED AS TO FORM:

CITY ATTORNEY:

8 City of Lake Stevens

8.1 Hazard Mitigation Plan Points of Contact

Primary Point of Contact

Jeff Beazizo
Commander
1825 S. Lake Stevens Road
Lake Stevens, WA 98258
Phone: (425)622-9373
e-mail: jbeazizo@lakestevenswa.gov

Secondary Point of Contact

John Dyer
Chief of Police
2211 Grade Road
Lake Stevens, WA 98258
Phone: (425) 622-9370
e-mail: Jdyer@lakestevenswa.gov

8.2 Jurisdiction Profile

8.2.1 Population and Employment

The city of Lake Stevens has a current population of 33,080 (State of Washington 2019). Since 2005, the City has had an effort called “One Community around the Lake” to bring the unincorporated areas within the Urban Growth Area into the City limits, which has greatly increased the population of Lake Stevens.

As of 2020, the largest employer in the city of Lake Stevens is the Lake Stevens School District. The Frontier Village shopping corridor located at SR-9 and SR-204 continues to grow and improve with the remodeling of several businesses in 2020. Lake Stevens has a small industrial area located in the northeast area of the city. Additionally, the City of Lake Stevens is working to expand the business area to the corner of SR-9 and 20th Street SE.

8.2.2 Development and Trends

New development in Lake Stevens is primarily single-family detached homes. In 2014, the City issued 51 single-family building permits. Lake Stevens has two commercial subareas (Lake Stevens Center and 20th Street SE Corridor). The City is focused on attracting development/redevelopment in these areas to supply the needed tax base to provide services to the community.

Development County-wide has continued to increase, putting additional residents into hazard prone areas. For some jurisdictions and districts, development in areas of the County outside of their boundaries increase their vulnerability by placing additional strain on shared resources, economic conditions, and the natural environment. However, coordinated mitigation measures including planning and regulations, education and outreach efforts, and technical changes have sought to reduce the risk. Through organizations like SCT and PSRC, the partners seek to increase hazard awareness and risk reduction measures and ensure they are coordinated and consistent as growth continues. The City has seen increased growth within their boundaries which has increased hazard vulnerability.

8.2.3 Geography and Climate

The city of Lake Stevens encompasses 8.9 square miles (including 1.57 square miles of water) and is located approximately 4 miles inland of the Puget Sound. Lake Stevens has a normal average yearly precipitation around 37 inches. On average, it rains at least 50 percent of the time, with the heaviest rain periods between October and May. June, July, and August are the driest and warmest months.

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Temperatures in the summer usually hover around a pleasant 75 degrees Fahrenheit, though it is not unusual to have weeklong heat spells in the high 80s or low 90s. In the winter, there are a handful of snow days per year. Summer climate tends to be more dry than humid.

8.2.4 Governance

The City government operates under the mayor–council system. The mayor serves as the executive of the City, while the council serves as the legislative body of the City. Voters elect a mayor and seven people to serve on the council, each to four-year terms; all positions are non-partisan and elections are held in staggered cycles on odd years. The government also has several non-elected positions, including the city administrator, city clerk, police chief, planning director, public works director, and community programs planner.

The city has several boards and commissions whose role is to advise the council on a variety of specific issues; they are composed of volunteer community members and property owners and are appointed by the mayor with approval of the city council. These boards and commissions include those for the arts, civil service, the library board, the parks board, the planning commission (which also conducts design review), and the zoning board (made up of city councilmembers).

8.3 Risk Assessment

8.3.1 Jurisdiction-specific Hazard Event History

Table 8-1 lists the hazard event history for the city of Lake Stevens in reverse chronological order. Repetitive loss records (a National Flood Insurance Program [NFIP]-insured structure that had at least two paid flood losses of more than \$1,000 each in any 10-year period since 1978) are as follows:

- Number of Federal Emergency Management Agency (FEMA) identified Repetitive Flood Loss properties: 0
- Number of FEMA identified Severe Repetitive Flood Loss properties: 0
- Number of Repetitive Flood Loss Properties that have been mitigated: 0

Table 8-1 Hazard Events			
Type of Event	FEMA Disaster Number (if applicable)	Date of Hazard Event	Preliminary Damage Assessment (if available)
Storm	4249-DR-WA	November 2015	\$18,666.16 - Actuals
Storm	4242-DR-WA	August 2015	\$30,757.44 - Actuals
Severe Storm—rain	NA	April 2012	\$85,000
Severe Storm—ice	4056-DR-WA	January 2012	\$35,004.75 - Actuals
Severe Storm—rain	NA	January 2011	\$15,000
Severe Winter Storm	1825-DR	December 2008	\$43,877.93 - Actuals
Storm - Flood	1671-DR-WA	November 2006	\$33,391.03 - Actuals
Earthquake (Nisqually)	1361-DR	March 2001	No Estimate Available
Flooding	1100-DR	February 1996	No Estimate Available
Flooding	1079-DR	December 1995	No Estimate Available
Severe Weather, incl. Wind	981-DR	March 1993	No Estimate Available
Severe Storm	896-DR	March 1991	No Estimate Available

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Severe Storm	883-DR	November 1990	No Estimate Available
Flooding	784-DR	December 1986	No Estimate Available
Volcanic Eruption (Mt. St. Helens)	623-DR	May 1980	No Estimate Available

8.3.2 Jurisdiction-specific Hazard Probability, Exposure and Vulnerability

Table 8-2 lists the hazards adopted by the Planning Team and Steering Committee for the 2020 HMP and provides local probability and a description of local exposure and vulnerability for each hazard. The rank of high, medium, and low was subjective to each planning partner based on their capabilities and capacity to mitigate hazards, the impact to their jurisdiction/district, historical analysis, exposure analysis (based on the spatial and modeling outputs), current and future infrastructure and land use development, economic, natural and cultural resources, and exposure of residents to hazards.

Table 8-2 Hazard Probability, Exposure and Vulnerability		
Type of Event	Probability	Local Description of Exposure and Vulnerability
Active assailant	Medium	The City of Lake Stevens' largest employer is the Lake Stevens School District. Active assailants have known to target schools within Snohomish County and Washington State. Lake Stevens School District has 13 facilities located within the City of Lake Stevens or just outside the City, which includes their administration building.
Aircraft accident	Low	Paine Field started commercial flights in 2019, which part of the flight patterns fly over the City of Lake Stevens. There is a private airport located south of town in City of Lake Stevens. Snohomish County Sheriff's Helicopter Operations is located just outside the city limits on the southeast corner.
Cybersecurity Incident	Medium	City of Lake Stevens operates technology to support daily government operations. The Lake Stevens School District, largest employer in the City, was a victim of a cyberattack along with several surrounding school districts.
Dam Failure	Low	Little to no exposure or vulnerability exists.
Earthquake	High	Transportation infrastructure to include major highways for routes to hospitals are jeopardized. City buildings and fire departments are older structures that need updating. City is addressing these facilities with upgrades pending approval of funds and permits.
Epidemic	High	Lake Stevens School District is the largest employer in Lake Stevens. The city has assisted living facilities which house vulnerable population.
Flood	High	Critical Sewer Lift Stations Facilities are located within flood plain areas along the Snohomish River. Lake Stevens waters have risen causing flooding into residents along the lake shoreline. Also, several residential land front properties are within the flood plain area.
Hazardous Materials	Medium	City of Lake Stevens has Williams Gas lines located within and just outside eastside of the city limits. There are hazardous materials facilities located in the City of Lake Stevens Urban Growth Area off

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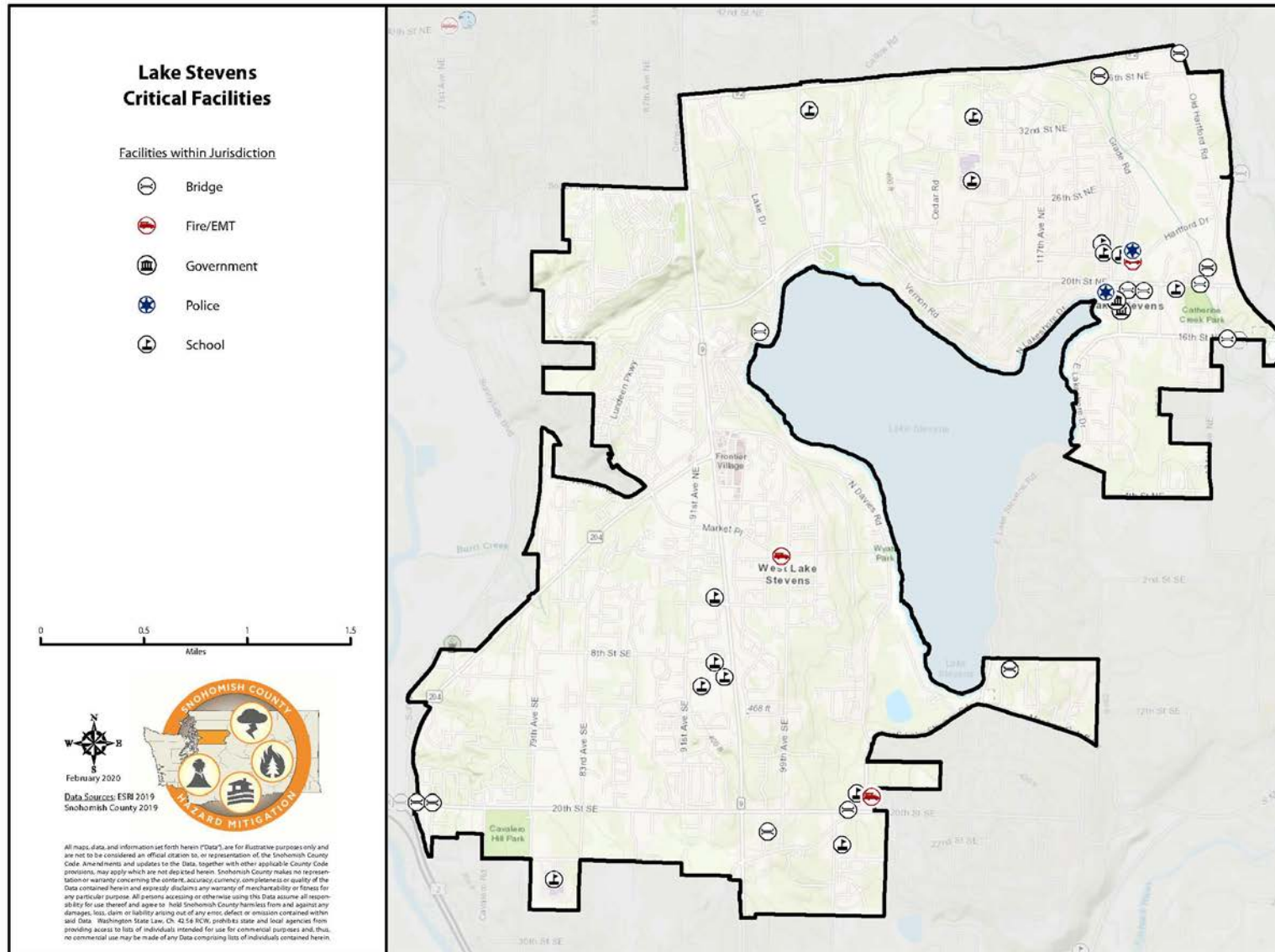
Table 8-2 Hazard Probability, Exposure and Vulnerability		
Type of Event	Probability	Local Description of Exposure and Vulnerability
		Machias Road, the northeast corner of the city limits. Annexation of that area is being negotiated.
Mass Earth Movement	High	The city has several steep slope areas along roadways, residential, and commercial areas. Some of these are along the abutment of bridges along arterial roads.
Tsunami	Low	There is no exposure or vulnerability to a tsunami in the city.
Volcanic Hazard	Low	Little to no exposure or vulnerability exists.
Weather Events	High	The city has heavy tree vegetation that is susceptible to wind, snow, and ice storm. This largely impacts roads, streams, and some residential areas. State Highways run through the city allowing access to other areas.
Wildfire	High	City of Lake Stevens is expanding city limits which is gaining forested areas. This is a threat during prolonged dry spells with a dry grass understory and heavy contiguous grouping of trees around developed areas.

