



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

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

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### **CITY COUNCIL REGULAR MEETING AGENDA REMOTE ACCESS ONLY – VIA ZOOM**

**Tuesday, March 23, 2021 – 6:00 p.m.**

**Join Zoom Meeting: <https://us02web.zoom.us/j/83410639558>**  
**Or call in at: (253) 215 8782, Meeting ID: 834 1063 9558**

<b>CALL TO ORDER</b>		Mayor
<b>PLEDGE OF ALLEGIANCE</b>		Mayor
<b>ROLL CALL</b>		City Clerk
<b>APPROVAL OF AGENDA</b>		Council President
<b>CITIZEN COMMENTS</b>		Mayor
<b>COUNCIL BUSINESS</b>		Council President
<b>MAYOR'S BUSINESS</b>		Mayor
<b>CITY DEPARTMENT REPORT</b>	Update	Gene
<b>GUEST BUSINESS</b>	A Civic Center Update	Bob Stowe, Stowe Development & Strategies
<b>CONSENT AGENDA</b>	B Vouchers C Council Meeting Minutes of March 2, 2021 D Council Meeting Minutes of March 9, 2021 E Cancel April 6, 2021 Council Workshop F Ordinance 1113 Amending the 2021 Budget G Ordinance 1115 to Increase the Authorized Principal Amount of LTGO 2021A Bonds H Resolution 2021-08 Accepting a Donation from the Arts and Parks Foundation for Spencer Reflection Area I Quit Claim Deed to Transfer the Wastewater Treatment Plant	Barb Kelly Kelly Kelly Barb Barb Jill M. Gene

**Lake Stevens City Council Regular Meeting Agenda**

**March 23, 2021**

	J	Resolution 2021-06 Surplus Real Property	Russ
	K	Resolution 2021-07 Surplus Real Property	Russ
	L	Expiration of Temporary Hazardous Duty Compensation Policy	Anya
	M	Concession Contract with GEM Fitness to Provide Recreation Programming	Jill M.
<b>PUBLIC HEARING</b>	N	Ordinance 1114 Callow Green Right-of-Way Vacation	Melissa
<b>ACTION ITEMS</b>	O	Ordinance 1112 Interlocal Agreement Annexing the Southeast Interlocal Annexation Area	David
	P	Ordinance 1116 Criminalizing Possession of a Controlled Substance Without a Prescription	Chief

**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.***



**City of Lake Stevens**  
**LAKE STEVENS CIVIC CENTER UPDATE**  
**March 23, 2021**

**Stowe Development & Strategies**  
in association with  
**The Miller Hull Partnership,**  
**Leland Consulting Group**  
**& MainStreet Property Group**

# AGENDA

1. Introductions
2. Scope, Schedule, & Progress
3. Community Survey Results
4. City Space Needs
5. Preliminary Delivery Approaches and Cost Projections
6. Next Steps
7. Adjourn



# INTRODUCTIONS

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*in association with*



# SCOPE

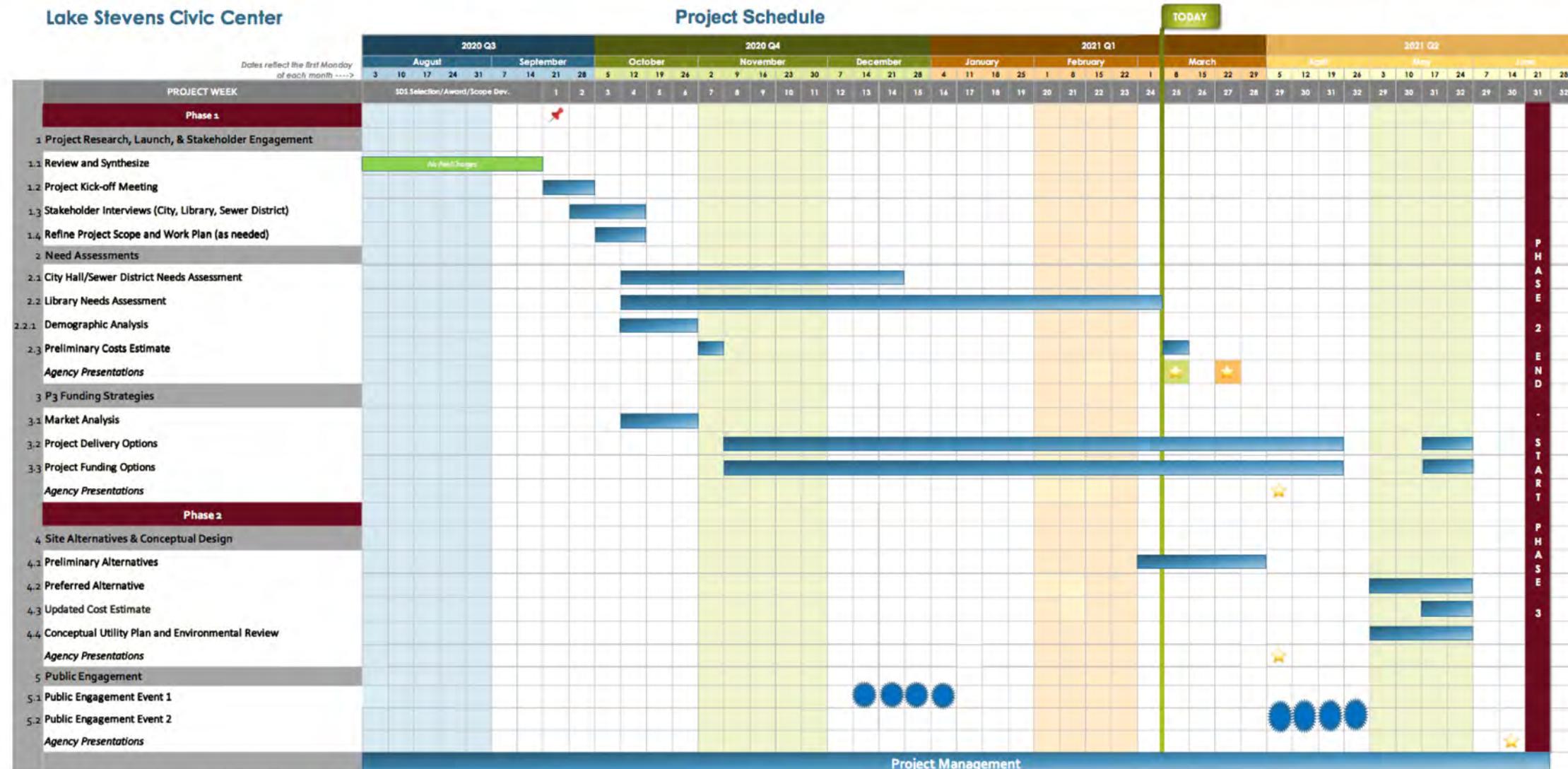
- ▶ MARKET ANALYSIS
- ▶ NEEDS ASSESSMENT: City Hall/Sewer District | Library
- ▶ P3 OPPORTUNITIES
- ▶ PUBLIC ENGAGEMENT
- ▶ SITE ALTERNATIVES & CONCEPT DESIGNS



# SCHEDULE

## Lake Stevens Civic Center

## Project Schedule



Contract Approval/Notice to Proceed: September 22, 2020



# PROGRESS

## Completed

- Preliminary Market Analysis
- Preliminary Demographic Analysis
- Library Space Needs
- City Hall/Sewer District Space Needs
- Preliminary Cost Estimates
- P3 Preliminary Delivery Options
- Public Engagement Event 1

## In-Progress

- Agency Presentations #1
- Finalize Preliminary Reports/Estimates
- Preliminary Concept Alternatives
- Agency Presentation #2
- Conceptual Utility Plan/Environmental review

## Future Tasks

- Completion of All In-Progress Tasks
- Public Engagement Event 2
- Preferred Concept Alternative
- Agency Presentation #3



# COMMUNITY ENGAGEMENT:

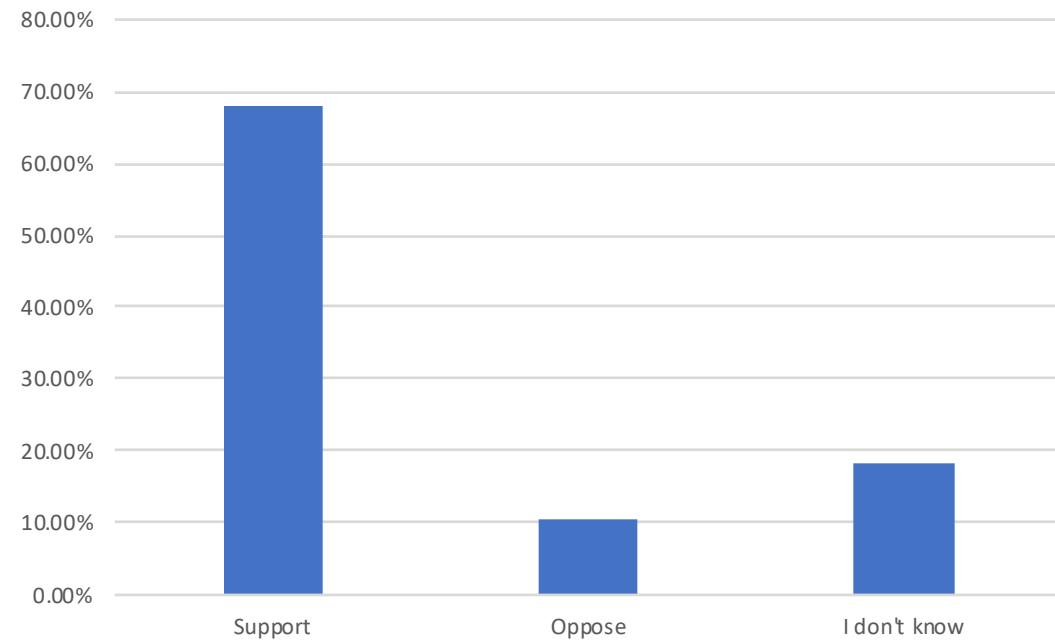
Public Engagement Event 1:	December 2020
Lake Stevens Library Community Meeting 1:	February 4, 2021
Lake Stevens Library Community Meeting 2:	February 9, 2021
Public Engagement Event 2:	Beings Early April 2021

# COMMUNITY ENGAGEMENT:

Public Engagement Event 1: December 2020

- Early outreach to the community to increase awareness
- Identify community objectives for the project
- Identify any early issues or concerns
- Report issued to the City and Library in January 2021.

# COMMUNITY ENGAGEMENT:

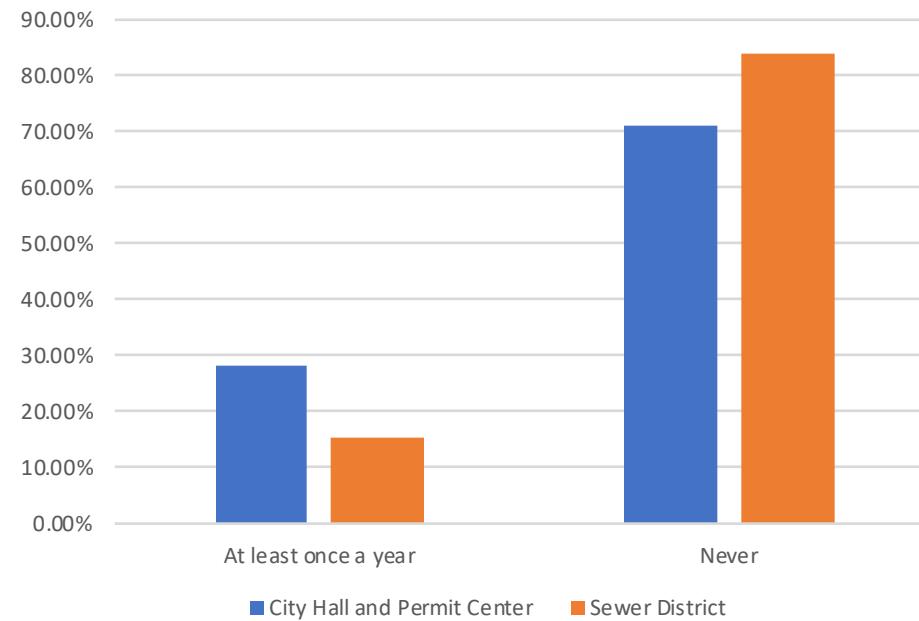


Do you support the project?

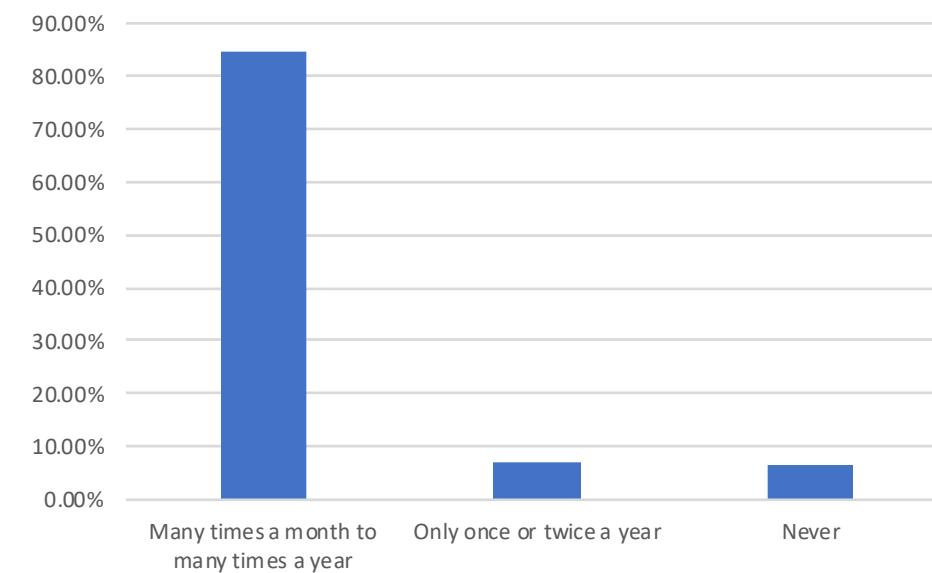
# COMMUNITY ENGAGEMENT:

- *11% indicated a concern about the new site, specifically noting a preference for a site closer to downtown or where the current library is located*
- *10% of respondents had concerns about adequate parking, the ability of the adjacent streets to the site having the capacity to serve increased traffic, and adequacy of sidewalks for pedestrians to safely access the site*
- *7% percent of the comments mentioned a concern with cost including an unknown budget, elevated taxes, concern with P3 funding/developer involvement, and the past failed bond measures.*

# COMMUNITY ENGAGEMENT:



How often do you visit the City Hall and Permit Center or Sewer District?



How often do you visit the Library?

# COMMUNITY ENGAGEMENT:

How long are your visits?

	City Hall and Permit Center	Sewer District
0 – 15 minutes	82.58%	92.74%
15 minutes – 1 hour	14.77%	6.84%
1 hour – 2 hours	1.89%	0%
2 – 4 hours	0%	0%
4 – 8 hours	0.38%	0%

What modes of transportation are you likely to use most often when visiting a new Civic Center located near Market Place and 99th Ave NE

Bus	4.81%
Rideshare	1.69%
Personal Vehicle (car/motorcycle/scooter)	86.99%
Carpool	6.51%
Walk	20.96%
Bicycle	9.16%

# COMMUNITY ENGAGEMENT:

Would you use rentable meeting space?

Yes – very likely	25.06%
Maybe	42.41%
No – very unlikely	28.92%
No response	3.61%

Would you be willing to pay for rentable meeting space?

Yes	33.49%
Not sure	36.87%
No	17.59%
No Response	12.05%

- *The old community center was very affordable to rent, unlike the Mill. It would be wonderful if the average citizen could afford to rent the space, instead of only the wealthy.*
- *I'd love to have a rent workspace spot. Perhaps shared with a cafe. Very common in Seattle.*
- *I think Lake Stevens should invest in setting up a rentable coworking space for local entrepreneurs and for work from home employees. I'd pay a monthly fee to use a coworking space*

# COMMUNITY ENGAGEMENT:

*Anything to save at dollar, create a central location for people to visit, etc. is a good use of tax dollars. Don't overprice the library so it can't get enough support to pass. Let people see what their taxes are going to be supporting rather than throwing a price tag out.*

*A hub where all of these services are accessible in one campus would serve our growing community well. Library size, ample enough for our bourgeoning population, as large of a library as we can get, with shared meeting spaces.*

*I envision a quiet, clean and relatively open community safe space for families and community members. Our little town has exploded in population while our library has remained tiny. I'm hoping that we can reflect the number of families with children in our plans. It's nice to have some areas where the kiddos aren't expected to be silent. I also hope the library is large enough to support our growing population in other ways including quiet study space and services for those who otherwise can't access technology.*

*Just make sure parking is on site and not in the nearby neighborhood. We live across the street and parking is hard enough for those of us that own homes here*

*Efficient and conveniently reached from different points in the city. It might also lead to a greater installation of sidewalks along 99th Ave SE and Chapel Hill down to the lakefront. These areas are hazardous to walkers at the present time.*

# COMMUNITY ENGAGEMENT:

Public Engagement Event 2: Begins Early April 2021

- Upcoming
- Present the three alternatives to the community for comment
- Online survey to provide public comment on three preliminary site alternatives presented
- Public responses will be collected, summarized and provided to the City and Library.

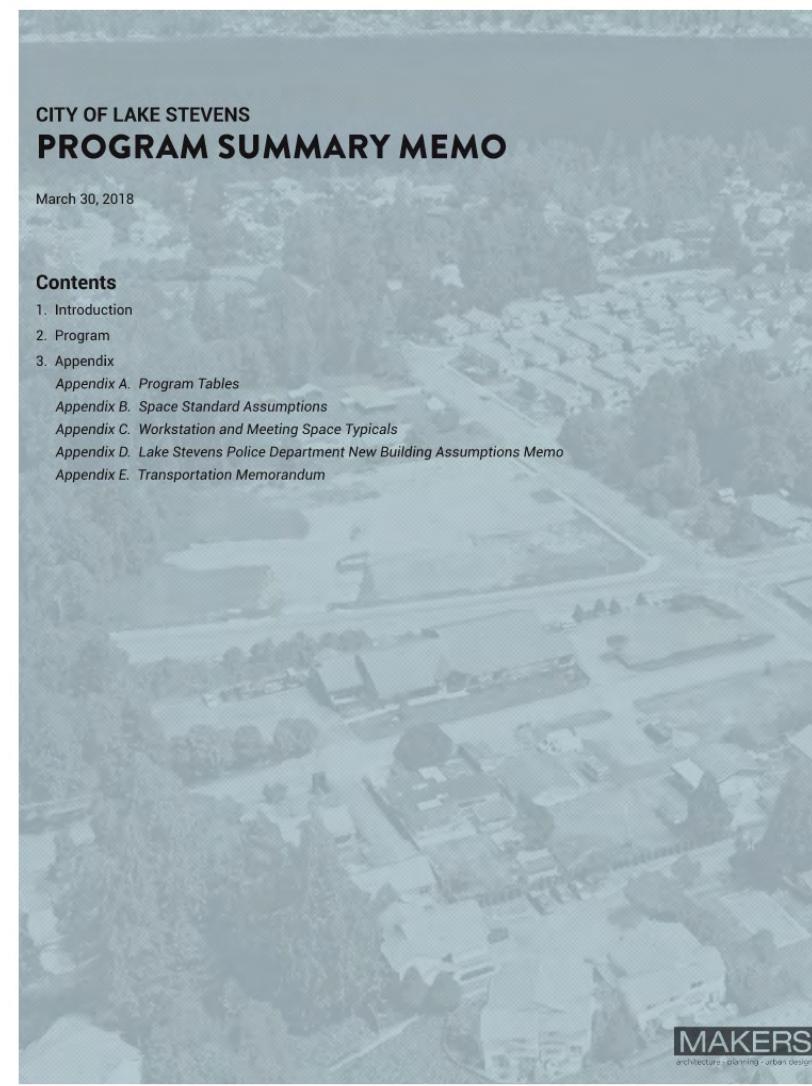
# SPACE NEEDS

Existing Report includes:

- City Services
- Council/Court
- Police

Report Update includes:

- City Services
- Council/Court
- Sewer District



# SPACE NEEDS

DEPARTMENT	FTES	GSF
Police (draft) <sup>1</sup>	83	22,150
Council/Court	3	5,240
<b>City Services</b>	<b>58</b>	<b>16,485</b>
Admin & Finance	19	3,175
Community Development	18	3,465
IT	4	935
Parks <sup>2</sup>	5	650
Public Works	12	2,385
General City Hall <sup>3</sup>	N/A	5,875
<b>TOTAL</b>	<b>144</b>	<b>43,875</b>

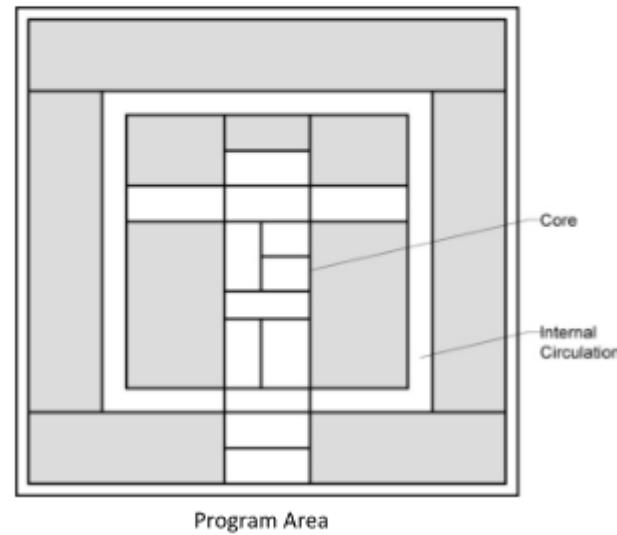
2018 Recommendation (1.5 GF)

Lake Stevens Civic Center City Hall & Municipal Court Summary	Gross Area
<b>City Hall</b>	
General City Hall	5,073
Admin & Finance	2,916
Community Development	2,877
IT	809
Parks	473
Sewer District	2,063
	14,211
<b>Council/Court Program/Boardroom</b>	4,524
<b>Total Space Need</b>	18,735

2021 Recommendation (1.35 GF)

# SPACE NEEDS

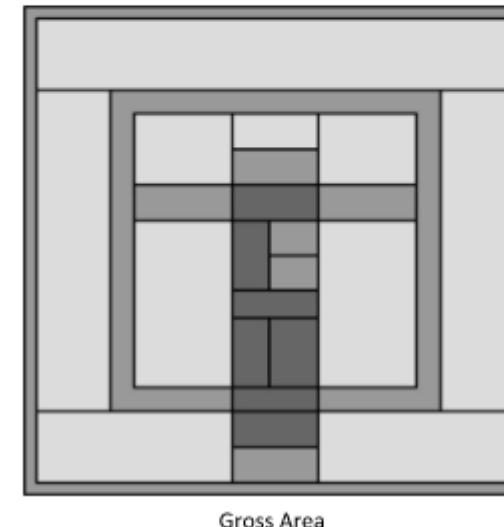
**Program Areas** are those occupied by people or specific functions. All functions (including major lobbies, social gathering spaces, etc.) should be listed as program areas (shown in light gray).



Program Area

**Gross Area** includes everything within the exterior construction outline of the building.

Gross Area represents about:  
152% of Program Area  
121% of Usable Area  
109% of Rentable Area



Gross Area

# SPACE NEEDS

## Recommendations for further space reductions:

- Off-site storage
- Space sharing with Lake Stevens Library

# SPACE NEEDS – SHARING SCENARIOS

Agency	Room	Area (SF)	Share	Notes	Total Area (SF)	SCENARIO 1 - MAX		SCENARIO 2 - MODERATE		SCENARIO 3 - NONE	
						Total Area shared	Total Area saved	Total Area shared	Total Area saved		
Library	Hearth Room - Large Multi-use Meeting Room	1653	Share Kitchen Space	This is the Library's large multi-use meeting room, creative space, reading room with hearth. Includes a flexible space that can accommodate large public meetings, activities space, creative space for children, teens, and adults, and becomes a quiet reading room for library patrons when not programmed, storage and kitchen space. This space should accommodate messy activities (such as painting, arts and crafts, food service), provide durable finishes and be flexible with movable furniture and partitions. Reservable at no cost to the public. Scenario 1: Reduce size of Hearth Room and Town Hall Room and allow the two separate rooms to be adjacent/combined for maximum capacity events and share kitchen/coffee space with City. Scenario 2: Share kitchen/coffee space only with City.	3648	615	420	315	120		
City	Town hall Room - Large Multi-use Meeting Room	1995	Share Kitchen Space	This is the City's large multi-use meeting room shared by the City, Municipal Court, and Sewer District. This large meeting room has three functions (City Council Meetings, Municipal Court, and Sewer District Board Room). May be rented for business use by private citizens and organizations. Scenario 1: Reduce size of Hearth Room and Town Hall Room and allow the two separate rooms to be adjacent/combined for maximum capacity events and share kitchen/coffee space with City. Scenario 2: Share kitchen/coffee space only with Library.							
Library	Lobby and Entry Vestibule	890	Shared	Includes space for Friends of Library book sales, display space and pickup-lockers. Library to confirm on whether or not to retain Friends of Library space. Note: Library customer service desk to remain within library space, not in lobby.	2362	1500	862	1500	862		City and Library functions in separate buildings. No shared building space.
City	Lobby, Entry Vestibule and Customer Service Desk	1472	Shared	Includes Council Chambers/Municipal Court Customer Service Counter and Lobby and "Building Lobby", Community Development Customer Service Counter and Lobby, Admin and Finance Customer Service Counter and Lobby, and General City Hall Lobby.							
Library	Break Room	378	Shared	Includes kitchenette. Recommend that both agencies share 500 SF kitchen and breakroom for maximum space savings scenario.	1166	500	666	500	666		
City	Break Room	788	Shared	Includes Breakroom and Coffee prep area. Recommend that both agencies share 500 SF kitchen and breakroom for maximum space savings scenario.							
Library	Small Meeting Rooms - Public	485	Partially shared	Community spaces for 2 enclosed rooms for small meetings (6 people or less) and 2-3 mobile tutoring rooms/study pods. For public use. Scenario 1: Library to retain open space for 2-3 mobile study pods for Library use only, and share 2 enclosed small meeting rooms with City. Scenario 2: Library to retain open space for 2-3 mobile study pods and one small meeting room for Library use only, and share 1 enclosed small meeting room with City. Note: Shared scenario 1 will result in building area increase for library.	1988	662	662	331	331		
City	Small Meeting Rooms - Private	1503	Partially shared	(4) Small Conference rooms (4-6 pp). Intended use for staff. Scenario 1: City to retain 2 small conference rooms for City use only, and share 2 enclosed small meeting rooms with Library. Scenario 2: City to retain 3 small conference rooms for City use only, and share 1 enclosed small meeting rooms with Library.							

#### Scenario 1: Max Sharing

Library and City to share multi-use meeting room kitchen and have capability to join multi-use rooms, some small meeting room space, staff kitchen/breakroom space, and lobby/entry space.

#### Total Building Area Savings (SF):

2610	1979	0
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#### Note: All Scenarios Share

Parking (estimated 108 stalls per code/use/current SF estimate).

Site Utilities

Site Development/Landscape

Storm water Management

#### Co-located building spaces in Scenarios 1-2

Restrooms

Mechanical/Electrical/Server Space

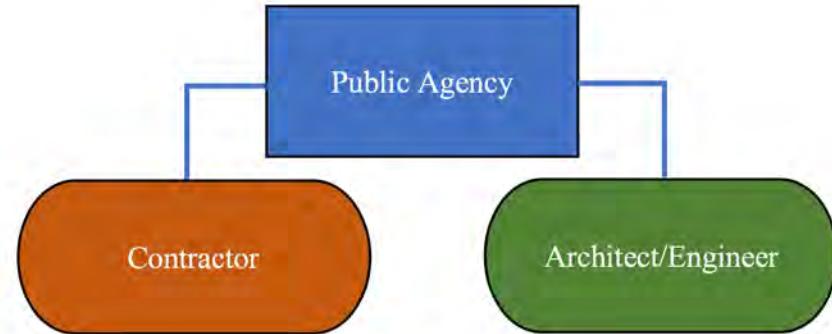
#### Scenario 2: Moderate Sharing

Library and City to share kitchen between separate multi-use meeting room space, some small meeting rooms, staff kitchen/break room space, and lobby space.

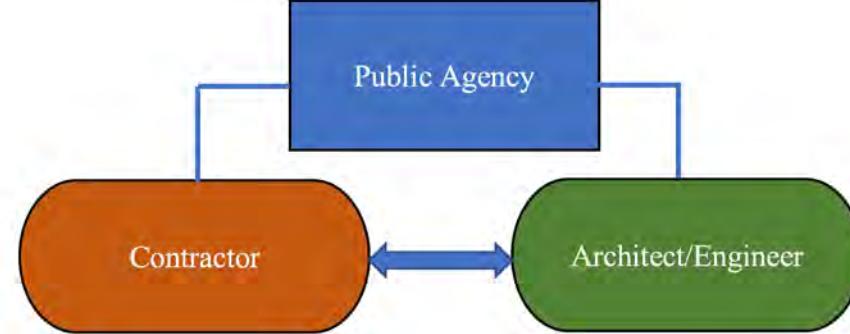
#### Scenario 3: No Building Sharing

Share site utilities and amenities only.

# DELIVERY OPTIONS: SUMMARY



**Design-Bid-Build**

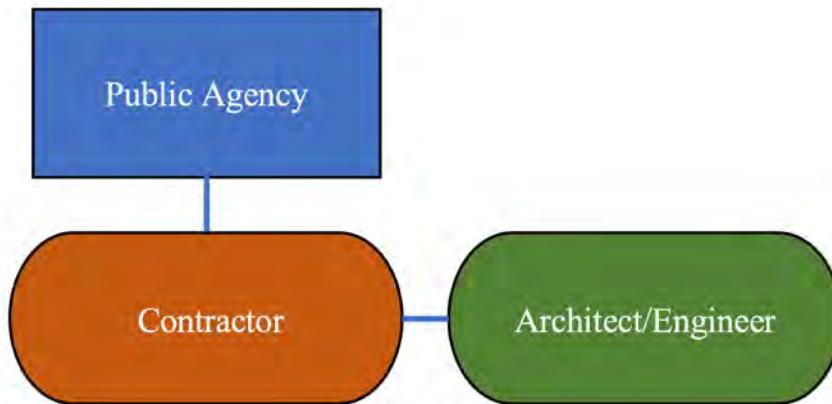


**General Contractor/Construction Manager**

## Lease-Leaseback

**63-20**

**Alternative Public  
Works Contracting  
Procedures**

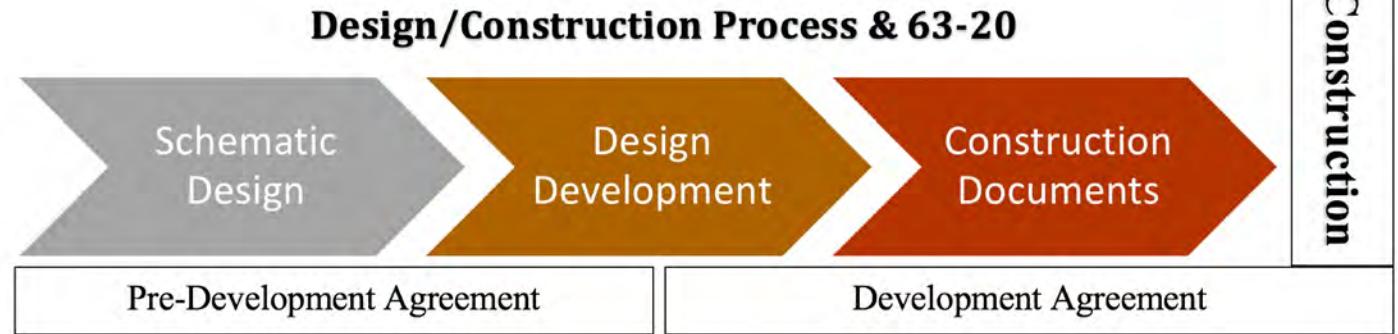


**Design-Build & Progressive Design-Build**



# DELIVERY METHOD

## FUTURE PHASE:



- On the question of 63-20: Both agencies will need to further evaluate if spending predevelopment funds prior to ballot is feasible/desirable.
- Schedule and preferred concept design of each agency will help determine delivery method.
- Need for a “Plan B” if one of the partners drops out of a joint facility. How will remaining agency continue (with or without design changes)?
- Revisit delivery method at conclusion of Concept Design.





## Traditional Design-Bid-Build   Initial P3 Delivery Approach   Updated P3 Delivery Approach

**\$750 Per S.F.**

*Hard & Soft Costs Only*

**\$642 Per S.F.**

*Hard & Soft Costs Only*

**\$600 Per S.F.**

*Hard & Soft Costs Only*

### **City Hall Cost: 18,735 S.F. (no shared space)**

**\$14,051,250**

*Hard & Soft Costs Only*

**\$12,027,870**

*Hard & Soft Costs Only*

**\$11,241,000**

*Hard & Soft Costs Only*

*Above cost estimates excludes sales tax, FFE, and any design and escalation contingencies. Conversely, costs can be further reduced with value engineering and overall building reduction from any shared space between the City Hall and Library.*



# FUNDING

Both Sno-Isle and the City will likely seek a public vote to support the majority of the capital expense associated with the Civic Center Project.



# TIMING

- Ideally would like 1 year for public information campaign – April or August versus Feb election date (*Library*).
- Pay attention to who else is on ballot for special elections – tax fatigue.



# NEXT STEPS

- Preliminary Concept Alternatives | **Last week of March**
- Joint Agency Presentation #2 | **First week of April**
- Public Engagement Event 2 | **Starts first week of April for 4 weeks**
- Selection of Preferred Concept Alternative | **During month of April**
- Finalize Preliminary Reports/Estimates | **Last week May**
- Conceptual Utility Plan/Environmental review | **Last week of May**
- Refine Preferred Concept Alternative | **Last week of May**
- Agency Presentation #3 | **Second week of June**



# QUESTIONS?



BLANKET VOUCHER APPROVAL  
**2021**

Payroll Direct Deposits	<b>3/10/2021</b>	<b>\$251,138.89</b>
Payroll Checks	<b>52691-52692</b>	<b>\$3,730.58</b>
Electronic Funds Transfers	<b>ACH</b>	<b>\$333,644.79</b>
Claims	<b>52693-52812</b>	<b>\$1,036,797.88</b>
Void Checks	<b>47882, 49779, 49799, 49856, 50111</b>	<b>(\$663.00)</b>
Total Vouchers Approved:		<b>\$1,624,649.14</b>

**This 23rd day of March 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.

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Finance Director/Auditing Officer

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Mayor



March 23rd, 2021

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

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Personnel Costs	\$	254,869	16%
Payroll Federal Taxes	\$	91,802	6%
Insurance	\$	199	0%
Retirement Benefits - Employer	\$	64,861	4%
Medical Benefits - Employer	\$	162,712	10%
Other Employer paid Benefits	\$	5,663	0%
Employee paid benefits - By Payroll	\$	21,249	1%
Supplies	\$	37,922	2%
Professional Services	\$	208,648	13%
Capital *	\$	777,386	48%
Void Check	\$	(663)	0.0%
<b>Total</b>	<b>\$</b>	<b>1,624,649</b>	<b>100%</b>

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**Large Purchases**

- \* PW Shop Remodel Parks - \$21,813
- \* PW Shop Remodel Street - \$43,626
- \* PW Shop Remodel Surface Water - \$43,626
- \* Hartford Decant Facility - \$242,479
- \* 91st Ave SE Ext/Water Line Relocation - \$158,579
- \* North Cove Phase II - \$89,686
- \* Dumpster Service - Landry House Demo - \$18,172



Vendor: Ace Hardware

Check Number: 52703

Invoice No	Check Date	Account Number	Account Name	Description	Amount
69030	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Tape Ruler/Square Angle	\$31.59
69043	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Grade Stake	\$19.61
69067	3/17/2021	001 010 576 80 31 00	PK-Operating Costs	Fasteners	\$6.31
69143	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Power Inverter	\$35.96
69168	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Distilled Vinegar/Storage Tote/Bucket Lid	\$45.93
69239	3/17/2021	001 013 518 20 31 00	GG-Operating Costs	Fasteners/Plastic Anchors Kit	\$122.35
69276	3/17/2021	001 013 518 20 31 00	GG-Operating Costs	Hand Truck for CH	\$87.19
69288	3/17/2021	001 012 575 50 31 00	CS- Pavillion - Ops	Convertible Hand Truck	\$87.19
69305	3/17/2021	001 008 521 50 30 00	LE-Facilities Supplies	Paper Towel/Windex/Dust Polish/Shelf Support Clip/Fasteners	\$32.04
69318	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Utility Knife/Cable Ties/Pliers/Sledge Hammer	\$50.36
					\$518.53

Vendor: AFLAC

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031021	3/9/2021	001 000 284 00 00 00	Payroll Liability Other	Employee paid Insurance Prem	\$1,248.72
					\$1,248.72

Vendor: All Battery Sales and Service

Check Number: 52704

Invoice No	Check Date	Account Number	Account Name	Description	Amount
300-10083847	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Tool Post Clean Drills	\$36.84
300-10083880	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	Battery Terminal Spreader/Hide-a-LED Single LEDs	\$282.33
300-10083880	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Battery Terminal Spreader/Hide-a-LED Single LEDs	\$282.32
800-10073959	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Inverters PW9	\$283.29
					\$884.78

Vendor: Allied 100 LLC

Check Number: 52705

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1871386	3/17/2021	001 008 521 20 31 01	LE-Fixed Minor Equipment	HeartStart SMART Pads	\$201.60
1871386	3/17/2021	001 008 521 20 31 01	LE-Fixed Minor Equipment	HeartStart OnSite Pads	\$482.40
1871386	3/17/2021	001 008 521 20 31 01	LE-Fixed Minor Equipment	HeartStart Batteries	\$608.40
					\$1,292.40

Vendor: Amazon Capital Services

Check Number: 52706

Invoice No	Check Date	Account Number	Account Name	Description	Amount
13RF-4MRV-6XQF	3/17/2021	001 008 521 20 31 00	LE-Office Supplies	Wireless Keyboard/Mouse Combo	\$30.00
13TG-VDV9-W9WC	3/17/2021	001 008 521 20 31 00	LE-Office Supplies	Trashcan/Hanging File Folder Frames/File Folders	\$164.42
143P-6DQL-4Y4F	3/17/2021	001 008 521 20 31 00	LE-Office Supplies	Batteries/USB Cables/Batteries/Expo Markers	\$265.93
197H-XWCC-DWPO	3/17/2021	306 000 594 21 60 00	Police Dept Project Account	Adjustable Mobile Standing Desk	\$93.72
197H-XWCC-DWPO	3/17/2021	001 008 521 20 31 02	LE-Minor Equipment	iPhone Case	\$3.26
1KCD-KHHR-3N1Y	3/17/2021	001 008 521 20 31 01	LE-Fixed Minor Equipment	Gloves	\$310.50

Total for Period
<b>\$1,370,442.67</b>

Checks to be approved for period 03/04/2021 - 03/17/2021

1M7V-JNLH-CRKW	3/17/2021	001 008 521 20 31 01	LE-Fixed Minor Equipment	First Aid Supplies	\$589.16
1PJ6-NLPG-36JM	3/17/2021	306 000 594 21 60 00	Police Dept Project Account	Roku Ultra Mounts	\$70.60
1QDP-M3JK-XXGV	3/17/2021	001 008 521 20 31 00	LE-Office Supplies	Surface Pro Chargers	\$32.60
					\$1,560.19

Vendor: Amazon Capital Services

Check Number: 52707

Invoice No	Check Date	Account Number	Account Name	Description	Amount
11D1-RWFX-RKJJ	3/17/2021	001 007 558 50 31 00	PL-Office Supplies	Camera Bag/Filter Pack	\$28.33
14HG-TVLJ-1FJH	3/17/2021	001 013 518 20 31 00	GG-Operating Costs	Bathroom Spray for CH	\$31.36
14HG-TVLJ-1J43	3/17/2021	001 007 571 00 30 00	PL-Park & Recreation	Divider Stanchions/Black Barrier Chains for Events	\$162.31
19QJ-61LL-HG7Q	3/17/2021	001 007 559 30 31 00	PB-Office Supplies	First Aid Kits for Building Dept Vehicles	\$32.63
19RN-YN7K-RQ1Y	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Heavy Duty Guage	\$38.70
1C9Y-QGKC-4KXO	3/17/2021	001 013 518 20 31 00	GG-Operating Costs	Pens/Hangers	\$30.26
1Q61-3J9N-JXKM	3/17/2021	001 013 518 20 31 00	GG-Operating Costs	Sanitizer/SoapTouch Free Dispensers	\$115.62
1QDP-M3JK-6MVV	3/17/2021	001 007 558 50 31 02	PL-Permit Related Op. Costs	File Folders	\$71.04
1VP6-NP4X-9YYD	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Life Vests for Stormwater Boat	\$200.52
					\$710.77

Vendor: American West Construction LLC

Check Number: 52708

Invoice No	Check Date	Account Number	Account Name	Description	Amount
PROGRESS 2 AWC	3/17/2021	101 000 382 20 00 00	PW - Retainage	PW Shop Remodel Project 18003 Retainage	(\$2,001.18)
PROGRESS 2 AWC	3/17/2021	001 000 382 20 00 00	Retainage	PW Shop Remodel Project 18003 Retainage	(\$1,000.59)
PROGRESS 2 AWC	3/17/2021	001 010 594 76 64 00	PK-Capital Outlay	PW Shop Remodel Project 18003	\$21,812.86
PROGRESS 2 AWC	3/17/2021	411 000 382 20 00 00	Retainage	PW Shop Remodel Project 18003 Retainage	(\$2,001.18)
PROGRESS 2 AWC	3/17/2021	101 016 594 42 64 00	ST-Capital Expenditures	PW Shop Remodel Project 18003	\$43,625.74
PROGRESS 2 AWC	3/17/2021	411 016 594 31 60 01	SWC - PW Shop Remodel	PW Shop Remodel Project 18003	\$43,625.74
					\$104,061.39

Vendor: Assoc of Washington Cities EFT

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031021	3/9/2021	001 000 283 00 00 00	Payroll Liability Medical	Medical Insurance Premium	\$160,235.60
031021	3/9/2021	001 013 518 30 20 00	GG-Benefits	Medical Insurance Premium	(\$0.69)
					\$160,234.91

Vendor: Bills Blueprint Inc

Check Number: 52709

Invoice No	Check Date	Account Number	Account Name	Description	Amount
621938	3/17/2021	410 016 531 10 31 01	SW-Office Supplies	Large Document Scan	\$305.75
					\$305.75

Vendor: Bliven

Check Number: 52710

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20313	3/17/2021	001 010 576 80 41 01	PK -Professional Tree Srv	Tree Removal Services - Davies Beach Park	\$2,180.00
					\$2,180.00

Vendor: Business Card

Check Number: 52711

Invoice No	Check Date	Account Number	Account Name	Description	Amount
BARNES 0321	3/17/2021	520 008 594 21 63 00	Vehicles - Capital Equip	PD Vehicle Title Replacement	\$88.07
BEAZIZO 0321	3/17/2021	001 008 521 20 31 02	LE-Minor Equipment	High Gear Complete Suit/Transport Bag	\$1,854.00

