

CITY COUNCIL MEETING AGENDA



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.

April 25, 2023 - 6:00 PM

TWO WAYS TO PARTICIPATE:

In Person: The Mill, Sawyers Room, 1808 Main Street, Lake Stevens OR

Join Zoom Meeting: <https://us02web.zoom.us/j/87596254819>

or call in at (253) 215-8782 Meeting ID 875 9625 4819

1. **Call to Order**
2. **Pledge of Allegiance** Mayor
3. **Roll Call**
4. **Approval of Agenda** Council President
5. **Guest Business**
 - A. Police Department Awards Jeffrey Beazizo
 - B. Introduce New Police Officer Lanto Jeffrey Beazizo
 - C. Introduce Lori Erickson, Public Works Analyst Aaron Halverson
6. **Citizen Comments**
7. **Council Business** Council President
8. **Mayor's Business**
9. **Consent Agenda**
 - A. 2023 Vouchers Barb Stevens
 - B. City Council Meeting Minutes of March 21, 2023 Kelly Chelin
 - C. City Council Meeting Minutes of March 28, 2023 Kelly Chelin
 - D. City Council Meeting Minutes of April 4, 2023 Kelly Chelin
 - E. City Council Meeting Minutes of April 11, 2023 Kelly Chelin
 - F. Revised Council Procedures Kelly Chelin
10. **Action Items**
 - A. Music in the Park Monetary Contribution Sarah Garceau
 - B. Contract Amendment for Aqua Technex - 2023 SOW Shannon Farrant

11. Discussion Items

- | | | |
|----|--|------------------------------|
| A. | Climate Mitigation Plan Update | Melissa Place |
| B. | Establishment of Senior Civil Engineer Position | Kim Klinkers |
| C. | Changes to Cybersecurity Requirements and 2022 Assessment Report | Troy Stevens,
Nick Poolos |
| D. | Draft Agenda for May 2, 2023 (Will be handed out at the meeting) | Gene Brazel |

12. Adjourn***THE PUBLIC IS INVITED TO ATTEND***

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

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

BLANKET VOUCHER APPROVAL
2023

Payroll Direct Deposits	4/10/2023, 04/25/2023	\$657,919.36
Payroll Checks	58023, 58036	\$3,495.35
Electronic Funds Transfers	ACH	\$428,165.87
Claims	58024-58035, 58037-58122	\$480,008.51
Void Checks	57748, 57857, 57945	(\$7,776.09)
Total Vouchers Approved:		\$1,561,813.00

This 25th day of April 2023

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment or a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Lake Stevens, and that I am authorized to authenticate and certify to said claim.

Finance Director/Auditing Officer, Barb Stevens

Mayor, Brett Gailey

April 25, 2023



City expenditures by type for this voucher packet			
Personnel Costs	\$	661,415	42%
Payroll Federal Taxes	\$	125,657	8%
Retirement Benefits - Employer	\$	74,098	5%
Medical Benefits - Employer	\$	211,888	14%
Other Employer Paid Benefits	\$	5,250	0%
Employee Paid Benefits	\$	25,123	2%
Supplies	\$	54,161	3%
Professional Services	\$	142,156	9%
Refunds	\$	1,075	0%
Capital *	\$	116,640	7%
Debt Payments	\$	152,127	10%
Void Checks	\$	(7,776)	0%
Total	\$	1,561,813	100%

Large Purchases *

* SR9/Lake Stevens Rd Roundabout \$78,519

* Sunset Beach Park Improvements \$19,854

City of Lake Stevens Blanket Voucher Report
Checks to be approved for period 04/07/2023 - 04/20/2023

Total for Period
\$908,174.38

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
911 Supply Inc	INV-2-27970	001 008 521 20 31 01	LE-Fixed Minor Equipment	Uniform Gear - K Parnell	58037	\$93.99
911 Supply Inc	INV-2-28067	001 008 521 20 31 05	LE-Equipment - New Officers	Uniform Gear - K Lanto	58037	\$1,057.53
911 Supply Inc	INV-2-28100	001 008 521 20 31 01	LE-Fixed Minor Equipment	Uniform Gear - K Lanto	58037	\$36.08
911 Supply Inc	INV-2-28101	001 008 521 20 31 02	LE-Minor Equipment	Uniform Gear - K Parnell	58037	\$81.98
					58037 Total	\$1,269.58
Ace Hardware	76395	001 010 576 80 31 00	PK-Operating Costs	Fasteners/Corner Brace	58038	\$7.24
Ace Hardware	76442	101 016 544 90 31 02	ST-Operating Cost	Janitorial Supplies for PW	58038	\$30.98
Ace Hardware	76447	303 013 594 18 60 02	Citywide Security Cameras	Camera Installation Parts	58038	\$92.17
Ace Hardware	76453	101 016 544 90 31 02	ST-Operating Cost	Janitorial Supplies for PW	58038	\$146.95
Ace Hardware	76461	001 010 576 80 31 00	PK-Operating Costs	Tape/Fasteners	58038	\$22.68
Ace Hardware	76463	101 016 544 90 31 02	ST-Operating Cost	Ladders	58038	\$535.54
					58038 Total	\$835.56
AFLAC	57098	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Insurance Prem	0	\$896.36
					0 Total	\$896.36
Alexander Printing Co Inc	76837	001 008 521 20 31 00	LE-Office Supplies	Violation Notice Labels	58039	\$511.26
					58039 Total	\$511.26
Amazon Capital Services	11XN-14MM-FP39	001 008 521 20 31 00	LE-Office Supplies	Label Maker	58040	\$55.17
Amazon Capital Services	14R7-CTW7-39D4	001 008 521 20 31 00	LE-Office Supplies	External Hard Drive	58040	\$68.72
Amazon Capital Services	1MC1-NP6Q-CQV4	520 008 594 21 63 00	Vehicles - Capital Equip	Honeywell Power USB Cable	58040	\$41.32
Amazon Capital Services	1X6P-RLWW-6Q69	001 008 521 20 31 08	LE - Business Meeting Supplies	Telescoping Flag Pole Refund	58040	(\$38.46)
					58040 Total	\$126.75
Amazon Capital Services	11KP-L1T3-GFN6	001 010 576 80 31 00	PK-Operating Costs	Mouse Pad/Padlock/Putty/Bus Card Holder	58041	\$30.30
Amazon Capital Services	13NP-PJ7Y-1TWD	001 012 575 50 31 00	CS- The Mill- Ops	Power Strips	58041	\$81.38
Amazon Capital Services	14XT-HMYQ-HH7M	001 006 518 80 31 00	IT-Office Supplies	USC Adapters/Desk Organizer/Calendar/Dry Erase Markers	58041	\$100.23
Amazon Capital Services	16QL-DQ79-6TRJ	101 016 544 90 31 02	ST-Operating Cost	Flash Drives//ADA Accessibilities Quick Card	58041	\$29.43
Amazon Capital Services	16QL-DQ79-6TRJ	410 016 531 10 31 02	SW - Operating Costs	Flash Drives//ADA Accessibilities Quick Card	58041	\$29.43
Amazon Capital Services	179H-JGJT-3H77	001 005 518 10 31 00	HR-Office Supplies	Certificate Paper & Holders for ACE Committee	58041	\$81.91
Amazon Capital Services	179H-JGJT-3H77	001 013 518 20 31 00	GG-Operating Costs	Office & Janitorial Supplies for CH	58041	\$110.21
Amazon Capital Services	179H-JGJT-3H77	001 006 518 80 31 00	IT-Office Supplies	Wastebasket	58041	\$14.23
Amazon Capital Services	1CH7-FV4K-71WJ	001 005 518 10 31 01	HR-Operating Cost	Badge Reels for Employee ID Badges	58041	\$46.98
Amazon Capital Services	1GYG-1DF9-JTVQ	001 013 518 20 31 00	GG-Operating Costs	Notepads/Pens	58041	\$37.79
Amazon Capital Services	1GYG-1DF9-JTVQ	001 005 518 10 31 00	HR-Office Supplies	Surge Protector for HR	58041	\$13.65
Amazon Capital Services	1KMG-GW11-HJX6	001 006 518 80 31 00	IT-Office Supplies	Whiteboard	58041	\$34.95
Amazon Capital Services	1NVP-3YMC-9DPH	101 016 544 90 31 02	ST-Operating Cost	Record Books	58041	\$42.08
Amazon Capital Services	1PC6-K9LH-K7WX	001 006 518 80 31 00	IT-Office Supplies	iPhone Cases	58041	\$55.55
Amazon Capital Services	1R6L-CVPP-QMVF	001 010 576 80 31 00	PK-Operating Costs	Batteries/Toaster Oven for PW Shop	58041	\$113.34
Amazon Capital Services	1R6L-CVPP-QMVF	101 016 544 90 31 02	ST-Operating Cost	Batteries/Toaster Oven for PW Shop	58041	\$113.34
Amazon Capital Services	1R6L-CVPP-QMVF	410 016 531 10 31 02	SW - Operating Costs	Batteries/Toaster Oven for PW Shop	58041	\$113.34
Amazon Capital Services	1R6L-CVPP-QMVF	410 016 531 10 35 00	SW - Small Tools	Hand Level	58041	\$81.28
Amazon Capital Services	1R6L-CVPP-QMVF	101 016 544 90 31 02	ST-Operating Cost	Samsung Curved Computer Monitors (2)	58041	\$369.24
Amazon Capital Services	1RJF-X3NL-7TRM	001 010 576 80 31 00	PK-Operating Costs	Replacement Keys	58041	\$14.38
Amazon Capital Services	1V1K-DYKY-KLWR	101 016 544 90 31 02	ST-Operating Cost	Extension Cord	58041	\$33.21
					58041 Total	\$1,546.25