8.3.3 Critical Infrastructure Risk Assessment

Table 8-3 is an assessment of the exposure of critical infrastructures and facilities based on the best-available hazard data.

Table 8-3 Critical Infrastructures and Facilities Exposed to Hazards				
Critical Infrastructures + Facilities	100-Year Flood	Earthquake	Liquefaction	Landslide
Bridge	1	16	6	12
Fire/Emergency Medical Services	1	3	1	1
Government	2	2	2	2
Police	2	2	2	2
School	3	14		2

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Map 9-1 City of Lake Stevens Critical Infrastructures and Facilities

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8.4 Capabilities Assessment

Local hazard mitigation capabilities include the planning and regulatory, administrative and technical, financial, and education and outreach capabilities that are currently being leveraged or are available to reduce risk.

	Very Low	Low	Moderate	High	Very High
Planning and Regulatory			X		
Administrative and Technical		X			
Financial	X				
Education and Outreach		X			

The planning partners have incorporated hazard mitigation planning (including the 2005, 2010, and 2015 plans) into other planning efforts and a key tenant of the 2020 HMP is expanded incorporation. Currently, the 2015 HMP is incorporated as a component of the Community Rating System for those (jurisdictions that participate), floodplain management (as applicable), capital improvement plans (for all planning partners), capital facility plans (for all planning partners), and economic development and funding initiatives (for all planning partners) - all of which seek to reduce the exposure to hazards and increase the resilience of people, infrastructure, and systems to these hazards.

The 2015 HMP informed emergency planning efforts for the County and all planning partners. The Risk Assessment forms the basis for identifying target capabilities and gaps for emergency response which drive planning, training, exercising, and funding decisions. Future planning efforts and updates of these documents will benefit from the refined 2020 Risk Assessment conducted during the 2020 HMP update process by providing the ability to more closely assess and align specific target capabilities for preparedness, mitigation, response, and recovery efforts.

8.4.1 Planning and Regulatory Capabilities

Planning and regulatory capabilities include the plans, policies, codes, and ordinances that mitigate the impacts of hazards.

Plan Title	Yes/No Year Adopted	Does the plan address hazards?	How does the plan identify projects to include in the mitigation actions?	How can the plan be used to implement mitigation actions?	Accomplishments (2015-2020)
Comprehensive/ Master Plan	Yes/2015	Yes	Developments within 200 feet of a designated geologically hazardous are required to have a geological assessment that analyzes potential impacts of said development on- or off-site.	Identify potential impacts to reduce damage during flooding, mass earth movement, weather events, wildland fires.	Updated Stormwater Code 2018 Updated Critical areas Code 2019 Updated Flood Hazard Code 2020

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Plan Title	Yes/No Year Adopted	Does the plan address hazards?	How does the plan identify projects to include in the mitigation actions?	How can the plan be used to implement mitigation actions?	Accomplishments (2015-2020)
			Chapter 2 Land Use Chapter 4 Environment and Natural Resources Chapter 7 Public Services and Utilities		
Capital Improvements Plan	Yes/2019 (Annual)		Goal 9.2: Provide public facilities in a manner which protects investments in, and maximizes use of, existing facilities and promotes orderly compact urban growth. Policy 9.5.4: Proposed plan amendments and requests for new development or redevelopment shall be evaluated according to the following guidelines as to whether the proposed action would: ...	Improve public facilities to current standards to deal with all-hazards.	Instituted several capital improvement projects including large stormwater projects.
Economic Development Strategy	Yes/2015	Yes	Goal 6.1: Improve the city's economic conditions for a healthy vibrant, and sustainable community with a high quality of life. Goal 6.8: Support businesses and job creation, investing in all people, Sustaining environmental quality, and creating great Central places, diverse	Identification of hazards and review of response to incident.	Adopted 3 subarea plans, with environmental impact statements and planned action ordinances to evaluate environmental factors / hazard mitigation associated with new development

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Plan Title	Yes/No Year Adopted	Does the plan address hazards?	How does the plan identify projects to include in the mitigation actions?	How can the plan be used to implement mitigation actions?	Accomplishments (2015-2020)
			communities and high quality of life.		
Comprehensive Emergency Management Plan	Yes/ 2018	Yes	Identify hazard-specific risk areas and evacuation routes, specify protocols for warning the public, circulate emergency public information.	Identification of hazards and review of response to incident.	Plan was updated in 2018 and adopted by council.
Continuity of Operations Plan	No/in-progress for 2021		Identifies how all city department operate, coordinate and provide services to public during Response and Recovery phases if all-hazard event occurs.	Identify structures, technology and protocols that need to be implemented during an emergency.	Identified need and started draft plan for the city.
Transportation Plan	Yes/2015	Yes	Safety and Emergency Management Safety issues address the design and operation of the system, as well as threats from harmful acts and natural disasters. Areas of primary concern are vehicle-related deaths and injuries, as well as pedestrian and bicyclist deaths and injuries. A safe and secure regional transportation system pays careful attention to design and operation of facilities, as well as	Identify safety issues to infrastructure that might be used during all hazard response.	

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Plan Title	Yes/No Year Adopted	Does the plan address hazards?	How does the plan identify projects to include in the mitigation actions?	How can the plan be used to implement mitigation actions?	Accomplishments (2015-2020)
			multiagency coordination and communication. The city coordinates regionally on transportation issues with partner agencies. It also coordinates locally with the Fire Department, School District and Police to ensure a safe and effective street network for motorists, cyclists, pedestrians and emergency service providers.		
Stormwater Management Plan	Yes/2008	Yes	Title 11 Storm and Surface Water Management	City has adopted current DOE stormwater requirements and maintains it NPDES permit annually	Adopted current DOE Manual Current NPDES permit New utility taxes to support stormwater infrastructure Added stormwater personnel
Flood Management Plan	Yes/2020	Yes	Chapter 14.64 Special Flood Hazards Chapter 14.88 Part V Frequently Flooded Areas	Implementation of municipal code requirements – primarily dock permits and shoreline modifications	Adopted updated regulations in 2020 with input from FEMA and DOE
Growth Management	Yes/2019 (annual updates)	Yes	Comprehensive Plan and development regulations	Implementation of municipal code requirements	Adopt all required code and necessary elements

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Plan Title	Yes/No Year Adopted	Does the plan address hazards?	How does the plan identify projects to include in the mitigation actions?	How can the plan be used to implement mitigation actions?	Accomplishments (2015-2020)
Community Wildfire Protection Plan	No				
Shoreline Management	Yes/2013	Yes	Local SMP compliant with SMA	Implementation of municipal code requirements	Updated 2019
Other special plans (e.g., disaster recovery, climate change adaptation)	Yes/2012 2018	Yes	2012 Lake Stevens Subarea Plan 2012 20 th Street SE Corridor Subarea Plan 2018 Downtown Lake Stevens Subarea Plan	Implementation of municipal code requirements	Successful development and infrastructure improvements in all subareas.