BEAZIZO 0321	3/17/2021	001 008 521 20 31 01	LE-Fixed Minor Equipment	First Aid/Trauma Care	\$1,237.15
BEAZIZO 0321	3/17/2021	520 008 594 21 63 00	Vehicles - Capital Equip	Vehicle License	\$64.00
BEAZIZO 0321	3/17/2021	001 008 521 40 49 01	LE-Registration Fees	Registration - Response Tactics for Critical Incidents - Bryant	\$249.00
BEAZIZO 0321	3/17/2021	520 008 594 21 63 00	Vehicles - Capital Equip	Long Arm Car Opeing Tool Kits	\$268.60
BEAZIZO 0321	3/17/2021	520 008 594 21 63 00	Vehicles - Capital Equip	Orange Road Cones	\$347.72
BRAZEL 0321	3/17/2021	001 002 513 11 31 00	AD-Office Supply	Power Supply for Surface Computer - Brazel	\$135.46
BRAZEL 0321	3/17/2021	001 002 513 11 49 01	AD-Miscellaneous	2021 Annual ICMA Membership - Brazel	\$1,400.00
BROOKS 0321	3/17/2021	001 008 521 20 43 01	LE-Business Meetings	Meal - PD Command Staff Retreat	\$91.30
CHELIN 0321	3/17/2021	001 013 518 20 41 00	GG-Professional Service	Zoom - Standard Monthly/Webinar 03-2021	\$261.49
DREHER 0321	3/17/2021	001 008 521 20 31 00	LE-Office Supplies	Picture Frames	\$54.42
DREHER 0321	3/17/2021	306 000 594 21 60 00	Police Dept Project Account	AirTame 2	\$424.00
DREHER 0321	3/17/2021	001 008 521 20 31 00	LE-Office Supplies	Expo Dry Erase Neon Markers	\$19.58
DREHER 0321	3/17/2021	001 008 521 20 31 00	LE-Office Supplies	Magnetic Blue Glass Whiteboard/Magnetic Pencil Holder	\$273.48
DREHER 0321	3/17/2021	001 008 521 20 31 00	LE-Office Supplies	Magnetic Blue Glass Whiteboard	\$139.52
DREHER 0321	3/17/2021	306 000 594 21 60 00	Police Dept Project Account	Roku Ultra Streaming Media Player with Ethernet Port & Remote	\$97.72
DREHER 0321	3/17/2021	306 000 594 21 60 00	Police Dept Project Account	Roku Ultra Streaming Media Player with Ethernet Port & Remote	\$145.73
DURPOS 0321	3/17/2021	410 016 531 10 49 01	SW-Staff Development	Registration - 2021 Muni Stormwater Conf - Farrant	\$50.00
DURPOS 0321	3/17/2021	302 010 594 76 61 09	PM - Davies Beach	Floats - Davies Beach Dock	\$711.48
DURPOS 0321	3/17/2021	410 016 531 10 49 01	SW-Staff Development	Shipping Cost - Power Cord	\$82.95
DURPOS 0321	3/17/2021	001 010 576 80 31 00	PK-Operating Costs	Stump Grinder Rental	\$709.80
ESHLEMAN 0321	3/17/2021	410 016 531 10 49 01	SW-Staff Development	Registration - CPR/First Aid Classes	\$291.53
ESHLEMAN 0321	3/17/2021	001 010 576 80 31 00	PK-Operating Costs	Heartstart Defibrillator Battery/Pad Cartridge/Keychains	\$85.76
ESHLEMAN 0321	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Lic & Registration PW Vehicles	\$127.21
ESHLEMAN 0321	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	Heartstart Defibrillator Battery/Pad Cartridge/Keychains	\$85.75
ESHLEMAN 0321	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Heartstart Defibrillator Battery/Pad Cartridge/Keychains	\$85.75
MINER 0321	3/17/2021	001 008 521 20 42 00	LE-Communication	Postage Express Mail	\$26.35
STEVENS B 0321	3/17/2021	001 004 514 23 49 01	FI-Staff Development	Registration - Annual Financial Reporting - J Roundy	\$140.00
STEVENS B 0321	3/17/2021	001 004 514 23 49 01	FI-Staff Development	Registration - Annual Financial Reporting - B Stevens	\$140.00
STEVENS T 0321	3/17/2021	510 006 518 80 49 16	LR - GoDaddy SSL - 3 yr	Domain Renewal	\$23.08
UBERT 0321	3/17/2021	001 008 521 40 49 01	LE-Registration Fees	Registration - Adv Search/Seizure/Traffic Stops - Lyons/Marshall	\$758.00
UBERT 0321	3/17/2021	001 008 521 40 49 01	LE-Registration Fees	Registration - Virtual Womens Leadership Insitute - Ubert	\$850.00
UBERT 0321	3/17/2021	001 008 521 40 49 01	LE-Registration Fees	Registration - PRA Basics & More - M Cooper	\$140.00
UBERT 0321	3/17/2021	001 008 521 20 43 00	LE-Travel & Per Diem	Flight - Conf in Nashville TN - Starkenburg	\$207.51
WARRINGTON 0321	3/17/2021	001 005 518 10 49 00	HR-Miscellaneous	2021 Annual SHRM Membership - Warrington	\$219.00
WRIGHT 0321	3/17/2021	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers - LUA2020-0022 DNS Callow Green	\$48.47
WRIGHT 0321	3/17/2021	001 007 558 50 41 03	PL-Advertising	Postcard Mailers - ILA Annexation	\$587.06
WRIGHT 0321	3/17/2021	001 007 559 30 49 01	PB-Staff Development	Registration - IBC Plan Review - T Farmer	\$199.00
WRIGHT 0321	3/17/2021	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers - LUA2021-0026 NOA Callow Green	\$48.47
WRIGHT 0321	3/17/2021	001 007 559 30 49 01	PB-Staff Development	Credit - Charged Twice Registration IBC Plan Review - T Farmer	(\$199.00)
WRIGHT 0321	3/17/2021	001 007 558 50 31 02	PL-Permit Related Op. Costs	Postcard Mailers - LUA2021-0017 NOA/PLAT	\$13.82
WRIGHT 0321	3/17/2021	001 007 559 30 49 01	PB-Staff Development	Registration - IRC Plan Review - S Perron	\$125.00
WRIGHT 0321	3/17/2021	001 007 559 30 49 01	PB-Staff Development	Registration Duplicate - IBC Plan Review - T Farmer	\$199.00

\$12,907.23

Vendor: Carlson

Check Number: 52712

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031021 ALLPHASE	3/17/2021	001 010 576 80 41 01	PK -Professional Tree Srv	Tree Removal Services	\$8,284.00

\$8,284.00

Vendor: CDW Government Inc  
Check Number: 52713

Invoice No	Check Date	Account Number	Account Name	Description	Amount
8156202	3/17/2021	001 008 521 50 30 02	LE-Fleet Minor Equipment	Brother Car Adapter/HAVIS Charge Guard	\$102.24
8200387	3/17/2021	520 008 594 21 63 00	Vehicles - Capital Equip	HAVIS Filler Plate	\$19.03
8387969	3/17/2021	001 006 518 80 48 00	IT-Repair & Maintenance	EcoStruxure IT Expert Access License	\$519.96
8546737	3/17/2021	306 000 594 21 60 00	Police Dept Project Account	Network Audio Amplifier Audio Extender	\$451.16
8580828	3/17/2021	520 008 594 21 63 00	Vehicles - Capital Equip	Havis Cupholder	\$36.99
8760338	3/17/2021	520 008 594 21 63 00	Vehicles - Capital Equip	Havis Cupholder Credit	(\$40.18)
8782390	3/17/2021	001 007 559 30 31 00	PB-Office Supplies	Computer/Monitor/HDMI Cable - Code Enforcement	\$2,715.11
8783781	3/17/2021	001 007 559 30 31 00	PB-Office Supplies	USB-C Dock/Adapter/Keyboard/Mouse - Code Enforcement	\$276.48
8940765	3/17/2021	510 006 518 80 49 03	LR - Adobe Pro	Adobe Acro Pro Licenses/Cloud	\$8,585.93
					\$12,666.72

Vendor: Central Welding Supply Co Inc  
Check Number: 52714

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EV289462	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	Oxygen/Cylinder/Couplers/Hoses	\$326.12
EV289462	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Oxygen/Cylinder/Couplers/Hoses	\$326.13
EV289631	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	Steel Wire/Centrashield/High Pressure Cylinder	\$397.85
RN02210976	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Argon Gas/Propane	\$33.21
					\$1,083.31

Vendor: Chicago Title Company of Washington  
Check Number: 52715

Invoice No	Check Date	Account Number	Account Name	Description	Amount
500117422-1	3/17/2021	001 007 558 50 41 00	PL-Professional Servic	Title Report for 1530 N Machias Rd - Ballfield Park	\$384.30
					\$384.30

Vendor: Cintas Loc 460  
Check Number: 52716

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4077657934	3/17/2021	101 016 542 30 41 02	ST-Professional Service	PW Uniform Service	\$101.32
4077657934	3/17/2021	410 016 531 10 41 01	SW-Professional Services	PW Uniform Service	\$101.32
4077657934	3/17/2021	001 010 576 80 41 00	PK-Professional Services	PW Uniform Service	\$101.31
4078319131	3/17/2021	410 016 531 10 41 01	SW-Professional Services	PW Uniform Service	\$101.32
4078319131	3/17/2021	101 016 542 30 41 02	ST-Professional Service	PW Uniform Service	\$101.32
4078319131	3/17/2021	001 010 576 80 41 00	PK-Professional Services	PW Uniform Service	\$101.31
					\$607.90

Vendor: City of Everett  
Check Number: 52717

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I21001248	3/17/2021	001 008 554 30 41 00	LE - Animal Control	Animal Control Services 01-2021	\$220.00
I21001292	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Fecal Coliform Analysis	\$132.00
					\$352.00

Vendor: City of Marysville  
Check Number: 52718

Invoice No	Check Date	Account Number	Account Name	Description	Amount
LKS21-002	3/17/2021	001 013 512 50 41 00	GG-Municipal Court Fees	Marysville Court Citations 02-2021	\$22,054.02
POLIN 20-0001	3/17/2021	001 008 523 60 41 00	LE-Jail	Prisoner Housing Marysville 01-2021	\$1,112.76
POLIN 20-0004	3/17/2021	001 008 523 60 41 00	LE-Jail	Prisoner Housing SNCO 01-2021	\$1,272.74
					\$24,439.52

Vendor: Comcast

Check Number: 52719

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0221 COMCAST	3/17/2021	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Signal Control	\$155.01
0221 COMCAST	3/17/2021	001 010 576 80 42 00	PK-Communication	Internet Services - Parks/Rec Office	\$136.19
0221 COMCAST	3/17/2021	001 008 521 20 42 00	LE-Communication	Internet Services - N Lakeshore Dr	\$146.19
					\$437.39

Vendor: Comdata Inc

Check Number: 52720

Invoice No	Check Date	Account Number	Account Name	Description	Amount
20351724	3/17/2021	001 008 521 20 32 00	LE-Fuel	PD Fuel	\$1,311.68
					\$1,311.68

Vendor: Cory De Jong and Sons Inc

Check Number: 52721

Invoice No	Check Date	Account Number	Account Name	Description	Amount
N308330	3/17/2021	001 010 576 80 31 00	PK-Operating Costs	Bark	\$208.46
					\$208.46

Vendor: Crystal Springs

Check Number: 52722

Invoice No	Check Date	Account Number	Account Name	Description	Amount
5249844 030121	3/17/2021	001 007 559 30 31 01	PB-Operating Cost	Bottled Water - City Hall/City Shop	\$10.61
5249844 030121	3/17/2021	001 007 558 50 31 01	PL-Operating Costs	Bottled Water - City Hall/City Shop	\$10.61
5249844 030121	3/17/2021	001 013 518 20 31 00	GG-Operating Costs	Bottled Water - City Hall/City Shop	\$63.71
5249844 030121	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	Bottled Water - City Hall/City Shop	\$54.85
5249844 030121	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Bottled Water - City Hall/City Shop	\$54.85
					\$194.63

Vendor: DEK Enterprises

Check Number: 52723

Invoice No	Check Date	Account Number	Account Name	Description	Amount
134993	3/17/2021	001 007 571 00 30 00	PL-Park & Recreation	Sign Display Stand for Veterans Memorial	\$926.50
					\$926.50

Vendor: Dept Graphics

Check Number: 52724

Invoice No	Check Date	Account Number	Account Name	Description	Amount
11009	3/17/2021	520 008 594 21 63 00	Vehicles - Capital Equip	Graphics Installed New PD Vehicle	\$1,284.66
					\$1,284.66

Vendor: Dept of Licensing

Check Number: 52725

Invoice No	Check Date	Account Number	Account Name	Description	Amount
030621 DOL	3/17/2021	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 02/21/21 thru 03/06/21	\$369.00
031321 DOL	3/17/2021	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 03/07/21 thru 03/13/21	\$144.00
					\$513.00

Vendor: Dept of Retirement (Deferred Comp)

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031021	3/9/2021	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
031021	3/9/2021	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	\$64,855.32
031021S	3/9/2021	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions-State	\$5.21

\$64,860.53

Vendor: Dicks Towing Inc

Check Number: 52726

Invoice No	Check Date	Account Number	Account Name	Description	Amount
192924e	3/17/2021	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2020-05519	\$126.27
192925	3/17/2021	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2021-04521	\$126.27
70546	3/17/2021	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2021-04134	\$125.70
746740	3/17/2021	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2021-04569	\$126.27
E199789	3/17/2021	001 008 521 20 41 00	LE-Professional Services	Evidence Towing	\$125.70

\$630.21

Vendor: Durpos

Check Number: 52727

Invoice No	Check Date	Account Number	Account Name	Description	Amount
022820 DURPOS 2	3/17/2021	001 001 511 60 49 02	Legislative - C.C.Retreat	Reissue #49799 2020 PerDiem - Meal CC Retreat Semiahmoo - Durpos	\$25.00

\$25.00

Vendor: EFTPS

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031021	3/9/2021	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	\$91,801.75

\$91,801.75

Vendor: Electronic Business Machines

Check Number: 52728

Invoice No	Check Date	Account Number	Account Name	Description	Amount
AR185128	3/17/2021	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Repair & Maintenance PW	\$7.13
AR185128	3/17/2021	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Repair & Maintenance PW	\$7.13
AR185528	3/17/2021	001 007 559 30 48 00	PB-Repair & Maintenance	Copier Repair & Maintenance PB	\$81.01
AR185528	3/17/2021	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Repair & Maintenance PW	\$81.01
AR185528	3/17/2021	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Repair & Maintenance PW	\$81.00
AR185528	3/17/2021	001 007 558 50 48 00	PL-Repairs & Maint.	Copier Repair & Maintenance PL	\$81.00
AR186074	3/17/2021	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Copier Repair & Maintenance PD	\$79.37
AR186936	3/17/2021	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Copier Repair & Maintenance PD	\$55.01
AR187718	3/17/2021	410 016 531 10 48 00	SW-Repairs & Maintenance	Copier Repair & Maintenance PW	\$62.93
AR187718	3/17/2021	001 007 558 50 48 00	PL-Repairs & Maint.	Copier Repair & Maintenance PL	\$62.93
AR187718	3/17/2021	001 007 559 30 48 00	PB-Repair & Maintenance	Copier Repair & Maintenance PB	\$62.93
AR187718	3/17/2021	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Repair & Maintenance PW	\$62.92

\$724.37

Vendor: Elite Securities Inc

Check Number: 52729

Invoice No	Check Date	Account Number	Account Name	Description	Amount
38043	3/17/2021	306 000 594 21 60 00	Police Dept Project Account	Dead Bolts/Latch Guards/Locks - New Police Station	\$1,868.21

\$1,868.21

Vendor: Environmental Systems Research Inst

Check Number: 52730

Invoice No	Check Date	Account Number	Account Name	Description	Amount
94000067	3/17/2021	510 006 518 80 49 31	LR - ESRI - ArcGIS	ArcGIS Annual License Renewal	\$1,308.00
					\$1,308.00

Vendor: Everett Steel Inc

Check Number: 52731

Invoice No	Check Date	Account Number	Account Name	Description	Amount
321470	3/17/2021	302 010 594 76 61 12	PM - North Cove Phase 3	Tubing/Steel Angles/Beams	\$7,579.22
321748	3/17/2021	302 010 594 76 61 09	PM - Davies Beach	Alum Rect Tubes	\$660.78
					\$8,240.00

Vendor: Fastenal Company

Check Number: 52732

Invoice No	Check Date	Account Number	Account Name	Description	Amount
WAARN146565	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Lithium Battery	\$169.06
WAARN146698	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Hex Nut/Washers/Hex Cap Screws	\$38.25
					\$207.31

Vendor: Fisheries Supply Company

Check Number: 52733

Invoice No	Check Date	Account Number	Account Name	Description	Amount
5587479	3/17/2021	302 010 594 76 61 09	PM - Davies Beach	Matt Roll - Davies Dock Project	\$9,759.05
					\$9,759.05

Vendor: Goldson Smith

Check Number: 52734

Invoice No	Check Date	Account Number	Account Name	Description	Amount
022221 DAWN	3/17/2021	001 007 571 00 30 00	PL-Park & Recreation	Reimburse for Camera Memory Card	\$14.20
030421 DAWN	3/17/2021	001 007 558 50 43 00	PL-Travel & Mtgs	PerDiem - Mileage Signage Pickup Monroe - Goldson Smith	\$18.44
					\$32.64

Vendor: Grainger

Check Number: 52735

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9819396418	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Anitfatigue Mats/Cutting Oil	\$306.42
9820007624	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Permanent Markers	\$30.10
9828867805	3/17/2021	001 010 576 80 31 00	PK-Operating Costs	Trash Bags	\$739.35
					\$1,075.87

Vendor: Granite Construction Supply

Check Number: 52736

Invoice No	Check Date	Account Number	Account Name	Description	Amount
90266	3/17/2021	101 016 542 64 31 00	ST-Traffic Control - Supply	White Thermoplastic	\$724.68
90297	3/17/2021	101 016 542 64 31 00	ST-Traffic Control - Supply	Cone Sign Orange	\$120.23
					\$844.91

Vendor: Graphic Tickets & Systems

Check Number: 52737

Invoice No	Check Date	Account Number	Account Name	Description	Amount
6156	3/17/2021	001 008 521 20 31 00	LE-Office Supplies	Thermal Paper	\$226.59
					\$226.59

Vendor: Hingtgen  
Check Number: 52738

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031220 HINGTGEN	3/17/2021	001 008 521 20 43 00	LE-Travel & Per Diem	Reissue #49856 2020 PerDiem- Meal BAC/SFST/Marysville - Hingtgen	\$20.00
					\$20.00

Vendor: Honey Bucket  
Check Number: 52739

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0551964287	3/17/2021	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Swim Beach	\$330.89
0551964288	3/17/2021	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Lundein Park	\$288.35
0551975114	3/17/2021	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Frontier Cir W	\$218.50
0551975115	3/17/2021	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Callow Rd	\$142.50
0551979088	3/17/2021	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Lundein Park	(\$162.93)
0551982515	3/17/2021	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Davies Beach	\$142.50
0551984375	3/17/2021	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - 8629 20th St SE	\$170.50
					\$1,130.31

Vendor: Howdyshell  
Check Number: 52740

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0321 HOWDYSHELL	3/17/2021	411 016 594 31 60 06	117th Pl/114th Drainage	ROW Purchase 11615 20th Ave NE	\$7,657.42
					\$7,657.42

Vendor: HRA VEBA Trust YA20192  
Check Number: 52693

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031021	3/9/2021	001 000 283 00 00 00	Payroll Liability Medical	Employee VEBA Contributions	\$3,091.92
					\$3,091.92

Vendor: HSA Bank  
Check Number: 52694

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031021	3/9/2021	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: 52741

Invoice No	Check Date	Account Number	Account Name	Description	Amount
749166-2	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	Flared End Brush Shank Crimp Steel	\$145.76
749166-2	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Flared End Brush Shank Crimp Steel	\$145.76
749166-2	3/17/2021	001 010 576 80 31 00	PK-Operating Costs	Flared End Brush Shank Crimp Steel	\$145.75
					\$437.27

Vendor: Iron Mountain Quarry LLC  
Check Number: 52742

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0313926	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Rock	\$532.75
0313982	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Rock	\$200.16
0314264	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Dump Fees - 99th Storm Line	\$684.46
					\$1,417.37

Vendor: J Thayer Company Inc  
Check Number: 52743

Invoice No	Check Date	Account Number	Account Name	Description	Amount
151002-1	3/17/2021	001 007 558 50 31 00	PL-Office Supplies	Folders	\$189.64

1511349-0	3/17/2021	001 013 518 20 31 00	GG-Operating Costs	Hand Truck		\$119.85
1511390-0	3/17/2021	001 007 559 30 31 00	PB-Office Supplies	Pens		\$6.08
1511390-0	3/17/2021	001 013 518 20 31 00	GG-Operating Costs	Paper/Earplugs		\$98.90
1511390-1	3/17/2021	001 013 518 20 31 00	GG-Operating Costs	Paper Towel Dispenser for CH Kitchen		\$102.30
1511398-0	3/17/2021	410 016 531 10 31 01	SW-Office Supplies	Printer Ink		\$63.08
1511398-0	3/17/2021	101 016 544 90 31 01	ST-Office Supplies	Printer Ink		\$63.08
1511583-0	3/17/2021	001 008 521 20 31 00	LE-Office Supplies	Canned Air Duster/Recycle Container		\$90.30
1511940-0	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Paper Towels/Toilet Paper/Trash Bags		\$508.67
1511940-0	3/17/2021	001 010 576 80 31 00	PK-Operating Costs	Paper Towels/Toilet Paper/Trash Bags		\$508.66
1511940-0	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	Paper Towels/Toilet Paper/Trash Bags		\$508.67
1512957-0	3/17/2021	001 008 521 20 31 00	LE-Office Supplies	Paper Towel		\$378.99
1513066-0	3/17/2021	001 004 514 23 31 00	FI-Office Supplies	Binders		\$11.71
1513066-0	3/17/2021	001 013 518 20 31 00	GG-Operating Costs	Tape		\$16.84
C1511349-0	3/17/2021	001 013 518 20 31 00	GG-Operating Costs	Hand Truck Credit		(\$119.85)
						\$2,546.92

Vendor: Lake Industries LLC

Check Number: 52744

Invoice No	Check Date	Account Number	Account Name	Description	Amount
287545	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Cobbles - Outfall Cleaning	\$71.85
39431	3/17/2021	411 016 594 31 60 07	Wier Replacement Scope Design	Stumps/Brush Hauled - Outfall	\$450.00
39438	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Dry Material Hauled Out - Outfall Cleaning	\$168.00
39450	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	Dry Material Hauled Out	\$168.00
					\$857.85

Vendor: Lake Stevens Police Guild

Check Number: 52695

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031021	3/9/2021	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: 52745

Invoice No	Check Date	Account Number	Account Name	Description	Amount
12326.01 0321	3/17/2021	001 010 576 80 47 00	PK-Utilities	Sewer - Boat Launch Restrooms Acct 12326-01	\$87.00
13135.01 0321	3/17/2021	101 016 543 50 47 00	ST-Utilities	Sewer - Decant Facility Acct 13135-01	\$43.00
13135.01 0321	3/17/2021	410 016 531 10 47 00	SW-Utilities	Sewer - Decant Facility Acct 13135-01	\$43.00
2538.02 0321	3/17/2021	001 010 576 80 47 00	PK-Utilities	Sewer - Lundeen Park Acct 2538-02	\$172.00
3628.02 0321	3/17/2021	001 010 576 80 47 00	PK-Utilities	Sewer - Davies Beach Acct 3628-01	\$86.00
6296.03 0321	3/17/2021	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Station Acct 6296-03	\$172.00
6390.03 0321	3/17/2021	001 013 518 20 47 02	GG-Utilities for Rentals	Sewer - Leased Comm Building Acct 6390-03	\$123.84
6659.02 0321	3/17/2021	001 013 518 20 47 02	GG-Utilities for Rentals	Sewer - Landre Property Acct 6659-02	\$86.00
666.01 0321	3/17/2021	001 008 521 50 47 00	LE-Facility Utilities	Sewer - N Lakeshore Dr Acct 6666-01	\$86.00
6664.01 0321	3/17/2021	001 012 572 20 47 00	CS- Library-Utilities	Sewer - Library Acct 6664-01	\$86.00
6670.02 0321	3/17/2021	001 013 518 20 47 02	GG-Utilities for Rentals	Sewer - Butler Property Acct 6670-02	\$86.00
6671.01 0321	3/17/2021	001 013 518 20 47 00	GG-Utilities	Sewer - City Hall Acct 6671-01	\$86.00
6810.01 0321	3/17/2021	001 012 575 50 47 00	CS- Pavillion - Utilities	Sewer - The Mill Acct 6810-01	\$172.00
8710.03 0321	3/17/2021	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Training Bldg Acct 8710-03	\$86.00
9902.01 0321	3/17/2021	001 013 518 20 47 02	GG-Utilities for Rentals	Sewer - Grade Rd Acct 9902	\$86.00
					\$1,500.84

Vendor: Lake Stevens Sewer District

Check Number: 52746

Invoice No	Check Date	Account Number	Account Name	Description	Amount
24940	3/17/2021	301 016 544 40 41 02	17005 - 24th & 91st Ext Design	Engineering Fees 91st Ave SE & 24th St SE	\$1,007.17
					\$1,007.17

Vendor: Land Development Consultants Inc

Check Number: 52747

Invoice No	Check Date	Account Number	Account Name	Description	Amount
22459	3/17/2021	302 010 594 76 61 01	PM - North Cove Capital	North Cove Park Plaza Design - Phase II	\$510.00
					\$510.00

Vendor: Language Line Services Inc

Check Number: 52748

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4947559	3/17/2021	001 008 521 20 41 01	LE-Professional Serv-Fixed	Over the Phone Interpretation Services PD	\$71.68
					\$71.68

Vendor: Lemay Mobile Shredding Inc

Check Number: 52749

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4694075	3/17/2021	001 008 521 20 41 01	LE-Professional Serv-Fixed	Shredding Services PD	\$59.18
					\$59.18

Vendor: Marysville Printing

Check Number: 52750

Invoice No	Check Date	Account Number	Account Name	Description	Amount
27374	3/17/2021	001 008 521 20 31 00	LE-Office Supplies	Postcards - PD	\$130.61
					\$130.61

Vendor: Method Barricade & Construction Supply LLC

Check Number: 52751

Invoice No	Check Date	Account Number	Account Name	Description	Amount
14371	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	Signs - Left/Right Arrows/Ahead Plaque/Pedestrian Symbol	\$712.74
					\$712.74

Vendor: Miles Sand & Gravel

Check Number: 52752

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1844772	3/17/2021	302 010 594 76 61 12	PM - North Cove Phase 3	Concrete for Boathouse Slab	\$7,258.73
					\$7,258.73

Vendor: Nationwide Retirement Solution

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031021	3/9/2021	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	\$4,729.65
					\$4,729.65

Vendor: Nelson Distributing Inc

Check Number: 52753

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0755867-IN	3/17/2021	001 007 558 50 31 02	PL-Permit Related Op. Costs	Fuel Building Dept	\$440.34
0755867-IN	3/17/2021	001 008 521 20 32 00	LE-Fuel	Fuel Police Dept	\$2,201.70
0755867-IN	3/17/2021	001 010 576 80 32 00	PK-Fuel Costs	Fuel PW	\$880.68
0755867-IN	3/17/2021	410 016 531 10 32 00	SW-Fuel	Fuel PW	\$2,642.03
0755867-IN	3/17/2021	101 016 542 30 32 00	ST-Fuel	Fuel PW	\$2,642.03
0756066-IN	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	DEF - Diesel Fluid	\$72.54

0756066-IN	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	DEF - Diesel Fluid	\$72.54
0756066-IN	3/17/2021	001 010 576 80 31 00	PK-Operating Costs	DEF - Diesel Fluid	\$72.54
					\$9,024.40

Vendor: New York Life

Check Number: 52696

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031021	3/9/2021	001 000 284 00 00 00	Payroll Liability Other	Whole Life Insurance Premiums	\$199.00
					\$199.00

Vendor: New York Life EFT

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031021	3/9/2021	001 003 514 20 20 00	CC-Benefits	Life/Disability Ins Premiums	\$50.17
031021	3/9/2021	001 006 518 80 20 00	IT-Benefits	Life/Disability Ins Premiums	\$118.04
031021	3/9/2021	001 010 576 80 20 00	PK-Benefits	Life/Disability Ins Premiums	\$237.28
031021	3/9/2021	001 005 518 10 20 00	HR-Benefits	Life/Disability Ins Premiums	\$84.98
031021	3/9/2021	001 007 559 30 20 00	PB-Benefits	Life/Disability Ins Premiums	\$586.54
031021	3/9/2021	001 013 518 30 20 00	GG-Benefits	Life/Disability Ins Premiums	\$227.05
031021	3/9/2021	001 007 558 50 20 00	PL-Benefits	Life/Disability Ins Premiums	\$316.92
031021	3/9/2021	001 008 521 20 20 00	LE-Benefits	Life/Disability Ins Premiums	\$1,779.43
031021	3/9/2021	101 016 542 30 20 00	ST-Benefits	Life/Disability Ins Premiums	\$594.67
031021	3/9/2021	410 016 531 10 20 00	SW-Benefits	Life/Disability Ins Premiums	\$824.37
031021	3/9/2021	001 002 513 11 20 00	AD-Benefits	Life/Disability Ins Premiums	\$57.47
031021	3/9/2021	001 004 514 23 20 00	FI-Benefits	Life/Disability Ins Premiums	\$181.01
					\$5,057.93

Vendor: NMC Franchising LLC

Check Number: 52754

Invoice No	Check Date	Account Number	Account Name	Description	Amount
167914	3/17/2021	001 007 559 30 41 00	PB-Professional Srv	Janitorial Services - City Hall	\$55.50
167914	3/17/2021	001 008 521 50 48 00	LE-Facility Repair & Maint	Janitorial Services - Police Dept	\$1,257.00
167914	3/17/2021	410 016 531 10 41 01	SW-Professional Services	Janitorial Services - City Hall	\$55.50
167914	3/17/2021	001 012 575 50 41 00	CS- Pavillion - Janitorial	Janitorial Services - The Mill	\$183.00
167914	3/17/2021	001 010 576 80 41 00	PK-Professional Services	Janitorial Services - City Hall	\$55.50
167914	3/17/2021	101 016 542 30 41 02	ST-Professional Service	Janitorial Services - City Hall	\$55.50
167914	3/17/2021	001 007 558 50 41 00	PL-Professional Servic	Janitorial Services - City Hall	\$55.50
167914	3/17/2021	001 013 518 20 41 00	GG-Professional Service	Janitorial Services - City Hall	\$55.50
167914	3/17/2021	001 013 518 20 41 00	GG-Professional Service	Janitorial Services - VIC	\$155.00
167914	3/17/2021	001 013 518 20 47 02	GG-Utilities for Rentals	Janitorial Services - 1819 S Lake Stevens Rd	\$160.00
					\$2,088.00

Vendor: Northwest Professional Resid & Comm Construction

Check Number: 52755

Invoice No	Check Date	Account Number	Account Name	Description	Amount
5320	3/17/2021	301 016 595 30 60 01	20th St SE Phase II Construct	Install Fencing	\$5,388.96
					\$5,388.96

Vendor: O Reilly Auto Parts

Check Number: 52756

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2960-242174	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Battery PW42 Credit	(\$19.62)
2960-247538	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Bear Buddy/Buddy Bra	\$34.64

\$15.02

Vendor: Office of The State Treasurer

Check Number: 52757

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0221 STATE	3/17/2021	633 000 589 30 00 03	State Building Permit Remit	Building Code Fees 02-2021	\$637.50
0221 STATE	3/17/2021	633 000 586 00 00 01	State Court Remit	State Court Fees 02-2021	\$22,056.64

Vendor: Olympic Paving Inc

Check Number: 52758

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031221 OLYMPIC	3/17/2021	303 000 582 20 00 00	Retainage Release	Retainage Release-2020 Asphalt Paving PW Fuel Station Proj 19005	\$883.95

Vendor: PB Parent Holdco LP

Check Number: 52759

Invoice No	Check Date	Account Number	Account Name	Description	Amount
PSI1433289	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	Double Strap Bracket	\$215.28
PSI1433289	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Double Strap Bracket	\$215.28

Vendor: Proforce Marketing Inc

Check Number: 52760

Invoice No	Check Date	Account Number	Account Name	Description	Amount
442851	3/17/2021	001 008 521 20 31 01	LE-Fixed Minor Equipment	Suf 3 Prong Flash Hider Adapter	\$671.46

Vendor: Puget Sound Energy

Check Number: 52761

Invoice No	Check Date	Account Number	Account Name	Description	Amount
22339471 0321	3/17/2021	001 012 575 50 47 00	CS- Pavillion - Utilities	Natural Gas - The Mill	\$677.05
24316495 0321	3/17/2021	410 016 531 10 47 00	SW-Utilities	Natural Gas - City Shop	\$337.30
24316495 0321	3/17/2021	001 010 576 80 47 00	PK-Utilities	Natural Gas - City Shop	\$337.30
24316495 0321	3/17/2021	101 016 543 50 47 00	ST-Utilities	Natural Gas - City Shop	\$337.30
3723810 0321	3/17/2021	001 008 521 50 47 00	LE-Facility Utilities	Natural Gas - N Lakeshore Dr	\$147.84

\$1,836.79

Vendor: Quaident Finance USA Inc

Check Number: 52701

Invoice No	Check Date	Account Number	Account Name	Description	Amount
80346335 0221	3/10/2021	001 008 521 20 42 00	LE-Communication	Postage PD	\$547.61

\$547.61

Vendor: Rain Tree & Sea LLC

Check Number: 52762

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0030	3/17/2021	112 012 594 73 63 00	Art - Public Art Acquisition	Mural - New Police Station	\$750.75

\$750.75

Vendor: Reece Construction Company

Check Number: 52763

Invoice No	Check Date	Account Number	Account Name	Description	Amount
PROGRESS 1 REECE	3/17/2021	307 000 382 20 00 00	Retainage Held	91st Ave SE Ext/Water Line Relocation Retainage	(\$7,701.74)
PROGRESS 1 REECE	3/17/2021	307 000 595 30 60 00	Project Construction Account	91st Ave SE Ext/Water Line Relocation	\$158,578.79

\$150,877.05

Vendor: Republic Services 197

Check Number: 52764

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0197-002757013	3/17/2021	001 010 576 80 45 01	PK- Dumpster Service	Waste/Recycle Containers On-Call PW Shop	\$308.64
0197-002757013	3/17/2021	101 016 542 30 45 01	ST-Dumpster Service	Waste/Recycle Containers On-Call PW Shop	\$308.64
0197-002757013	3/17/2021	410 016 531 10 45 00	SW-Dumpster Service	Waste/Recycle Containers On-Call PW Shop	\$308.64
					\$925.92

Vendor: Rexcel USA Inc

Check Number: 52765

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1148186	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Stranded Copper	\$80.61
1186413	3/17/2021	302 010 594 76 61 12	PM - North Cove Phase 3	Conductor/Connectors/Adapters/Alum - Row House	\$784.24
1186690	3/17/2021	101 016 542 63 48 00	ST-Lighting - R&M	LED Lighting	\$411.63
1J20214	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	Intermatic T Lock for Lighting	\$22.88
					\$1,299.36

Vendor: Sherwin-Williams Co

Check Number: 52766

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0729-5	3/17/2021	001 010 576 80 31 00	PK-Operating Costs	Frame/Paint	\$13.42
0729-5	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Frame/Paint	\$13.41
0729-5	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	Frame/Paint	\$13.41
5105-7	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Paint/Buckets/Mask Paper/Canvas Drops/Wood Poles	\$187.16
5105-7	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	Paint/Buckets/Mask Paper/Canvas Drops/Wood Poles	\$187.16
5105-7	3/17/2021	001 010 576 80 31 00	PK-Operating Costs	Paint/Buckets/Mask Paper/Canvas Drops/Wood Poles	\$187.17
					\$601.73

Vendor: Six Robblees Inc

Check Number: 52767

Invoice No	Check Date	Account Number	Account Name	Description	Amount
14-410740	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	Bearing Cones/A-Frame Coupler/Hub Caps/Grease Seal	\$79.83
14-410740	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	Bearing Cones/A-Frame Coupler/Hub Caps/Grease Seal	\$79.83
					\$159.66

Vendor: Smarsh Inc

Check Number: 52768

Invoice No	Check Date	Account Number	Account Name	Description	Amount
INV00648571	3/17/2021	510 006 518 80 49 05	LR - Smarsh	Archiving Platform	\$723.84
					\$723.84

Vendor: Snohomish Co-Op Inc

Check Number: 52769

Invoice No	Check Date	Account Number	Account Name	Description	Amount
030221 CO-OP	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	2021 Snohomish Co-Op Membership	\$33.33
030221 CO-OP	3/17/2021	001 010 576 80 31 00	PK-Operating Costs	2021 Snohomish Co-Op Membership	\$33.34
030221 CO-OP	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	2021 Snohomish Co-Op Membership	\$33.33
					\$100.00

Vendor: Snohomish County 911

Check Number: 52770

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3362	3/17/2021	001 008 528 00 41 00	LE - SNO911	Dispatch Services	\$30,214.17
					\$30,214.17

Vendor: Snohomish County Auditor

Check Number: 52771

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031721 SNOCO 1	3/17/2021	411 016 594 31 60 06	117th Pl/114th Drainage	Recording Fee ROW Purchase Sale Agmt 11615 20th Ave NE	\$114.50
					\$114.50

Vendor: Snohomish County Auditor

Check Number: 52772

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031721 SNOCO 2	3/17/2021	304 016 595 30 60 01	79th Ave SE Access Road	Recording Fee Possession and Use Agmt - Siegel Project 16041	\$107.50
					\$107.50

Vendor: Snohomish County Auditor

Check Number: 52773

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031721 SNOCO 3	3/17/2021	304 016 595 30 60 01	79th Ave SE Access Road	Recording Fee Possession and Use Agmt - Tozer Project 16041	\$107.50
					\$107.50

Vendor: Snohomish County Auditor

Check Number: 52774

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031721 SNOCO 4	3/17/2021	001 007 559 30 41 00	PB-Professional Srv	Recording Fee Voluntary Correction Agmt - Stavinga	\$111.50
					\$111.50

Vendor: Snohomish County Public Works

Check Number: 52775

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I000534618	3/17/2021	101 016 542 63 48 00	ST-Lighting - R&M	Signal/Sign Repair & Maint Aug 2020	\$1,858.03
I000549863	3/17/2021	301 016 595 30 60 01	20th St SE Phase II Construct	20th St SE Signal/Sign Repair & Maint Dec 2020	\$5,619.18
I000550254	3/17/2021	101 016 542 63 48 00	ST-Lighting - R&M	Signal/Sign Repair & Maint Dec 2020	\$178.00

\$7,655.21

Vendor: Snohomish County PUD

Check Number: 52702

Invoice No	Check Date	Account Number	Account Name	Description	Amount
030421 PUD	3/10/2021	302 010 594 76 61 12	PM - North Cove Phase 3	Install Fire Hydrant 17th PL NE	\$10,377.83
					\$10,377.83

Vendor: Snohomish County PUD

Check Number: 52776

Invoice No	Check Date	Account Number	Account Name	Description	Amount
100490057	3/17/2021	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Water	\$1,028.21
100490057	3/17/2021	001 012 557 30 40 01	CS- VIC Utilities	203582010 Visitor Information Center Electric	\$187.33
100490057	3/17/2021	101 016 542 63 47 00	ST-Lighting - Utilities	203582010 Street Lights	\$38.63
100490057	3/17/2021	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Electric	\$199.79
108829408	3/17/2021	101 016 542 63 47 00	ST-Lighting - Utilities	201973682 Street Lights	\$126.35
108831431	3/17/2021	001 008 521 50 47 00	LE-Facility Utilities	200558690 Police N Lakeshore Dr Electric/Water	\$125.61
115425596	3/17/2021	001 010 576 80 47 00	PK-Utilities	201487055 2424 Soper Hill Mobile Water/Electric	\$215.81
122044095	3/17/2021	101 016 542 63 47 00	ST-Lighting - Utilities	202013249 Traffic Signal 1933 79th Ave SE	\$121.94
122044095	3/17/2021	101 016 542 64 47 00	ST-Traffic Control -Utility	202013249 Traffic Signal 7441 20th St SE	\$82.49
125368818	3/17/2021	001 010 576 80 47 00	PK-Utilities	202340527 Decant Yard	\$23.99
125368818	3/17/2021	101 016 543 50 47 00	ST-Utilities	202340527 Decant Yard	\$23.99
125368818	3/17/2021	410 016 531 10 47 00	SW-Utilities	202340527 Decant Yard	\$24.01
151693752	3/17/2021	101 016 542 63 47 00	ST-Lighting - Utilities	203731153 Traffic Signals	\$165.60
154938726	3/17/2021	101 016 542 63 47 00	ST-Lighting - Utilities	201595113 Street Lights	\$147.40

154939791	3/17/2021	101 016 542 63 47 00	ST-Lighting - Utilities	202988481 Street Lights	\$90.38
161303763	3/17/2021	001 010 576 80 47 00	PK-Utilities	222191314 20th St Ballfield Water	\$53.18
161305544	3/17/2021	101 016 542 63 47 00	ST-Lighting - Utilities	204719074 Catherine Creek Bridge Lights	\$28.30
164516885	3/17/2021	101 016 542 63 47 00	ST-Lighting - Utilities	203728159 Traffic Signal	\$69.68
164518837	3/17/2021	101 016 542 63 47 00	ST-Lighting - Utilities	202624367 Street Lights	\$10,980.64
164518838	3/17/2021	101 016 542 63 47 00	ST-Lighting - Utilities	202648101 Street Lights Soper Hill Annex	\$1,500.18
164518839	3/17/2021	101 016 542 63 47 00	ST-Lighting - Utilities	202670725 Street Lights	\$1,251.30
					\$16,484.81

Vendor: Snohomish County PUD

Check Number: 52777

Invoice No	Check Date	Account Number	Account Name	Description	Amount
030521 PUD	3/17/2021	302 010 594 76 61 12	PM - North Cove Phase 3	Service Inspection & Connection 12308 17th Pl NE	\$329.00
					\$329.00

Vendor: Snohomish County Sheriffs Office

Check Number: 52778

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2021-6669	3/17/2021	001 008 523 60 41 00	LE-Jail	Jail Services Medical 01-2021	\$4,815.77
2021-6687	3/17/2021	001 008 523 60 41 00	LE-Jail	Jail Services 01-2021	\$39,576.34

Vendor: Snohomish County Sheriffs Office

Check Number: 52779

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I000551170	3/17/2021	001 008 521 20 41 01	LE-Professional Serv-Fixed	Law Enforcement Services Extradition	\$559.16
					\$559.16

Vendor: Snohomish County Sheriffs Office

Check Number: 52780

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031721 SHERIFFS	3/17/2021	001 008 521 40 49 01	LE-Registration Fees	Advanced Motor Officer Certification - Aukerman	\$85.00
					\$85.00

Vendor: Snohomish County Treasurer

Check Number: 52781

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0221 TREASURER	3/17/2021	633 000 586 00 00 02	Crime Victims Comp - SnoCo	Crime Victims Compensation 02-2021	\$316.86
					\$316.86

Vendor: Society for Human Resource Mgmt

Check Number: 52782

Invoice No	Check Date	Account Number	Account Name	Description	Amount
SO1003643	3/17/2021	001 005 518 10 41 00	HR-Professional Services	SHRM Membership - J Good	\$219.00
					\$219.00

Vendor: Sound Publishing Inc

Check Number: 52783

Invoice No	Check Date	Account Number	Account Name	Description	Amount
EDH920777	3/17/2021	001 013 518 30 41 01	GG-Advertising	Ordinance 1094	\$37.80
EDH920779	3/17/2021	001 013 518 30 41 01	GG-Advertising	Ordinance 1111	\$32.20
EDH921091	3/17/2021	001 007 558 50 31 02	PL-Permit Related Op. Costs	LUA2021-0026	\$88.20

\$158.20

Vendor: Sound Safety Products Co Inc

Check Number: 52784

Invoice No	Check Date	Account Number	Account Name	Description	Amount
398959/1	3/17/2021	410 016 531 10 26 00	SW Clothing-Boot Allowance	Boots/Shoe Grease - Mann T	\$193.73
					\$193.73

Vendor: Sound Security Inc

Check Number: 52785

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1002889	3/17/2021	001 008 521 20 41 01	LE-Professional Serv-Fixed	Access/Fire/Elevator Phone Monitoring PD 03-2021	\$865.00
1002890	3/17/2021	001 008 521 20 41 01	LE-Professional Serv-Fixed	Fire Monitoring PD Evidence Building 03-2021	\$65.00
1004632	3/17/2021	306 000 594 21 60 00	Police Dept Project Account	Installation of Intrusion/Access System - PD Evidence/Lockers	\$18,759.62
1004633	3/17/2021	001 008 521 20 41 01	LE-Professional Serv-Fixed	Intrusion/Access Monitoring PD Feb-March 2021	\$433.33
1004633	3/17/2021	306 000 594 21 60 00	Police Dept Project Account	Electrical Permit PD Building	\$97.80
					\$20,220.75

Vendor: Springbrook Nursery & Trucking Inc

Check Number: 52786

Invoice No	Check Date	Account Number	Account Name	Description	Amount
305442	3/17/2021	001 010 576 80 31 00	PK-Operating Costs	Wood Debris Dump Fees	\$36.00
					\$36.00