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Ammons	040723 AMMONS	001 013 582 10 00 00	Refund of Deposit	LS23-Ammons_4-7 Mill Deposit Refund	58042	\$500.00
					58042 Total	\$500.00
APWA	041123 APWA	101 016 542 30 49 01	ST-Staff Development	NWPWI Developing Leader Training - J Evans	58043	\$500.00
APWA	041123 APWA	101 016 542 30 49 01	ST-Staff Development	NWPWI Leadership Skills Training - J Evans	58043	\$500.00
APWA	041123 APWA	101 016 542 30 49 01	ST-Staff Development	NWPWI Public Works Essentials Training - J Evans	58043	\$500.00
					58043 Total	\$1,500.00
APWA Membership	801771	101 016 542 30 49 00	ST-Miscellaneous	APWA Membership Dues - 3 Members	58044	\$242.91
APWA Membership	801771	410 016 531 10 49 00	SW - Miscellaneous	APWA Membership Dues - 3 Members	58044	\$242.91
					58044 Total	\$485.82
Assoc of Washington Cities EFT	42386	001 000 283 00 00 00	Payroll Liability Medical	Medical Insurance Premium	0	\$208,309.92
Assoc of Washington Cities EFT	42386	001 013 518 30 20 00	GG-Benefits	Medical Insurance Premium	0	\$0.02
Assoc of Washington Cities EFT	42386	001 008 521 20 20 00	LE-Benefits	Medical Insurance Premium-Brecht	0	(\$2,725.90)
					0 Total	\$205,584.04
Barnes	040223 BARNES	001 008 521 20 43 00	LE-Travel & Per Diem	WA State Convention Center Parking Fees for Training	58045	\$50.00
					58045 Total	\$50.00
Baron	040923 BARON	001 013 582 10 00 00	Refund of Deposit	LS23-Baron_4-9 Mill Deposit Refund	58046	\$150.00
					58046 Total	\$150.00
Bassett	050923 BASSETT	001 008 521 20 43 00	LE-Travel & Per Diem	WHIA Conf Suquamish WA Meal PerDiem	58047	\$177.00
					58047 Total	\$177.00
Bendiksen	LSPD5	001 008 521 20 41 00	LE-Professional Services	Pre-Employment Polygraph Exam	58048	\$300.00
					58048 Total	\$300.00
Business Card	BARNES 0423	001 008 521 40 49 01	LE-Registration Fees	ACO Photography Registration	58033	\$30.00
Business Card	BARNES 0423	001 008 521 40 49 01	LE-Registration Fees	Lesion Identification Class Registration - M Cooper	58033	\$25.00
Business Card	BARNES 0423	001 008 521 20 43 00	LE-Travel & Per Diem	PLECET Conf Flight - M Cooper	58033	\$687.80
Business Card	BARNES 0423	001 008 521 40 49 01	LE-Registration Fees	School & Youth Based Drug & Concealment Registration - Irwin	58033	\$35.00
Business Card	BARNES 0423	001 008 521 20 41 01	LE-Professional Serv-Fixed	Transcription Services	58033	\$130.00
Business Card	BARNES 0423	001 008 521 40 49 01	LE-Registration Fees	WSNIA Conf Registration - Dreher	58033	\$495.00
Business Card	BRAZEL 0423	303 013 594 18 60 02	Citywide Security Cameras	City Wide Security Camera Parts	58033	\$4,755.61
Business Card	BRAZEL 0423	001 002 513 11 43 00	AD-Travel & Meetings	DC Fly In Flight - Brazel	58033	\$749.90
Business Card	BRAZEL 0423	001 002 513 11 43 00	AD-Travel & Meetings	Monthly MAG Meeting Luncheon	58033	\$23.42
Business Card	BRAZEL 0423	001 002 513 11 43 00	AD-Travel & Meetings	WCMA Conf Airport Parking Fees - Brazel	58033	\$136.00
Business Card	BRAZEL 0423	001 002 513 11 43 00	AD-Travel & Meetings	WCMA Conf Flight - Brazel	58033	\$73.58
Business Card	BRAZEL 0423	001 002 513 11 43 00	AD-Travel & Meetings	WCMA Conf Hotel - Brazel	58033	\$515.16
Business Card	BRAZEL 0423	001 002 513 11 43 00	AD-Travel & Meetings	WCMA Conf Taxi Service - Brazel	58033	\$27.14
Business Card	BRAZEL 0423	001 002 513 11 43 00	AD-Travel & Meetings	WCMA Conf Uber Fees - Brazel	58033	\$39.81
Business Card	BRYANT 0423	001 008 521 20 31 04	LE-Donation Exp - Other	Case for Drone	58033	\$141.81
Business Card	BRYANT 0423	001 008 521 20 31 04	LE-Donation Exp - Other	Drone Light Kit & Micro Strobe Mounts	58033	\$142.78
Business Card	BRYANT 0423	001 008 521 20 31 04	LE-Donation Exp - Other	Micro Utility Cord	58033	\$17.93
Business Card	CHELIN 0423	001 013 518 20 41 00	GG-Professional Service	Zoom - Standard Monthly/Webinar 03-2023	58033	\$261.73
Business Card	CHELIN 0423	001 013 518 20 41 00	GG-Professional Service	Zoom - Standard Monthly/Webinar 04-2023	58033	\$262.21
Business Card	CLIFTON 0423	001 008 521 50 48 00	LE-Facility Repair & Maint	PD Generator Troubleshoot ATS	58033	\$2,058.62
Business Card	DREHER 0423	001 008 521 20 31 00	LE-Office Supplies	Apex Printer Ribbon	58033	\$288.05
Business Card	DREHER 0423	111 008 521 20 31 01	Drug Seize - Canine Supplies	Expedition Retractable Leash	58033	\$37.75
Business Card	DREHER 0423	001 008 521 20 49 00	LE-Dues & Memberships	NASRO Membership	58033	\$40.00
Business Card	DREHER 0423	001 008 521 20 31 01	LE-Fixed Minor Equipment	Radian Raptor Ambidextrous Charging Handle Assembly	58033	\$303.19
Business Card	GAILEY 0423	001 001 511 60 43 00	Legislative - Travel & Mtgs	AWC Action Days Parking	58033	\$4.00
Business Card	GAILEY 0423	001 001 513 10 49 01	Executive - Prof. Development	EASC State of Everett Registration - Gailey	58033	\$25.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Business Card	GARCEAU 0423	001 010 576 80 31 00	PK-Operating Costs	Cable Ties	58033	\$93.41
Business Card	GARCEAU 0423	303 013 594 18 60 02	Citywide Security Cameras	City Wide Security Camera Parts	58033	\$2,501.06
Business Card	GARCEAU 0423	001 010 576 80 31 05	PK-R&M Supplies	LED Lights for N Cove Water Feature	58033	\$654.12
Business Card	GARCEAU 0423	001 010 576 80 31 03	PK- Equipment & Tools	Mulch Kit	58033	\$451.40
Business Card	GARCEAU 0423	001 010 576 80 49 00	PK-Dues & Memberships	Prezi Annual Plus Plan	58033	\$180.00
Business Card	GOOD 0423	001 005 518 10 49 01	HR-Staff Development	NDASA Training Class Registration - J Good	58033	\$449.00
Business Card	HALVERSON 0423	101 016 542 30 49 01	ST-Staff Development	APWA Spring Conf Registration - A Halverson	58033	\$275.00
Business Card	HALVERSON 0423	410 016 531 10 49 01	SW - Staff Development	APWA Spring Conf Registration - A Halverson	58033	\$275.00
Business Card	HALVERSON 0423	101 016 542 30 49 01	ST-Staff Development	APWA Spring Conf Registration - K Klinkers	58033	\$275.00
Business Card	HALVERSON 0423	410 016 531 10 49 01	SW - Staff Development	APWA Spring Conf Registration - K Klinkers	58033	\$275.00
Business Card	HALVERSON 0423	410 016 531 10 49 01	SW - Staff Development	APWA Spring Conf Registration - S Farrant	58033	\$275.00
Business Card	HALVERSON 0423	101 016 544 90 31 02	ST-Operating Cost	Blinds for PW Shop	58033	\$360.14
Business Card	HALVERSON 0423	101 016 542 30 49 01	ST-Staff Development	Grammarly Yearly Subscription	58033	\$810.00
Business Card	HALVERSON 0423	410 016 531 10 49 01	SW - Staff Development	Grammarly Yearly Subscription	58033	\$810.00
Business Card	HALVERSON 0423	101 016 542 30 49 01	ST-Staff Development	Labor Relations Institute Registration - A Halverson	58033	\$172.50
Business Card	HALVERSON 0423	410 016 531 10 49 01	SW - Staff Development	Labor Relations Institute Registration - A Halverson	58033	\$172.50
Business Card	HALVERSON 0423	101 016 542 30 49 01	ST-Staff Development	PW Executive Course Registration - K Klinkers	58033	\$650.00
Business Card	HALVERSON 0423	410 016 531 10 49 01	SW - Staff Development	PW Executive Course Registration - K Klinkers	58033	\$650.00
Business Card	HALVERSON 0423	101 016 544 90 31 02	ST-Operating Cost	Raken Performance Annual Plan	58033	\$1,908.00
Business Card	KNOEPFLE 0423	001 013 518 20 41 00	GG-Professional Service	PODS Rental for Museum Storage	58033	\$259.66
Business Card	LEBLANC 0423	001 008 521 20 31 08	LE - Business Meeting Supplies	Snacks/Water for PD Business Meetings	58033	\$80.54
Business Card	MACDONALD 0423	101 016 544 90 31 02	ST-Operating Cost	PW94 Mower Parts	58033	\$892.03
Business Card	MACDONALD 0423	410 016 531 10 31 02	SW - Operating Costs	PW94 Mower Parts	58033	\$892.03
Business Card	STEVENS B 0423	001 004 514 23 31 00	FI-Office Supplies	Annual Quickbooks Online Essentials	58033	\$643.69
Business Card	STEVENS T 0423	303 013 594 18 60 02	Citywide Security Cameras	10-Port Gigabit Ethernet	58033	\$384.04
Business Card	STEVENS T 0423	303 013 594 18 60 02	Citywide Security Cameras	Antenna Mount	58033	\$103.01
Business Card	STEVENS T 0423	001 006 518 80 41 00	IT-Professional Services	BitBucket Monthly Subscription	58033	\$32.73
Business Card	STEVENS T 0423	510 006 518 80 49 16	LR - GoDaddy SSL - 3 yr	Domain Renewal	58033	\$23.10
Business Card	STEVENS T 0423	510 006 594 18 64 00	Capital - Purch Computer Equip	Memory for Server	58033	\$690.62
Business Card	STEVENS T 0423	510 006 518 80 49 18	LR - Microsoft Enterprise Agmt	Microsoft Annual Fee	58033	\$90.00
Business Card	STEVENS T 0423	303 013 594 18 60 02	Citywide Security Cameras	Wireless Cube Pro Kit	58033	\$369.00
Business Card	UBERT 0423	001 008 521 20 41 01	LE-Professional Serv-Fixed	FUBO TV Monthly Subscription for PD	58033	\$93.80
Business Card	WARRINGTON 0423	001 005 518 10 49 01	HR-Staff Development	Collective Bargaining Conf Registration Refund - Warrington	58033	(\$350.00)
Business Card	WARRINGTON 0423	001 006 518 80 41 00	IT-Professional Services	IT Applications Analyst Job Posting	58033	\$125.00
Business Card	WARRINGTON 0423	001 005 518 10 49 01	HR-Staff Development	Labor Relations Institute Registration - A Warrington	58033	\$345.00
Business Card	WARRINGTON 0423	001 005 518 10 49 01	HR-Staff Development	PRA Deep Dive Registration - A Rose	58033	\$35.00
Business Card	WARRINGTON 0423	001 005 518 10 43 00	HR-Travel & Meetings	Teamsters Arbitration Coffee	58033	\$48.64
Business Card	WARRINGTON 0423	001 005 518 10 43 00	HR-Travel & Meetings	Teamsters Arbitration Lunch	58033	\$27.11
Business Card	WEAVER 0423	001 001 511 60 49 01	Legislative - Prof. Developmen	Economic Forcast Annual Meeting Registration - Petershagen	58033	\$124.56
Business Card	WEAVER 0423	001 001 511 60 49 01	Legislative - Prof. Developmen	SCC Dinner Meeting Registration - Daughtry	58033	\$60.93
Business Card	WEAVER 0423	001 001 513 10 49 01	Executive - Prof. Development	SCC Dinner Meeting Registration - Gailey	58033	\$60.93
Business Card	WEAVER 0423	001 001 511 60 49 01	Legislative - Prof. Developmen	SCC Dinner Meeting Registration - Jorstad	58033	\$60.93
Business Card	WEAVER 0423	001 001 511 60 49 01	Legislative - Prof. Developmen	SCC Dinner Meeting Registration - Petershagen	58033	\$60.93
Business Card	WEAVER 0423	001 001 511 60 31 00	Legislative - Operating Costs	Water for Council Meetings	58033	\$4.35
Business Card	WEAVER 0423	001 003 514 20 43 00	CC-Travel & Meetings	WMCA Clerks Conf Ferry Fees - Weaver	58033	\$6.00
Business Card	WEAVER 0423	001 003 514 20 43 00	CC-Travel & Meetings	WMCA Clerks Conf Fuel - Weaver	58033	\$43.21
Business Card	WEAVER 0423	001 003 514 20 43 00	CC-Travel & Meetings	WMCA Clerks Conf Hotel - Weaver	58033	\$353.18

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Business Card	WRIGHT 0423	004 010 594 76 60 03	PR - Powerline Trail	Postcard Mailers 20th St Trailhead	58033	\$367.92
Business Card	WRIGHT 0423	001 007 558 50 41 04	Permit Related Professional Sr	Postcard Mailers Bacheldor Plat/Rezone /Lightstation Sewer	58033	\$98.68
Business Card	WRIGHT 0423	001 007 558 50 41 04	Permit Related Professional Sr	Postcard Mailers Cell Phone Final	58033	\$15.01
Business Card	WRIGHT 0423	001 007 558 50 41 04	Permit Related Professional Sr	Postcard Mailers Fagerle	58033	\$45.23
Business Card	WRIGHT 0423	001 007 558 50 41 04	Permit Related Professional Sr	Postcard Mailers Mattson Dock	58033	\$4.81
Business Card	WRIGHT 0423	001 007 558 50 41 04	Permit Related Professional Sr	Postcard Mailers Wilde Dock	58033	\$11.78
Business Card	WRIGHT 0423	001 007 558 50 49 01	PL-Staff Development	WSAPT Spring Conf Registration - N Held	58033	\$200.00
Business Card	YOUNG 0423	111 008 521 20 40 00	Drug Seize - Canine Prof Serv	Bath for Cia	58033	\$55.00
Business Card	YOUNG 0423	111 008 521 20 31 01	Drug Seize - Canine Supplies	Dog Bed	58033	\$65.44
Business Card	YOUNG 0423	111 008 521 20 31 01	Drug Seize - Canine Supplies	Dog Food	58033	\$64.53
					58033 Total	\$29,032.04
Calliope Consulting LLC	222	001 013 518 20 41 00	GG-Professional Service	Lean Training Contract Services Q1 2023	58049	\$2,640.00
					58049 Total	\$2,640.00
CDW Government Inc	HS39218	510 006 518 80 31 00	Purchase Computer Equipment	LG Monitors (2)	58050	\$906.49
CDW Government Inc	HS62941	001 007 558 50 31 01	PL-Operating Costs	Surface Laptop/Docks/Monitors/Monitor Arm/Cables/Mouse	58050	\$3,487.48
CDW Government Inc	HS93255	001 007 558 50 31 01	PL-Operating Costs	Microsoft Extended Hardware Service Protection Plan	58050	\$130.12
CDW Government Inc	HV29656	001 006 518 80 31 00	IT-Office Supplies	LG Monitors/USB-C Cables	58050	\$1,464.23
CDW Government Inc	HV29656	510 006 518 80 31 00	Purchase Computer Equipment	Surface Laptop/Dock/Monitors	58050	\$2,521.22
CDW Government Inc	HV61739	001 006 518 80 31 00	IT-Office Supplies	Surface Laptop	58050	\$1,394.91
					58050 Total	\$9,904.45
Central Welding Supply Co Inc	RN03231002	001 010 576 80 31 00	PK-Operating Costs	Argon Gas/Centralshield/Propane	58051	\$23.69
Central Welding Supply Co Inc	RN03231002	101 016 544 90 31 02	ST-Operating Cost	Argon Gas/Centralshield/Propane	58051	\$23.68
Central Welding Supply Co Inc	RN03231002	410 016 531 10 31 02	SW - Operating Costs	Argon Gas/Centralshield/Propane	58051	\$23.68
					58051 Total	\$71.05
Cintas Loc 460	4151039493	001 010 576 80 41 00	PK-Professional Services	PW Uniform Service	58052	\$155.15
Cintas Loc 460	4151039493	101 016 542 30 41 02	ST-Professional Service	PW Uniform Service	58052	\$155.15
Cintas Loc 460	4151039493	410 016 531 10 41 01	SW - Professional Services	PW Uniform Service	58052	\$155.16
Cintas Loc 460	4151714461	001 010 576 80 41 00	PK-Professional Services	PW Uniform Service	58052	\$155.44
Cintas Loc 460	4151714461	101 016 542 30 41 02	ST-Professional Service	PW Uniform Service	58052	\$155.44
Cintas Loc 460	4151714461	410 016 531 10 41 01	SW - Professional Services	PW Uniform Service	58052	\$155.44
					58052 Total	\$931.78
City of Marysville	23-0001	001 008 523 60 41 00	LE-Jail	Prisoner Housing Marysville 01-2023	58053	\$1,697.48
City of Marysville	23-0001	001 008 523 60 41 00	LE-Jail	Prisoner Medical Marysville 01-2023	58053	\$1,025.00
					58053 Total	\$2,722.48
Cooper	050223 COOPER	001 008 521 20 43 00	LE-Travel & Per Diem	PLECET Training Atlanta GA Meal PerDiem	58054	\$407.00
					58054 Total	\$407.00
Cory De Jong and Sons Inc	M315875	101 016 542 70 31 00	ST-Roadside - Supply	All Purpose Soil	58055	\$70.37
					58055 Total	\$70.37
Criminal Justice Training Commission	201137863	001 008 521 40 49 01	LE-Registration Fees	Collision Investigation Registration - D Dreher & O Scholz	58056	\$200.00
					58056 Total	\$200.00
Cusber	040123 CUSBER	001 013 582 10 00 00	Refund of Deposit	LS23-Cusber_4-1 Mill Deposit Refund	58057	\$150.00
					58057 Total	\$150.00
DataQuest LLC	20746	001 006 518 80 41 00	IT-Professional Services	Background Checks	58058	\$259.00
DataQuest LLC	20746	001 007 558 50 41 00	PL-Professional Service	Background Checks	58058	\$73.00
DataQuest LLC	20746	001 010 576 80 41 00	PK-Professional Services	Background Checks	58058	\$74.00
DataQuest LLC	20746	101 016 542 30 41 02	ST-Professional Service	Background Checks	58058	\$40.75
DataQuest LLC	20746	410 016 531 10 41 01	SW - Professional Services	Background Checks	58058	\$40.75
					58058 Total	\$487.50

