



City of Lake Stevens Vision Statement

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

CITY COUNCIL SPECIAL MEETING BY REMOTE ACCESS ONLY Lake Stevens, Washington

Join Zoom Meeting: <https://us02web.zoom.us/j/89264482143>
or call in at (253) 215-8782
Meeting ID: 892 6448 2143

Friday, August 27, 2021, at 9:00 a.m.

Call Meeting to Order	Mayor
Pledge of Allegiance	Council
Roll Call	City Clerk
Discussion Items	
Last Retreat Recap	Gene
Mid-Year Finance Update 2022	Barb
Capital Priorities	Russ
<i>Break</i>	
Civic Center Funding/Next	Russ
Economic Development:	Russ
• 20th Street SE/Everett waterline update	
• Future Growth	
• 91st Visioning	
<i>Lunch Break</i>	
Parks:	Russ/David
• Park Benefit District	
• Parks Dept. / Amenities	
• Museum Update	
<i>Break (if needed)</i>	
2022 Budget Properties	Barb/All
Adjourn	

THE PUBLIC IS INVITED TO ATTEND BUT WILL NOT BE ALLOWED TO COMMENT

Special Needs

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

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



MEMORANDUM

City Administrator

DATE: 8/27/2021

TO: Lake Stevens City Council

FROM: City Administrator, Gene R. Brazel

SUBJECT: Follow-up from last Council Retreat

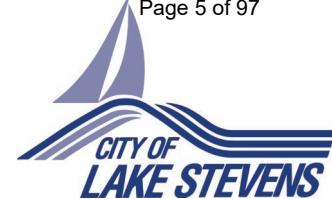
Retreat Takeaways from January 29/30, 2021:

- Need to follow up with the Library on their IT needs for their move to the old PD (Done)
- Need to check in with community transit on a bus stop at the chapel hill civic center (Done)
- Fireworks, get ballot measure put together (In Progress)
- Rural Urban Transition area, full support, keep working, look at area to the south and north of 92 (Submitted our application to Sno-Co)
- Equity 2021, if possible have the board members introduce themselves to councilmembers. If this is to be a city board then board members would be appointed through the already established city procedure. (Mayor formed a Community Advisory Council)
- Hazard Pay Policy – bring back in 4 weeks to a workshop (Done)
- Amendments to Council Procedures (Looked at annually, still need to discuss attending meetings remotely)
- Hartford Industrial, look at other alternatives for the area (In Progress)
- City of Everett follow up meeting with Everett Mayor (In Progress)
- Youth Council, pursue (Done)

LAKE STEVENS CITY COUNCIL RETREAT

2021 2nd Quarter Financial Update

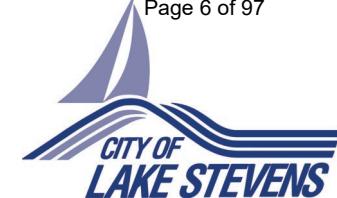




Financial Update

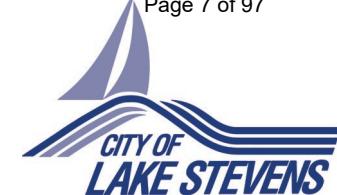
- Overall Fiscal Health
- Year over Year Comparison
- Revenue Review
- Expenditure Review

- Budget Priorities & Policy Choices



Financial Update

Fund Name	2021 Beginning Cash Balance	Budgeted Revenues	2021 2nd QTR ACTUAL REVENUES	Budgeted Expenditures	2021 2nd QTR ACTUAL EXPENDITURES	2021 Budgeted Ending Balance	ACTUAL ENDING BALANCE (6/30/2021)
General	\$5,284,879	\$13,414,227	\$7,665,750	\$16,721,674	\$7,556,256	\$1,977,432	\$5,394,373
Contingency Reserve	\$4,579,728	\$840,000	\$391,840	\$0	\$0	\$5,419,728	\$4,971,568
Permit Managerial Fund	\$537,257	\$5,000,000	\$896,210	\$1,101,000	\$538,539	\$4,436,257	\$894,927
ARPA Funds	\$0	\$4,733,093	\$4,733,093	\$841,612	\$0	\$3,891,481	\$4,733,093
Street	\$2,649,762	\$2,578,470	\$1,324,594	\$3,383,130	\$1,306,195	\$1,845,102	\$2,668,161
Drug Seizure & Forfeiture	\$86,872	\$5,120	\$33,061	\$62,572	\$56,126	\$29,420	\$63,807
Municipal Arts Fund	\$28,485	\$10,220	\$14	\$35,000	\$1,429	\$3,705	\$27,070
2008 Bonds	\$0	\$353,605	\$34,153	\$353,605	\$34,153	\$0	\$0
2015 LTGO Bond	\$0	\$95,651	\$2,825	\$95,651	\$2,825	\$0	\$0
2019A LTGO Bond-PD	\$0	\$464,739	\$139,822	\$464,739	\$139,822	\$0	\$0
2021A LTGO Bond - 17005	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Traffic Mitigation	\$2,485,143	\$4,874,442	\$4,351,962	\$5,145,862	\$555,862	\$2,213,723	\$6,281,243
Park Mitigation	\$463,112	\$2,015,000	\$1,414,198	\$2,125,014	\$860,730	\$353,098	\$1,016,580
Cap. Imp.-REET	\$4,617,750	\$1,140,000	\$951,699	\$960,445	\$311,513	\$4,797,305	\$5,257,936
Cap. Improvements	\$3,569,324	\$2,761,232	\$1,701,793	\$3,503,076	\$714,751	\$2,827,480	\$4,556,366
Downtown Redevelopment	\$0	\$2,250,000	\$0	\$2,250,000	\$0	\$0	\$0
Facility Capital Project	\$947,322	\$55,551	\$56,142	\$1,002,873	\$773,674	\$0	\$229,790
Infrastructure Cap Project	\$0	\$20,427,000	\$13,913,638	\$20,427,000	\$1,391,414	\$0	\$12,522,224
Sidewalk Capital Project	\$804,679	\$5,000	\$402	\$423,846	\$50,121	\$385,833	\$754,960
20th Street SE Corridor CP	\$126	\$0	\$0	\$0	\$0	\$126	\$126
Sewer	\$136,242	\$1,053,281	\$907,959	\$1,135,993	\$989,200	\$53,530	\$55,002
Storm and Surface Water	\$1,783,285	\$3,637,817	\$2,001,922	\$3,799,516	\$1,318,156	\$1,621,586	\$2,467,051
Storm Water Capital	\$1,052,486	\$1,000,600	\$3,052	\$1,694,689	\$1,449,004	\$358,397	(\$393,466)
Storm Water Debt Service	\$0	\$223,918	\$150,326	\$223,918	\$150,326	\$0	\$0
Unemployment	\$41,339	\$300	\$21	\$15,001	\$0	\$26,638	\$41,360
Equipment Fund	\$214,680	\$375,067	\$187,243	\$447,604	\$236,778	\$142,142	\$165,145
Equipment Fund - Vehicles	\$41,031	\$15,350	\$7,523	\$0	\$0	\$56,381	\$48,554
Equipment Fund-Police	\$339,412	\$249,300	\$146,498	\$218,000	\$208,361	\$370,712	\$277,549
Equipment Fund-PW	\$810,013	\$205,000	\$100,385	\$232,000	\$148,338	\$783,013	\$762,060
Aerator Equipment Repl.	\$25,434	\$200	\$13	\$25,450	\$0	\$184	\$25,447
Treasurer's Trust	\$2,117	\$385,000	\$175,292	\$385,000	\$168,126	\$2,117	\$9,283
Total All Funds	\$30,500,478	\$68,169,183	\$41,291,429	\$67,074,270	\$18,961,697	\$31,595,391	\$52,830,210



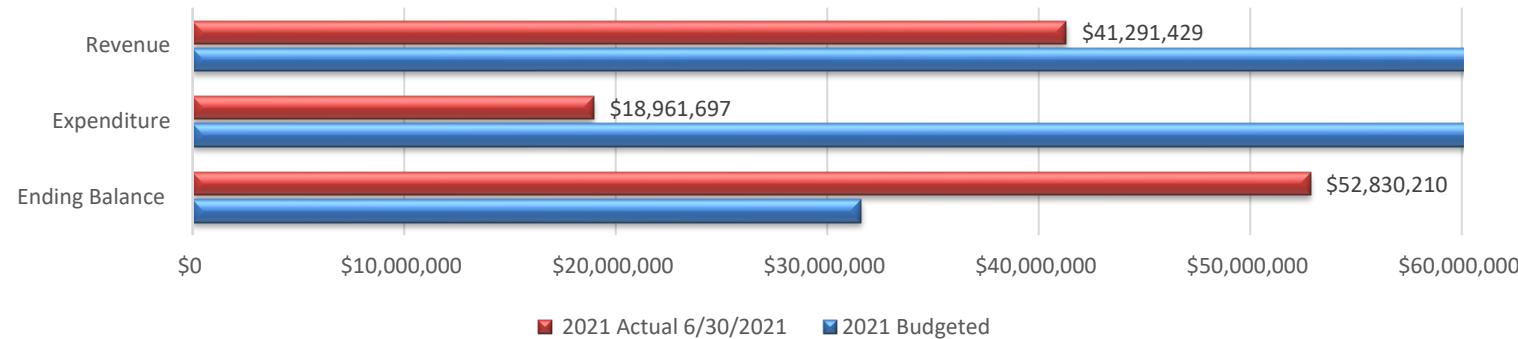
2020 – 2021 Comparison

Fund Name	2020 2nd QTR	2021 2nd QTR	(+/-)% Increase	2020 2nd QTR	2021 2nd QTR	% Difference
	ACTUAL REVENUES	ACTUAL REVENUES	Revenues 2020 - 2021	ACTUAL EXPENDITURES	ACTUAL EXPENDITURES	Expenditures 2020 - 2021
General	\$6,706,847	\$7,665,750	14%	\$6,896,005	\$7,556,256	10%
Contingency Reserve	\$1,604,768	\$391,840	-76%	\$1,385,454	\$0	-100%
Permit Managerial Fund	\$1,315,800	\$896,210	-32%	\$375,857	\$538,539	43%
ARPA Funds	\$0	\$4,733,093	100%	\$0	\$0	100%
Street	\$1,258,728	\$1,324,594	5%	\$1,130,197	\$1,306,195	16%
Drug Seizure & Forfeiture	\$3,307	\$33,061	900%	\$8,676	\$56,126	547%
Municipal Arts Fund	\$102	\$14	-86%	\$0	\$1,429	100%
2008 Bonds	\$39,553	\$34,153	-14%	\$39,553	\$34,153	-14%
2015 LTGO Bond	\$3,713	\$2,825	-24%	\$3,713	\$2,825	-24%
2019A LTGO Bond-PD	\$122,849	\$139,822	14%	\$122,849	\$139,822	14%
2021A LTGO Bond - 17005	\$0	\$0	100%	\$0	\$0	100%
Traffic Mitigation	\$1,937,600	\$4,351,962	125%	\$2,136,337	\$555,862	-74%
Park Mitigation	\$1,304,638	\$1,414,198	8%	\$342,472	\$860,730	151%
Cap. Imp.-REET	\$593,131	\$951,699	60%	\$185,996	\$311,513	67%
Cap. Improvements	\$858,126	\$1,701,793	98%	\$809,543	\$714,751	-12%
Downtown Redevelopment	\$2,884,669	\$0	-100%	\$3,114,336	\$0	-100%
Facility Capital Project	\$36,628	\$56,142	53%	\$603,251	\$773,674	28%
Infrastructure Cap Project	\$0	\$13,913,638	100%	\$0	\$1,391,414	100%
Sidewalk Capital Project	\$4,141	\$402	-90%	\$5,528	\$50,121	807%
20th Street SE Corridor CP	\$3,760	\$0	-100%	\$4,105	\$0	-100%
Sewer	\$917,922	\$907,959	-1%	\$944,152	\$989,200	5%
Storm and Surface Water	\$1,756,085	\$2,001,922	14%	\$1,090,559	\$1,318,156	21%
Storm Water Capital	\$344	\$3,052	788%	\$73,129	\$1,449,004	1881%
Storm Water Debt Service	\$62,537	\$150,326	140%	\$62,537	\$150,326	140%
Unemployment	\$204	\$21	-90%	\$11,508	\$0	-100%
Equipment Fund	\$160,393	\$187,243	17%	\$189,910	\$236,778	25%
Equipment Fund - Vehicles	\$5,157	\$7,523	46%	\$0	\$0	100%
Equipment Fund-Police	\$140,354	\$146,498	4%	\$209,267	\$208,361	0%
Equipment Fund-PW	\$103,955	\$100,385	-3%	\$720,536	\$148,338	-79%
Aerator Equipment Repl.	\$491	\$13	-97%	\$0	\$0	100%
Treasurer's Trust	\$149,248	\$175,292	17%	\$163,275	\$168,126	3%
Total All Funds	\$21,975,048	\$41,291,429	88%	\$20,628,744	\$18,961,697	-8%

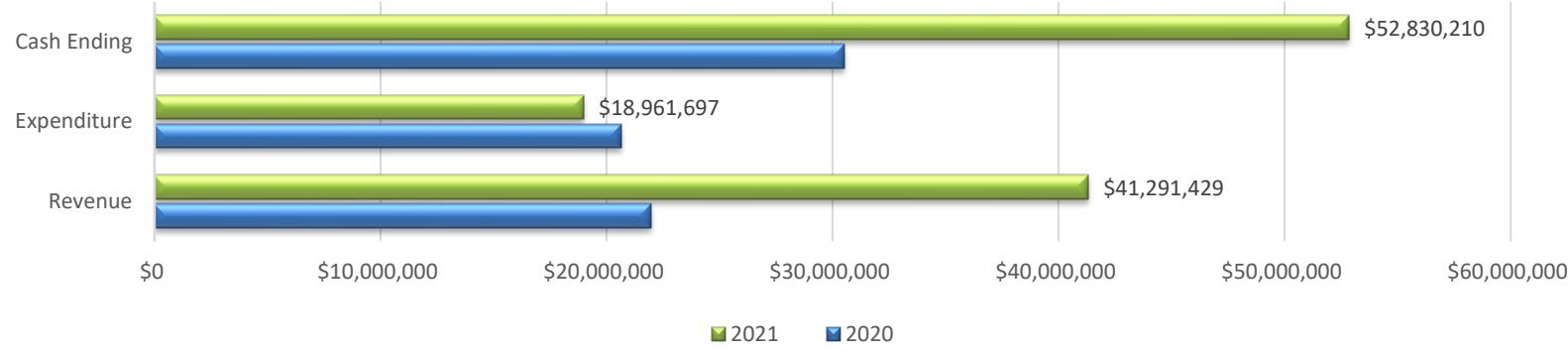


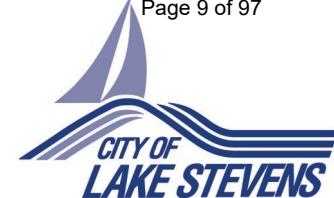
Citywide Fund Summary

All Funds - Budget vs. Actual



2020 - 2021 2nd Quarter Comparison



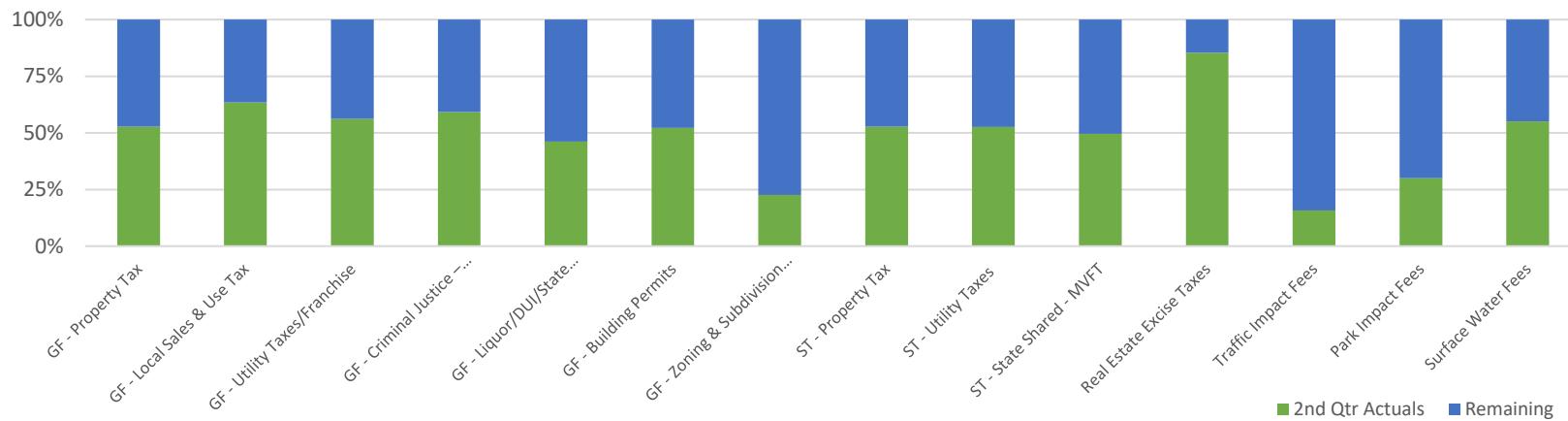


Major Revenues - Citywide

Revenue Source	% of Total City Revenue	2021 Budget	30-Jun-21	% B v A
Property Tax	5%	\$3,795,352	\$2,003,781	53%
Local Sales & Use Tax	7%	\$4,600,000	\$2,919,938	63%
Utility Taxes/Franchise	4%	\$2,642,000	\$1,484,710	56%
Criminal Justice – ST	1%	\$610,000	\$361,458	59%
Liquor/DUI/State Shared	1%	\$657,000	\$303,833	46%
Building Permits	2%	\$1,500,000	\$783,132	52%
Zoning & Subdivision (Plats)	0%	\$500,000	\$113,043	23%
Property Tax	2%	\$1,475,000	\$779,248	53%
Utility Taxes	0.4%	\$323,000	\$169,830	53%
State Shared - MVFT	1%	\$645,000	\$320,074	50%
Real Estate Excise Taxes	5%	\$2,200,000	\$1,877,644	85%
Traffic Impact Fees	1%	\$1,787,000	\$281,435	16%
Park Impact Fees	1%	\$1,200,000	\$360,350	30%
Surface Water Fees	5%	\$3,536,000	\$1,948,475	55%

Major revenue sources outside of expectations include:

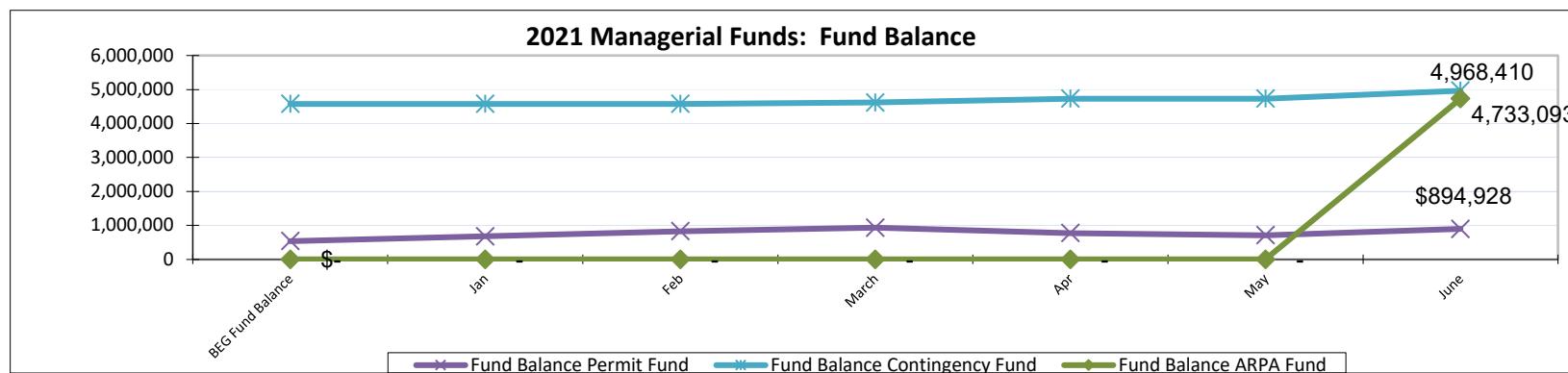
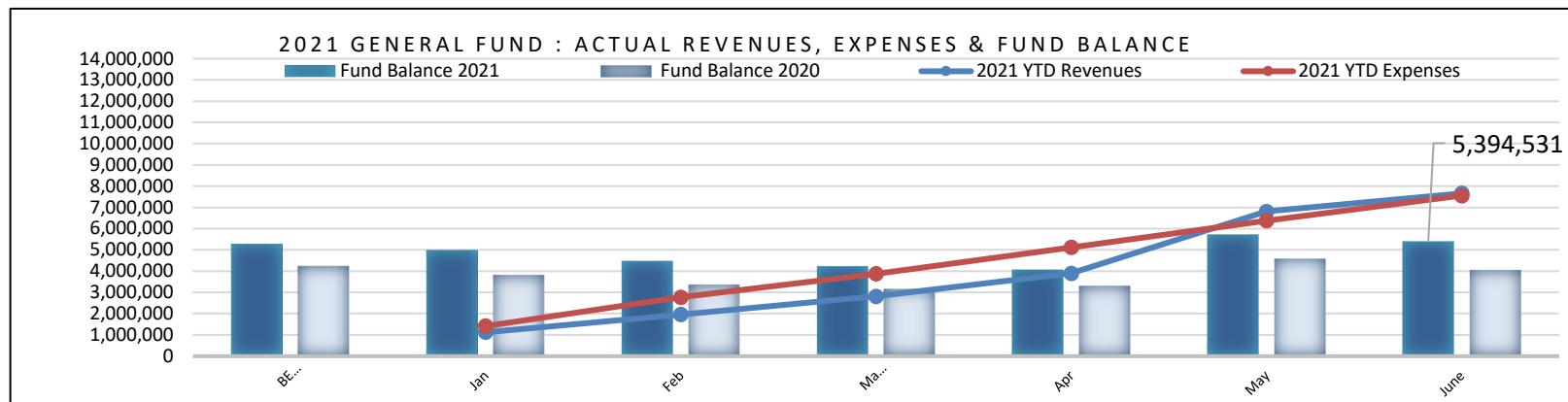
- Sales & Use Tax
- Zoning & Subdivisions
- Real Estate Excise Tax
- Traffic Impact Fees
- Park Impact Fees