Building Code, Permitting, Inspections for hazard mitigation	Yes/No Year Adopted	Describe the code and indicate if adequately enforced for hazard mitigation	Accomplishments (2015-2020)
Building Code	Yes, 2012 (updated 2016)	Version/Year: LSMC, Title 14 Chapter 14.80, adopted by Ord. No. 897	Current update underway per state schedule
Building Code Effectiveness Grading Schedule (BCEGS) Score	Yes	Score: 3/3	
Fire Department Insurance Services Office Rating	Yes	Rating: 3	Increased to rating of 3 in 2019. Working towards WSRB rating 4 th quarter 2021
Site Plan Review Requirements	Yes	14.16C.105 Site Plan Review.	Implemented with development applications

Land-use Planning and Ordinances for hazard mitigation	Yes/No Year Adopted	Describe the ordinance and its effectiveness for hazard mitigation	Is the ordinance adequately administered and enforced?	Accomplishments (2015-2020)

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Zoning Ordinance	Yes	Integrated with other code requirements	yes	2020 Update
Subdivision Ordinance	Yes	Integrated with other code requirements	yes	2019 Update
Floodplain Ordinance	Yes	Integrated with other code requirements	yes	2020 Update
Natural Hazard Specific Ordinance (stormwater, steep slope, wildfire)	Yes	Integrated with other code requirements	yes	2019 Update
Flood Insurance Rate Maps	Yes	Integrated with other code requirements	yes	2020 Update
Acquisition of Land for Open Space and Recreation Uses	Yes	Integrated with other code requirements	yes	2019 Update
Other				

How might your Planning and Regulatory Capabilities be expanded and improved to reduce risk?
Planning and regulatory requirements are reviewed annually for consistency with mandatory state requirements.

8.4.1.1 National Flood Insurance Program Participation

If your jurisdiction participates in the National Flood Insurance Program (NFIP), please indicate how.

NFIP Entry Date	Current Effective Map Date	Number of Policies	Amount of Coverage (in \$)	Total Losses	Closed Losses	Open Losses	CWOP Losses	Total Payments
04/17/89	11/08/99	8	\$2,020,000	4	3	0	1	\$17,059.83

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8.4.2 Administrative and Technical Capabilities

Administrative and technical capabilities include staff and their skills and resources that may be leveraged for mitigation planning and implementation.

Administration	Yes/No	Is coordination effective?	Accomplishments (2015-2020)
Planning Commission	Yes	The use and development of land in Lake Stevens affects every resident. As a member of the Planning Commission, members can make a direct impact on the planning process by advising the City Council on topics such as codes, land use and zoning, and effects on traffic and public safety as a result of such measures.	Annual work plan that includes a variety of code amendments related to zoning, comp plan and protection of critical areas, shoreline and special hazard areas
Mitigation Planning Committee	No		
Maintenance programs to reduce risk (e.g., tree trimming, clearing drainage systems)	Yes	Public Work coordinates with local agencies.	New equipment, Vector truck
Mutual aid agreements (includes inter-local agreements)	Yes	We coordinate with Snohomish Department of Emergency Management and other local jurisdictions.	Communication – add Emergency Management Radios that have capability to talk to Snohomish County Department of Emergency Management (DEM), HAM Radio and Lake Stevens School District. Also use Easy Alert APP to coordinate response.

Staff	Yes/No and FT/PT	Is staffing adequate to enforce regulations?	Is coordination effective between staff and agencies?	Are staff trained on hazards and mitigation?	Accomplishments (2015-2020)
Chief Building Official	Yes/FT	Yes	No	No	
Stormwater Technician	Yes/FT	Yes	No	No	

PART 4 – Jurisdictional Annexes | City of Lake Stevens

Staff	Yes/No and FT/PT	Is staffing adequate to enforce regulations?	Is coordination effective between staff and agencies?	Are staff trained on hazards and mitigation?	Accomplishments (2015-2020)
Emergency Manager	Yes/PT	NO	No	Yes	Emergency Management Coordination is handled through Police Department. Monthly Meetings Scheduled.
Community Planner	Yes/FT	Yes	Yes	No	
Civil Engineer	Yes/FT	Yes	No	No	
GIS Coordinator	No	No	No	No	
Other					

Technical	Yes/No Year Adopted	Has the capability been leveraged to assess or mitigate risk?	Accomplishments (2015-2020)
Warning Systems and Services (e.g., reverse 911, outdoor warning signals)	Yes	Yes	Implement Easy Alert for All Hazards. Updated Emergency Management Radio System to talk to SNO CO DEM, HAM, and Lake Stevens School District.
Hazard Data and Information	No	No	
Grant Writing/ Management Services	Yes	Yes	Several grants received for road, parks and infrastructure improvements
HAZUS Analysis	Yes	Yes	
Other			

How might the Administrative and Technical capabilities be expanded and improved to reduce risk?
Coordination with City Emergency Management Team.

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8.4.3 Financial Capabilities

Financial capabilities include funding sources that do not need to be repaid (e.g., government grants, taxes, user fees, and philanthropic sources) and finance (e.g., bonds, private lending).

Funding Resource	Access/Eligibility (Yes/No)	Has funding been leveraged for hazard mitigation, if so, how?	If not, could funding be used for mitigation and how?	Accomplishments
Capital Improvement Project Funding	Yes	To improve road and bridge infrastructure		36 th Street Bridge repair, improved mobility and safety
Authority to levy taxes for specific purposes (e.g., special assessment districts)	Yes	No	Yes – Sidewalk LID to improve mobility	
Utility Fees (e.g., electric, water, sewer, gas)	Yes	Garbage UT used to improve sidewalk and road infrastructure		Repair and replace sidewalks, maintain roadways
Impact fees for new development	Yes			
Stormwater Utility Fee	Yes	Traffic and Park Mitigation to improve transportation mobility and Parks		
Take on debt (e.g., General Obligation Bonds or Special Bond)	Yes	To improve drainage citywide		Improve culverts, stormwater ponds, lake maintenance
Take on debt through private activities (e.g., loan)	Yes	To improve mobility, city infrastructure, facilities, and equipment		Improved city facilities, roundabouts, roadways
Community Development Block Grant	Yes	Direct bank loans to improve facilities		
Other Federal Funding Programs	Yes	To receive CDBG funds to improve Frontier Heights Park.		New playground equipment, sport courts, fields, parking

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Funding Resource	Access/Eligibility (Yes/No)	Has funding been leveraged for hazard mitigation, if so, how?	If not, could funding be used for mitigation and how?	Accomplishments
State Funding Programs	Yes	Grants to improve roads, and traffic safety		Traffic enforcement, WSDOT funding for transportation infrastructure
Insurance Products	No	To improve infrastructure and mobility	N/A	S. Lake Stevens Road multiuse path
Other	Real Estate Excise Tax			Drainage ponds, parks improvement, transportation

How might the Financial capabilities be expanded and improved to reduce risk?
Utilize Stormwater Utility fees to assist with mitigate under the Stormwater Mitigation plan.

8.4.4 Education and Outreach

Education and outreach capabilities include ongoing programs that local-to-federal government, nonprofit, and other organizations provide to communities which may leveraged to implement hazard mitigation actions and build community resilience.

Program/Organization	Yes/No Year Adopted	Identify the program and describe how it relates to resilience and mitigation	How might it help implement resilience or mitigation activities?	Accomplishments (2015-2020)
Local Citizen Groups or nonprofit organizations focused on environmental protection, emergency preparedness, access	Yes	Policy 4.3.6 of Lake Stevens Environment and Natural Resources: Work with the Land Trust and similar organizations to protect	CERT Team and CPOD Team development	City is working on develop of CERT team and identified a volunteer CERT TEAM Manager.

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Program/Organization	Yes/No Year Adopted	Identify the program and describe how it relates to resilience and mitigation	How might it help implement resilience or mitigation activities?	Accomplishments (2015- 2020)
and functional needs populations, etc.		critical areas.		
Ongoing public education or information program (e.g., responsible water use, fire safety, household preparedness)	Yes/2018	Provide education and public information about preparedness and response.	Working with other agencies in community events for public awareness.	DEM Classes and Community Events (National Night out/Stop the Bleed, Health and Safety Fair).
Natural disaster or safety related school programs	No			
StormReady Certification	No			
Firewise Communities certification	No			
Public-private partnership initiatives addressing disaster- related issues	Yes/2018	Reunification Plan, Comprehensive Emergency Management Plan	Working with Lake Stevens School District and Church Groups	Temporary Reunification Site was identified. Monthly Emergency Management Meetings.
Other				

How might the Administrative and Technical Capabilities be expanded and improved to reduce risk?

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8.5 Hazard Mitigation Action Plan and Evaluation of Recommended Initiatives

This section includes a review and status update on those hazard mitigation action items as identified in the Snohomish County 2015 Hazard Mitigation Plan (HMP) and action items for the 2020 HMP.

8.5.1 2015 Initiative Review and Status

This assessment supports the evaluation of previous strategies and informs amendments to existing, incomplete strategies and the development of new strategies for the 2020 HMP Annex update.

ID	Name + Description	Lead Entity	Funding Source + Cost	Implementation Timeline	Priority Level	Status	Decision + Explanation
LS-1	Back-up power generation for critical infrastructure	Public Works	CIP, \$150,000 est.	Implemented	Low	Ongoing	Keep
LS-2	Manage vegetation in City ROW	Public Works	General Fund, Medium	Implemented	High	Ongoing	Keep
LS-3	Maintain City drainage facilities by developing a vegetation management program	Public Works	General Fund, Ecology Grants, Medium	Implemented	Medium	Ongoing	Keep
LS-4	Maintain Regional Stormwater Plan and construct regional stormwater detention facilities	Public Works	REET and IAC Funding, FEMA Hazard Mitigation Grants, High	Implemented	Medium	Ongoing	Keep
LS-5	Upgrade and maintain stormwater drainage infrastructure in areas of recurring flooding	Public Works	Storm, High	Implemented	High	Ongoing	Keep
LS-6	Consider participation in community rating system	Public Works	General Fund, Low	Implemented	High	Ongoing	Keep