Vendor: SR Concrete Construction

Check Number: 52787

Invoice No	Check Date	Account Number	Account Name	Description	Amount
717	3/17/2021	309 016 595 61 63 01	Sidewalk Construction	Concrete Curb/Gutter/Sidewalk - S Lake Stevens Rd/South Davies	\$16,930.00
					\$16,930.00

Vendor: Starkenburg

Check Number: 52788

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0619STARKEBURG	3/17/2021	001 008 521 20 43 00	LE-Travel & Per Diem	Reissue #47882 2019 PerDiem - Meals SLI Training Marysville	\$100.00
					\$100.00

Vendor: Stericycle Inc

Check Number: 52789

Invoice No	Check Date	Account Number	Account Name	Description	Amount
3005465404	3/17/2021	001 008 521 20 41 01	LE-Professional Serv-Fixed	Hazardous Waste Disposal	\$10.36
					\$10.36

Vendor: Stowe

Check Number: 52790

Invoice No	Check Date	Account Number	Account Name	Description	Amount
005 CITY CIVIC	3/17/2021	303 013 594 18 60 01	Civic Center	Civic Center Consultant Services 02-2021	\$35,496.11
					\$35,496.11

Vendor: Tageant

Check Number: 52791

Invoice No	Check Date	Account Number	Account Name	Description	Amount
030320 TAGEANT2	3/17/2021	001 001 511 60 43 00	Legislative - Travel & Mtgs	Reissue #49779 PerDiem-Meals US2 Corridor Meetings/DC - Tageant	\$228.00
					\$228.00

Vendor: Teamsters Local No 763

Check Number: 52697

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031021	3/9/2021	001 000 284 00 00 00	Payroll Liability Other	Union Dues	\$1,149.00
					\$1,149.00

Vendor: Teamsters Welfare Trust Dental EFT

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031021	3/9/2021	001 000 283 00 00 00	Payroll Liability Medical	Teamsters Dental Premium	\$2,476.80
					\$2,476.80

Vendor: Technological Services Inc

Check Number: 52792

Invoice No	Check Date	Account Number	Account Name	Description	Amount
19186	3/17/2021	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Battery Replacement/Brake Repair A-64-99	\$288.61
19202	3/17/2021	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Tire Repair/Balance PT-20-88	\$27.40
19318	3/17/2021	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Oil/Filters/Tires PT-20-89	\$612.23
19361	3/17/2021	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Express Lube/Oil/Tire Mount PT-19-81	\$258.98
					\$1,187.22

Vendor: Tom Astrof Construction Inc

Check Number: 52793

Invoice No	Check Date	Account Number	Account Name	Description	Amount
210308-1409	3/17/2021	302 010 594 76 61 12	PM - North Cove Phase 3	Steel Bars - Boathouse Relocation	\$222.02
					\$222.02

Vendor: Traffic & Parking Control Co Inc

Check Number: 52794

Invoice No	Check Date	Account Number	Account Name	Description	Amount
1688374	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	Battery Packs	\$400.00
					\$400.00

Vendor: TransUnion Risk and Alternative Data Solutions Inc

Check Number: 52795

Invoice No	Check Date	Account Number	Account Name	Description	Amount
4016011-202120-1	3/17/2021	001 008 521 20 41 01	LE-Professional Serv-Fixed	TILO - Information Gathering Services	\$81.76
					\$81.76

Vendor: TranTech Engineering LLC

Check Number: 52796

Invoice No	Check Date	Account Number	Account Name	Description	Amount
2020004-12	3/17/2021	411 016 594 31 60 05	Catherine Creek/36th St Bridge	Catherine Creek Bridge Monitoring/Replacement	\$15,893.46
					\$15,893.46

Vendor: Trinity Contractors Inc

Check Number: 52797

Invoice No	Check Date	Account Number	Account Name	Description	Amount
PROGRESS 6 DF	3/17/2021	411 016 594 31 60 00	Decant Facility Project	Hartford Decant Facility Project 18037	\$242,478.96
PROGRESS 6 NC2	3/17/2021	302 010 594 76 61 01	PM - North Cove Capital	North Cove Phase II Project 19012	\$89,686.02
					\$332,164.98

Vendor: ULINE

Check Number: 52798

Invoice No	Check Date	Account Number	Account Name	Description	Amount
130512806	3/17/2021	001 010 576 80 31 00	PK-Operating Costs	First Aid Kits	\$234.38
130512806	3/17/2021	101 016 544 90 31 02	ST-Operating Cost	First Aid Kits	\$234.38
130512806	3/17/2021	410 016 531 10 31 02	SW-Operating Costs	First Aid Kits	\$234.38
130568096	3/17/2021	001 013 518 20 31 00	GG-Operating Costs	Light Bulb Recycling Boxes	\$589.54
					\$1,292.68

Vendor: United Rentals North America Inc

Check Number: 52799

Invoice No	Check Date	Account Number	Account Name	Description	Amount
191058516-001	3/17/2021	306 000 594 21 60 00	Police Dept Project Account	Scissor Lift Rental - New Police Station	\$633.05
					\$633.05

Vendor: UPS

Check Number: 52800

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0000074Y42081	3/17/2021	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$11.15
0000074Y42091	3/17/2021	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$18.74
0000074Y42101	3/17/2021	001 008 521 20 42 00	LE-Communication	Evidence Shipping	\$66.65
					\$96.54

Vendor: Utility Construction Management Co LLC

Check Number: 52801

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031221 UCMC	3/17/2021	410 016 531 10 48 00	SW-Repairs & Maintenance	Replacement of 99th Ave Storm CMP Culvert	\$17,985.00
					\$17,985.00

Vendor: Vantagepoint Transfer Agents - 108991

Check Number: 52698

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031021	3/9/2021	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: 52699

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031021	3/9/2021	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	\$2,584.18
					\$2,584.18

Vendor: Verizon Northwest

Check Number: 52802

Invoice No	Check Date	Account Number	Account Name	Description	Amount
9874000596	3/17/2021	001 008 521 20 42 00	LE-Communication	Wireless Phone Service PD	\$2,728.06
9874540313	3/17/2021	001 001 513 10 42 00	Executive - Communication	Wireless Phone Service Executive	\$42.01
9874540313	3/17/2021	001 007 558 50 42 00	PL-Communication	Wireless Phone Service Planning	\$298.47
9874540313	3/17/2021	001 001 511 60 42 00	Legislative - Communication	Wireless Phone Service Council	\$397.59
9874540313	3/17/2021	410 016 531 10 42 00	SW-Communications	Wireless Phone Service PW	\$570.52
9874540313	3/17/2021	001 006 518 80 42 00	IT-Communications	Wireless Phone Service IT	\$300.79
9874540313	3/17/2021	001 007 559 30 42 00	PB-Communication	Wireless Phone Service Building	\$337.78
9874540313	3/17/2021	001 002 513 11 42 00	AD-Communications	Wireless Phone Service Admin	\$41.71
9874540313	3/17/2021	001 010 576 80 42 00	PK-Communication	Wireless Phone Service PW	\$570.53
9874540313	3/17/2021	001 003 514 20 42 00	CC-Communications	Wireless Phone Service Clerk	\$42.01
9874540313	3/17/2021	101 016 543 30 42 00	ST-Communications	Wireless Phone Service PW	\$570.52
9874540313	3/17/2021	001 005 518 10 42 00	HR-Communications	Wireless Phone Service HR	\$83.72
					\$5,983.71

Vendor: Washington Audiology Services

Check Number: 52803

Invoice No	Check Date	Account Number	Account Name	Description	Amount
58616	3/17/2021	001 010 576 80 41 00	PK-Professional Services	Hearing Tests - PW	\$257.09
58616	3/17/2021	410 016 531 10 41 01	SW-Professional Services	Hearing Tests - PW	\$514.18

58616	3/17/2021	101 016 542 30 41 02	ST-Professional Service	Hearing Tests - PW	\$514.18
					\$1,285.45

Vendor: Washington State Criminal Justice

Check Number: 52804

Invoice No	Check Date	Account Number	Account Name	Description	Amount
201134933	3/17/2021	001 008 521 40 49 01	LE-Registration Fees	Registration - Collision Investigation - Carter	\$100.00
					\$100.00

Vendor: Washington State Dept of Enterprise Svcs

Check Number: 52805

Invoice No	Check Date	Account Number	Account Name	Description	Amount
71133944	3/17/2021	001 007 559 30 41 00	PB-Professional Srv	Consultant Services Lean Training - Mumma	\$122.00
71133944	3/17/2021	001 001 513 10 49 00	Executive - Miscellaneous	Consultant Services Lean Training - Gailey	\$122.00
71133944	3/17/2021	001 007 558 50 41 00	PL-Professional Servic	Consultant Services Lean Training - Wright	\$122.00
71133944	3/17/2021	001 010 576 80 41 00	PK-Professional Services	Consultant Services Lean Training - Durpos/Halverson/Kane/Eshlem	\$97.60
71133944	3/17/2021	001 005 518 10 41 00	HR-Professional Services	Consultant Services Lean Training - Warrington/Good	\$244.00
71133944	3/17/2021	001 006 518 80 41 00	IT-Professional Services	Consultant Services Lean Training - Stevens T/Pena	\$244.00
71133944	3/17/2021	001 008 521 20 41 00	LE-Professional Services	Consultant Services Lean Training - Dyer/Beazizo/Uber	\$366.00
71133944	3/17/2021	101 016 542 30 41 02	ST-Professional Service	Consultant Services Lean Training - Durpos/Halverson/Kane/Eshlem	\$195.20
71133944	3/17/2021	001 002 513 11 41 00	AD-Professional Services	Consultant Services Lean Training - Brazel	\$122.00
71133944	3/17/2021	410 016 531 10 41 01	SW-Professional Services	Consultant Services Lean Training - Durpos/Halverson/Kane/Eshlem	\$195.20
71133944	3/17/2021	001 003 514 20 41 00	CC-Professional Services	Consultant Services Lean Training - Chelin	\$122.00
71133944	3/17/2021	001 004 514 23 41 00	FI-Professional Service	Consultant Services Lean Training - Stevens B/Round/Crim	\$366.00
					\$2,318.00

Vendor: Washington State Patrol

Check Number: 52806

Invoice No	Check Date	Account Number	Account Name	Description	Amount
I21004765	3/17/2021	633 000 589 30 00 10	Gun Permit - WSP Remittance	Weapons Permit Background Checks	\$516.75
					\$516.75

Vendor: Washington State Support Registry

Check Number: 0

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031021	3/9/2021	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	\$569.50
					\$569.50

Vendor: Wave Broadband

Check Number: 52807

Invoice No	Check Date	Account Number	Account Name	Description	Amount
103946401-0008691	3/17/2021	001 008 521 20 42 00	LE-Communication	Telephone Service	\$2,462.53
103946401-0008691	3/17/2021	001 012 575 50 42 00	CS- Pavillion - Communication	Telephone Service	\$72.40
103946401-0008691	3/17/2021	101 016 543 30 42 00	ST-Communications	Telephone Service Shop	\$416.66
103946401-0008691	3/17/2021	410 016 531 10 42 00	SW-Communications	Telephone Service Shop	\$416.66
103946401-0008691	3/17/2021	001 012 575 30 42 00	CS- Museum - Communications	Telephone Service Museum	\$72.40
103946401-0008691	3/17/2021	001 006 518 80 42 00	IT-Communications	Telephone Service	\$217.19
103946401-0008691	3/17/2021	001 007 558 50 42 00	PL-Communication	Telephone Service	\$470.84
103946401-0008691	3/17/2021	001 005 518 10 42 00	HR-Communications	Telephone Service	\$72.39
103946401-0008691	3/17/2021	001 004 514 23 42 00	FI-Communications	Telephone Service	\$144.80
103946401-0008691	3/17/2021	001 013 518 20 42 00	GG-Communication	Telephone Service	\$289.59
103946401-0008691	3/17/2021	510 006 518 80 49 04	LR - WaveBroadband Fiber Lease	Fiber Leases	\$632.70
103946401-0008691	3/17/2021	001 002 513 11 42 00	AD-Communications	Telephone Service	\$72.40

103946401-0008691	3/17/2021	001 003 514 20 42 00	CC-Communications	Telephone Service	\$144.80
103946401-0008691	3/17/2021	001 007 559 30 42 00	PB-Communication	Telephone Service	\$72.40
<b>\$5,557.76</b>					

Vendor: Western Conference of Teamsters Pension Trust

Check Number: 52700

Invoice No	Check Date	Account Number	Account Name	Description	Amount
031021	3/9/2021	001 000 282 00 00 00	Payroll Liability Retirement	Employee Contributions - Teamster Pension	\$3,681.36
<b>\$3,681.36</b>					

Vendor: Western Systems Inc

Check Number: 52808

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0000046162	3/17/2021	302 010 594 76 61 12	PM - North Cove Phase 3	Crossing Lights - Solar/Pole Mount/Battery/Lightbar/Harness	\$7,987.90
<b>\$7,987.90</b>					

Vendor: Willards Pest Control Co

Check Number: 52809

Invoice No	Check Date	Account Number	Account Name	Description	Amount
353528	3/17/2021	001 008 521 50 48 00	LE-Facility Repair & Maint	Pest Control PD S Lake Stevens Rd	\$87.20
<b>\$87.20</b>					

Vendor: WM Corporate Services Inc

Check Number: 52810

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0023613-2236-1	3/17/2021	302 010 594 76 61 12	PM - North Cove Phase 3	Dumpster Service - Landry House Demo	\$18,171.80
0023719-2236-6	3/17/2021	101 016 542 30 49 00	ST-Miscellaneous	Dumpster Service - Late Charge	\$20.00
9069317-4968-1	3/17/2021	001 013 518 20 47 02	GG-Utilities for Rentals	Dumpster Service - 1825 S Lake Stevens Rd Comm	\$373.29
9069317-4968-1	3/17/2021	001 008 521 50 47 00	LE-Facility Utilities	Dumpster Service - Police Conference Center	\$373.28
<b>\$18,938.37</b>					

Vendor: WSAPT

Check Number: 52811

Invoice No	Check Date	Account Number	Account Name	Description	Amount
040819 WSAPT(2)	3/17/2021	001 007 559 30 49 01	PB-Staff Development	Reissue - 2019 Registration WSAPT Spring Conf - Meyers	\$200.00
120419 WSAPT(2)	3/17/2021	001 007 559 30 49 00	PB-Miscellaneous	Reissue - WSAPT Membership - Meyers/Fenrich	\$45.00
120419 WSAPT(2)	3/17/2021	001 007 558 50 49 00	PL-Miscellaneous	Reissue - WSAPT Membership - Meyers/Fenrich	\$45.00
<b>\$290.00</b>					

Vendor: Zippy Fiber

Check Number: 52812

Invoice No	Check Date	Account Number	Account Name	Description	Amount
0321 ZIPLY	3/17/2021	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Control Modem	\$65.95
0321 ZIPLY	3/17/2021	001 012 575 30 42 00	CS- Museum - Communications	Telephone Services Museum	\$220.41
<b>\$286.36</b>					

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

Tuesday, March 2, 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, Marcus Tageant 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, Senior Planner David Levitan, Assistant Planner Jill Needham and Building Official Ryan Mumma

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Mayor Gailey called the workshop to order at 6:00 p.m.

Title 17 Amendments to Code Enforcement Process Discussion

Building Official Mumma stated that as discussed in a prior council work session on November 17, 2020, staff is proposing to amend the Lake Stevens Municipal Code regarding enforcement of violations of municipal code. To this end, staff has been working on edits to revamp and streamline the process and complete general housekeeping of the code. These amendments are aimed to clarify the current process, remove conflicting provisions, and create additional enforcement tools for efficiency in resolving violation cases.

The Lake Stevens Municipal Code currently has one title, Chapter 17, which is dedicated to enforcement of criminal and civil violations of municipal code. However, there are conflicting provisions for enforcement of violations and/or penalties in at least three other titles, Chapters 8, 9, and 14. By combining or repealing some of these provisions staff believes the enforcement procedures will be more effective, while still retaining the primary goal of obtaining voluntary compliance and reserving the need for monetary penalties, advanced enforcement, and abatement by the City only where voluntary compliance cannot be achieved. Staff will present draft portions of the updated Chapter 17 over separate council sessions for council review of the progress to date. Ultimately, staff will present a complete and final draft of Chapter 17 for council's review and approval.

Council discussed the amendments. This item will come back for further discussion at a future Council Meeting.

Permissible Use Chapter Revisions Update Discussion

Assistant Planner Needham explained that staff introduced potential amendments to the Permissible Uses Chapter of the Land Use Code (LSMC 14.40) during the Council's December 1, 2020 Workshop Meeting. Over the past three months, staff has continued to work with the Planning Commission on ways to consolidate uses, reduce or eliminate redundant land use processes, and establish clear and objective performance standards for specific uses. At the Commission's January 6 and February 3 meetings, staff introduced drafts of three new tables for the three different use categories: Residential, Non-Residential, and Special Uses. The three

tables are included in Exhibits 1, 2, and 3, respectively, and staff continues to fill them in and add footnotes and links to relevant code sections.

As reviewed with the Commission, staff has separated the uses contained in the existing permissible use table (Table 14.40-I) into the three tables identified above. Uses are generally classified using the North American Industrial Classification System (NAICS) in order to better integrate the permissible use table with the City's business license program. NAICS codes are shown in the left-hand column of each table, as applicable. Individual use classifications are included in the second left most column with zones running along the top row. Zones not present in the current use table have been added to the proposed table drafts, including the Commercial District (CD), Business District (BD), and the Central Business District (CBD). Although these zones are mostly contained within Subareas, each zone contains some parcels located outside of the subarea boundaries. Subarea permissible uses are currently included in their own chapter, LSCM 14.38, and are proposed to stay separate from Chapter 14.40. Staff will continue to work with Planning Commission regarding the interaction between these two chapters.

Staff will be discussing the use of performance standards and the applicability of the Conditional Use Permit process and Administrative Conditional Use Permit process with the Planning Commission at their March 17, 2021 meeting. As staff continues its work, it anticipates holding two additional work sessions with the Planning Commission and one additional work session with City Council prior to holding public hearings, which are likely to occur in late spring or early summer 2021.

*Note: Councilmember Frederick arrived at 6:25 p.m.*

The Council discussed the revisions. This item will come back for further discussion at a future Council Meeting.

The Council discussed Aquafest for 2021. Decisions will need to be made soon about this year's Aquafest.

City Administrator Brazel relayed to Council that from now on the Council staff reports, there will be a line added to indicate that the City Attorney has reviewed.

Mayor Gailey reported that the row house is being prepped to be moved on Tuesday.

**Adjourn:**

Hearing no further business, the meeting adjourned at 6:32 p.m.

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Brett Gailey, Mayor

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Kelly M. Chelin, City Clerk

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

Tuesday, March 9, 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, Marcus Tageant 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, Senior Planner David Levitan and City Attorney Greg Rubstello

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

**Citizen Comments:**

Robin McGee. Ms. McGee stated that she wanted to show support for equity and inclusion training. She believes inclusion is important with the City's diverse population.

**Council Business:**

Councilmember Tageant stated that he attended the last Parks Board meeting. If anyone has any project ideas for this year, please get them to staff.

Councilmember Dickinson thanked Public Works for the speed limit sign in front of the Senior Center.

**Mayor Business:**

Mayor Gailey stated that he will be going out with a few Councilmembers to paint over some graffiti in the City. He stated the lake level is low. Lastly, the City of Lake Stevens was ranked 7<sup>th</sup> safest City in the State.

**Joint Public Hearing with Snohomish County Council and Lake Stevens Sewer District**

**Southeast Interlocal Annexation (LUA2020-0117)**

At 6:12 p.m., Mayor Gailey welcomed the Snohomish County Council and the Lake Stevens Sewer District. He referenced Lake Stevens' City Ordinance No. 1112, the Sewer District's Resolution No. 996, and Snohomish County's Ordinance No. 21-005, and the SE Interlocal Annexation. He called the joint public hearing to order at 6:13 p.m.

Mayor Gailey provided opening remarks and described the process for the hearing.

All Councilmembers were present along with the Snohomish County Council and Lake Stevens Sewer District Board:

Snohomish County Council – All five members present  
Chair Stephanie Wright  
Vice-Chair Megan Dunn  
Councilmember Jared Mead  
Councilmember Nate Nehring  
Councilmember Sam Low

Lake Stevens Sewer Commission – All three members present  
Dan Lorentzen  
Kevin Kosche  
Jennifer Stevenson

Senior Planner Levitan and Eileen Canola, Snohomish County Senior Planner, provided a PowerPoint presentation and spoke, in detail, about the City of Lake Stevens' Southeast Annexation.

Senior Planner Levitan explained the process for the evening. He responded to questions from Councilmembers and Commissioners.

At 6:40 p.m., Mayor Gailey opened the hearing for public comments.

The following residents spoke to the annexation:

- Sally Jo Sebring, 1023 99<sup>th</sup> Avenue SE, Lake Stevens, Washington 98258, provided comments in opposition.
- Tom Matlack, provided comments in opposition.
- Kate MacKenzie, provided comments in support.
- Michael Jones, provided comments in opposition.
- Garrett Welch, provided comments in opposition.
- Janice Huxford, provided comments in opposition.
- Stu (*no last name provided*). After multiple attempts, Stu was unable to connect and Mayor Gailey suggested he email comments to the City of Lake Stevens.

Mayor Gailey closed the public comment portion of the meeting at 7:00 p.m.

Senior Planner Levitan provided additional information and lengthy discussion ensued between City and County Councilmembers, Sewer Board, Police Department, and staff. Staff responded

to various questions, including questions related to police department staffing, FCS report, notification process, population, review process, needs, and methods of annexations.

Snohomish County Councilmember Low read a disclosure that explained his wife is the General Manager for the Lake Stevens Sewer District. In appearance of fairness and potential conflicts he stated he will be abstaining from the vote and any deliberations on this matter.

Discussion ensued regarding options and possibilities of proceeding with an advisory vote method annexation. The general consensus of the three bodies was that continued conversation is necessary to evaluate the next step in the process and to determine the best ways of moving forward.

Responding to Lake Stevens Councilmember Petershagen, City Attorney Greg Rubstello stated he will need to do some research to verify if the City has authority to call for an advisory vote, as that might be something the County has to do.

County Council Chair Wright and Councilmembers offered comments and discussed the option of an advisory vote and rescheduling the hearing to a later date.

Snohomish County Council Clerk read the County Ordinance title into the record: Ordinance 21-005, approving and authorizing the County Executive to sign an Interlocal Agreement Between Snohomish County, the City of Lake Stevens, and the Lake Stevens Sewer District for the Southeast Interlocal Annexation.

Mayor Gailey closed the public hearing at 7:58 p.m.

**MOTION.** Councilmember Dickinson made a motion, seconded by Councilmember Petershagen, to move forward with an advisory vote and continue dialogue with the public.

Councilmember Jorstad provided a friendly amendment to the motion to continue to work with the County Council to pursue an advisory vote and to get advice from legal counsel on how best to proceed. Councilmember Dickinson agreed with the friendly amendment.

**AMENDMENT TO THE MOTION.** Councilmember Petershagen made an amendment to the motion, seconded by Councilmember Jorstad, to bring the advisory vote to the primary election in August 2021. The amendment passed 7-0-0-0.

**ORIGINAL MOTION AS AMENDED:** The motion passed 7-0-0-0.

**COUNTY MOTION.** Snohomish County Vice-Chair Dunn made a motion to move Ordinance No. 21-005 to a future Council Committee of the Whole and to schedule a future hearing date. Councilmember Mead seconded the motion. The motion passed 4-0-1 with Councilmember Low abstaining.

Lake Stevens Sewer Board President Lorentzen read the Sewer Board Resolution title into the record:

Resolution No. 996, by the Board of Commissioners for the Lake Stevens Sewer District in Snohomish County, Washington. It would be formalizing the support for the southeast interlocal agreement pursuant to the Revised Code of Washington 35A.14.296

**SEWER DISTRICT MOTION.** Commissioner Kosche made a motion to continue deliberations on Resolution 996 to coincide with our City partners, both City and Council [County] as they continue their deliberations. Commissioner Stevenson seconded the motion. The motion passed unanimously.

Mayor Gailey adjourned the joint public hearing at 8:15 p.m.

**Consent Agenda:**

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

The consent agenda included the following:

- Vouchers
- City Council Special/Retreat Meeting Minutes of January 29-30, 2021
- City Council Meeting Minutes of February 16, 2021
- City Council Meeting Minutes of February 23, 2021
- Interlocal Agreement with Snohomish County for Jail Services
- Lake Stevens City Council Regular Meeting Agenda March 9, 2021
- Extension of the Interlocal Agreement with Snohomish County for Emergency Management Services
- Appoint Three Park Board Members
- Possession and use Agreement with Siegel (79th Ave SE Project)
- Possession and use Agreement with Tozer (79th Ave SE Project)
- United States Marshals Service Fugitive Task Force Memorandum of Understanding

**Executive Session:**

The meeting recessed to executive session to discuss Property Acquisition per RCW 42.30.110 (1) (c) and Collective Bargaining at 8:18 p.m. for approximately 15 minutes.

At 8:33 p.m., the executive session was extended to 8:38 p.m.

The meeting reconvened to regular session at 8:38 p.m.

**Action Items:**

**MOTION.** Councilmember Ewing made a motion, seconded by Councilmember Tageant, to authorize the Mayor to sign the 2021-2023 Collective Bargaining Agreement between the City and the Police Guild. The motion passed 7-0-0-0.

**Adjourn:**

**MOTION.** Councilmember Ewing made a motion, seconded by Councilmember Tageant, to adjourn the meeting at 8:39 p.m. The motion passed 7-0-0-0.

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Brett Gailey, Mayor

Kelly M. Chelin, City Clerk



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** March 23, 2021

**Subject:** 2021 Budget Amendment #1

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

**Budget Impact:** Yes

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

ADOPT: Ordinance No. 1113 Amending Budget Ordinance No. 1101

**SUMMARY/BACKGROUND:**

Throughout the year the City Council authorizes various purchase requests and agreements. At the time of authorization, the budget impact is presented to the Council as part of the information required in order for the Council to make an informed decision. The budget amendment follows to adjust the specific line items that will be affected by purchase or contract award.

Due to revenue receipts and expenditure costs outside of the expected values during the 2021 budget process, the 2020 ending fund balances are different from what was adopted in the 2021 budget as beginning balances. The amendments made to beginning fund balances reflect the actual 2020 ending fund balances.

In addition to the beginning balances, amendments are being proposed in revenue and expenditure line items throughout the funds. Proposed amendments are based changes in estimates (based on prior year actuals and current year actuals to date), prior year budgeted items not completed during the year (need reauthorization), new requests, or other obligations.

***No additional changes have been made since presented on March 16, 2021.***

**Summary of Ordinance 1113 - Amendment #1 to the 2021 Budget – CITYWIDE**

Budget Action	Budgeted Beginning Balance	Budgeted Resources	Budgeted Expenditures	Budgeted Ending Balance
2021 Original Budget - 1101	\$25,518,386	\$38,225,184	\$39,610,191	\$24,133,378
Budget Amendment #1 - 1113	\$5,737,458	\$25,420,906	\$27,464,079	\$3,694,285
<b>Totals</b>	<b>\$31,255,844</b>	<b>\$63,646,090</b>	<b>\$67,074,270</b>	<b>\$27,827,663</b>

**Summary of Ordinance 1113 – Amendment #1 to 2021 Budget by FUND**

Fund #	Fund Name	Change in Beginning Balance	Change in Resources	Change in Expenditures	Change in Ending Balance
001	General	(\$1,899,740)	\$3,000,000	\$323,098	\$777,162
101	Street	\$643,736	\$20,000	\$370,231	\$293,505
111	Drug Seizure & Forfeiture	\$827,430	\$0	\$50,000	\$777,430
112	Municipal Arts Fund	\$7,142	\$0	\$10,000	(\$2,858)
214	2019A LTGO Bond	\$0	\$506	\$506	\$0
301	Cap. Proj.-Dev. Contrib.	\$2,485,143	\$275,000	\$826,662	\$1,933,481
302	Park Mitigation	(\$377,786)	\$100,000	\$690,014	(\$967,800)

303	Cap. Imp.-REET	\$511,592	\$0	\$164,738	\$346,854
304	Cap. Improvements	\$1,392,319	\$1,536,232	\$2,803,076	\$125,475
306	Facility Capital Project	\$747,322	\$55,551	\$802,873	\$0
307	Infrastructure Capital Project	\$0	\$20,427,000	\$20,427,000	\$0
309	Sidewalk Capital Project	\$199,231	\$0	\$123,845	\$75,386
310	20th Street SE Corridor CP	\$126	\$0	\$0	\$126
401	Sewer	\$207	\$0	(\$15,288)	\$15,495
410	Storm and Surface Water	\$1,305,956	\$6,617	\$53,322	\$1,259,251
411	Storm Water Capital	(\$104,296)	\$0	\$841,612	(\$945,908)
501	Unemployment	\$3,676	\$0	\$0	\$3,676
510	Equipment Fund - Computers	\$36,619	\$0	\$4,940	\$31,679
515	Equipment Fund - Vehicles	(\$115)	\$0	\$0	(\$115)
520	Equipment Fund-Police	\$23,560	\$0	\$0	\$23,560
530	Equipment Fund-PW	(\$27,149)	\$0	\$0	(\$27,149)
540	Aerator Equip (Lake Treatment)	(\$39,632)	\$0	(\$12,550)	(\$27,082)
633	Treasurer's Trust	\$2,117	\$0	\$0	\$2,117
<b>Total</b>		<b>\$5,737,458</b>	<b>\$25,420,906</b>	<b>\$27,464,079</b>	<b>\$3,694,285</b>

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**APPLICABLE CITY POLICIES:**

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

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**BUDGET IMPACT:**

The budget ordinance will amend the beginning and ending balances, revenues and expenditures in the funds set forth in the ordinance.

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**ATTACHMENTS:**

- Exhibit: Ordinance No. 1113
- Exhibit: Budget Amendment #1 - Details

**CITY OF LAKE STEVENS  
LAKE STEVENS, WASHINGTON  
ORDINANCE NO. 1113**

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, AMENDING THE 2021 BUDGET AS SET FORTH IN ORDINANCE NO. **1101** CONCERNING FUND BALANCES, REVENUES AND EXPENDITURES FOR VARIOUS FUND BALANCES FOR THE YEAR 2021; PROVIDING FOR SUMMARY PUBLICATION BY ORDINANCE TITLE, AND FOR AN EFFECTIVE DATE.

WHEREAS, the City of Lake Stevens adopted the 2021 budget pursuant to Ordinance No. 1101; and

WHEREAS, the City of Lake Stevens will receipt revenues and incur expenditures in categories and amounts other than anticipated in the adopted 2021 budget; and

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

SECTION 1. The 2021 budget, as adopted in Ordinance No. 1101, is hereby amended as follows:

<b>Fund</b>	<b>Description</b>	<b>Current Budget</b>	<b>Amended Budget</b>	<b>Amount of Inc/(Dec)</b>	<b>ExpRev</b>
001 - General	Beginning Fund Balance	\$12,298,604	\$10,398,864	(\$1,899,740)	BegBal.
001 - General	Revenues	\$16,254,227	\$19,254,227	\$3,000,000	Rev.
001 - General	Expenditures	\$17,499,576	\$17,822,674	\$323,098	Exp.
001 - General	Ending Fund Balance	\$11,053,255	\$11,830,417	\$777,162	EndBal.
101 - Street	Beginning Fund Balance	\$1,983,766	\$2,627,502	\$643,736	BegBal.
101 - Street	Revenues	\$2,558,470	\$2,578,470	\$20,000	Rev.
101 - Street	Expenditures	\$3,012,899	\$3,383,130	\$370,231	Exp.
101 - Street	Ending Fund Balance	\$1,529,337	\$1,822,842	\$293,505	EndBal.
111 - Drug Seizure & Forfeiture	Beginning Fund Balance	\$41,295	\$868,725	\$827,430	BegBal.
111 - Drug Seizure & Forfeiture	Expenditures	\$12,572	\$62,572	\$50,000	Exp.
111 - Drug Seizure & Forfeiture	Ending Fund Balance	\$33,843	\$811,273	\$777,430	EndBal.
112 - Municipal Arts	Beginning Fund Balance	\$21,343	\$28,485	\$7,142	BegBal.
112 - Municipal Arts	Expenditures	\$25,000	\$35,000	\$10,000	Exp.
112 - Municipal Arts	Ending Fund Balance	\$6,563	\$3,705	(\$2,858)	EndBal.
214 - 2019A LTGO Bond	Revenues	\$464,233	\$464,739	\$506	Rev.
214 - 2019A LTGO Bond	Expenditures	\$464,233	\$464,739	\$506	Exp.
301 - Cap. Proj - Dev. Contrib.	Beginning Fund Balance	\$0	\$2,485,143	\$2,485,143	BegBal.
301 - Cap. Proj - Dev. Contrib.	Revenues	\$5,499,442	\$5,774,442	\$275,000	Rev.
301 - Cap. Proj - Dev. Contrib.	Expenditures	\$4,319,200	\$5,145,862	\$826,662	Exp.
301 - Cap. Proj - Dev. Contrib.	Ending Fund Balance	\$1,180,242	\$3,113,723	\$1,933,481	EndBal.
302 - Park Mitigation	Beginning Fund Balance	\$840,898	\$463,112	(\$377,786)	BegBal.
302 - Park Mitigation	Revenues	\$1,225,000	\$1,325,000	\$100,000	Rev.
302 - Park Mitigation	Expenditures	\$1,435,000	\$2,125,014	\$690,014	Exp.
302 - Park Mitigation	Ending Fund Balance	\$630,898	(\$336,902)	(\$967,800)	EndBal.
303 - Cap. Imp. - REET I	Beginning Fund Balance	\$4,106,158	\$4,617,750	\$511,592	BegBal.
303 - Cap. Imp. - REET I	Expenditures	\$795,707	\$960,445	\$164,738	Exp.
303 - Cap. Imp. - REET I	Ending Fund Balance	\$4,450,451	\$4,797,305	\$346,854	EndBal.

	Beginning Fund Balance	\$2,177,005	\$3,569,324	\$1,392,319	BegBal.
304 - Cap. Imp. - REET II	Revenues	\$1,225,000	\$2,761,232	\$1,536,232	Rev.
304 - Cap. Imp. - REET II	Expenditures	\$700,000	\$3,503,076	\$2,803,076	Exp.
304 - Cap. Imp. - REET II	Ending Fund Balance	\$2,702,005	\$2,827,480	\$125,475	EndBal.
305 - Downtown Development	Beginning Fund Balance	\$0	\$0	\$0	BegBal.
306 - Facility Capital Project	Beginning Fund Balance	\$200,000	\$947,322	\$747,322	BegBal.
306 - Facility Capital Project	Revenues	\$0	\$55,551	\$55,551	Rev.
306 - Facility Capital Project	Expenditures	\$200,000	\$1,002,873	\$802,873	Exp.
307 - Infrastructure Capital Project	Revenues	\$0	\$20,427,000	\$20,427,000	Rev.
307 - Infrastructure Capital Project	Expenditures	\$0	\$20,427,000	\$20,427,000	Exp.
309 - Sidewalk Capital Projects	Beginning Fund Balance	\$605,448	\$804,679	\$199,231	BegBal.
309 - Sidewalk Capital Projects	Expenditures	\$300,001	\$423,846	\$123,845	Exp.
309 - Sidewalk Capital Projects	Ending Fund Balance	\$310,447	\$385,833	\$75,386	EndBal.
310 - 20th Street SE Corridor CP	Beginning Fund Balance	\$0	\$126	\$126	BegBal.
310 - 20th Street SE Corridor CP	Ending Fund Balance	\$0	\$126	\$126	EndBal.
401 - Sewer	Beginning Fund Balance	\$134,806	\$135,013	\$207	BegBal.
401 - Sewer	Expenditures	\$1,151,281	\$1,135,993	(\$15,288)	Exp.
401 - Sewer	Ending Fund Balance	\$36,806	\$52,301	\$15,495	EndBal.
410 - Storm & Surface Water	Beginning Fund Balance	\$477,329	\$1,783,285	\$1,305,956	BegBal.
410 - Storm & Surface Water	Revenues	\$3,631,200	\$3,637,817	\$6,617	Rev.
410 - Storm & Surface Water	Expenditures	\$3,746,194	\$3,799,516	\$53,322	Exp.
410 - Storm & Surface Water	Ending Fund Balance	\$362,335	\$1,621,586	\$1,259,251	EndBal.
411 - Storm Water Capital	Beginning Fund Balance	\$1,156,782	\$1,052,486	(\$104,296)	BegBal.
411 - Storm Water Capital	Expenditures	\$1,694,689	\$2,536,301	\$841,612	Exp.
411 - Storm Water Capital	Ending Fund Balance	\$462,693	(\$483,215)	(\$945,908)	EndBal.
501 - Unemployment Fund	Beginning Fund Balance	\$37,663	\$41,339	\$3,676	BegBal.
501 - Unemployment Fund	Ending Fund Balance	\$22,962	\$26,638	\$3,676	EndBal.
510 - Equip Fund - Computer	Beginning Fund Balance	\$178,061	\$214,680	\$36,619	BegBal.
510 - Equip Fund - Computer	Expenditures	\$442,664	\$447,604	\$4,940	Exp.
510 - Equip Fund - Computer	Ending Fund Balance	\$110,464	\$142,143	\$31,679	EndBal.
515 - Equip Fund - Vehicles	Beginning Fund Balance	\$41,146	\$41,031	(\$115)	BegBal.
515 - Equip Fund - Vehicles	Ending Fund Balance	\$56,496	\$56,381	(\$115)	EndBal.
520 - Equip Fund - Police	Beginning Fund Balance	\$315,853	\$339,413	\$23,560	BegBal.
520 - Equip Fund - Police	Ending Fund Balance	\$347,153	\$370,713	\$23,560	EndBal.
530 - Equip Fund - PW	Beginning Fund Balance	\$837,162	\$810,013	(\$27,149)	BegBal.
530 - Equip Fund - PW	Ending Fund Balance	\$810,162	\$783,013	(\$27,149)	EndBal.
540 - Aerator Replacement	Beginning Fund Balance	\$65,066	\$25,434	(\$39,632)	BegBal.
540 - Aerator Replacement	Expenditures	\$38,000	\$25,450	(\$12,550)	Exp.
540 - Aerator Replacement	Ending Fund Balance	\$27,266	\$184	(\$27,082)	EndBal.
633 - Treasurer's Trust	Beginning Fund Balance	\$0	\$2,117	\$2,117	BegBal.
633 - Treasurer's Trust	Ending Fund Balance	\$0	\$2,117	\$2,117	EndBal.

**SECTION 2.** Except as set forth above, all other provisions of Ordinance 1101 shall remain in full force, unchanged.

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

PASSED by the City Council of the City of Lake Stevens this 23rd day of March, 2021.

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Brett Gailey, Mayor

ATTEST/AUTHENTICATION:

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Kelly Chelin, City Clerk

APPROVED AS TO FORM:

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Greg Rubstello, City Attorney

Presented: March 16, 2021  
Final Reading: March 23, 2021

Published:

Effective:

Project	Fund	Fund #	Revenue/Expenditure Account	Type	Total Amended	Notes	N
Operations	GF	001	Executive Salaries	Exp	\$28,000	Salary Commission Recommendation (\$108K)	CA
Operations	GF	001	Executive Benefits	Exp	\$2,800	Increased Salary	CA
Operations	GF	001	UGA/Annexation	Exp	\$39,700	RF - Census Takers	RF
Operations	GF	001	LE - Donation	Exp	\$4,553	RF - Donation for PD - received 12/28/20	RF
Operations	GF	001	CS - Veteran Services	Exp	\$1,498	RF Remaining	RF
Operations	GF	001	GG-SnoCo Tomorrow	Exp	\$384	2021 Dues	Adj
Operations	ST	101	ST - Street Striping	Exp	\$52,605	RF	RF
Operations	ART	112	Art - Public Art	Exp	\$10,000	Art - Placeholder	Adj
Operations	PM	302	Tree Replacement Exp	Exp	\$30,000	RF - Placeholder	RF
Operations	SWC	411	SWC - Capital Purchases	Exp	\$25,000	RF - Utility Boat	RF
Operations	IT	510	LR - ClearGov	Exp	\$4,940	Budget Book Module Renewal	Adj
Operations	LKMT	540	Lake Maintenance Exp	Exp	(\$12,550)	Reduce Exp to Actual Cash Remaining in Fund	Adj
Hazard Pay	GF	001	Police Salaries	Exp	\$74,000	Placeholder though 2nd Qtr (Council 1/5/21)	CA
Hazard Pay	GF	001	Building Salaries	Exp	\$3,000	Placeholder though 2nd Qtr (Council 1/5/21)	CA
Hazard Pay	GF	001	General Gov't (PW)	Exp	\$1,700	Placeholder though 2nd Qtr (Council 1/5/21)	CA
Hazard Pay	GF	001	Parks Salaries (PW)	Exp	\$3,400	Placeholder though 2nd Qtr (Council 1/5/21)	CA
Hazard Pay	ST	101	Street Salaries (PW)	Exp	\$6,200	Placeholder though 2nd Qtr (Council 1/5/21)	CA
Hazard Pay	SWM	410	SWM Salaries (PW)	Exp	\$6,700	Placeholder though 2nd Qtr (Council 1/5/21)	CA
WCIA Insurance	GF	001	LE - Insurance	Exp	\$12,527	Property Valuation Doubled (Mill, PD, Parks)	Adj
WCIA Insurance	GF	001	PK - Insurance	Exp	\$3,890	Property Valuation Doubled (Mill, PD, Parks)	Adj
WCIA Insurance	GF	001	GG - Insurance	Exp	\$8,790	Property Valuation Doubled (Mill, PD, Parks)	Adj
WCIA Insurance	ST	101	ST - Insurance	Exp	\$5,602	Property Valuation Doubled (Mill, PD, Parks)	Adj
WCIA Insurance	SWM	410	SW - Insurance	Exp	\$4,372	Property Valuation Doubled (Mill, PD, Parks)	Adj
SWM Fees	GF	001	SWM - Drainage	Exp	\$449	City Owned Parcels	Adj
SWM Fees	GF	001	SWM - Drainage	Exp	\$6,227	City Owned Park Parcels	Adj
SWM Fees	Street	101	SWM - Drainage	Exp	(\$2,681)	City Shop Parcels	Adj
SWM Fees	SWM	410	SWM - Drainage	Exp	\$2,489	City Shop Parcels	Adj
SWM Fees	Sewer	401	SWM - Drainage	Exp	(\$15,288)	Sewer Parcels - Billed to District	Adj
SWM Fees	SWM	410	Storm Water Charges	Rev	\$6,617	City Owned Parcels	Adj
Bond Fees	Bond	214	2019A Bond Fees	Exp	\$506	Includes Pro Rated fee for 2020	Adj
Bond Fees	Bond	303	Transfer Out New PD	Exp	\$50	Transfer to cover bond fee	Adj
Bond Fees	Bond	214	Interfund Transfer In	Rev	\$506	Transfer to cover bond fee	Adj
Retainage	ST	101	PW Retainage	Rev	\$20,000	Add for current year Overlay project	Adj
Retainage	ST	101	Retainage Release	Exp	\$25,000	RF Release - Add for current year project	RF
Retainage	PM	302	Retainage	Rev	\$100,000	Account for Retainage on Projects	Adj
Retainage	PM	302	Retainage Release	Exp	\$100,000	Account for Retainage Release on Projects	Adj
Retainage	R1	303	Retainage Release	Exp	\$1,000	RF Release of Retainage	RF

Project	Fund	Fund #	Revenue/Expenditure Account	Type	Total Amended	Notes	N
Park - Frontier Hgts	R2	304	Commerce Grant	Rev	\$121,250	Frontier Hgts Playground Grant - RF	RF
Park - NC	PM	302	PM - North Cove Capital	Exp	\$421,128	RF Remaining	RF
Park - Cavelero	PM	302	PM - Cavelero Park	Exp	\$56,000	RF Remaining - Park Sign	RF
SWM - Outlet	SWM	410	SW - Capital Expenditure	Exp	\$39,761	RF Remaining Davido Consulting Contract	RF
SWM - Decant Facility	SWC	411	Decant Facility Project	Exp	\$406,412	RF	RF
SWM - Callow Rd	SWC	411	Callow Road Drainage	Exp	\$34,739	RF	RF
SWM - Cath Crk Bridge	SWC	411	Catherine Creek/36th St Bridge	Exp	\$54,614	RF	RF
GG - Civic Center	R1	303	Civic Center	Exp	\$163,688	RF Remaining - Design	RF
Sidewalks - 117th	Sidewalk	309	Sidewalk Cap - 117th Ave NE	Exp	\$123,845	RF Design	RF
ST - 79th Ave SE	R2	304	79th Ave SE Access Rd	Exp	\$9,895	RF	RF
ST - Village Way	R2	304	Frontier Village Way	Exp	\$9,768	RF - Village Way Curbing	RF
Festival	PM	302	PM - Festival Street	Exp	\$7,620	RF Remaining - Design	RF
24th & 91st Ext	ICP	307	Charge for Service - Everett	Rev	\$627,000	Waterline Reimb - Everett (Estimated)	CA
24th & 91st Ext	ICP	307	Sale of Capital - Property	Rev	\$3,800,000	Property Sale (Estimated)	CA
24th & 91st Ext	ICP	307	2021A LTGO Bond Proceeds	Rev	\$13,000,000	Bond Revenues (\$3M Short Term)	CA
24th & 91st Ext	ICP	307	17005 - 24th & 91st Ext	Rev	\$3,000,000	TIB Grant (2022-2023)	CA
24th & 91st Ext	ICP	307	Transfer Bond/Loan Reimb	Exp	\$3,000,000	Reimburse Short Term Loan w/Grant Rev	CA
24th & 91st Ext	TM	301	17005 - 24th & 91st Ext	Exp	\$129,840	RF Remaining	RF
24th & 91st Ext	R2	304	17005 - 24th & 91st Ext	Exp	\$1,229,721	RF & Project Construction	RF
24th & 91st Ext	ICP	307	Project Construction Account	Exp	\$17,327,000	ROW Purchase & Project Construction (Estimated)	CA
24th & 91st Ext	ICP	307	2021A LTGO Bond Issuance	Exp	\$100,000	Bond Issuance Fees (Estimated)	CA
Trestle/HOV	R2	304	WSDOT Grant	Rev	\$1,414,982	RF Remaining Grant Revenues	RF
Trestle/HOV	R2	304	Trestle/HOV Lane	Exp	\$1,523,077	RF	RF
20th Fields/Powerline	PM	302	PM - 20th SE Fields/Powerline	Exp	\$75,266	RF Remaining	RF
20th St Soccer Fields	R2	304	Park Redevelopment Capital	Exp	\$30,615	RF Remaining for Soccer Fields	RF
20th St SE	TM	301	TIB - 20th St SE Grant	Rev	\$275,000	RF Remaining Grant Revenues expected	RF
20th St SE	TM	301	Interfund Loan Repay	Exp	\$3,000,000	20th St SE - Interfund Loan Repay RF	RF
20th St SE	GF Permit	003	Interfund Loan Repay Receipt	Rev	\$3,000,000	20th St SE - Interfund Loan Repay Receipt RF	RF
20th St SE	TM	301	20th St SE Design/PS	Exp	\$117,983	RF	RF
20th St SE	TM	301	20th St SE Phase II Construct	Exp	(\$2,421,161)	Error in budget. RF Remaining Only	RF
PW Shop	GF	001	PK - Capital Outlay	Exp	\$132,180	RF - PW Shop Remodel	RF
PW Shop	ST	101	ST - Capital Outlay	Exp	\$283,505	RF - PW Shop Remodel	RF
PW Shop	SWM Capital	411	SWC - PW Shop Remodel	Exp	\$320,847	RF - PW Shop Remodel	RF
PD	DS	111	Drug Seizure - Transfer Out	Exp	\$50,000	RF Remaining - Evidence Room Expenses	RF
PD	Facilities	306	Transfer In	Rev	\$50,000	Evidence Room Expenses	RF
PD	Facilities	306	Interest	Rev	\$2,000	Estimated Interest Earnings	RF
PD	Facilities	306	PW Retainage	Rev	\$3,551	RF Project Retainage	RF
PD	Facilities	306	Police Dept Project Account	Exp	\$657,558	RF - New PD (Est)	RF
PD	Facilities	306	PD Retainage Release	Exp	\$145,315	RF Retainage Release	RF



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** March 23, 2021

**Subject:** 2021 Bond Ordinance No. 1115

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

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

APPROVE Ordinance 1115, Amending Ordinance 1110 to Increase the Authorized Principal Amount of LTGO 2021A Bonds.