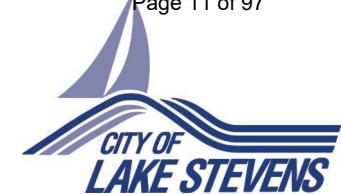


2nd Quarter General Fund Summary

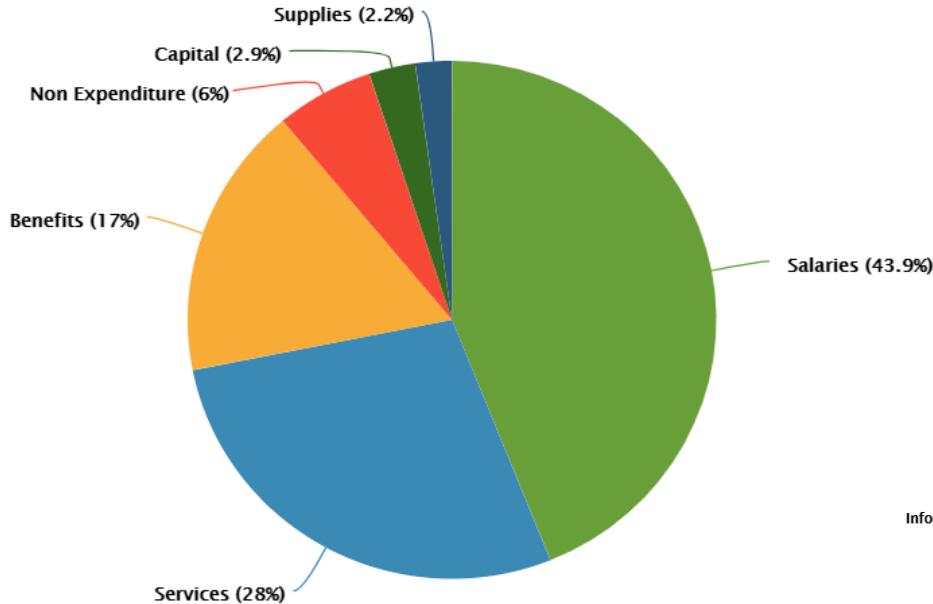


- General Operating Fund Cash & Investments
- Managerial Fund Balances

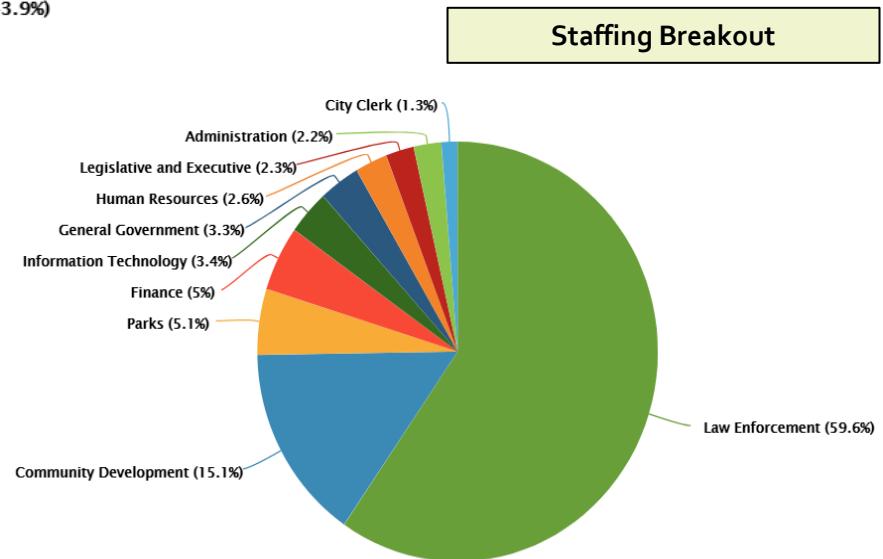


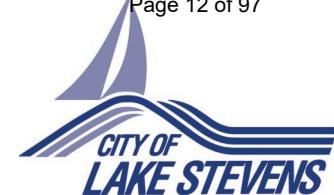


General Fund Expenditures by Type



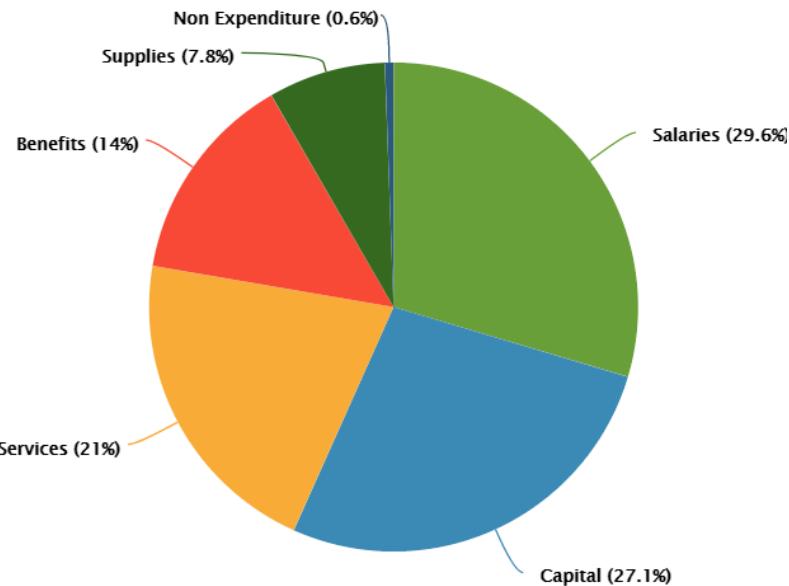
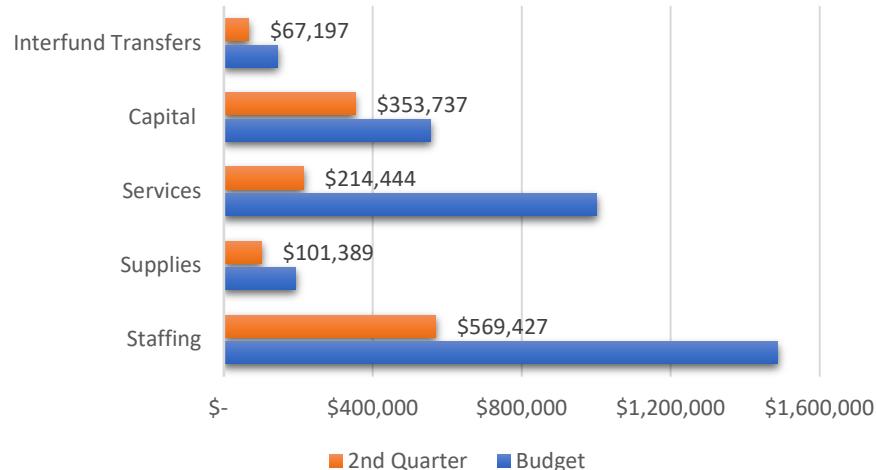
- Staffing 61% of General Fund - \$4.9 million
 - Salaries & Benefits
 - Law Enforcement 60%
 - Community Development 15%





Street Fund - Summary

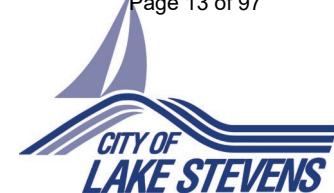
Street Fund - 2nd Quarter Budget V. Actual



- Staffing -
Approximately \$5.7 million
(44% of total Street budget)
- Administration (Allocation)
- Public Works

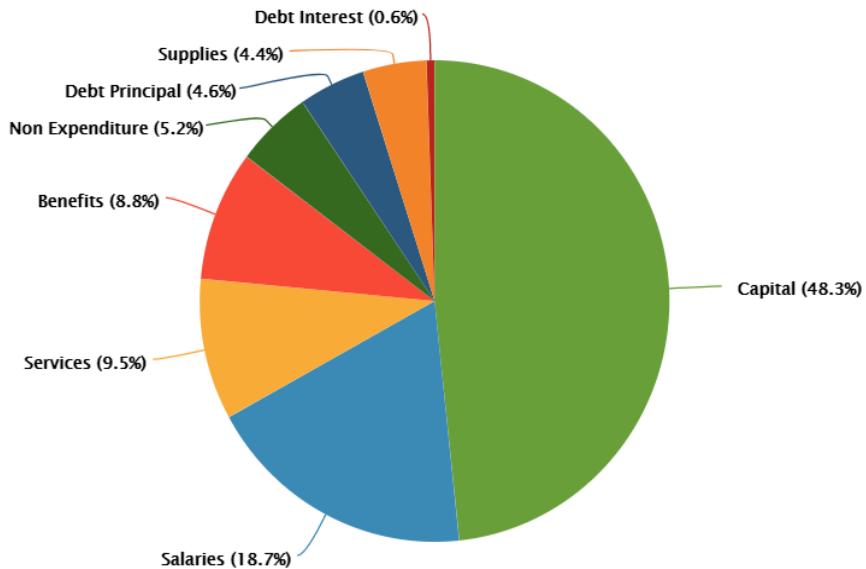
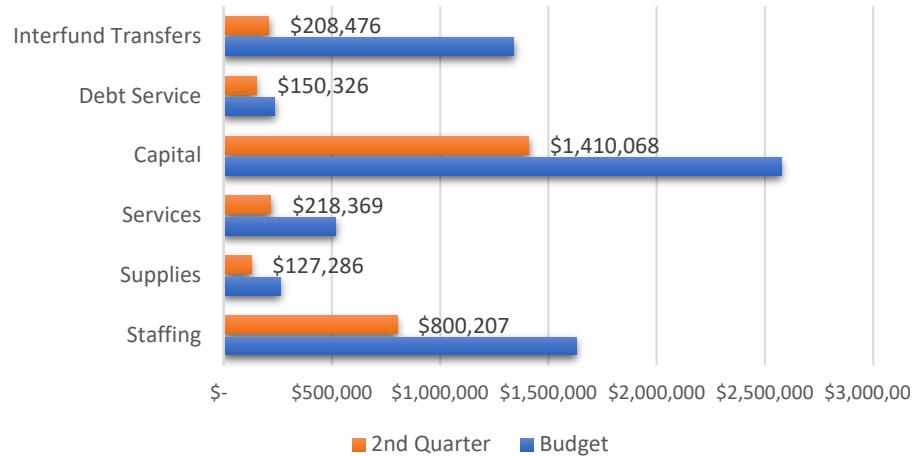
- **Professional Services**
 - Repairs & Maintenance
 - Pavement Preservation
 - Traffic Control – Striping
 - Engineering Service Contracts
 - Utilities

- **Capital Expenditures**
 - PW Shop Remodel
 - PW Vehicles



Storm Water Fund - Summary

Storm Water - 2nd Quarter Budget V. Actual



- **Staffing -**

Approximately \$800,000
(27% of total Street budget)

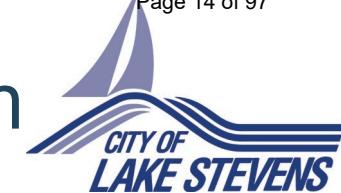
- Administration (Allocation)
- Public Works

- **Professional Services**

- Repairs & Maintenance
- Street Sweeping
- Engineering Service Contracts
- Lake Maintenance

- **Capital**

- PW Shop Remodel
- Decant Facility
- Drainage Projects
- PW Vehicles



2022 Initial Budget Policy Discussion

- Priorities
- Staffing
 - Keep FTE Levels Static
 - Park & Recreation Department
 - Additional Field Staff
- Funding
 - Reduce Property Tax Subsidy to Street Fund by Implementing TBD
 - Transportation Benefit District Funding Uses
 - Increase Untapped Utility Taxes (Sewer & Storm Water)
 - Park District
 - Levy Lid Lift



MEMORANDUM

Planning and Community Development

DATE: August 27, 2021

TO: Mayor Gailey, City Councilmembers and City Administrator Brazel

FROM: Russ Wright, Community Development Director

SUBJECT: Capital Priorities

Background

The city adopts a capital facilities plan as part of the comprehensive plan. The capital facilities plan includes facilities, parks, streets and stormwater improvements. This list is updated annually at which time projects are identified for construction over the next year to six years.

Discussion

Staff will provide an overview of projects completed or substantially completed between 2020 and 2021 as well as those under current design. The list will include streets, paths/sidewalks, facilities and parks. Staff will also provide a list of proposed projects for 2022 and beyond along with funding sources as well as a list of other unfunded future projects. Funding comes from a variety of sources such as impact fees, REET, general fund, bonded debt and grants. Finance will provide an overview of current and potential future funding sources and limitations for future projects.

Next Steps

As part of its budget process, Council will consider funding priorities for the various capital projects.



MEMORANDUM

Planning and Community Development

DATE: August 27, 2021

TO: Mayor Gailey, City Councilmembers and City Administrator Brazel

FROM: Russ Wright, Community Development Director

SUBJECT: Chapel Hill Civic Center Update

Background

The city of Lake Stevens, Sno-Isle Libraries and the Lake Stevens Sewer District have coordinated with Stowe Development for the last several months on a master plan for a municipal campus. Community outreach has included surveys and public meetings. City Council received status reports at its January 2021 retreat and May 4, 2021 and June 8, 2021 council meetings to review site plan alternatives and a preferred concept. Council reviewed several factors to recommend a preferred alternative including public comment, agency missions, shared space(s), environmental impact, public space, cost and private development potential.

At this point, the preferred alternative includes separate buildings for City Hall and the library situated around a shared courtyard. The preferred alternative would include shared parking and infrastructure. It also includes outdoor gathering and learning areas. A small café space is reserved as part of City Hall.

To date the following deliverables have been completed:

- A community survey was published and summarized – 70% of respondents support the creation of a new Civic Campus or are neutral, while 11% oppose it, and 19% are unsure;
- An updated city needs assessment for the city that recommended a slightly smaller City Hall than identified in a previous study;
- A draft market analysis for private use that reviewed site information, basic demographic information for the city, housing stock, and retail development – ultimately under the preferred alternative there is little space available for private development;
- Financing and delivery options that provide a comprehensive report on financing and delivery options using standard bond financing, design-bid-build alternatives and 63-20 project delivery; and a
- Draft site alternatives leading to a preferred concept, as described above.

Next Steps

Stowe Development and its subconsultants have provided draft final documents that are provided for discussion at the retreat that include a revised project cost and funding report (**Attachment 1**), technical memorandum on site conditions (**Attachment 2**) and a final preferred concept (**Attachment 3**). Council is at a point where this project along with other capital projects must be evaluated for priority.



DRAFT

August 20, 2021

Gene Brazel, City Administrator
Russ Wright, Community Development Director
1812 Main Street
Lake Stevens, WA 98258

Chy Ross
Sno-Isle Libraries
7312 35th Ave NE
Marysville, WA 98271

Re: Draft Project Cost, Funding, and Next Step Report Sections/Delivered via email only.

Dear Gene, Russ, and Chy,

Attached are draft summary sections of the Lake Stevens Civic Center at Chapel Hill Report covering the following key elements:

- **Projects costs (Updated)**
- **Funding** (*I will be adding information about bond costs and potential cost per each \$1,000 of assessed property value in the final report*)
- **Next steps**

These summary sections along with the Preferred Concept for the Civic Center distributed by Miller Hull recently may provide helpful information and context for your internal review and discussion as the final report is being prepared.

Please let me know if you would like any modifications to the format or content of draft report sections. We look forward to continuing our work on this exciting project.

Sincerely,

Robert S. Stowe, Principal
Stowe Development & Strategies

LAKE STEVENS CIVIC CENTER AT CHAPEL HILL

Report Prepared for:

City of Lake Stevens | Sno-Isle Libraries



CONSULTANT TEAM



ACKNOWLEDGEMENTS



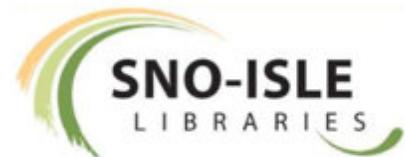
City of Lake Stevens

- Brett Gailey, Mayor
- Gene Brazel, City Administrator
- Russell Wright, Community Development Director



Sno-Isle Libraries

- Gary Sitzman, Administrative Services Director
- Chy Ross, District Manager



Lake Stevens Sewer District

- Mariah Low, Interim General Manager
- Johnathan Dix, Assistant General Manager



TABLE OF CONTENTS

Table of Contents	2
Summary	3
Market Analysis	4
Demographic Analysis	5 / 6
Space Needs	7 / 8
Public-Private Partnerships	9
Public Engagement	10
Site Concepts & Costs	11
Funding	17
Next Steps	20
Appendices - Full Reports	
1. Market Analysis	
2. Demographic Analysis	
3. Space Needs	
4. Overview of Delivery Options	
5. Public Engagement	
6. Site Concepts & Costs	



Cost Estimates Summary

The Consultant team developed and evaluated cost estimates based on two delivery approaches. The traditional design-bid-build (DBB) approach and the approach most likely to generate the greatest savings by mirroring a private sector development model – the 63-20 (AKA P3 delivery model).

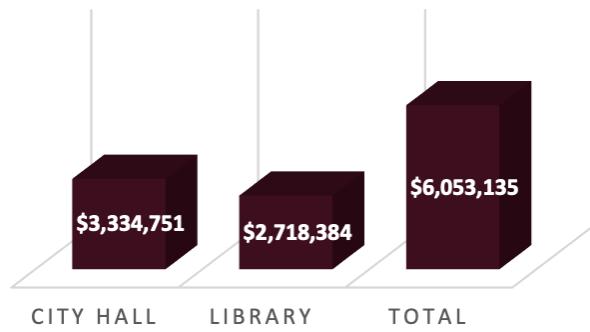
DBB estimates were generated based on recent cost estimation work and refined based on industry knowledge and the experience of the consultant team. Based on the DBB delivery approach, a City Hall of 20,235 SF (based on space needs study and 1,500 SF for a café) constructed in 2021 is projected to cost \$16,673,756.

For purposes of the cost projection, we have used a mid-point of the identified space needs for the proposed Library at 16,080 SF. The Library facility is projected to cost \$13,591,920 if built in 2021 based on a Design-Bid-Build method of delivery.

P3 estimates were generated by the consultant team/construction team performing the predevelopment work through construction work based again on 2021 costs. Both the City Hall and Library would need to be constructed as a single project in order to take advantage of the anticipated cost savings and under the project umbrella of the City in accordance with relevant 63-20 laws. Based on the space needs study for City Hall (including

Sewer District operations) and Library facilities of approximately 36,315 SF and for the preferred alternative concept, facility costs are projected at \$23,705,677 if built in 2021 based on a P3 delivery method. The City Hall cost would be \$13,213,455 and the Library Cost would be \$10,492,222 based on allocated area for each facility.

63-20/P3 COST 20 PERCENT SAVINGS



The P3 cost savings for the City Hall and Library have been identified to be between 21 and 23 percent over the traditional DBB delivery method. The P3 delivery model would also have a 1 percent fee to be provided to the non-profit entity that enters into a lease and development agreement with the public agency, under which the non-profit is contractually obligated to deliver the completed project to the public agency on time and within budget and the guaranteed maximum price established by the parties.

Additionally, financing costs are usually higher (e.g., 5 to 20 basis points in today market) than what the public agency can obtain if it directly issued its own tax exempt debt.

Based on the non-profit fee and additional financing cost, we have estimated that project savings should be closer to 20 percent less for the P3 approach over the DBB delivery method for the City Hall and Library constructed as a single project.

The preferred concept for the City Hall based on the proposed area would be \$13,339,005 by reducing the DBB cost by 20 percent.

The preferred concept for the Library based on the proposed area would be \$10,873,536 by reducing the DBB cost by 20 percent.