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ID	Name + Description	Lead Entity	Funding Source + Cost	Implementation Timeline	Priority Level	Status	Decision + Explanation
LS-7	Obtain appropriate blanket permits from federal, state, and local authorities, and complete needed environmental requirements to perform annual and regular stormwater and vegetation maintenance activities	Public Works	General Fund, High	Implemented	Medium	Ongoing	Keep
LS-8	Mitigate respective flood loss properties	Public Works	General Fund, High	Implemented	High		Remove
LS-9	Develop a Post Disaster Recovering Plan and Process	City Council/ Police Department	General Fund, Medium	Implemented	High	Ongoing	Keep
LS-10	Develop a Floodplain/Basin Plan	Public Works	General Fund, Medium	Implemented	High		Remove
LS-11	Support county-wide initiatives identified in Chapter 21 of Volume 1	City Council	General Fund, Low	Implemented	High		Remove
LS-12	Continue to maintain compliance and good standing under the National Flood Insurance Program (NFIP)	City Council	General Fund, Low	Implemented	High	Ongoing	Keep
LS-13	Where appropriate, support retrofitting, purchase, or relocation of structures located in hazard-prone areas to protect structures from future damage, with repetitive loss and severe repetitive loss properties as priority when applicable	City Council	FEMA Hazard Mitigation Grant funding with local match by property owner, High	Implemented	Medium	Ongoing	Keep
LS-14	Continue to support the implementation, monitoring, maintenance, and updating of this	City Council	General Fund, FEMA Mitigation Grant Funding	Implemented	High	Ongoing	Keep

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ID	Name + Description	Lead Entity	Funding Source + Cost	Implementation Timeline	Priority Level	Status	Decision + Explanation
	Plan, as defined in Chapter 7 of Volume 1		for five-year update, Low				
LS-15	Integrate, where appropriate, risk assessment information from Snohomish County Hazard Mitigation Plan into other planning mechanisms available to the City such as: the Capital Improvements Program, Comprehensive planning process, and Shoreline Master planning	Planning	General Fund, Low	Implemented	High	Ongoing	Keep

8.5.2 2020 Strategies

This subsection includes hazard mitigation actions for the City of Lake Stevens as informed by the risk and capability assessments, including prioritization for implementation and funding mechanisms. City Council provides a key funding approval for all strategies listed below:

ID	Name + Description	Action Status	Goals Supported	Hazards Addressed	Lead Entity	Support Entity	Implementation Timeline + Anticipated Cost + Funding Source	STAPLEE + Mitigation Effectiveness Score	Priority
LS-1	Back-up power generation for critical infrastructure	On-going	2.2	Earthquakes, Weather Events, Flooding, Mass Earth Movement	Public Works	IT	>1 Year <\$500,000 CIP	40	High
LS-2	Manage vegetation in City ROW	On-going	1.2	Flooding, Mass Earth Movement, Weather Events	Public Works		<1 Year Unsure General Fund	43	High
LS-3	Maintain City drainage facilities by developing a	On-Going	1.2	Flooding, Mass Earth Movement, Weather Events	Public Works		~1 Year Unsure	42	Medium

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ID	Name + Description	Action Status	Goals Supported	Hazards Addressed	Lead Entity	Support Entity	Implementation Timeline + Anticipated Cost + Funding Source	STAPLEE + Mitigation Effectiveness Score	Priority
	vegetation management program						Stormwater/General Fund/Ecology Grants		
LS-4	Maintain Regional Stormwater Plan and construct regional stormwater detention facilities	On-Going	2.2	Flooding, Mass Earth Movement, Weather Events	Public Works		~1 Year Unsure Real Estate Excise Tax (REET)/ Interagency Committee (IAC) Funding FEMA Grant Stormwater	41	Medium

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ID	Name + Description	Action Status	Goals Supported	Hazards Addressed	Lead Entity	Support Entity	Implementation Timeline + Anticipated Cost + Funding Source	STAPLEE + Mitigation Effectiveness Score	Priority
LS-5	Upgrade and maintain stormwater drainage infrastructure in areas of recurring flooding	On-Going	2.2	Flooding, Mass Earth Movement	Public Works		>1 Year Unsure Stormwater	41	High
LS-6	Emergency Coordination Center – Build and Relocation from current location, high risk area	Planning	2.2	All-Hazards	Emergency Management (Police Department)	Fire Department	~5 Years Unsure No Funding – FEMA Grant	55	High
LS-7	Obtain appropriate blanket permits from federal, state, and local authorities, and complete needed environmental requirements to perform annual and regular stormwater and vegetation maintenance activities	On-Going	2.2	Flooding, Mass Earth Movement, Weather Events	Public Works	Planning and Community Development	~1 Year Unsure General Fund	38	Medium

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ID	Name + Description	Action Status	Goals Supported	Hazards Addressed	Lead Entity	Support Entity	Implementation Timeline + Anticipated Cost + Funding Source	STAPLEE + Mitigation Effectiveness Score	Priority
LS-8	Develop a Post Disaster Recovering Plan and Process	On-Going	1.4	All Hazards	Emergency Management Team (Police Department)	Planning and Community Development	>1 Year Unsure No Funding	36	High
LS-9	Continue to maintain compliance and good standing under the NFIP	On-Going	1.5	Flooding	Planning and Community Development		~1 Year Unsure Unsure – General Fund	40	High
LS-10	Where appropriate, support retrofitting, purchase, or relocation of structures located in hazard-prone areas to protect structures from future damage, with repetitive loss and severe repetitive loss properties as	On-Going	1.1, 1.2	Earthquake, Weather Events, Flooding, Mass Earth Movement	Public Works	Planning and Community Development	~5 Years Unsure No Funding – FEMA Grant/Local Match	32	Medium

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ID	Name + Description	Action Status	Goals Supported	Hazards Addressed	Lead Entity	Support Entity	Implementation Timeline + Anticipated Cost + Funding Source	STAPLEE + Mitigation Effectiveness Score	Priority
	priority when applicable								
LS-11	Continue to support the implementation, monitoring, maintenance, and updating of this Plan	On-Going	4.1	All-Hazards	Emergency Management Team (Police Department)	Public Works / Planning and Community Development	~1 Year Unsure Unsure – General Fund/FEMA Grant	36	High
LS-12	Integrate, where appropriate, risk assessment information from Snohomish County Hazard Mitigation Plan into other planning mechanisms available to the City such as: the Capital Improvements Program, the comprehensive planning process, and shoreline master planning	On-Going	4.1	All-Hazards	Planning and Community Development	Public Works/Police Department	>1 Year Unsure No Funding	37	High



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: February 9, 2021

Subject: 2021 Bond Ordinance No. 1110

Contact Person/Department: Barb Stevens/ Finance **Budget Impact:** Bond

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Approve Ordinance 1110, authorizing the issuance and sale of LTGO bonds not to exceed \$6,500,000 to finance a portion of Public Works Project No. 17005 – 24th Street SE/91st Avenue SE Extension; and to designate the Mayor, City Administrator, and Finance Director as representatives to negotiate the sale of the bonds.

SUMMARY/BACKGROUND:

The 2021A Limited Tax General Obligation (LTGO) bonds will be used to finance a portion of Public Works Project 17005 – 24th Street SE/91st Avenue SE Extension, which includes construction of certain public infrastructure and related public capital improvements supportive of economic development and a proposed retail development. Any remaining bond proceeds will be used for similar city capital project purposes.

This ordinance also delegates authority to the Mayor, City Administrator, and Finance Director to negotiate the sale of the bonds, within stated parameters, based on the results of public offering process currently underway. This will allow for efficient and timely construction of the project.

The notable parameters of the public offering include:

- Bonds may not exceed \$6,500,000
- Maximum term of the bond may not exceed 20 years
- The true interest cost (TIC) for the bonds does not exceed 4.00% (Current estimate under 2%)

A new debt service fund will be established for making the required payments on the bonds. When debt service payments are due, funds from Real Estate Excise Tax II Fund will be transferred to the newly established debt service fund so the payments can be made.

As discussed with Council previously, Finance will also bring forward a separate short-term grant anticipation bond ordinance to Council for approval in an amount of \$3,000,000 in the near future. That bond will be paid off with the authorized Transportation Improvement Board (TIB) grant reimbursement revenues which are anticipated to be received by 2022-2023.

APPLICABLE CITY POLICIES:

The Council is required to approve the issuance of bonds.

BUDGET IMPACT:

These payments are included in the forecast model and will come back as a budget amendment. Under the proposed terms, the bonds will mature in 2041.

ATTACHMENTS:

- Exhibit A: Ordinance 1110 – 2021A LTGO Bond

CITY OF LAKE STEVENS, WASHINGTON

ORDINANCE NO. 1110

AN ORDINANCE of the City of Lake Stevens, Washington, relating to contracting indebtedness; authorizing the issuance and sale of limited tax general obligation bonds of the City in an aggregate principal amount not to exceed \$6,500,000 to finance the cost of certain public capital improvements; establishing terms of and parameters for the bonds; designating each of the Mayor, City Administrator, and Finance Director to act independently as the City's representative to negotiate and approve the terms of the sale of the bonds in one or more series; providing for the disposition of the bond proceeds; providing for the annual levy of taxes to pay the principal of and interest on the bonds; and providing for other related matters.

PASSED: February 9, 2021

This document prepared by

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Seattle, Washington

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* This table of contents is not a part of this ordinance; it is included for convenience of the reader only.

ORDINANCE NO. 1110

AN ORDINANCE of the City of Lake Stevens, Washington, relating to contracting indebtedness; authorizing the issuance and sale of limited tax general obligation bonds of the City in an aggregate principal amount not to exceed \$6,500,000 to finance the cost of certain public capital improvements; establishing terms of and parameters for the bonds; designating each of the Mayor, City Administrator, and Finance Director to act independently as the City's representative to negotiate and approve the terms of the sale of the bonds in one or more series; providing for the disposition of the bond proceeds; providing for the annual levy of taxes to pay the principal of and interest on the bonds; and providing for other related matters.