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Daughtry	051423 DAUGHTRY	001 001 511 60 43 00	Legislative - Travel & Mtgs	DC Fly In Flight Reimbursement	58059	\$607.40
					58059 Total	\$607.40
Dept of Licensing	040823 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 04/02/23 - 04/08/23	58060	\$897.00
Dept of Licensing	041523 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits	58060	\$126.00
					58060 Total	\$1,023.00
Dept of Retirement (Deferred Comp)	41023	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferre	1	\$5,368.64
					1 Total	\$5,368.64
Dept of Retirement PERS LEOFF	41023	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	0	\$73,736.99
Dept of Retirement PERS LEOFF	41023	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions-State Contributions	0	\$361.13
					0 Total	\$74,098.12
Dept of Transportation	RE-313-ATB30313021	307 000 595 30 60 00	Project Construction Account	SR9/Lake Stevens Rd Roundabout	58061	\$78,519.25
Dept of Transportation	RE-313-ATB30313031	101 016 595 64 63 00	ST-Traffic Control-Capital	Foundation/Wall City Gateway	58061	\$154.27
					58061 Total	\$78,673.52
Designer Studio	12	001 001 511 60 49 01	Legislative - Prof. Developmen	City Council Member Photo Retakes	58062	\$546.50
					58062 Total	\$546.50
Dicks Towing Inc	SNO3080	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2023-05497	58063	\$150.83
					58063 Total	\$150.83
Dimensional Communications	45539	510 006 518 80 31 00	Purchase Computer Equipment	10-Channel Wireless Microphone System for The Mill	58064	\$10,140.07
					58064 Total	\$10,140.07
Dylan	CONTRACTCOSTS23	001 010 576 80 41 00	PK-Professional Services	Reissue CK #57748 - Annual Fees for Farmers Market	58065	\$5,753.09
					58065 Total	\$5,753.09
EASL Inc	LS-0423	001 013 518 20 41 00	GG-Professional Service	Strategic Communication Services 03-2023	58066	\$6,000.00
					58066 Total	\$6,000.00
EFTPS	41023	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	0	\$125,656.95
					0 Total	\$125,656.95
Electronic Business Machines	AR246286	001 010 576 80 48 00	PK-Repair & Maintenance	Copier Copy Cost PW - QNN08471	58067	\$25.27
Electronic Business Machines	AR246286	101 016 542 30 48 00	ST-Repair & Maintenance	Copier Copy Cost PW - QNN08471	58067	\$25.27
Electronic Business Machines	AR246286	410 016 531 10 48 00	SW - Repairs & Maintenance	Copier Copy Cost PW - QNN08471	58067	\$25.27
Electronic Business Machines	AR246474	001 008 521 50 48 00	LE-Facility Repair & Maint	Copier Copy Cost PD - 2WU09725	58067	\$59.55
					58067 Total	\$135.36
Enterprise FM Trust	FBN4713425	530 016 594 48 70 00	Capital Lease Principal	Vehicle Leases 04-2023	58068	\$2,249.19
					58068 Total	\$2,249.19
Erickson	041223 ERICKSON	101 016 542 30 49 01	ST-Staff Development	MRSC Public Records Act Registration Reimbursement	58069	\$70.00
Erickson	041223 ERICKSON	410 016 531 10 49 01	SW - Staff Development	MRSC Public Records Act Registration Reimbursement	58069	\$70.00
Erickson	041723 ERICKSON	101 016 542 30 49 01	ST-Staff Development	APWA Spring Conf Registration Reimbursement	58069	\$212.50
Erickson	041723 ERICKSON	410 016 531 10 49 01	SW - Staff Development	APWA Spring Conf Registration Reimbursement	58069	\$212.50
					58069 Total	\$565.00
Fastenal Company	WAARN164729	101 016 544 90 31 02	ST-Operating Cost	Bolts	58070	\$4.81
Fastenal Company	WAARN164729	410 016 531 10 31 02	SW - Operating Costs	Bolts	58070	\$4.82
					58070 Total	\$9.63
FBI - LEEDA	200085265	001 008 521 40 49 01	LE-Registration Fees	Advanced Liability Registration - K Parnell	58071	\$350.00
					58071 Total	\$350.00
Finke	082424 FINKE	001 000 362 00 00 05	The Mill - Rental	LS23-Finke_8-24-24 Outdoor Plaza Rental Refund	58072	\$75.00
					58072 Total	\$75.00
Florida State Disbursement Unit	200000082DR34	001 000 284 00 00 00	Payroll Liability Other	200000082DR34 Child Support	58024	\$177.57
					58024 Total	\$177.57
Galls LLC	23972940	111 008 521 20 31 01	Drug Seize - Canine Supplies	Uniform Hash Marks - D Dreher	58073	\$23.47
					58073 Total	\$23.47

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
GCP WW Holdco LLC	INV2010006219	410 016 531 10 26 00	SW - Clothing - Boot Allowance	Boots - J Case	58074	\$204.00
					58074 Total	\$204.00
Goldman	2023-1169	001 008 521 20 41 00	LE-Professional Services	Pre-Employment Polygraph Exam	58075	\$250.00
					58075 Total	\$250.00
Grainger	9660131658	001 010 576 80 31 00	PK-Operating Costs	Door Barricade Sign/Floor Sign/Cleaner	58076	\$132.65
Grainger	9666223509	001 010 576 80 31 03	PK- Equipment & Tools	Thread Measuring Gauges	58076	\$43.48
					58076 Total	\$176.13
Granite Construction Supply	98579	101 016 542 64 31 00	ST-Traffic Control - Supply	Street Signs	58077	\$910.80
Granite Construction Supply	98580	101 016 542 64 31 00	ST-Traffic Control - Supply	Street Signs	58077	\$486.31
Granite Construction Supply	98659	101 016 542 64 31 00	ST-Traffic Control - Supply	Street Signs	58077	\$506.09
Granite Construction Supply	98660	101 016 542 64 31 00	ST-Traffic Control - Supply	Street Signs	58077	\$139.02
Granite Construction Supply	98668	101 016 542 64 31 00	ST-Traffic Control - Supply	Street Signs	58077	\$964.65
Granite Construction Supply	98739	101 016 542 90 31 01	ST-Clothing	Hard Hats/Vests	58077	\$71.92
					58077 Total	\$3,078.79
Halverson	041023HALVERSON	101 016 542 30 49 01	ST-Staff Development	AWPA PWX Conf Registration Reimbursement	58078	\$414.50
Halverson	041023HALVERSON	410 016 531 10 49 01	SW - Staff Development	AWPA PWX Conf Registration Reimbursement	58078	\$414.50
					58078 Total	\$829.00
Hathaway	34834	001 010 576 80 31 02	PK-Office Supplies	Signature Stamp	58079	\$32.92
Hathaway	34835	101 016 544 90 31 01	ST-Office Supplies	Misc Stamps for PW	58079	\$82.29
Hathaway	34835	410 016 531 10 31 01	SW - Office Supplies	Misc Stamps for PW	58079	\$82.29
					58079 Total	\$197.50
Honey Bucket	553385246	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Frontier Cir W	58080	\$224.00
Honey Bucket	553395458	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - 8629 20th St SE	58080	\$170.50
Honey Bucket	553406266	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Catherine Creek Park	58080	\$156.75
Honey Bucket	553406267	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Callow Rd	58080	\$254.50
					58080 Total	\$805.75
HRA VEBA Trust YA20192	41023	001 000 283 00 00 00	Payroll Liability Medical	Employee VEBA Contributions	58025	\$3,418.48
					58025 Total	\$3,418.48
HSA Bank	41023	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contributions	58026	\$200.00
					58026 Total	\$200.00
Ink It Your Way LLC	9652	001 010 576 80 31 01	PK-Ops-Clothing	Sweatshirts	58081	\$246.47
					58081 Total	\$246.47
J Thayer Co Inc	1640377-0	001 010 576 80 31 02	PK-Office Supplies	Office Supplies for PW	58082	\$22.34
J Thayer Co Inc	1640377-0	101 016 544 90 31 01	ST-Office Supplies	Office Supplies for PW	58082	\$22.35
J Thayer Co Inc	1640377-0	410 016 531 10 31 01	SW - Office Supplies	Office Supplies for PW	58082	\$22.35
					58082 Total	\$67.04
Jefferies	b29	001 010 576 80 41 01	PK-Professional Tree Srv	Tree Services - 2nd Pl Greenbelt - Parks	58083	\$12,764.70
					58083 Total	\$12,764.70
KPG Psomas Inc	194526	302 010 594 76 61 10	PM - Sunset Beach	Sunset Beach Park Improvements	58084	\$19,854.00
					58084 Total	\$19,854.00
Lake Stevens Police Guild	41023	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	58027	\$1,185.75
					58027 Total	\$1,185.75
Lake Stevens Sewer District	12326 0423	001 010 576 80 47 00	PK-Utilities	Sewer - Boat Launch Restrooms Acct 12326-01	58085	\$100.00
Lake Stevens Sewer District	13135 0423	101 016 543 50 47 00	ST-Utilities	Sewer - Decant Facility Acct 13135-01	58085	\$49.50
Lake Stevens Sewer District	13135 0423	410 016 531 10 47 00	SW - Utilities	Sewer - Decant Facility Acct 13135-01	58085	\$49.50
Lake Stevens Sewer District	2538 0423	001 010 576 80 47 00	PK-Utilities	Sewer - Lundeen Park Acct 2538-02	58085	\$198.00
Lake Stevens Sewer District	3628 0423	001 010 576 80 47 00	PK-Utilities	Sewer - Davies Beach Acct 3628-02	58085	\$99.00
Lake Stevens Sewer District	6294 0423	001 008 521 50 47 00	LE-Facility Utilities	Sewer - PD Evidence Bldg Acct 6294-04	58085	\$99.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Lake Stevens Sewer District	6296 0423	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Station Acct 6296-03	58085	\$198.00
Lake Stevens Sewer District	6390 0423	001 013 518 20 47 02	GG-Utilities for Rentals	Sewer - Leased Comm Building Acct 6390-03	58085	\$147.84
Lake Stevens Sewer District	6666 0423	001 012 575 30 47 00	CS- Museum - Utilities	Sewer - Museum Acct 6666-01	58085	\$99.00
Lake Stevens Sewer District	6671 0423	001 013 518 20 47 00	GG-Utilities	Sewer - City Hall Acct 6671-01	58085	\$99.00
Lake Stevens Sewer District	6810 0423	001 012 575 50 47 00	CS- The Mill- Utilities	Sewer - The Mill Acct 6810-01	58085	\$198.00
Lake Stevens Sewer District	7002 0423	001 010 576 80 47 00	PK-Utilities	Sewer - North Cove Park Restroom 7002-01	58085	\$99.00
Lake Stevens Sewer District	8710 0423	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Training Bldg Acct 8710-03	58085	\$99.00
Lake Stevens Sewer District	9902 0423	001 012 572 20 47 00	CS- Library-Utilities	Sewer - Library Grade Rd Acct 9902-01	58085	\$99.00
					58085 Total	\$1,633.84
LeBlanc	050723 LEBLANC	001 008 521 20 43 00	LE-Travel & Per Diem	Tyler Connect Conf San Antonio TX Meal PerDiem	58086	\$240.00
					58086 Total	\$240.00
Lemay Mobile Shredding Inc	4789577S185	001 008 521 20 41 01	LE-Professional Serv-Fixed	Shredding Services PD	58087	\$25.16
Lemay Mobile Shredding Inc	4789877S185	001 010 576 80 41 00	PK-Professional Services	Shredding Services PW	58087	\$5.68
Lemay Mobile Shredding Inc	4789877S185	101 016 542 30 41 02	ST-Professional Service	Shredding Services PW	58087	\$5.69
Lemay Mobile Shredding Inc	4789877S185	410 016 531 10 41 01	SW - Professional Services	Shredding Services PW	58087	\$5.69
					58087 Total	\$42.22
LEPS-PSS PLLC	3304	001 008 521 20 41 00	LE-Professional Services	Post-COE Psychological Evaluation	58088	\$450.00
					58088 Total	\$450.00
Les Schwab Tire Center	40200655459	101 016 542 30 48 00	ST-Repair & Maintenance	Flat Tire Repair PW65	58089	\$1,130.67
Les Schwab Tire Center	40200655459	410 016 531 10 48 00	SW - Repairs & Maintenance	Flat Tire Repair PW65	58089	\$1,130.66
					58089 Total	\$2,261.33
Mangold	041223 MANGOLD1	101 016 542 30 49 01	ST-Staff Development	WFOA Federal Award Registration Reimbursement	58090	\$50.00
Mangold	041223 MANGOLD1	410 016 531 10 49 01	SW - Staff Development	WFOA Federal Award Registration Reimbursement	58090	\$50.00
Mangold	041223 MANGOLD2	101 016 542 30 49 01	ST-Staff Development	NWPWI PW Essentials Registration Reimbursement	58090	\$250.00
Mangold	041223 MANGOLD2	410 016 531 10 49 01	SW - Staff Development	NWPWI PW Essentials Registration Reimbursement	58090	\$250.00
					58090 Total	\$600.00
Marsh USA Inc	8.32826E+11	307 000 595 30 60 00	Project Construction Account	Bond for 91st and 24th Street Water Main Extension	58091	\$1,188.00
					58091 Total	\$1,188.00
MissionSquare - 108991	6310026	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	58028	\$483.62
					58028 Total	\$483.62
MissionSquare - 307428	6425141	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	58029	\$1,399.87
					58029 Total	\$1,399.87
Nationwide Retirement Solution	41023	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	0	\$5,673.33
					0 Total	\$5,673.33
Nelson Petroleum Inc	0827873-IN	001 001 513 10 43 00	Executive - Travel & Mtgs	Fuel	58092	\$90.47
Nelson Petroleum Inc	0827873-IN	001 007 558 50 31 02	PL-Permit Related Op. Costs	Fuel	58092	\$45.73
Nelson Petroleum Inc	0827873-IN	001 007 559 30 32 00	PB-Fuel	Fuel	58092	\$163.73
Nelson Petroleum Inc	0827873-IN	001 008 521 20 32 00	LE-Fuel	Fuel	58092	\$5,660.22
Nelson Petroleum Inc	0827873-IN	001 010 576 80 32 00	PK-Fuel Costs	Fuel	58092	\$1,698.58
Nelson Petroleum Inc	0827873-IN	101 016 542 30 32 00	ST-Fuel	Fuel	58092	\$3,117.15
Nelson Petroleum Inc	0827873-IN	410 016 531 10 32 00	SW - Fuel	Fuel	58092	\$3,117.15
					58092 Total	\$13,893.03
New York Life	Mar-23	001 000 284 00 00 00	Payroll Liability Other	Whole Life Insurance Premiums	58030	\$199.00
					58030 Total	\$199.00
New York Life EFT	Mar-23	001 001 511 60 20 00	Legislative - Benefits	Life/Disability Ins Premiums	0	\$9.06
New York Life EFT	Mar-23	001 002 513 11 20 00	AD-Benefits	Life/Disability Ins Premiums	0	\$66.52
New York Life EFT	Mar-23	001 003 514 20 20 00	CC-Benefits	Life/Disability Ins Premiums	0	\$60.43
New York Life EFT	Mar-23	001 004 514 23 20 00	FI-Benefits	Life/Disability Ins Premiums	0	\$224.57