Facility	DBB Cost	63-20/P3 Cost	Difference/Savings	20 Percent Reduction 63-20/P3 Cost	63-20/P3 20 Percent Savings
City Hall	\$16,673,756	\$13,213,455	\$3,460,301	\$13,339,005	\$3,334,751
Library	\$13,591,920	\$10,492,222	\$3,099,698	\$10,873,536	\$2,718,384
Total	\$30,265,673	\$23,705,677	\$6,559,999	\$24,212,541	\$6,053,135



City Hall Cost Estimate Detail

Design- Bid - Build Delivery | City Hall of 20,235 SF | 2021 Needs Assessment

- The City's initial space needs study used a grossing factor (ratio of gross floor area to new floor area within a building) of 1.5 to calculate internal circulation. It is recommended that this be reduced to a factor of 1.35 generating a reduction of 3,000 SF (See City 2021 Needs Assessment).
- The revised space needs study indicates a need for City Hall and Sewer District operations of approximately 18,735 SF Through the concept design process, an additional 1,500 SF was added for potential café space as part of the City Hall resulting in a total building size of 20,235 SF. The facility is projected to cost \$16,673,753 if built in 2021 based on a design-bid build method of delivery. Below is a summary of the cost assumptions used in this scenario:

Site Prep	\$24	PSF Site Area	\$1,350,000*
Hard Cost PSF	\$500	PSF GBA	\$10,117,500
Soft Costs	\$35%	HC	\$3,541,125
FFE	\$31	PSF GBA	\$580,785
Sales Tax	9.0%		\$1,084,346
Total Project Costs (2021)			<u>\$16,673,756</u>
Total Project Cost PSF	\$824		
Annual Escalation	\$25		

Notes:

Tenant improvements for City Hall are expected to be paid for by future tenant and were not included in the above FFE fees.

Above cost excludes the following: legal or bond counsel fee, and City's 1 percent for Arts fee (could be incorporated into design/construction costs)

**This cost represents the full costs of site preparations for both the City Hall and Library (impacted area of 1.3 acres). The agency that constructs first is expected to incur the entire cost with 50% reimbursement from the other agency upon their construction.*

Library Cost Estimate Detail

Design-Bid-Build Delivery | Library of 16,080 SF | 2021 Needs Assessment

- Projected library size is reduced from 20,000 SF from the 2018 facility proposed to voters to a range between 14,505 SF to 17,655. For purposes of this cost projection, we have used a mid-point for the proposed Library at 16,080 SF. The facility is projected to cost \$13,591,920 if built in 2021 based on a design-bid-build method of delivery. Below is a summary of the cost assumptions used in this scenario:

Site Prep	\$24	PSF Site Area	\$1,350,000*
Hard Cost PSF	\$500	PSF GBA	\$8,040,000
Soft Costs	\$35%	HC	\$2,814,000
FFE	\$31	PSF GBA	\$498,000
Sales Tax	9.0%		\$889,920
Total Project Costs (2021)			<u>\$13,591,920</u>
Total Project Cost PSF	\$845		
Annual Escalation	\$25		

Notes:

Above cost excludes the following: legal or bond counsel fee, and specific technology equipment use for library use.

**This cost represents the full costs of site preparations for both the City Hall and Library (impacted area of 1.3 acres). The agency that constructs first is expected to incur the entire cost with 50% reimbursement from the other agency upon their construction.*

City Hall & Library Cost Estimate Detail

P3 Delivery Method | City Hall of 20,235 SF (including Café). & Library of 16,080 SF

The use of a 63-20 delivery method (AKA P3 delivery method) is projected to generate significant project savings over the traditional design-bid-build approach. However, it is believed that separate and individual projects for the City Hall and Library are insufficient in scope to substantially benefit from the savings usually associated with a 63-20 delivery approach. The threshold used for 63-20 projects is usually \$20M or more. Therefore, we have shown the below costs based on a combined project to be built under one contract (and presumably one funding ballot measure).

Three different concepts were evaluated to arrive at a preferred concept of separate buildings for the City Hall and Library facilities. Some of the key factors supporting a P3 delivery include:

- Lower cost, better quality, and faster as result of developer/designer/contractor working collaboratively up-front.
- GC's like GenCap have access to more competitive and smaller tier subcontractors who are qualified for the work and may be more cost competitive.
- Based on the space needs study for City Hall (including Sewer District operations) and Library facilities of approximately 36,315 SF and for the preferred alternative concept, facility costs are projected at \$23,705,677 if built in 2021 based on a P3 delivery method. The City Hall cost would be \$13,213,455 and the Library Cost would be \$10,492,222 based on allocated area for each facility. Below is a summary of the cost assumptions used in this scenario:

Site Prep			\$1,334,015
Hard Cost PSF	\$443	PSF GBA	\$16,098,094
Soft Costs			\$3,477,594
FFE	\$31	PSF GBA	\$1,125,765
Sales Tax	9.0%		\$1,670,209
Total Project Costs (2021)			<u>\$23,705,677</u>
Total Project Cost PSF	\$653		
Annual Escalation	\$20		

Notes:

Tenant improvements for City Hall Café are expected to be paid for by future tenant and were not included in above FFE costs.

Above cost excludes the following: legal or bond counsel fee, 63-20 Non-Profit fee of one percent, City's 1 percent for Arts fee (could be incorporated into design/construction costs) and specific technology equipment for Library use.

FUNDING

Both the City and Sno-Isle have stated that no decision has been made about if and when the Civic Center project moves forward. Both also anticipate that if the project moves forward, a public vote will be needed to support the majority of the capital expenses associated with the project. Additionally, both agencies have indicated that a public vote would not occur before April 2022 to allow for sufficient community information and discussion.



The City and the Library could each place a ballot measure before voters asking additional property taxes to pay for their individual civic facilities. These independent ballot measures could occur based on the desired schedule of each entity and would likely involve the design-bid-build construction delivery approach or one of the alternative public works contracting procedures (See Overview of Delivery Options).

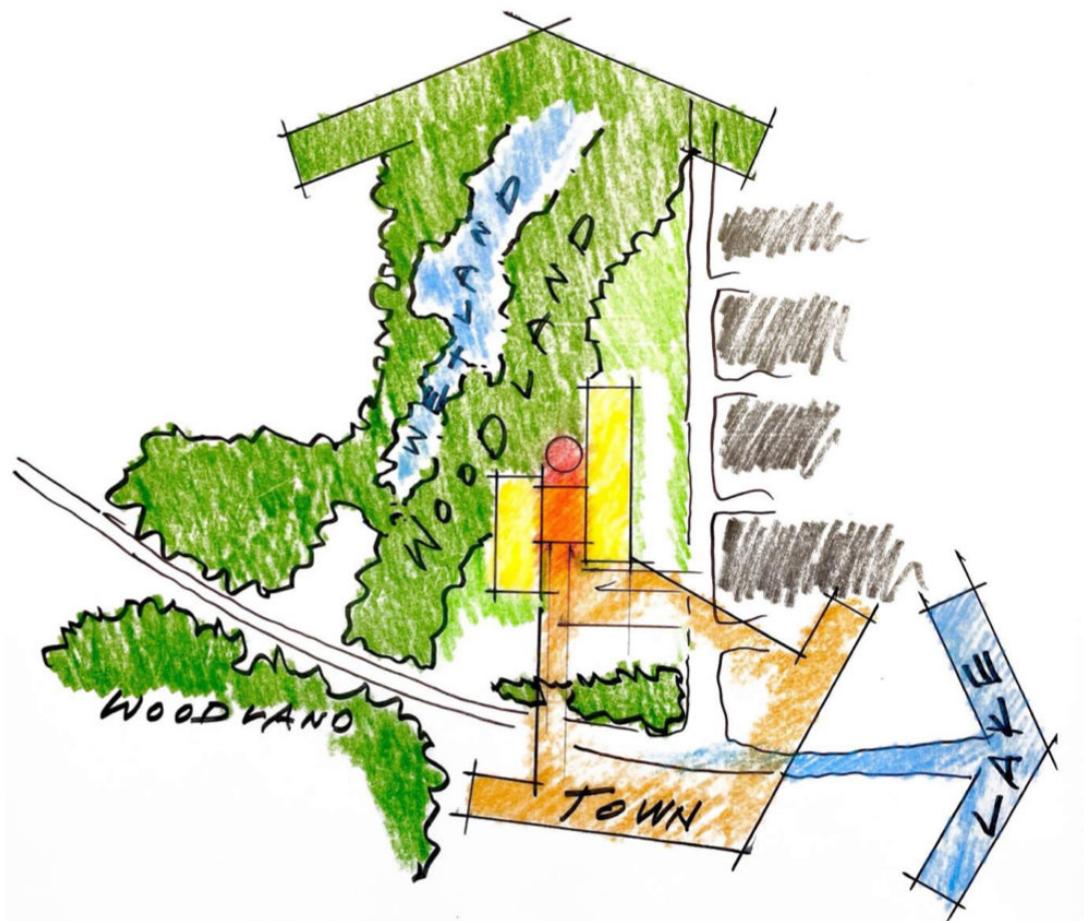
Alternatively, the parties could agree to advance the project under a 63-20 delivery approach. In a typical 63-20 delivery approach, a non-profit facilitating entity enters into a lease and development agreement with the public agency, under which the non-profit is contractually obligated to deliver the completed project to the public agency on time and within budget/ guaranteed maximum price.

The non-profit accomplishes this by contracting with the developer of the design build team, who is similarly obligated to deliver the completed project to the non-profit on time and within budget for subsequent delivery to the public agency. The facility is financed through tax exempt bonds that are issued by the non-profit. The security for the financing is initially the developers contractual obligation to deliver the project and, after successful project completion, the public agency's agreement to make lease payments on the completed project. Under a 63-20 financing model, the non-profit issues the full amount of bonds up front, including estimated bond interest incurred during construction. When the bonds are paid off, the building must be conveyed to the public agency.

The public agency is not responsible for any lease payments or construction costs until the project is completed and the facility is ready for occupancy.

Because the 63-20 approach is only available to cities, the City of Lake Stevens would be technically the tenant for both the City Hall and Library until such time as the debt is retired. After the debt is paid, the City becomes the owner. The City could continue to be the owner of the Library facility or the City could agree to transfer the Library facility to Sno-Isle via a separate real estate transaction.

In addition to any public ballot measure, Sno-Isle is anticipating the award of a \$3 million grant from the State of Washington to offset the cost of the proposed new Library. It is recommended that clarification be pursued with the State grant agency to ensure that any awarded funding can be used specifically for the Library facility under a 63-20 approach. The ability to utilize grant funds for the Library will be an important factor in considering the viability and benefits of a 63-20/P3 delivery model.



NEXT STEPS

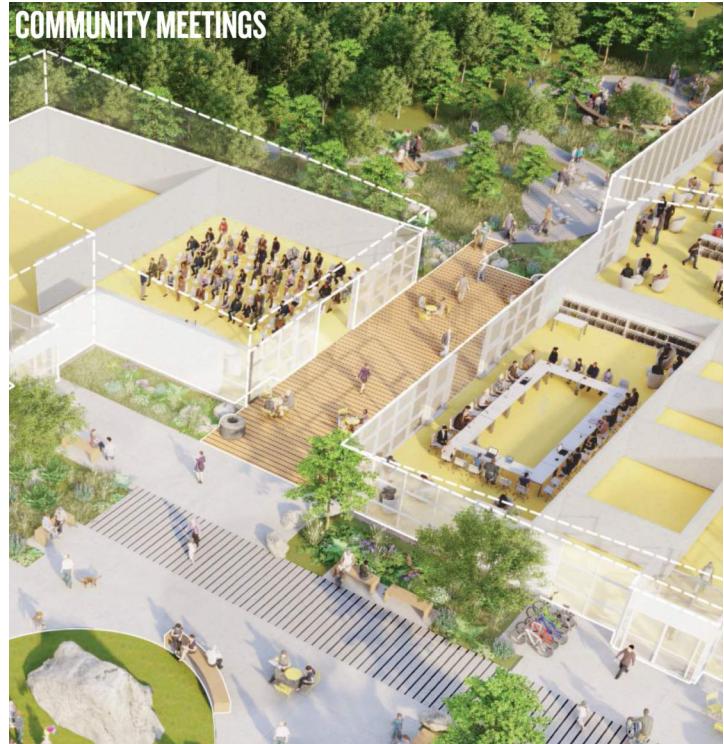
IF – HOW – WHEN ?

Key issues to be decided next by both the City and Sno-Isle are to determine if, how, and when to advance their respective plan for new civic facilities. Should both proceed under their own timeline and separate ballot measure? Should the entities strike an agreement to proceed under a 63-20 approach and single ballot measure thereby availing themselves to potential cost savings?

Splitting the ballot measures for two separate projects, although projected to be more costly, does provide voters the option to independently select or reject each civic facility on its own merits. An observation from the consultant team is that there is a positive story to be told of efficiency, coordination, and cost control/reduction if both facilities are placed on a single City ballot and under the 63-20/P3 delivery approach.

One option might be to first promote the benefits of this approach for a single ballot measure and combined project. If the measure fails for whatever reason, the parties still have the option to evaluate the public vote and determine what changes, if any, should be made before proceeding independently with separate ballot measures.

Regardless of the decision of how and when, the Lake Stevens community will benefit from new and adequate civic facilities.



APPENDICES

1. MARKET ANALYSIS
2. DEMOGRAPHIC ANALYSIS
3. SPACE NEEDS
4. OVERVIEW OF DELIVERY OPTIONS
5. PUBLIC ENGAGEMENT
6. SITE CONCEPTS & COSTS



TECHNICAL MEMORANDUM

Date: August 4, 2021
To: Claire Rennhack, AIA, PE, ENV SP
Copy to: Mike Jobes, AIA; Clayton Beaudoin, PLA, ASLA, LEED AP; Emily van Geldern, PLA, ASLA; Marisa Mangum, LEED AP
From: Meghan Feller, PE; Eliza Spear, PWS; Katie Wingrove, PE: Herrera Environmental Consultants, Inc.
Subject: Lake Stevens Civic Center – Existing Conditions, Conceptual Civil Engineering, and Environmentally Critical Areas Narrative

The proposed Lake Stevens Civic Center (LSCC) project site is located at the northwest corner of Market Place and 99th Ave NE in the City of Lake Stevens, Snohomish County, and is comprised of the following parcels currently owned by the City of Lake Stevens and Sno-Isle Libraries:

- 00493400500403 (City of Lake Stevens)
- 00493400500302 (City of Lake Stevens)
- 00493400500303 (Sno-Isle Intercounty Rural Library District)
- 00493400500301 (Sno-Isle Intercounty Rural Library District)

The City of Lake Stevens-owned parcels are cleared and have some partially constructed site improvements that were constructed as part of the Chapel Rock Center project (City of Lake Stevens Building Permit BP2009.272) that was halted during construction. These improvements are described below. There are no existing buildings on these parcels.

The Sno-Isle Libraries parcels were purchased in 2016. Existing structures on these parcels include two, one-story, single-family residences with detached garages.

The LSCC project site is adjacent to several Snohomish County-owned parcels largely occupied by wetlands. A 2017 Wetland Delineation report (Perteet 2017) shows the wetland and associated environment critical areas buffers extending into the LSCC project site.

The following describes the existing site conditions and a description of the civil and environmental permitting aspects of the proposed conceptual design.



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SEATTLE, WA | PORTLAND, OR | MISSOULA, MT | OLYMPIA, WA | BELLINGHAM, WA

ENVIRONMENTAL CRITICAL AREAS

The project site is partially encumbered by an existing wetland and associated buffer. Herrera was provided a Wetland Delineation report (Perteet 2017) that described the delineation of the boundary of Wetland A adjacent to the site. The wetland was characterized at the time as containing a multi-strata forested vegetation community with valuable structure and habitat features. The vegetation community includes black cottonwood (*Populus balsamifera*), red alder (*Alnus rubra*), paper birch (*Betula papyrifera*), salmonberry (*Rubus spectabilis*), hardhack (*Spiraea douglasii*), willows (*Salix spp.*), skunk cabbage (*Lysichiton americanus*), creeping buttercup (*Ranunculus repens*), and slough sedge (*Carex obnupta*).

Perteet biologists rated the wetland as a Category II wetland according to the *Washington Department of Ecology Wetland Rating System for Western Washington* (Hruby 2014) with a habitat score of 7. Based on the wetland rating and habitat score, the required buffer width for Wetland A would be 110 feet or 150 feet per Lake Stevens Municipal Code (LSMC) 14.88.830b. A 110-foot buffer would be required in the event the buffer is vegetated with a native plant community appropriate for the ecoregion. If the buffer is to be unvegetated, sparsely vegetated, or vegetated with invasive species that do not perform needed functions, the non-mitigated buffer would need to be widened to the 150-foot width (LSMC 14.88.830b).

The results of the 2017 delineation are usable for permit applications up to 5 years from the date of the delineation. It is likely that another delineation will be required prior to construction of the proposed development, which may result in changes to the assumptions described here.

Compensatory Mitigation

Impacts to wetland buffers must be avoided and minimized to the greatest extent possible. Mitigation for unavoidable impacts to the wetland buffer will be required at a 1:1 ratio of square feet for any activities which impair existing buffer functions. Mitigation requirements for impacts to wetland buffers are described in further detail in LSMC 14.88.840.

Opportunities for onsite mitigation exist and include buffer creation, restoration, and enhancement. Based on coordination with the City in the early design stage (personal communications, Kim Faust) it is anticipated that buffer creation, restoration, and enhancement activities are likely to be accepted by the City as compensation for buffer impacts at a 1:1 ratio of square feet. Approval of a compensatory mitigation plan will be subject to City review and approval.

Offsite mitigation may be required to fully compensate for impacts in the event there are insufficient on-site opportunities to compensate for buffer impacts. Offsite mitigation options may include participation in an in-lieu fee program or the purchase of mitigation banking credits. Buffer reduction is not permitted for Category II wetlands per LSMC 14.88.830f. Buffer

averaging may be used to adjust the buffer width and must comply with LSCMC 14.88.830d and may not reduce the buffer width by greater than 25 percent in any portion of the buffer.

Due to significant implications of buffer assumptions for the proposed site, Herrera recommends an early consultation with city regulators to discuss the selected mitigation strategy.

UTILITIES

A Civil Utility Concept Plan for the site is included in Attachment B.

Stormwater

The City of Lake Stevens code adopts the Stormwater Management Manual for Western Washington (SWMMWW) for stormwater requirements. This project exceeds thresholds for Redevelopment and will add more than 5,000 square feet or more of new hard surfaces, therefore all Minimum Requirements (MR) apply to the new and replaced hard surfaces and converted vegetation areas. The following key minimum requirements are relevant for early consideration as part of site layout due to potential constraints:

- MR5: On-Site Stormwater Management. The project must meet the LID Performance Standard or utilize the List Approach for compliance. Project approach to satisfying MR5 requirements, including stormwater best management practices (BMPs), will be developed during a future phase.
- MR6: Runoff Treatment. Phosphorus treatment is required because the project is within the Lake Stevens Watershed. The *Lake Stevens Phosphorus Management Plan* was published in 2013 and the lake received alum treatment in 2017, therefore BMP selection must consider phosphorus treatment requirements. Enhanced treatment is also required because the project discharges directly to a wetland. BMP options are available to provide both phosphorus treatment and enhanced treatment, including bioretention and certain manufactured treatment devices. Specific treatment BMPs will be identified and sized during a future phase. The utility concept currently shows several treatment vaults to satisfy this requirement. The application of traditional bioretention on this site is constrained due to the shallow groundwater on site (see Subsurface Conditions) and the phosphorus sensitivity of the receiving water. However, Ecology recently released [Guidance on using new high performance bioretention soil mixes \(Ecology 2021\)](#) which can be used to meet MR6 in phosphorus sensitive watersheds.
- MR7: Flow Control. Lake Stevens is not considered a flow control exempt water body; thus, this project will be required to provide flow control. To meet the Flow Control Performance Standard, stormwater discharges are required to match developed

discharge durations to pre-developed durations for the range of pre-developed discharge rates from 50 percent of the 2-year peak flow up to the full 50-year peak flow. The existing stormwater vault on the site (see Existing Infrastructure) will contribute to meeting flow control requirements. Depending on the extent of new impervious surfaces proposed on site, and site grading approach, some additional flow control measures may be required to fully achieve the flow control requirement. The utility concept reserves space for an approximately 10,000 to 15,000 cubic foot vault at the north end of the site.

- **MR8: Wetland Protection.** The downstream wetlands trigger this requirement for this project and is a significant site constraint (see discussion of Environmentally Critical Areas for specific considerations related to wetland impacts). Because the wetland is rated Category II, hydroperiod protection is also required. The existing stormwater vault on the site (see Existing Infrastructure) will contribute to meeting wetland protection requirements but will likely require modifications to the outlet control structure as the vault was designed to meet flow control (MR7) requirements only. Depending on the extent of new impervious surfaces proposed on site, some additional wetland protection measures may be required to fully achieve the flow control requirement. The additional vault at the north end of the site would serve to meet this requirement.

Existing Infrastructure

Some stormwater infrastructure was constructed at the site as part of the Chapel Rock Center project in 2012, including catch basins and conveyance to a below grade treatment vault upstream of a below grade detention vault. The existing below grade concrete detention vault is 108 feet long and 80 feet wide, with a total depth of approximately 7 feet and live storage depth of approximately 5 feet. The total volume of the vault is approximately 60,500 cubic feet (cf). According to the Chapel Rock development stormwater report (SDE 2009a), the existing vault design is sized for a contributing area of 1.89 acres. The approximate construction value of the existing vault is conservatively estimated to be approximately \$25 per cubic foot based on other similar projects. Based on this, the value of the existing vault is at least \$1.5 million and it is recommended to incorporate this existing vault into the design for the project.