WHEREAS, the City Council (the "Council") of the City of Lake Stevens, Washington (the "City") has approved the sale of certain real property and, in connection with the development of such property, wishes to finance the construction of certain public infrastructure and related public capital improvements associated with such development (as further described herein, the "Project"); and

WHEREAS, the Council finds that it is in the best interest of the City and its residents to finance the cost of the Project by the issuance of limited tax general obligation bonds of the City, in a principal amount not to exceed \$6,500,000 (the "Bonds"); and

WHEREAS, as authorized by RCW 39.46.040(2), the Council wishes to delegate to the Mayor, City Administrator, and Finance Director, as the City's designated representatives, the authority to negotiate the sale of the Bonds, in one or more series, and to approve Bond Sale Terms of the Bonds on the terms and within the parameters set forth in this ordinance;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE STEVENS, WASHINGTON, DO ORDAIN, as follows:

Section 1. Definitions. The following words and terms as used in this ordinance have the following meanings for all purposes of this ordinance, unless some other meaning is plainly intended.

Authorized Denomination means \$5,000 or any integral multiple thereof within a maturity of a series, or such other minimum authorized denominations as may be specified by the Designated Representative in a Bond Purchase Agreement for a Series.

Beneficial Owner means, with respect to a Bond, the owner of any beneficial interest in that Bond.

Bond Fund means the Limited Tax General Obligation Bond Redemption Fund, 2021A, authorized to be established pursuant to Section 7.

Bond Register means the registration records for the Bonds maintained by the Bond Registrar.

Bond Registrar means for a series of Bonds, either the Finance Director or the Fiscal Agent, as shall be specified in the Purchase Contract, for the purposes of registering and authenticating a series of the Bonds, and maintaining the Bond Register for, effecting transfers of ownership of, and paying principal of and interest on, those Bonds.

Bonds means the City of Lake Stevens, Washington, Limited Tax General Obligation Bonds, 2021A, authorized to be issued under this ordinance in an aggregate principal amount not to exceed \$6,500,000 in one or more series.

Book-Entry Form means a fully registered form in which physical bond certificates are registered only in the name of the Securities Depository (or its nominee), as Registered Owner, with the physical bond certificates held by and immobilized in the custody of the Securities Depository (or its designee), where the system for recording and identifying the transfer of the ownership interests of the Beneficial Owners in those Bonds is neither maintained by nor the responsibility of the City or the Bond Registrar.

City means the City of Lake Stevens, Washington, a municipal corporation duly organized and existing under the laws of the State of Washington.

Code means the United States Internal Revenue Code of 1986, as amended, and applicable rules and regulations promulgated thereunder.

Council means the City Council as the general legislative authority of the City.

Designated Representative means any of the following officers of the City, acting independently: Mayor, City Administrator, or Finance Director.

DTC means The Depository Trust Company, New York, New York, a limited purpose trust company organized under the laws of the State of New York, or any successor substitute depository, as provided in this ordinance.

Finance Director means the City official who is responsible for the duties of Treasurer, or such other City official who succeeds to substantially all of the responsibilities of that office.

Fiscal Agent means the fiscal agent of the State of Washington appointed by the Washington State Finance Committee from time to time.

Government Obligations means those obligations now or hereafter defined as such in Chapter 39.53 RCW, as such chapter may be hereafter amended or restated.

Letter of Representations means the blanket issuer letter of representations from the City to DTC dated October 22, 2019.

MSRB means the Municipal Securities Rulemaking Board or any successor to its functions.

Project means the improvements to certain real property, as described in Section 2 of this ordinance, together with incidental costs incurred in connection with carrying out and accomplishing the Project, consistent with RCW 39.46.070.

Project Fund means the funds or accounts designated or created by the Finance Director for the purpose of carrying out the Project.

Purchase Contract means a bond purchase contract for the sale of a series of Bonds to a Purchaser, authorized to be entered into pursuant to Section 11 hereof.

Purchaser means D.A. Davidson & Co., Seattle, Washington, or the corporation, firm, bank, financial institution, or other legal entity or group of entities selected by a Designated Representative to purchase a series of the Bonds in a negotiated underwriting, private placement or competitive sale.

Record Date means the Bond Registrar's close of business on the 15th day of the month preceding an interest payment date.

Registered Owner means the person named as the registered owner of a Bond in the Bond Register.

Rule means the SEC's Rule 15c2-12 under the Securities Exchange Act of 1934, as the same may be amended from time to time.

SEC means the United States Securities and Exchange Commission.

Securities Depository means DTC, any successor thereto, any substitute securities depository selected by the City, or the nominee of any of the foregoing. Any successor or substitute Securities Depository must be qualified under applicable laws and regulations to provide the services proposed to be provided by it.

Tax Certificate means the certificate with respect to federal tax matters relating to the Tax-Exempt Bonds authorized to be executed by the Finance Director in accordance with Section 10.

Taxable Bonds means a series of the Bonds to be issued with interest that is not intended to be excludable from gross income for federal income tax purposes.

Tax-Exempt Bonds means a series of the Bonds to be issued with interest that is intended to be excludable from gross income for federal income tax purposes.

Section 2. The Project. The Project includes the construction of certain public infrastructure and related public capital improvements supportive of a proposed development of property. Pursuant to applicable law, including without limitation chapters 35.37, 35.40, 39.36, 39.44, 39.46 and 39.52 RCW, the City is authorized to issue general obligation bonds for the purpose of financing the Project. Incidental costs incurred in connection with carrying out and accomplishing the Project, consistent with RCW 39.46.070, may be included as costs of the Project. Costs of the Project not paid from proceeds of the Bonds will be paid from other available funds of the City.

The Council finds that it is in the best interests of the City to issue the Bonds to carry out the Project. If proceeds of the Bonds are insufficient to accomplish all of the Project, the City will use Bond proceeds for those portions of the Project deemed by the City most necessary and in the best interest of the City. If the entire Project has been completed or duly provided for, or if all or a portion of the Project is found to be impracticable, the City may apply the Bond proceeds or any portion thereof to other capital improvements as the Council in its discretion may determine.

Section 3. Authorization and Description of the Bonds.

(a) *The Bonds.* The City is authorized to borrow money on the credit of the City and issue negotiable limited tax general obligation bonds evidencing indebtedness, in an aggregate principal amount not to exceed the amount set forth in Exhibit A, to provide funds necessary to carry out the Projects and to pay the costs of issuance and sale of the Bonds. The Bonds may be issued in one or more series and may be combined with other general obligation bonds (including refunding bonds) authorized separately. The Bonds shall be designated as limited tax general obligation bonds, shall be numbered separately, and shall have any name, year and series or other label as deemed necessary or appropriate by the City's Designated Representative. The proceeds of the Bonds shall be deposited as set forth in this ordinance and shall be used to carry out the Projects in such order of time as the City determines is advisable and practicable.

(b) *Debt Capacity.* The maximum amount of indebtedness authorized by this ordinance is \$6,500,000. Based on the following facts, this amount may be issued within the amount of debt permitted to the City for general municipal purposes without a vote:

- (1) The assessed valuation of the taxable property within the City as ascertained by the last preceding assessment for City purposes (i.e., for collection in the calendar year 2021) is \$5,298,584,282.
- (2) As of December 31, 2021, the City has limited tax general obligation indebtedness, consisting of bonds, notes, financing leases, and an interlocal agreement obligation outstanding in the principal amount of \$10,984,977, which is incurred within the limit of up to 1½% of the value of the taxable property within the City permitted for general municipal purposes without a vote.
- (3) As of December 31, 2021, the City has no unlimited tax general obligation indebtedness for capital purposes outstanding.

Section 4. Appointment of Designated Representative; Bond Sale Terms. The Mayor, City Administrator, and Finance Director are each, acting independently, appointed to act as the Designated Representative of the City in connection with the issuance and sale of the Bonds in accordance with RCW 39.46.040 and this ordinance. The Designated Representative is authorized to approve, on behalf of the City, Bond Sale Terms for the sale of one or more Series of the Bonds, and in connection with each such sale, to execute a Purchase Contract (or, in the case of a competitive sale, a Pricing Certificate) confirming the Bond Sale Terms and such related agreements as may be necessary or desirable, consistent with the parameters set forth in Exhibit A, which is attached and incorporated by this reference.

Section 5. Bond Registrar; Registration, Exchange and Transfer.

(a) *Registration of Bonds; System of Registration.* Each Bond shall be issued only in registered form as to both principal and interest and the ownership of each Bond shall be recorded on the Bond Register. The City hereby adopts the system of registration approved by the Washington State Finance Committee in connection with the appointment of a state fiscal agent to serve as registrar, authenticating agent, paying agent and transfer agent for bonds.

(b) *Bond Registrar; Duties.* Unless otherwise determined by the Finance Director, the Fiscal Agent is appointed as initial Bond Registrar. The Bond Registrar shall keep, or cause to be kept, sufficient books for the registration and transfer of the Bonds, which shall be open to inspection by the City at all times. The Bond Registrar is authorized, on behalf of the City, to authenticate and deliver Bonds transferred or exchanged in accordance with the provisions of the Bonds and this ordinance, to serve as the City's paying agent for the Bonds and to carry out all of the Bond Registrar's powers and duties under this ordinance and the System of Registration. The Bond Registrar shall be responsible for its representations contained in the Bond Registrar's Certificate of Authentication on each Bond. The Bond Registrar may become an Owner with the same rights it would have if it were not the Bond Registrar and, to the extent permitted by law, may act as depository for and permit any of its officers or directors to act as members of, or in any other capacity with respect to, any committee formed to protect the rights of Owners.

(c) *Bond Register; Transfer and Exchange.* The Bond Register shall contain the name and mailing address of each Registered Owner and the principal amount and number of each Bond held by each Registered Owner. A Bond surrendered to the Bond Registrar may be exchanged for a Bond or Bonds in any Authorized Denomination of an equal aggregate principal amount and of the same Series, interest rate and maturity. A Bond may be transferred only if endorsed in the manner provided thereon and surrendered to the Bond Registrar. Any exchange or transfer shall be without cost to the Owner or transferee. The Bond Registrar shall not be obligated to exchange any Bond or transfer registered ownership during the period between the applicable Record Date and the next upcoming interest payment or redemption date.