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**SUMMARY/BACKGROUND:**

The 2021A Limited Tax General Obligation (LTGO) bonds will be used to finance a portion of Public Works Project 17005 – 24<sup>th</sup> Street SE/91<sup>st</sup> 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.

Ordinance 1110 was approved by City Council on February 9, 2021 and authorized a bond issuance amount not to exceed \$6,500,000 principal. As discussed at the Council meeting of March 16<sup>th</sup>, the estimated cost of the Project has increased and will exceed the amount originally authorized by Ordinance 1110.

Ordinance 1115 amends the authorized principal amount to not exceed \$10,000,000 and amends the Project description to include the project name and number.

No other changes are made by this ordinance.

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**APPLICABLE CITY POLICIES:**

The Council is required to approve the issuance of bonds.

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**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.

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**ATTACHMENTS:**

► Exhibit A: Ordinance 1115 – Amending 2021A LTGO Bond Ordinance 1110

CITY OF LAKE STEVENS, WASHINGTON

ORDINANCE 1115

AN ORDINANCE of the City of Lake Stevens, Washington, relating to contracting indebtedness; amending Ordinance 1110 to increase the authorized principal amount of limited tax general obligation bonds of the City to be issued for the purpose of financing the cost of certain public capital improvements; ratifying and confirming certain prior acts; and providing for other related matters.

WHEREAS, by Ordinance 1110, passed on February 9, 2021, the City of Lake Stevens, Washington (the "City") provided for the issuance of limited tax general obligation bonds (the "Bonds") for the purposes of paying all or part of the cost of financing certain public capital improvements (the "Project") and issuing and selling the Bonds; and

WHEREAS, the City has not yet issued any of the Bonds authorized by Ordinance 1110, but since the passage of that ordinance, the estimated cost of the Project has increased and will exceed the amount originally authorized; and

WHEREAS, the City deems it desirable to increase the maximum authorized principal amount of limited tax general obligation bonds to provide funds for the Project;

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

**Section 1. Amendments to Section 1 (Definitions).** The following definitions set forth in Section 1 of the Ordinance 1110 are amended as set forth in this Section 1. Remaining defined terms shall have the meanings given in Ordinance 1110.

***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))~~\$10,000,000 in one or more series.

***Project*** means ~~((the improvements to certain real property))~~ 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, 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.

**Section 2. Amendments to Section 3 (Authorization and Description of the Bonds).**  
Section 3 of Ordinance 1110 is amended as follows:

*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, as amended by the substitute Exhibit A attached to this ordinance, 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))~~\$10,000,000. 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 3. 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 4. 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 5. 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 March 23, 2021.

CITY OF LAKE STEVENS, WASHINGTON

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

ATTEST:

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Kelly Chelin, City Clerk

## Exhibit A

### PARAMETERS FOR BOND SALE TERMS

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(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))~~  
\$10,000,000.

(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 and Conditions.

- (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. 1115 of the City (the "Ordinance"), duly passed at a regular meeting of the Council held on March 23, 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.

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Kelly Chelin, City Clerk



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** March 23, 2021

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**Subject:** Resolution 2021-08 Accepting Donation From Arts and Parks Foundation for Spencer Memorial

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<b>Contact</b>	Jill Meis, Parks Planning and Development	<b>Budget</b>	\$11,000.00
<b>Person/Department:</b>	Coordinator	<b>Impact:</b>	inflows

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

Adopt resolution 2021-08 accepting a donation made by the Arts and Parks Foundation on behalf of John Spencer to construct a reflection area in memoriam of Terri Spencer.

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**SUMMARY/BACKGROUND:**

John Spencer suggested a reflection area to be installed in North Cove Park adjacent to the shoreline to be a place to gather and remember or a quiet place to rest. The Arts and Parks Foundation has generously donated to funds for construction. The space is captured in the plans for North Cove and the construction is nearly complete.

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**APPLICABLE CITY POLICIES:** Ordinance 948 allow acceptance of donation greater than \$5,000.00.

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**BUDGET IMPACT:**

\$11,000.00 inflow

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**ATTACHMENTS:**

- Exhibit A: Draft Resolution

**CITY OF LAKE STEVENS  
LAKE STEVENS, WASHINTON**

**RESOLUTION NO. 2021-08**

**A RESOLUTION OF THE CITY OF LAKE STEVENS, WASHINGTON  
ACCEPTING A CASH DONATION FROM THE ARTS AND PARKS  
FOUNDATION FOR THE SPENCER REFLECTION AREA LOCATED IN  
NORTH COVE PARK.**

**WHEREAS**, RCW 35.21.100 and RCW 35A.11.010 allow cities to accept donated money or property by Ordinance; and

**WHEREAS**, Lake Stevens Ordinance 948 allows acceptance of donations of value greater than \$5,000 by City Council Resolution; and

**WHEREAS**, the Arts and Parks Foundation has made a generous donation on behalf of John Spencer of Eleven Thousand dollars (\$11,000.00), under conditions specified in Section 2; and

**WHEREAS**, the City is willing to fulfill the conditions expressed in Section 2 in exchange for the donation.

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

Section 1. Acceptance of Donation. The Lake Stevens City Council accepts the generous donation of Eleven Thousand dollars (11,000.00), provided by the Arts and Parks Foundation on behalf of John Spencer, and agrees to the specific uses as outlined in Section 2.

Section 2. Other Actions Authorized. The Lake Stevens City Council hereby authorizes the City Administrator or designee to take other actions necessary to implement this decision and to fulfill the City's obligations to include a reflection area in memoriam of Teri Spencer in North Cove Park at the agreed upon location adjacent to the shore north of the city pier.

PASSED by the City Council of the City of Lake Stevens and APPROVED by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

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Brett Gailey, Mayor

ATTEST:

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Kelly Chelin, City Clerk



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** March 23, 2021

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**Subject:** Quit Claim Deed to transfer the Wastewater Treatment Plant

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**Contact Person/Department:** Gene Brazel, City Administrator **Budget Impact:** \_\_\_\_\_

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

**Authorize the Mayor to sign the Quit Claim Deed to transfer the Wastewater Treatment Plant**

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**SUMMARY/BACKGROUND:**

Over the past several years, the Lake Stevens Sewer District has gone through the process of closing the decommissioned wastewater treatment plant per Department of Ecology standards, located at 400 Sunnyside Blvd. Southeast Parcel Id: 29051400102900 and 500 Sunnyside Blvd, Southeast Parcel Id: 29051400200500. The District is looking to surplus this property, appurtenances, real and personal property to the City of Lake Stevens.

The City of Lake Stevens hired The Riley Group to conduct an environmental study of the subject property to identify any potential environmental contaminants. The City is now ready to accept transfer of this asset. The City sees the subject property as part of the unified sewer system and therefore accepts the transfer of property, appurtenances, real and personal property in whole, in "as is" condition.

The District has brought forward a signed Quit Claim Deed to transfer the property. Any personal property will be transferred through a Bill of Sale at a later date or as necessary.

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**ATTACHMENTS:**

- Quit Claim Deed

When Recorded Return to:

Greg A. Rubstello  
Ogden Murphy Wallace, PLLC  
901 Fifth Avenue, Suite 3500  
Seattle, WA 98164

### **QUIT CLAIM DEED**

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**Reference Number(s) of Documents assigned or released:** None.

**Grantor:** Lake Stevens Sewer District, a sewer district organized under the laws of the State of Washington

**Grantee:** City of Lake Stevens, a municipal corporation of the State of Washington

**Tax Parcel No.:** 29051400102900 and 29051400200500

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WHEREAS, the Grantor, Lake Stevens Sewer District (“Grantor” or “District”), owns the real property described below (“real property”) which was formerly used for the operation of a wastewater treatment plant; and

WHEREAS, the Grantee, the City of Lake Stevens (“Grantee” or “City”), desires to acquire the real property for the benefit of its municipal purposes; and

WHEREAS, the real property was part of the “Unified Sewer System” as defined in the Unified Sewer Services And Annexation Agreement dated May 23, 2005 (“Unification Agreement”), as amended; and

WHEREAS, the real property is currently unutilized, not needed for District operations and is surplus to the Unified Sewer System thereby causing the District unnecessary expenses for its maintenance; and

WHEREAS, the City is willing to accept the transfer of ownership of the real property which would include any liability associated with ownership as well as assume the expenses related to the maintenance of the real property.

The Grantor, for and in consideration of good and valuable consideration including, but not limited to, relief from the expenses and potential liability from ownership, hereby conveys and quitclaims to Grantee all of Grantors' interest in and to the following described real estate, together with all improvements and appurtenances thereon and therein, situate in Snohomish County, State of Washington, together with all after acquired title of the Grantor therein:

**Parcel No. 1**

Property Description: SEC 14 TWP 29 RGE 05RT-11B) TH PTN S 330FT SW1/4 NE1/4 LY WLY CO RD; SITUATED IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON;

Snohomish County Parcel No.: 29051400102900;

Property Address: 400 Sunnyside Boulevard Southeast, Lake Stevens, WA 98258;

**Parcel No. 2**

Property Description: SEC 14 TWP 29 RGE 05 GOVT LOT 3 & N1/2 GOVT LOT 4 TGW S1/2 S1/2 SE1/4 NW1/4 & TGW THAT PTN OF NE1/4 SW1/4 LYING WLY OF OLYMPIC PIPELINE CO R/W EXC S 660FT & EXC N 330FT THOF SUBJ ESMT PUD NO 1; SITUATED IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON;

Snohomish County Parcel No.: 29051400200500

Property Address: 500 Sunnyside Boulevard Southeast, Lake Stevens, WA 98258

*Signature page to Quit Claim Deed*

DATED this 11<sup>th</sup> day of March, 2021.

**GRANTOR:**

**LAKE STEVENS SEWER DISTRICT**

Mariah Low  
By: Mariah Low  
Interim General Manager

STATE OF WASHINGTON )  
 ) ss.  
COUNTY OF SNOHOMISH )

I certify that I know or have satisfactory evidence that Mariah Low is the person who appeared before me, and said person acknowledged that said person is the Interim General Manager of the Lake Stevens Sewer District and that she signed this instrument and acknowledged it on behalf of said District as her free and voluntary act for the uses and purposes mentioned in this instrument.

GIVEN under my hand and official seal this 11<sup>th</sup> day of March, 2021.



Mary E. Coonrod  
(Print name of notary)  
NOTARY PUBLIC in and for the State of  
Washington, residing at Snohomish  
My appointment expires 7-11-21

ACCEPTED BY THE CITY OF LAKE STEVENS

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Brett Gailey, Mayor



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** March 23, 2021

**Subject:** Resolution No. 2021-06 Surplus Real Property

<b>Contact Person/Department:</b>	Russ Wright, Community Development Director	<b>Budget Impact:</b>	Revenue from sales
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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:**

**Approve Resolution 2021-06** A resolution of the city of Lake Stevens, Washington authorizing the City Council to surplus real property Parcel Nos. 00473400000400 and 00473400000500 and authorizing the mayor or designee to convey or sell real property pursuant to Chapter 2.98 LSMC.

**Attorney Reviewed**

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**SUMMARY/BACKGROUND:**

The city of Lake Stevens has acquired real property along 20<sup>th</sup> Street SE and 91<sup>st</sup> Ave SE for road projects. The portions of the lots needed for road purposes will be segregated through a ROW vacation. The remainder of these properties would be sold. Staff intends to offer these parcels through an open competitive sale that will be advertised on the city's website and in the Everett Herald. Land value will be determined from Assessor's data and the last appraisal for the property off 91<sup>st</sup> Ave SE.

Lake Stevens Municipal Code (LSMC) 2.98.010 authorizes the City Council to surplus real property when it is not needed for some present or future municipal use and if it can be sold for a reasonable return.

The City Administrator, Public Works Director and Community Development Director have determined these properties are not needed for present or future uses and should be returned to the tax rolls.

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**APPLICABLE CITY POLICIES:** Chapter 2.98 LSMC

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**BUDGET IMPACT:** Revenue from the sales will be applied to capital projects

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**ATTACHMENTS:**

Attachment 1: Resolution 2021-06

Attachment 1

**RESOLUTION NO. 2021-06**

**A RESOLUTION OF THE CITY OF LAKE STEVENS, WASHINGTON AUTHORIZING  
THE CITY COUNCIL TO SURPLUS REAL PROPERTY ALONG 91<sup>ST</sup> AVE SE AND  
AUTHORIZING THE MAYOR OR DESIGNEE TO CONVEY OR SELL REAL PROPERTY  
PURSUANT TO CHAPTER 2.98 OF THE LAKE STEVENS MUNICIPAL CODE.**

WHEREAS, prior to the Southwest annexation Snohomish County acquired several parcels of real property along 20<sup>th</sup> Street SE corridor as part of a road widening project; and

WHEREAS, the county has transferred and conveyed said parcels or real property to the City following the Southwest annexation; and

WHEREAS, the city retained Parcel No. 00473400000400 in anticipation of future road improvement projects (Exhibit A); and

WHEREAS, the city acquired an additional parcel (Parcel No. 00473400000500) for the construction of 91<sup>st</sup> Ave SE as part of a road widening project (Exhibit B); and

WHEREAS, Lake Stevens Municipal Code (LSMC) 2.98.010 authorizes the City Council to surplus real property when it is not needed for some present or future municipal use and if it can be sold for a reasonable return; and

WHEREAS, LSMC 2.98.020 authorizes the Mayor to dispose of surplus property for a reasonable return or to benefit the public interest by sealed bid, auction, negotiated sale or special disposition; and

WHEREAS, the City Council has determined that the real property or portions of real property identified in Exhibits A and B, as the real property or portions of real property no longer needed for present or future municipal uses; and

WHEREAS, the City Council deems it to be in the public interest to sell or convey real property where the property is no longer useful to the City; and

WHEREAS, for reporting purposes, local governments should use capital project funds to account for the accumulation of resources that are restricted, committed, or assigned for expenditure for capital outlays.

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

Section 1. The real property or portions of real property identified in Exhibits A and B according to the provisions of Chapter 2.98 LSMC including determining fair market value and appropriate process for disposition thereof.

Section 2. The City Council hereby resolves that the proceeds from surplus property sales should be set aside in a capital project fund to pay for public infrastructure improvements including but not limited to road improvements, pedestrian improvements and/or stormwater improvements within the 20<sup>th</sup> Street SE Corridor subarea.

PASSED by the City Council of the City of Lake Stevens, Washington this 23<sup>rd</sup> day of March 2021.

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Brett Gailey, Mayor

ATTEST:

APPROVED AS TO FORM:

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Kelly Chelin, City Clerk

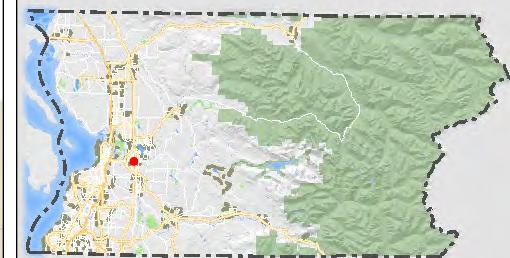
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Greg Rubstello City Attorney

## Exhibit A

Parcel 00473400000400

## 20th St SE



## Legend

- Parcel
- Recent Sales 2020
- Recent Sales 2019
- Recent Sales 2018
- City Boundary
- County Park
- National Forest
- Water

## Street Types

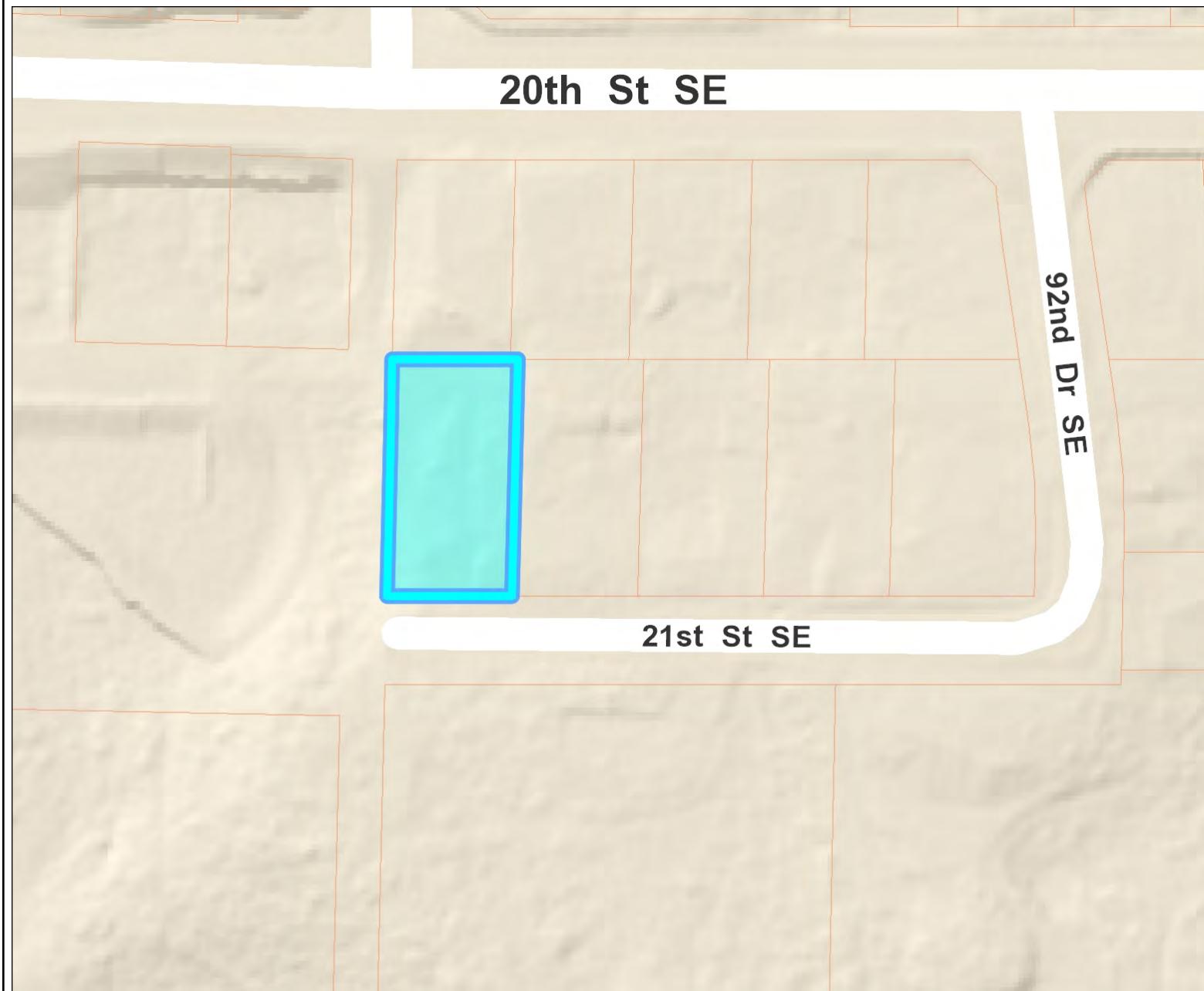
- Interstate
- State Route
- Local Road

All maps, data, and information set forth herein ("Data"), are for illustrative purposes only and are not to be considered an official election to, or representation of, the Snohomish County Code. Amendments and updates to the Data, together with other applicable County Code provisions, may apply which are not depicted herein. Snohomish County makes no representation or warranty concerning the content, accuracy, currency, completeness or quality of the Data contained herein and expressly disclaims any warranty of merchantability or fitness for any particular purpose. All persons accessing or otherwise using this Data assume all responsibility for use thereof and agree to hold Snohomish County harmless from and against any damages, loss, claim or liability arising out of any error, defect or omission contained within said Data. Washington State Law, Ch. 42.56 RCW, prohibits state and local agencies from providing access to lists of individuals intended for use for commercial purposes and, thus, no commercial use may be made of any Data comprising lists of individuals contained herein.

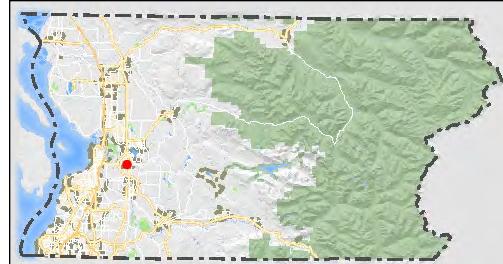


Exhibit B

Parcel No. 00473400000500



3/16/2021



## Legend

- Parcel
- Recent Sales 2020
- Recent Sales 2019
- Recent Sales 2018
- City Boundary
- County Park
- National Forest
- Water

## Street Types

- Interstate
- State Route
- Local Road

All maps, data, and information set forth herein ("Data"), are for illustrative purposes only and are not to be considered an official election to, or representation of, the Snohomish County Code. Amendments and updates to the Data, together with other applicable County Code provisions, may apply which are not depicted herein. Snohomish County makes no representation or warranty concerning the content, accuracy, currency, completeness or quality of the Data contained herein and expressly disclaims any warranty of merchantability or fitness for any particular purpose. All persons accessing or otherwise using this Data assume all responsibility for use thereof and agree to hold Snohomish County harmless from and against any damages, loss, claim or liability arising out of any error, defect or omission contained within said Data. Washington State Law, Ch. 42.56 RCW, prohibits state and local agencies from providing access to lists of individuals intended for use for commercial purposes and, thus, no commercial use may be made of any Data comprising lists of individuals contained herein.



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** March 23, 2021

**Subject:** Resolution No. 2021-07 Surplus Real Property

<b>Contact Person/Department:</b>	Russ Wright, Community Development Director	<b>Budget Impact:</b>	Revenue from sales
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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:**

**Approve Resolution 2021-07** A resolution of the city of Lake Stevens, Washington authorizing the City Council to surplus Parcel No. 00553800003100 (1800 Main street) and the structure commonly known as the Butler House located at 1709 123<sup>rd</sup> Drive NE and authorizing the mayor or designee to convey or sell real property pursuant to Chapter 2.98 LSMC.

**Attorney Reviewed**

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**SUMMARY/BACKGROUND:**

The city of Lake Stevens owns real property off Main Street and 123<sup>rd</sup> Drive NE in the downtown area. In 2018, the City Council adopted a Subarea Plan for Downtown Lake Stevens that called for a series of capital improvements to rejuvenate the historic city core including the relocation of some civic buildings and the construction of a new festival street. The city needs to sell properties and structures to complete the current phase of the plan. Proceeds would be applied to capital construction costs for Mill Spur or the museum.

The city acquired 1709 123<sup>rd</sup> Ave NE in 2019 as an early action that includes the Butler House. As the city is looking to the next phase of its downtown redevelopment, the Butler House will need to be removed. As this structure is a representative example of resort homes from the 1920s, the city would like to see the structure relocated to another lot and be refurbished. If it can't be sold, it will be demolished. This structure will be offered for high bid on the city's website and in the Everett Herald.

Earlier this year, the Council authorized staff to solicit interest for the sale and development of Parcel 00553800003100 (1800 Main street). Staff has received a letter of intent and proposal from an interested party who is in the midst of a feasibility study to purchase and develop the property at fair market value. Creating a retail space is another key component of the city's plan. After a boundary line adjustment is completed the city will sell the remaining portion of this property.

Lake Stevens Municipal Code (LSMC) 2.98.010 authorizes the City Council to surplus real property when it is not needed for some present or future municipal use and if it can be sold for a reasonable return.

The City Administrator, Public Works Director and Community Development Director have determined these properties are not needed for present or future uses and should be returned to the tax rolls.

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**APPLICABLE CITY POLICIES:** Chapter 2.98 LSMC

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**BUDGET IMPACT:** Revenue from the sales will be applied to capital projects

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**ATTACHMENTS:**

Attachment 1: Resolution 2021-07

Attachment 1

**RESOLUTION NO. 2021-07**

**A RESOLUTION OF THE CITY OF LAKE STEVENS, WASHINGTON AUTHORIZING THE CITY COUNCIL TO SURPLUS PARCEL NO. 00553800003100 (1800 MAIN STREET) AND THE STRUCTURE COMMONLY KNOWN AS THE BUTLER HOUSE LOCATED AT 1709 123<sup>RD</sup> DRIVE NE AND AUTHORIZING THE MAYOR OR DESIGNEE TO CONVEY OR SELL REAL PROPERTY PURSUANT TO CHAPTER 2.98 LSMC**

WHERAS, in 2018, the City Council adopted a Subarea Plan for Downtown Lake Stevens that called for a series of capital improvements to rejuvenate the historic city core including the relocation of some civic buildings and the construction of a new festival street; and

WHERAS, the city of Lake Stevens owns real property off Main Street and 123<sup>rd</sup> Drive NE in the downtown area; and

WHEREAS, the city needs to sell properties and structures to complete the current phase of the plan. Proceeds would be applied to capital construction costs for Mill Spur or the future museum

WHEREAS, the city wishes to surplus Parcel No. 00553800003100 (1800 Main street) (Exhibit A) for redevelopment of the downtown.

WHEREAS, the city wishes to surplus the structure known as the Butler House located at 1709 123rd Drive NE (Exhibit B) for redevelopment of the downtown.

WHEREAS, Lake Stevens Municipal Code (LSMC) 2.98.010 authorizes the City Council to surplus real property when it is not needed for some present or future municipal use and if it can be sold for a reasonable return; and

WHEREAS, LSMC 2.98.020 authorizes the Mayor to dispose of surplus property for a reasonable return or to benefit the public interest by sealed bid, auction, negotiated sale or special disposition; and

WHEREAS, the City Council has determined that the real property or portions of real property identified in Exhibits A and B, as the real property or portions of real property no longer needed for present or future municipal uses; and

WHEREAS, the City Council deems it to be in the public interest to sell or convey real property where the property is no longer useful to the City; and

WHEREAS, for reporting purposes, local governments should use capital project funds to account for the accumulation of resources that are restricted, committed, or assigned for expenditure for capital outlays.

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

Section 1. The real property or portions of real property identified in Exhibits A and B according to the provisions of Chapter 2.98 LSMC including determining fair market value and appropriate process for disposition thereof.

Section 2. The City Council hereby resolves that the proceeds from surplus property sales should be set aside in a capital project fund to pay for capital improvements including but not limited to road improvements, pedestrian improvements and/or stormwater improvements or new structures within the Downtown Lake Stevens subarea.

PASSED by the City Council of the City of Lake Stevens, Washington this 23<sup>rd</sup> day of March 2021.

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Brett Gailey, Mayor

ATTEST:

APPROVED AS TO FORM:

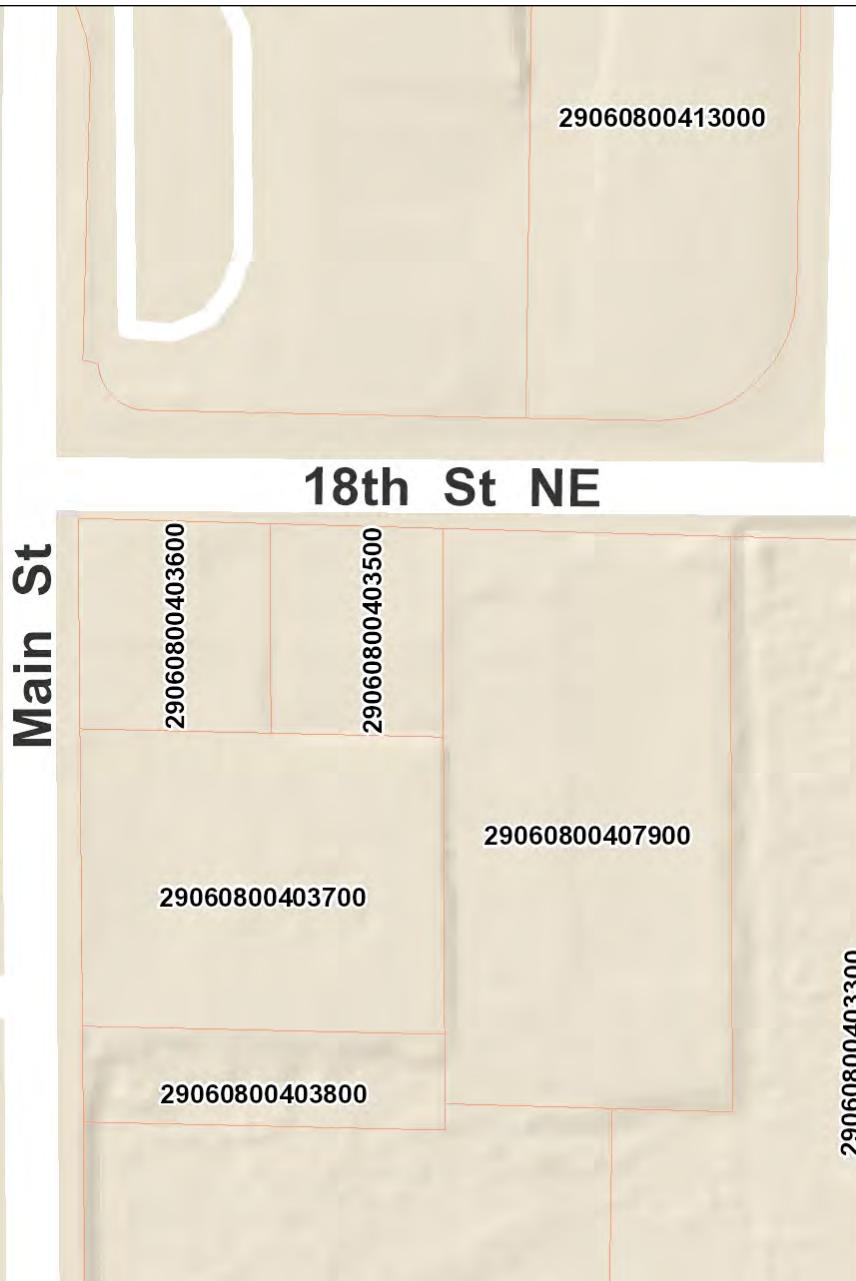
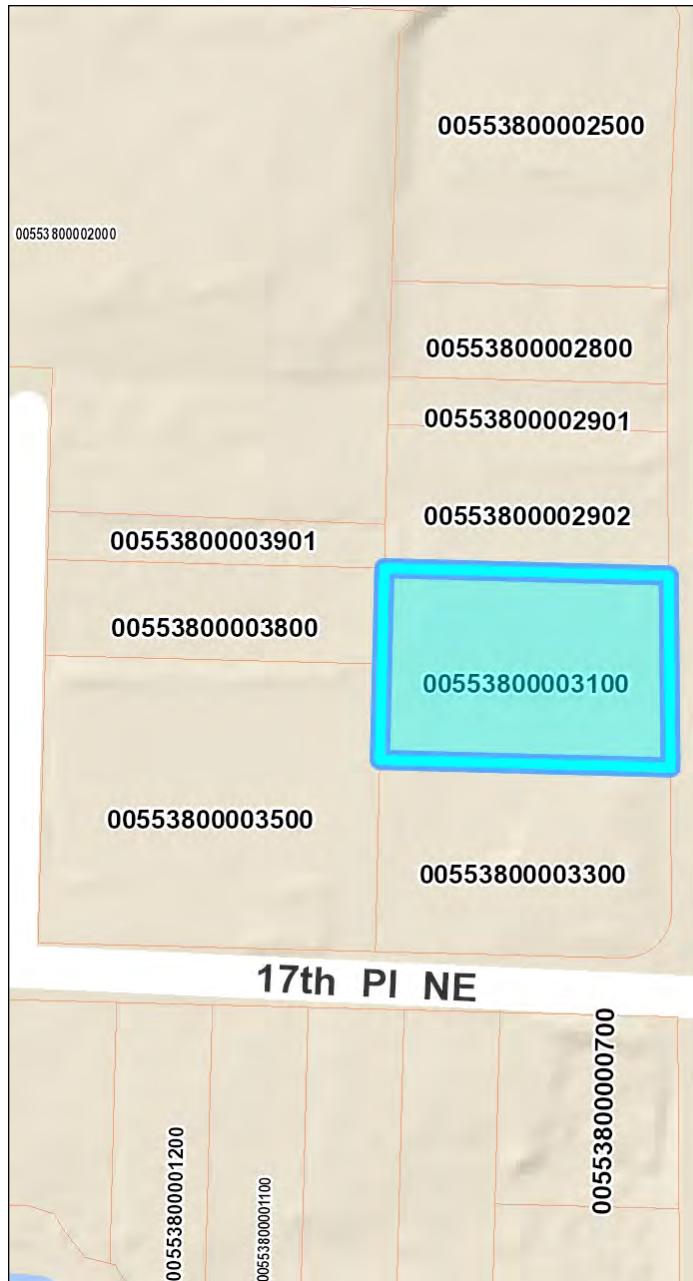
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Kelly Chelin, City Clerk

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Greg Rubstello City Attorney

## Exhibit A Parcel 00553800003100

**Legend**

- Parcel
- Recent Sales 2020
- Recent Sales 2019
- Recent Sales 2018
- City Boundary
- County Park
- National Forest
- Water

**Street Types**

- Interstate
- State Route
- Local Road

All maps, data, and information set forth herein ("Data"), are for illustrative purposes only and are not to be considered an official election to, or representation of, the Snohomish County Code. Amendments and updates to the Data, together with other applicable County Code provisions, may apply which are not depicted herein. Snohomish County makes no representation or warranty concerning the content, accuracy, currency, completeness or quality of the Data contained herein and expressly disclaims any warranty of merchantability or fitness for any particular purpose. All persons accessing or otherwise using this Data assume all responsibility for use thereof and agree to hold Snohomish County harmless from and against any damages, loss, claim or liability arising out of any error, defect or omission contained within said Data. Washington State Law, Ch. 42.56 RCW, prohibits state and local agencies from providing access to lists of individuals intended for use for commercial purposes and, thus, no commercial use may be made of any Data comprising lists of individuals contained herein.



### Subject Photographs

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3. Front view of the single-family home, facing southeast.



4. View of the back of the home, facing west.



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** 3/23/2021

**Subject:** Expiration of the Temporary Hazardous Duty Compensation Policy

**Contact Person/Department:** Anya Warrington/Human Resources      **Budget Impact:** See Below

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

Approve the expiration of Temporary Hazardous Duty Compensation Policy effective March 31, 2021.

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**SUMMARY/BACKGROUND:**

On April 7, 2020, City Council approved the establishment of a Temporary Hazardous Duty Compensation Policy following the emergency declarations issued by Governor Inslee and Mayor Gailey addressing the impacts of the novel coronavirus (COVID-19). The Temporary Hazardous Duty Compensation was established for specific job classifications who had frequent, uncontrollable interaction with the public during the COVID-19 pandemic.

Since its establishment, the City Council discussed this temporary policy several times and continued hazard pay throughout 2020. Most recently at the Council's workshop on March 15, 2021, Council discussed that due to the Governor's Healthy Washington-Roadmap to Recovery plan with all counties moving to Phase 3 on March 22, 2021, that it would be appropriate to end hazard pay effective March 31, 2021.

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**APPLICABLE CITY POLICIES:** Temporary Hazardous Duty Compensation Policy

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**BUDGET IMPACT:**

No adverse impact.

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**ATTACHMENTS:**

None



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** March 23, 2021

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**Subject:** Recreation Concession Contract with Gloria Martin dba GEM Fitness

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<b>Contact Person/Department:</b>	Jill Meis, Parks Planning and Development Coordinator	<b>Budget Impact:</b>	Inflows TBD
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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:**

Approve the concession contract with Gloria Martin dba GEM Fitness to provide recreation programming.

**SUMMARY/BACKGROUND:**

The Lake Stevens City Council and Mayor has placed an emphasis on activating our parks and grow recreation opportunities for the community.

City staff solicited proposals through a request for proposal for recreation programs, community classes, festivals and events. The city received a proposal for fitness classes from Gloria Martin dba GEM Fitness for a fitness classes at North Cove and Lundein Parks. Proposed classes include a free Tai Chi from April to August on Sundays and a 6-week mixed fitness class for a charge from April to July.

Other proposals include a 5k for suicide awareness and prevention and the formation of a Lake Stevens Concert Band. Staff is working with these groups to define scope and draft appropriate documents to bring these programs forward.

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**APPLICABLE CITY POLICIES:**

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**BUDGET IMPACT:**

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**ATTACHMENTS:**

- Exhibit A: Draft Contract



## CONCESSIONAIRE LICENSE AGREEMENT

THIS CONCESSIONAIRE LICENSE AGREEMENT is made this \_\_\_\_ day of March 2021, by and between CITY OF LAKE STEVENS, a municipal corporation, of the State of Washington ("City"), and Gloria Martin dba GEM Fitness, a Washington Sole Proprietor, ("Licensee"). In consideration of the mutual promises stated herein, each of the parties hereto agrees as follows:

**1. License.** City hereby grants to Licensee a nonexclusive license to host fitness classes in the covered picnic shelter at Lundeen Park, The Mill and the North Cove Covered Picnic Shelter in Lake Stevens (the "Premises") in accordance with this Agreement. Licensee understands that this is not an exclusive contract excluding other concession services from any City park. Refer to Schedule A, attached hereto and incorporated herein, for exact dates and times of operation, services, identifying the type of temporary concession unit that will be used to sell the services. Licensee further understands that this license is limited to the services listed in Schedule C and may not be changed or modified during the time of this Agreement.

**2. Duration.** This Agreement shall commence upon full execution, but no sooner than April 1, 2021, and shall continue in effect through end of business on September 1, 2021 unless earlier terminated as provided below. The agreement term may be renewed in writing for a maximum of three (3) additional terms at the sole discretion of the City.

**3. Other Licenses & Permits.** The Licensee shall obtain and maintain a City of Lake Stevens business license and all other permits and approvals as required by law consistent with the operations of Licensee prior to opening operations.

**4. Licensee's Duties.**

**a.** Licensee and its employees shall comply with all rules and regulations of the City relating to the use of and conduct at the Premises. Licensee and its employees shall comply with all applicable federal, state, and local laws while acting under this license. Licensee shall be liable to the City for loss or damage it or its employees, cause to the Premises during the periods of use of this license.

**b.** Licensee shall maintain and operate city facilities in a safe and reasonable manner. The Licensee shall remove all Licensee owned items from the Premises at the end of each class and shall leave the premises in as good or better condition than before occupancy by Licensee.

**c.** Licensee further agrees to install all necessary equipment such as signage and display equipment at its own expense. All such installations shall be in accordance with the requirements of the most recent International Fire Code, and all other applicable codes and regulations.

**5. Monthly Payments.** The Licensee must agree to pay the City in consideration for concession rights and privileges, a monthly payment equal to 8% of gross sales. The Licensee will be required to pay the City on or before the 10th day of each succeeding month during the term of the permit. The Licensee

will also be required to submit with each payment a signed statement attesting to the total gross receipts for said month. These statements must be made on a form provided by the City. Gross monthly receipts are defined as total revenue excluding Washington State Sales Tax. The City reserves the right to conduct audits and inspections without advance notice. The Licensee must agree to provide copies of all receipts and relevant documents upon request by the City.

**a. Late Fee:** A late fee of \$30 will be assessed for payments not received by the 10th of the month. Multiple late payments may result in suspension or termination of this agreement.

**6. Insurance Requirements.** Maintenance of insurance as required herein shall not be construed to limit the liability of the Licensee to the coverage provided by insurance or to limit the City's recourse.

**a.** The Licensee shall obtain and maintain continuously, at its own expense, the insurance referenced in attached Schedule B, which is incorporated herein by this reference.

**7. Indemnification.** Licensee shall defend, indemnify, and hold harmless the City, its officers, officials, employees, and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of Licensee's use of Premises, or from the conduct of Licensee's business, or from any activity, work or thing done, permitted, or suffered by Licensee in or about the Premises, except only such injury or damage as shall have been occasioned by the sole negligence of the City. It is further specifically and expressly understood that the indemnification provided herein constitutes the Licensee's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated and agreed to by the Licensee and City. The provisions of this section shall survive the expiration or termination of this Lease.

**8. Non-discrimination.** Vendor shall ensure that there shall be no unlawful discrimination against any employee or applicant for employment in violation of RCW 49.60.180, as currently written or hereafter amended, or other applicable law prohibiting discrimination, unless based upon a bona fide occupational qualification as provided in RCW 49.60.180 or as otherwise permitted by other applicable law. Further, no person shall be denied or subjected to discrimination in receipt of the benefit of any services or activities made possible by or resulting from this Agreement in violation of RCW 49.60.215 or other applicable law prohibiting discrimination.