The existing below grade treatment vault is an 8x16 Contech Stormfilter designed with 16 ZPG cartridges. Contech also stated that current sizing for their systems would allow more cartridges to fit in a vault of similar size, if needed.

Downstream Conditions

Stormwater on the site generally drains west along the gradual slope of the property (1 to 2 percent) towards the adjacent wetland. Runoff collected in onsite storm drains is directed to the treatment device and then stored in the vault prior to discharging to the onsite wetland through a dispersion structure in the southwestern corner of the site. There are two primary flow

paths exiting the site, both generally flowing towards Lake Stevens; wetlands are mapped downstream for both flow path scenarios.

1. Downstream of Wetland A, flow travels south via the culvert under Market Place into an unmapped open channel.
2. Runoff from the frontage improvements (constructed in 2012) flows into a catch basin at the driveway cut on the east side of the site and enters a piped system that flows south and east.

Prior to reaching Lake Stevens, both flow paths appear to flow through mapped wetlands, based on the National Wetland Inventory (NWI) and Snohomish County GIS. For this reason, requirements for wetland protection are applicable for both downstream flow scenarios.

Subsurface Conditions

According to the 2009 geotechnical report submitted by Terra Associates, Inc., the site has till soils and low infiltration potential with an anticipated infiltration rate of 0.2 inches per hour or less. Shallow groundwater is also present at the site. Test pit locations and groundwater depth are shown on the Existing Conditions Base map (see Attachment A). Shallow groundwater and poor infiltration may limit application of infiltration- based best management practices (BMPs) such as bioretention and pervious pavement to meet flow control requirements. However, these approaches may still be feasible to meet water quality treatment requirements.

Water

Per Snohomish County Public Utilities Department (SnoPUD) approved plans for a water main extension, dated July 22, 2011, an 8-inch ductile iron water main was installed as part of the Chapel Rock Center project at each of the two existing driveway cuts. These mains appear to extend into the property a short distance (less than 20 feet). Ownership of the water mains were never transferred to SnoPUD following halted construction in 2012.

Fire hydrant assemblies are present at both driveway entrances to the Lake Stevens parcels. A 4-inch ductile iron fire supply line connects to the water main at the east driveway cut. Based on Google Street View observations, approved plans from SnoPUD, a 4-inch ductile iron fire supply line, post indicator valve, fire department connection, and double check valve assembly are present on-site and connect to the 8-inch water main at the site's eastern driveway cut. Any additional hydrants and fire service connections will be determined during design of the structures pursuant to Lake Stevens Municipal Code (LSMC), Chapter 14.84 (Fire Code). SnoPUD reported via email on March 2, 2021 that pressure available at the site is approximately 60 psi. Fire flow testing was not completed as part of this preliminary evaluation. See Figure 1.

Standard domestic 1-inch service connections with Reduced Pressure Principle Backflow Assemblies (RPBA) were installed at both driveway cuts on the Lake Stevens parcels, including two services at the east entrance and one at the south entrance. Relocation of service connections may be required if driveway entrances are relocated or other changes to the site layout.

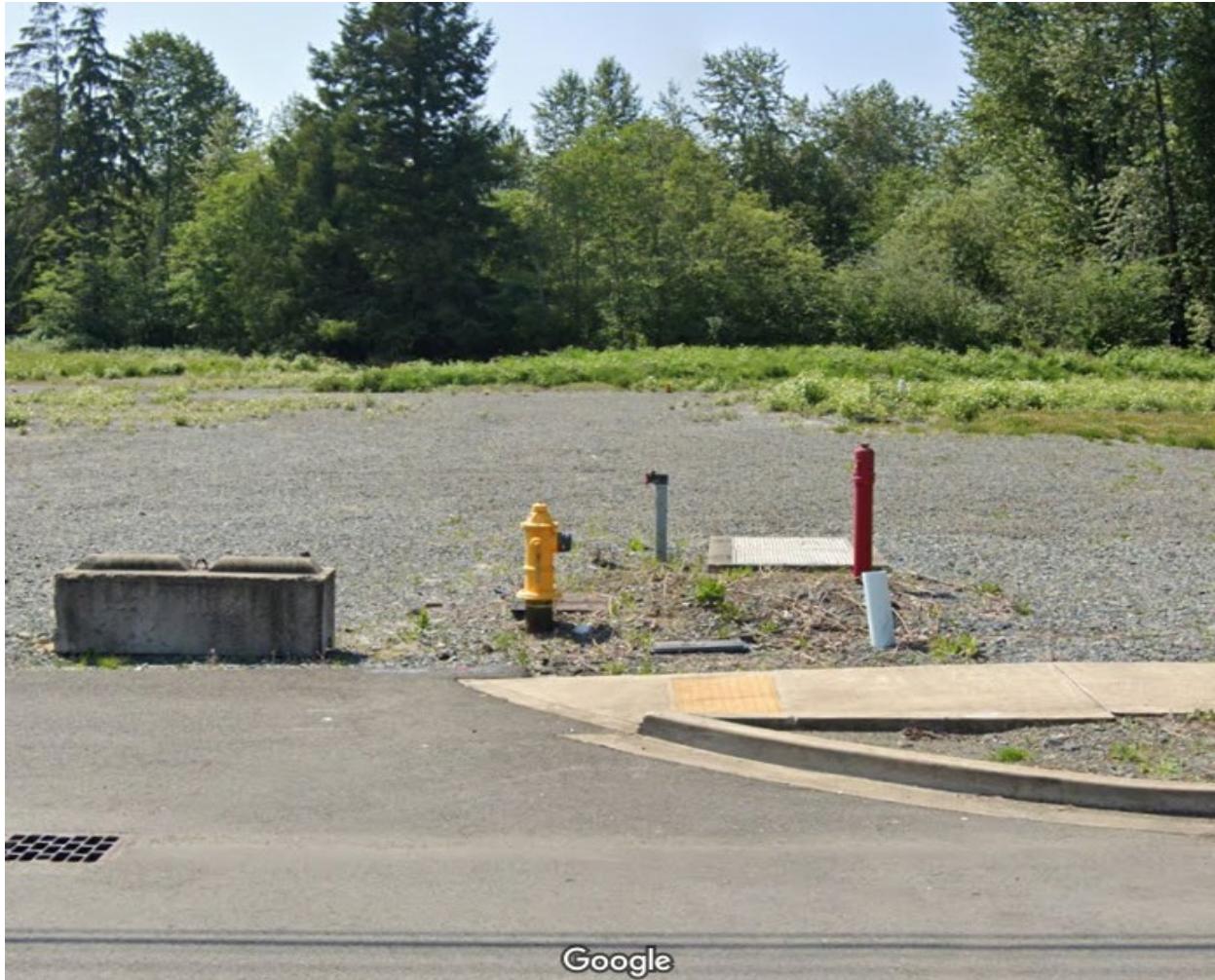


Figure 1. Google Street View Image of Existing Fire Supply Infrastructure.

Sewer

The site is located within the Lake Steven Sewer District (LSSD). A 6 inch to 8 inch sanitary sewer main and easement is mapped in the northeast corner of the Lake Stevens parcels (per Lake Stevens Sewer District Map, dated 2/19/2020). Two new gravity side sewers will connect to the existing sewer main within the parcel footprint (no anticipated impacts to the public right-of-way).

Gas

Based on utility locate markings observed in Google Street View, and observed infrastructure on site, there is a 2-inch gas service connection, located on the north side of the existing eastern driveway cut as shown in Figure 2. Gas main appears to terminate just north of service connection. Should either building require natural gas, the service connections would be at this location.



Figure 2. Google Street View Image of Gas Service Connection.

Power

Based on Google Street View observations and observed infrastructure on site, existing power service connection is located on the north side of the existing eastern driveway cut as shown in Figure 3. Utility trench locations on site will be determined during the next phase.



Figure 3. Google Street View Image of Site Power Service Connection.

SITE ACCESS & FRONTAGE IMPROVEMENTS

Current access to the site is via four driveway curb cuts – two commercial driveway entrances on the City of Lake Stevens-owned southern parcels, built as part of the previously planned Chapel Rock Center development, and two residential driveway curb cuts on the Sno-Isle Libraries-owned northern parcels.

As part of the Chapel Rock Center project, frontage improvements were installed along the Lake Stevens parcels, including a parking lane, new curb and gutter, storm drainage improvements,

and pedestrian facilities (sidewalks, curb ramps). The project team will coordinate with the City during a future phase of design on required frontage improvements for the northern Library-owned parcels.

FIRE ACCESS

Per city fire code (Chapter 14.84), fire apparatus access shall have an unobstructed drivable width of 20 feet (minimum) and is required to extend to within 150 feet of all portions of the exterior walls of the building(s). Additionally, fire access roads in excess of 150 feet in length must include an approved area for turning around fire apparatus. The configuration of the Fire apparatus access is subject to the approval of the Fire Marshal and exceptions to the 150-foot requirement may be allowed in certain circumstances per LSMC.

NEXT STEPS

During the next phase of work, the project team anticipates the following next steps to inform the civil and environmental portions of the design.

- Update wetland delineation and rating to confirm the location and size of the wetland buffer.
- Site survey, including topo to inform site grading, confirm utility service connections (e.g., sewer elevations), confirm wetland boundary, etc.
- Develop site grading strategy and refine drainage plan.
- Confirm stormwater detention volume requirements and water quality treatment needs.
- Finalize strategy for satisfying Department of Ecology Stormwater Minimum Requirements.
- Coordinate with Fire Marshal on fire access, hydrant spacing and locations, fire flow, location of FDCs and PIVs, addressing for buildings, etc.
- Request fire flow testing by SnoPUD.
- Coordination with City environmental staff on wetland buffer mitigation requirements, assuming there are no direct wetland impacts.
- Create a mitigation plan which describes avoidance and minimization of impacts in addition to the mitigation strategy for unavoidable impacts to wetland buffers.
- Preparation of a SEPA Checklist.
- Preparation of required permit applications to comply with local environmental regulations. State and federal permits are not anticipated to be necessary for this project.

Note:

Some pages in this document have been purposely skipped or blank pages inserted so that this document will print correctly when duplexed.

REFERENCES

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Perteet. 2017. Lake Stevens Chapel Hill Site – Wetland Delineation Memo. Prepared for City of Lake Stevens – Planning and Community Development. May 5.

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Sound Design Engineering, Inc (SDE). 2009b. Chapel Rock Center, Downstream Analysis Addendum for 99th Avenue Northeast Frontage. July 15.

Terra Associates, Inc. 2009. Geotechnical Report for Chapel Rock Center, 99th Avenue Northeast and Market Place, Lake Stevens, Washington. Prepared for Chapel Rock, LLC and Lake Stevens, Washington. April 9.

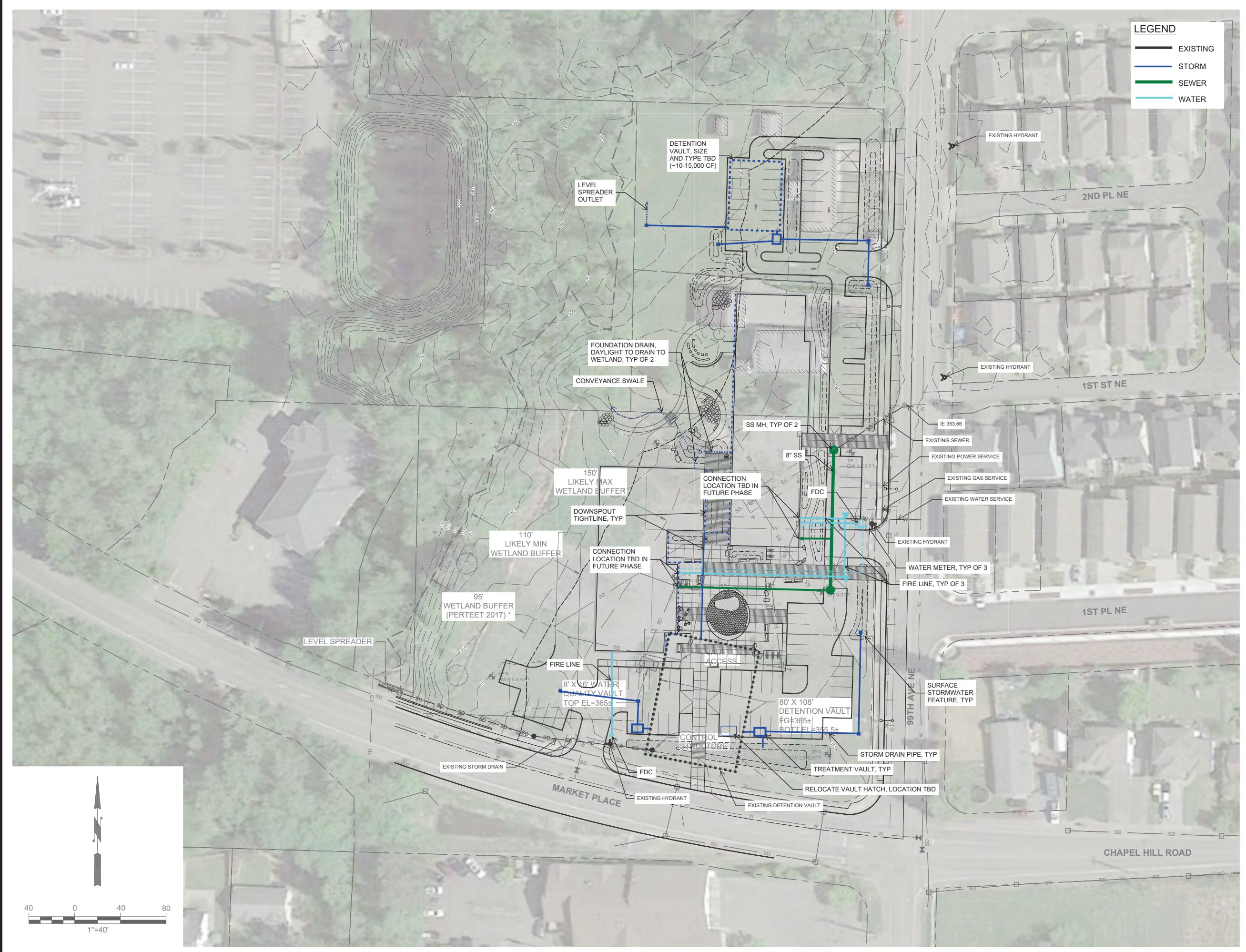
ATTACHMENT A

Existing Conditions Site Plan



ATTACHMENT B

Civil Utility Concept Plan



DISCLAIMER:
THE INFORMATION SHOWN ON THIS MAP IS APPROXIMATE
AND IS INTENDED FOR PLANNING PURPOSES ONLY.
CONDUCT UTILITY LOCATES AND SURVEY PRIOR TO
DESIGN AND CONSTRUCTION. SEE BELOW FOR SOURCE
DATA.

SOURCE DATA:

1. CHAPEL ROCK CENTER DRAFT AS-BUILTS, SOUND DESIGN ENGINEERING, INC., RECEIVED BY CITY OF LAKE STEVENS APR. 19, 2012.
2. PARCEL DATA: SNOHOMISH COUNTY GIS FTP, ACCESSED JAN. 21, 2021.
3. AERIAL IMAGE: PLEXEARTH/GOOGLE EARTH, 2020.
4. WETLANDS: LAKE STEVENS CHAPEL HILL SITE - WETLAND DELINEATION MEMORANDUM, PERTEET, DATED MAY 5, 2017.
5. GEOTECHNICAL INFORMATION: CHAPEL ROCK CENTER GEOTECHNICAL REPORT, TERRA ASSOCIATES, INC. DATED APRIL 7, 2009.
6. CONTOURS: CHAPEL ROCK CENTER DRAFT AS-BUILTS (2012) AND SNOHOMISH COUNTY LiDAR (2005)

WETLAND DELINEATION AND 95' BUFFER REQUIREMENT
PER PERTEET 2017 REPORT. LAKE STEVENS CRITICAL
AREAS CODE HAS SINCE BEEN REVISED. THE RESULTING
(INCREASED) BUFFER WIDTHS ARE SHOWN ON PLAN.

LAKE STEVENS CIVIC CENTER

CIVIL UTILITY CONCEPT PLAN

DATE: AUGUST 3, 2021





LAKE STEVENS CIVIC CENTER

08/18/21 - Final Preferred Concept





- Shared Building Approach
- Interconnected buildings with shared central space
- 1 Story Library, 2 Story City Building
- South-facing plaza
- Building faces Market Place Road
- Maximizes views to the wetland at the west
- Minimizes wetland buffer impacts
- Drive-up library returns box near library (not attached to library)

- Shared Building Approach
- 3 Story Building - shared components on the ground floor, the Library primarily on the first floor, and the City offices primarily on the second and third floor.
- Orientation favorable for solar power
- South-facing plaza
- Compact building footprint
- Walk-up library returns box near library (attached to library, no drive access)
- Does not use the northern site, increasing development potential

- Separate Building Approach
- 1 Story Library, 2 Story City Building surrounding shared exterior space
- Shared parking and site utilities
- Shared central, east-facing plaza
- Projects could proceed at different schedules
- Drive-through library service point for drop-offs and pickups integrated into building.

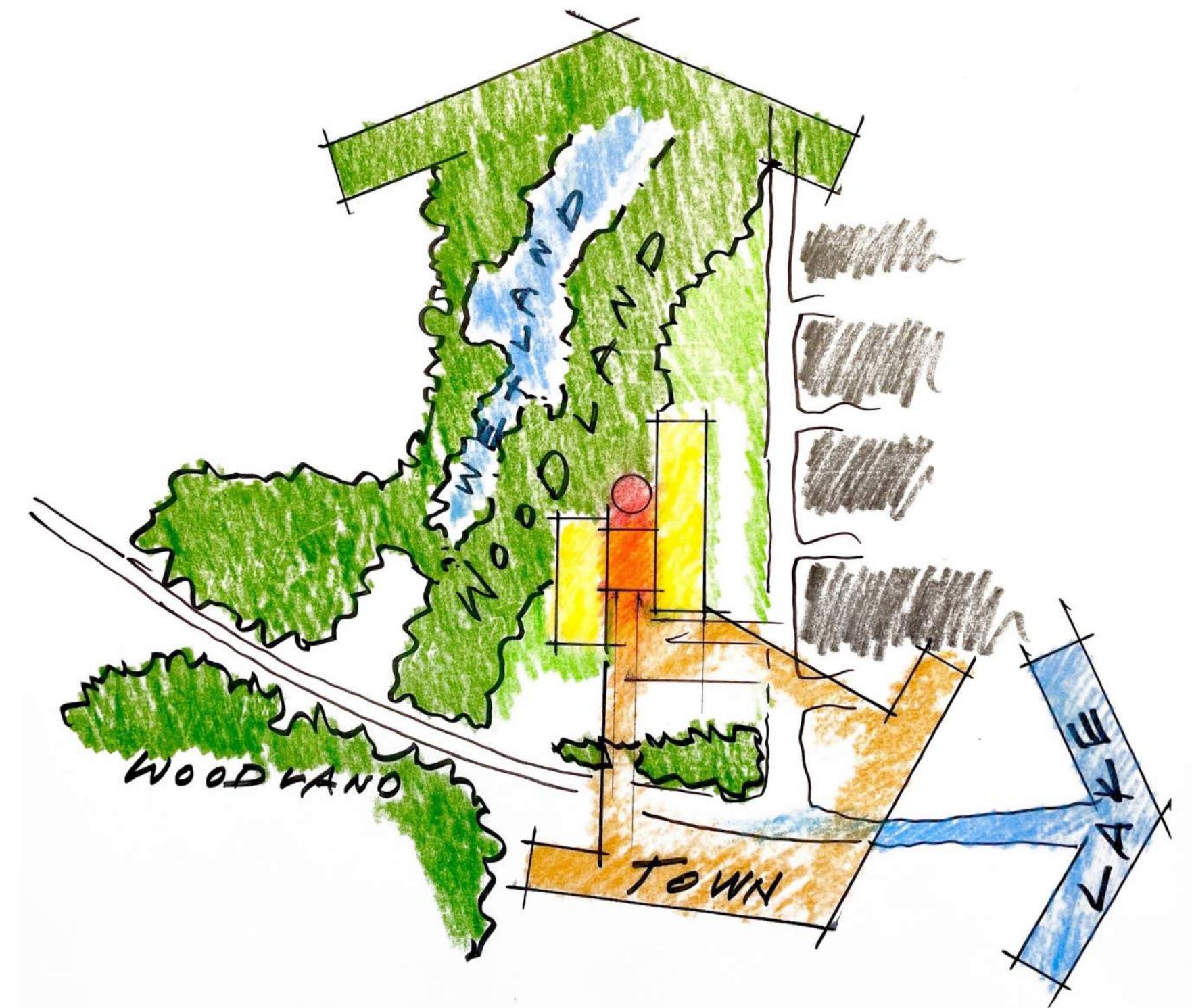
PREFERRED CONCEPT

Hybrid Alternative 4

- Separate Building Approach
- 1 Story Library, 2 Story City Building
- Shared Site Development
- Shared Capacity for Town Hall and Community Room to connect through outdoor bridging plaza
- South-facing Plaza
- Maximizes views to the wetland at the west
- Minimizes wetland buffer impacts
- Provides exterior library spaces
- Provides on-site parking and parallel street parking
- Provides drive-up library returns box near library (not attached to library)