(d) *Securities Depository; Book-Entry Only Form.* Unless otherwise determined by the City's Designated Representative, the Bonds initially shall be issued and held fully immobilized in Book-Entry Form by the Securities Depository in accordance with the provisions of the Letter of Representations. Neither the City nor the Bond Registrar shall have any responsibility or obligation to participants of the Securities Depository or the persons for whom they act as nominees with respect to the Bonds regarding the accuracy of any records maintained by the Securities Depository or its participants of any amount in respect of principal of or interest on the Bonds, or any notice which is permitted or required to be given to Registered Owners hereunder (except such notice as is required to be given by the Bond Registrar to the Securities Depository). Registered ownership of a Bond initially held in Book-Entry Form, or any portion thereof, may not be transferred except: (i) to any successor Securities Depository; (ii) to any substitute Securities Depository appointed by the City or such substitute Securities Depository's successor; or (iii) to any person if the Bond is no longer held in Book-Entry Form.

If the Securities Depository resigns from its functions as depository, or upon a determination by the Finance Director to discontinue utilizing the then-current Securities Depository, the Finance Director may appoint a substitute Securities Depository. If the Securities Depository resigns from its functions as depository and no substitute Securities Depository can be obtained, or if the Finance Director determines not to utilize a Securities Depository, then the Bonds shall no longer be held in Book-Entry Form and ownership may be transferred only as provided herein.

Nothing in this ordinance shall prevent the Bond Sale Terms from providing that a Series of the Bonds shall be issued in certificated form without utilizing a Securities Depository, and that the Bonds of such Series shall be registered as of their Issue Date in the names of the Owners thereof, in which case ownership may be transferred only as provided in subsection (c), above.

(e) *Lost or Stolen Bonds.* In case any Bond shall be lost, stolen or destroyed, the Bond Registrar may authenticate and deliver a new bond or bonds of like amount, date, tenor, and effect to the Registered Owner(s) thereof upon the Registered Owner(s)' paying the expenses and charges of the City in connection therewith and upon filing with the Bond Registrar evidence satisfactory to the Bond Registrar that such bond or bonds were actually lost, stolen or destroyed and of Registered Ownership thereof, and upon furnishing the City with indemnity satisfactory to both.

Section 6. Pledge of Taxes. The Bonds constitute a general indebtedness of the City and are payable from tax revenues of the City and such other money as is lawfully available and pledged by the City for the payment of principal of and interest on the Bonds. For as long as any of the Bonds are outstanding, the City irrevocably pledges that it shall include in its budget and levy taxes, within the constitutional and statutory tax limitations provided by law without a vote of the electors of the City, annually on all of the taxable property within the City amounts sufficient, together with other money that is lawfully available, to pay principal of and interest on the Bonds as the same become due. The full faith, credit and resources of the City are pledged irrevocably for the prompt payment of the principal of and interest on the Bonds and such pledge shall be enforceable in mandamus against the City.

Section 7. Form and Execution of Bonds.

(a) *Form of Bonds; Signature and Seal.* Each Bond shall be prepared in a form consistent with the provisions of this ordinance and State law. The Bonds will be executed on behalf of the City with the manual or facsimile signature of the Mayor, attested by the manual or facsimile signature of the City Clerk, and have the seal of the City impressed, imprinted or otherwise reproduced thereon. If any officer who has signed or attested a Bond ceases to be an officer of the City authorized to sign bonds before the Bond bearing his or her signature is authenticated or delivered by the Bond Registrar or issued by the City, that Bond nevertheless may be authenticated, issued and delivered and, when authenticated, issued and delivered, will be as binding on the City as though that person had continued to be an officer of the City authorized to sign bonds. Bonds also may be signed on behalf of the City by any person who, on the actual date of signing of the Bonds, is an officer of the City authorized to sign bonds, although he or she did not hold the required office on the date of issuance of the Bonds.

(b) *Authentication Required.* Only a Bond bearing a certificate of authentication in substantially the following form, manually signed by the Bond Registrar, shall be valid or obligatory for any purpose or entitled to the benefits of this ordinance: "This Bond is [one of]the fully registered City of Lake Stevens, Washington, Limited Tax General Obligation Bond[s], 2021 (Series [XX]), described in [this ordinance]." The authorized signing of a Certificate of Authentication shall be conclusive evidence that the Bond so authenticated has been duly executed, authenticated and delivered and is entitled to the benefits of this ordinance.

Section 8. Bond Fund ; Manner of Payment; Failure to Pay.

(a) *Bond Fund.* There is hereby authorized and directed to be created in the office of the Finance Director a special fund to be drawn upon for the sole purpose of paying the principal of and interest on the Bonds known as the "Limited Tax General Obligation Bond Redemption Fund, 2021A" (the "Bond Fund"). The principal of and interest on the Bonds shall be paid out of the Bond Fund. All amounts allocated to the payment of the principal of and interest on the Bonds shall be deposited in the Bond Fund as necessary for the timely payment of amounts due with respect to the

Bonds. Bond proceeds (if any) in excess of the amounts needed to pay the costs of the Project and to pay the costs of issuance shall be deposited into the Bond Fund. Until needed to pay principal of and interest on the Bonds, the City may invest money in the Bond Fund temporarily in any legal investment, and the investment earnings shall be retained in the Bond Fund and used for the purposes of that Fund.

(b) *Manner of Payment.* Principal of and interest on each Bond shall be payable in lawful money of the United States of America on the dates and in the amounts as provided in the Bond Purchase Agreement applicable to that Series. No Bonds of any Series shall be subject to acceleration under any circumstances.

(c) *Bonds Held In Book-Entry Form.* Principal of and interest on each Bond held in Book-Entry Form shall be payable in the manner set forth in the Letter of Representations.

(d) *Bonds Not Held In Book-Entry Form.* Interest on each Bond not held in Book-Entry Form shall be payable by electronic transfer on the interest payment date, or by check or draft of the Bond Registrar mailed on the interest payment date to the Registered Owner at the address appearing on the Bond Register on the Record Date. The City, however, is not required to make electronic transfers except pursuant to a request by a Registered Owner in writing received at least ten days prior to the Record Date and at the sole expense of the Registered Owner. Principal of each Bond not held in Book-Entry Form shall be payable upon presentation and surrender of the Bond by the Registered Owner to the Bond Registrar.

(e) *Failure To Pay Bonds.* If the principal of any Bond is not paid when the Bond is properly presented at its maturity or date fixed for redemption, the City shall be obligated to pay interest on that Bond at the same rate provided in the Bond from and after its maturity or date fixed for redemption until that Bond, both principal and interest, is paid in full or until sufficient money for its payment in full is on deposit in the Bond Fund, or in a trust account established to refund or defease the Bond, and the Bond has been called for payment by giving notice of that call to the Registered Owner.

Section 9. Redemption Provisions; Purchase of Bonds.

(a) *Optional Redemption.* The Bonds may be subject to optional redemption or prepayment prior to their stated maturities as set forth in each Purchase Contract approved by the Designated Representative, consistent with the parameters set forth in Exhibit A.

(b) *Mandatory Redemption.* All or some of the Bonds of any Series may be designated as Term Bonds, subject to mandatory redemption in principal installment payments, as set forth in the applicable Bond Purchase Agreement. If not redeemed or purchased at the City's option prior to maturity, Term Bonds (if any) must be redeemed, at a price equal to one hundred percent of the principal amount to be redeemed plus accrued interest, on the dates and in the years and principal amounts as set forth in the applicable Bond Purchase Agreement. If the City optionally redeems or purchases a Term Bond prior to maturity, the principal amount of that Term Bond so redeemed or purchased (irrespective of its redemption or purchase price) shall be credited against the remaining mandatory redemption installment payments in the manner as directed by the Finance Director. In the absence of direction by the Finance Director, credit shall be allocated to each mandatory redemption installment payment for that Bond on a *pro rata* basis.

(c) *Extraordinary Redemption Provisions.* All or some of the Bonds of any Series may be issued subject to extraordinary optional or extraordinary mandatory redemption prior to maturity, upon the occurrence of an extraordinary event, at the prices, in the principal amounts, and on the dates set forth in the applicable Bond Purchase Agreement.

(d) *Partial Redemption; Selection of Bonds for Redemption.* If fewer than all of the outstanding Bonds are to be redeemed at the option of the City, the Finance Director shall select the Series and maturities to be redeemed. If less than all of the principal amount of a maturity of the selected Series is to be redeemed, if such Series is held in Book-Entry Form, the portion of such maturity to be redeemed shall be selected for redemption by the Securities Depository in accordance with the Letter of Representations, and if the Series is not then held in Book-Entry Form, the portion of such maturity to be redeemed shall be selected by the Bond Registrar randomly in such manner as the Bond Registrar shall determine. All or a portion of the principal amount of any Bond that is to be redeemed may be redeemed in any Authorized Denomination. If less than all of the outstanding principal amount of any Bond is redeemed, upon surrender of that Bond to the Bond Registrar, there shall be issued to the Registered Owner, without charge, a new Bond (or Bonds, at the option of the Registered Owner) of the same Series, maturity and interest rate in any Authorized Denomination in the aggregate principal amount to remain outstanding.

(e) *Notice of Redemption.* Notice of an intended redemption of any Bond then in Book-Entry Form shall be given in accordance with the Letter of Representations. Unless otherwise set forth in the applicable Bond Purchase Agreement, the City must cause notice of any intended redemption of a Bond not in Book-Entry Form to be given not less than 20 nor more than 60 days prior to the date fixed for redemption by first-class mail, postage prepaid, to the Registered Owner of each Bond to be redeemed at the address appearing on the Bond Register on the Record Date. The requirements of the preceding sentence shall be deemed to have been fulfilled when notice has been mailed as so provided (whether or not it is actually received by the Owner of any Bond) and may be waived by the Registered Owner of the Bond to be redeemed. In addition, the redemption notice shall be mailed or sent electronically within the same period to the MSRB (if required under the Continuing Disclosure Agreement), to each Rating Agency, and to such other persons and with such additional information as the Finance Director shall determine, but these additional mailings shall not be a condition precedent to the redemption of any Bond.