**9. Termination.** Either party may terminate this Agreement by giving at least ten (10) days' written notice of termination to the other party, except that the City may, at its election, terminate this Agreement at any time without notice if Licensee fails to comply with any of the provisions of this Agreement. City may retain any advanced payments.

**10. Non-assignment.** The Licensee shall not assign, subcontract or transfer any of the rights, duties or obligations covered by this Agreement without the prior express written consent of the City.

**11. Governing Law and Venue.** This Agreement shall be governed by the laws of the State of Washington and any lawsuit regarding this Agreement must be brought in Snohomish County, Washington.

**12. Severability.** Should any clause, phrase, sentence or paragraph of this Agreement be declared invalid or void by a court of competent jurisdiction, the remaining provisions of this Agreement shall remain in full force and effect.

**13. Entire Agreement.** This Agreement is the complete expression of the terms and conditions hereunder. Any oral or written representations or understandings not incorporated herein are specifically excluded.

“CITY”

“LICENSEE”

CITY OF LAKE STEVENS

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

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

Approved as to Form:

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

## **Schedule A** **GENERAL OPERATION**

1. The Licensee is authorized to provide only such services as are listed on attached Schedule C.
2. The concession site will only be used as a site to sell or rent approved items and services and the Licensee agrees to not let or sublet the whole or any part of the concession building or assign this agreement or any interest within the property described.
3. Licensee will not provide food or beverage products of any kind.
4. Licensee shall not stock, offer to sell or sell any tobacco or tobacco products, marijuana or marijuana products or vaping products.
5. Licensee shall not distribute, hand out or offer any leaflets, brochures or literature unrelated to authorized offerings listed in attached Schedule C.
6. All personal property kept at the concession stand shall be at Licensee's own risk. The City will not be held liable, in any manner or account, for any loss or damage sustained by action of fire, water, elements, theft or any third party.
7. The Licensee will be responsible for all litter clean up in and about the premises.
8. The Licensee operating hours will be from 6:00pm until 8:00pm. No exceptions will be made without prior written approval from the Community Development Director or his/her designee. The City will provide advanced notice of scheduled special events that may require modified operating hours.
9. The Licensee is responsible for paying all taxes, wages and other costs associated with the sale and distribution of items from the Concession.
10. Licensee expressly assumes FULL LEGAL RESPONSIBILITY for the conduct of employees, volunteers, or third parties hired to provide services ("Workers").
11. Pursuant to the Child and Adult Abuse Information Act (CAAIA), a Licensee operating in any City of Lake Stevens park where children, developmentally disabled persons and/or vulnerable adults are present, the Licensee is required to perform criminal history/background checks on all its Workers at its own cost. All Workers must pass the criminal history/background check prior to beginning work for Licensee.
12. The criminal history/background check will be completed by Licensee no less than fourteen (14) days prior to the commencement of business under this Agreement, and no less than fourteen (14) days prior to any new Workers providing services in the concession. The City reserves the right to request copies of background check documents.
13. Licensee shall comply with all City of Lake Stevens ordinances, rules and regulations. If at any time any members of the business, its employees or volunteers, behave inappropriately or in a manner that conflicts with any laws, park codes, or rules and regulations outlined in this contract, they will be asked to leave and this contract may be subject to termination in the City's sole discretion.

### **EQUIPMENT STORAGE**

No Licensee-owned Equipment and Supplies must be removed from the Park at the conclusion of the class.

### **SIGNAGE**

Concession will be allowed one A-board sign or one temporary banner on concession building not to exceed standards of the sign code.

### **SAFETY AND SAFETY EQUIPMENT**

Licensee will operate Services and use the Premises according to CDC guidelines specific to COVID-19 precautions.

## **SCHEDULE B** **INSURANCE REQUIREMENTS**

### **A. Insurance Term**

The Lessee shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the Lessee's operation and use of the leased Premises.

### **B. No Limitation**

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

### **C. Minimum Scope of Insurance**

The Lessee shall obtain insurance of the types and coverage described below:

1. Commercial General Liability insurance shall be at least as broad as Insurance Services Office (ISO) occurrence form CG 00 01 and shall cover premises and contractual liability. The City shall be named as an additional insured on Lessee's Commercial General Liability insurance policy using ISO Additional Insured-Managers or Lessors of Premises Form CG 20 11 or a substitute endorsement providing at least as broad coverage.
2. Property insurance shall be written on an all risk basis.

### **A. Minimum Amounts of Insurance**

The Lessee shall maintain the following insurance limits:

1. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
2. Property insurance shall be written covering the full value of Lessee's property and improvements with no coinsurance provisions.

### **B. Other Insurance Provisions**

The Lessee's Commercial General Liability insurance policy or policies are to contain or be endorsed to contain that they shall be primary insurance as respects the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Lessee's insurance and shall not contribute with it.

### **C. Acceptability of Insurers**

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

**D. Verification of Coverage**

The Lessee shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Lessee.

**E. Waiver of Subrogation**

Lessee and City hereby release and discharge each other from all claims, losses and liabilities arising from or caused by any hazard covered by property insurance on or in connection with the premises or said building. This release shall apply only to the extent that such claim, loss or liability is covered by insurance.

**F. Public Entity's Property Insurance**

City shall purchase and maintain during the term of the lease all-risk property insurance covering the Building for its full replacement value without any coinsurance provisions.

**G. Notice of Cancellation**

The Lessee shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.

**H. Failure to Maintain Insurance**

Failure on the part of the Lessee to maintain the insurance as required shall constitute a material breach of lease, upon which the City may, after giving five business days notice to the Lessee to correct the breach, terminate the Lease or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the Public Entity on demand.

**I. Public Entity Full Availability of Lessee Limits**

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

## **ATTACHMENT C – SCOPE OF SERVICES**

Gloria Martin dba GEM Fitness will provide fitness classes for the Lake Stevens community through a recreation concession contract. Class dates and times are:

Tai Chi Class at the North Cove covered picnic shelter on Sundays from 12:00pm to 1:00pm beginning 4/18/21 and ending 8/29/21 with the exception of July 4<sup>th</sup> and July 25<sup>th</sup> in 2021. This class is no cost to the community.

6 Week Fitness Challenge at Lundein Park covered picnic shelter on Monday and Wednesday from 6:30pm to 7:30pm beginning 4/5/21 -5/12/21 and 5/17/21 – 6/28/21. The Mill on Tuesday and Thursday from 9:30am to 10:30pm beginning 4/13/21 – 5/20/21 and 5/25/21 – 7/1/21. The cost for each 6-week class is \$180.00/participant.



## LAKE STEVENS CITY COUNCIL STAFF REPORT

**Council Agenda Date:** March 23, 2021

**Subject:** LUA2021-0026 – Callow Green Right-of-Way Vacation (Ordinance No. 1114)

<b>Contact</b>	Eric Durpos, Public Works Director	<b>Budget Impact:</b>	There is no budget impact.
<b>Person/Department:</b>	Melissa Place, Senior Planner		
<b>Attorney Review:</b>	Approved by Greg Rubstello		

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**RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:** Approve the proposed Right-of-Way Vacation as conditioned and accept the proposed amount of Right-of-Way Dedication by adoption of Ordinance No. 1114 (**Attachment 1**).

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### BACKGROUND/HISTORY:

The applicant proposes to construct a 35-unit townhome development with associated improvements on the west side of Callow Road, between Oak Road and SR-92 (APN's 29060600301300 and 00385700600101). The proposed layout consists of four multifamily low-rise townhouse buildings accessed from a private road with two points of access off Callow Road, common open space and amenities, and preservation of critical areas. The project is proposed under the city's innovative housing options program as a unit lot subdivision. Frontage improvements along the area to be developed on Callow Road include curb, gutter, landscape strip, sidewalk, and on-street parking spaces, and dedication of ten feet along Callow Road. The applicant has also applied for Preliminary Plat, a Conditional Use permit, Administrative Design Review approval, and SEPA review in support of their proposed development as separate actions.

The applicant has applied for a right-of-way (ROW) vacation of 551 square feet along Callow Road to incorporate that portion into the development being planned. In return for the ROW vacation, the City would receive 3,739 square feet of dedicated property in compensation. A drawing that illustrates the proposed vacation and dedication areas is included (**Attachment 2**).

The requested ROW vacation section is currently an unopened portion of the west side of Callow Road and is not necessary for future road needs since the Callow Green development will construct the frontage improvements that the ROW needs.

Subject to Lake Stevens Municipal Code 14.16C.095, the applicant has provided a cost summary of the Callow Green property using the Snohomish County Assessor value, estimated to be \$2.22 per square foot to determine a value for the proposed vacations and dedications (**Attachment 3**).

The requested project is a legislative decision subject to a Type V permit with a public meeting and public hearing with City Council. The public meeting for the ROW Vacation was held on March 16th. Approximately three city staff and five interested parties attended. Concerns were expressed at the public meeting regarding the city's plans for future use for the area proposed for vacation, whether sidewalks will be constructed in the same location, and whether a crosswalk would be provided across Callow Road

for use of the development's residents to access Oak Park. The latter and other concerns expressed at the public meeting are geared towards the greater development project which has a separate land use action hearing before the city's Hearing Examiner from that of the right-of-way vacation.

**ANALYSIS:**

1. The city received a Type V application and supporting materials on February 19, 2021, identified as File No. LUA2021-0026, which staff deemed complete on February 26, 2021.
2. The city provided public notice for the land use action and hearing by publication in the Everett Herald, mailing postcards to residents within 300-feet of the properties, posting the notice on city campus bulletin boards, publishing on the city website and posting the site on March 3, 2021 in accordance with Chapter 14.16B LSMC, Part V.
3. LSMC 14.16C.095 establishes the procedure and decision criteria for right-of-way vacations. The applicant provided a narrative of the ROW vacation request with the application.
  - a. Mr. Mark Bueher, on behalf of Grace Village Development Corporation, petitioned the city to consider a right-of-way vacation of approximately 551 square feet. Grace Village Development Corporation proposes to dedicate a compensatory amount of property to the city totaling approximately 3,739 square feet
  - b. The application contains the signature of Alan Smith, a partner of Grace Village Development Corporation.
  - c. A draft ordinance is attached (subject to the City Attorney's approval), for City Council's consideration.
  - d. The applicant has provided a survey and legal descriptions for the affected portions of the property under review. The city's consulting engineer, David Evans & Associates Inc., provided technical review comments on the legal descriptions and exhibits on March 17, 2021. The applicant addressed most of the review comments with a few outstanding comments remaining to be resolved. Staff is recommending a condition of approval that the remaining review comments are addressed by the applicant and subsequently reviewed by staff prior to recording of the ordinance and record of survey.
  - e. The applicant has provided documentation for the assessed value of the adjacent property on a square foot basis established using Snohomish County Assessor's information. The Public Works Department has found the valuations to be fair and accurate.
  - f. Decision Criteria pursuant to LSMC 14.16C.095(f):
    - 1) This criterion is not applicable, as the property does not adjoin any fresh water body.
    - 2) Responses to City Council criteria for deciding upon the petition:
      - i. *The vacation will provide a public benefit, and/or will be for a public purpose;*  
The frontage improvements to Callow Road to be constructed by the proposed development will be within public right-of-way and will provide improved access for both pedestrians and vehicles.
      - ii. *The right-of-way vacation shall not adversely affect the street pattern or circulation of the immediate area or the community as a whole;*  
The right-of-way vacation does not reduce the Callow Road ROW to be less than the

required minimum width of 60 feet and the proposed frontage improvements along the area to be developed are compliant with the city's EDDS 2-020 for collector roadways.

*iii. The public need shall not be adversely affected;*

The ROW vacation does not adversely affect the public need and is currently not serving any public purpose.

*iv. The right-of-way is not contemplated or needed for future public use; and*

The ROW is not needed for future public use as the full width of the required ROW is being dedicated by the development project. The city has verified that 30 feet from the centerline remains along the entirety of the property's frontage on Callow Road.

*v. No abutting owner will become landlocked or its access will not be substantially impaired (i.e., there must be an alternative mode of ingress and egress, even if less convenient); provided, that the City Council may, at the time of its public hearing, determine that the City may retain an easement or right to exercise and grant easements in respect to the vacated land for the construction, repair, and maintenance of public utilities and services.*

No abutting owner will become landlocked nor will any abutting owner have their access substantially impaired.

3) The total assessed value of the area (based on Snohomish County Assessor value) proposed to be vacated is \$1,223.22. The total assessed value of the area to be dedicated to the city is \$8,300.58.

g. The ordinance upon approval will be recorded with Snohomish County along with the record of survey

## **CONCLUSIONS:**

1. The proposal has met the procedural and noticing requirements for Type V permits per Chapters 14.16A and 14.16B LSMC.
2. The proposal meets the criteria to approve a Right-of-Way vacation per LSMC 14.16C.095.
3. The Public Works Department has verified that the assessed values are fair and accurate.
4. The city's consulting engineer provided technical review comments on the legal descriptions and exhibits on March 17, 2021; the majority of which were addressed by the applicant with a few comments outstanding. Staff is recommending a condition of approval that the remaining review comments are addressed by the applicant and subsequently reviewed by staff prior to recording of the ordinance and record of survey.

## **RECOMMENDATION**

Staff recommends that the City Council **APPROVE** the proposed Right-of-Way Vacation (LUA2021-0026) subject to Ordinance No. 1114 and the following condition of approval:

1. The applicant shall address the remaining technical review comments from the city's consulting engineer and provide the revised documents to city staff for review prior to recording the ordinance and record of survey.

## APPEALS

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

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

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**BUDGET IMPACT:** There is no budget impact.

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**ATTACHMENTS:**

1. Ordinance No. 1114
2. Survey
3. Value Assessment

**CITY OF LAKE STEVENS  
Lake Stevens, Washington  
ORDINANCE NO. 1114**

**AN ORDINANCE OF THE CITY OF LAKE STEVENS PROVIDING FOR A  
RIGHT-OF-WAY VACATION OF APPROXIMATELY 551 SQUARE FEET  
OF LAND AND A DEDICATION OF APPROXIMATELY 3,739 SQUARE  
FEET OF LAND ALONG CALLOW ROAD.**

**WHEREAS**, the City of Lake Stevens is the owner of public right-of-way located on Callow Road; and

**WHEREAS**, Grace Village Development Corporation is the owner of Parcel Numbers 29060600301300 and 00385700600101 and did petition the City Council to vacate a portion of Callow Road, described and shown in **Exhibit A**, in accordance with the provisions of Lake Stevens Municipal Code (LSMC) 14.16C.095; and

**WHEREAS**, Grace Village Development Corporation proposed to dedicate a portion of their property to the city of Lake Stevens to compensate the city for the proposed vacation of a portion of Callow Road, described and shown in **Exhibit A**; and

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

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

**WHEREAS**, Public notice for the land use action and hearing was provided by publication in the Everett Herald, mailing postcards to residents within 300-feet of the properties; and posting the site on March 3, 2021, in accordance with Chapter 14.16B LSMC, Part V; and

**WHEREAS**, city staff held a public meeting on March 16, 2021 to inform citizens about the proposal in accordance with Chapter 14.16B.525 LSMC.

**WHEREAS**, The Lake Stevens City Council held a public hearing on March 23, 2021 to receive public comment and testimony, in accordance with Chapter 14.16B LSMC, Part V.

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

**Section 1.** The City Council hereby adopts the following findings and conclusions, in addition to the analysis, conclusions and recommendations contained in the staff report dated March 23, 2021 in support of the proposed request:

**ANALYSIS:**

1. The city received a Type V application and supporting materials on February 19, 2021, identified as File No. LUA2021-0026, which staff deemed complete on February 26, 2021.
2. The city provided public notice for the land use action and hearing by publication in the Everett Herald, mailing postcards to residents within 300-feet of the properties, posting the notice on city campus bulletin boards, publishing on the city website and posting the site on March 3, 2021 in accordance with Chapter 14.16B LSMC, Part V.
3. LSMC 14.16C.095 establishes the procedure and decision criteria for right-of-way vacations. The applicant provided a narrative of the ROW vacation request with the application.
  - a. Mr. Mark Bueher, on behalf of Grace Village Development Corporation, petitioned the city to consider a right-of-way vacation of approximately 551 square feet. Grace Village Development Corporation proposes to dedicate a compensatory amount of property to the city totaling approximately 3,739 square feet
  - b. The application contains the signature of Alan Smith, a partner of Grace Village Development Corporation.
  - c. A draft ordinance is attached (subject to the City Attorney's approval), for City Council's consideration.
  - d. The applicant has provided a survey and legal descriptions for the affected portions of the property under review. The city's consulting engineer, David Evans & Associates Inc., provided technical review comments on the legal descriptions and exhibits on March 17, 2021. The applicant addressed most of the review comments with a few outstanding comments remaining to be resolved. Staff is recommending a condition of approval that the remaining review comments are addressed by the applicant and subsequently reviewed by staff prior to recording of the ordinance and record of survey.
  - e. The applicant has provided documentation for the assessed value of the adjacent property on a square foot basis established using Snohomish County Assessor's information. The Public Works Department has found the valuations to be fair and accurate.
  - f. Decision Criteria pursuant to LSMC 14.16C.095(f):
    1. This criterion is not applicable, as the property does not adjoin any fresh water body.
    2. Responses to City Council criteria for deciding upon the petition:
      - i. The vacation will provide a public benefit, and/or will be for a public purpose;*  
The frontage improvements to Callow Road to be constructed by the proposed development will be within public right-of-way and will provide improved access for both pedestrians and vehicles.
      - ii. The right-of-way vacation shall not adversely affect the street pattern or circulation of the immediate area or the community as a whole;*

The right-of-way vacation does not reduce the Callow Road ROW to be less than the required minimum width of 60 feet and the proposed frontage improvements along the area to be developed are compliant with the city's EDDS 2-020 for collector roadways.

*iii. The public need shall not be adversely affected;*

The ROW vacation does not adversely affect the public need and is currently not serving any public purpose.

*iv. The right-of-way is not contemplated or needed for future public use; and*

The ROW is not needed for future public use as the full width of the required ROW is being dedicated by the development project. The city has verified that 30 feet from the centerline remains along the entirety of the property's frontage on Callow Road.

*v. No abutting owner will become landlocked or its access will not be substantially impaired (i.e., there must be an alternative mode of ingress and egress, even if less convenient); provided, that the City Council may, at the time of its public hearing, determine that the City may retain an easement or right to exercise and grant easements in respect to the vacated land for the construction, repair, and maintenance of public utilities and services.*

No abutting owner will become landlocked nor will any abutting owner have their access substantially impaired.

2) The total assessed value of the area (based on Snohomish County Assessor value) proposed to be vacated is \$1,223.22. The total assessed value of the area to be dedicated to the city is \$8,300.58.

g. The ordinance upon approval will be recorded with Snohomish County along with the record of survey

## CONCLUSIONS:

1. The proposal has met the procedural and noticing requirements for Type V permits per Chapters 14.16A and 14.16B LSMC.
2. The proposal meets the criteria to approve a Right-of-Way vacation per LSMC 14.16C.095.
3. The Public Works Department has verified that the assessed values are fair and accurate.
4. The city's consulting engineer provided technical review comments on the legal descriptions and exhibits on March 17, 2021; the majority of which were addressed by the applicant with a few comments outstanding. Staff is recommending a condition of approval that the remaining review comments are addressed by the applicant and subsequently reviewed by staff prior to recording of the ordinance and record of survey.

**Section 2.** Conditioned on the compensatory dedication of land required in Section 3 hereof, the city of Lake Stevens does hereby vacate the portion of Callow Road, described and shown in

**Exhibit A** to Grace Village Development Corporation, the adjacent landowner, to become part of their parcels. Recording of this ordinance in accordance with Section 5 hereof shall confirm satisfaction of the condition to this right-of-way vacation; and

**Section 3.** Grace Village Development Corporation or successor agrees to dedicate a compensatory amount of property to the city totaling approximately 3,739 square feet; and

**Section 4.** Reservation of Utility and Access Easement. The above-described property shall be vacated subject to reservation of a utility and access easement under and through the property for all existing utilities connecting to the public right-of-way.

**Section 5.** Pursuant to LSCM 14.16C.095 (g) the City Clerk or designee will confirm that Grace Village Development Corporation or successor shall and has recorded the record of survey for the right-of-way vacation and certified copy of Ordinance No. 1114 and any part thereof and returned conformed copies of the same to the Lake Stevens Planning and Community Development Department. Grace Village Development Corporation or successor shall be responsible for all recording costs; and

**Section 6.** Severability. If any section, subsection, sentence, clause, phrase or work of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance; and

**Section 7.** Effective Date. This Ordinance shall take effect five (5) days after passage and publication of an approved summary thereof consisting of the title.

**ADOPTED** by the City Council and **APPROVED** by the Mayor this 23<sup>rd</sup> day of March 2021.

CITY OF LAKE STEVENS

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

ATTEST/AUTHENTICATED:

By: \_\_\_\_\_  
Kelly Chelin, City Clerk

APPROVED AS TO FORM:

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

1st and Final Reading: March 23, 2021

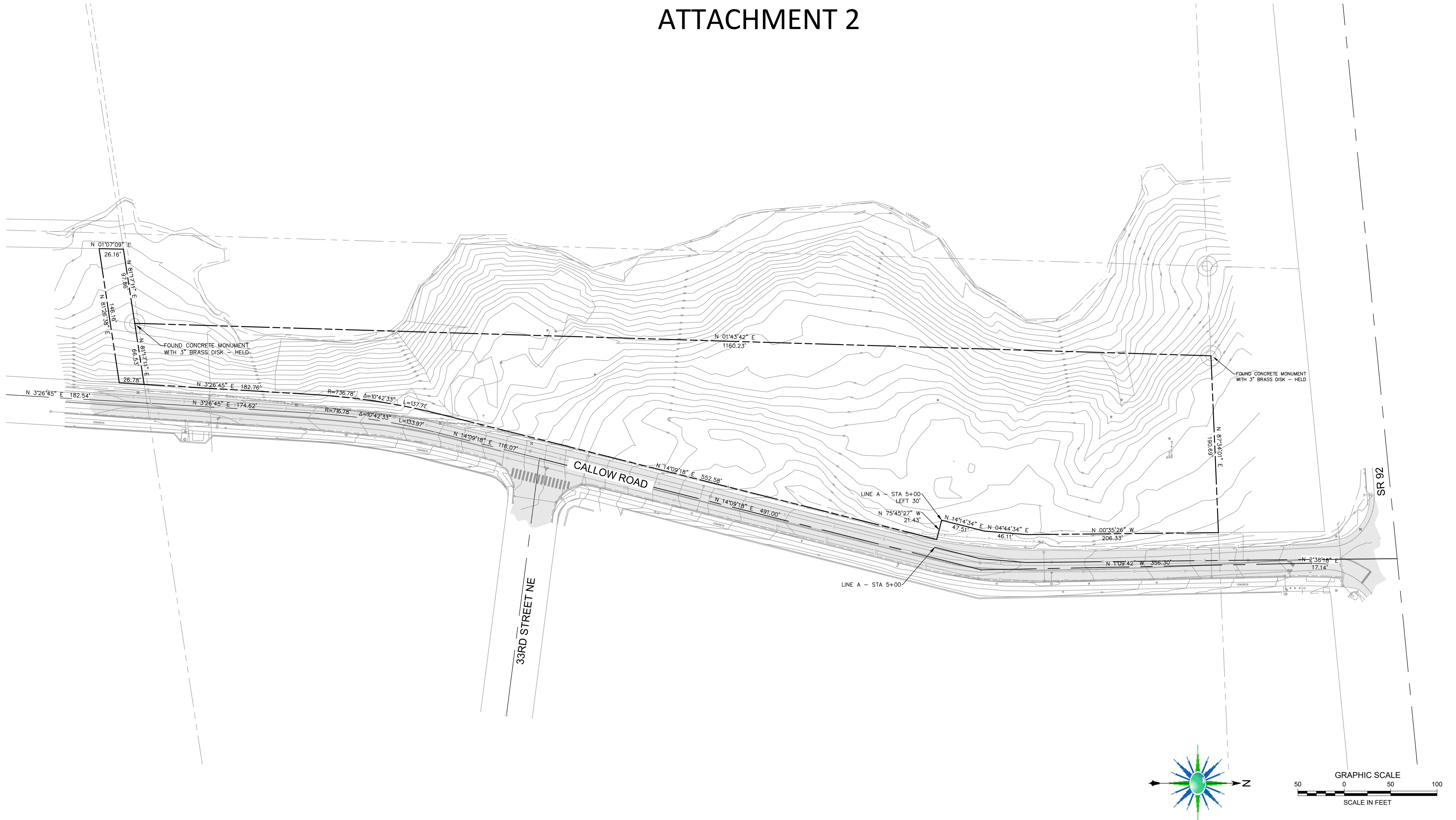
Date of Publication:

Effective Date:

## **EXHIBIT A**

### **RECORD OF SURVEY FOR RIGHT-OF-WAY VACATION**

## ATTACHMENT 2



3/18/2021

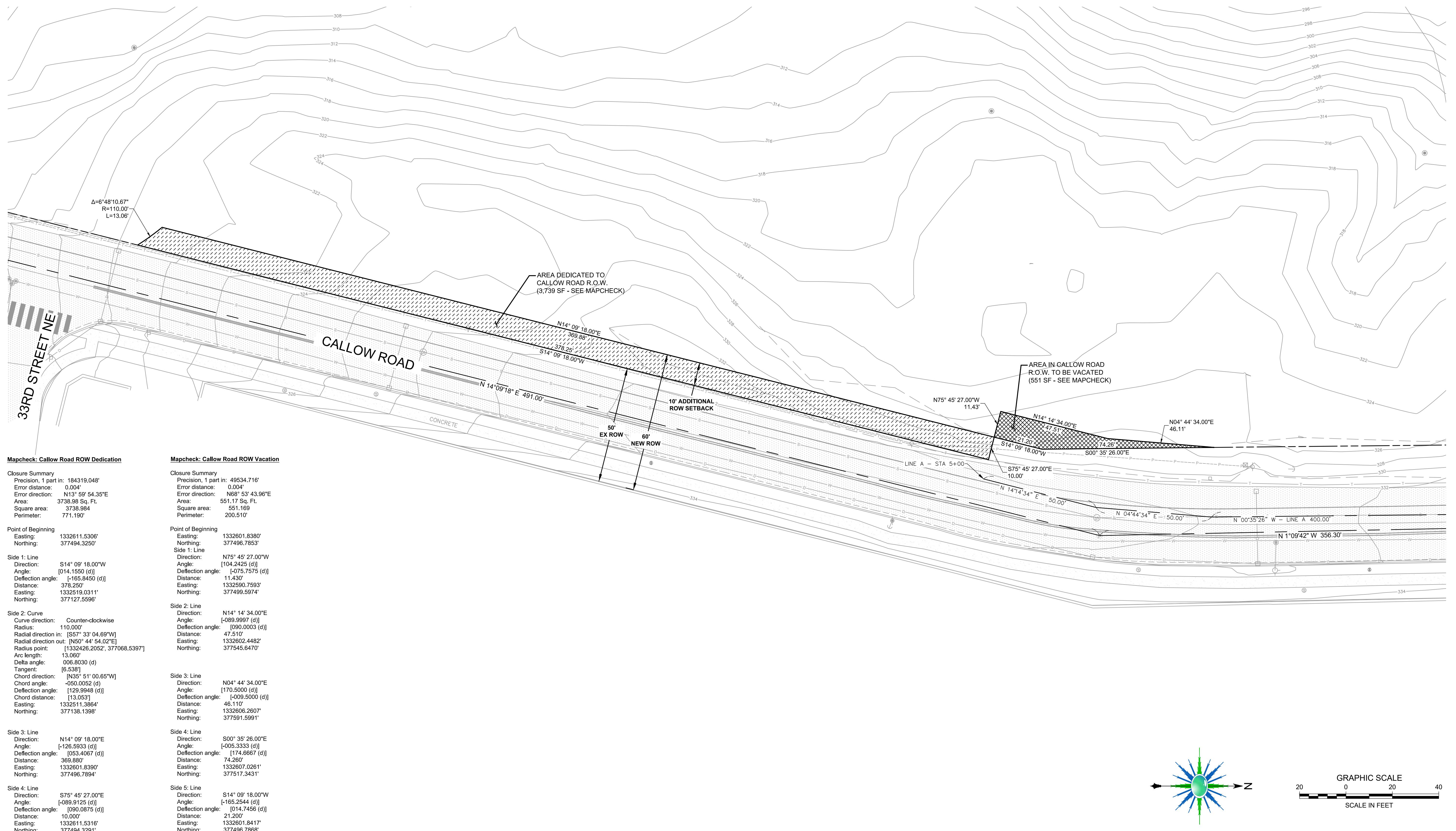


2020 ENGINEERING, INC.  
1010 C STREET  
BELLINGHAM, WA. 98225  
P: (360) 671-2020  
F: (360) 671-0322  
www.2020engineering.com

## CALLOW GREEN DEVELOPMENT CALLOW ROAD R.O.W. BOUNDARY ADJUSTMENT

EXHIBIT 1

EXISTING  
PROPERTY BOUNDARIES



3/18/2021

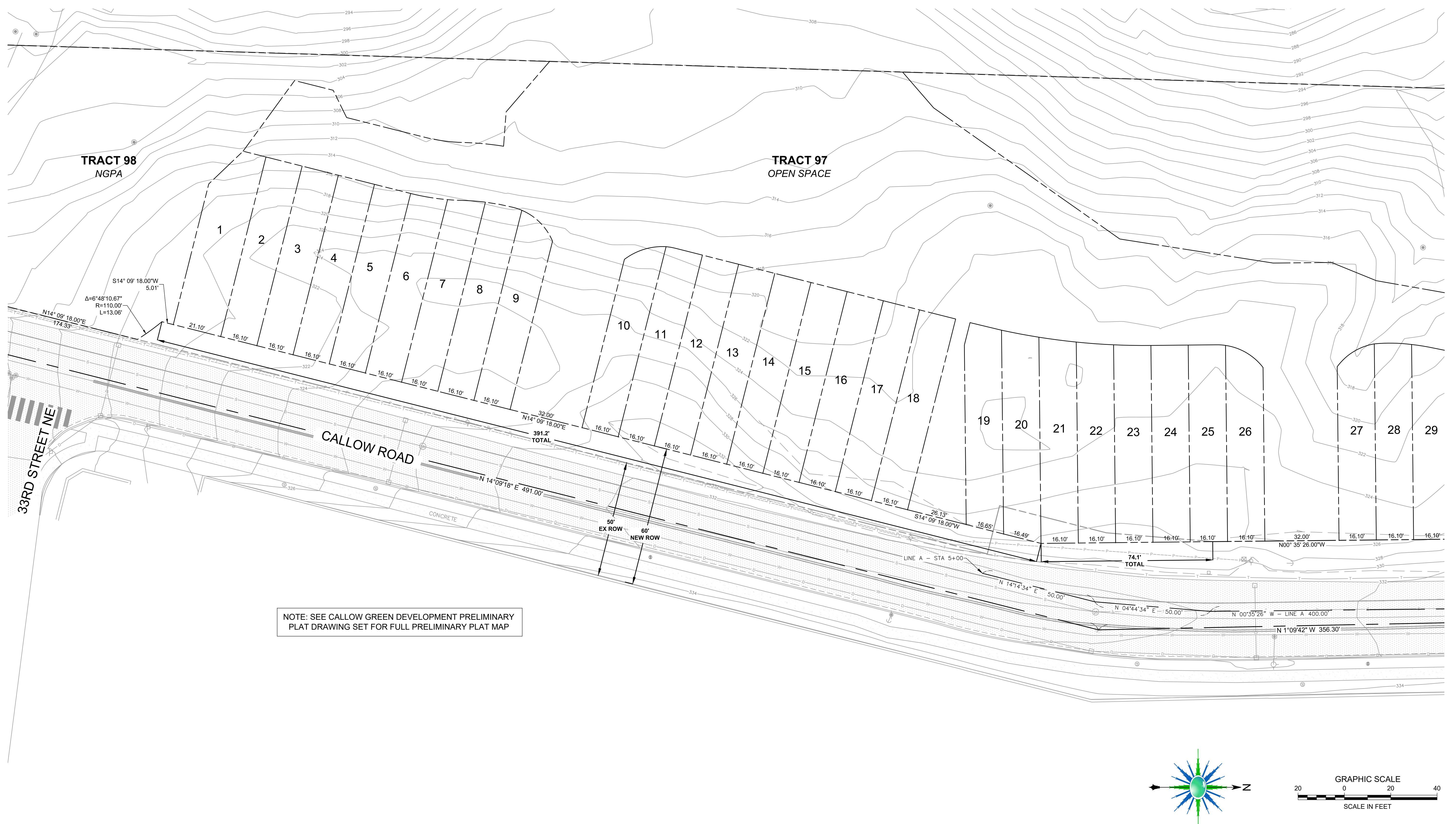


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## CALLOW GREEN DEVELOPMENT CALLOW ROAD R.O.W. BOUNDARY ADJUSTMENT

EXHIBIT 2

EXISTING R.O.W. AREAS TO  
DEDICATE & VACATE



3/18/2021

## LEGAL DESCRIPTION

### RIGHT OF WAY DEDICATION

A ten (10) foot strip of land adjacent to the existing Westerly right-of-way of Callow Road, within the Northeast Quarter of the Southwest Quarter of Section 6, Township 29 North, Range 6 East, W.M. Snohomish County, Washington, described as follows:

**COMMENCING** at a brass disk surface monument marking the centerline intersection of 33<sup>rd</sup> NE Street and Callow Road;

**Thence N 14°09'18" E** along the monumented centerline of Callow Road for a distance of 436.48 feet;

**Thence** departing from said centerline N 75°45'27" W for a distance of 20.00 feet to the existing Westerly right-of-way of Callow Road opposite Station 5 + 00 to "A" line of Highway SR 92 (99<sup>th</sup> Ave. NE vicinity to 113<sup>th</sup> NE Ave. vicinity, Snohomish County) as shown on sheet 3 of 6 sheets of right of way plans as approved and accepted on September 20, 2012, on file with the Washington State Department Of Transportation and the **TRUE POINT OF BEGINNING**;

**Thence S 14°09'18" W** along said existing Westerly right-of-way line for a distance of 378.25 feet to a point on a curve of radius of 110.00 feet, the center of which bears S 57°33'05" W;

**Thence** departing from said existing right-of-way line, Northwesterly along said curve of radius 110.00 feet to the left, through a central angle of 6°48'11" for an arc distance of 13.06 feet to a point which is ten (10) feet Northwesterly as measured at right angles to said existing right-of-way line;

**Thence N 14°09'18" E** parallel with and ten (10) feet Northwesterly of said existing right-of-way line, for a distance of 369.88 feet to a point opposite said Station 5 + 00 to "A" line;

**Thence S 75°45'27" E** along the existing right of way line of Callow Road for a distance of 10.00 feet to the **TRUE POINT OF BEGINNING**

Containing 3,739 square feet.

Situate in Snohomish County, Washington

Prepared by:

Larry Steele & Associates, Inc.

Land Surveyors

1334 King Street, Ste. 1

Bellingham WA 98229

360-676-9350

Job #00720

March 18, 2021



## LEGAL DESCRIPTION

### RIGHT OF WAY VACATION

That portion of existing Callow Road right-of-way, within the Northeast Quarter of the Southwest Quarter of Section 6, Township 29 North, Range 6 East, W.M. Snohomish County, Washington, described as follows:

**COMMENCING** at a brass disk surface monument marking the centerline intersection of 33<sup>rd</sup> NE Street and Callow Road;

**Thence** N 14°09'18" E along the monumented centerline of Callow Road for a distance of 436.48 feet;  
**Thence** departing from said centerline N 75°45'27" W for a distance of 30.00 feet to the existing Westerly right-of-way line of Callow Road opposite station 5 + 00 to "A" line of Highway SR 92 (99<sup>th</sup> Ave. NE vicinity to 113<sup>th</sup> NE Ave. vicinity, Snohomish County) as shown on sheet 3 of 6 sheets of right of way plans as approved and accepted on September 20, 2012, on file with the Washington State Department Of Transportation and the **TRUE POINT OF BEGINNING**;

**Thence** continuing N 75°45'27" W along said right-of-way line for a distance of 11.43 feet to a point 30.00 feet Northwesterly as measured at right angles from said "A" line;

**Thence** N 14°34'00" E, parallel with and thirty (30) feet Northwesterly as measured at right angles from said "A" line for a distance of 47.51 feet;

**Thence** N 04°44'34" E continuing along said right-of-way line for a distance of 46.11 feet;

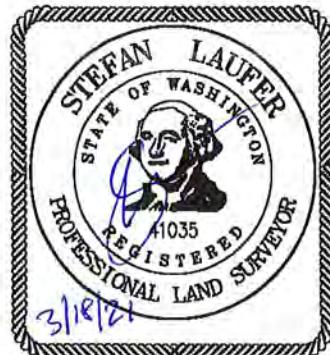
**Thence** departing from said right-of-way S 00°35'26" E for a distance of 74.26 feet to a point thirty (30) feet Northwesterly as measured at right angles to the monumented centerline of Callow Road, (Northwesterly of the intersection of 33<sup>rd</sup> Street NE);

**Thence** S14°09'18" W parallel with and thirty (30) feet Northeasterly of said monumented centerline of Callow Road for a distance of 21.20 feet to the **TRUE POINT OF BEGINNING**.

Containing 551 square feet

Situate in Snohomish County, Washington

Prepared by:  
Larry Steele & Associates, Inc.  
Land Surveyors  
1334 King Street, Ste. 1  
Bellingham WA 98229  
360-676-9350  
Job #00720  
March 18, 2021



March 18, 2021

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

**RE: Callow Road ROW Vacation/Dedication Preliminary Appraisal**

- Callow Green Townhome Development

Dear Mr. Wright,

**Background**

As part of the Callow Green Townhome Development project, the City of Lake Stevens is requiring that street frontage improvements in compliance with EDDS 2-020 be made along Callow Road in certain areas. These improvements, which include a sidewalk, require the adjustment of the existing ROW boundary to extend an additional 10 feet from the existing Callow Road centerline. This ROW extension would subsequently require that a portion of the project's privately-owned property (3,739 sf) be rededicated as public ROW. This ROW boundary adjustment does not extend into the critical areas which occur approximately across from the intersection of Callow Road and 33<sup>rd</sup> Street and span to the southern end of the property. This land area (Tract 98) is dedicated as Native Growth Protection Area (NGPA).

In addition to the required 10-foot ROW extension, the owner is requesting to have a portion of the Callow Road ROW (551 sf) vacated and rededicated to private land under the ownership of the Project Applicant (Grace Village Development Corporation). In no way does the requested ROW vacation reduce the Callow Road ROW to be less than the required 60 feet minimum width, or impede in the ability for the required street frontage improvements to comply with EDDS 2-020.

Exhibits have been prepared to illustrate the proposed ROW/property boundary adjustments. Legal survey descriptions have also been prepared by Larry Steele & Associates regarding the proposed ROW Dedication and Vacation areas. These documents are attached to this letter.

**Preliminary Appraisal**

The following preliminary appraisal of the Callow Road ROW Dedication and Vacation is based on the methodology outlined in LSMC 14.16C.095. Details are on the following page.

**2020 ENGINEERING, Inc.**

Dockside Building | 1010 C Street, Bellingham, WA 98225  
360.671.2020 | [www.2020engineering.com](http://www.2020engineering.com)



**Callow Road ROW Vacation/Dedication Preliminary Appraisal**

Callow Green Preliminary Plat

March 18, 2021

Page 2 of 2

**Current Parcel Evaluation:**

Parcel Number:	29060600301300
Snohomish County Accessed Value:	\$356,100
Parcel Area:	160,475 sf
Value per Square Foot:	\$2.22/sf

**Callow Road ROW Dedication:**

Value per Square Foot:	\$2.22/sf
Dedicated Area:	3,739 sf
Value of ROW Dedication:	\$8,300.58

**Callow Road ROW Vacation:**

Value per Square Foot:	\$2.22/sf
Vacated Area:	551 sf
Value of ROW Vacation:	\$1,223.22

Based on the evaluation above, the gross balance, a land area of 3,188 square feet, would be dedicated to the Callow Road ROW, which would have an assessed value of \$7,077,36.

As described above, more land area will be dedicated to the City for additional ROW (with an estimated value of \$8,300.58) than the amount of land that will be vacated to private ownership. Therefore, on behalf of the owner, we are requesting an exemption from compensating the City the assessed value of \$1,223.22 for the ROW land transferred into the Applicant's ownership. And, in exchange, no payment would be expected from the City to the owner for the new ROW dedication.