PREFERRED CONCEPT



SITE PLAN

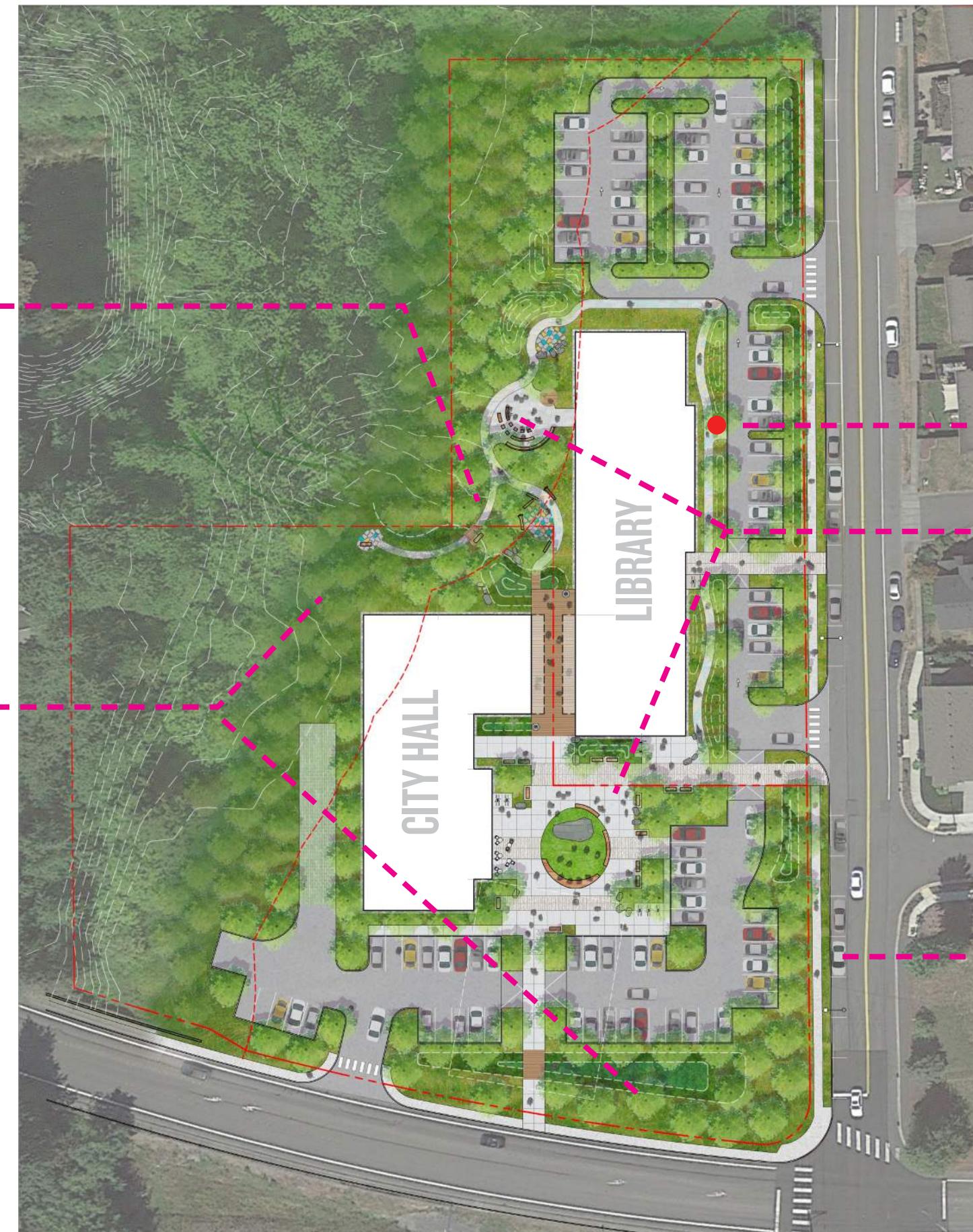


SITE FEATURES

Playful Pathways



Stormwater



Book Drop Location

Public Outdoor Spaces



Lot Parking and Street Parking

SITE FEATURES

Public Outdoor Spaces



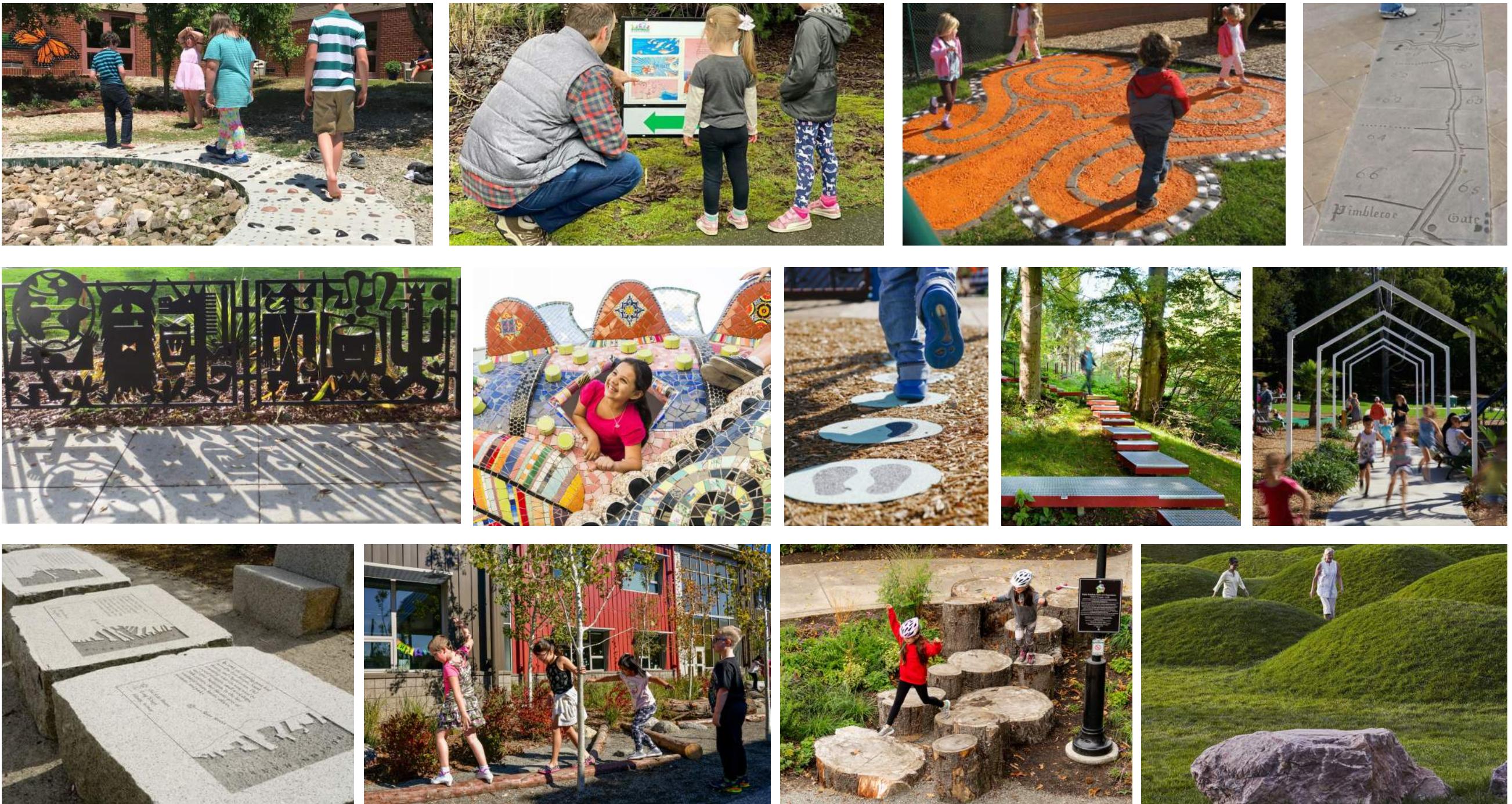
SITE FEATURES

Stormwater



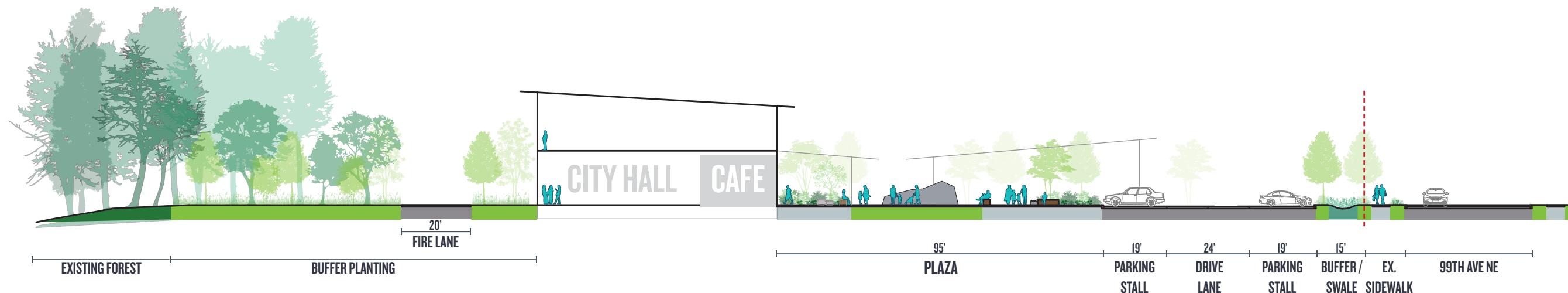
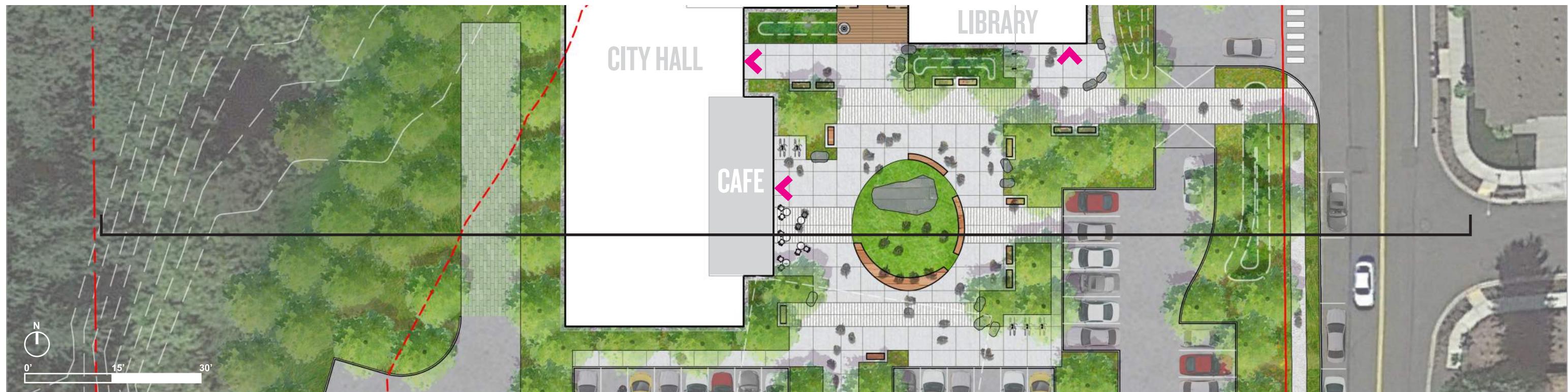
SITE FEATURES

Playful Pathways



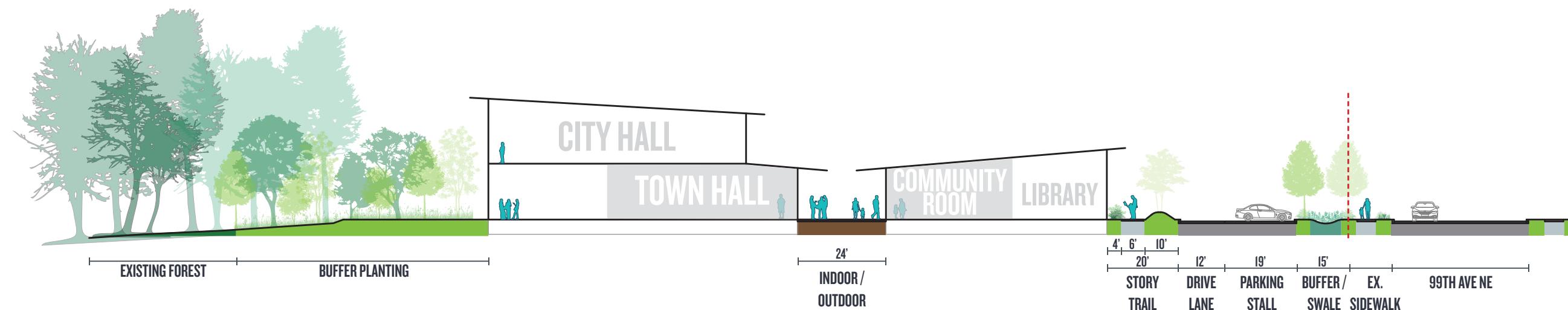
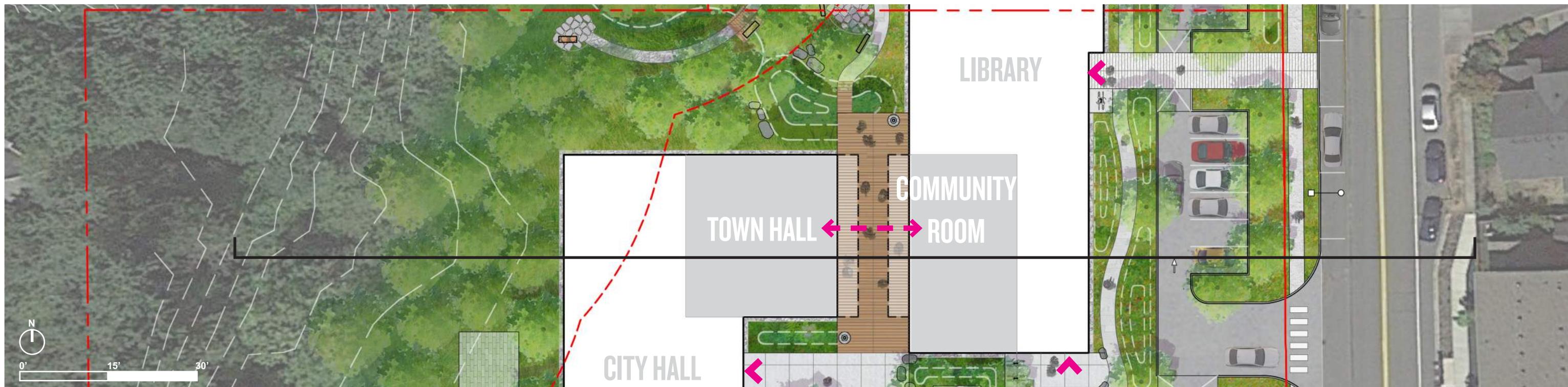
SITE SECTIONS

Through the Plaza

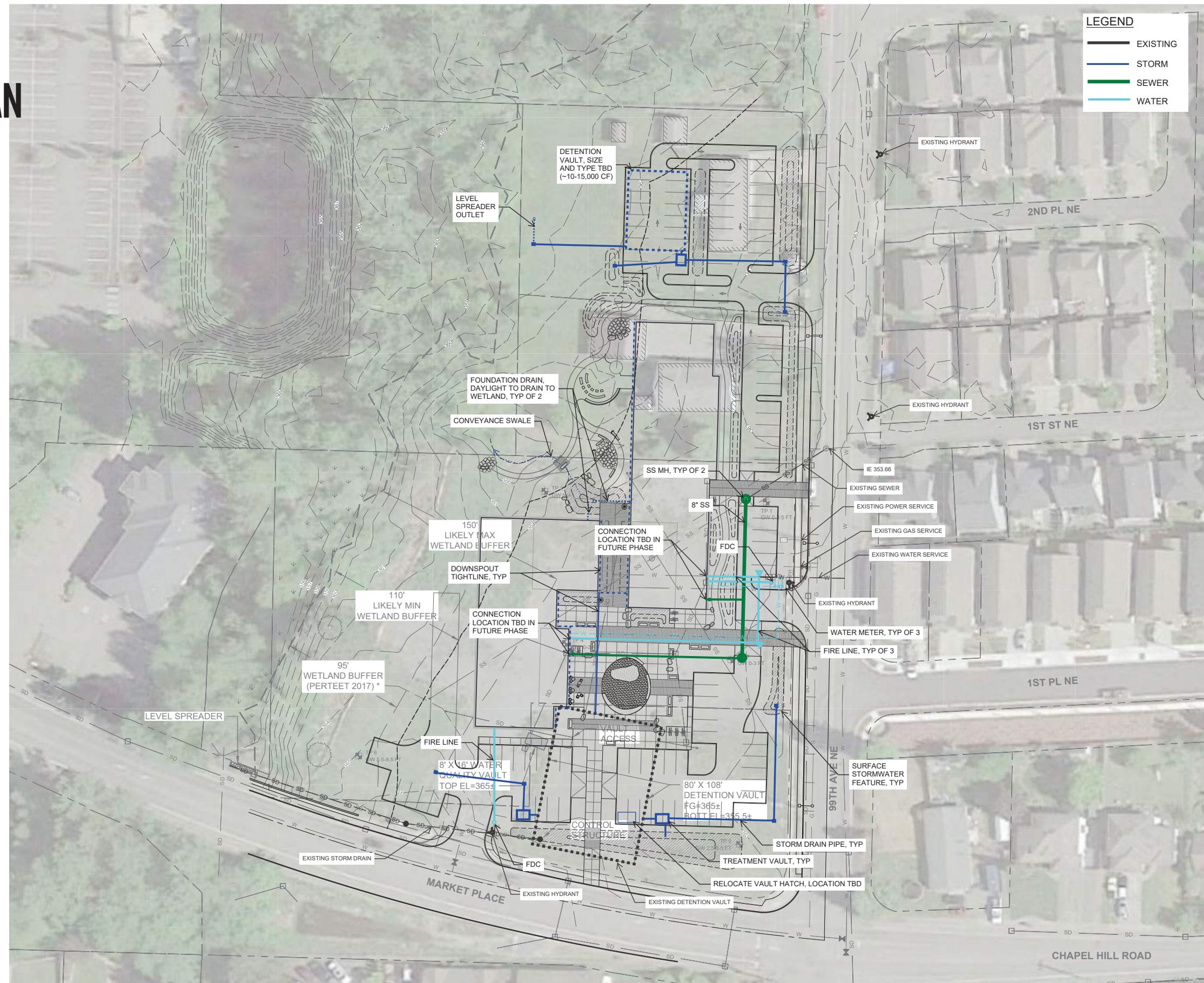


SITE SECTIONS

Through the Town Hall and Community Rooms



CIVIL UTILITY CONCEPT PLAN





PROGRAM



CIRCULATION



PUBLIC SPACES



A cafe for the City Hall, Library and Public use.



Gathering in the shared plaza.



OUTDOOR LEARNING OPPORTUNITIES



An outdoor Story Telling space.



The Learning Path and outdoor reading areas.

CITY HALL AND LIBRARY SYNERGY



Council Meetings are held in the Town Hall Room, while the Library's Community Room is free to reserve by the public for events and programs.



The City's Town Hall Room and the Library's Community Room can open up and create one large indoor-outdoor space to host large community events or informal gatherings.

QUESTIONS?



MEMORANDUM

Planning and Community Development

DATE: August 27, 2021
TO: Mayor Brett Gailey, City Councilmembers and City Administrator Gene Brazel
FROM: Russ Wright, Community Development Director
SUBJECT: Economic Development

Discussion

Staff will provide an overview of economic development activities in Lake Stevens focusing on projects that implement the city's growth strategy; ongoing initiatives and new buildable lands capacity.

Background

Starting in 2010, the city adopted a growth strategy to develop subarea plans for major commercial areas. This effort started with a community-wide market analysis and economic development reports. The city of Lake Stevens adopted subarea plans for the Lake Stevens Center and 20th Street SE Corridor in 2012. In 2018, the city completed the subarea plan for Downtown Lake Stevens.

- The Lake Stevens Center has seen the revitalization of key businesses in the Frontier Village; the construction of Vernon Village northwest of SR-9 / SR-204; and the construction of the RAM and Bartells south of Market at 91st along with additional redevelopment projects. Two gateway areas off SR-9/SR-204 remain ripe for redevelopment: both sides of 91st and the small industrial center west of Vernon Road. Through coordination with WSDOT, several infrastructure projects have been undertaken including planned intersection improvements, highway widening and a new access road into Frontier Village.
- In the 20th Street SE Corridor goals for residential development have largely been met with 852 new residences being constructed; the Trestle Station, a neighborhood shopping center was built off 20th Street SE and 79th Ave SE; Costco is under construction and major street and infrastructure improvements have been completed. A remaining concern in the corridor is the impact of the Everett Waterline Corridor.
- To date, the downtown Lake Stevens Subarea Plan has included significant public projects including the construction of North Cove Park, the Mill, and improvements to Main Street. Planned projects include Mill Spur and additional improvements to Main Street. Two private mixed-use projects are under design, including the city's surplus lot at Main Street and Mill Spur.
- The most notable commercial project outside of the subareas is the development at Soper Hill, which will include an assisted living facility, seven retail pads, with proposed 52,000 square feet of commercial buildings and professional services. There has also been steady growth in the Hartford Area that has included 84,859 square feet of new commercial and industrial buildings.