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
New York Life EFT	Mar-23	001 005 518 10 20 00	HR-Benefits	Life/Disability Ins Premiums	0	\$190.16
New York Life EFT	Mar-23	001 006 518 80 20 00	IT-Benefits	Life/Disability Ins Premiums	0	\$103.73
New York Life EFT	Mar-23	001 007 558 50 20 00	PL-Benefits	Life/Disability Ins Premiums	0	\$756.22
New York Life EFT	Mar-23	001 007 559 30 20 00	PB-Benefits	Life/Disability Ins Premiums	0	\$587.65
New York Life EFT	Mar-23	001 008 521 20 20 00	LE-Benefits	Life/Disability Ins Premiums	0	\$1,819.14
New York Life EFT	Mar-23	001 010 576 80 20 00	PK-Benefits	Life/Disability Ins Premiums	0	\$1,266.97
New York Life EFT	Mar-23	001 013 518 30 20 00	GG-Benefits	Life/Disability Ins Premiums	0	\$312.51
New York Life EFT	Mar-23	101 016 542 30 20 00	ST-Benefits	Life/Disability Ins Premiums	0	\$532.66
New York Life EFT	Mar-23	410 016 531 10 20 00	SW-Benefits	Life/Disability Ins Premiums	0	\$834.35
					0 Total	\$6,763.97
O Reilly Auto Parts	2960-385366	101 016 544 90 31 02	ST-Operating Cost	V-Belt Credit	58093	(\$3.71)
O Reilly Auto Parts	2960-385366	410 016 531 10 31 02	SW - Operating Costs	V-Belt Credit	58093	(\$3.70)
O Reilly Auto Parts	2960-385556	101 016 544 90 31 02	ST-Operating Cost	Tri-Power Belts	58093	\$35.06
O Reilly Auto Parts	2960-385556	410 016 531 10 31 02	SW - Operating Costs	Tri-Power Belts	58093	\$35.05
O Reilly Auto Parts	2960-386976	101 016 544 90 31 02	ST-Operating Cost	Air & Oil Filters PW75	58093	\$43.22
O Reilly Auto Parts	2960-386976	410 016 531 10 31 02	SW - Operating Costs	Air & Oil Filters PW75	58093	\$43.23
O Reilly Auto Parts	2960-387933	101 016 544 90 31 02	ST-Operating Cost	Toggle Switch PW75	58093	\$4.36
O Reilly Auto Parts	2960-387933	410 016 531 10 31 02	SW - Operating Costs	Toggle Switch PW75	58093	\$4.36
O Reilly Auto Parts	2960-388269	101 016 544 90 31 02	ST-Operating Cost	BlueDEF	58093	\$29.44
O Reilly Auto Parts	2960-388269	410 016 531 10 31 02	SW - Operating Costs	BlueDEF	58093	\$29.44
					58093 Total	\$216.75
Owen Equipment Company	110033	410 016 531 10 31 02	SW - Operating Costs	Tube for Vactor Truck PW77	58094	\$261.82
Owen Equipment Company	110120	410 016 531 10 31 02	SW - Operating Costs	PW77 Vator Parts	58094	\$527.80
					58094 Total	\$789.62
Pacific Power Batteries	11425801	101 016 544 90 31 02	ST-Operating Cost	Battery	58095	\$643.52
Pacific Power Batteries	11426458	101 016 544 90 31 02	ST-Operating Cost	PW66 Crane Truck Batteries	58095	\$351.54
Pacific Power Batteries	11426458	410 016 531 10 31 02	SW - Operating Costs	PW66 Crane Truck Batteries	58095	\$351.55
					58095 Total	\$1,346.61
PODS Enterprises LLC	PODS004600438	001 013 518 20 41 00	GG-Professional Service	POD Rental for Museum Storage 03-2023	58096	\$129.83
PODS Enterprises LLC	PODS004603256	001 013 518 20 41 00	GG-Professional Service	POD Rental for Museum Storage 03-2023	58096	\$129.83
PODS Enterprises LLC	PODS004789421	001 013 518 20 41 00	GG-Professional Service	POD Rental for Museum Storage 04-2023	58096	\$130.07
					58096 Total	\$389.73
PPT Holdings LLC	PUSA10090096714	510 006 518 80 49 36	LR - Dell Hardware Support	Maint Contract Svcs/Parkview Managed Svcs	58097	\$3,718.52
					58097 Total	\$3,718.52
Public Safety Testing Inc	2023-268	001 005 518 10 41 00	HR-Professional Services	Q1 2023 Recruiting Assistance	58098	\$504.00
					58098 Total	\$504.00
Rexel USA Inc	3V09640	101 016 544 90 31 02	ST-Operating Cost	Fuses	58099	\$298.97
Rexel USA Inc	3V62558	001 008 521 50 30 01	LE-Facilities Minor Equipment	Padlock Handle Device/Screws/Conduit & Clamps	58099	\$41.46
Rexel USA Inc	3W04113	303 013 594 18 60 02	Citywide Security Cameras	Dry Bit Cable for City Wide Security Camera Project	58099	\$7,620.09
					58099 Total	\$7,960.52
RP Electronics Inc	7340	001 013 518 20 47 02	GG-Utilities for Rentals	Q2 2023 Fire Alarm Monitoring 1819 S Lake Stevens Rd	58100	\$212.75
					58100 Total	\$212.75
San Diego Police Equipment Co Inc	656523	001 008 521 20 31 01	LE-Fixed Minor Equipment	Ammo PO #1855	58101	\$1,855.21
					58101 Total	\$1,855.21
Sarmiento	040823SARMIENTO	001 013 582 10 00 00	Refund of Deposit	LS23-Sarmiento2_4-8 Mill Deposit Refund	58102	\$100.00
					58102 Total	\$100.00
Scott	040223 SCOTT	001 013 582 10 00 00	Refund of Deposit	LS23-Scott_4-2 Mill Deposit Refund	58103	\$100.00
					58103 Total	\$100.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Sherwin-Williams Co	2583-4	001 010 576 80 31 05	PK-R&M Supplies	Paint/Brushes/Tray Liners	58104	\$198.15
Sherwin-Williams Co	3286-7	001 010 576 80 31 05	PK-R&M Supplies	Paint	58104	\$224.87
					58104 Total	\$423.02
Six Robblees Inc	14P18829	001 010 576 80 31 00	PK-Operating Costs	PW52 Boat Bearings	58105	\$108.62
					58105 Total	\$108.62
Skyline Vinyl and Sign	1292	001 008 521 20 41 03	LE-Advertising	Banners	58106	\$1,254.65
					58106 Total	\$1,254.65
Snohomish County 911	5790	001 008 528 00 41 00	LE-SNO911	Dispatch Services	58107	\$33,858.75
					58107 Total	\$33,858.75
Snohomish County Public Works	I000608416	101 016 542 30 41 02	ST-Professional Service	Signal/Sign Repair & Maint 02-2023	58108	\$116.69
					58108 Total	\$116.69
Snohomish County PUD	106004456	001 010 576 80 47 00	PK-Utilities	202340527 Decant Yard	58109	\$7.68
Snohomish County PUD	106004456	101 016 543 50 47 00	ST-Utilities	202340527 Decant Yard	58109	\$7.68
Snohomish County PUD	106004456	410 016 531 10 47 00	SW - Utilities	202340527 Decant Yard	58109	\$7.69
Snohomish County PUD	109292316	101 016 542 63 47 00	ST-Lighting - Utilities	202013249 Traffic Signal 1933 79th Ave SE	58109	\$130.70
Snohomish County PUD	109292316	101 016 542 64 47 00	ST-Traffic Control -Utility	202013249 Traffic Signal 7441 20th St SE	58109	\$76.10
Snohomish County PUD	109298079	101 016 542 63 47 00	ST-Lighting - Utilities	201973682 Street Lights	58109	\$129.32
Snohomish County PUD	112580434	001 012 575 30 47 00	CS- Museum - Utilities	200558690 Museum Electric/Water	58109	\$70.93
Snohomish County PUD	112582809	101 016 542 63 47 00	ST-Lighting - Utilities	201595113 Street Lights	58109	\$147.40
Snohomish County PUD	115878663	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Electric	58109	\$380.12
Snohomish County PUD	115878663	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Water	58109	\$357.99
Snohomish County PUD	115878663	101 016 542 63 47 00	ST-Lighting - Utilities	203582010 Street Lights	58109	\$31.20
Snohomish County PUD	115878663	001 012 557 30 40 01	CS- VIC Utilities	203582010 Visitor Information Center Electric	58109	\$194.23
Snohomish County PUD	115883001	001 010 576 80 47 00	PK-Utilities	201487055 2424 Soper Hill Mobile Water/Electric	58109	\$176.33
Snohomish County PUD	119177301	101 016 542 63 47 00	ST-Lighting - Utilities	203728159 Traffic Signal	58109	\$62.21
Snohomish County PUD	119179058	001 010 576 80 47 00	PK-Utilities	222947715 Hartford Industrial Electric/Water	58109	\$98.48
Snohomish County PUD	119179058	101 016 543 50 47 00	ST-Utilities	222947715 Hartford Industrial Electric/Water	58109	\$98.48
Snohomish County PUD	119179058	410 016 531 10 47 00	SW - Utilities	222947715 Hartford Industrial Electric/Water	58109	\$98.48
Snohomish County PUD	125809362	101 016 542 63 47 00	ST-Lighting - Utilities	202670725 Street Lights	58109	\$1,281.34
Snohomish County PUD	138892642	101 016 542 63 47 00	ST-Lighting - Utilities	203731153 Traffic Signals	58109	\$181.05
Snohomish County PUD	138895608	101 016 542 63 47 00	ST-Lighting - Utilities	204719074 Catherine Creek Bridge Lights	58109	\$28.94
Snohomish County PUD	145547751	101 016 542 63 47 00	ST-Lighting - Utilities	202988481 Street Lights	58109	\$103.50
Snohomish County PUD	148841678	101 016 542 63 47 00	ST-Lighting - Utilities	202624367 Street Lights	58109	\$11,530.23
Snohomish County PUD	148841679	101 016 542 63 47 00	ST-Lighting - Utilities	202648101 Street Lights Soper Hill Annex	58109	\$1,534.46
Snohomish County PUD	152124363	001 010 576 80 47 00	PK-Utilities	222191314 20th St Ballfield Water	58109	\$56.71
					58109 Total	\$16,791.25
Snohomish Regional Fire & Rescue	Q1 2023 FIRE	633 000 589 30 00 02	Fire District Fee Remit	Q1 2023 Fire Fees	58110	\$11,152.50
					58110 Total	\$11,152.50
Sound Publishing Inc	EDH974022	001 007 558 50 41 03	PL-Advertising	LUA2022-0046 Short Term Rentals	58111	\$151.60
Sound Publishing Inc	EDH974316	001 013 518 30 41 01	GG-Advertising	Ordinance 1157	58111	\$48.28
Sound Publishing Inc	EDH974319	001 013 518 30 41 01	GG-Advertising	Ordinance 1161	58111	\$32.80
Sound Publishing Inc	EDH974429	001 007 558 50 41 03	PL-Advertising	LUA2023-0025/0026/0027 Sunset Beach Park	58111	\$101.60
					58111 Total	\$334.28
Sound Safety Products Co Inc	533198/1	101 016 542 30 26 00	ST-Clothing - Boot Allowance	Boots - T Wright	58112	\$162.50
Sound Safety Products Co Inc	533198/1	410 016 531 10 26 00	SW - Clothing - Boot Allowance	Boots - T Wright	58112	\$162.50
Sound Safety Products Co Inc	533481/1	410 016 531 10 31 00	SW - Clothing	Hoodie - T Piland	58112	\$47.80
					58112 Total	\$372.80