Sincerely,



**2020 ENGINEERING, Inc.**

Director and President

[mark@2020engineering.com](mailto:mark@2020engineering.com)

**Enclosed**

- Callow Road ROW Boundary Adjustment Exhibits
- Right of Way Dedication & Vacation Legal Descriptions
- Snohomish County Property Account Summary
- Callow Road ROW Plans
- Road Establishment Deed
- Deed (AFN 1270991)



## Property Account Summary

2/25/2021

Parcel Number	29060600301300	Property Address	UNKNOWN UNKNOWN , UNKNOWN,
---------------	----------------	------------------	----------------------------

### General Information

Property Description	Section 06 Township 29 Range 06 Quarter SW - TH PTN NE1/4 SW1/4 SD SEC 6 DAF: COM AT NW COR OF E1/2 NE1/4 SD GOVT LOT 6 SD COR BEING AT THE NW COR OF R/W MGN OF 102ND AVE NE AS CONVYD BY DEED RECIN VOL 266 PG 113 TH N87*18 58E ALG N LN SW1/4 SD SEC 6 & SD MGN 15.04FT TO NE COR SD MGN TH CONT N87*18 58E ALG N LN SD SW1/4 415.28FT TO POB OF HEREIN DESC TR TH S01*28 24W 580.22FT TO S LN OF NW1/4NE1/4 SD SW1/4 TH CONT S01*28 24W 580.22FT TO S LN NE1/4 OF SD SW1/4 TH N81*02 31E ALG SD S LN 69.35FT TO W R/W MGN OF CALLOW RD AS EST BY DEED REC IN VOL 209 PG 637 TH THE FOLG FOUR CRSE & DIST ALGSD W MGN TH N03*35 00E 207.56FT TAP TANG WITH A 736.20FT RAD CRV TO R TH NLY ALG SD CRV THRU A C/A 10*20 00 A DIST 132.77FT TAP TANG TH N13*55 00E 253.60FT TO S LN NW1/4 NE1/4 SD SW1/4 TH CONTN13*55 00E ALG SD MGN 277.66FT TO AN ANG PT OF SD W MGN AS EST BY DEED REC AFN 1270991 TH THE FOLG FOUR CRSE & DIST ALG SD MGN AS EST BY SD DEED TH N76*00 30W 22.57FT TH N13*59 30E 47.51FT TH N04*2930E 46.11FT TH N00*50 30W 206.79FT TO N LN SD SW1/4 TH S87*18 58W ALG SD N LN 189.95FT TO POB (AKA NEW PAR 1 OF SNO CO BLA 05-117632 REC AFN 200604110364 & CORR BY AFN 201009200020)
Property Category	Land and Improvements
Status	Active, Locally Assessed
Tax Code Area	00409

### Property Characteristics

Use Code	910 Undeveloped (Vacant) Land
Unit of Measure	Acre(s)
Size (gross)	3.71

## Related Properties

No Related Properties Found

## Parties

Role	Percent	Name	Address
Taxpayer	100	GRACE VILLAGE DEVELOPMENT CORP	3529 ARBUTUS ST, VANCOUVER, BC V6J3Z6
Owner	100	GRACE VILLAGE DEVELOPMENT CORP	3529 ARBUTUS ST, VANCOUVER, BC V6J 3Z6 Canada

## Property Values

Value Type	Tax Year 2021	Tax Year 2020	Tax Year 2019	Tax Year 2018	Tax Year 2017
Taxable Value Regular	\$356,100	\$492,700	\$360,800	\$170,000	\$159,100
Exemption Amount Regular					
Market Total	\$356,100	\$492,700	\$360,800	\$170,000	\$159,100
Assessed Value	\$356,100	\$492,700	\$360,800	\$170,000	\$159,100
Market Land	\$356,100	\$492,700	\$360,800	\$170,000	\$159,100
Market Improvement					
Personal Property					

## Active Exemptions

No Exemptions Found

## Events

Effective Date	Entry Date-Time	Type	Remarks
10/01/2019	10/01/2019 15:58:30	Excise Processed	Temporary Excise: T103154 Finalized to: E128277

09/21/2019	10/02/2019 14:38:00	Property Assigned To Transfer/Sale	Property Assigned to Transfer/Sale. Filing No.: E128277, Quit Claim Deed by sasset
09/21/2019	10/02/2019 14:38:00	Owner Terminated	Property Transfer Filing No.: E128277 09/21/2019 by sasset
09/21/2019	10/02/2019 14:38:00	Owner Added	Property Transfer Filing No.: E128277 09/21/2019 by sasset
09/21/2019	10/01/2019 15:58:00	Excise Processed	Property Transfer Filing No.: T103154, submitted by eREET 09/21/2019 by ASCEREET
07/10/2019	07/10/2019 13:01:17	Excise Processed	Temporary Excise: T098121 Finalized to: E123520
07/05/2019	07/11/2019 15:05:00	Property Assigned To Transfer/Sale	Property Assigned to Transfer/Sale. Filing No.: E123520, Statutory Warranty Deed by sasset
07/05/2019	07/11/2019 15:05:00	Owner Terminated	Property Transfer Filing No.: E123520 07/05/2019 by sasset
07/05/2019	07/11/2019 15:05:00	Owner Added	Property Transfer Filing No.: E123520 07/05/2019 by sasset
07/05/2019	07/10/2019 13:01:00	Excise Processed	Property Transfer Filing No.: T098121, submitted by eREET 07/05/2019 by ASCEREET
01/06/2011	01/06/2011 10:48:00	Tax Bill Recalculation	Seg/Merge for 2010 performed by strkdh
12/23/2010	12/23/2010 14:59:00	Property Characteristic Changed	2010 State Forest Fire Units changed from 3.71 to by sassrc
12/23/2010	12/23/2010 14:59:00	Property Characteristic Changed	2011 State Forest Fire Units changed from 3.71 to by sassrc
12/15/2010	12/15/2010 09:55:00	Value Modification	Type: Value Change Due to Segregation/Merger, Status: Approved, Tax Year: 2011 by sassrc
12/15/2010	12/15/2010 09:51:00	Value Modification	Type: Value Change Due to Segregation/Merger, Status: Initiated, Tax Year: 2011 by sassrc
12/15/2010	12/15/2010 09:22:00	Property Characteristic Changed	2011 State Forest Fire Units changed from to 3.71 by sassrc
12/15/2010	12/15/2010 09:22:00	Property Characteristic Changed	2010 State Forest Fire Units changed from to 3.71 by sassrc
12/15/2010	12/15/2010 09:21:00	Property Characteristic Changed	2011 Size (gross) changed from 4.62 to 3.71 by sassrc

12/15/2010	12/15/2010 09:21:00	Property Characteristic Changed	2011 Surface Water Units changed from 4.62 to 3.71 by sassrc
12/15/2010	12/15/2010 09:21:00	Property Characteristic Changed	2010 Surface Water Units changed from 4.62 to 3.71 by sassrc
12/15/2010	12/15/2010 09:09:00	Seg/Merge Completed	Parent in Seg/Merge C100511, Effective: 01/01/2009 by sassrc
12/15/2010	12/15/2010 09:09:00	Value Modification	Value Change Due to Segregation/Merger: C100511 by sassrc
11/16/2010	11/16/2010 14:21:00	Tax Bill Recalculation	Manifest Error Board for 2010 performed by strmj
11/16/2010	11/16/2010 14:20:00	Tax Bill Recalculation	Manifest Error Board for 2008 performed by strmj
11/16/2010	11/16/2010 14:20:00	Tax Bill Recalculation	Manifest Error Board for 2009 performed by strmj
11/16/2010	11/16/2010 14:19:00	Tax Bill Recalculation	Manifest Error Board for 2007 performed by strmj
11/15/2010	11/15/2010 13:13:00	Value Modification	Type: Manifest Error, Status: Approved, Tax Year: 2007 by saslc
11/15/2010	11/15/2010 13:13:00	Value Modification	Type: Manifest Error, Status: Approved, Tax Year: 2008 by saslc
11/15/2010	11/15/2010 13:13:00	Value Modification	Type: Manifest Error, Status: Approved, Tax Year: 2009 by saslc
11/15/2010	11/15/2010 13:13:00	Value Modification	Type: Manifest Error, Status: Approved, Tax Year: 2010 by saslc
11/04/2010	11/04/2010 08:28:00	Value Modification	Type: Manifest Error, Status: Initiated, Tax Year: 2009 by saslc
11/04/2010	11/04/2010 08:28:00	Value Modification	Type: Manifest Error, Status: Initiated, Tax Year: 2008 by saslc
11/04/2010	11/04/2010 08:28:00	Value Modification	Type: Manifest Error, Status: Initiated, Tax Year: 2007 by saslc
11/04/2010	11/04/2010 08:27:00	Value Modification	Type: Manifest Error, Status: Initiated, Tax Year: 2010 by saslc
11/04/2010	11/04/2010 08:25:00	Value Modification	Type: Manifest Error, Status: Approved, Tax Year: 2011 by saslc

10/13/2006	10/13/2006 15:22:00	Property Characteristic Changed	2007 State Forest Fire Units changed from 4.62 to by sascab
01/31/2006	01/31/2006 17:04:00	Tax Code Area Change	Property Maintenance Changed TCA from 03162 TO 05044 for tax year 2006. by sascab
01/31/2006	01/31/2006 16:51:00	Tax Code Area Change	Property Maintenance Changed TCA from 05044 TO 03162 for tax year 2006. by sascab
02/25/2002	02/25/2002 11:35:00	Taxpayer Changed	Party/Property Relationship by strsjb

### Tax Balance

#### Installments Payable

Tax Year	Installment	Due Date	Principal	Interest, Penalties and Costs	Total Due	Cumulative Due
2021	1	04/30/2021	\$1,599.06	\$0.00	\$1,599.06	\$1,599.06
2021	2	10/31/2021	\$1,599.06	\$0.00	\$1,599.06	\$3,198.12

### Distribution of Current Taxes

District	Rate	Amount	Voted Amount	Non-Voted Amount
CITY OF LAKE STEVENS	1.00	\$354.36	\$0.00	\$354.36
LAKE STEVENS SCHOOL DIST NO 4	3.65	\$1,298.93	\$1,298.93	\$0.00
SNO-ISLE INTERCOUNTY RURAL LIBRARY	0.42	\$151.14	\$0.00	\$151.14
SNOHOMISH COUNTY-CNT	0.64	\$226.55	\$0.00	\$226.55
SNOHOMISH REGIONAL FIRE & RESCUE	0.38	\$134.99	\$134.99	\$0.00
STATE	2.83	\$1,006.09	\$0.00	\$1,006.09
SNOHOMISH CONSERVATION DISTRICT		\$8.16	\$0.00	\$8.16
STATE FOREST FIRE		\$17.90	\$0.00	\$17.90
<b>TOTAL</b>	<b>8.91</b>	<b>\$3,198.12</b>	<b>\$1,433.92</b>	<b>\$1,764.20</b>

### Levy Rate History

Tax Year	Total Levy Rate
2020	9.082858
2019	10.675818
2018	11.925292

### Real Property Structures

Description	Type	Year Built	More Information
No Real Property Structures Found			

## Receipts

Date	Receipt No.	Amount Tendered	Amount Due
01/12/2021 00:00:00	<a href="#">11428284</a>	\$5,221.37	\$5,221.37
02/12/2020 00:00:00	<a href="#">10858702</a>	\$2,161.03	\$4,501.18
07/15/2019 11:06:00	<a href="#">10593101</a>	\$4,723.12	\$6,652.61
01/02/2018 00:00:00	<a href="#">9731759</a>	\$921.17	\$921.17
06/30/2017 00:00:00	<a href="#">9468793</a>	\$1,610.17	\$3,368.76
06/30/2017 00:00:00	<a href="#">9468794</a>	\$921.16	\$3,368.76

## Sales History

Sale Date	Entry Date	Recording Date	Recording Number	Sale Amount	Excise Number	Deed Type	Transfer Type	Grantor(Seller)	Grantee(Buyer)	Other Parcels
07/05/2019	07/10/2019	07/05/2019		\$175,000.00	E123520	W	M	NICKELL KENNETH L JR	0915223 B C LTD	No
09/21/2019		10/01/2019	09/21/2019	\$0.00	E128277	QC	M	0915223 BC LTD	GRACE VILLAGE DEVELOPMENT CORP	No

## Property Maps

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



LAKE STEVENS CITY COUNCIL  
**STAFF REPORT**

**Council Agenda Date:** March 23, 2021

**Subject:** Southeast Interlocal Annexation (LUA2020-0117)

<b>Contact</b>	Russ Wright, Comm. Development Director	<b>Budget</b>	None
<b>Person/Department:</b>	David Levitan, Senior Planner	<b>Impact:</b>	

---

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

Motion to Adopt Ordinance No. 1112 (Attachment 1) authorizing the mayor to sign an interlocal agreement between the city, Snohomish County, and the Lake Stevens Sewer District annexing properties and right-of-way within the Southeast Interlocal Annexation area, with an effective date of May 28, 2021.

**Attorney Reviewed**

---

**SUMMARY**

The City Council, County Council and Sewer District held a joint public hearing on March 9, 2021 to consider the Southeast Interlocal Annexation. The joint board received testimony from proponents and opponents of the proposed annexation. During the hearing, County Councilmembers raised the question as to why the parties had chosen to use this method (interlocal agreement) of annexation. Considerable discussion ensued with a recommendation to consider an advisory vote during the August 2021 primary election. Since the hearing, the city has received several emails and calls from supporters of the annexation, which are included in Attachment 2 (public comments received since March 9 public hearing). Some individuals have claimed they were not able to access the link to the Zoom meeting.

After reflection and legal counsel review, the City Council determined that it would like to reconsider its position and discuss approving the ILA. The City has determined that it cannot call for an advisory vote in an unincorporated area of Snohomish County for the annexation process codified in [RCW 35A.14.296](#). Before the annexation can be effective, the County Council will need to adopt an ordinance to approve the ILA and the [boundary review board](#) process will need to be carried out. Under Section B.3 B of its Unification Agreement with the city, the Lake Stevens Sewer District has already agreed that it shall not "... oppose lawful annexation proceedings commenced by the other Party at any time under this Agreement." As such, the LSSD is obligated to sign the Agreement.

The following comments are included to address questions posed at the public hearing and add clarifying statements regarding the proposed annexation.

1. The Growth Management Act (Chapter [RCW 36.70A](#)) sets planning goals for cities and counties including reducing sprawl and encouraging urban growth in urban areas where adequate public facilities and services exist or can be provided in an efficient manner. Other important goals relate to planning for transportation, housing, economic development, open spaces/recreation, environmental protection, citizen participation and public facilities. Most of these goals most directly affect local decision-making for urban governmental services and the communities served. RCW36.70A.110 establishes Urban Growth Areas and finds that urban areas should provide adequate area and densities sufficient to permit the urban growth that is projected to occur in the next 20-year period. Comprehensive plans must designate within its boundaries urban service areas or potential annexation areas designated for specific cities.

The GMA does not explicitly require annexation, but it clearly stated in RCW36.70A.110 (4), "...*cities are the units of local government most appropriate to provide urban governmental services...*"

The Municipal Research and Service Center (MRSC) concludes in its publication [Annexation by Washington Cities and Towns](#), "... the GMA facilitates the process of annexation through the comprehensive planning process it mandates. City's comprehensive plan should address planning policies within its urban growth area. **As such, a city subject to the GMA forms its annexation policy and planning in the context of complying with the GMA.**" (MRSC June 2020, page 2 emphasis added)

Furthermore, the Puget Sound Regional Council in VISION 2040 recognizes that unincorporated urban lands are often similar in character to cities they are adjacent to, **calling for them to be affiliated with adjacent cities for joint planning purposes and future annexation.**

2. As planning for future growth in unincorporated urban growth areas is mandatory, the city has adopted specific goals and policies in its Comprehensive Plan.

GOAL 2.9 Promote annexations of lands into the city in a manner that is fiscally responsible to ensure the city is able to provide a high level of urban services.

#### Policies

- 2.9.1 Affiliate all urban unincorporated lands appropriate for annexation with an adjacent city or identify those that may be feasible for incorporation.
- 2.9.2 It is the city's intent to annex the entire Lake Stevens Urban Growth Area over the planning horizon to become one city...
- 2.9.3 To the degree reasonably possible, annexations should serve to regularize city boundaries, and not divide lots. The intent is to ensure practical boundaries in which services can be provided in a logical, effective and efficient manner.
- 2.9.4 Prior to any annexation, the city should consider the effects on special purpose districts and County services within the Urban Growth Area...
- 2.9.5 The city's intent is to minimize disruption to residents, businesses and property owners in annexed areas ...
- 2.9.6 At such time an annexation proposal is made, the city shall make every reasonable effort to provide accurate, timely and useful information to community members so that they may make reasoned and well-informed decisions.

3. The city entered a Master Interlocal Agreement with Snohomish County in 2005 that calls for the orderly transition of services and capital projects from the Count to the City. This document covers elements from the Growth Management Act items as they affect annexations including infrastructure, zoning, transfer of permits, impact fees, etc. for the areas to be annexed into the city.
4. Several Countywide Planning Policies relate to interlocal cooperation, joint planning and annexation, including but not limited to the following.

**JP-1 Coordination of county and municipal planning particularly for urban services, governance, and annexation is important.** Interlocal agreements for this purpose are encouraged pursuant to the Interlocal Cooperation Act (Chapter [39.34 RCW](#)).

**DP-5** The County and cities shall adopt comprehensive plans and development regulations (RCW 36.70A.040). In Urban Growth Areas (UGAs), such plans and regulations shall:

- a. Achieve urban uses and densities;
- b. Provide for urban governmental services and capital facilities sufficient to accommodate the broad range of needs and uses that will accompany the projected urban growth; and

- c. Permit the urban growth that is projected to occur in the succeeding twenty-year period (RCW 36.70A.110(2)).

The County shall adopt such plans and regulations for its unincorporated territory. Each city shall adopt such plans and regulations for territory within its city limits. *Additionally, cities may adopt such plans and proposed development regulations for adjacent unincorporated territory within its UGA or Municipal UGA (MUGA) to which the city has determined it is capable of providing urban services at some point in the future, via annexation.*

DP-17 City comprehensive plans should have policies on annexing the areas in their unincorporated Urban Growth Area / Municipal Urban Growth Area.

Snohomish County also identifies developing annexation plans as an applicable approach to develop “reasonable measures” to ensure efficient infrastructure and land use to support growth rates.

5. The Lake Stevens City Council has been discussing moving forward with annexations for several years. In 2016, the city adopted a six-year annexation strategy to consider how and when to annex the remaining UGA. The city has moved forward with steps to annex the remainder of the unincorporated areas in a responsible and deliberate manner through acceptance of citizen-initiated petitions and city-sponsored methods as allowed under state law, as consistent with the Comprehensive Plan, Master Interlocal Agreement and Countywide Planning Policies.
6. State law permits annexations through a variety of different processes, including interlocal agreements, property owner petitions, and public votes. The City Council has discussed all forms of annexations including the new interlocal method at regular City Council meetings and in depth at past retreats. The city believes that the proposed interlocal method is the most efficient method to annex a largely built-out portion of its UGA, and to meet its obligation under the Growth Management Act to annex areas within its UGA. **This process provides for public input and notice, but not a vote.**

Major reasons for Council desiring to complete annexations are described below.

- Community identity, with a broad recognition that city of Lake Stevens and greater Lake Stevens community share an identity, with the lake at its center, and culture interwoven with shared school districts, a common Fire District, youth athletics and city events such as Aquafest, Harvest Fest and Winterfest that bring the greater community together.
- Equity and financing of city services between incorporated and unincorporated areas in the city’s sphere of influence, where the unincorporated areas use city resources such as roads, stormwater and parks without contributing toward the cost of constructing or maintaining these services and resources.
- Desire to control future growth around the city in a predictable manner in this rapidly growing area especially as land use law becomes ever more complex through changes to state mandates.
- Annexation gives a voice to the larger community in city government, planning and allocation of resources on capital projects. Lake Stevens already provides a voice by allowing representation on city boards and commissions. The city’s slogan of “*One Community Around the Lake*” is more than a catch phrase; rather, it embodies the community mission of being an inclusive city and representative of the entire Lake Stevens Community and its residents and their ability to participate in local government.

According to the Municipal Research and Service Center (MRSC) *Annexation by Washington Cities*, annexation “... may be appropriate when the central city is surrounded by a growing area, when the need for orderly planning and governmental services in fringe areas increases, and when needed services can best be supplied by the central city.” (MRSC Annexation by Washington Cities, June 2020).

For these reasons, the city has adopted an annexation strategy consistent with the Master Interlocal Agreement with Snohomish County, Countywide Planning Policies and the Growth Management Act.

7. Lake Stevens and other cities had requested that the legislature consider annexation reforms for quite some time to simplify the process. In 2020, the state legislature adopted a new form of Interlocal Annexation through [Senate Bill 5522](#) and codified in [RCW 35A.14.296](#). This new annexation method was designed to streamline annexations and transfer the responsibility of urban governance from counties to cities.

In a review of the synopsis for [Senate Bill 5522](#), this law focuses on providing urban services:

“The purpose of such agreements is to permit local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby providing services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities.”

This annexation method is geared toward situations where a city is already providing services to the greater community, such as roads where the unincorporated area is primarily accessed through city roads, which is true of the current annexation. Tied to the road infrastructure would be the city’s stormwater infrastructure and management of the lake itself. The city of Lake Stevens is currently responsible for approximately 90% of the cost of lake maintenance, it controls or manages five of the six public access points to the shoreline and provides most of the law enforcement on the lake.

In other arenas, the Lake Stevens Police Department through a mutual aid agreement responds to Snohomish County calls for law enforcement services. According to the Police Chief, the Lake Stevens PD has responded to 910 calls for service in county jurisdiction between January 1, 2018 and December 31, 2020. This includes areas inside UGAs and rural areas in proximity to the city.

Moving forward with a negotiated interlocal agreement assures an equitable, efficient and fair transfer of governmental services from Snohomish County to Lake Stevens as the unit of local government most appropriate to provide urban governmental services according to the Growth Management Act and Puget Sound Regional Council.

## **BACKGROUND:**

On July 14, 2020, the City Council approved [Resolution 2020-017](#), which authorized city staff to begin negotiations with Snohomish County on an interlocal agreement (ILA) to annex approximately 500 acres of land in the southeast portion of the city’s UGA as well as the 1,000-acre lake.

SB 5522 requires that water districts, sewer districts, and fire districts be offered the opportunity to join as a party to the ILA. The Lake Stevens Sewer District opted to join as a party to the ILA and will be expanding its service boundaries through a separate annexation process so that its service area matches the city’s boundaries. Snohomish PUD opted not to join as a party to the agreement, and while Snohomish Regional Fire and Rescue opted out of the agreement as the annexation has no impact on its services.

City staff has worked with county and sewer district staff for several months to develop the ILA, and the three parties finalized the proposed language in early February 2021. The ILA is included as Exhibit A to Attachment 1 (Ordinance 1112).

RCW 35A.14.296 includes several requirements to ensure that there is adequate public notice and information made available to annexation area residents and property owners. These include a mandatory public meeting to discuss and answer questions about the annexation.

Lake Stevens, in an effort to be completely transparent and engage affected residents, has exceeded the statutory requirements for providing public notice. Staff has provided three direct mailings to residents,

held two public open houses, distributed fact sheets and maintained a website with information on the annexation and responded directly to personal inquiries.

- An initial introductory letter and notice of the meeting was mailed to all property owners in the annexation area and posted on the city website, [project website](#) and city Facebook page.
- The first public meeting was held on September 21, 2020. Approximately 50 people attended the Zoom meeting, not including staff members and elected officials. Staff provided a brief [PowerPoint presentation](#), which was followed by a question and answer session that is summarized in this [Q&A document](#).
- Staff also spoke to or emailed approximately 25 area residents in the period up to and following the September 21 meeting.
- The city held a second public meeting on December 9, 2020 to provide an update on the process and answer additional questions from the public. After a brief presentation, staff spent approximately 90 minutes answering questions from residents. A recording of the meeting can be [viewed here](#), and staff has updated the above Question and Answer document to incorporate questions from the December 9 meeting. In response to requests from the public, staff also posted a copy of the [Annexation Financial Analysis](#) to the project website.

Aside from these venues, City has discussed this Annexation with the City Council at its January 2021 retreat and the Snohomish County Council has been briefed twice about the proposed annexation (February 2 Planning Committee and February 10 General Legislative Session) with no apparent reservations.

RCW 35A.14.296 requires that the city and county hold a public hearing, either individually or jointly, to consider the proposed annexation. The city and county opted to hold a joint public hearing of the Lake Stevens City Council and Snohomish County Council with the Lake Stevens Sewer District.

- As required by state law, the notice of public hearing and of the availability of the ILA was published for four consecutive weeks in a newspaper of general circulation (the Everett Herald) starting on February 12, 2021 and ending on March 5, 2021.
- Copies of the ILA and the draft ordinances to be considered by each party were also made available on the [city website](#) and [county website](#), and a copy of the district's resolution of support was also posted to [its website](#).
- A postcard notice of the public hearing and the availability of the ILA was also sent to all property owners in the annexation area on February 12, 2021, and notice was posted on the city's Facebook page. The notice of public hearing also included the option for members of the public to provide written comments in advance of the public hearing. Staff provided written comments to the boards prior to the hearing.

Individually staff has reached out to over two dozen individuals to answer their questions and address their concerns. Notices of both public meetings as well as this public hearing have been mailed to all property owners in the annexation area, and staff will continue to be available to answer individual questions.

#### **PROPOSED ACTION:**

Staff is recommending that City Council adopt Ordinance 1112 (Attachment 1), authorizing the Mayor to sign the Interlocal Agreement for the Southeast Interlocal Annexation (LUA2020-0117). Approval of the Agreement will require separate actions by the Snohomish County Council and Lake Stevens Sewer District Board of Commissioners.

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**BUDGET IMPACT:** A detailed financial analysis, including for the assumption of debt, was prepared by the county and city and previously reviewed by the respective councils.

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**ATTACHMENTS:**

Attachment 1: Ordinance 1112 with Exhibit A: Southeast Interlocal Annexation Interlocal Agreement

Attachment 2: Additional Public Comments received since March 9 public hearing

**CITY OF LAKE STEVENS  
Lake Stevens, Washington  
ORDINANCE NO. 1112**

**AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF LAKE STEVENS, WASHINGTON CONCERNING ANNEXATION BY INTERLOCAL AGREEMENT; APPROVING FINDINGS OF FACT; APPROVING AND AUTHORIZING THE MAYOR TO SIGN AN INTERLOCAL AGREEMENT BETWEEN SNOHOMISH COUNTY, THE CITY OF LAKE STEVENS, AND THE LAKE STEVENS SEWER DISTRICT FOR THE SOUTHEAST INTERLOCAL ANNEXATION; PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE; AND FOR FILING OF THE ORDINANCE WITH THE BOARD OF SNOHOMISH COUNTY COMMISSIONERS.**

**WHEREAS**, Section 35A.14.296 of the Revised Code of Washington (RCW) outlines the process for Washington code cities to annex unincorporated areas within their Urban Growth Area (UGA) pursuant to an interlocal agreement (“ILA”); and

**WHEREAS**, the City of Lake Stevens has adopted an Annexation Plan, under Resolution 2016-021, as a reasonable measure that provides an annexation strategy and which will help address the projected population deficiency, identified in the Snohomish County 2007 Buildable Lands Report, for the Lake Stevens UGA; and

**WHEREAS**, the City Council approved Resolution 2020-017 on July 14, 2020, which declared its intent to initiate negotiations with Snohomish County (“County”) on an ILA to annex areas within its UGA, pursuant to RCW 35A.14.296; and

**WHEREAS**, the Lake Stevens Sewer District (“District”) provided notice to the City of its intent to join as party to the ILA, as permitted by RCW 35A.14.296(2); and

**WHEREAS**, the City hosted public meetings on September 21, 2020 and December 9, 2020 to discuss the proposed annexation and to respond to questions from area residents and has posted information on the city’s website as it relates to the proposed annexation; and

**WHEREAS**, the City, County and District (“Parties”) have drafted an ILA (Exhibit A) that identifies the boundaries, legal description and effective date of the proposed annexation, and which established March 9, 2021 as the date of the joint public hearing between the Lake Stevens City Council and Snohomish County Council to consider approval of the ILA; and

**WHEREAS**, the ILA as written meets all other requirements of RCW 35A.14.296; and

**WHEREAS**, the ILA is consistent with the Interlocal Agreement between the City of Lake Stevens and Snohomish County Concerning Annexation and Urban Development within the Lake Stevens Urban Growth Area (“Master ILA”), as amended by the ILA, which is recorded under Snohomish County Auditor’s File Number 200511100706 and aims to facilitate the orderly transition of services and responsibilities for capital projects from the County to the City at the time of annexation of unincorporated areas of the County to the City; and

**WHEREAS**, the ILA applies only to the areas within the Southeast Interlocal Annexation Area identified in Exhibit A; and

**INTERLOCAL AGREEMENT BETWEEN THE CITY OF LAKE STEVENS,  
SNOHOMISH COUNTY, AND THE LAKE STEVENS SEWER DISTRICT  
CONCERNING THE SOUTHEAST INTERLOCAL ANNEXATION AND  
THE ORDERLY TRANSITION OF SERVICES PURSUANT TO RCW 35A.14.296**

**WHEREAS**, the City of Lake Stevens City Council has determined that the area will be liable for any of the outstanding indebtedness of the City of Lake Stevens; and

**WHEREAS**, Ordinances 1073 and 1074 established Comprehensive Plan land use designations and zoning designations for the annexation area, as amended by Ordinances 1105 and 1106; and

**WHEREAS**, Section 6 of the ILA notes that all parcels in the annexation area with current county zoning that allows for residential development shall maintain a zoning designation that provides for residential development and not reduce the minimum gross residential density for those parcels below the density permitted by the county, for a minimum of five years; and

**WHEREAS**, the Parties published a notice of public hearing and notice of availability of the ILA in the Everett Herald for four consecutive weeks starting on February 12, 2021, and made a copy of the ILA available on the city and county websites; and

**WHEREAS**, the City Council, County Council, and District Board of Commissioners held a joint public hearing on March 9, 2021, where the public was afforded the opportunity to provide testimony; and

**WHEREAS**, the City Council has determined that the proposed annexation is consistent with all requirements of RCW 35A.14.296 as well as the city's adopted Annexation Plan and will help meet the city's goal of creating "One Community Around the Lake".

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

**Section 1.** The City Council authorizes the Mayor to sign an Interlocal Agreement between Snohomish County, the City of Lake Stevens and the Lake Stevens Sewer District, attached hereto as **Exhibit A**, that annexes into the city those areas within the Southeast Interlocal Annexation Area.

**Section 2.** The effective date of the annexation is May 28, 2021.

**Section 3.** Severability. If any section, clause, phrase, or term of this ordinance is held for any reason to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance, and the remaining portions shall be in full force and effect.

**Section 4.** Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force five days after the date of publication.

**Section 5.** A certified copy of this ordinance shall be filed with the board of county commissioners for Snohomish County as required by RCW 35A.14.296(5).

**PASSED** by the City Council of the City of Lake Stevens this 9<sup>th</sup> day of March 2021.

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Brett Gailey, Mayor

ATTEST/AUTHENTICATION:

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Kelly Chelin, City Clerk

APPROVED AS TO FORM:

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Greg Rubstello, City Attorney

First and Final Reading: March 9, 2021

Published:

Effective Date:

## **EXHIBIT A**

**INTERLOCAL AGREEMENT BETWEEN THE CITY OF LAKE STEVENS,  
SNOHOMISH COUNTY, AND THE LAKE STEVENS SEWER DISTRICT  
CONCERNING THE SOUTHEAST INTERLOCAL ANNEXATION AND  
THE ORDERLY TRANSITION OF SERVICES PURSUANT TO RCW 35A.14.296**

**INTERLOCAL AGREEMENT  
BETWEEN THE CITY OF LAKE STEVENS, SNOHOMISH COUNTY,  
AND THE LAKE STEVENS SEWER DISTRICT  
CONCERNING THE SOUTHEAST INTERLOCAL ANNEXATION AND  
THE ORDERLY TRANSITION OF SERVICES PURSUANT TO RCW 35A.14.296**

**1. PARTIES**

This Interlocal Agreement (“Agreement” or “ILA”) is made by and between the City of Lake Stevens (“City”), a Washington municipal corporation; Snohomish County (“County”), a political subdivision of the State of Washington; and the Lake Stevens Sewer District (“District”), a special purpose district of the State of Washington, collectively referred to as the “Parties,” pursuant to Chapter 35A.14 RCW (Annexation by Code Cities), Chapter 36.70A RCW (Growth Management Act), Chapter 36.115 RCW (Governmental Services Act), Chapter 43.21C RCW (State Environmental Policy Act), Chapter 36.70B RCW (Local Project Review), Chapter 58.17 RCW (Subdivisions), Chapter 82.02 RCW (Excise Taxes), and Chapter 39.34 RCW (Interlocal Cooperation Act).

**2. PURPOSE**

- 2.1 **Primary purpose.** The primary purpose of this Agreement is to set forth the terms of the Parties’ agreement to the annexation (“Annexation”) to the City of territory located within the Southeast Interlocal Annexation area, which area is referred to herein as the “Annexation Area,” pursuant to RCW 35A.14.296. The territory included in the Annexation Area, including the entirety of the lake, is depicted in Exhibit A and a legal description is provided in Exhibit B to this Agreement, and incorporated herein by this reference. The Annexation Area is completely within the City’s Urban Growth Area (UGA) designated under RCW 36.70A.110.
- 2.2. Orderly transition of services and capital projects. The City, County, and District recognize the need to facilitate an orderly transition of services and capital projects from the County to the City at the time of the Annexation.
- 2.3 Secondary purpose. The secondary purpose of this Agreement is to identify those areas within the City’s UGA that the District intends to annex pursuant to one of methods authorized under Chapter 57.24 RCW. This area is referred to herein as the “Sewer Expansion Area”. The Sewer Expansion Area is completely within the City’s UGA, as depicted in Exhibit C and consistent with the *City of Lake Stevens Sewer District Unified Sewer Services and Annexation Agreement*, effective May 23, 2005, and recorded under Auditor File # 200604250536), and its subsequent amendments. No specific timeframe has been established for future annexations of the sewer expansion area.

**3. GENERAL AGREEMENT REGARDING ANNEXATION**

- 3.1 Applicability of Master Annexation ILA. The Parties recognize the existence of a certain *Interlocal Agreement Between the City of Lake Stevens and Snohomish County Concerning Annexation and Urban Development Within the Lake Stevens Urban Growth Area*, effective October 26, 2005, and recorded under Auditor's File #200511100706 ("Master Annexation ILA"), that addresses certain actions related to annexation. The Parties agree and intend that the Master Annexation ILA shall have applicability, force, and effect with respect to the Annexation contemplated herein, except where specifically amended in Section 4 of this Agreement, where specific issues are identified that are not contained in the Master Annexation ILA.
- 3.2 Applicability of Unified Sewer Services and Annexation Agreement. The Parties recognize the existence of a certain *City of Lake Stevens and Lake Stevens Sewer District Unified Sewer Services and Annexation Agreement*, effective May 23, 2005 and recorded under Auditor's File # 200604250536 and amended on four occasions, most recently on September 27, 2010 ("Unified Sewer Services and Annexation Agreement"), that addresses the unification of the sewerage system within the UGA and coordination of capital projects and annexations affecting the sewerage system
- 3.3 Snohomish County Tomorrow Annexation Principles. The Parties intend that this Agreement, together with the Master Annexation ILA, be interpreted in a manner that furthers the objectives articulated in the Snohomish County Tomorrow Annexation Principles. For this purpose, the Snohomish County Tomorrow Annexation Principles means that document adopted by the Snohomish County Tomorrow Steering Committee on February 28, 2007, and supported by the Snohomish County Council in Joint Resolution No. 07-026 passed on September 5, 2007. The Snohomish County Tomorrow Annexation Principles are attached to this Agreement as Exhibit D and incorporated herein by this reference.
- 3.4 Annexation approval. The Parties agree to hold a joint public hearing on this Agreement on March 9, 2021. The Parties agree that following execution of this Agreement, the City shall pursue the annexation of the territory depicted and described in Exhibits A and B by adoption of an ordinance pursuant to RCW 35A.14.296
- 3.5 Effective date of annexation. The Parties agree that the City's annexation shall become effective May 28, 2021.

#### **4. AMENDMENT TO THE MASTER ANNEXATION ILA AND ADDITIONAL AGREEMENTS**

4.1 Amendment to Section 3.3 of the Master Annexation ILA. Section 3.3 of the Master Annexation ILA is amended as follows:

**3.3 *Urban density requirements*** Except as may be otherwise allowed by law, the CITY agrees to adopt and maintain land use designations and zones for the annexation areas that will ensure that new residential subdivisions and development will achieve a minimum net density<sup>1</sup> of four dwelling units per acre and that will accommodate within its jurisdiction the population, housing, and employment allocation assigned by Snohomish County under GMA for the subject area. Provided, however, this shall not be deemed as a waiver of the City's right to appeal the assignment of population and employment allocation by any means provided by law.

<sup>1</sup>For purposes of this agreement, minimum net density is the density of development excluding roads, drainage detention/retention areas, biofiltration swales, areas required for public use, and critical areas and their required buffers. Minimum density is determined by rounding up to the next whole unit or lot when a fraction of a unit or lot is 0.5 or greater.

4.2 Amendment to Section 9.1 of the Master Annexation ILA. Section 9.1 of the Master Annexation ILA is deleted in its entirety and replaced with the following:

**9.1 *Legal control and maintenance responsibilities.*** If an annexation area includes surface water management improvements or facilities (i) in which the COUNTY has an ownership interest, (ii) over or to which the COUNTY has one or more easements for access, inspection and/or maintenance purposes, and/or (iii) relating to which the COUNTY has maintenance, monitoring, or other responsibilities, all such ownership interests, rights and responsibilities shall be transferred to the CITY, effective by the date of the annexation, except as otherwise negotiated between the Parties in any subsequent agreements. The COUNTY agrees to provide a list of all such known surface water management improvements and facilities to the CITY. If the COUNTY'S current Annual Construction Plan or Surface Water Management Division budget includes major surface water projects in the area to be annexed, the Parties will determine how funding, construction, programmatic and subsequent operational responsibilities, legal control and responsibilities will be assigned for these improvements, and the timing thereof, under the provisions of RCW 36.89.050, RCW 36.89.120 and all other applicable authorities.

4.3 Amendment to Section 9.2 of the Master Annexation ILA. Section 9.2 of the Master Annexation ILA is deleted in its entirety and replaced with the following:

**9.2 *Taxes, fees, rates, charges and other monetary adjustments.*** The CITY recognizes that service charges are collected by the COUNTY for unincorporated areas within the

COUNTY'S Surface Water Management Utility District. Surface water management service charges are collected at the beginning of each calendar year through real property tax statements. Upon the effective date of an annexation, the CITY hereby agrees that the COUNTY may continue to collect and, pursuant to Title 25 SCC and to the extent permitted by law, to apply the service charges collected during the calendar year in which the annexation occurs to the provision of surface water services designated in that year's budget. These services, which do not include servicing of drainage systems in road right-of-way, will be provided through the calendar year in which the annexation becomes effective and will be of the same general level and quality as those provided to other property owners subject to service charges in the COUNTY. If the CITY intends for the COUNTY to continue providing surface water services beyond the calendar year after annexation, a separate interlocal agreement must be negotiated between the Parties.

- 4.4 Amendment to Section 9.3 of the Master Annexation ILA. Section 9.3 of the Master Annexation ILA is deleted in its entirety.
- 4.5 Amendment to Section 9 of the Master Annexation ILA. Section 9 of the Master Annexation ILA is amended to add new Master Annexation ILA sections 9.3, 9.4, 9.5, 9.6, 9.7, and 9.8 as follows:

*9.3 Compliance with National Pollutant Discharge Elimination System (NPDES) Municipal Stormwater Permit.* The Parties acknowledge that upon the effective date of any annexation, the annexation area will become subject to the requirements of the CITY'S Phase II NPDES Municipal Stormwater Permit, and will no longer be subject to the requirements of the COUNTY'S Phase I NPDES Municipal Stormwater Permit. Notwithstanding the COUNTY'S continued provision of stormwater management services in an annexation area pursuant to Subsection 9.2, the CITY expressly acknowledges, understands and agrees that from and after the effective date of any annexation (i) the CITY shall be solely responsible for ensuring the requirements of the CITY'S NPDES Permit are met relating to the annexation area, and (ii) any stormwater management services the COUNTY continues to provide in the annexation area pursuant to Subsection 9.2 will not be designed or intended to ensure or guarantee compliance with the requirements of the CITY'S Phase II NPDES Permit.

*9.4 Access during remainder of calendar year in which annexation occurs.* To ensure the COUNTY is able to promptly and efficiently perform surface water management services in the annexation area after the effective date of annexation, as described in Subsection 9.2, the CITY shall provide the COUNTY with reasonable access to all portions of the annexation area in which such services are to be performed. Reasonable access shall include, by way of example and not by way of limitation, the temporary closing to traffic of streets, or portions thereof, if such closing is reasonably necessary to perform the service at issue.

**9.5 Surface Water Facility Data.** In addition to the list of COUNTY facilities and assets provided in Subsection 9.1, the COUNTY shall provide:

9.5.1 Available data on surface water facilities which the COUNTY has in its database, which may include but not be limited to: inspection and maintenance records, spatial and attribution data (ArcGIS), As-Built construction plans, ownership status (private, public), and current maintenance responsibility.

9.5.2 Available data on surface water programs concerning the annexation area, which may include but not be limited to: drainage complaints; water quality complaints; business inspections; facility inspections; education and outreach; monitoring; salmon recovery; and special studies.

**9.6 Surface Water Management cases referred to Planning and Development Services (PDS) code enforcement for county code violations.** Any pending Surface Water Management cases referred to PDS code enforcement for county code violations relating to real property located in an annexation area will be transferred to the CITY on the effective date of the annexation. Any further action in those cases will be the responsibility of the CITY at the CITY'S discretion. The COUNTY agrees to make its employees available as witnesses at no cost to the CITY, if necessary, to assist with transferred code enforcement cases. Upon request, the COUNTY agrees to provide the CITY with copies of any files and records related to any transferred case.

**9.7 Government service agreements.** The COUNTY and CITY intend to work toward one or more interlocal agreements for joint watershed management planning, capital construction, infrastructure management, habitat/river management, water quality management, outreach and volunteerism, and other related services.

**9.8 Transfer of Federal and State Permits.** If there are structures or work related to COUNTY surface water management improvements or facilities that are authorized under active federal or state permits located in an annexation area, as the new owner the CITY, if allowed by the federal or state permit, agrees to execute documents validating the transfer of the permit(s) and accept the responsibility and liabilities associated with compliance with the permit(s) terms and conditions, unless otherwise mutually agreed to in writing. Active federal or state permits are those permits under which there are responsibilities and duties that have not been completed by the permittee according to the permit terms and conditions, including but not limited to, monitoring and maintenance responsibilities and duties.

## **5. SURFACE WATER MANAGEMENT IMPROVEMENTS AND FACILITIES**

In accordance with Section 9.1 of the Master Annexation ILA, an initial list of known surface water management improvements and facilities owned by the County or over which the County has rights or responsibilities in the Annexation Area is attached and incorporated hereto as

Exhibit E. While the County has made its best efforts to provide a list of all known surface water management improvements and facilities, the exclusion of any County owned facilities or property interests located within the Annexation Area from Exhibit E, does not change the Parties agreement that any ownership interests, rights and responsibilities associated with County surface water management improvement and facilities in the Annexation Area shall be transferred to the City, effective by the date of the annexation.

## **6. RESIDENTIAL ZONING**

For all parcels zoned by the County for residential development in the Annexation Area, in accordance with RCW 35A.14.296(2) the City agrees that for a period of five years after the effective date of annexation the City shall maintain a zoning designation that provides for residential development and not reduce the minimum gross residential density for those parcels below the density allowed for by the County zoning designation in effect prior to annexation. The City assigned zoning pre-designations for the Annexation Area via City Ordinance 1073 and as amended by City Ordinance 1106, which comply with the requirements of RCW 35A.14.296(2).

## **7. TRANSFER OF SUNSET PARK**

Sunset Park is a 0.27-acre park located at 410 E Lake Stevens Rd (Assessor Parcel # 00533400001500) that is currently owned and managed by the County. As part of this Agreement, ownership and maintenance responsibilities for Sunset Park will be transferred to the City in its existing condition. The City has identified several capital improvements to the park to bring it up to the City's level of service for parks and to address bank and shore stabilization issues. The County agrees to support the City in its pursuit of funding sources for necessary park improvements.

## **8. FUTURE CAPITAL IMPROVEMENTS**

The County has not identified any planned capital improvements to roads or other existing transportation infrastructure or to the list of surface water facilities listed in Exhibit E. The County agrees to work cooperatively on identifying and planning needed transportation improvements within and adjacent to the annexation area that will meet the needs of both city and countywide multimodal traffic. The County Surface Water Management staff expertise provided under this section will be limited to available technical knowledge about surface water conditions and infrastructure in the Annexation Area.

## **9. THIRD PARTY BENEFICIARIES**

There are no third-party beneficiaries to this Agreement, and this Agreement shall not be interpreted to create any third party beneficiary rights.

## **10. DISPUTE RESOLUTION**

Except as herein provided, no civil action with respect to any dispute, claim or controversy arising out of or relating to this Agreement may be commenced until the dispute, claim or controversy has been submitted to a mutually agreed upon mediator. The Parties agree that they will participate in the mediation in good faith, and that they will share equally in its costs. Each Party shall be responsible for the costs of their own legal representation. Each Party may seek equitable relief prior to the mediation process, but only to preserve the status quo pending the completion of that process.

The Parties agree to mediate any disputes arising under this Agreement including, without limitation, disputes regarding the annexation process or responsibilities of the Parties prior to the Boundary Review Board hearing on the Annexation.

## **11. HONORING EXISTING AGREEMENTS, STANDARDS AND STUDIES**

In the event a conflict exists between this Agreement and any agreement between the Parties in existence prior to the effective date of this Agreement, the terms of this Agreement shall govern the conflict. As between the District and the City, this Agreement is intended to address the future annexation of territory by the District located within the Southeast Interlocal Annexation Area under chapter 57.24 RCW. Other than the implications of the additional territory, this Agreement does not change the terms and conditions of the Unified Sewer Services and Annexation Agreement.

## **12. RELATIONSHIP TO EXISTING LAWS AND STATUTES**

This Agreement in no way modifies or supersedes existing state laws and statutes. In meeting the commitments encompassed in this Agreement, all Parties will comply with all applicable state or local laws. The County and City retain the ultimate authority for land use and development decisions within their respective jurisdictions. By executing this Agreement, the County and City do not intend to abrogate the decision-making responsibility or police powers vested in them by law.

## **13. EFFECTIVE DATE, DURATION AND TERMINATION**

- 13.1 Effective Date. This Agreement shall become effective following the approval of the Agreement by the official action of the governing bodies of the Parties and the signing of the Agreement by an authorized representative of each Party hereto.
- 13.2 Duration. This Agreement shall be in full force and effect through December 31, 2030. If the Parties desire to continue the terms of the Agreement after the Agreement is set to expire, the Parties may either negotiate a new agreement or extend this Agreement through the amendment process.
- 13.3 Termination. Any Party may terminate this Agreement upon ninety (90) days advance written notice to the other party. Notwithstanding termination of this Agreement, the Parties are responsible for fulfilling any outstanding

obligations under this Agreement incurred prior to the effective date of the termination.