On-going projects since the last retreat

- Since the last City Council retreat, staff has engaged Urban 3 to provide an analysis of four areas in the city as a tool to help prioritize capital investment priorities. There work will highlight tax values on a per-acre

basis, identify underperforming areas from a valuation perspective and redevelopment potential. The areas of focus for their analysis include the 91st Ave NE corridor west of SR-9, Downtown Lake Stevens, the Hartford/Machias industrial areas and the newly annexed area in southeast Lake Stevens. Urban 3 is currently collecting and analyzing parcel data with ownership, tax values and building information. After the parcel data are processed, to help visualize the information, Urban3 will create 3D models displaying value per acre and revenue metrics and work with staff on projections of future land uses to forecast new revenue. Final reports should be available in late 2021 or early 2022.

- Staff has begun analyzing the combined Hartford and Machias Industrial Areas that will form the Lake Stevens Industrial Area. Currently, these areas cover approximately 250 acres. Current development patterns include many low intensity uses such as storage and marijuana production. Some of the historic shortcomings of the area have included substandard access to utilities such as sewer and transportation. A scoping meeting was held to discuss stormwater, sewer and water system needs with city staff, the Sewer District and PUD. The next meetings will focus on broadband and communication infrastructure. Staff will be recruiting a consultant to provide an infrastructure assessment for sewer, stormwater, roads and availability of high-speed internet capability to support desired industrial and other commercial uses as discussed at the last retreat. Along with the Urban 3 report, this infrastructure analysis will be one of the first steps in developing a subarea plan for this area. Once this subarea plan is completed, the city will have completed its current growth strategy for its major commercial areas.

Lands Capacity

Snohomish County Development Services staff in coordination with the Planning Advisory Committee have updated the Buildable Lands Report (BLR) for Snohomish County. This plan evaluates the residential and employment growth of different cities between 2012 and 2019, using the current regional geography i.e., the classification strategy to categorize different cities. Lake Stevens is included in the Cities and Towns category. The BLR can be considered a report card that documents how each city and Urban Growth Area (UGA) is meeting its growth targets. Because the methodology looks backward it must define a time frame to report growth trends and a static boundary. This methodology creates an imperfect analysis for fast growing communities like Lake Stevens. Over the course of the review, I have worked directly with the principal demographer at the county to help refine the methodology to account for new growth.

Following the official BLR estimates (estimates do not include the current annexation, new housing units or recent employment), Lake Stevens has achieved the following growth rates between 2012 and 2019:

- 5,500 estimated jobs
 - Target 7,412
 - New jobs – 1,568 / Total jobs – 6,283
 - Projected employment shortfall 2035 – 105 jobs
 - Remaining employment capacity – 1,912 jobs
 - Percentage of 2035 employment target attained – 45.1%
- 11,809 total housing units
 - Target 39,340
 - 6,678 new residents / total residents 2019 – 33,057
 - Projected population 2035 surplus – 1,251 residents
 - Percentage of 2035 population target attained – 60%
- 33,057 estimated population
 - Target 39,340
 - 6,678 new residents / total residents 2019 – 33,057
 - Projected population 2035 surplus – 1,251 residents
 - Percentage of 2035 population target attained – 60%

The city has completed two annexations in 2021: the Machia Industrial Annexation and the Southeast Interlocal Annexation growing the city population by approximately 1,500 residents and adding 66 acres for employment.

Staff is working with other cities and county staff on a sub-group analyzing growth allocations under the Puget Sound Regional Council strategy of focusing growth inside transit-oriented communities and core cities.



MEMORANDUM

Planning and Community Development

DATE: August 27, 2021
TO: Mayor Brett Gailey, City Councilmembers and City Administrator Brazel
FROM: Russ Wright, Community Development Director
SUBJECT: Parks Administration

Discussion

Staff will provide an overview of parks administration, successes, recreation programs, future projects and funding options.

Background

In 2013 Planning and Community Development staff updated the *Parks, Recreation and Open Space Element* (Park Plan) of the Comprehensive Plan. The city completed its six-year periodic update in 2019. The Washington State Recreation and Conservation Office certified the Plan for grant funding eligibility.

A VISION FOR PARKS -- The city of Lake Stevens will create diverse recreational opportunities for all ages to enjoy parks, trails and activities and local events throughout the community and with expanded access to Lake Stevens.

The current city park system includes over 170 acres of public parks, with the addition of Frontier Heights and the 20th Street Ballfields, 10 acres devoted to special uses and 122 acres of open space – these numbers include city and county facilities (mini-parks, neighborhood parks, community parks), special use parks, trails and open space (undeveloped property and Native Growth Protection Areas). Lake Stevens School District facilities add athletic facilities and playgrounds throughout the city. In addition to public facilities, there are approximately 145 acres of private open space or other recreational properties within or near the city. Based on direct survey results and discussion with different stakeholder groups, park use priorities vary greatly from general family use to youth and adult sports to tourism draws such as a sports complex or a pump track.

The city collects Park Mitigation fees at the rate of \$4,154.92 per new single-family dwelling unit and can leverage additional funds from grants, bonds, special funds such as Real Estate Excise Tax and Foundations.

Parks and Recreation Accomplishments

- Over the last few years, the city has constructed major improvements at Lundein Park, Eagle Ridge Park, 20th Street Ballfields, Cavelero Park, Frontier Heights and North Cove Park.
- The city has acquired six parks: Frontier Heights (transfer from HOA); Oak Hill Park (developer contribution); Davies Beach, Bonneville Park and Sunset Park (transfers from County); and Cedarwood Clubhouse (transfer from HOA).
- The city has expanded North Cove Park and the 20th Street Ballfields through property acquisition.
- The city completed a Trails Master Plan.

Along with physical park improvements, the city has taken a lead in coordinating recreational amenities using vendors such as a paddle board concession, Farmers Market and Skyhawks youth camps. In the last several months, the Mill has been available to the public and is being used as regularly as possible. The Community Garden has successfully operated for several seasons. City staff has become responsible for the direct programming of events such as Movies and Music in the Park in consultation with the Arts Commission and oversight of city festivals including Winter Fest and Harvest Fest. Staff has coordinated with the Lake Stevens Little League and Junior Athletics to determine community youth sport needs, leading to the city improvements to the 20th Street Ballfields and planned improvements at Frontier Heights.

In 2018, staff presented a growth strategy for Parks to the City Council that included adding parks-devoted staff in Planning and Community Development (PCD) and Public Works (PW) incrementally. This strategy is on target with expanded positions in PCD for park planning, facility marketing and recreation programs supported by PW for facility maintenance. Following this plan, additional positions will be requested in 2022. Another desire of the Council was to increase recreational amenities for the Community. As discussed above, the city has increased recreational opportunities. In 2020, the city added a Farmers Market, Skyhawks sports camps and we have opened a bid process for vendors to provide recreational programs. The city will also continue to develop new city programs into the future. Year to date, vendors and recreation programs along with facility rentals and parking fees, the Parks Division has brought in approximately \$136,000 in revenue.

Next Steps

Human Resources, Public Works, Police Staff and Planning & Community Development prepared a staffing model in 2020 that adds parks devoted staff in PCD, PW and PD in a phased approach ultimately leading to an independent Parks Department.

- Current Staff Costs – \$488,100 which includes administration, direct staff positions and benefits
- Intermediate or phased approach between 2022 and 2025 – \$1,227,000 annually with a budget impact of approximately \$7,000,000 in 2027 without new revenues
- Full Department – \$1,306,470 annually with a budget impact of approximately \$8,000,000 in 2027 without new revenues
- Additional startup costs would be between \$250,000 and \$315,000 for equipment and vehicles.

Moving into 2022 and beyond prioritizing field, recreation and law enforcement staff will be important to ensure that the Council's investments in parks are protected and enhanced and community amenities are expanded.

Funding Options

Staff has reviewed different funding options for parks. As noted, the Division is bringing in revenue through use fees and rentals. This revenue stream will continue to expand with increased availability in the Mill and shelter rentals along with adding concessions. Staff has been successful in receiving grant funding for parks – both competitive RCO grants and direct legislative requests.

Other options include the formation of a parks district or lobbying the state legislature for new sales tax authority. Other options would be to increase mitigation fees based a cost analysis of proposed projects.

Park District – A park district is a separate municipal organization with independent taxing authority that may be created for the management, control, improvement, maintenance, and acquisition of parks, parkways, boulevards, and recreational facilities. The district could include territory located in portions or in all of one

or more cities or counties. The district must establish its levy rate within the initial ballot measure, which varies by park district model. Revenues are capped as a junior taxing authority, which can limit access to funds. Governance varies by park district model. In all cases, the park district would operate independently from the city with its own staff, facilities and equipment. An MRSC brochure showing the differences is provided as **Attachment 1**.

In 2020, the legislature considered ESHB 2625 that would have authorized cities, counties, metropolitan park districts, and parks and recreation districts to impose a sales and use tax, and to issue general obligation and revenue bonds, for acquiring, constructing, improving, providing, and funding park maintenance and improvements of one-tenth of 1 percent by a vote of the people. Staff recommends that we continue to support similar legislation in the future.

Future Park Priorities

By the end of 2021, Finance staff estimates there will be \$273,658 left in the city's park impact fund. There are several million dollars of planned improvements pending that council will need to prioritize. In 2022 and beyond, the following park projects have been identified.

- ❖ Cedarwood Recreation Center
 - Rehabilitate for community recreation
 - Cost estimate - \$150,000 to \$250,000
 - Unfunded
- ❖ Eagle Ridge Completion
 - Construct play structure, amphitheater, parking
 - Cost estimate \$1.5 million
 - \$450,000 RCO grant received / match required
- ❖ Davies Beach
 - Dock and pier repair
 - Cost estimate \$100,000
- ❖ Centennial Woods
 - Pump track and climbing wall
 - Unfunded
- ❖ Sunset Beach
 - Park Restoration
 - Budget \$100,000
 - \$5000 county grant
- ❖ Frontier Heights – Phase 2
 - Sports court, playfield and sensory garden
- ❖ Cavelero – Phase 2
 - Sports courts & covered sport facility

Museum

The city has been coordinating with the Historical Society on the basic design and features of a new museum. Earlier this year, staff distributed a survey to solicit public input about the museum and desired additions and amenities. Tabulated results are included as **Attachment 2**. Staff will bring this item back to Council in the fall for additional discussion.

Attachments

Attachment 1 MRSC Park District Comparison

Attachment 2 Public Engagement Survey Results

Comparison of Recreation Districts

This page compares the purpose, functions, and powers of the three types of park districts in Washington State:

- Park and recreation districts ([Ch. 36.69 RCW](#))
- Park and recreation service areas ([RCW 36.68.400 - .620](#))
- [Metropolitan park districts \(Ch. 35.61 RCW\)](#)

MRSC also maintains a [List of Park and Recreation Special Districts](#).

District Purpose

Park and Recreation District	Park and Recreation Service Area	Metropolitan Park District
<ul style="list-style-type: none"> • To provide leisure time activities and facilities and recreational facilities, of a nonprofit nature as a public service to the residents of the geographical areas included within their boundaries (RCW 36.69.010). 	<ul style="list-style-type: none"> • To finance, acquire construct, improve, maintain, or operate any park, senior citizen activities center, zoo, aquarium, and, or recreational facilities as defined in RCW 36.69.010 which shall be owned or leased, and administered by a city or town, or park and recreation service area (RCW 36.68.400); • To provide a higher level of park service (RCW 36.68.590). 	<ul style="list-style-type: none"> • To provide for the management, control, improvement, maintenance, and acquisition of parks, parkways, boulevards, and recreational facilities (RCW 35.61.010).

Functions and Powers

Park and Recreation District	Park and Recreation Service Area	Metropolitan Park District
<ul style="list-style-type: none"> • Acquire and hold real and 	<ul style="list-style-type: none"> • Acquire, construct, own or lease, 	<ul style="list-style-type: none"> • Purchase, acquire and condemn

<p>personal property;</p> <ul style="list-style-type: none"> • Dispose of real and personal property; • Make contracts; • Sue and be sued; • Borrow money; • Grant concessions; • Make or establish charges, fees, rates, rentals and the like for the use of facilities (including recreational facilities) or for participation; • Make and enforce rules and regulations governing the use of property, facilities or equipment and the conduct of persons thereon; • Contract with any municipal corporation, governmental, or private agencies for the conduct of park and recreation programs; • Operate jointly with other governmental units any facilities including participation in the acquisition; • Hold in trust or manage public property; • Establish cumulative reserve funds; • Acquire, construct, reconstruct, maintain, repair, add to, and operate recreational facilities; and, • Make improvements or to acquire property by the local improvement method. (<u>RCW 36.69.130</u>) 	<p>operate parks, senior citizen activities centers, zoos, aquariums, and recreational facilities (<u>RCW 36.68.400</u>);</p> <ul style="list-style-type: none"> • Make contracts (<u>RCW 36.68.400</u>); • Sue and be sued (<u>RCW 36.68.400</u>); • Impose and collect use fees or other direct charges on facilities financed by the park & recreation area (<u>RCW 36.68.550</u>); • Legislative authority may allow admission fees and charges on persons using facilities located within a park & recreation service area (<u>RCW 36.68.550</u>); • Exercise any of the powers enumerated in <u>Ch. 67.20 RCW</u> (Parks, Bathing Beaches, Public Camps) (<u>RCW 36.68.600</u>); • Contract with any organization referred to in <u>Ch. 67.20 RCW</u> to conduct recreational program (<u>RCW 67.20.020</u>); • Enact and enforce such police regulations not inconsistent with constitution and state laws as necessary for the government and control of the same (<u>RCW 67.20.010</u>); • Accumulate reserves for stated capital purpose (<u>RCW 36.68.530</u>); • Hire employees and may fund salaries and benefits of county, city, or town park employees who perform work within the service area (<u>RCW 36.68.541</u>); • Exercise power of eminent domain (<u>RCW 36.68.555</u>). 	<p>City Council Special Retreat Meeting lands within or without the Page 76 of 97 boundaries of park district;</p> <ul style="list-style-type: none"> • Issue and sell warrants, short-term obligations, or general obligation bonds; • Issue revenue bonds; • Petition for the creation of local improvement districts; • Employ counsel, provide for park police officers, secretary of the board, and all necessary employees; • Establish civil service for employees; • Regulate, manage and control, improve, acquire, extend and maintain, open and lay out, parks, parkways, boulevards, avenues, aviation landings and playgrounds, within or without the park district; • Authorize, conduct and manage: <ul style="list-style-type: none"> ◦ the letting of boats, or other amusement apparatus; ◦ the operation of bath houses, ◦ the purchase and sale of foodstuffs or other merchandise; ◦ the giving of vocal or instrumental concerts or other entertainments; ◦ the management and conduct of such forms of recreation or business as it shall judge desirable or beneficial for the public, or for the production of revenue for expenditure for park purposes. • Sell, exchange, or otherwise dispose of surplus property;
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Governing Body

Park and Recreation District	Park and Recreation Service Area	Metropolitan Park District
<ul style="list-style-type: none"> Board of five commissioners elected from designated districts for staggered, four year terms; election held in conjunction with general election in odd numbered years. (<u>RCW 36.69.090</u>); Duties are: <ul style="list-style-type: none"> Elect chairman, secretary, and such other officers as it may determine it requires; Hold regular public meetings at least monthly; Adopt policies governing transaction of board business, keeping of records, resolutions, transactions, findings and determinations, which shall be of public record; Initiate, direct and administer district park and recreation activities, and select and employ such properly qualified employees as it may deem necessary (<u>RCW 36.69.120</u>). Vacancies filled in accordance with <u>Ch. 42.12 RCW</u>. 	<ul style="list-style-type: none"> If within county: Members of county legislative authority, acting ex officio. If a city or town is included, or the district is in a multi-county area: Governed by an interlocal cooperation agreement. (<u>RCW 36.68.400</u>). 	<p>Board may be composed of any of the following alternatives:</p> <ul style="list-style-type: none"> Five commissioners may be elected at the same election creating the district; For a district located entirely within one city or the unincorporated area of one county, the legislative authority of the city or county may act as the metropolitan park board; or For a district located in multiple cities or counties, each legislative authority may appoint one or more members to serve as the board; The governing structure of an MPD formed before June 13, 2002 may not be changed without the approval of the voters (<u>RCW 35.61.050</u>); Vacancies filled in accordance with <u>Ch. 42.12 RCW</u> (<u>RCW 35.61.050 (2)</u>). If more than one city or county, may fill vacancy by terms of interlocal agreement (<u>RCW 35.61.050 (4)</u>).

Government Type

Park and Recreation District	Park and Recreation Service Area	Metropolitan Park District
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Municipal corporation (<u>RCW 36.69.010</u>).	Quasi-municipal corporation and independent taxing authority and taxing district possessing all the usual powers of a corporation for public purposes (<u>RCW 36.68.400</u>).	
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Regular Levies and Fees

Park and Recreation District	Park and Recreation Service Area	Metropolitan Park District
<ul style="list-style-type: none"> 6-year regular property tax levy (maximum of \$0.60 per \$1,000 assessed valuation) authorized when 60% of the voters in an election vote "yes" with a voter turnout equal at least to 40% of those voting in the last general election. Alternatively, as long as the number of "yes" votes is equal to at least 60% times 40% of the number of people voting in the last general election, the measure will pass (<u>RCW 36.69.145</u>). Limit on regular levy: Levy capacity diminished if aggregate of junior and senior taxing district exceeds the \$5.90 limit. (<u>RCW 84.52.043(2)(a)</u>) Charges, fees, rates, rentals and the like for the use of facilities (including recreational facilities) or for participation (<u>RCW 36.69.130</u>). 	<ul style="list-style-type: none"> 6-year regular property tax levy (maximum of \$0.60 per \$1,000) authorized when 60% of the voters in an election vote "yes" with a voter turnout equal at least to 40% of those voting in the last general election. Alternatively, as long as the number of "yes" votes is equal to at least 60% times 40% of the number of people voting in the last general election, the measure will pass (<u>RCW 36.68.525</u>). Limit on regular levy: Levy capacity diminished if aggregate of junior and senior taxing district exceeds the \$5.90 limit (<u>RCW 84.52.043(2)(a)</u>). May charge fees or other direct charges on facilities (<u>RCW 36.68.550</u>). 	<ul style="list-style-type: none"> Two regular property tax levies available - one \$0.50 per \$1,000 assessed valuation and one of \$0.25. They are considered one levy for the purposes of the levy limits in <u>Ch. 84.55 RCW</u>, but they have different rankings in the prorationing statute. Levy is permanent. Conduct forms of recreation or business beneficial for the public, or for the production of revenue for expenditure for park purposes (<u>RCW 35.61.130</u>).

Excess Levies and Bonds

Park and Recreation District	Park and Recreation Service Area	Metropolitan Park District
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<ul style="list-style-type: none"> • Annual excess tax levy proposition for operating funds, capital outlay funds, and cumulative reserve funds as authorized by <u>RCW 84.52.052</u> (<u>RCW 36.69.140</u>); • May issue general obligation debt, equal to 1 1/4 percent of the assessed valuation within the district. Of this 1 1/4 percent, 3/8 percent may be nonvoted (also called councilmanic) debt. The rest must be voted. 60% of those voting must vote "yes" and the voter turnout must be at least 40% of that of the last general election (<u>RCW 36.69.140</u>); • May issue LID bonds. (<u>RCW 36.69.200</u>) • May issue revenue bonds (<u>RCW 36.69.350</u>). 	<ul style="list-style-type: none"> • Annual excess tax levy proposition for operating funds, capital outlay funds, and cumulative reserve funds as authorized by <u>RCW 84.52.052</u> (<u>RCW 36.68.520</u>); • May issue voted general obligation debt equal to 2 1/2 percent of the assessed valuation within the service area. Of this 2 1/2 percent, 3/8 percent may be non-voted (also called councilmanic debt). The rest must be voted. 60% of those voting must vote "yes" and the voter turnout must be at least 40% of that of the last general election (<u>RCW 36.68.520</u>). 	<ul style="list-style-type: none"> • Authorized to levy general tax in excess of its regular property tax levy or levies when authorized to do so at a special election (<u>RCW 35.61.210</u> and <u>RCW 82.52.052</u>); • May issue general obligation debt in an amount equal to 2 1/2 percent of their assessed valuations (<u>RCW 35.61.110</u>). Of this 2 1/2 percent, 1/4 percent may be nonvoted (also called councilmanic) debt (<u>RCW 35.61.100</u>); the rest must be voted. • Can petition city for LID improvements (<u>RCW 35.61.220 - 240</u>); • May issue revenue bonds (<u>RCW 35.61.115</u>).
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Formation: Initial Steps

Park and Recreation District	Park and Recreation Service Area	Metropolitan Park District
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<ul style="list-style-type: none"> • By petition signed by not less than 15% of the registered voters residing within the area. The petition shall designate the boundaries or describe the land to be included. It is to set forth the objective and state the benefit of the district (<u>RCW 36.69.020</u>); • Requires resolution of city or town approving inclusion of the area with the corporate limits of city or town (<u>RCW 36.69.030</u>). 	<ul style="list-style-type: none"> • In any unincorporated area by resolution adopted by county legislative body or by petition of 10% of registered voters in area. (<u>RCW 36.68.410</u>); • Contents of petition or resolution to contain: <ul style="list-style-type: none"> ◦ boundaries of the service area ◦ description of the purpose or purposes ◦ an estimate of the initial cost of any capital improvements or services to be authorized in the service area (<u>RCW 36.68.420</u>); • May include incorporated cities or towns. Requires resolution of city or town approving inclusion of the area within the corporate limits of city or town (<u>RCW 36.68.610</u>); • Provision for verification of signatures are found in <u>RCW 36.68.430</u>. 	<ul style="list-style-type: none"> • May include territory located in portions or all of one or more cities or counties, or one or more cities and counties, when created or enlarged; • Can be initiated by petition of at least 15% of the registered in the area and submitted to the county auditor of each county in which all or a portion of the proposed district would be located (<u>RCW 35.61.020</u>); • Can be initiated by a resolution of the governing body or bodies of each city and/or county which includes a portion or all of the area in the district; • Petition or resolution submitting the question to the voters, shall indicate the choice and describe the composition of the initial board of commissioners of the district that is proposed under <u>RCW 35.61.050</u> and shall list a name for the district (<u>RCW 35.61.030</u>).
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Feasibility and Cost Studies

Park and Recreation District	Park and Recreation Service Area	Metropolitan Park District
No requirements noted.	Upon accepting petition or on passage of resolution the county legislative body orders an investigation of the feasibility of the proposed service area and determines initial costs. A report is to be available within 80 days of accepting the petition (<u>RCW 36.68.440</u>).	None required.