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Sound Security Inc	1083821	001 008 521 20 41 01	LE-Professional Serv-Fixed	Access/Intrusion/Fire/Elevator Monitoring PD	58113	\$1,140.00
Sound Security Inc	1087268	001 013 518 20 41 00	GG-Professional Service	Fire & Security Monitoring CH	58113	\$571.54
Sound Security Inc	1087268	001 012 575 50 47 00	CS- The Mill- Utilities	Fire & Security Monitoring The Mill	58113	\$385.00
Sound Security Inc	1087268	001 010 576 80 41 00	PK-Professional Services	Fire Monitoring/Confidence Testing PW Shop	58113	\$289.86
Sound Security Inc	1087268	101 016 542 30 41 02	ST-Professional Service	Fire Monitoring/Confidence Testing PW Shop	58113	\$289.86
Sound Security Inc	1087268	410 016 531 10 41 01	SW - Professional Services	Fire Monitoring/Confidence Testing PW Shop	58113	\$289.86
Sound Security Inc	1087269	001 008 521 20 41 01	LE-Professional Serv-Fixed	Access/Intrusion/Fire/Elevator Monitoring PD	58113	\$1,140.00
Sound Security Inc	1087270	001 008 521 20 41 01	LE-Professional Serv-Fixed	Fire Monitoring 10518 18th St SE	58113	\$65.00
Sound Security Inc	1089279	001 010 576 80 41 00	PK-Professional Services	Install Door Lock Control System - 10020 Lundeen Park	58113	\$4,161.06
Sound Security Inc	1089280	001 010 576 80 41 00	PK-Professional Services	Access Monitoring 10020 Lundeen Park	58113	\$97.57
					58113 Total	\$8,429.75
Teamsters Local No 763	Mar-23	001 000 284 00 00 00	Payroll Liability Other	Union Dues	58031	\$1,748.00
					58031 Total	\$1,748.00
Teamsters Welfare Trust Dental EFT	Mar-23	001 000 282 00 00 00	Payroll Liability Retirement	Teamsters Dental Premium	0	\$3,577.60
					0 Total	\$3,577.60
Thomco Aggregate LLC	24196	101 016 542 30 45 01	ST-Dumpster Service	Concrete Dump Fees	58114	\$27.49
					58114 Total	\$27.49
Ubert	050723 UBERT	001 008 521 20 43 00	LE-Travel & Per Diem	Tyler Connect Conf San Antonio TX Meal PerDiem	58115	\$240.00
					58115 Total	\$240.00
UPS	0000074Y42133	001 008 521 20 42 00	LE-Communication	Evidence Shipping	58116	\$10.01
UPS	0000074Y42143	001 008 521 20 42 00	LE-Communication	Evidence Shipping	58116	\$36.63
					58116 Total	\$46.64
US Bank St Paul	2269508	210 000 592 18 83 00	2008 Bond Interest Payment	LAKSGOREF08A Bond 2008A Interes	58034	\$22,652.50
					58034 Total	\$22,652.50
US Bank St Paul	2271875	215 000 592 95 80 00	2021A LTGO Interest Pmt	LAKSLTGO21A Bond 2021A Interest	58035	\$127,225.00
					58035 Total	\$127,225.00
Verizon Northwest	9930829974	001 008 521 20 42 00	LE-Communication	Wireless Phone Service	58117	\$2,897.75
Verizon Northwest	9931460694	001 001 511 60 42 00	Legislative - Communication	Wireless Phone Service	58117	\$294.92
Verizon Northwest	9931460694	001 001 513 10 42 00	Executive - Communication	Wireless Phone Service	58117	\$42.09
Verizon Northwest	9931460694	001 002 513 11 42 00	AD-Communications	Wireless Phone Service	58117	\$47.09
Verizon Northwest	9931460694	001 003 514 20 42 00	CC-Communications	Wireless Phone Service	58117	\$89.18
Verizon Northwest	9931460694	001 004 514 23 42 00	FI-Communications	Wireless Phone Service	58117	\$94.18
Verizon Northwest	9931460694	001 005 518 10 42 00	HR-Communications	Wireless Phone Service	58117	\$178.36
Verizon Northwest	9931460694	001 006 518 80 42 00	IT-Communications	Wireless Phone Service	58117	\$311.25
Verizon Northwest	9931460694	001 007 558 50 42 00	PL-Communication	Wireless Phone Service	58117	\$555.48
Verizon Northwest	9931460694	001 007 559 30 42 00	PB-Communication	Wireless Phone Service	58117	\$209.21
Verizon Northwest	9931460694	001 010 576 80 42 00	PK-Communication	Wireless Phone Service	58117	\$257.54
Verizon Northwest	9931460694	101 016 543 30 42 00	ST-Communications	Wireless Phone Service	58117	\$947.66
Verizon Northwest	9931460694	410 016 531 10 42 00	SW - Communications	Wireless Phone Service	58117	\$947.66
					58117 Total	\$6,872.37
Washington Finance Officers Assoc	FAR22-042023-0286	001 004 514 23 49 01	FI-Staff Development	WFOA Federal Award Requirements Registration - B Stevens	58118	\$75.00
					58118 Total	\$75.00
Washington State Dept of Enterprise Svcs	731122556	001 008 521 20 31 00	LE-Office Supplies	Business Cards - Brecht	58119	\$48.36
					58119 Total	\$48.36
Washington State Parks & Recreation Comm	040523 WAPRA	001 008 521 20 49 00	LE-Dues & Memberships	Boater Education Card - N Wells	58120	\$10.00
					58120 Total	\$10.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Washington State Support Registry	41023	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	0	\$546.86
					0 Total	\$546.86
Wave Broadband	103946401-0010079	510 006 518 80 49 04	LR - WaveBroadband Fiber Lease	Fiber Leases	58121	\$1.14
Wave Broadband	103946401-0010079	001 002 513 11 42 00	AD-Communications	Telephone Service	58121	\$0.03
Wave Broadband	103946401-0010079	001 003 514 20 42 00	CC-Communications	Telephone Service	58121	\$0.06
Wave Broadband	103946401-0010079	001 004 514 23 42 00	FI-Communications	Telephone Service	58121	\$0.06
Wave Broadband	103946401-0010079	001 005 518 10 42 00	HR-Communications	Telephone Service	58121	\$0.03
Wave Broadband	103946401-0010079	001 006 518 80 42 00	IT-Communications	Telephone Service	58121	\$0.09
Wave Broadband	103946401-0010079	001 007 558 50 42 00	PL-Communication	Telephone Service	58121	\$0.20
Wave Broadband	103946401-0010079	001 007 559 30 42 00	PB-Communication	Telephone Service	58121	\$0.03
Wave Broadband	103946401-0010079	001 008 521 20 42 00	LE-Communication	Telephone Service	58121	\$1.05
Wave Broadband	103946401-0010079	001 012 575 30 42 00	CS- Museum - Communications	Telephone Service	58121	\$0.03
Wave Broadband	103946401-0010079	001 012 575 50 42 00	CS- The Mill- Communication	Telephone Service	58121	\$0.03
Wave Broadband	103946401-0010079	001 013 518 20 42 00	GG-Communication	Telephone Service	58121	\$0.12
Wave Broadband	103946401-0010079	101 016 543 30 42 00	ST-Communications	Telephone Service	58121	\$0.18
Wave Broadband	103946401-0010079	410 016 531 10 42 00	SW - Communications	Telephone Service	58121	\$0.18
					58121 Total	\$3.23
Western Conference of Teamsters Pension Trust	41023	001 000 282 00 00 00	Payroll Liability Retirement	Employee Contributions - Teamster Pension	58032	\$4,507.94
					58032 Total	\$4,507.94
Ziplay Fiber	04-2023 ZIPLY	001 012 575 30 47 00	CS- Museum - Utilities	Telephone Services Museum	58122	\$229.92
Ziplay Fiber	04-2023 ZIPLY	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Control Modem	58122	\$69.00
					58122 Total	\$298.92

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

Tuesday, March 21, 2023, at 6:00 p.m.

By Remote Participation via Zoom and In Person at The Mill, 1808 Main Street, Lake Stevens.

CALL TO ORDER: 6:00 p.m. by Council President Jorstad

ELECTED OFFICIALS PRESENT: Councilmembers Kim Daughtry, Gary Petershagen, Ryan Donoghue, Mary Dickinson, Anji Jorstad, Steve Ewing and Marcus Tageant.

Call to Order

Council President Jorstad called the meeting to order at 6:00 p.m.

Pledge of Allegiance

Council President Jorstad led the Pledge of Allegiance.

Roll Call

All Councilmembers were present.

Approval of the Agenda

Council President Jorstad stated there were two amendments to the agenda to add a memorandum from Finance Director Barb Stevens under City Department Reports and Deanna Dawson from Association of Washington Cities under Guest Business.

Councilmember Ewing stated that the memorandum from the Finance Director was not a pressing issue.

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Petershagen, to approve the agenda as amended. The motion passed 6-1-0-0 with Councilmember Ewing opposed.

Citizen Comments

Connor Davis, Lake Stevens. Mr. Davis stated that he was on the City's Planning Commission and spoke regarding Short Term Rentals.

Lana Robbins, Lake Stevens. Ms. Robbins spoke regarding Short Term Rentals.

Guest Business

Deanna Dawson, Association of Washington Cities.

Ms. Dawson congratulated Councilmember Daughtry for earning his Advanced Certificate of Municipal Leadership.

Alternative Public Sector Financing Strategies Lance Holman, Holman Capital

City Department Report

Council Retreat Takeaways Tracker

Long-Range Work Program - 1st Quarter Report

Playground Status Update and Survey Results

Finance Payroll Accountant

Consent Agenda

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

- Amendment to School Resource Officer Interlocal Agreement

Public Hearing

2023 Comprehensive Plan Docket Hearing

Councilmember Jorstad opened the public hearing.

Director Wright stated that the purpose of this public hearing was to review the Planning Commission's 2023 Comprehensive Plan Docket recommendation and to adopt Resolution 2023-03 to set the 2023 Comprehensive Plan Docket.

Councilmember Jorstad opened the hearing for public comment.

Rajesh, Snohomish. Rajesh spoke about the City initiated map amendment for the rezone.

Councilmember Jorstad closed the public hearing for public comment.

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Jorstad, to adopt Resolution 2023-03 to set the 2023 Comprehensive Plan Docket. The motion passed 7-0-0-0.

Discussion Items

Short-Term Rentals (STR)

Director Wright explained that the City Council reviewed the findings of the STR committee and discussed the next steps in February. There was no consensus on the draft code as presented. The Council discussed remanding the short-term rental regulations back to the Planning Commission. The Council agreed to provide specific

written comments on outstanding issues by March 15, 2023. Councilmembers Donoghue, Ewing and Petershagen provided written comments for the Council's consideration.

The Council engaged in a lengthy discussion to review all of the written comments individually. This ordinance will come back to a future meeting.

Draft Council Agendas (No packet materials)

Councilmember Jorstad asked the Council if they would still like to receive the draft Council agendas for the next meeting. The consensus was to continue handing out a draft agenda.

Executive Session

The meeting recessed to executive session at 9:08 p.m. to discuss Potential Litigation/Litigation per RCW 42.30.110 1 (i) for approximately 10 minutes, until 9:18 p.m. The meeting reconvened to regular session at 9:18 p.m.

Adjourn

MOTION. Councilmember Ewing made a motion, seconded by Councilmember Dickinson, to adjourn the meeting. The motion passed 7-0-0-0.

The meeting was adjourned at 9:18 p.m.

Brett Gailey, Mayor

Kelly M. Chelin, City Clerk

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

March 28, 2023, at 6:00 p.m.

Hybrid Meeting - By Remote Participation via Zoom & in Person at The Mill Building

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

ELECTED OFFICIALS PRESENT: Mayor Brett Gailey, Councilmembers Kim Daughtry, Ryan Donoghue, Mary Dickinson, Steve Ewing, Gary Petershagen, Marcus Tageant and Anji Jorstad.

Call to Order

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

Pledge of Allegiance

Mayor Brett Gailey led the Pledge of Allegiance.

Roll Call

All Councilmembers were present.

Approval of Agenda

MOTION. Councilmember Tageant made a motion, seconded by Councilmember Daughtry, to approve the agenda as amended. The motion passed 7-0-0-0.

Citizen Comments

Chad Squire, Lake Stevens. Mr. Squire spoke about the 11th Street NE Gate at Malia Heights and The Timbers.

Judd Adams, Lake Stevens. Mr. Adams also spoke about the gate. He also suggested that the City street sweepers get a backup camera.

James Clark, Lake Stevens. Mr. Clark also spoke about the gate.

City Engineer Klinkers addressed the status of the gate. The gate will be repaired.

Council Business

Councilmember Dickinson attended the School Board meeting, Friends of the Library meeting and the Youth Advisory Council meeting.

Councilmember Tageant reported that he is working on a pickle ball tournament for Aquafest.

Councilmember Ewing attended the Youth Advisory Council meeting.

Councilmember Petershagen attended the Affordable Housing meeting and the Sewer District Utility Committee meeting.

Councilmember Daughtry attended the Youth Advisory Council and the County Transportation meeting.

Councilmember Jorstad testified for the House Transportation Budget on behalf of Lake Stevens.

Mayor Business

Councilmember Jorstad read a Proclamation to Lower the Flag for Ron McEntire.

City Department Report

Director Garceau reviewed the Internal Guidelines for Parks Maintenance and Operation.

Consent Agenda

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

The consent agenda items were as follows:

- 2023 Vouchers
- Participation Agreement for Washington State Settlement with Five Opioid Manufacturers and Pharmacies
- Ordinance 1161 Adding New Lake Stevens Municipal Code Section 2.16.050 Providing an Annual Review Process for the City Administrator
- March 14, 2023 City Council Meeting Minutes

Action Item

Ordinance 1157 Amending LSMC Title 10 Parks and Recreation

Director Garceau reviewed the changes to Lake Stevens Municipal Code Title 10. During the March 14 meeting, the Council reviewed the Ordinance and requested changes in the first reading. Council engaged in a discussion.