#### **14. INDEMNIFICATION AND LIABILITY**

- 14.1 **Indemnification of County.** The City shall protect, save harmless, indemnify and defend, at its own expense, the County, its elected and appointed officials, officers, employees and agents, from any loss or claim for damages of any nature whatsoever arising out of the City's performance of this Agreement, including claims by the City's employees or third parties, except for those damages caused solely by the negligence or willful misconduct of the County, its elected and appointed officials, officers, employees, or agents.
- 14.2 **Indemnification of City.** The County shall protect, save harmless, indemnify, and defend at its own expense, the City, its elected and appointed officials, officers, employees and agents from any loss or claim for damages of any nature whatsoever arising out of the County's performance of this Agreement, including claims by the County's employees or third parties, except for those damages caused solely by the negligence or willful misconduct of the City, its elected and appointed officials, officers, employees, or agents.
- 14.3 **Extent of liability.** In the event of liability for damages of any nature whatsoever arising out of the performance of this Agreement by the City and the County, including claims by the City's or the County's own officers, officials, employees, agents, volunteers, or third parties, caused by or resulting from the concurrent negligence of the County and the City, their officers, officials, employees and volunteers, each party's liability hereunder shall be only to the extent of that party's negligence.
- 14.4 **Hold harmless.** No liability shall be attached to the City or the County by reason of entering into this Agreement except as expressly provided herein. The City shall hold the County harmless and defend at its expense any legal challenges to the City's requested mitigation and/or failure by the City to comply with Chapter 82.02 RCW. The County shall hold the City harmless and defend at its expense any legal challenges to the County's requested mitigation or failure by the County to comply with Chapter 82.02 RCW.

#### **15. SEVERABILITY**

If any provision of this Agreement or its application to any person or circumstance is held invalid, the remainder of the provisions and the application of the provisions to other persons or circumstances shall not be affected.

#### **16. EXERCISE OF RIGHTS OR REMEDIES**

INTERLOCAL AGREEMENT BETWEEN THE CITY OF LAKE STEVENS,  
SNOHOMISH COUNTY, AND THE LAKE STEVENS SEWER DISTRICT  
CONCERNING THE SOUTHEAST INTERLOCAL ANNEXATION AND  
THE ORDERLY TRANSITION OF SERVICES PURSUANT TO RCW 35A.14.296

Failure of any Party to exercise any rights or remedies under this Agreement shall not be a waiver of any obligation by any other Party and shall not prevent any other Party from pursuing that right at any future time.

## **17. RECORDS**

The Parties shall maintain adequate records to document obligations performed under this Agreement. The Parties shall have the right to review each other's records with regard to the subject matter of this Agreement, except for privileged documents, upon reasonable written notice.

The City, the County, and the District each acknowledges, agrees and understands that each party is a public agency subject to certain disclosure laws, including, but not limited to Washington's Public Records Act, chapter 42.56 RCW. This Agreement and all public records associated with this Agreement shall be retained and be available from the City, the County, and the District for inspection and copying where required by the Public Records Act, Chapter 42.56 RCW.

## **18. ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement between the Parties concerning the Annexation, except as set forth in Section 3 and Section 4 of this Agreement.

## **19. GOVERNING LAW AND STIPULATION OF VENUE**

This Agreement shall be governed by the laws of the State of Washington. Any action hereunder must be brought in the Superior Court of Washington for Snohomish County.

## **20. CONTINGENCY**

The obligations of the City, the County and the District in this Agreement are contingent on the availability of funds through legislative appropriation and allocation in accordance with law. In the event funding is withdrawn, reduced or limited in any way after the effective date of this Agreement, the City, the County, or the District may terminate the Agreement under Subsection 13.3 of this Agreement, subject to renegotiation under those new funding limitations and conditions.

## **21. FILING**

A copy of this Agreement shall be filed with the Lake Stevens City Clerk and recorded with the Snohomish County Auditor's Office or as otherwise allowed or required under state law.

## **22. ADMINISTRATORS AND CONTACTS FOR AGREEMENT**

The Administrators and contact persons for this Agreement are:

Russ Wright  
Community Development Director  
City of Lake Stevens  
1812 Main St.  
Lake Stevens, WA 98258  
(425) 334-1012

Eileen Canola  
Snohomish County  
Department of Planning and Development Services  
3000 Rockefeller Ave.  
Everett, WA 98201  
(425) 262-2253

Johnathan Dix  
Assistant General Manager  
Lake Stevens Sewer District  
1106 Vernon Road, Suite A  
Lake Stevens, WA 98258  
(425) 334-8588

IN WITNESS WHEREOF, the parties have signed this Agreement, effective on the later date indicated below.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_.

CITY OF LAKE STEVENS  
BY:

---

Brett Gailey

Mayor

Date:

ATTEST:

---

City Clerk

Approved as to form only:

---

Attorney for the City of Lake Stevens

LAKE STEVENS SEWER DISTRICT  
BY:

---

Dan Lorentzen  
President

DATE: \_\_\_\_\_

ATTEST:

---

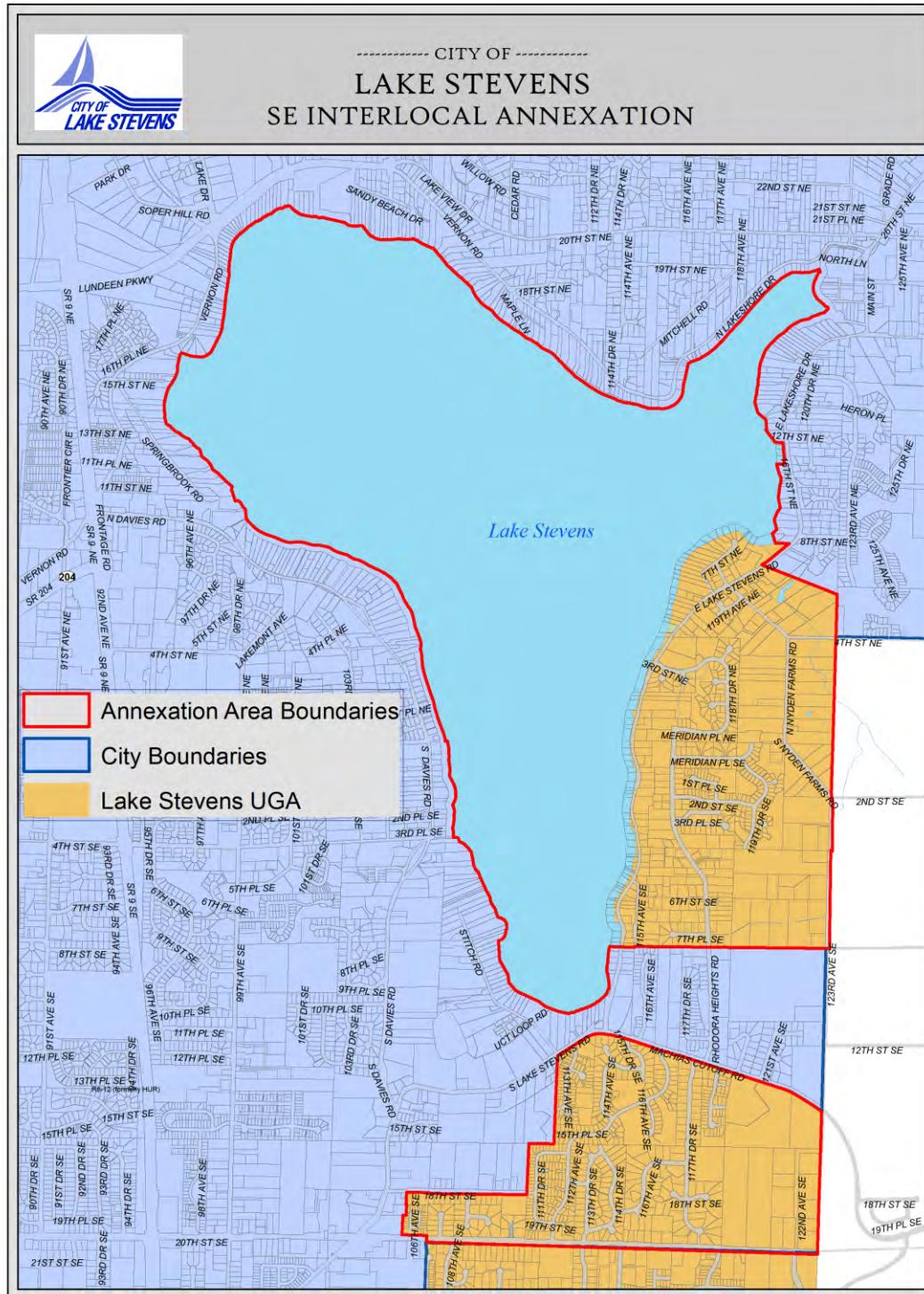
Approved as to form only:

---

Attorney for Lake Stevens Sewer District

**INTERLOCAL AGREEMENT BETWEEN THE CITY OF LAKE STEVENS,  
SNOHOMISH COUNTY, AND THE LAKE STEVENS SEWER DISTRICT  
CONCERNING THE SOUTHEAST INTERLOCAL ANNEXATION AND  
THE ORDERLY TRANSITION OF SERVICES PURSUANT TO RCW 35A.14.296**

## EXHIBIT A – Southeast UGA Annexation Map



## EXHIBIT B – Southeast UGA Annexation Legal Description

### CITY OF LAKE STEVENS ANNEXATION LEGAL DESCRIPTION UGA AREA (NORTH)

Those portions of the Southwest quarter of Section 6, Section 7, Section 17, Section 18, the Northeast quarter of Section 19, and the Northwest quarter and Northeast quarter of Section 20, all in Township 29 North, Range 6 East, W.M., and those portions of Section 12, and the Northeast quarter of Section 13, all in Township 29 North, Range 5 East, W.M., all in Snohomish County, Washington, described as follows:

Beginning at the Southeast corner of the Southwest quarter of said Section 17 and following along the existing city limits of the City of Lake Stevens;

Thence Easterly, 25 feet plus or minus, to the easterly right of way of 123<sup>rd</sup> Ave SE;

Thence Northerly along said east right of way, 695 feet plus or minus, to the southerly right of way of 2<sup>nd</sup> Street SE;

Thence Northwesterly, 54 feet plus or minus, to the northerly right of way of 2<sup>nd</sup> Street SE and its intersection with the east line of the Southwest quarter of said Section 17;

Thence Northerly along the east line of the Southwest quarter of said Section 17, 2115 feet plus or minus, to the Southeast corner of the Northwest quarter of said Section 17;

Thence continuing Northerly along the east line of the Northwest quarter of said Section 17, 610 feet plus or minus, to the south line of Tract 501 of The Reserve at Lake Stevens Division No. 5 as recorded under recording number 199711132006;

Thence Northwesterly along said south line of Tract 501 and extended to the westerly Right of Way of E Lake Stevens Rd, 1094 feet plus or minus, which is also the south line of Tract 999 of Cedar Cove as recorded under recording number 198302175001;

Thence Northeasterly along the westerly right-of-way of E Lake Stevens Rd, 467 feet plus or minus, to the north line of said Tract 999 of Cedar Cove;

Thence Northwesterly along the said north line of Tract 999, 315 feet plus or minus, to the Second class Shoreland and Navigable Boundary of Lake Stevens as conveyed by the State of Washington;

Thence Northerly, Westerly, Southerly, Easterly, Northerly along the said navigable boundary of said Lake Stevens and the existing city limits of the City of Lake Stevens (said navigable boundary also referred to as mean low water, the shore of, the navigable boundary of shorelands, second class shorelands and westerly limit of shorelands) approximately 30,000 feet plus or minus, to a point of a line lying 1,356.3 feet southerly of the north line of the northeast quarter of said Section 19;

Thence Easterly along the line lying 1,356.3 feet southerly of the north line of the northeast quarter of said Section 19, 333 feet plus or minus, to the east line of said Section 19 and the west line of Lot 13 of North Star Plat as recorded under recording number 201411240384;

Thence Northerly along the east line of said Section 19, 12 feet plus or minus, to the South line of the North half of the Northwest quarter of Section 20;

Thence Easterly along the said south line of the North half, 2617 feet plus or minus, to the east line of the said Northwest quarter of Section 20;

Thence Easterly 30 feet plus or minus, to the Easterly right of way of 123<sup>rd</sup> Ave SE;

Thence Northerly along said east right of way, 1316 feet plus or minus, to a point 25 feet east of the SE Corner of the Southwest quarter of said Section 17;

Thence Westerly 25 feet plus or minus to the east line of the Southwest quarter of said Section 17 and the True Point of Beginning.

This legal description/exhibit was initiated by CHS Engineers, LLC and this deliverable was completed by David Evans and Associates, Inc. The licensed professional whose stamp is affixed hereto has continuously acted as the professional in responsible charge and prepared or directed all phases of the work and legal description/exhibit.



## **CITY OF LAKE STEVENS ANNEXATION LEGAL DESCRIPTION UGA AREA (SOUTH)**

Those portions of the Northeast quarter, Southeast quarter and the Southwest quarter of Section 19, the Northwest quarter, Southwest quarter and the Southeast quarter of Section 20, the Northwest quarter of Section 29, and the Northeast quarter of Section 30, all in Township 29 North, Range 6 East, W.M., in Snohomish County, Washington, described as follows:

Beginning at the Southeast corner of the Southwest quarter of said Section 20;

Thence northerly along the east line of the southwest quarter of said Section 20, 1392 feet plus or minus, to the South line of the North half of the Southwest quarter of said Section 20;

Thence easterly, 30 feet plus or minus, to the easterly right of way of 123rd Ave SE;

Thence northerly along the easterly right of way of 123<sup>rd</sup> Ave SE, 468 feet plus or minus, to its intersection with the southerly right of way of Machias Cutoff and the existing city limits of the City of Lake Stevens;

Thence northwesterly along the southerly right of way of Machias Cutoff, 3360 feet plus or minus, to its intersection with southerly right of way of S Lake Stevens Rd and following along the existing city limits of the City of Lake Stevens;

Thence southwesterly along the southerly right of way of S Lake Stevens Rd, 560 feet plus or minus, to the west line of Mission Ridge Division No 3 as recorded under recording number 200212185001;

Thence southerly along the said west line, 1192 feet plus or minus, to the north line of Mission Ridge Division No. 2 as recorded under recording number 200101035002;

Thence westerly along the said north line, 339 feet plus or minus, to the west line of said Mission Ridge Division No. 2;

Thence southerly along the said west line, 687 feet plus or minus, to the southerly right of way of 18<sup>th</sup> Street SE;

Thence westerly along the southerly right of way of 18<sup>th</sup> Street SE, 1625 feet plus or minus, to the east line of the West 75 feet of the East 375 feet of Lot 2 of Ideal Garden Tracts as recorded under Volume 7 of plat, page 33;

Thence southerly along the east line West 75 feet of the East 375 feet of said Lot 2, 120 feet plus or minus, to the south line of the North 187 feet of said Lot 2;

Thence easterly along the south line of said North 187 feet of Lot 2, 20 feet plus or minus, to the west line of Lot 19 of Silver Leaf Condominium as recorded under recording number 200510175207;

Thence southerly along the west line of said Lot 19 and the west line of Common Element A, 180 feet plus or minus, to the north line of Lot 25 of said Silver Leaf Condominium;

Thence westerly along the said north line, 44 feet plus or minus, to the west line of said Silver Leaf Condominium;

Thence southerly along the said west line, 315 feet plus or minus, to the northerly right of way of 20<sup>th</sup> Street SE;

Thence easterly along the said northerly right of way, 335 feet plus or minus, to the west line of the Southeast quarter of said Section 19;

Thence southerly along the west line of said Southeast quarter, 60 feet plus or minus to the southerly right of way of 20<sup>th</sup> Street SE

Thence easterly along the said southerly right of way, 5324 feet plus or minus, to the west line of Cascade Acres Division A as recorded under Volume 25 of plats, Page 6 and 7;

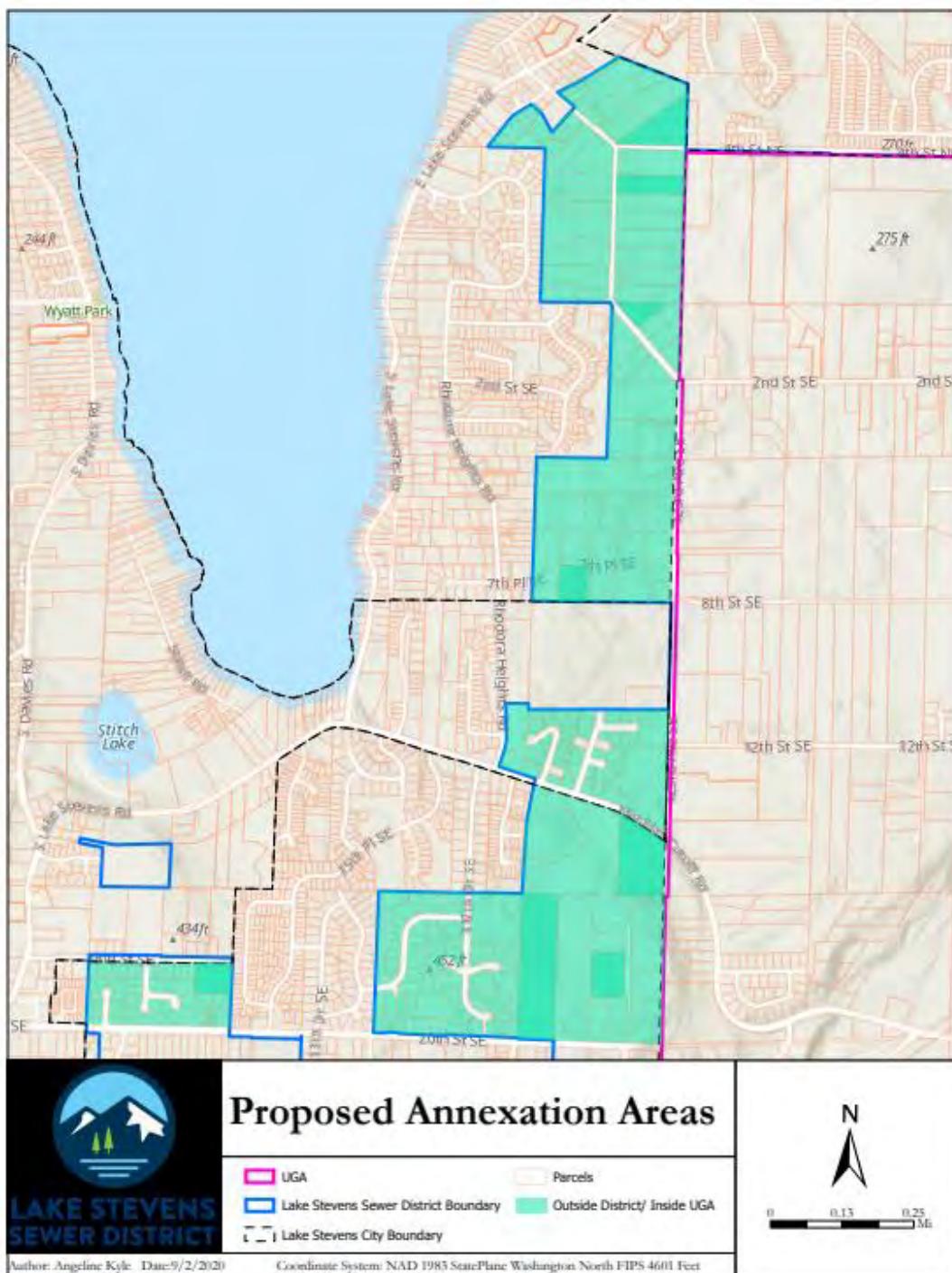
Thence northerly along said East line, 30 feet plus or minus, to the south line of said Section 20 and the True Point of Beginning.



This legal description/exhibit was initiated by CHS Engineers, LLC and this deliverable was completed by David Evans and Associates, Inc. The licensed professional whose stamp is affixed hereto has continuously acted as the professional in responsible charge and prepared or directed all phases of the work and legal description/exhibit.



## EXHIBIT C – Southeast UGA Sewer Expansion Area Map



## EXHIBIT D – SNOHOMISH COUNTY TOMORROW ANNEXATION PRINCIPLES

The following principles are intended as a “roadmap” for successful annexations but are not intended to require cities to annex all UGA lands. The desired outcome will reduce Snohomish County’s current delivery of municipal services within the urban growth area while strengthening the County’s regional planning and coordinating duties. Likewise, cities/towns will expand their municipal services to unincorporated lands scattered throughout the UGAs in Snohomish County. These principles propose altering historical funding and service delivery patterns. All parties recognize that compromises are necessary.

1. The County and all Snohomish County cities will utilize a six-year time schedule which will guide annexation goals. This work will be known as the Six Year Annexation Plan. As follow-up to the county’s Municipal Urban Growth Area (MUGA) policies, those cities that have a (MUGA) land assignment, should designate this land assignment a priority. Each jurisdiction shall conduct its normal public process to ensure that citizens from both the MUGA areas and city proper are well informed. All Snohomish County cities have the option of opting in or out of this process. Cities that opt in will coordinate with the county to establish strategies for a smooth transition of services and revenues for the annexations proposed in the accepted Six Year Plan.
2. Each city will submit a written report regarding priority of potential annexation areas to the county council every two years, at which time each city will re- evaluate its time schedule for annexation. This report will serve as an update to the Six Year Annexation Plan.

The report to the county council should be based upon each city’s internal financial analyses dealing with the cost of those annexations identified for action within the immediate two-year time period. This analysis shall include: current and future infrastructure needs including, but not be limited to, arterial roads, surface water management, sewers, and bridges. A special emphasis should be given to the financing of arterial roads, including historical county funding and said roads’ priority within the county’s current 6-year road plan. Where financing and other considerations are not compelling, the city and county may “re-visit” the annexation strategies at the next two-year interval.

3. To facilitate annexation within urban growth areas (UGAs), the host city and the county may negotiate an Interlocal agreement providing for sub-area planning to guide the adoption of consistent zoning and development regulations between the county and the city. Coordination of zoning densities between the county and the host city may require the revision of land use maps, adoption of transfer rights

or other creative solutions. Upon completion of sub-area planning, if densities cannot be reconciled, then the issue would be directed to SCT for review and possible re-assignment to alternate sites within the UGA.

The Interlocal Agreement would also address development and permit review and related responsibilities within the UGA, apportioning related application fees based upon the review work performed by the respective parties, and any other related matters. The format for accomplishing permit reviews will be guided in part by each city's unique staffing resources as reflected in the Interlocal agreement between the host city and the county.

4. The city and the county will evaluate the financial and service impacts of an annexation to both entities, and will collaborate to resolve inequities between revenues and service provision. The city and county will negotiate on strategies to ensure that revenues and service requirements are balanced for both the city and the county. These revenue sharing and/or service provision strategies shall be determined by individual ILAs to address service operations and capital implementation strategies.
5. The county and the host city will negotiate with other special taxing districts on annexation related issues. Strategies for accomplishing these negotiations will be agreed to by the county and host city, and reflected in the host city's annexation report. (See preceding Principle #2.)
6. To implement the goals of the Annexation Principles regarding revenue sharing, service provision, and permit review transitions, the county and the cities will consider a variety of strategies and tools in developing Interlocal Agreements, including:
  - Inter-jurisdictional transfers of revenue, such as property taxes, Real Estate Excise Taxes (REET), storm drainage fees, sales tax on construction, and retail sales tax. Dedicated accounts may be opened for the deposit of funds by mutual agreement by the county and city;
  - Service provision agreements, such as contracting for service and/or phasing the transition of service from the county to the city;
  - Identifying priority infrastructure improvement areas to facilitate annexation of areas identified in Six Year Annexation Plans.

**EXHIBIT E – KNOWN DRAINAGE FACILITIES OWNED BY THE COUNTY OR  
OVER WHICH THE COUNTY HAS RIGHTS OR RESPONSIBILITIES**

Area	FacID	Owner_Type	ROW	To Transfer
Area 1	F#429	County	Yes	Facility
Area 1	F#430	County	Yes	Facility
Area 1	F#1890, F#1891	County		Facility, property rights or responsibilities
Area 1	F#2724	County	Yes	Facility, property rights or responsibilities
Area 1	F#3599	County	Yes	Facility, property rights or responsibilities
Area 1	F#3600	County	Yes	Facility
Area 2	F#173	County		Facility, property rights or responsibilities
Area 2	F#175	County	Yes	Facility
Area 2	F#176	County	Yes	Facility
Area 2	F#177	County	Yes	Facility
Area 2	F#239	County	Yes	Facility, property rights or responsibilities
Area 2	F#3595	County		Facility, property rights or responsibilities
Area 1	F#815	Private		Property rights or responsibilities
Area 1	F#1736	Private		Property rights or responsibilities
Area 1	F#1737	Private		Property rights or responsibilities
Area 1	F#2323	Private		Property rights or responsibilities
Area 1	F#2641	Private		Property rights or responsibilities
Area 1	F#3634	Private		Property rights or responsibilities
Area 2	F#178	Private		Property rights or responsibilities
Area 2	F#1406	Private		Property rights or responsibilities
Area 2	F#1551	Private		Property rights or responsibilities
Area 2	F#1999	Private		Property rights or responsibilities
Area 2	F#3347	Private		Property rights or responsibilities

## David Levitan

---

**From:** Michael Jones <mikejones777@gmail.com>  
**Sent:** Wednesday, March 10, 2021 9:34 AM  
**To:** David Levitan  
**Subject:** Re: Southeast Interlocal Annexation Meetings

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thanks David!

A follow on question. Is there a list available of the property owners in the Southeast Interlocal Annexation area that would be affected by the annexation? Perhaps not yet but when one is created for the advisory vote it would be useful to share information with our neighbors.

On Wed, Mar 10, 2021 at 9:28 AM David Levitan <[dlevitan@lakestevenswa.gov](mailto:dlevitan@lakestevenswa.gov)> wrote:

Hi Michael:

Below are the Zoom screen names for Attendees that were at last night's meeting. The names (and addresses, when provided) of those that provided oral testimony will be included in the meeting minutes. I have bolded those that spoke last night.

David

### **Garrett Welch**

James Monroe

### **Janice**

Jeanne Petershagen

Jerry Stumbaugh

Jessica Wadhams

JT

Lauren

Loretta

Lucas

**Michael Jones**

P Anderson

Robin McGee

**Sally Jo Sebring**

Stu

Tasha Scafe-Tuor

**Tom Matlack**

Tyler Helton

VSTOR

Wayne

Charles and Uma Nielsen

Kevin McClarnon

109372

Pam Somers

Mark Somers

Karen Boe

**Kate McKenzie**

Dean Williams

Michelle Meyers

Erika Salum

McCleod1964

Arthur Lee (Snohomish County staff)

Matt Otten (Snohomish County staff)

Angela Ewert (Snohomish County staff)

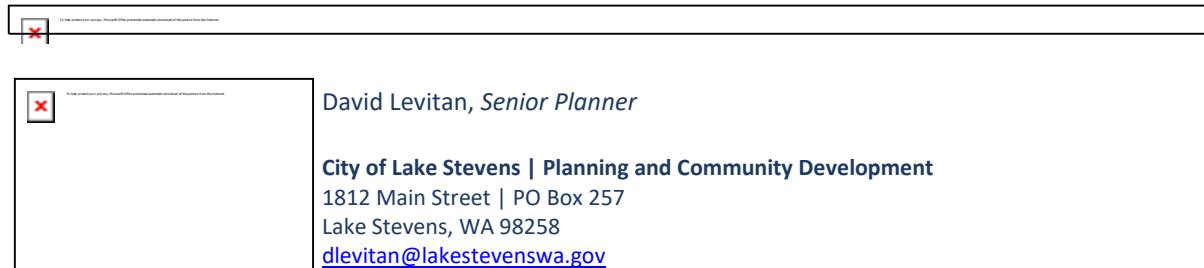
Heidi Beazizo (Snohomish County staff)

---

**From:** Michael Jones <[mikejones777@gmail.com](mailto:mikejones777@gmail.com)>  
**Sent:** Wednesday, March 10, 2021 6:57 AM  
**To:** David Levitan <[dlevitan@lakestevenswa.gov](mailto:dlevitan@lakestevenswa.gov)>  
**Subject:** Southeast Interlocal Annexation Meetings

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Are the public attendees of the three Southeast Interlocal Annexation Zoom meetings a matter of public record? If so, do you plan to publish the list of attendees soon?



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

## David Levitan

---

**From:** Russell Wright  
**Sent:** Friday, March 12, 2021 9:39 AM  
**To:** Kelly Chelin  
**Cc:** Stevens-Wajda, Yorik; Canola, Eileen; David Levitan  
**Subject:** FW: Contacting City Council Members

For the record

---

**From:** VICSTOR . <[vicstor@msn.com](mailto:vicstor@msn.com)>  
**Sent:** Thursday, March 11, 2021 5:41 PM  
**To:** Jadyn Elias <[jadyn@gordymarks.com](mailto:jadyn@gordymarks.com)>; donna keil <[donnakeil@hotmail.com](mailto:donnakeil@hotmail.com)>; [bobles1@comcast.net](mailto:bobles1@comcast.net); Tony McAllister <[thatcarguytony@gmail.com](mailto:thatcarguytony@gmail.com)>; [bart.patty@comcast.net](mailto:bart.patty@comcast.net); [bart.pierce@comcast.net](mailto:bart.pierce@comcast.net); [Scottgbennison@gmail.com](mailto:Scottgbennison@gmail.com); [mjmash@comcast.net](mailto:mjmash@comcast.net)  
**Cc:** Gordy Marks <[gordy@gordymarks.com](mailto:gordy@gordymarks.com)>; Jesse Sheldon <[jesse@gordymarks.com](mailto:jesse@gordymarks.com)>  
**Subject:** RE: Contacting City Council Members

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Also with the City of Lake Stevens is:

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

*Vickie Hollingsworth  
Vickie's Bookkeeping Service, Inc.  
P.O. Box 11  
Lake Stevens, WA 98258  
(425)334-5890  
(425)397-9879 fax*

---

**From:** Jadyn Elias  
**Sent:** Thursday, March 11, 2021 5:18 PM  
**To:** donna keil <[donnakeil@hotmail.com](mailto:donnakeil@hotmail.com)>; [bobles1@comcast.net](mailto:bobles1@comcast.net); Tony McAllister <[thatcarguytony@gmail.com](mailto:thatcarguytony@gmail.com)>; [bart.patty@comcast.net](mailto:bart.patty@comcast.net); [bart.pierce@comcast.net](mailto:bart.pierce@comcast.net); [Scottgbennison@gmail.com](mailto:Scottgbennison@gmail.com); VICSTOR . <[vicstor@msn.com](mailto:vicstor@msn.com)>; [mjmash@comcast.net](mailto:mjmash@comcast.net)  
**Cc:** Gordy Marks <[gordy@gordymarks.com](mailto:gordy@gordymarks.com)>; Jesse Sheldon <[jesse@gordymarks.com](mailto:jesse@gordymarks.com)>  
**Subject:** Contacting City Council Members

Hi All -

Emailing all the council members is a great idea. While emailing, make sure to be earnest and respectful. There is a template email below that you can use if you would like. Get your friends, neighbors and kids to email as well!

Dear Lake Stevens City Council,

I was at the last city council meeting, and the annexation measure is important to me. I think that annexation would benefit the Lake Stevens community in many ways, and that it should be voted in and enacted as soon as possible. A delay of the vote to annex delays better roads, more responsive police, and more accessible utilities and maintenance for many people in the affected areas. I urge you to vote on the annexation as soon as possible to follow the needs of the community of Lake Stevens.

Respectfully,

[signature]

Here is the list of city council members:

Kim Daughtry - [kdaughtry@lakestevenswa.gov](mailto:kdaughtry@lakestevenswa.gov)  
Gary Petershagen - [gpetershagen@lakestevenswa.gov](mailto:gpetershagen@lakestevenswa.gov)  
Shawn Frederick - [sfrederick@lakestevenswa.gov](mailto:sfrederick@lakestevenswa.gov)  
Mary Dickinson - [mdickinson@lakestevenswa.gov](mailto:mdickinson@lakestevenswa.gov)  
Anji Jorstad - [ajorstad@lakestevenswa.gov](mailto:ajorstad@lakestevenswa.gov)  
Steve Ewing - [sewing@lakestevenswa.gov](mailto:sewing@lakestevenswa.gov)  
Marcus Tageant - [mtageant@lakestevenswa.gov](mailto:mtageant@lakestevenswa.gov)

Senior Planner for our annexation project:

David Levitan - [dlevitan@lakestevenswa.gov](mailto:dlevitan@lakestevenswa.gov)

Good luck! We will be pushing on our end as well.

--



**Jadyn Elias**

**Client Care Coordinator at Gordy Marks Real Estate @ RE/MAX NW**

425-489-1216 • [jadyn@gordymarks.com](mailto:jadyn@gordymarks.com) • 11250

Kirkland Way Suite

101 • <http://www.gordymarks.com/>



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Russell Wright, *Community Development Director*



**City of Lake Stevens | Planning and Community Development**  
1812 Main Street | PO Box 257  
Lake Stevens, WA 98258  
(425) 622-9424  
[rwright@lakestevenswa.gov](mailto:rwright@lakestevenswa.gov)

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

## David Levitan

---

**From:** Eco, Debbie <Debbie.Eco@sno.co.org> on behalf of Contact Council <Contact.Council@co.snohomish.wa.us>  
**Sent:** Friday, March 12, 2021 7:52 AM  
**To:** Stevens-Wajda, Yorik; Canola, Eileen; Kelly Chelin; David Levitan; Otten, Matthew; Cheesman, Darcy; Contact Council; Dunn, Megan; Ewert, Angela; Ford, Jillene; Low, Sam; Mead, Jared; Nehring, Nate; Rhyne, Paula; Thomas, Geoffrey; Thompson, Joshua; Wiita, Russell; Wright, Stephanie  
**Subject:** FW: ILA/Annexation with City of Lake Stevens

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

### Public testimony

**Debbie Eco, CMC**  
Clerk of the Council  
Snohomish County Council  
425-388-7038

Please be advised: All e-mail correspondence sent to and from this e-mail address is subject to the State of Washington's Public Records Act (chapter 42.56 RCW). E-mail and data attached to e-mail (including metadata) sent to and from this e-mail address may be monitored and archived, and may be disclosed to third parties pursuant to state law.

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**From:** Tom Matlack <matlacktom@yahoo.com>  
**Sent:** Friday, March 12, 2021 7:21 AM  
**To:** Contact Council <Contact.Council@co.snohomish.wa.us>  
**Subject:** ILA/Annexation with City of Lake Stevens

### County Councilpersons:

Thank you for your thoughtful deliberations on the ILA/Annexation Zoom meeting earlier this week.

As Sewer Commissioner Lorentzen commented, several times, annexations are a hot button topic in this area, and even the most ardent City of Lake Stevens supporters will admit that Rhodora, the last big annexation, was a very aggressive developer petition that generated harsh feelings in and out of our city limits.

Thanks again for patient and common sense deliberations under these stressful, virtual constraints.

Tom Matlack  
425-334-7713



## David Levitan

---

**From:** Tony McAllister <thatcarguytony@gmail.com>  
**Sent:** Friday, March 12, 2021 1:30 PM  
**To:** David Levitan  
**Subject:** Annexation

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon sir, I hope this finds you well. My name is Anthony McAllister and I live in the Rhodora heights area. I am one of the several from what I understand that was unable to connect on the zoom meeting the other night. My wife and I and many of those surrounding us are in full support of the annexation in the city of lake Stevens. This annexation will help lake Stevens in so many ways. I understand at this point now it's being pushed out until August and could potentially be needing a vote? this would likely prove to be devastating for many of us landowners that have already begun to negotiate the sale of our land for development of up to 250 homes. I would like to respectfully ask you and those on your team to reconsider. We all know that if this goes to a vote it will likely go down in flames. I'm sure that you all can understand the frustration that we might feel as we are awakened every morning at 7:00 to bulldozers and loud machines developing the land right next door to us but cannot sell our land for development because the annexation is not complete yet. Isn't more homes in the city beneficial to lake Stevens? Isn't that ultimately what the city of lake Stevens desires? I don't know where you stand on this issue sir but I'm hoping and praying that there is something that can be done.. please feel free to share this email with the rest of the council members and also those at the sewer district and Snohomish county. If you have any advice for those of us that are in favor of this we would sure appreciate your help.

Sincerely, Tony McAllister

## David Levitan

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**From:** VICSTOR . <vicstor@msn.com>  
**Sent:** Friday, March 12, 2021 12:57 PM  
**To:** David Levitan  
**Subject:** RE: March 9 Joint Public Hearing for Southeast Interlocal Annexation

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

David,

There are several of us that want to appeal to the members of those in attendance at the March 9<sup>th</sup> meeting and your decision to table this annexation until August. We have begun plans with our lives and our properties based on the annexation being officially May of 2021 and this has caused us all a great deal of hardship. I would like the email addresses, or at least all of the names, of those in attendance from the City of Lake Stevens, Lake Stevens Sewer District and the Snohomish County Council so that we may send emails to all of you, pleading our cases.

Vickie Hollingsworth  
Vickie's Bookkeeping Service, Inc.  
P.O. Box 11  
Lake Stevens, WA 98258  
(425)334-5890  
(425)397-9879 fax

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**From:** David Levitan  
**Sent:** Wednesday, March 10, 2021 9:30 AM  
**To:** David Levitan <dlevitan@lakestevenswa.gov>  
**Subject:** RE: March 9 Joint Public Hearing for Southeast Interlocal Annexation

Good Morning:

At last night's public hearing, the Lake Stevens City Council approved a motion for the City Council to work with the Snohomish County Council to pursue an advisory vote on the proposed annexation (with legal counsel on how best to proceed) during the August 3, 2021 primary election. The Snohomish County Council subsequently voted to continue the public hearing on the proposed ILA to a future date to allow for the pursuit of the advisory vote, and the Lake Stevens Sewer District Board of Commissioners voted to continue deliberations on their resolution of support for the proposed annexation. A video of the public hearing is available on the [city's YouTube channel](#)

Please let me know if you have any questions.

David

---

**From:** David Levitan  
**Sent:** Friday, February 12, 2021 11:28 AM

**To:** David Levitan <[dlevitan@lakestevenswa.gov](mailto:dlevitan@lakestevenswa.gov)>

**Subject:** March 9 Joint Public Hearing for Southeast Interlocal Annexation

Good Morning:

On March 9, 2021, the Lake Stevens City Council will hold a joint public hearing with the Snohomish County Council and Lake Stevens Sewer District Board of Commissioners to consider an interlocal agreement for the city to annex approximately 500 acres of its Urban Growth Area (UGA) and the entirety of the 1,000-acre lake (the “Southeast Interlocal Annexation”), pursuant to [RCW 35A.14.296](#) and with an annexation effective date of May 28, 2021. The joint hearing is scheduled to begin at 6:00 pm, and will be held via the Zoom online platform (see link below). Property owners in the annexation area will receive a postcard notice of the meeting, and public notice will also be provided in the Everett Herald for four consecutive Fridays, starting today.

Public testimony will be accepted during the public hearing and may also be submitted in advance to City Clerk Kelly Chelin via email ([kchelin@lakestevenswa.gov](mailto:kchelin@lakestevenswa.gov)) or mail (Lake Stevens City Council, PO Box 257, Lake Stevens, WA 98258).

Date and Time: Tuesday, March 9, 2021 at 6:00 pm

Zoom Link: <https://us02web.zoom.us/j/81488196431>

Call-In Number: (253) 215-8782

Webinar ID: 814 8819 6431

Meeting ID: 948 4685 0772

A draft of [Ordinance 1112](#), which includes the proposed interlocal agreement and a map and legal description of the area in Exhibit A, can be found on the city's [annexation website](#). A copy of the draft county ordinance can be found on the [County Council website](#) (scroll down to March 9).

Please let me know if you have any questions.

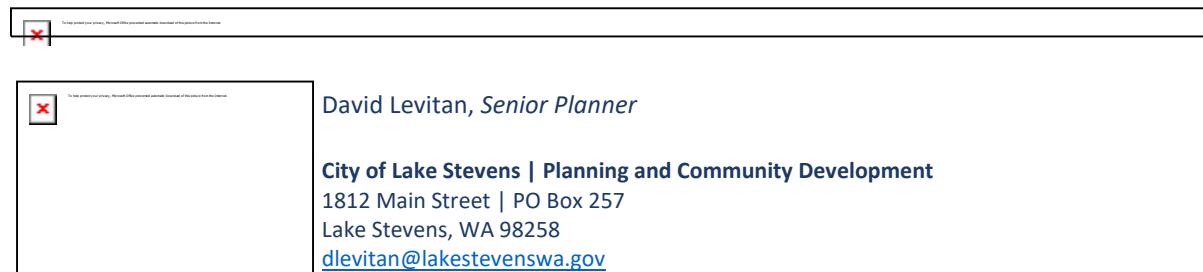
David Levitan, *Senior Planner*

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

1812 Main Street | PO Box 257

Lake Stevens, WA 98258-0257

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



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## David Levitan

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**From:** bart.patty@comcast.net  
**Sent:** Saturday, March 13, 2021 10:31 AM  
**To:** Kim Daughtry; Gary Petershagen; Shawn Frederick; Mary Dickinson; Anji Jorstad; Steve Ewing; Marcus Tageant; David Levitan  
**Subject:** Question: Southeast Interlocal Annexation

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello, our home is in the proposed Southeast Interlocal Annexation area. We have a question about the advisory vote that was proposed in the last City Council meeting.

According to the below excerpt from a Snohomish County document for the 2020 Primary, advisory votes are specifically related to a tax increase. We have not heard that residents of the City of Lake Stevens will receive a tax increase due to our annexation. Any tax changes affect those being annexed. If the City of Lake Stevens will not experience a tax increase, why is an Advisory vote applicable? On this link under 'Annexation by Interlocal Agreement', it is the *residents in the proposed annexation area* that can overturn the proposal [Common Methods of Annexation | Snohomish County, WA - Official Website](#).

Also included are clips of RCW 29A.72.283 referenced in the 2020 Primary document/related to Advisory Vote and RCW 35.13.095 related to Annexation.

### Snohomish County 2020 Primary, page 13

**i** Advisory votes are the result of Initiative 960, approved by voters in 2007. The Office of the Secretary of State publishes the Attorney General's advisory vote description according to RCW 29A.72.283.

You are advising the Legislature if you do or do not favor a tax increase passed during the recent legislative session.

**Repeal** — means you **don't favor** the tax increase.

**Maintain** — means you **favor** the tax increase.



**Advisory votes are non-binding.**  
**The results will not change the law.**

C

[General-2020-LVP- \(snohomishcountywa.gov\)](http://General-2020-LVP- (snohomishcountywa.gov))

**RCW 29A.72.283**

**RCWs > Title 29A > Chapter 29A.72 > Section 29A.72.283**

**29A.72.280** << 29A.72.283 >> **29A.72.285**

**RCW 29A.72.283**

**Advisory vote on tax legislation—Short description.**

Within five days of receipt of a measure for an advisory vote of the people from the secretary of state under **RCW 29A.72.040** the attorney general shall formulate a short description not exceeding thirty-three words and not subject to appeal, of each tax increase and shall transmit a certified copy of such short description meeting the requirements of this section to the secretary of state. The description must be formulated and displayed on the ballot substantially as follows:

"The legislature imposed, without a vote of the people, (identification of tax and description of increase), costing (most up-to-date ten-year cost projection, expressed in dollars and rounded to the nearest million) in its first ten years, for government spending. This tax increase should be:

Repealed . . . . . [ ]  
Maintained . . . . . [ ]"

Saturdays, Sundays, and legal holidays are not counted in calculating the time limits in this section. The words "This tax increase should be: Repealed . . . [ ] Maintained . . . [ ]" are not counted in the thirty-three word limit for a short description under this section.

[ **2008 c 1 § 8** (Initiative Measure No. 960, approved November 6, 2007).]

**NOTES:**

**Findings—Intent—Construction—Severability—Subheadings and part headings not law—Short title—Effective date—2008 c 1 (Initiative Measure No. 960):** See notes following RCW **43.135.031**.

[RCW 29A.72.283: Advisory vote on tax legislation—Short description. \(wa.gov\)](#)

**RCW 35.13.095**

[RCWs](#) > [Title 35](#) > [Chapter 35.13](#) > [Section 35.13.095](#)

[35.13.090](#) << 35.13.095 >> [35.13.100](#)

**RCW 35.13.095**

**Election method—Vote required for annexation with assumption of indebtedness—Without assumption of indebtedness.**

A city or town may cause a proposition authorizing an area to be annexed to the city or town to be submitted to the qualified voters of the area proposed to be annexed in the same ballot proposition as the question to authorize an assumption of indebtedness. If the measures are combined, the annexation and the assumption of indebtedness shall be authorized only if the proposition is approved by at least three-fifths of the voters of the area proposed to be annexed voting on the proposition, and the number of persons voting on the proposition constitutes not less than forty percent of the total number of votes cast in the area at the last preceding general election.

However, the city or town council may adopt a resolution accepting the annexation, without the assumption of indebtedness, where the combined ballot proposition is approved by a simple majority vote of the voters voting on the proposition.