State Environmental Policy Act (SEPA) Review

Park and Recreation District	Park and Recreation Service Area	Metropolitan Park District
Categorically exempt (WAC 197-11-800(16))	Categorically exempt (WAC 197-11-800(16))	Categorically exempt (WAC 197-11-800(16))

Public Hearings

Park and Recreation District	Park and Recreation Service Area	Metropolitan Park District
<ul style="list-style-type: none">The Board of County Commissioners holds a hearing on petition within 60 days of receipt (RCW 36.69.040);Following the hearing, the Board designates a name or number of the district and fixes boundaries (RCW 36.69.050).	<ul style="list-style-type: none">Within 20 days after the report is available, the county is to hold a hearing on the findings and determine whether the petition is accepted or dismissed (RCW 36.68.460);At the conclusion of the hearing, the County legislative body makes its determination for acceptance or dismissal based on the following:<ul style="list-style-type: none">Whether service areas objectives fit within framework of the county's park comprehensive plan and general park policies;Exact boundaries of the service area;Full definition or explanation of improvements to be financed;Whether or not objectives of the service area are feasible;Number or name of service area.If satisfactory findings are made by the board of county commissioners, orders an election. If satisfactory findings cannot be made the petition is dismissed.	<ul style="list-style-type: none">None required for formation;Hearing is required for annexation.

Resubmittal of Petition

Park and Recreation District	Park and Recreation Service Area	Metropolitan Park District
No restrictions noted.	If rejected a new petition for the same area cannot be submitted for two years (<u>RCW 36.68.460</u>).	Not addressed.

Election to Form District

Park and Recreation District	Park and Recreation Service Area	Metropolitan Park District
<ul style="list-style-type: none">Ballot proposition authorizing the park and recreation district is submitted to voters at next general state election occurring 60 or more days after board fixes boundaries;Initial park and recreation commissioners are elected at same election;Ballot proposition shall be stated in such manner that the voters may indicate yes or no upon the proposition forming the proposed park and recreation district (<u>RCW 36.69.070</u>);Proposition for initial capital or operational costs can be included at same general election (regular property text, excess levy or GO Bonds and bond retirement levy) to create district (<u>RCW 36.69.070</u>).Requires approval by a simple majority (<u>RCW 36.69.080</u>).	<ul style="list-style-type: none">If satisfactory findings are made as outlined in <u>RCW 36.68.460</u>, the county legislative authority orders an election of the voters in the proposed service area to take place at the next general election or at a special election held for such purpose (<u>RCW 36.68.470</u>);Ballot proposition form is in <u>RCW 36.68.470</u>;Proposition for initial capital or operational costs can be included at same general election (regular property text, excess levy or GO Bonds and bond retirement levy) to create district (<u>RCW 36.68.480</u>).Requires approval by a simple majority (<u>RCW 36.68.500</u>).	<ul style="list-style-type: none">Where No Boundary Review Board Exists<ul style="list-style-type: none">Proposition authorizing creation of a MPD shall appear at the next general election, or at the next special election date specified under <u>RCW 29A.04.330</u> occurring 60 or more days after the last resolution proposing the district is adopted, or the date the county auditor certifies the petition;Where a petition is filed with two or more county auditors, the county auditors shall confer and issue a joint certification.Where Boundary Review Board Exists<ul style="list-style-type: none">Notice of the proposal shall be filed with the boundary review board;A special election is held on the date specified under <u>RCW 29A.04.330</u> that is 60 or more days after approved by boundary review board;No boundary review board review required if the proposed district only includes one or more cities.

"For the formation of a metropolitan park district to be governed by [insert board composition described in ballot proposition]."

"Against the formation of a metropolitan park district."

- Requires approval by a simple majority (RCW 35.61.040).
- Election of commissioners see Governing Body Alternatives on Metropolitan Park Districts page.

Fiscal Administration

Park and Recreation District	Park and Recreation Service Area	Metropolitan Park District
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<ul style="list-style-type: none"> • County treasurer is treasurer of district. (RCW 36.69.150); • All expenditures are paid by warrants drawn by county auditor on county treasurer, pursuant to vouchers approved by the district board (RCW 36.69.150); • District commissioners must compile an annual budget including all available funds and anticipated income for the ensuing year. Budget may include cumulative reserve for capital purposes (RCW 36.69.160); • District commissioners must compile an annual budget including all available funds and anticipated income for the ensuing year. Budget may include cumulative reserve for capital purposes (RCW 36.69.160). 	<ul style="list-style-type: none"> • County treasurer is treasurer of service area; • Annual budget required in form prescribed by state auditor. May include cumulative reserve for capital purposes, all available funds and all anticipated income shall be included (RCW 36.68.530); • May contract with county to administer purchasing (RCW 36.68.570); • Legislative authority may transfer proceeds from concessions for food and other services accruing to the county from food and other services from park or park facility in park and recreation service area to service area budget (RCW 36.68.560); • May reimburse county for charges incurred by county current expense fund for expense of service area (RCW 36.68.570). 	<ul style="list-style-type: none"> • County treasurer of the county within which all, or the major portion, of the district lies is the ex officio treasurer the district. The district can designate someone else, if the board has received the approval of the county treasurer (RCW 35.61.180); • Contracts are to be by competitive bidding or small works roster (RCW 35.61.135).
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Annexation/Enlargement

Park and Recreation District	Park and Recreation Service Area	Metropolitan Park District
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<ul style="list-style-type: none"> Same procedure as creating district and all electors of district and proposed additional territory vote (RCW 36.69.190). 	<ul style="list-style-type: none"> Same procedure as creating the parks and recreation service area, by resolution or petition with vote of all electors in existing area plus proposed addition (RCW 36.68.620). 	<ul style="list-style-type: none"> Territory by virtue of its annexation to any city that lies entirely within a park district shall be deemed to be within the limits of the metropolitan park district; Such an extension of a park district's boundaries shall not be subject to review by a boundary review board independent of the board's review of the city annexation of territory (RCW 35.61.020); The territory adjoining a metropolitan park district may be annexed into the district upon petition and an election: <ul style="list-style-type: none"> The petition shall define the territory proposed to be annexed and must be signed by 25 registered voters, resident within the territory proposed to be annexed; unless The territory is within the limits of another city then it must be signed by 20% of the registered voters residing within the territory proposed to be annexed (RCW 35.61.250).
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Dissolution

Park and Recreation District	Park and Recreation Service Area	Metropolitan Park District
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<ul style="list-style-type: none"> • In the manner provided in <u>Ch. 53.48 RCW</u> relating to port districts; • For county with population of 210,000 or more and inactive for five years see <u>Ch. 57.90 RCW</u>; • See procedures outlined in <u>Ch. 36.96 RCW</u> - Dissolution of inactive special purpose districts. 	<ul style="list-style-type: none"> • In the manner provided in <u>Ch. 53.48 RCW</u> relating to port districts; • See procedures outlined in <u>Ch. 36.96 RCW</u> - Dissolution of inactive special purpose districts. 	<p>City Council Special Retreat Meeting</p> <ul style="list-style-type: none"> • A district may be dissolved by majority vote of members; • Upon dissolution the district's liabilities are prorated, and turn over to the city and/or county to the extent the district was respectively located in each, when: <ul style="list-style-type: none"> ◦ (1) Such city and/or county, through its governing officials, agrees to, and petitions for, such dissolution and the assumption of such assets and liabilities, or; ◦ (2) Ten percent of the voters of such city and/or county who voted at the last general election petition the governing officials for such a vote. (<u>RCW 35.61.310</u>) • Disincorporation of district located in county with a population of 210,000 or more and inactive for five years, see <u>Ch. 57.90 RCW</u>.
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Legislative History

Park and Recreation District	Park and Recreation Service Area	Metropolitan Park District
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Ch. 58 Laws of 1957 authorized class AA counties to establish Park and Recreation Districts. Second, eighth, and ninth-class counties were given similar authority in 1959. No districts were formed under the original Recreation District Act for Counties. According to a 1982 Interagency Committee for Outdoor Recreation (IAC) survey 25 districts were formed after 1970 and ten after 1980. Most were formed to provide general recreation services or were formed solely to finance a new swimming pool or finance an existing one. *Recreation Resources: A Heritage for the Future, IAC 1986. Number: 54/56*

Ch. 218 Laws of 1963 gave first class counties authority to establish park and recreation service areas in unincorporated areas within the county. In 1965 the authority to was extended to all counties. The ability to fund zoos and aquariums was added in 1985.

authorized cities of the first class to create metropolitan park districts (MPD). The statutes were amended by Chapter 88, Laws of 2002.

Prior to 2002, cities under 5,000 and counties could not create metropolitan park districts. Now all cities and counties may form metropolitan park districts (MPDs) that include territory in portions of one or more cities or counties.

The first MPD was formed by Tacoma in 1907. A second district was formed in Yakima around 1945 and functioned until 1969. After the 2002 amendments, a number of other MPDs were formed or attempted.

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1. Which best describes why you visit museums, generally?

[More Details](#)

- It is important to look at our history and learn about our past. 66
- To spark curiosity and have opportunities to learn. 88
- To convene and engage with others. 12
- To engage and connect with family and friends. 19



2. How many times have you visited the current Lake Stevens Historical Museum in the past year?

[More Details](#)

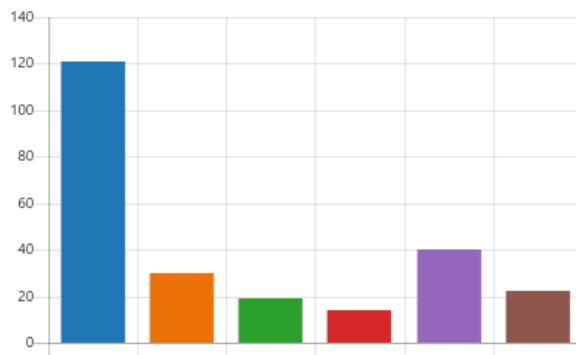
- 4 or more times 32
- 2 or 3 times 30
- 1 time 33
- It has been more than a year since my last visit. 48
- I have never visited this museum. 40



3. If you have visited the museum, what was the purpose of your visit? Select all that apply. If Other, please list.

[More Details](#)

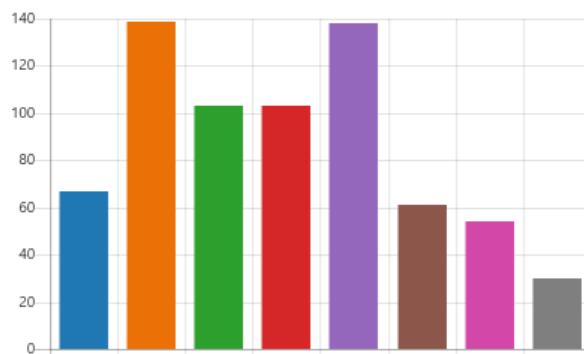
- To view Lake Stevens historical artifacts and exhibits. 121
- Brought out-of-town guests to the museum. 30
- Museum event or fundraiser. 19
- Educational trip for a student. 14
- Part of our outing to North Creek Park. 40
- Other 22



4. What types of exhibits would you like to see in the new museum? Select all that apply. If Other, please describe.

[More Details](#)

- Temporary/visiting exhibits fro... 67
- Exhibits that reflect the divers... 139
- Interactive stations and/or dis... 103
- Dioramas (full-size replica or s... 103
- Photo archives 138
- Multimedia exhibits 61
- Art gallery 54
- Other 30



5. What type of display would you find interesting from Lake Stevens history to learn more about? If Other, please describe.

[More Details](#)

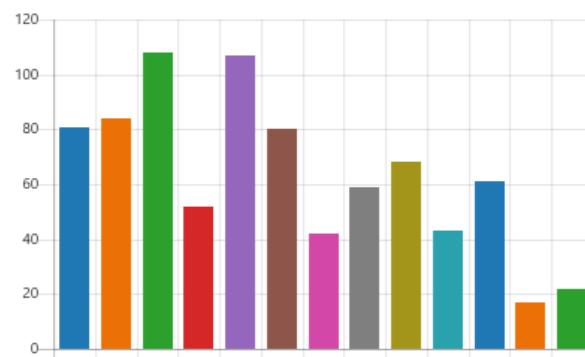
- Mill era 134
- Railroad 125
- Post lumber and railroad – early days 131
- Recreation 84
- Other 40



6. Would you like the new museum to include space for programs? If yes, select all that apply. If Other, please describe.

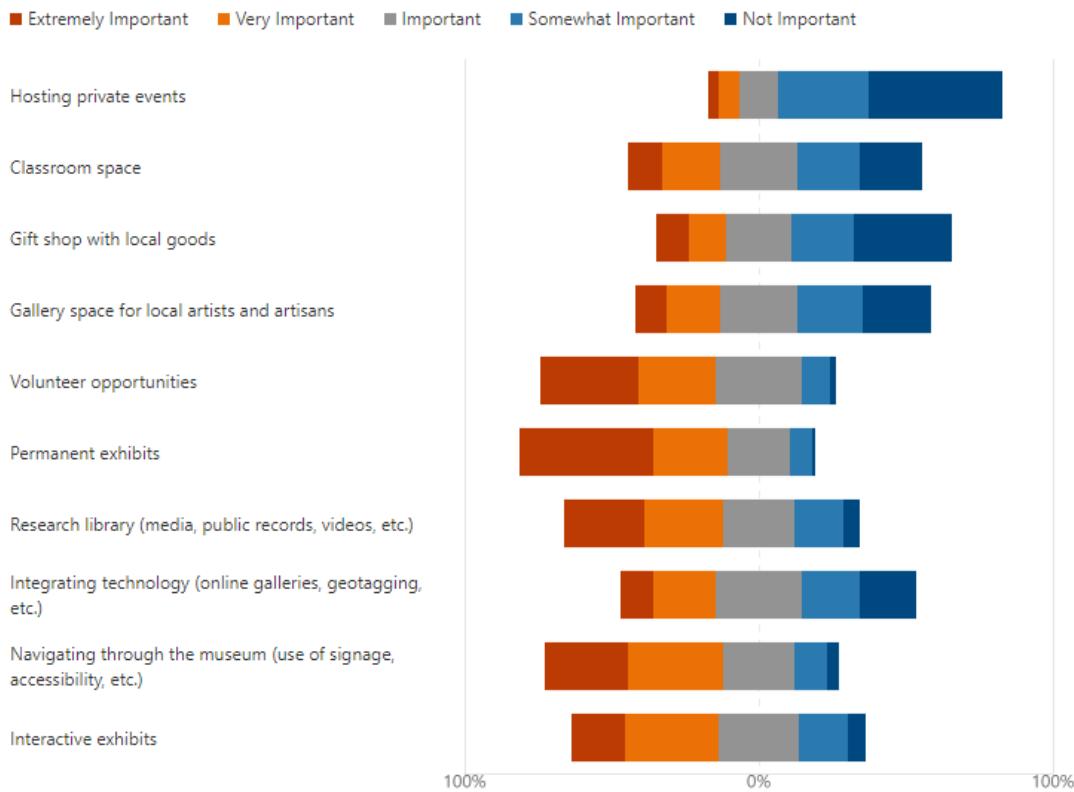
[More Details](#)

- Educator and speaker series/annual events 81
- Cultural events (screenings, workshops, performances) 84
- Children and youth programs 108
- Local book launches 52
- Educational programs (K-12 field trips, summer camps) 107
- Temporary/visiting exhibits from other museums 80
- Private events 42
- Community events for members 59
- Classroom/meeting space 68
- Classes or seminars from college/university 43
- Fundraising opportunities (Auction, raffles, concessions) 61
- No 17
- Other 22



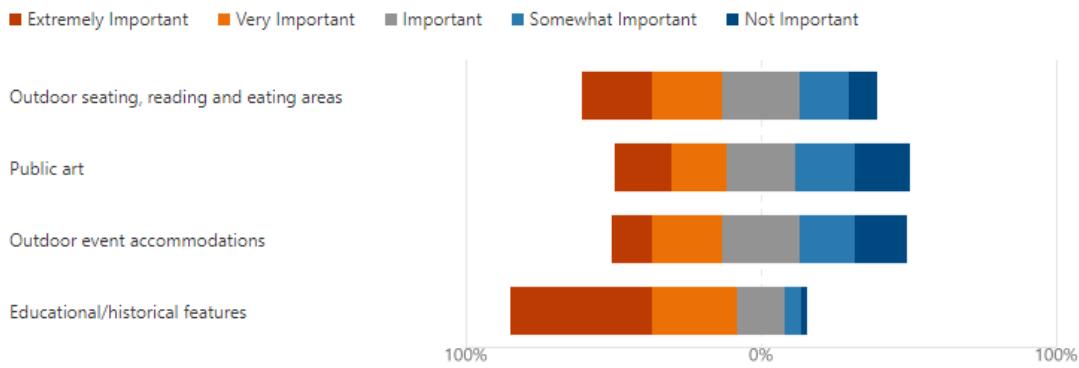
7. Please prioritize indoor features and elements that will support the museum and community experiences:

[More Details](#)



8. Please rank these categories of outdoor features you prioritize:

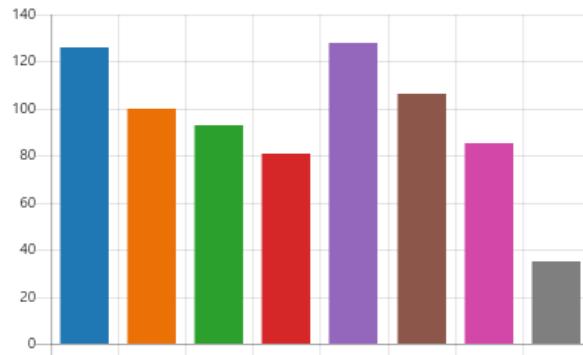
[More Details](#)



9. One possible addition to the museum is the inclusion of a gift shop to support the museum's programming. What types of products would you like to see included? Select all that apply. If Other, please describe.