MOTION. Councilmember Tageant made a motion, seconded by Councilmember Daughtry, to approve Ordinance 1157 Amending LSMC Title 10 Parks and Recreation with the deletion of Subsection 10.03.180 (d) and add to Subsection 10.03.195, "Permits issued only in conjunction with special events." The motion passed 7-0-0-0.

Discussion Item

Amendments to Council Rules of Procedure

Clerk Chelin reviewed the proposed changes to the Council Rules of Procedure. The revisions were requested from the Council's February retreat. These procedures will come back for adoption at a future Council meeting.

Special Event In-Kind Donation Program

Director Garceau presented and explained that the Special Event In-Kind Donation Program has been created to provide structure for donation requests, including fee waivers, use of facilities, equipment and staff time.

Lake Stevens ADA Transition Plan

City Engineer Klinkers stated that no action is requested from the Council. She presented the City's ADA Transition Plan. Council engaged in a discussion.

Draft Agenda for April 4, 2023 Council Workshop

Adjournment

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

The meeting adjourned at 8:20 p.m.

Brett Gailey, Mayor

Kelly M. Chelin, City Clerk

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

April 4, 2023, at 6:00 p.m.

By Remote Participation via Zoom and In Person at The Mill, 1808 Main Street, Lake Stevens.

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

ELECTED OFFICIALS PRESENT: Mayor Brett Gailey, Councilmembers Kim Daughtry, Gary Petershagen, Mary Dickinson, Ryan Donoghue, Marcus Tageant and Steve Ewing.

Call to Order

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

Discussion Items

Climate Mitigation Plan

Consultants Gretchen Miller, Laura Baetsder and Alicia Fennell made a presentation. Discussion occurred. This item will be brought back at a future meeting.

2022 Year End Financial Report

Director Barb Stevens presented the Year End Financial Report.

2023 Budget Amendment No.1

Director Barb Stevens presented the Budget Amendment Ordinance.

Review April 11, 2023 Draft Agenda

Executive Session - Confidential Session per RCW 42.30

The meeting recessed to executive session at 7:43 p.m. for approximately 15 minutes, to 7:58 p.m. to discuss Litigation and Potential Litigation per RCW 42.30.110 1 (i). No action to follow. Council reconvened to regular session at 7:58 p.m.

Adjournment

The meeting adjourned at 7:58 p.m.

Brett Gailey, Mayor

Caitlin Weaver, Deputy City Clerk

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

Tuesday, April 11, 2023, at 6:00 p.m.

By Remote Participation via Zoom and In Person at The Mill, 1808 Main Street, Lake Stevens.

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

ELECTED OFFICIALS PRESENT: Mayor Brett Gailey, Councilmembers Kim Daughtry, Gary Petershagen, Ryan Donoghue, Mary Dickinson, Anji Jorstad, Steve Ewing and Marcus Tageant.

Call to Order

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

Pledge of Allegiance

Mayor Gailey led the Pledge of Allegiance.

Roll Call

All Councilmembers were present.

Approval of the Agenda

MOTION. Councilmember Tageant made a motion, seconded by Councilmember Petershagen, to approve the agenda as amended. The motion passed 7-0-0-0.

Guest Business

Introduction of New Employees: Alex Griffing-IT Support Analyst and Vanessa Ross-IT Application Analyst

Citizen Comments

Saffron C. (Did not confirm spelling), Lake Stevens. Thanked the Council for the sidewalks.

Erin VanRy, Lake Stevens. Ms. VanRy thanked Public Works for cleaning the pathway on N. Davies Rd.

Council Business

Councilmember Tageant thanked the Police Department for their recent drug bust.

Councilmember Dickinson attended the Historical Society meeting and the Senior Center Board meeting. She helped with the Kiwanis egg hunt at Highland.

Councilmember Petershagen thanked Sherwood Community Services for their work in the City.

Councilmember Daughtry attended the Community Transit Meeting, the All-City staff meeting and the Youth Advisory Council meeting.

Mayor Business

Mayor Gailey reported on the legislative efforts for the City. He thanked the Police Department for the drug bust. He relayed that the City of Lake Stevens is the 5th safest City in Snohomish county. He is presenting the State of City at the Chamber Luncheon tomorrow.

City Department Report

Sound Walls/Gateway Signs Update

Consent Agenda

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

- 2023 Vouchers
- 2024 Comprehensive Plan Periodic Update Consultant Contracts
- 2023 Budget Amendment No. 1 - Adopting Ordinance No. 1162

Public Hearing

Ordinance 1139 Short-Term Rentals

Mayor Gailey opened the public hearing.

Planner Needham and Director Wright explained to Council that Ordinance 1139 is ready for review and consideration. The Council reviewed the redline version of the code with requested adjustments from the March 21, 2023 Council meeting.

Mayor Gailey opened the hearing for public comment.

Kristen Haugen, Lake Stevens. Kristen spoke about concerns with the Ordinance.

Jeremy Williams, Lake Stevens. Jeremy spoke in favor of short-term rentals.

Kymm Shipman, Lake Stevens. Kymm spoke as a STR Subcommittee member.

Nikki Odegard, Lake Stevens. Nikki spoke about concerns with the Ordinance.

Aileen Spradlin, Lake Stevens. Aileen spoke about concerns with the Ordinance.

Todd Spradlin, Lake Stevens. Todd spoke about concerns with the Ordinance.

Robert Tinker, Lake Stevens. Robert spoke in favor of short-term rentals.

Jesse Maddox, Lake Stevens. Jesse spoke in favor of short-term rentals.

Tyson Nelson, Lake Stevens. Tyson spoke about concerns with the Ordinance.

Joe Platz, Lake Stevens. Joe spoke in favor of short-term rentals.

Julian Travis, Lake Stevens. Julian spoke in favor of short-term rentals.

Mayor Gailey closed the public hearing.

MOTION. Councilmember Petershagen made a motion, seconded by Councilmember Jorstad, to approve Ordinance 1139.

AMENDMENT TO THE MOTION. Councilmember Petershagen made an amendment to the motion, seconded by Councilmember Daughtry, to add a definition of a rental party to be no more than 4 individuals, non-related. The motion passed 4-3-0-0 with Councilmember Jorstad, Councilmember Ewing and Councilmember Tageant opposed.

AMENDMENT TO THE MOTION. Councilmember Petershagen made an amendment to the motion, seconded by Councilmember Daughtry, to amend Section a (2) that no more than two short-term rentals may be operated or owned by individuals or an operating business or corporate entity in the City. The motion failed 2-5-0-0 with Councilmember Daughtry and Councilmember Petershagen voting yes.

AMENDMENT TO THE MOTION. Councilmember Tageant made an amendment to the motion, seconded by Councilmember Jorstad, to amend Section b (2) to amend the regulations from 300 feet to 150 feet radius from one to another. The motion passed 4-3-0-0 with Councilmember Daughtry, Councilmember Petershagen and Councilmember Donoghue opposed.

AMENDMENT TO THE MOTION. Councilmember Tageant made a motion, seconded by Councilmember Jorstad, to amend Section b (3) to limit the number of short-term rentals in the City to 75 with no segregation for the lake.

FRIENDLY AMENDMENT. Councilmember Jorstad offered a friendly amendment to have the total be 50 and revisit this again in 6 months. Councilmember Tageant agreed to her friendly amendment. The motion passed 4-3-0-0 with Councilmember Daughtry, Councilmember Petershagen and Councilmember Donoghue opposed.

ORIGINAL ORDINANCE VOTE AS AMENDED. Councilmember Jorstad made a motion, seconded by Councilmember Tageant, to approve Ordinance 1139 as amended with all three amendments. The motion passed 7-0-0-0.

Council took a break for 5 minutes and reconvened at 7:56 p.m.

Action Items

Fees Resolution

Director Wright explained that the City periodically adds fees for new services through a fees resolution. With consideration of new short-term regulations, Table A has been updated to include a \$500 application fee and \$100 renewal fee for short-term rentals as previously discussed with the City Council. The change is shown in underline mode.

MOTION. Councilmember Jorstad made a motion, seconded by Councilmember Tageant, to adopt Resolution 2023-05 Fees. The motion passed 7-0-0-0.

Discussion Items

Finalize Council Break Dates

After discussion, the Council agreed to take a summer recess from Council meetings from July 19 through September 1, 2023.

Review April 18, 2023 Council Meeting Agenda

Executive Session

The meeting recessed to executive session at 8:07 p.m. to discuss Collective Bargaining for approximately 10 minutes, until 8:17 p.m. The meeting reconvened to regular session at 8:17 p.m.

Adjourn

MOTION. Councilmember Jorstad made a motion, seconded by Councilmember Donoghue, to adjourn the meeting. The motion passed 7-0-0-0.

The meeting was adjourned at 8:17 p.m.

Brett Gailey, Mayor

Kelly M. Chelin, City Clerk

CITY COUNCIL STAFF REPORT



Agenda Date: 4/25/2023

Subject: Revised Council Procedures

Contact Person/Department: Kelly Chelin, Administration

Budget Impact: n/a

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Adopt the Revised Council Procedures

SUMMARY/BACKGROUND:

At the February retreat, the Council discussed revisions to the Council Procedures. Staff brought back those revisions to the March 28, 2023 meeting for further review. After discussion, those changes were incorporated into the attached procedures. Staff is recommending approval of the Revised Council Procedures.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. Council Procedures



An;

COUNCIL PROCEDURES

ADOPTED

March 27, 2018

Revised September 11, 2018

Revised January 22, 2019

Revised March 10, 2020

Revised April 11, 2023

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SECTION 1. AUTHORITY

- 1.1 Pursuant to RCW 35A.12.120, and other applicable law, the Lake Stevens City Council hereby establishes the following rules for the conduct of Council meetings, proceedings and business. These rules shall be in effect upon adoption by the Council and until such time as they are amended, or new rules adopted in the manner provided by these rules.

SECTION 2. COUNCIL MEETINGS

2.1 TYPES OF MEETINGS:

1. Regular - the Council meeting held as set by Ordinance.
2. Workshop – the Council meeting held as set by Ordinance.
3. Special - any Council meeting other than the Regular Council meeting. Notice shall be given at least 24 hours in advance. A Special Council meeting may be scheduled by the Mayor, Council President, City Administrator or at the request of not less than 4 Councilmembers.
4. Emergency - a Special Council meeting called without the 24-hour notice. An Emergency meeting deals with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of a 24-hour notice would make notice impractical and increase the likelihood of such injury or damage. Emergency meetings may be called by the City Administrator, the Mayor or Council President with the consent of not less than 4 Councilmembers. The minutes will indicate the reason for the emergency.

- 2.2 The time and day of Council's regular meetings shall be set by ordinance and will be held at the location set by ordinance unless otherwise publicly announced.

Regular Council meetings times shall be set by ordinance and will normally adjourn no later than ~~9:00 p.m.~~ 8:00 p.m., unless pending business must be concluded. Extensions beyond ~~9:00 p.m.~~ 8:00 p.m. shall require passage of a motion by Council.

- 2.3 Council's Workshop Sessions will be scheduled as special meetings and may be held, when needed, as follows: From the hour of ~~7:00 p.m.~~ 6:00 p.m. and will adjourn no later than the hour of ~~9:00 p.m.~~ 8:00 p.m., on the first and third Tuesdays, of each month. To continue past this time of adjournment, passage of a motion by a majority of the Council will be required. Alternatively, Workshop Sessions may be scheduled immediately preceding a Regular Council meeting, with the start time to be determined based on the agenda, but in no event earlier than 5:00 p.m., and ending no later than 6:45 p.m. Council workshops may also be scheduled on other dates and times by special meeting notice.

Special Workshop sessions may be called by the Mayor, City Administrator, Council President or by three (3) or more Councilmembers.

Workshop Sessions will be informal meetings for the purpose of reviewing forthcoming programs, receiving progress reports on current programs or projects, or receiving other similar information. The Council President, Council Vice-President and City Staff will determine on-going dedicated schedules for regular workshop sessions.

No final decisions will be made at a Workshop Session. Decisions on workshop matters will be scheduled for a Regular or Special Council meeting.

2.4 Information will be available to the public at each meeting stating a summary of the Rules of Procedure.

2.5 Staff/consultants will provide brief information and respond to questions by Councilmembers or as requested by the City Administrator or Presiding Officer.

2.6 Citizen comment/public hearing sign-ups will be available at each regular Council meeting.

2.7 All regular, workshop and special meetings will be electronically recorded and uploaded to the City's YouTube channel.

The City Clerk will keep an account of all proceedings of the Council in accordance with the statutory requirements, and proceedings will be entered into a minute book constituting the official record of the Council.

City Council meeting minutes will not be revised without a majority affirmative vote of the Council at a regularly scheduled Council meeting.

2.8 ORDER OF REGULAR COUNCIL MEETING AGENDA:

1. Call Meeting To Order:

The Presiding Officer calls the meeting to order.

2. Pledge of Allegiance:

The Mayor, Council President or designee leads the flag salute.

3. Roll Call:

The Council President will announce the attendance of Councilmembers and indicate any Councilmember who is not in attendance. The Council shall approve excused absences by vote. The official meeting minutes will always reflect the vote count on each action item.

4. Approval of Agenda:

The Council President, with the concurrence of the Councilmembers, may take agenda items out of order or add or remove agenda items.

5. Guest Business:

Persons or organizations invited or requesting to speak to the Council on specific identified topics will be scheduled under Guest Business. Guest speakers will not be restricted to a limited amount of time for speaking unless requested by Council at the time of the meeting.

5.6. Citizen Comments:

Members of the audience may comment on items relating to any matter not on the meeting agenda under Citizen Comments. Unless this rule is waived by motion of the Council, each speaker will be limited to three minutes to make their comments.

Council may, at its discretion, allow citizen comment on individual agenda items at times during any regularly scheduled City Council meeting after the item is introduced for Council but prior to Council discussion. The Presiding Officer will limit the amount of time permitted for each speaker to three minutes, until all persons have had an opportunity to speak. These agenda items include, but are not limited to, ordinances, resolutions and Council Business issues. Public testimony will be taken during Council's consideration of quasi-judicial matters.