[ [1989 c 84 § 22.](#) ]

[RCW 35.13.095: Election method—Vote required for annexation with assumption of indebtedness—Without assumption of indebtedness. \(wa.gov\)](#)

We, and several neighbors, support the annexation but since it keeps getting pushed out, we don't know what to expect.

Sincerely,  
Bart Pierce and Patricia Anderson  
608 123<sup>rd</sup> Ave SE  
Lake Stevens

## David Levitan

---

**From:** Scott Bennison <scottgbennison@gmail.com>  
**Sent:** Monday, March 15, 2021 1:21 PM  
**To:** David Levitan  
**Subject:** RE: March 9th Joint Public Hearing for Southeast Interlocal Annexation  
**Attachments:** March 9th Joint Public Hearing for SE ILA.docx

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mayor, Council Members, Commissioners, City and County Staff Thank you for the opportunity to hear our voices in support of the March 9<sup>th</sup> Joint Public Hearing for Southeast Interlocal Annexation to be successful I implore you to vote to support this annexation without further delay in the "new" annexation process as our Legislative representatives of the State of Washington intended!

Monday March 15, 2021

RE: March 9<sup>th</sup> Joint Public Hearing for Southeast Interlocal Annexation

As a landowner within the subject annexation area, I was extremely disappointed at the decision to delay the approval of the annexation and require an advisory vote at the meeting on March 9.

I am concerned that statements at the public hearing were inaccurate. There was a significant outreach by the City. The website was updated, we received mailed information in the form of a postcard that was not technically required and there were two informational outreach meetings via Zoom.

A few my neighbors have formed an assemblage and had hoped the annexation would be processed. Many of us live in very old homes and a few septic's and drain field systems are in need of repair as well as roofs and other time sensitive issues in regard to our properties and our lives in general. The City of Lake Stevens is the logical service provider for an area that has been with in the Urban Growth Area since the 1990's. We are all **supportive** of this annexation.

Of concern is the fact that many of the landowners who were in support of the annexation were "locked" out of the Zoom meeting. We were not admitted to the meeting on the evening of March 9th, even though we made several attempts to log in to the call. I received multiple texts and voice messages the night of the ILA joint council meeting questioning why we were not able to voice our support for the annexation virtually at the hearing and feel we were left out of the process.

We are confused by the procedure that has been proposed for a non binding advisory vote. Under what authority was this proposed. It seems contrary to the Revised Code of Washington, using the Interlocal Agreement method which does NOT require a vote.

Also, who is eligible to vote in this purposed election? Are landowners that are already in the City limits who may not want the city to grow as envisioned by the Growth Management Act being asked to vote? Are landowners outside of the city but within the Urban Growth Area eligible to vote? Or is it both? How will you determine who is eligible to participate in this advisory vote? Who will be initiating the advisory vote? Who will be paying for the notice, voting pamphlet and putting the vote on the ballot?

This process seems very irregular and of little value because the decision makers are our elected officials. In this case, our elected officials have delayed a process that should be completed to comply with adopted codes and policies. Including state law, the county's own countywide planning policies and the city's comprehensive plans. If you wished to delay the vote so that more in person public participation could occur, then why not do that at the very next city council meeting on the 23<sup>rd</sup> of March and then reschedule the public hearing and allow more testimony after that step.

This delay and the confusion along with the time and effort it will require to research the legal requirements and the process of a vote does not appear to serve anyone.

I am requesting that the county council and the city reschedule a joint public hearing and take a vote as soon as possible. I implore you to vote to support this annexation.

Thank you for your consideration.

Scott G Bennison 12121 7<sup>th</sup> pl se Lake Stevens Wa 98258 (425) 210-8265

## David Levitan

---

**From:** VICSTOR . <vicstor@msn.com>  
**Sent:** Thursday, March 18, 2021 12:29 PM  
**To:** David Levitan  
**Subject:** RE: Annexation Petition Form/Zoning R12  
**Attachments:** 10% Petition Letter, map & form.pdf

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

David,

My husband and one of our neighbors are out getting signatures on our 10% petition/60% petition and I wanted to submit that to you, in part, so that it was officially on record that we are moving forward with annexation plans of our own because of the delays and frustration with the City and County Council's inability to get the job done. Largely to prove a point. We want this... but also that we want R12 zoning coming in from the start. I'm attaching what I have now to be sure that it is included in your packet for the City Council meeting on Tuesday. When I get that form with all of the signatures, I will send it to replace the page attached without signatures. Also, I read in the RCW's that a SEPA Checklist is required. Is that something we need to do? We are working on getting a legal description formulated.

Vickie Hollingsworth  
Vickie's Bookkeeping Service, Inc.  
P.O. Box 11  
Lake Stevens, WA 98258  
(425)334-5890  
(425)397-9879 fax

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**From:** David Levitan  
**Sent:** Thursday, March 18, 2021 11:58 AM  
**To:** VICSTOR . <vicstor@msn.com>  
**Subject:** RE: Annexation Petition Form/Zoning R12

Hi Vickie:

Thanks for the clarification. The meeting packet won't be going out until later this afternoon, so I can still amend it to include all of the comments (including this one).

David

---

**From:** VICSTOR . <[vicstor@msn.com](mailto:vicstor@msn.com)>  
**Sent:** Thursday, March 18, 2021 11:50 AM  
**To:** David Levitan <[dlevitan@lakestevenswa.gov](mailto:dlevitan@lakestevenswa.gov)>  
**Subject:** RE: Annexation Petition Form/Zoning R12

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

David,

I do believe I would like to include all of it. I think the reason we are pursuing this 60% petition is because of everyone's inability to get the ILA passed. We are all tired of all the delays. Originally, from the first meeting regarding the ILA Annexation, we were going to be officially in the City of Lake Stevens around January of 2021. This has become more than frustrating for me and my husband personally. We already have over 200 homes going in, basically in our back yard. We are ready to move on but are stuck in this "purgatory" of the unknown and need some resolution once and for all.

*Vickie Hollingsworth  
Vickie's Bookkeeping Service, Inc.  
P.O. Box 11  
Lake Stevens, WA 98258  
(425)334-5890  
(425)397-9879 fax*

---

**From:** David Levitan  
**Sent:** Thursday, March 18, 2021 9:33 AM  
**To:** VICSTOR . <[vicstor@msn.com](mailto:vicstor@msn.com)>  
**Subject:** RE: Annexation Petition Form/Zoning R12

Hi Vickie:

Your email from Friday, March 12 at 12:57 pm (see below) will be included in the meeting packet for the March 23 City Council regular session. Emails from Scott Bennison, Tony McAllister and Jadyn Elias have also been included.

I was not planning to include all of our back and forth correspondence related to your potential pursuit of the 60% petition method annexation, as it didn't seem directly related to the proposed interlocal agreement. However, I am happy to include the full thread, if you prefer. You can also note those contingency plans during the public comment period of the March 23 meeting (individuals have three minutes to provide oral testimony).

The Zoom link for the March 23 Council meeting (6:00 pm start time) will be created later today and sent out as part of the City Council packet, so I will make sure to forward that to you. I also plan to send out an annexation update email tomorrow to the email distribution list (which you are on), and that will include the link as well. It will also be available on the [city calendar](#) later today.

David

David,

There are several of us that want to appeal to the members of those in attendance at the March 9<sup>th</sup> meeting and your decision to table this annexation until August. We have begun plans with our lives and our properties based on the annexation being officially May of 2021 and this has caused us all a great deal of hardship. I would like the email addresses, or at least all of the names, of those in attendance

from the City of Lake Stevens, Lake Stevens Sewer District and the Snohomish County Council so that we may send emails to all of you, pleading our cases.

Vickie Hollingsworth  
Vickie's Bookkeeping Service, Inc.  
P.O. Box 11  
Lake Stevens, WA 98258  
(425)334-5890  
(425)397-9879 fax

---

**From:** VICSTOR . <[vicstor@msn.com](mailto:vicstor@msn.com)>  
**Sent:** Wednesday, March 17, 2021 12:40 PM  
**To:** David Levitan <[dlevitan@lakestevenswa.gov](mailto:dlevitan@lakestevenswa.gov)>  
**Subject:** FW: Annexation Petition Form/Zoning R12

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

David,

Will our email correspondence on this matter over the past couple of weeks be on record for the annexation and zoning that was tabled during (March 9 Joint Public Hearing for Southeast Interlocal Annexation)? We know that you will be discussing this matter further in City Counsel meetings and we will be writing a letter, hopefully soon, but I wanted to be sure all of our comments and concerns are on record. I know that you have had multiple emails and conversations with regard to this matter from several of our neighbors in addition to mine. Will you give me the log in information and specifics to the upcoming City Counsel meeting so that I can share that with our neighbors to get as many of them to attend as possible? Thank you.

Vickie Hollingsworth  
Vickie's Bookkeeping Service, Inc.  
P.O. Box 11  
Lake Stevens, WA 98258  
(425)334-5890  
(425)397-9879 fax

---

**From:** VICSTOR .  
**Sent:** Tuesday, March 16, 2021 3:34 PM  
**To:** David Levitan <[dlevitan@lakestevenswa.gov](mailto:dlevitan@lakestevenswa.gov)>  
**Subject:** RE: Annexation Petition Form

Okay. We will be sure to be specific.

Vickie Hollingsworth  
Vickie's Bookkeeping Service, Inc.  
P.O. Box 11

Lake Stevens, WA 98258

(425)334-5890

(425)397-9879 fax

---

**From:** David Levitan

**Sent:** Tuesday, March 16, 2021 3:14 PM

**To:** VICSTOR . <[vicstor@msn.com](mailto:vicstor@msn.com)>

**Subject:** RE: Annexation Petition Form

No problem. Without a request for specific zoning, the city would generally rely on the land use and zoning predesignations for the UGA that were adopted in 2019/2020.

---

**From:** VICSTOR . <[vicstor@msn.com](mailto:vicstor@msn.com)>

**Sent:** Tuesday, March 16, 2021 3:09 PM

**To:** David Levitan <[dlevitan@lakestevenswa.gov](mailto:dlevitan@lakestevenswa.gov)>

**Subject:** RE: Annexation Petition Form

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Okay, thanks for explaining that to me.

Vickie Hollingsworth

Vickie's Bookkeeping Service, Inc.

P.O. Box 11

Lake Stevens, WA 98258

(425)334-5890

(425)397-9879 fax

---

**From:** David Levitan

**Sent:** Tuesday, March 16, 2021 3:00 PM

**To:** VICSTOR . <[vicstor@msn.com](mailto:vicstor@msn.com)>

**Subject:** RE: Annexation Petition Form

Hi Vickie:

Thanks for the follow-up. Annexation requires you to choose one of the annexation methods that are permitted under state law, which the Municipal Research and Services Center(MRSC) has a [good summary](#) of. The most common is the 60% petition method, which is initiated through the 10% petition form that I sent earlier today and ultimately requires you to document that property owners representing at least 60% of the value of the annexation area consent to the annexation. You are welcome to submit a letter requesting the R8-12 zoning as part of your annexation petition package, which would also include the petition form with signatures, map of the proposed area, and list and property values of properties.

You can propose the same zoning for the entirety of the annexation area, or propose a mix of zoning designations if your neighbors don't want the same zoning. As annexation moves through the process – first the 10% petition package and resolution, and then the 60% petition package – the city would look at the impacts of the proposed zoning, including those identified in the required State Environmental Policy Act (SEPA) environmental checklist. The Mountain View

subdivision utilized the 60% petition method, and petitioned for the R8-12 zoning designation after a new zoning designation with densities that would have been between the R6 and R8-12 was initially proposed by the city.

City and county staff are still exploring the feasibility of the advisory vote and its impact on the ILA annexation, and will provide updates to the email list (which you are on) as things develop. Please let me know if you have any additional questions.

David

---

**From:** VICSTOR . <[vicstor@msn.com](mailto:vicstor@msn.com)>  
**Sent:** Tuesday, March 16, 2021 1:57 PM  
**To:** David Levitan <[dlevitan@lakestevenswa.gov](mailto:dlevitan@lakestevenswa.gov)>  
**Cc:** Russell Wright <[rwright@lakestevenswa.gov](mailto:rwright@lakestevenswa.gov)>  
**Subject:** RE: Annexation Petition Form

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

David,

I had a conversation with Patrick McCourt yesterday and was asking him if there was a method in which we could request to be annexed into the City with the same zoning as the Mountain View development that is immediately behind our property. We share a property line and are directly connected to their Northern boundary line. He said to write a letter to Russ Wright and request to be Annexed in with that same zoning R8-12 or more specifically I believe they are at R12. Is this an easier way to achieve our goal of changing our zoning and being annexed into the City than the Petition? Also, would our neighbors be able to get that zoning so long as all of our properties are connected and all write letters to request this zoning and annexation? I see on maps that the City has supplied where there are these little pockets of higher density zoning that jet out from a line as if those property owners have done this.

Please give me your feedback. We are all anxious to make this happen since the ILA method you were seeking has stalled.

*Vickie Hollingsworth  
Vickie's Bookkeeping Service, Inc.  
P.O. Box 11  
Lake Stevens, WA 98258  
(425)334-5890  
(425)397-9879 fax*

---

**From:** David Levitan  
**Sent:** Tuesday, March 16, 2021 1:00 PM  
**To:** Scott Bennison <[scottgbennison@gmail.com](mailto:scottgbennison@gmail.com)>; VICSTOR . <[vicstor@msn.com](mailto:vicstor@msn.com)>  
**Subject:** Annexation Petition Form

Hi Scott and Vickie:

Attached is the 10% petition form (in both Word and PDF format) for the direct petition method outlined in [RCW 35A.14.120](#), if you decide to pursue annexation through that method. You would need to identify the proposed boundaries of the annexation area, prepare a map of the parcels involved, and a list of the parcels and their property values, so that the city can evaluate whether the signatures of property owners on the petition form meets the 10% threshold. If you are proposing land use and/or zoning designations different than the existing predesignations (Medium Density Residential and R6), you would need to address that in your request.

Please let me know if you have any questions.

David



 David Levitan, *Senior Planner*

**City of Lake Stevens | Planning and Community Development**  
1812 Main Street | PO Box 257  
Lake Stevens, WA 98258  
[dlevitan@lakestevenswa.gov](mailto:dlevitan@lakestevenswa.gov)

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## David Levitan

---

**From:** VICSTOR . <vicstor@msn.com>  
**Sent:** Thursday, March 18, 2021 1:46 PM  
**To:** David Levitan  
**Subject:** Property Owners in favor of Annexation  
**Attachments:** SIGNED LETTERS SUPPORTING ANNEXATION & R 8-12 ZONING.pdf

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

David,

The attached pages were the original letters that we got signed by neighbors around us that were in favor of ILA Annexation originally, when it all started last year, and R8-12 zoning. Scott Bennison said the we didn't submit these to the City at the time the signatures were collected (some didn't date them then but have been asked again today so they are dated today), because he was told that it would slow down the process somehow. We want the City Council to see these because there are several property owners in our area that are in favor despite the fact that they have not participated in the Zoom meetings or made public comments as such.

*Vickie Hollingsworth  
Vickie's Bookkeeping Service, Inc.  
P.O. Box 11  
Lake Stevens, WA 98258  
(425)334-5890  
(425)397-9879 fax*

Honorable Chairman of the City Council  
Mayor: Brett Gailey  
City Council Members

Re: Lake Stevens Annexation – Southeast interlocal

Gentlemen, and Council Members

Thank you for the opportunity to comment on the annexation proposal referenced above.

We wish to offer the following comments on the pending annexation.

In Snohomish County in general there is a housing affordability crisis. We recognize that the shortage of developable land is a contributing factor. As landowners, who are within the existing Urban Growth Area and adjacent to the City of Lake Stevens, we recognize expansion of the adjacent zoning and higher densities will allow for more units to provide housing for the increased population, while at the same time keeping with the priorities of well-maintained parks and maintaining a small-town feel and quality way of life.

We the undersigned adjacent property owners wish to express our support for the proposed annexation. Further, we wish to request that our parcels be re-considered for pre-zoning to R 8-12 HUR, especially when this is consistent with the City of Lake Stevens comprehensive plan.

We are a group of landowners that do not want to stand in the way of progress and desire to obtain the highest value for our properties so that we can afford to relocate following re-development.

Thank you for your consideration.

Sincerely,



10/20/20

VICKIE HOLLINGSWORTH  
RUDOLPH HOLLINGSWORTH

120120 7th PL SE  
LAKE STEVENS WA  
98258

Honorable Chairman of the City Council  
Mayor: Brett Gailey  
City Council Members

1012920

Re: Lake Stevens Annexation – Southeast interlocal

Gentlemen, and Council Members

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We wish to offer the following comments on the pending annexation.

In Snohomish County in general there is a housing affordability crisis. We recognize that the shortage of developable land is a contributing factor. As landowners, who are within the existing Urban Growth Area and adjacent to the City of Lake Stevens, we recognize expansion of the adjacent zoning and higher densities will allow for more units to provide housing for the increased population, while at the same time keeping with the priorities of well-maintained parks and maintaining a small-town feel and quality way of life.

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We are a group of landowners that do not want to stand in the way of progress and desire to obtain the highest value for our properties so that we can afford to relocate following re-development.

Thank you for your consideration.

Sincerely,

Arthur W. Ring Lee, Sr.  
hjA  
712-123rd Ave SE  
Lake Stevens, WA 98258

3/18/2021

Honorable Chairman of the City Council  
Mayor: Brett Gailey  
City Council Members

Re: Lake Stevens Annexation – Southeast interlocal

Gentlemen, and Council Members

Thank you for the opportunity to comment on the annexation proposal referenced above.

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Thank you for your consideration.

Sincerely,

Shawn Bennison  
Scott & Bennison  
12121-7th Pl. SE  
Lake Stevens, Wa. 98258

425-210-8265

SCOTT & SHAWN BENNISON

Honorable Chairman of the City Council  
Mayor: Brett Gailey  
City Council Members

Re: Lake Stevens Annexation – Southeast interlocal

Gentlemen, and Council Members

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We wish to offer the following comments on the pending annexation.

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We are a group of landowners that do not want to stand in the way of progress and desire to obtain the highest value for our properties so that we can afford to relocate following re-development.

Thank you for your consideration.

Sincerely,

BART PIERCE/PATRICIA ANDERSON

608 123RD AVE SE  
LK. STEVENS 98258

3-18-21

Re: Lake Stevens Annexation – Southeast interlocal

3/18/21

Gentlemen, and Council Members

Thank you for the opportunity to comment on the annexation proposal referenced above.

We wish to offer the following comments on the pending annexation.

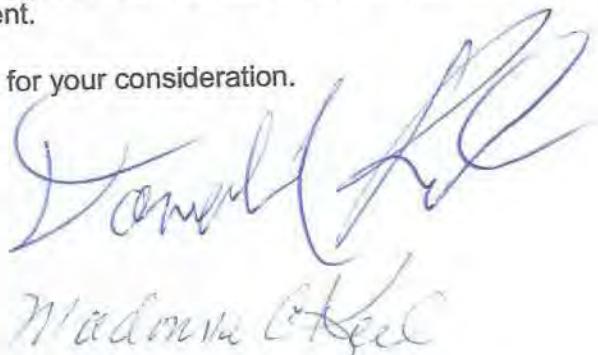
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We are a group of landowners that do not want to stand in the way of progress and desire to obtain the highest value for our properties so that we can afford to relocate following re-development.

Thank you for your consideration.

Sincerely,



406 1/2 123rd Ave SE  
408 1/2 123rd Ave SE  
Lk. Stevens WA  
98258

DONALD & MADONNA KEIL

Honorable Chairman of the City Council  
Mayor: Brett Gailey  
City Council Members

Re: Lake Stevens Annexation – Southeast interlocal

Gentlemen, and Council Members

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We are a group of landowners that do not want to stand in the way of progress and desire to obtain the highest value for our properties so that we can afford to relocate following re-development.

Thank you for your consideration.

Sincerely,

*Robert Booth*  
*Leslie Booth*  
*12015 7th Place SE*  
*Lake Stevens, Wa*  
*98258*

*ROBERT & LESLIE BOOTH*

Honorable Chairman of the City Council  
Mayor: Brett Gailey  
City Council Members

Re: Lake Stevens Annexation – Southeast interlocal

Gentlemen, and Council Members

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We wish to offer the following comments on the pending annexation.

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We are a group of landowners that do not want to stand in the way of progress and desire to obtain the highest value for our properties so that we can afford to relocate following re-development.

Thank you for your consideration.

Sincerely,

*Anthony Wade McAllister 11/4/20*  
*Dawn McAllister*  
*12031 7th Pl. SE*  
*Lake Stevens WA 98250*  
*425-328-0194*

*ANTHONY mCALISTER*

11-6-20

Honorable Chairman of the City Council  
Mayor: Brett Gailey  
City Council Members

Re: Lake Stevens Annexation – Southeast interlocal

Gentlemen, and Council Members

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We wish to offer the following comments on the pending annexation.

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Thank you for your consideration.

Sincerely,

  
12102-7<sup>th</sup> Place SE  
Lake Stevens, WA 98258  
425-870-8721

MICHAEL MASHOCK

Honorable Chairman of the City Council  
Mayor: Brett Gailey  
City Council Members

11/16/20

Re: Lake Stevens Annexation – Southeast interlocal

Gentlemen, and Council Members

Thank you for the opportunity to comment on the annexation proposal referenced above.

We wish to offer the following comments on the pending annexation.

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Thank you for your consideration.

Sincerely,

Brian and Debra Miller  
506 123<sup>rd</sup> Ave SE  
Lake Stevens, WA  
98258

Debra Miller

11620

Honorable Chairman of the City Council  
Mayor: Brett Gailey  
City Council Members

Re: Lake Stevens Annexation – Southeast interlocal

Gentlemen, and Council Members

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Thank you for your consideration.

Sincerely,

*Robert Brandt*

504-123 N 1/4 E

*ROBERT BRANDT*

111620

Honorable Chairman of the City Council  
Mayor: Brett Gailey  
City Council Members

Re: Lake Stevens Annexation – Southeast interlocal

Gentlemen, and Council Members

Thank you for the opportunity to comment on the annexation proposal referenced above.

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We are a group of landowners that do not want to stand in the way of progress and desire to obtain the highest value for our properties so that we can afford to relocate following re-development.

Thank you for your consideration.

Sincerely, *James R. Arnold*

  
Mr. James R. Arnold  
102 S. Nyden Farms Rd.  
Lake Stevens, WA 98258

Honorable Chairman of the City Council  
Mayor: Brett Gailey  
City Council Members

Re: Lake Stevens Annexation – Southeast interlocal

Gentlemen, and Council Members

Thank you for the opportunity to comment on the annexation proposal referenced above.

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We are a group of landowners that do not want to stand in the way of progress and desire to obtain the highest value for our properties so that we can afford to relocate following re-development.

Thank you for your consideration.

12/24/20

Sincerely,

*Teresa Barber* 210 123rd Ave SE  
*Tom Barber* Lake Stevens, WA

TOM & TERESA BARBER

## David Levitan

**From:** Gordy Marks <gordy@gordymarks.com>  
**Sent:** Thursday, March 18, 2021 2:46 PM  
**To:** Kim Daughtry; Gary Petershagen; Shawn Frederick; Mary Dickinson; Anji Jorstad; Steve Ewing; Marcus Tageant; Sabrina Gassaway; Melissa Place; Russell Wright; Eric Durpos; Brett Gailey; Kelly Chelin; John Dyer; David Levitan; Nate.Nehring@snoco.org; megan.dunn@snoco.org; Stephanie.Wright@snoco.org; jared.mead@snoco.org; Sam.Low@co.snohomish.wa.us; contact.council@snoco.org; Debbie; Low, Mariah; Eileen; Yorik; kevin.kosche@lkssd.org; jennifer.stevenson@lkssd.org; dan.lorentzen@lkssd.org  
**Subject:** March 9 Joint Public Hearing for Southeast Interlocal Annexation-VOTE STALLED  
**Attachments:** Gordy Marks Letter to Council.pdf

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Please see attached letter concerning Lake Stevens annexation



**Gordy Marks**  
Managing Broker at Gordy Marks Real Estate  
@ RE/MAX NW

425-489-1216 • 425-770-4444

• gordy@gordymarks.com • 11250 Kirkland Way  
Suite 101 • <http://www.gordymarks.com/>



People Centered. Results Driven.™

 Watch on YouTube

 Add me on Facebook

 Review me!



Thursday, March 18, 2021

RE: March 9th Joint Public Hearing for Southeast Interlocal Annexation

Dear Lake Stevens City Council, County Council, and others whom it may concern,

I am a recent land owner and an investor in the subject annexation area. I was disappointed in the decision made by the City Council at the meeting on March 9th to delay the approval of the Southeast Interlocal Annexation, and to require an advisory vote that won't take place until August. The issue of annexation is timely, and an advisory vote does not carry the sense of urgency that those of us in the proposed annexation area feel is necessary.

A group of us in the Southeast Interlocal Annexation area have formed an assemblage to advocate for our homes and families. We believe that the annexation of our neighborhood is overdue, and had high hopes for the last city council meeting. Since forming the assemblage, I have learned a lot about these neighbors, their pride of ownership, and the issues they face due to the annexation delay. Many of our neighbors are struggling with old septic systems, poor road quality, and delayed response to power outages and repair notices. These issues are sensitive - they affect the quality of our properties, as well as our quality of life. One of our members has lived on her property since the 1940's, and her family has owned it much longer. She has yet to see her family's property officially become a part of the city that she calls home. As proud owners and active members of the community, we implore you to reconsider the issue of annexation.

Because this is a timely issue, we are confused by the repeated tabling of the annexation vote by the City Council. The original vote was scheduled to take place in the winter of 2020, then was pushed to March, and now has been rescheduled for August. We share the same zip code, schools, and pride of residence as the people within Lake Stevens city limits. Our neighborhood has been within the Urban Growth Area since the 1990's, but has never enjoyed the same care that we put into the community. Further delaying a vote on the annexation seems like "putting a pin" in an issue that is long overdue.

The decision to make annexation contingent on an advisory vote is puzzling as well. While the effectiveness of advisory vote is minimal at best, we wonder who would be eligible to vote on this item? Will the vote be put out to residents within the city limits exclusively? Or will those in the proposed annexation area be eligible to vote as well? We have doubts that the advisory vote will do anything to push the annexation forward regardless of who will be able to participate.

We are aware of the array of political complexities surrounding annexation. City expansion is a highly debated issue, with strong and valid opinions on either side. While we do not deny the politics that go along with a vote on annexation, we humbly ask you to consider the residents whose lives have been put on hold due to this delay. Lake Stevens is a beautiful area, but it is the residents who give this town its life and culture. Many of these residents have called Lake Stevens home for almost half a century, and have yet to see their properties become a part of the city they love. We urge you, public servants and advocates for the people of Lake Stevens, to support this annexation.

Thank you for your time and consideration,

Gordy Marks - 4G Properties  
516 123rd Ave SE  
Lake Stevens, WA 98258  
425-770-4444  
[gordy@gordymarks.com](mailto:gordy@gordymarks.com)

## David Levitan

---

**From:** ROBERT A BOOTH <bubbles1@comcast.net>  
**Sent:** Thursday, March 18, 2021 3:23 PM  
**To:** David Levitan  
**Subject:** Annexation

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Levitan,

We have lived in the Lake Stevens area for 45 years and watched it grow from a small town to a progressive growing community. We raised our family on our acreage, and they now have families of their own. We are 75 and 80 years old and it is now time for us to find a new home to better fit our needs.

Postponing the annexation to late summer greatly impacts our ability to do that.

We would like to see the annexation move on as soon as possible as we are not getting any younger. We have large developments on both sides of us, and see no need to postpone annexation as it would make our property more marketable.

Thank you for your time and consideration in this matter.

Sincerely,

Bob and Leslie Booth

## David Levitan

---

**From:** bart.patty@comcast.net  
**Sent:** Thursday, March 18, 2021 5:44 PM  
**To:** Kim Daughtry; Gary Petershagen; Shawn Frederick; Mary Dickinson; Anji Jorstad; Steve Ewing; Marcus Tageant; Sabrina Gassaway; Melissa Place; Russell Wright; Eric Durpos; Brett Gailey; Kelly Chelin; John Dyer; David Levitan; Nate.Nehring@snoco.org; megan.dunn@snoco.org; Stephanie.Wright@snoco.org; jared.mead@snoco.org; Sam.Low@co.snohomish.wa.us; contact.council@snoco.org; 'Debbie'; Low, Mariah; 'Eileen'; 'Yorik'; kevin.kosche@lkssd.org; jennifer.stevenson@lkssd.org; dan.lorentzen@lkssd.org  
**Subject:** RE: March 9th Joint Public Hearing for Southeast Interlocal Annexation (Annexation stalled)

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Council members:

We are landowners within the proposed Southeast Interlocal Annexation area. After attending the December 9 City Council meeting, we felt that the annexation was moving forward. An assemblage with some of our adjacent neighbors was formed and we agreed to pursue development of our properties. This activity has been actively worked since December. Then in the March 9 Council Meeting, the annexation stalled. This is very frustrating for us.

We had been advised in 2020 that the City of Lake Stevens was under contract with Snohomish County to annex a portion of the UGA, now that contract seems to have dropped off the meeting discussions.

Patricia retired September 2019 and Bart retired in March 2020. Our goal is to downsize and move to a ranch style house. Although the pandemic certainly delayed our ability to make some necessary home improvements to sell our house, we had begun improvements. In 2019 we had a new roof installed and landscaping work completed. Then we were advised of the Southeast Interlocal Annexation, our neighbors met to pursue development and we stopped pursuit of selling our home. If we went forward with selling our house, we would be required to advise any potential buyers that development was planned for neighboring lots. Note: We see the Mountain View development that is currently being built from our house on 123<sup>rd</sup> Ave SE.

Our property is 1.56 acres, a fairly large portion has been taken over by blackberries and dying trees. The older we get, the harder it is to care for. We had thought to develop part of our property years ago but wanted to wait for sewer. Now there will be sewer available from the neighboring Mountain View development.

Due to the change in direction by the City Council, we are on hold between preparing our house to sell or waiting for our neighborhood to be developed. We find ourselves in a catch 22 and at the mercy of council politics. **We are in favor of the annexation** and would like to go forward with development of our property. The development of our properties benefits the City of Lake Stevens by helping to meet

requirements of annexing a portion of the Snohomish County UGA. We are currently moving forward with a 10% petition and 60% petition.

Please expedite the decision to annex the proposed Southeast Interlocal Annexation area so we can move forward with our future.

Sincerely,

Bart Pierce and Patricia Anderson  
608 123<sup>rd</sup> Ave SE  
Lake Stevens, WA

Bart's cell: 425-308-5592  
Patricia's cell: 425-446-2587

## David Levitan

---

**From:** Mike Mashock <mjmash@comcast.net>  
**Sent:** Friday, March 19, 2021 10:17 AM  
**To:** Kim Daughtry; Gary Petershagen; Shawn Frederick; Mary Dickinson; Anji Jorstad; Steve Ewing; Marcus Tageant; Sabrina Gassaway; Melissa Place; Russell Wright; Eric Durpos; Brett Gailey; Kelly Chelin; John Dyer; David Levitan; Nate.Nehring@snoco.org; megan.dunn@snoco.org; Stephanie.Wright@snoco.org; jared.mead@snoco.org; Sam.Low@co.snohomish.wa.us; contact.council@snoco.org; 'Debbie'; memberservices@fidelityinvestor.com; Low, Mariah; 'Eileen'; 'Yorik'; kevin.kosche@lkssd.org; jennifer.stevenson@lkssd.org; dan.lorentzen@lkssd.org  
**Subject:** Petition to annex into Lake Stevens City.

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Lake Stevens City Council

Lake Stevens Sewer District

Notice of intent to annex by petition,

March 19, 2021

We have lived in the Lake Stevens area for 30 years. I watched as the Growth Management Area of Lake Stevens City, surrounded my home and property. We knew we were soon to become residents of the city of Lake Stevens. Unfortunately this process has dragged on the over 10 years. We love this area and our home, but we see an opportunity for us to use our 2 acres to provide needed housing for future residents of the city.

The large Mountain View development, 22 acres, zoned R-12, is directly over my back fence and borders my property. This has set a precedent for property zoning in this area. We ask that our property be annexed into the city and zoned R-12 also. If allowed to achieve its highest and best use, it can be developed to provide needed housing.

Our neighbors all agree that this is the right thing to do and we have started the 60% land owners' petition (Moon Ridge Annexation) to the city, to follow through on its vision of 'One City Around the Lake'. We feel that this is the time to join the city and both my wife and I are in favor of this annexation.

We are past retirement and ready to move to a smaller home where we can have a more relaxed lifestyle. It is time our nest-egg investment of time and money in this property can be used to finance our future retirement needs. Please consider this annexation which we feel meets all the requirements to fulfill the annexation process.

See separate Moon Ridge petition annexation declaration.

Sincerely,

Michael Mashock and Karen Mashock

12102 7<sup>th</sup> Place SE (PO Box 1165)

Lake Stevens, WA 98258

## David Levitan

---

**From:** Tony McAllister <thatcarguytony@gmail.com>  
**Sent:** Friday, March 19, 2021 11:01 AM  
**To:** David Levitan  
**Subject:** Urban growth area annexation lake Stevens

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello my name is Tony McAllister I live on 7th place Southeast in lake Stevens. I'm reaching out once again as a 35-year resident of lake Stevens to express my full support for the annexation of the urban growth area in which we live. My family strongly believes this is what is best for the city of lake Stevens for many reasons. Please work on behalf of the city expeditiously on moving forward with this annexation and not putting it off and delaying the inevitable any longer. Thank you for your time and efforts in regards to this and all else that you do. Tony McAllister 425-328-0194



**Council Agenda Date:** March 23, 2021

**Subject:** Misdemeanor Possession of Controlled Substance

**Contact Person:** John Dyer, Chief of Police      **Budget Impact:** \_\_\_\_\_

---

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

AUTHORIZE THE MAYOR TO SIGN ORDINANCE NO. 1116, AMENDING CHAPTER 9.40 OF THE LAKE STEVENS MUNICIPAL CODE (“LSMC”) AND CRIMINALIZING THE KNOWING POSSESSION OF A CONTROLLED SUBSTANCE WITHOUT A PRESCRIPTION

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On February 25, 2021, the Washington State Supreme Court held in the case of State v. Blake, No. 96873-0, that RCW 69.50.4013(1) – the statute that criminalized the possession of a controlled substance without a prescription – exceeds the state’s police power and violates the due process clauses of the state and federal constitutions. The Court reasoned that the statute imposed strict liability for possession of a controlled substance and that this did not consider the availability of an “unwitting possession” defense because the “statute criminalize[s] innocent and passive possession, even by a defendant who does not know, and has no reason to know, that drugs lay hidden within something that they possess.” When a statute is declared by the courts to be unconstitutional, it is void and a nullity. Consequently, police cannot arrest for possession of a controlled substance without a prescription and such possession cannot be prosecuted.

The state uniform-controlled substance act, chapter 69.50 RCW, preempts cities from adopting penalties that are inconsistent with the state UCSA. Previously, possession of a controlled substance without a prescription was a class C felony. However, because there is no state statute currently prohibiting the possession of a controlled substance in Washington, the City may choose to criminalize such conduct and set penalties. Article XI, section 11 of the state constitution authorizes a city to “make and enforce within its limits all such local police, sanitary and other regulations as are not in conflict with general laws.”

The use of controlled substances without a prescription is correlated with harm to the individual, harm to the individual’s family and friends, as well as harm to the community. Substance abuse has a negative effect on those who are experiencing homelessness and mental health issues, as well as there being a link between substance abuse and other criminal activity. The City has taken steps to address these problems through teaming police officers with social workers and mental health professionals and the municipal court’s Mental Health Alternatives Program; and The absence of any criminal penalties for such possession will reduce the effectiveness of the City to seek treatment for those with substance abuse issues, by eliminating incentives for individuals to enter treatment or obtain necessary social services.

The proposed ordinance creates a misdemeanor offense for a “knowing” possession of a controlled substance without a prescription. The addition of a “*mens rea*” element (criminal intent) to the required elements of the offense avoids the court’s concern that the former statute criminalized innocent and passive possession. The ordinance defines the crime as follows:

(1) It is unlawful for any person to knowingly possess a controlled substance or to possess a controlled substance with intent to use it, unless the substance was obtained directly from, or pursuant to, a valid prescription or order of a practitioner while acting in the course of his or her professional practice, or except as otherwise authorized by chapter 69.50 RCW. (2) Any person who violates this section is guilty of a gross misdemeanor punishable by up to 364 days in jail and a \$5,000 fine.

**BUDGET IMPACT:**

**The budget impact is difficult to estimate:**

The City is responsible for the cost of prosecution and incarceration of misdemeanor offenses. Felony offenses are prosecuted by the County. Therefore, there will be increased cost to the City in enforcing the misdemeanor offense<sup>[1]</sup>.

**ATTACHMENTS:**

- Ordinance 1116
- 2020 Arrests

ORDINANCE NO. 1116

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKE STEVENS,  
WASHINGTON, AMENDING CHAPTER 9.40 OF THE LAKE STEVENS  
MUNICIPAL CODE (“LSMC”) AND CRIMINALIZING THE KNOWING  
POSSESSION OF A CONTROLLED SUBSTANCE WITHOUT A  
PRESCRIPTION; ADOPTING FINDINGS OF FACT AND DECLARING AN  
EMERGENCY; AMENDING SECTION 9.40.020 LSMC; PROVIDING FOR  
SEVERABILITY, AN EFFECTIVE DATE, AND FOR PUBLICATION BY  
ORDINANCE TITLE.**

WHEREAS, the use of controlled substances without a prescription and the supervision of a medical professional can result in physical injury or death; and

WHEREAS, the use of controlled substances without a prescription and the supervision of a medical professional often exacerbates mental health conditions; and

WHEREAS, using controlled substances can alter a person's brain or brain chemistry with negative health consequences; and

WHEREAS, persons using controlled substances can become addicted to such substances resulting in negative physical and mental health consequences and damage to family and personal relationships; and

WHEREAS, the use of controlled substances without a prescription or medical supervision is more likely to result in addiction; and

WHEREAS, the use of controlled substances without a prescription is positively correlated with criminal behavior; and

WHEREAS, the City has taken steps to address these problems through teaming police officers with social workers and mental health professionals and the municipal court's Mental Health Alternatives Program; and

WHEREAS, public health officials in Snohomish County have linked an increase in opioid deaths and the use of naloxone to prevent overdoses with the continuing COVID-19 pandemic; and

WHEREAS, on February 25, 2021, the Washington State Supreme Court held in the case of *State v. Blake*, No. 96873-0, that RCW 69.50.4013(1)- the statute that criminalized the possession of a controlled substance without a prescription - exceeds the state's police power and violates the due process clauses of the state and federal constitutions; and

WHEREAS, the Supreme Court's ruling has the effect of eliminating any criminal penalties for the possession of a controlled substance without a prescription; and

WHEREAS, the Supreme Court's ruling also eliminates the authority of police officers to arrest persons possessing a controlled substance without a prescription or obtaining search warrants to search for controlled substances possessed without a prescription; and

WHEREAS, the lack of criminal penalties for the possession of controlled substances without a prescription will immediately result in an increase in the negative health and safety consequences associated with the use of controlled substances without a prescription; and

WHEREAS, the lack of enforcement authority of the police will interfere with the City's initiatives to address addiction and criminal activity associated with the use of controlled substances without a prescription by eliminating incentives for individuals to enter treatment or obtain necessary social services; and

WHEREAS, the effect of eliminating criminal penalties and police authority in regard to the possession and use of controlled substances without a prescription will have an immediate, direct, and negative impact on the health, safety, and welfare of the City's inhabitants; and

WHEREAS, this is a public emergency ordinance necessary for the protection of public health and public safety, and should be effective upon adoption.

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

SECTION 1. The Recitals set forth above are adopted as findings of fact in support of this emergency ordinance.

SECTION 2. Section 9.40.020 is hereby amended to read as follows:

9.40.020 Drug paraphernalia Controlled Substance--Possession prohibited.

(1) . It is unlawful for any person to knowingly possess a controlled substance or to possess a controlled substance with intent to use it, unless the substance was obtained directly from, or pursuant to, a valid prescription or order of a practitioner while acting in the course of his or her professional practice, or except as otherwise authorized by chapter 69.50 RCW. (2) Any person who violates this section is guilty of a gross misdemeanor punishable by up to 364 days in jail and a \$5,000 fine.

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

SECTION 4. Effective Date/Publication. This ordinance is necessary for the immediate protection of the health and public safety due and is effective upon adoption. Publication shall be by ordinance title only.

PASSED by the City Council and APPROVED by the Mayor this \_\_\_\_\_ day of  
\_\_\_\_\_, 2021.

CITY OF LAKE STEVENS

By \_\_\_\_\_  
Brett Gailey, MAYOR

Attest:

By \_\_\_\_\_  
Kelly Chelin, CITY CLERK

Approved as to form:

By \_\_\_\_\_  
Greg A. Rubstello, CITY ATTORNEY

Date of publication: \_\_\_\_\_

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

Row Labels	Column Labels				
		Book-New Charge	Cited	Referred	Grand Total
CONT SUB-DISTRIB TO MINOR AT LEAST 3 YRS HIS-HER JUNIOR			1	1	
69.50.406.2			1	1	
CONT SUB-POSS NO PRESCRIPTION	2		5	7	
69.50.4013	2		5	7	
CONT SUB-POSS NO PRESCRIPTION [AMPHET]	13	3	16	32	
69.50.4013[3572]	13	3	16	32	
CONT SUB-POSS NO PRESCRIPTION [COCAINE-DERIV]	1			1	
69.50.4013[3532]	1			1	
CONT SUB-POSS NO PRESCRIPTION [HEROIN]	6		14	20	
69.50.4013[3512]	6		14	20	
CONT SUB-POSS NO PRESCRIPTION [MJ - FELONY]			2	2	
69.50.4013[3562]			2	2	
CONT SUB-POSS NO PRESCRIPTION MARIJUANA <21 YO POSSESS-MANUF-SELL			1	1	
69.50.4013.4			1	1	
CONT SUBS OBTAIN/ATTEMPT BY FRAUD			1	1	
69.50.403.1C1			1	1	
COUNTERFEIT SUB METHAMPHETAMINE	2			2	
69.50.4011.2B	2			2	
DRUG PARAPHERNALIA--DEL-POSS W-INT-MFG W-INTENT			1	1	
69.50.412.2			1	1	
DRUG PARAPHERNALIA-POSSESSION	13	34	32	79	
69.50.412	13	34	32	79	
DRUG PARAPHERNALIA-POSSESSION-SOLICITATION		1	1	2	
69.50.412.S		1	1	2	
DRUG PARAPHERNALIA-USE	1	14	9	24	
69.50.412.1	1	14	9	24	
DUI [DRUGS]	1		3	4	
46.61.502.5[5403]	1		3	4	
INTRODUCE CONTRABAND 3			1	1	
9A.76.160			1	1	
LEGEND DRUG-INT SELL-DEL NO PRESCRIPTION			1	1	
69.41.030.2A			1	1	
LEGEND DRUG-POSS NO PRESCRIPTION			1	1	
69.41.030.2B			1	1	
MFG-DEL AMPHET-METHAMPHEN (W-INTENT) [AMPHET-MFG]			2	2	
69.50.401.2B[3570]			2	2	
MFG-DEL AMPHET-METHAMPHET (W-INTENT) [AMPHET-SELL]	3		10	13	
69.50.401.2B[3571]	3		10	13	
MFG-DEL SCH I-II-NARC-SCH IV-FLN (W-INTENT) [HALLUC-MFG]			1	1	
69.50.401.2A[3501]			1	1	
MFG-DEL SCH I-II-NARC-SCH IV-FLN (W-INTENT) [HEROIN-OTHER]	2		1	3	
69.50.401.2A[3513]	2		1	3	
MFG-DEL SCH I-II-NARC-SCH IV-FLN (W-INTENT) [HEROIN-SELL]	5		6	11	
69.50.401.2A[3510]	5		6	11	
MFG-DEL SCH I-II-NARC-SCH IV-FLN (W-INTENT) [OPIUM-DERIV-SELL]	1			1	
69.50.401.2A[3520]	1			1	
MFG-DEL SCH I-II-NARC-SCH IV-FLN (W-INTENT) [SYNTH NARC-SELL]			2	2	
69.50.401.2A[3540]			2	2	
MFG-DEL SCHED I-II-III CONT SUB	3		6	9	
69.50.401.2C	3		6	9	
<b>Grand Total</b>		51	54	117	222