[More Details](#)

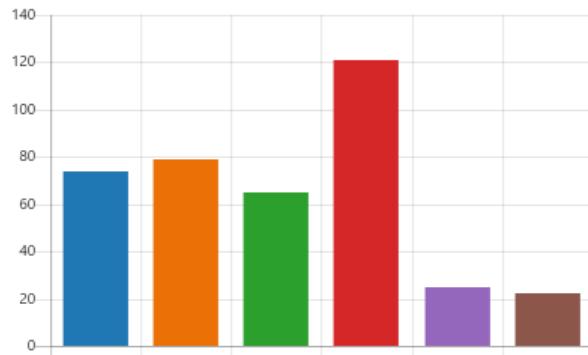
- Books from local authors and ... 126
- Home good items from local v... 100
- Branded apparel/accessories (i... 93
- Products geared for gift givin... 81
- Souvenirs (i.e. postcards, muse... 128
- Local artist prints 106
- Seasonal and holiday gifts (i.e.... 85
- Other 35



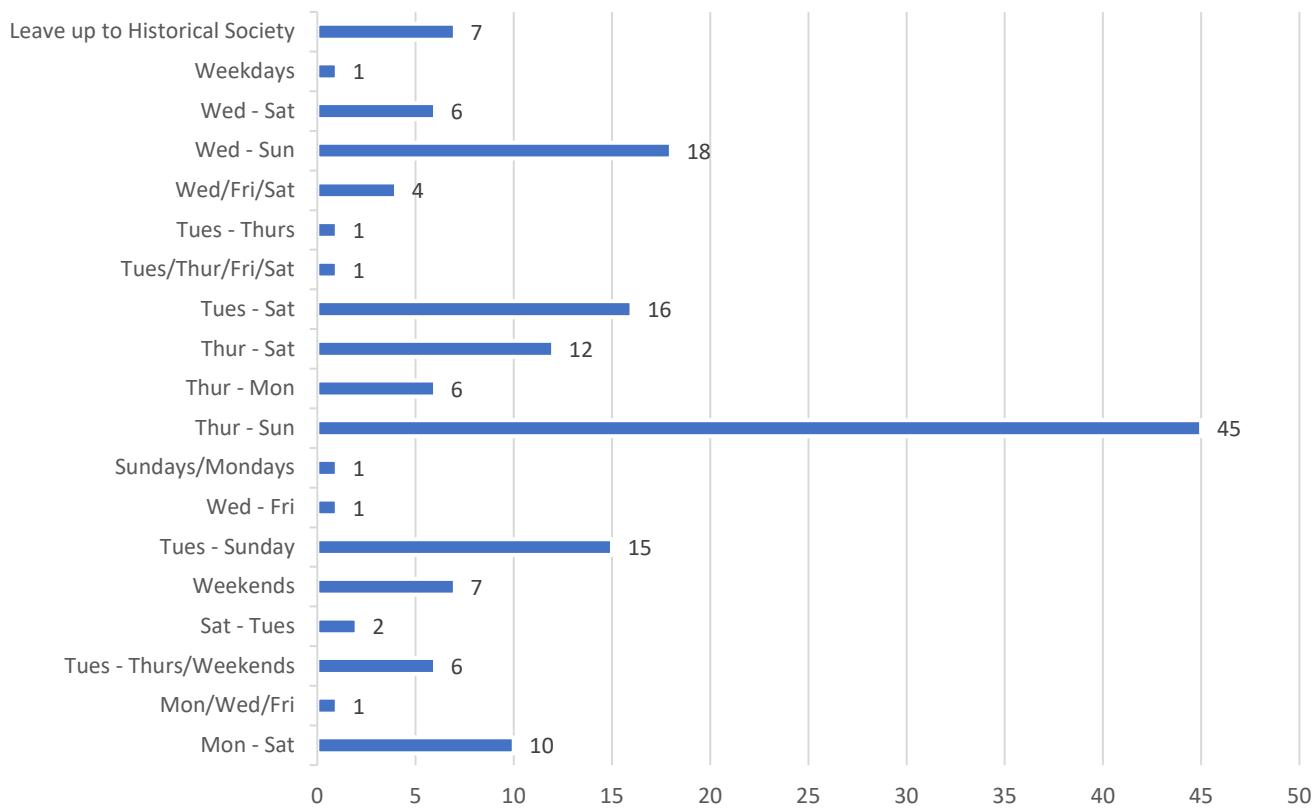
13. Would you pay an admission fee? If yes, select all types of fee structures you would support. If Other, please describe

[More Details](#)

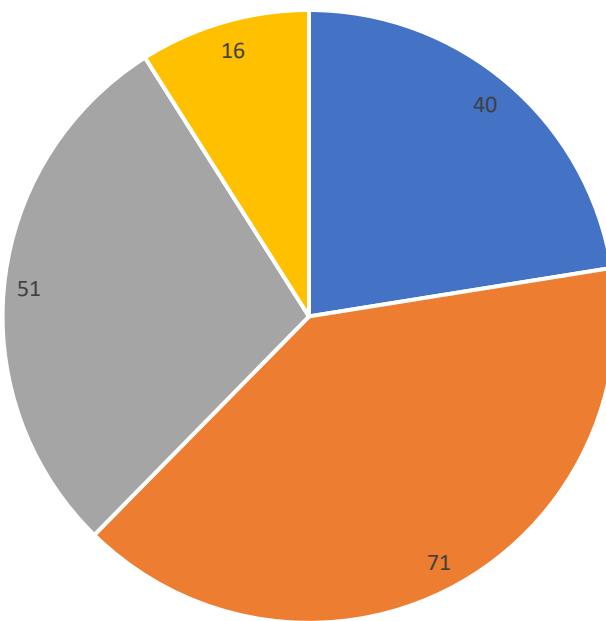
- Tickets 74
- Membership fee 79
- Military/student rate 65
- Suggested donation 121
- No 25
- Other 22



What days of the week should the museum be open? 174 responses

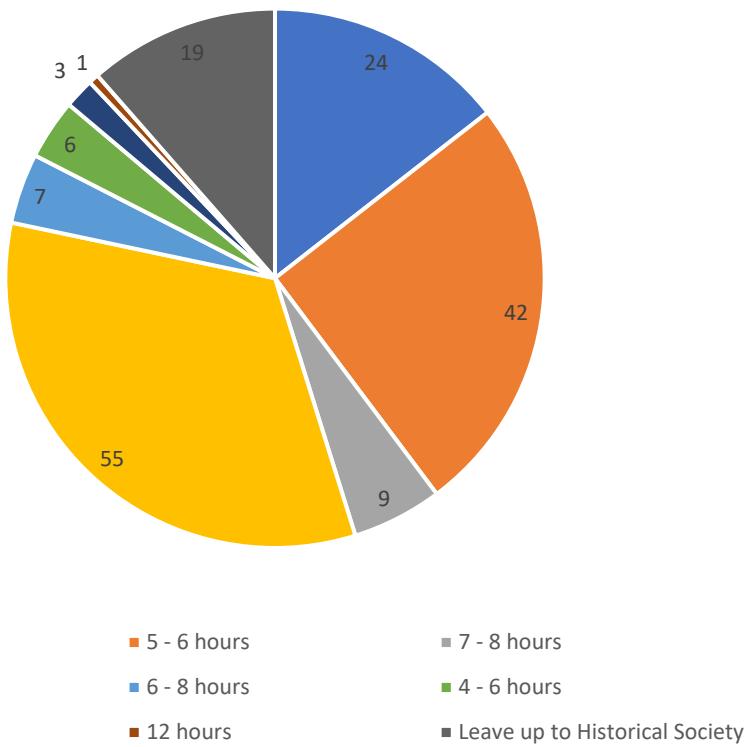


How many days a week should the museum be open? 178 responses



■ 2 - 4 days ■ 3 - 5 days ■ 5 - 7 days ■ Leave up to Historical Society

How many hours a day should the museum be open? 169 responses



16. Are you a full-time resident of Lake Stevens?

[More Details](#)

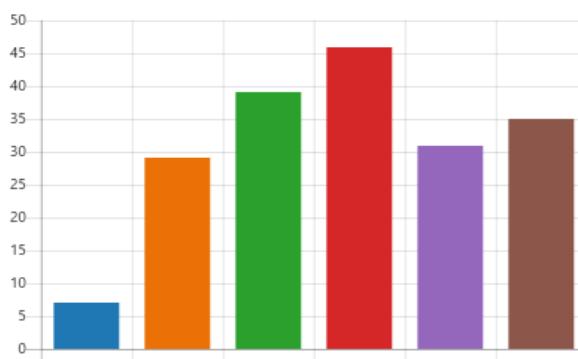
●	Yes	167
●	No	22



17. What is your age range?

[More Details](#)

●	18-24	7
●	25-34	29
●	35-44	39
●	45-54	46
●	55-64	31
●	65+	35



Please describe your vision or provide any additional input on the new Lake Stevens Historical Museum.

	Are you a full-time resid	What is your age range?
The museum should be given the proper accommodations to function based on volunteerism and given aid to finish the interior. Lake Stevens Historical Museum is there to celebrate Lake Stevens past and present and the city should give it the same attention and care they seem to be paying the rest of the city at this time.	Yes	18-24
The community center should be a highlight for events and local art, not the museum. Leave the museum for history and education.	Yes	18-24
I liked the way the old museum looked like an old western town. Wish the new one will look like that too.	Yes	18-24
You need to talk to and work with the people who have been operating the museum for years. If you want updates or changes you need to provide money and infrastructure. This is still a small town.	No	25-34
My vision is that Cyndi Fraser, who has sacrificed so much of her free time so that the museum flourish and our history be preserved, be given the support needed to make the new museum just as much of a success. That means actually LISTENING to what she says the museum needs.	Yes	25-34
I hope the history includes a multi-cultural perspective, not just commercial history (like logging). Like if there were any local indigenous population that lived around the lake, that would be fascinating and important to note.	Yes	25-34
Please respect and maintain the old traditions and vibe of Lake Stevens. I was born in this town but I feel like lately it is being forced to become a different, exclusive place where I am no longer welcome. Keep things accessible, affordable, and do not over modernize. The museum is the perfect venue for preserving the heart of Lake Stevens, NOT trying to change what that heart looks like.	Yes	25-34
Fun for kids, indoor exhibits that can climb on or play with	Yes	25-34
I don't think it should have a large presence in downtown. I don't see it being frequented and j in don't understand why the city is paying for this.	Yes	25-34
Something to bring visiting friends and family - especially kids to. Interactive, unique, changing and notable exhibits that would make us go back every time. I'm guessing that childcare in general would be great if we want to spend the afternoon downtown..	Yes	25-34
If our towns history is maintained, that's the main thing I care about.	Yes	25-34
This museum has historical significance that I always appreciated while growing up in Lake Stevens. I am so excited for the potential of the new museum. Learning about community history is very important and to do so in a new facility will be wonderful!	Yes	25-34
It would be nice to still have field trips. It would be nice to have some lawn for picnics. Also it would be nice to have permanent displays inside telling the history of the town.	Yes	25-34
Art and educational activities for the youth	Yes	25-34
More information on the train that is in the lake would be nice to have on display.	Yes	25-34
I hope it will be an intergenerational gathering space for learning and discovery	Yes	25-34
Please keep it simple :)	Yes	25-34
I just really hope you can get all the funding and support you need. I think interactive exhibits would help bring in more families and create interest with the next generation.	Yes	25-34
I would love to continue to have a place to bring my children to spark an interest in history, and a curiosity for the people that lived here before us.	Yes	25-34
I think museum and lake Stevens history should be displayed outside on a walking tour or something similar. I think it's a huge waste of valuable space on the festival street for a museum. I do t think it warrants tax dollars to rebuild it. I have lived here 25 years and went 1 time. You need to activate that space near the park, museums of small towns are just plain boring, and I love lake Stevens. We dont need a building, place information outdoors and display it artfully and in a way that gets people to walk and discover.	Yes	35-44
I would read everything if it was displayed like that on a walk to the centennial trail or on the north cove park loop.	Yes	35-44
I miss the old building. A LOT of people are still sore that the city forced them to move out of a historical building, into a new building that they have to provide the interior decorating and everything for (the old building already had all of this) and now they have to figure out how to make it work.		
I think that the museum should be given employees that the volunteers that work there dont have to pay their paychecks if the city wants to impose their own goals and ask the community what should be put in there and then expect them to do it. If the city is going to ask the community what they want, then the city should be willing to take on the financial responsibility to bring it to life. Otherwise, let the volunteers do what they do and be happy with the hard work, time, and money that they put into our towns history!	Yes	35-44
The museum has been through a lot. They've tried to still connect with the community through all the moving and turmoil. It would be nice if the city supported their wishes and dreams.	Yes	35-44
I'd like to see it more open, if there's room for that. Somewhere for larger groups (like elementary classes) to be together. I envision something like the Imagine Children's Museum mixed with the Pacific Science Center. Lots of windows/light, lots of exhibits that all kind of blend into each other, and rotating guest speakers. A stage perhaps for things like community plays and stuff like that.	Yes	35-44
Let the previous volunteers and organizers continue to run the museum. They do a fantastic job and have enjoyed it every time we have gone.		
We especially love the window decorations that change through out the year.	Yes	35-44
I would love to see a real focus on education and fun for kids, with hands-on activities and displays.	Yes	35-44
Would love to see local stories and lore. Would love to see seasonal events (such as a scary exhibit or story for halloween....) stuff like that.	Yes	35-44
I believe it's important to show what was here before it became Lake Stevens. What lead to it becoming Lake Stevens. I grew up here and all I learned was that Lake Stevens was created and here we are. I'm guessing there were other people here before. What was the environment like as well. We need to dig deep. Look at everything.	Yes	35-44
Covid prevented visits. This survey is very biased and I wonder what the council/mayor or people who created this are trying to prove. It seems rife with ulterior motives and I do not trust the majority of councilmen and certainly not the mayor. Let the volunteers and leaders of the museum manage this.	Yes	35-44
I'm wondering why the city is putting out a questionnaire about the historical society. Some of these questions- like how many times you have visited in the past year- during Covid seem irrelevant. It would have been amazing if you would have asked for input from the people who actually run and operate the museum before putting out this survey. Very disappointing	Yes	45-54
I think the old museum was unique and sorry it was torn down. We should be committed to constructing a wonderful space to allow the historical society to provide a museum we can all be proud of.	Yes	45-54
Updated space with rotating displays	No	45-54
Not sure why you are asking some of these questions. I is a volunteer organization and you don't support them. They have the experience and should make these decisions.	Yes	45-54
They have shared many new and exciting exhibits and need support from the city to accomplish them. It is a shame you tore down a perfectly good museum that was quaint and appreciated by long time residents and new comers, as well. Putting them in an old Firestation was even worse. I find the lack of respect and support you have shown an all volunteer organization appalling. Many other cities support their local museums and are happy that volunteers are willing to take on the task. It seems like the city just keeps on throwing up roadblocks, instead of supporting them. It is very sad.	Yes	45-54
Leave it up to the volunteers because they want to provide a look into how our community began and it's history when our past has all been torn down and forgotten. Leave the historical museum a historical museum!!!!!!	Yes	45-54
Put back the one the citizens built themselves. The City welched on its promises.	Yes	45-54

People with historical backgrounds need to be the decision makers. A museum is not intended to be a money-generating organizations, similar to libraries. People wonder why the old museum was taken down just to be replaced by a new building that might not suit the needs of the LS Historical Society. I have enjoyed learning about Lake Stevens history, but I don't understand how that change is for the better. The City sounds like it is doing all these wonderful things, but I also know that others see right through the motives of the city government. If museum people or the community do not have a vision that lines up with the city, then the city will do what it wants to do anyway. It's a sad state of affairs with many of the changes going on in Lake Stevens.	Yes	45-54
I think it should have exhibits that change every few months. That way it will bring people back. I like supporting local artists. The gift shop idea is a good one if you keep the prices reasonable. Thank you for asking for our input. Have a great day!	Yes	45-54
The museum store can be run by DECA students from the high school. Volunteer adults can supervise and be guides. I'd like to see more events being put on by the historical society at the museum. (lectures, slide shows, genealogy workshops, pie making contests, craft workshops, etc.) I'd love to see the museum as a resource for preserving old skills and crafts that have gone away in our modern times.	Yes	45-54
We are losing the history of our city and surrounding areas. The museum has done a good job of this in the past and hope they will be allowed to do this in the future.	Yes	45-54
The old one which was paid off and built by volunteers should never have been demolished.	Yes	45-54
Let's look forward too—what will Lake Stevens of the future look like?	Yes	45-54
Shame on the city for demolishing the previous museum, wasting tax payer money to move the Grimm House mere feet, and demolishing historic gardens and trees in downtown. Shame on you for not allowing a board walk in front of this new museum—a historical feature of old time mill-era LS. My vision is an expanded version of the previous museum. This historic society did a fantastic job curating the exhibits and I have every confidence they will continue their good work. I have next to zero confidence in the city.	Yes	45-54
It is important for historical artifacts to have a home.	Yes	45-54
It is important to include the history of our indigenous people from this area as well	Yes	45-54
Follow thru with the exterior finishes similar to the mill community building or have the building have thick beam and stone finishes.	Yes	45-54
Our Girl Scout troop was lucky enough to have a special tour with a guide before Covid and they loved it. Educational programs are what we need here in Lake Stevens.	Yes	45-54
As a newish resident I only had 2-3 opportunities to visit the museum before Covid hit. For us it is important to know the history of this small town we have decided to call home after 24 years in the military.	Yes	45-54
I am not in favor of putting the museum on the downtown waterfront, I don't believe it is a good use of that valuable real estate.	Yes	45-54
The old one was perfect.	Yes	55-64
A history of the founders and listing of all the dedicated volunteers who's services have been in valuable. Description of volunteer needs, hours and training needed. Maybe already in place but at least a good team to get others in and trained with the experienced volunteers training and educating.	No	55-64
The new museum should capture the atmosphere and hometown feel of the old museum. We have enough electronics in our lives that we don't need to have it in our museum unless it is in a display that shows the "then and now" change. The museum should create an atmosphere that educates the younger generations through human interaction. History comes alive through pictures and stories that the pictures tell. The docents are important to fill in those stories. It creates community.	Yes	55-64
Historical Museum/Art Center	Yes	55-64
continue sharing the local Lake Stevens history for future generations	Yes	55-64
Waste of time and money to build. Leave it at the former LSPD evidence room	No	55-64
I read an article that there is a sunken train engine car in the cove. It would be incredible if you had the sunken historic train engine removed from the lake and displayed with a story behind it. This would be the major attraction. Keep it natural like Lake Stevens.	Yes	55-64
Have an exhibit on the incredible history of towns up along mountain loop highway, Robe, Monty Cristo, Big four Inn, etc. Historic mining and timber. Historical recreational usage of the lake. Make it fun not boring.	Yes	55-64
I see a space to learn about the history of Lake Stevens and the surrounding area. We also need more venues for private events in our community so I feel a space for that is very important. It also helps fund the museum. A small kitchen would be very useful for the events.	Yes	55-64
Plant native plants- not decorative!!!!	Yes	55-64
We had an excellent local history museum, keep what we have and modernize with more interactive exhibits, encourage fundraising that would encourage further research into our local history to share with our students and community.	Yes	55-64
It should show how the town got to where it is today.	Yes	55-64
A place that honors history while also acknowledging the history prior to settlement in the area of the indigenous population that was displaced.	Yes	55-64
Dioramas, models and photo	Yes	55-64
Would be nice to have a room for meetings for bookclubs, community gathering, etc. to facilitate neighbors getting to know more neighbors.	Yes	55-64
to show the history of this wonderful city I live in - i was so sad when the old one was ribbed down - glad to see a new one is being build	Yes	55-64
I hope the vision of the current museum remains.	Yes	55-64
you had a good historical building you tore it down . there are none left . so if you are going to build something ask the folks at the historical society what would reflect the past look at photos of the town before you tore it down use that as a guide .	Yes	55-64
The museum has done a wonderful job in all aspects of the decisions being made. Their vision is written into their bylaws. I look forward to anything the museum presents.	Yes	65+
No one unwilling to actually volunteer at the Museum should have a say.	No	65+
a small history museum in connection with Grimm House. unless city is going to operate and tax payers are paying for workers. (Why ask how many times visiting museum past year---think it was CLOSED—is this an old survey???????)	Yes	65+
I am shocked by the question how many times have you been in the museum in a year? It was closed almost the entire year due to Covid. I love our museum and am looking forward to it being built and back open. I don't want the new museum to be under the thumb of the city and I don't want it to turn into a civic center. A gift shop and all the things mentioned above should be in The Mill and handled by the full time paid employee that handles the Mill. Thank you.	Yes	65+
Men and women who grew up in Lake Stevens will be able to give much needed input into the development of the museum displays, I don't wish to see outside vendors use the museum as a selling platform. Those sales should be done at an outside market or in the Mill.	Yes	65+
To be able to see the history of our city. My Dad is a big part of Lake Stevens history. He was a member of the 6am Lake Stevens Water ski club.	Yes	65+
I can support some time of gift shop run by society volunteers featuring items related to Lake Stevens history, books and other publications related to local history, a few Museum- or city-branded souvenirs with proceeds going to the Museum. I am opposed to leasing or otherwise providing space to an outside commercial enterprise seeking its own revenue. The museum is run by volunteers and should stay that way.	Yes	
I would like to see an outside garden area for the use and enjoyment of museum visitors. I believe that was part of the Museum's original concept.	Yes	
I would like to see space provided for educational opportunities so that our area children can learn about our history.	Yes	
Also, since the museum has been closed for the past year, you cannot expect any valuable data by asking respondents how many times they visited the museum in the past year.	Yes	65+

A place that celebrates the history and the culture of the area including indigenous people. The museum should be a place that would spark interest for young and old alike. Encourage members of the community to get involved including young people. A good genealogy program with speakers would be great.	Yes	65+
I think the historical society has done a lot of work determining appropriate exhibits. The city should be helping them with the interior, as well.	Yes	65+
It will be around for years to come. Let it spack interest on the outside....what's that? what's inside? let's go in... Make it inviting and easy to park vehicles/buses without walking too far. Use technology outside as well as in. Make it bigger than you think it needs to be. Make it stunning.	Yes	65+
Keeping our history alive for future generations.	Yes	65+
Let the historical society make their own decisions. It is not your area of expertise.	Yes	65+
Why are you asking for features that you won't pay for. Let the historical society decide since they are raiding funds, not the city.	Yes	65+
This should reflect the original vision of the society founders. Provide a view of the past from which we can learn about the future.	Yes	65+
It needs to be large!	Yes	65+
design a building that reflects the past	Yes	65+
Build on the decades so more of the 1980's on are involved.	No	65+
The Historical Society needs financial help if they are going to set up a new museum. They need help with grant writing. Also they need to expand their base of decision making. One person seems to be controlling it all.	Yes	65+
Development of a curriculum for Lake Stevens school children of a certain grade (to be determined) that provides a once a year opportunity for students to visit the museum for a history lesson about Lake Stevens and chance to look at the displays.	Yes	65+
Honor the people who have created our museum. I am sad to see how you have handled and repeatedly disrespected this community lead project.	Yes	65+
I have been going to museum since I was little with family and school tours. I loved it and was sad when it was torn down and am looking forward to the new one opening. They have cool tools and old water skis. I heard they are having a juke box and Mitchell soda counter in the new museum and they are going to have old fashioned games in the park. I like that.	Yes	65+