(f) *Rescission of Optional Redemption Notice.* In the case of an optional redemption, the notice of redemption may state that the City retains the right to rescind the redemption notice and the redemption by giving a notice of rescission to the affected Registered Owners at any time prior to the scheduled optional redemption date. Any notice of optional redemption that is so rescinded shall be of no effect, and each Bond for which a notice of optional redemption has been rescinded shall remain outstanding.

(g) *Effect of Redemption.* Interest on each Bond called for redemption shall cease to accrue on the date fixed for redemption, unless either the notice of optional redemption is rescinded as set forth in Section 9(f), or money sufficient to effect such redemption is not on deposit in the Bond Fund or in a trust account established to refund or defease the Bond.

(h) *Purchase of Bonds.* The City reserves the right to purchase any or all of the Bonds offered to the City at any time at any price acceptable to the City plus accrued interest to the date of purchase.

Section 10. Defeasance or Refunding of the Bonds. The City may issue refunding bonds pursuant to State law or use money available from any other lawful source to carry out a refunding or defeasance plan, which may include (a) paying when due the principal of and interest on any or all of the Bonds (the “defeased Bonds”); (b) redeeming the defeased Bonds prior to their maturity; and (c) paying the costs of the refunding or defeasance. If the City sets aside in a special trust fund or escrow account irrevocably pledged to that redemption or defeasance (the “trust account”), money and/or Government Obligations maturing at a time or times and bearing interest in amounts sufficient to redeem, refund or defease the defeased Bonds in accordance with their terms, then all right and interest of the Owners of the defeased Bonds in the covenants of this ordinance and in the funds and accounts obligated to the payment of the defeased Bonds shall cease and become void. Thereafter, the Owners of defeased Bonds shall have the right to receive payment of the principal of and interest on the defeased Bonds solely from the trust account and the defeased Bonds shall be deemed no longer outstanding. In that event, the City may apply money remaining in any fund or account (other than the trust account) established for the payment or redemption of the defeased Bonds to any lawful purpose. Unless otherwise specified by the City in a refunding or defeasance plan, notice of refunding or defeasance shall be given, and selection of Bonds for any partial refunding or defeasance shall be conducted, in the manner prescribed in this ordinance for the redemption of Bonds.

Section 11. Deposit and Use of Bond Proceeds. An account within the Infrastructure Capital Project Fund to be designated as the “2021A Project Account” (the “Project Account”) is hereby authorized to be created in the office of the Finance Director. On the Issue Date, proceeds received from the sale and delivery of the Bonds allocated to carry out the Project shall be deposited into the Project Fund and shall be used to pay or reimburse the City for costs of the Project. Until needed to pay such costs, the City may invest those proceeds temporarily in any legal investment, and the investment earnings shall be retained in the Project Fund and used for the purposes of that fund, except that earnings subject to a federal tax or rebate requirement (if applicable) may be withdrawn from the Project Fund and used for those tax or rebate purposes. At the time of delivery of the Bonds, proceeds of the Bonds shall be deposited in the Project Fund and used to pay costs of the Project and costs of issuance of the Bonds.

Section 12. Tax Covenants; Designation of Bonds as *Qualified Tax Exempt Obligations*. The Designated Representative is authorized to designate each Series of the Bonds as Tax-Exempt Bonds (or other Tax-Advantaged Bonds) or Taxable Bonds.

(a) *Preservation of Tax Exemption for Interest on Tax-Exempt Bonds.* For each Series of the Bonds issued as Tax-Exempt Bonds, the City covenants that it will take all actions necessary to prevent interest on the Tax-Exempt Bonds from being included in gross income for federal income tax purposes, and it will neither take any action nor make or permit any use of proceeds of the Tax-Exempt Bonds or other funds of the City treated as proceeds of the Tax-Exempt Bonds that will cause interest on the Tax-Exempt Bonds to be included in gross income for federal income tax purposes. The City also covenants that, to the extent the arbitrage rebate requirements of Section 148 of the Code are applicable to the Tax-Exempt Bonds, it will take all actions necessary to comply (or to be treated as having complied) with those requirements in connection with the Tax-Exempt Bonds.

(b) *Post-Issuance Compliance.* The Finance Director is authorized and directed to adopt and implement written procedures to facilitate compliance by the City with the covenants in this ordinance and the applicable requirements of the Code that must be satisfied after the Issue Date to

prevent interest on the Tax-Exempt Bonds from being included in gross income for federal tax purposes.

(c) *Designation of Tax-Exempt Bonds as “Qualified Tax-Exempt Obligations.”* Any Series of the Bonds may be designated as “qualified tax-exempt obligations” for the purposes of Section 265(b)(3) of the Code, if the conditions of Section 265(b)(3) of the Code, as then in effect, are met, including the following, as they may be amended by federal law or regulation: (1) the Series does not constitute “private activity bonds” within the meaning of Section 141 of the Code; (2) the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds and other obligations not required to be included in such calculation) that the City and any entity subordinate to the City (including any entity that the City controls, that derives its authority to issue tax-exempt obligations from the City, or that issues tax-exempt obligations on behalf of the City) will issue during the calendar year in which the Series is issued will not exceed the limit set forth in the Code (currently \$10,000,000); and (3) the amount of tax-exempt obligations, including the Series, designated by the City as “qualified tax-exempt obligations” for the purposes of Section 265(b)(3) of the Code during the calendar year in which the Series is issued does not exceed the limit set forth in the Code (currently \$10,000,000).

Section 13. Manner of Sale; Delivery of the Bonds.

(a) *Manner of Sale of Bonds; Delivery of Bonds.* The Designated Representative is authorized to sell each Series of the Bonds by competitive sale, negotiated sale or private placement, based on the assessment of the Designated Representative of market conditions, in consultation with appropriate City officials and staff, Bond Counsel and other advisors. In determining the method of sale of a Series and accepting the Bond Sale Terms, the Designated Representative shall take into account those factors that, in the judgment of the Designated Representative, may be expected to result in the lowest true interest cost to the City.

(b) *Procedure for Negotiated Sale or Private Placement.* If the Designated Representative determines that a Series of the Bonds is to be sold by negotiated sale or private placement, the Designated Representative shall select one or more Purchasers with which to negotiate such sale. The Bond Purchase Agreement for each Series of the Bonds shall set forth the Bond Sale Terms. The Designated Representative is authorized to execute the Bond Purchase Agreement on behalf of the City, so long as the terms provided therein are consistent with the terms of this ordinance.

(c) *Procedure for Competitive Sale.* If the Designated Representative determines that a Series of the Bonds is to be sold by competitive sale, the Designated Representative shall cause the preparation of an official notice of bond sale setting forth parameters for the Bond Sale Terms and any other bid parameters that the Designated Representative deems appropriate consistent with this ordinance. Bids for the purchase of each Series of the Bonds shall be received at such time or place and by such means as the Designated Representative directs. On the date and time established for the receipt of bids, the Designated Representative (or the designee of the Designated Representative) shall open bids and shall cause the bids to be mathematically verified. The Designated Representative is authorized to award, on behalf of the City, the winning bid and accept the winning bidder’s offer to purchase that Series of the Bonds, with such adjustments to the aggregate principal amount and principal amount per maturity as the Designated Representative deems appropriate, consistent with the terms of this ordinance, and such award shall constitute the Bond Purchase Agreement. The Designated Representative may reject any or all bids submitted and may waive any formality or

irregularity in any bid or in the bidding process if the Designated Representative deems it to be in the City's best interest to do so. If all bids are rejected, that Series of the Bonds may be sold pursuant to negotiated sale or in any manner provided by law as the Designated Representative determines is in the best interest of the City, within the parameters set forth in this ordinance.

(d) *Preparation, Execution and Delivery of the Bonds.* The Bonds will be prepared at City expense and will be delivered to the Purchaser in accordance with the Bond Purchase Agreement, together with the approving legal opinion of Bond Counsel regarding the Bonds.

Section 14. Official Statement; Continuing Disclosure.

(a) *Preliminary Official Statement Deemed Final.* The Designated Representative shall review and, if acceptable to him or her, approve the preliminary Official Statement prepared in connection with each sale of a Series of the Bonds to the public or through a Purchaser as a placement agent. For the sole purpose of the Purchaser's compliance with paragraph (b)(1) of Rule 15c2-12, if applicable, the Designated Representative is authorized to deem that preliminary Official Statement final as of its date, except for the omission of information permitted to be omitted by Rule 15c2-12. The City approves the distribution to potential purchasers of the Bonds of a preliminary Official Statement that has approved by the Designated Representative and been deemed final, if applicable, in accordance with this subsection.

(b) *Approval of Final Official Statement.* The City approves the preparation of a final Official Statement for each Series of the Bonds to be sold to the public in the form of the preliminary Official Statement that has been approved and deemed final in accordance with subsection (a), with such modifications and amendments as the Designated Representative deems necessary or desirable, and further authorizes the Designated Representative to execute and deliver such final Official Statement to the Purchaser if required under Rule 15c2-12. The City authorizes and approves the distribution by the Purchaser of the final Official Statement so executed and delivered to purchasers and potential purchasers of a Series of the Bonds.

(c) *Agreement to Provide Continuing Disclosure.* If necessary to meet the requirements of paragraph (b)(5) of Rule 15c2-12, as applicable to the Purchaser acting as a participating underwriter for a Series of the Bonds, the Designated Representative is authorized to execute a Continuing Disclosure Agreement for the benefit of holders of a Series of the Bonds.

Section 15. Supplemental and Amendatory Ordinances. The City may supplement or amend this ordinance without the consent of any Owners of the Bonds only for one or more of the following purposes:

(a) To add covenants and agreements that do not materially adversely affect the interests of Owners, or to surrender any right or power reserved to or conferred upon the City.