7. Council Business:

Councilmembers may report on any Board/Commission meetings or significant activities or any other matter pertaining to City business since the last meeting. Subcommittee chairpersons will report on the activities of their respective subcommittees.

8. Mayor's Business:

Under Mayor's Business the Mayor usually addresses significant activities since the last meeting and items not previously discussed, such as future meetings of interest to the Council.

9. City Department Report:

City staff updates the Council on current issues or items of Council interest.

10. Consent Agenda:

Consent Agenda items are considered to be routine, non-controversial, or are items which have previously been studied and reviewed so as to not require additional discussion or debate. Such items may be approved by a single motion. Items on the Consent Agenda may include but are not limited to, minutes, resolutions and ordinances discussed at a previous City Council or Committee meeting, and previously authorized agreements. Any Councilmember may remove any item from the Consent Agenda for separate discussion and action.

11. Public Hearing:

Citizens may comment on public hearing items. The Presiding Officer may limit the amount of time permitted each speaker until all persons have had an opportunity to speak. Further testimony from those who have spoken may be allowed at the discretion of the Presiding Officer. The public hearing will be continued to another date to take additional testimony when the existing available time is not sufficient or as determined by the Council.

At the Public Hearing, staff's presentation is to give background and frame the issues for the Council and audience.

During public comment or public testimony, Council shall refrain from interactive exchanges with the audience. Council requests for clarification from audience should occur prior to the closure of the public portion of the hearing. Staff may be asked clarifying questions by Council during Council deliberations.

12. Action Items:

a. Proclamations:

A Proclamation is defined as an official announcement made by either the City Council or the Mayor.

b. Introduction and First Reading of Ordinances:

Discussion and debate by the City Council will be held at this time. Councilmembers shall decide whether to amend the ordinance, direct staff to further review the ordinance, or approve placing the ordinance on the Consent Agenda or as a separate agenda topic for second or third reading at an upcoming Regular Council meeting for enactment as an enforceable City law. The number of ordinance readings shall be considered item by item.

c. Resolutions:

A resolution is adoption of a City policy, practice or decision.

d. Other:

Any contract, agreement, or other form of business that requires formal action that is necessary to conduct City business.

e. Such other and additional items as required by law or by Council direction.

13. Citizen Comments:

Members of the audience may comment on items relating to any matter not on the meeting agenda under Citizen Comments. Unless this rule is waived by motion of the Council, each speaker will be limited to three minutes to make their comments.

Council may, at its discretion, allow citizen comment on individual agenda items at times during any regularly scheduled City Council meeting after the item is introduced for Council but prior to Council discussion. The Presiding Officer will limit the amount of time permitted for each speaker to three minutes, until all persons have had an opportunity to speak. These agenda items include, but are not limited to, ordinances, resolutions and Council Business issues. Public testimony will be taken during Council's consideration of quasi-judicial matters.

13.14. Executive Session:

Executive session subjects are limited to considering such matters as are authorized under the Open Meetings Act or such other laws that authorize executive sessions. Executive session is a Council meeting that is closed except to the Council and authorized staff members and/or consultants. The public is restricted from attendance. Executive Sessions may be held during Regularly scheduled meetings or Special Council meetings and will be announced by the Mayor.

Before convening an Executive Session, the Mayor shall announce the purpose of the executive session and the anticipated time when the session will be concluded and if any action shall be taken. Should the session require more time, a public announcement shall be made that the Executive Session is being extended.

15. Study Session:

Discussion items are generally items of significance that may require future action by Council.

16. Adjournment:

With no further business to come before the Council, the Presiding Officer adjourns the meeting by requesting a motion for adjournment.

17. Transportation Benefit District:

Agenda Items regarding the Transportation Benefit District will be clearly set out and identified as such under the section of the Agenda where they best fit.

SECTION 3. AGENDA PREPARATION

- 3.1 The City Clerk will prepare an agenda for each Council meeting specifying the time and place of the meeting and set forth a brief general description of each item to be considered by the Council. The agenda is subject to approval by the Mayor and the City Administrator.

- 3.2 An item may be placed on a Council meeting agenda by any of the following methods:
1. By a Councilmember if the item does not require staff preparation;
 2. By any two (2) Councilmembers;
 3. By the City Administrator;
 4. By a Council Committee;
 5. By the Mayor.
- 3.3 An item may be placed on a regular Council meeting agenda after the agenda is closed if approved by the Mayor or City Administrator.
- 3.4 The City Clerk will endeavor to schedule sufficient time between public hearings and other scheduled items, so the public is not kept unreasonably waiting, and so the Council will have sufficient time to hear public comment or testimony and to deliberate matters among themselves.
- 3.5 Legally required and advertised public hearings will generally have a higher priority over other time-scheduled agenda items which have been scheduled for convenience rather than for statutory or other legal reasons.
- 3.6 Agenda items that are continued from one meeting to another will have preference on the agenda to the extent possible.
- 3.7 Agendas will be finalized by the **Thursday Friday** prior to the Council meeting. Agenda packets will be available electronically to Council by 5:00 p.m. on the **Thursday Friday** prior to the Council meeting, and available electronically to the public on the City's web page by 5:00 p.m. on the **Thursday Friday** prior to the Council meeting, unless posted otherwise. If late information becomes available after the packet is posted on the City's web page on the **Thursday Friday** prior to the meeting, or if information arrives from other sources, then a recess or delay may be considered by the Council.
- 3.8 All agenda item packet reports will be in the format provided by the City Clerk's Office.
- 3.9 The Council may use "Staff Recommendation Statement" language from staff reports or agenda item descriptions for making a motion.
- 3.10 Council agenda and packet material will be available to the public during regular meetings.

SECTION 4. COUNCIL DISCUSSION

- 4.1 All Council discussion shall be guided by **ROBERTS RULES OF ORDER, NEWLY REVISED**.

SECTION 5. COMMENTS, CONCERNS & TESTIMONY TO COUNCIL

- 5.1 Persons addressing the Council, who are not specifically scheduled on the agenda, will be requested to step up to the podium or raise their hand virtually, give their name and address for the record, and limit their remarks to three (3) minutes. All remarks will be addressed to the Council as a whole. Any person making personal, impertinent, or slanderous remarks, or who becomes boisterous, threatening, or personally abusive while addressing the Council, may be requested to leave the meeting.
- 5.2 The Presiding Officer has the authority to preserve order at all meetings of the Council, to cause the removal of any person from any meeting for disorderly conduct and to enforce the Rules of the Council. The Presiding Officer may command assistance of any peace officer of the City to enforce all lawful orders of the Presiding Officer to restore order at any meeting.
- 5.3 Citizens with complaints, concerns or questions, may be referred to separately bring the matter to the Mayor or relevant City staff, or ask that the matter be placed on a future City Council meeting, with the appropriate background information.

SECTION 6. MOTIONS AND VOTING

- 6.1 When making motions, Councilmembers will be encouraged to be clear and concise and to not include arguments for the motion within the motion.
- 6.2 After a motion has been made and seconded, the Council may deliberate and discuss their opinions on the issue prior to the vote. No further citizen comments may be heard when there is a motion and a second on the floor.
- 6.3 When the Council concurs or agrees to an item that does not require a formal motion, the Presiding Officer will summarize the agreement at the conclusion of the discussion and normally, a minute entry will be made.
- 6.4 A motion may be withdrawn by the maker of the motion, at any time, up until the question is called to vote without the consent of the Council.
- 6.5 A motion to table is undebatable and shall preclude all amendments or debates of the issue under consideration. If the motion to table prevails, the matter may be "taken from the table" only by adding it to the agenda of a future Regular or Special meeting at which time discussion will continue; and if an item is tabled, it cannot be reconsidered at the same meeting.
- 6.6 A motion to postpone to a certain time is debatable, is amendable, and may be reconsidered at the same meeting. The question being postponed must be considered at a later time at the same meeting, or to a time certain at a future Regular or Special City Council meeting.
- 6.7 A motion to postpone indefinitely is debatable, is not amendable, and may be reconsidered at the same meeting only if it received an affirmative vote.

- 6.8 A motion to call for the question shall close debate on the main motion and is undebatable. This motion must receive a second and fails without a two-thirds' (2/3) vote; debate is reopened if the motion fails.
- 6.9 A motion to amend is defined as amending a motion that is on the floor and has been seconded, by inserting or adding, striking out, striking out and inserting, or substituting.
- Motions that cannot be amended include motion to adjourn, agenda order, lay on the table, roll call vote, point of order, reconsideration and take from the table. A motion to amend an amendment is not in order.
- Amendments are voted on first, then the main motion as amended (if the amendment received an affirmative vote).
- 6.10 Discussion of the motion only occurs after the motion has been moved and seconded.
- 6.11 If a motion does not receive a second, it dies. Motions that do not need a second include nominations, withdrawal of motion, agenda order, request for a roll call vote, and point of order.
- 6.12 The Presiding Officer should acknowledge the motion and second prior to voting.
- 6.13 The City Clerk will repeat the motion and/or take a roll call vote, if requested by the Presiding Officer, a Councilmember, or as required by law.
- 6.14 Unless otherwise required by law, the passage or defeat of a motion shall be decided by a majority of those present and voting. Abstentions shall not be included in the vote tally, even if those voting in favor of the motion are less than a majority of the full City Council.
- A motion that receives a tie vote is deemed to have failed, except pursuant to RCW 35A.12.100 Duties and authority of the mayor--Veto--Tie-breaking vote, the Mayor "shall have a vote only in the case of a tie in the votes of the councilmen with respect to matters other than the passage of any ordinance, grant, or revocation of franchise or license, or any resolution for the payment of money."
- At the conclusion of any vote, the Presiding Officer will inform Council of the results of the vote.
- 6.15 When a question has been decided, any Councilmember who voted in the majority may move for a reconsideration and such motion must also be seconded by a member who voted in the majority. No motion for reconsideration of a vote shall be made after the meeting has adjourned but may be made at a subsequent meeting of the Council
- 6.16 The City Attorney shall decide all questions of interpretations of these rules and other questions of a parliamentary nature which may arise at a Council meeting. All cases not provided for in these rules shall be guided by Robert's Rules of Order, Newly Revised.

In the event of a conflict, these Council Rules shall prevail.

SECTION 7. ORDINANCES

- 7.1 All ordinances shall be prepared or reviewed by the City Attorney. No Council initiated ordinance shall be prepared for presentation to the Council, unless two Councilmembers support the ordinance and staff has been consulted.
- 7.2 The City Clerk shall assign a permanent ordinance number at the time the ordinance is initiated.
- 7.3 The Presiding Officer shall read the title of the ordinance or the Ordinance number prior to voting unless the ordinance is on the Consent Agenda.
- 7.4 Prior to placement of an ordinance on the agenda, the City Attorney shall approve the ordinance as to form. After the City Attorney's signature, and passage of the Ordinance the City Clerk or designee shall obtain the signature of the Mayor. After the Mayor's signature, the City Clerk or designee shall sign the ordinance.
- 7.5 Ordinances, or ordinance summaries, shall be published in the official newspaper, as a legal publication, immediately following enactment.
- 7.6 Ordinances become effective five (5) days after the date of publication of the ordinance unless otherwise specified.

SECTION 8. MAYOR, COUNCIL PRESIDENT, AND COUNCIL VICE-PRESIDENT

- 8.1 The Presiding Officer at all regular and special meetings of the Council shall be the Mayor and all workshop sessions shall be the Council President.

At regular and special meetings in the absence of the Mayor, the Council President will act as Presiding Officer or in his/her absence the Council Vice-President. If the Mayor, Council President, and Vice-President are absent, the Council present shall elect one of its members to serve as Presiding Officer until the return of the Mayor, Council President or Council Vice-President.

At workshop sessions in the absence of the Council President, the Council Vice-President will act as the Presiding Officer or in his/her absence the Mayor. If the Council President, Vice-President, and Mayor are absent, the Council present shall elect one of its members to serve as Presiding Officer until the return of the Council President, Council Vice-President, or Mayor.

- 8.2 The Presiding Officer shall:
 - 1. Preserve order and decorum in the Council chambers;
 - 2. Observe and enforce all rules adopted by the Council;
 - 3. Decide all questions on order, in accordance with these rules, subject to appeal by any Councilmember in which case the Presiding Officer will defer to the City Attorney; and

4. Recognize Councilmembers in the order in which they request the floor. The Presiding Officer, as a Councilmember, shall have only those rights, and shall be governed in all matters and issues by the same rules and restrictions as other Councilmembers.
5. From time to time, the Mayor and/or Council President may appoint Councilmembers to serve on ad hoc committees.

SECTION 9. COUNCIL RELATIONS WITH CITY STAFF

- 9.1 There will be mutual respect from both City staff and Councilmembers of their respective roles and responsibilities.
- 9.2 City staff will acknowledge the Council as policy makers, and the Councilmembers will acknowledge City staff as administering the Council's policies.
- 9.3 All written informational material requested by individual Councilmembers shall be submitted by City staff, after approval of the Mayor or City Administrator, to all Councilmembers with a notation indicating which Councilmember requested the information.
- 9.4 A Councilmember shall not attempt to influence City staff in the selection, evaluation or discipline of personnel, the awarding of contracts, the selection of consultants, the processing of development applications or the granting of City licenses or permits.
- 9.5 A Councilmember shall not attempt to change the operating rules and practices of any City department.
- 9.6 Mail that is addressed to the Mayor and Councilmembers shall be copied and circulated by the City Clerk, as soon as practicable after it arrives.
- 9.7 The City Clerk shall not open mail addressed to individual Councilmembers if it is marked personal and/or confidential.
- 9.8 No Councilmember shall direct the City Administrator to initiate any action or prepare any report that is significant in nature, or initiate any project or study without the consent of a majority of the Council.
- 9.9 Individual requests for information can be made directly to the Department Director. If the request would create a change in work assignments or City staffing levels, the request must be made through the Mayor or City Administrator and may be referred to the Council.