(b) To cure any ambiguities, or to cure, correct or supplement any defective provision contained in this ordinance in a manner that does not materially adversely affect the interest of the Beneficial Owners of the Bonds.

Section 16. General Authorization and Ratification. The Designated Representative and other appropriate officers of the City are severally authorized to take such actions and to execute such documents as in their judgment may be necessary or desirable to carry out the transactions

contemplated in connection with this ordinance, and to do everything necessary for the prompt delivery of each Series of the Bonds to the Purchaser thereof and for the proper application, use and investment of the proceeds of the Bonds. All actions taken prior to the effective date of this ordinance in furtherance of the purposes described in this ordinance and not inconsistent with the terms of this ordinance are ratified and confirmed in all respects.

Section 17. Severability If any one or more of the covenants or agreements provided in this ordinance to be performed on the part of the City is declared by any court of competent jurisdiction to be contrary to law, then such covenant or covenants, agreement or agreements, shall be null and void and shall be deemed separable from the remaining covenants and agreements of this ordinance and shall in no way affect the validity of the other provisions of this ordinance or of the Bonds.

Section 18. Effective Date. This ordinance becomes effective five days after its passage and publication, as required by law.

PASSED by the City Council of the City of Lake Stevens, Washington, at a regular meeting thereof, held on February 9, 2021.

CITY OF LAKE STEVENS, WASHINGTON

By: _____
Brett Gailey, Mayor

ATTEST:

Kelly Chelin, City Clerk

Exhibit A

PARAMETERS FOR BOND SALE TERMS

- (a) Principal Amount. The Bonds may be issued in one or more series. The aggregate principal amount of the Bonds shall not exceed \$6,500,000.
- (b) Date or Dates. Each Bond shall be dated its Issue Date, as determined by the Designated Representative, which date may not be later than December 31, 2021.
- (c) Denominations, Name, etc. The Bonds shall be issued in Authorized Denominations, shall be numbered separately in the manner and shall bear any name (including any additional series or other designation) as deemed necessary or appropriate by the Designated Representative.
- (d) Interest Rate(s). Each Bond shall bear interest from its Issue Date or from the most recent date to which interest has been paid or duly provided for, whichever is later, unless otherwise provided in the Purchase Contract. One or more rates of interest shall be established for each maturity of each series of the Bonds, which rate or rates may be fixed or variable. No rate of interest for any Bond may exceed 5.00%, and the true interest cost to the City for any Series of the Bonds may not exceed 4.00%.
- (e) Payment Dates. Interest shall be payable on dates acceptable to the Designated Representative, which shall include payment at the maturity of each Bond, on any mandatory redemption date for Term Bonds, and on any other redemption date.
- Principal payments shall commence on a date acceptable to the Designated Representative and shall be payable at maturity and in mandatory redemption installments for Term Bonds on dates acceptable to the Designated Representative.
- (f) Maturities; Final Maturity. The final maturity of the Bonds shall mature no later than 20 years after the Issue Date.
- (g) Redemption Prior to Maturity. The Designated Representative may approve in the Bond Purchase Agreement redemption provisions consistent with this ordinance and subject to the following:
- (1) Optional Redemption. Any Bond may be subject to optional redemption prior to its maturity. Any Bond that is subject to optional redemption prior to maturity must be callable on at least one or more date(s) occurring not more than 10½ years after the Issue Date.

(2) Mandatory Redemption. Any Bond may be designated as a Term Bond, subject to mandatory redemption prior to its maturity in mandatory redemption installment payments of principal.

(h) Price.

The purchase price for any Series of Bonds may not be less than 98% or more than 140% of the stated principal amount of that Series.

(i) Other Terms
Conditions.

and (1) Debt Capacity. A Series of the Bonds may not be issued if it would cause the indebtedness of the City to exceed the City's legal debt capacity on the Issue Date.

(2) Expected Life of Capital Facilities. As of the Issue Date of each Series, the Designated Representative must find to his or her satisfaction that the average expected life of the capital facilities to be financed with the proceeds (or allocable share of proceeds) of that Series must exceed the weighted average maturity of such Series (or share thereof allocated to financing those capital facilities).

(3) Additional Credit Enhancement, Terms, Conditions and Agreements. The Designated Representative may determine whether it is in the City's best interest to provide for bond insurance or other credit enhancement; and may accept such additional terms, conditions and covenants as he or she may determine are in the best interests of the City, consistent with this ordinance.

CERTIFICATE

I, the undersigned, City Clerk of the City of Lake Stevens, Washington, (the “City”) and keeper of the records of the City Council (the “Council”), DO HEREBY CERTIFY:

1. That the attached ordinance is a true and correct copy of Ordinance No. 1110 of the City (the “Ordinance”), duly passed at a regular meeting of the Council held on February 9, 2021.

2. That said meeting was duly convened and held in all respects in accordance with law, and to the extent required by law, due and proper notice of such meeting was given; that a legal quorum was present throughout the meeting and a legally sufficient number of members of the Council voted in the proper manner for passage of the Ordinance; that all other requirements and proceedings incident to the proper passage of the Ordinance have been duly fulfilled, carried out and otherwise observed; and that I am authorized to execute this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this _____, 2021.

City Clerk



LAKE STEVENS CITY COUNCIL

STAFF REPORT

Council Agenda Date: February 9, 2021

Subject: 2021 Comprehensive Plan Docket Intro

Contact Person/Department: David Levitan, Senior Planner

Budget Impact: N/A

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

No action required. Councilmembers are asked to review the proposed 2021 Comprehensive Plan docket and provide any feedback, additions, or changes. The Planning Commission will hold a public hearing on February 17 to make a recommendation on ratification of the docket, and the City Council is scheduled to hold a public hearing to consider that recommendation at their February 23 meeting.

BACKGROUND/ HISTORY: Under the Growth Management Act, the city can amend its Comprehensive Plan and Future Land Use Map once per year, with a few exceptions, through an annual docket process. The purpose of this briefing is to provide a list of proposed city-initiated map and text amendments for the Council's consideration in setting the 2021 Comprehensive Plan Docket. The city also provides citizens with the opportunity to propose [citizen-initiated amendments](#); none were received by the January 31 deadline.

As part of the 2021 docket, the city is proposing city-initiated map amendments; text amendments to the land use element, parks element, public services and utilities element and capital facilities element; updates to the Shoreline Master Program; and other minor administrative amendments to the Comprehensive Plan. A summary of the amendments is included below, which may include additional non-substantive changes identified during the update process.

1. T-1 - Chapter 2 - Land Use Element

Updated text and maps/figures will provide consistency with proposed map changes; reflect recently completed (Southeast Interlocal, Machias Industrial) and pending (if any) annexations; and incorporate recent county planning efforts, such as the 2021 Buildable Lands Report.

2. T-2 - Shoreline Master Program

SMP updates will reflect recommendations from the Waterfront Residential Task Force, Planning Commission and City Council to prohibit multifamily residential development in the Shoreline Residential Environment (Waterfront Residential zone). The map of Shoreline Environment designations will also be updated to be consistent with the new land use and zoning designations (public/semi-public) for the recently acquired city property near the North Cove Park boat launch that will be the new location of the Lake Stevens Rowing Club boathouse.

3. T-3 - Chapter 5 – Parks, Recreation and Open Space Element

Amendments will include minor revisions to project and facility descriptions, such as the next phase of North Cove park improvements and the new location of the Lake Stevens Rowing Club boathouse on 17th PI NE.

4. T-4 - Chapter 7 - Public Services and Utilities Element

Portions of the Southeast Interlocal Annexation Area are located within the boundaries of the Snohomish School District, which will require the city to adopt the district's Capital Facilities Plan by reference following completion of the annexation. Updates will also reflect any changes needed for partner agencies including the Lake Stevens School District, Lake Stevens Fire District, and Snohomish Regional Fire and Rescue.

5. T-5 - Chapter 9 - Capital Facilities Element

Amendments will include updates to the list of park, facility and road projects in Tables 9.1 and 9.2 of the Capital Facilities Element.

6. T-6 – Infrastructure Analysis Plan for Hartford/North Machias Industrial Area

As discussed during the Council's January 30 retreat, the city is looking to reduce barriers to development and increase employment in the city's industrial zones off of Hartford Drive and North Machias Road. As part of that effort, the city will be completing a targeted subarea planning process that focuses on utility and transportation infrastructure in the area, including the extension of sewer service. Findings from the analysis may be incorporated into Chapter 7 – Public Services and Utilities Element and Chapter 9 – Capital Facilities Element. Additional analysis and discussion of preferred land uses in this area may occur in the future, outside of the annual docket process.

7. T-7 - Along with the above-defined text amendments, staff will also include standard administrative amendments including the Cover, Title Page, Table of Contents, Executive Summary, Introduction and Appendices (including SEPA Addenda).

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

1. M-1 - Update Comprehensive Plan Map to reflect changes to city/UGA boundaries resulting from recent annexations.
2. M-2 - Update Zoning Map to reflect changes to city/UGA boundaries resulting from recent annexations.

The Planning Commission held a work session during their [February 3 meeting](#) to review the proposed docket, and did not propose any changes. The Commission is scheduled to hold a public hearing on February 17, 2021, where they will make a recommendation to Council regarding ratification of the docket. The Council is scheduled to hold a public hearing to consider the Planning Commission's recommendation during their February 23, 2021 meeting. A staff summary and analysis for each map and text amendment describing how each proposed amendment is consistent with the ratification criteria will be provided at the public hearing.

If docketed, city staff will conduct additional analysis on each proposed amendment and its consistency with the review criteria in [LSMC 14.16C.040](#). This review will inform the recommendation by the Planning Commission and action taken by the City Council.

APPLICABLE CITY POLICIES: Comprehensive Plan

BUDGET IMPACT: None