SECTION 10. COUNCIL MEETING STAFFING

- 10.1 The City Administrator shall attend all meetings of the Council unless excused by the Mayor. The City Administrator may make recommendations to the Council and shall have the right to take part in the discussions of the Council, but shall

have no vote. When the City Administrator has an excused absence, the designated Acting City Administrator shall attend the meeting.

- 10.2 The City Attorney shall attend all meetings of the Council unless excused by the Mayor, and shall, upon request, give an opinion, either written or oral, on legal questions. The City Attorney shall act as the Council's parliamentarian.
- 10.3 The City Clerk, or designee, shall attend Regular and Special meetings of the Council, keep the official journal (minutes), and perform such other duties, unless excused by the Mayor, as may be needed for the orderly conduct of the meeting.

SECTION 11. COUNCILMEMBER ATTENDANCE AT MEETINGS

- 11.1 Councilmembers will inform the Mayor, the Council President, the City Administrator or City Clerk if they are unable to attend any Council meeting, or if they knowingly will be late to any meeting. The minutes will show the Councilmember as having an excused absence if approved by the Council.

SECTION 12. PUBLIC HEARINGS

- 12.1 Quasi-judicial hearings require a decision be made by the Council using a certain process, which may include a record of evidence considered and specific findings be made.
- 12.2 Legislative (ordinance or miscellaneous) hearings do not require a decision be made even though information is presented.
- 12.3 Councilmembers shall comply with all applicable laws related to the conflict-of-interest requirements in the Appearance of Fairness Doctrine.

SECTION 13. MEDIA REPRESENTATION AT COUNCIL MEETINGS

- 13.1 All public meetings of the City Council and its boards/commissions shall be open to the media, freely subject to recording by radio, television and photographic services at any time, provided that such arrangements do not interfere with the orderly conduct of the meeting. Seating space shall be provided for the media at each public meeting.

SECTION 14. COUNCIL REPRESENTATION

- 14.1 If a Councilmember appears on behalf of the City before another governmental agency, such as the County Council or State Legislature, a community organization, or through the media, for the purpose of commenting on an issue, the Councilmember needs to state existing City policy and the majority position of the Council, if known, on such issue. Personal opinions and comments which differ from the Council majority may be expressed if the Councilmember clarifies that these statements do not represent the Council's position. If a Councilmember wishes to clarify the Council's position on a policy issue, they should do so by requesting a Council resolution be prepared and voted on by the Council.

Councilmembers need to have other Councilmember's concurrence before representing another Councilmember's view or position with the media, another governmental agency or community organization.

SECTION 15. CONFIDENTIALITY

- 15.1 Councilmembers shall keep confidential all written materials and verbal information provided to them during Executive Sessions or which are otherwise subject to the attorney-client privilege, to ensure that the City's position is not compromised. Any Councilmember having any contact or discussion needs to make full disclosure to the Mayor, City Administrator and/or the City Council in a timely manner.

SECTION 16. PUBLIC RECORDS

- 16.1 Public records created or received by the Mayor or any Councilmember should be transferred to the City Clerk's office for retention by the City in accordance with the Public Records Law. Public records that are duplicates of those received by, or in the possession of the City, are not required to be retained. Questions about whether or not a document is a public record or if it is required to be retained should be referred to the City Clerk.

SECTION 17. CITY ADMINISTRATOR EVALUATION ANNUAL PROCESS

- 17.1 The Mayor will determine the evaluation criteria and format for the process. As the City Administrator's immediate supervisor the Mayor shall issue the final annual evaluation. Council members will be given the opportunity to provide their observations, comments and recommendations.
- 17.2 The final step of the City Administrator evaluation process is for the Mayor to prepare amendments, if any, to the City Administrator's employment contract. This contract and any amendment thereto must to be approved by the City Council at a Council meeting.

SECTION 18. MAYOR/COUNCIL PRESIDENT/VICE-PRESIDENT SELECTION PROCESS

- 18.1 Mayor. The Mayor is elected per RCW Title 35A and other applicable election laws.
- 18.2 Council President. At the first regular meeting in January of each year, the members of the City Council shall elect, from their number, a Council President.

Process:

1. The Mayor calls for nominations for Council President.
2. When there are no further nominations, the Mayor announces that nominations are closed.
3. The nominees are then voted on in the order the nominations were made. The vote will be taken by roll call.
4. The process continues until a nominee receives a majority of the votes. This method requires that a Councilmember wishing to vote for a candidate appearing

later in the list of nominees withhold their vote from early nominees in order to reserve their vote for their favored nominee.

5. The first nominee receiving a majority vote is declared the new Council President. If there is a tie vote, the Mayor may choose whether or not to break the tie. If the

Council fails to select an appointee from the nominees presented, the Council may:

a. Make a motion to revote on the nominees.

b. Make a motion to reopen the nominations and add to the initial slate.

Once

nominated, no candidate is removed from consideration unless they withdraw.

c. Make a motion to postpone the vote on nominees.

d. Solicit additional information from the nominees.

e. Make any other allowable motion under Robert's Rules of Order.

- 18.3 Council Vice-President. At the first regular meeting in January of each year, the members of the City Council shall elect, from their number, a Vice-President. The above procedure is then repeated for electing the Council Vice-President.

SECTION 19. CITY BOARDS/COMMISSIONS

- 19.1 Lake Stevens' boards and commissions provide an invaluable service to the City. Their advice on a wide variety of subjects aids the Mayor and Councilmembers in the decision-making process. Effective citizen participation is an invaluable tool for local government.
- 19.2 These boards/commissions are generally established by ordinance.
- 19.3 Councilmembers will be assigned as board/commission liaisons in January of each year or as needed. Staff shall provide liaisons with agenda and support material for such meetings. The liaison's role will be as an observer and not an active participant on the board or commission. The liaison may provide updates on City activities, and the liaison may report to Council on actions and activities by their assigned board or commission.
- 19.4 Appointments and reappointments of board/commission members, when vacancies and term expirations occur, shall be as follows:
1. Vacancies to the City's boards and commissions will be advertised in the City newspaper, on the City's web page, at City Hall and such other locations as are deemed appropriate. Councilmembers will be provided with copies of applications of all qualified applicants received for boards/commissions vacancies.
 2. All qualified applicants for a board or commission will be interviewed by a panel consisting of the Mayor, the Department Head and/or staff liaison, the Council liaison or designee to that board or commission, up to two additional councilmembers selected to participate in the interview process for boards and commissions at the beginning of each year, and the Chairperson or designee of the board or commission the applicant applied for.

3. Following the interviews, the interview panel makes a recommendation and the Mayor nominates a candidate for appointment to the vacant position.
4. The nominated candidate will be notified and requested to complete a criminal background check. All criminal background checks will be conducted by The Human Resources Department.
5. Following successful completion of the criminal background check the Mayor reviews nominee recommendation with Council at a regular Council meeting or at a workshop session. The recommendation should include the number of applicants interviewed, qualifications, and reason for the selection.
6. Mayor appoints board/commission member with Council approval at the regular Council meeting or next regular meeting if recommendation is made at a workshop session.
7. The newly appointed board/commission member will be invited to a subsequent Council meeting to be sworn in. In the case where multiple appointments are made in one Council meeting, all appointees will be sworn in as a group.
8. If the City Council does not confirm or reject the Mayor's nomination for appointment within thirty (30) days of submittal, the Mayor may proceed with the appointment.

SECTION 20. COUNCIL SUBCOMMITTEES

20.1 Council subcommittees are policy review and discussion arms of the Council. Subcommittees may study issues and develop recommendations for consideration by the Council. Subcommittees may not take binding action on behalf of the City. Subcommittees generally involve three or fewer councilmembers and therefore are not subject to the Open Public Meetings act.

Subcommittees will be established on an as-needed basis by motion or other action of the City Council

At its first meeting each year, each subcommittee should select from its members a chairperson who will oversee the meeting and report on the activities of the subcommittee to the Council at regular City Council meetings during Council Business.

20.2 Each subcommittee will have staff support as needed and assigned by the City Administrator. Staff will work with the subcommittee chairs to set agendas, provide support materials (including any sensitive communications by staff), and prepare reports as needed. The City Clerk or designee will attend subcommittee meetings and may prepare minutes. Subcommittee meetings will not be electronically recorded.

- 20.3 Even though the Open Meetings Act does not generally apply, subcommittee meetings are open to the public for observation only; no citizen comments or participation will be allowed. Notice of the meeting, including the topic and any other details that are available, will be advertised on the City's website calendar.
- 20.4 The Mayor or City Administrator may send issues directly to subcommittees for their review in lieu of being referred to committee by the entire Council.
- 20.5 Subcommittee appointments shall be made by the Council President or in his/her absence by the Council Vice-President. The Council President will take into account the interests, availability to serve and requests of individual Councilmembers in making subcommittee assignments.
- 20.6 Membership of each subcommittee will consist of a maximum of three (3) Councilmembers unless otherwise approved by Council.
- 20.6 The Mayor and/ or City Administrator shall be an "ex officio" member of each subcommittee.

SECTION 21. AD HOC CITIZEN ADVISORY BOARDS

21.1 PURPOSE

To effectively use valuable resources provided by the citizenry at large to deal with issues on which more citizen input is judged to be needed. Each Board shall be given a clearly defined goal and adequate information to help them understand their role in the governmental structure. Unless determined otherwise by action of the City Council the authority of such Boards will be limited to providing informal input and recommendations to the City Council.

21.2 APPOINTMENT PROCEDURES

The boards will consist of no more than five citizen members (selected by the Mayor and confirmed by the City Council), the Mayor or designee, a staff person, and Councilmember if desired.

21.3 STAFF SUPPORT

Each Ad Hoc Advisory Committee will have staff support as needed and assigned by the City Administrator. Staff will work with the committee to provide support materials and prepare reports.

SECTION 22. FILLING CITY COUNCIL VACANCIES

22.1 PURPOSE

To provide guidance to the City Council when a Lake Stevens Councilmember position becomes vacant before the expiration of the official's elected term of office. Pursuant to state law, a vacancy shall be filled only until the next regular municipal election, wherein the person elected will serve the remainder of the unexpired term.

22.2

REFERENCES

RCW 42.30.110(h) - Executive Session Allowed to Consider Qualifications of a Candidate for Appointment to Elective Office

RCW 42.30.060 - Prohibition on Secret Ballots

RCW 42.12 - Vacant Position

RCW 35A.12.050 - Vacancies - Filling of Vacancies in Council/Mayor Form of Government

22.3

APPOINTMENT PROCESS

1. A Council position shall be officially declared vacant upon the occurrence of any of the causes of vacancy set forth in RCW 42.12.010, including resignation, recall, forfeiture, written intent to resign, or death of a Councilmember. The Councilmember who is vacating his or her position cannot participate in the appointment process.
2. The City Council shall direct staff to begin the Councilmember appointment process and establish a notice, application, interview and appointment schedule, so that the position is filled at the earliest opportunity.
3. The City Clerk's Office shall prepare and submit to the City's Official Newspaper, with courtesy copies to all other local media outlets, a Notice of City Council Vacancy, which announces the vacancy consistent with the requirements necessary to hold public office. The City's web page and other social media may also be used to announce the Council vacancy.
4. The City Clerk's Office shall prepare an application form which requests appropriate information for City Council consideration of the applicants. Applications will be available at Lake Stevens City Hall, on the City web site, and such other locations that the City Council deems appropriate. Copies of the advertisement will be provided to current members of City of Lake Stevens' boards and commissions.
5. Applications received by the deadline date and time will be copied and circulated, by the City Clerk's Office to the Mayor and City Council. Packets may also contain additional information received such as endorsements, letters of reference and other pertinent materials.
6. The City Clerk's Office shall publish the required public notice(s) for the meeting scheduled for interviewing applicants for consideration to the vacant position. This meeting may be a regularly scheduled City Council meeting, or a special session City Council meeting.

7. The City Clerk's Office shall notify applicants of the location, date and time of City Council interviews.
8. Prior to the date and time of the interview meeting, the Mayor shall accept one interview question from each Councilmember.
9. Prior to the date and time of the interview the City Clerk or designee will make inquiry of each applicant to determine eligibility to hold office and to fill the Council vacancy in the City.

22.4 INTERVIEW MEETING

Depending on the number of applicants to be interviewed, each interview of an applicant/candidate shall be approximately 15 minutes in length as follows:

1. The City Council shall ask the predetermined set of questions which must be responded to by the applicant. Each applicant will be asked and will answer the same set of questions.
2. An informal question and answer period in which Councilmembers may ask and receive answers to miscellaneous questions.
3. The applicants' order of appearance will be determined by a random lot drawing performed by the City Clerk.
4. The Council may elect not to interview all of the applicants if the number exceeds six (6) candidates. The decision as to which applicants to interview will be based on the information contained in the application forms.

22.5 VOTING

Upon completion of the interviews, Councilmembers may convene into Executive Session to discuss the qualifications of the applicants. However, all interviews, nominations and votes taken by the Council shall be in open public session.

1. The Mayor shall ask for nominations from the Councilmembers.
2. In the case of one vacancy to be filled, balloting will continue until a nominee receives a majority of four (4) votes.
3. At any time during the balloting process, the City Council may postpone balloting until a date certain or regular meeting if a majority vote has not been received.
4. Nothing in this policy shall prevent the City Council from reconvening into Executive Session to further discuss the applicant/candidate qualifications.
5. The Mayor shall declare the nominee receiving the majority vote as the new Councilmember. The new Councilmember shall be sworn into office by any person authorized under state law to administer oaths, at the

earliest opportunity or no later than the next regularly scheduled City Council meeting.

6. In the case of a tie vote, the Mayor may cast a vote.
7. If the City Council does not fill the vacancy within 90 days of the declared vacancy, the Revised Code of Washington delegates appointment powers to Snohomish County.

SECTION 23. MISCELLANEOUS

- 23.1 When Councilmembers register to attend an official conference requiring voting delegates, such as the Association of Washington Cities, the Council shall designate the voting delegate(s) and alternate voting delegate(s) during a public meeting, by a majority vote; when possible, said selection of voting delegate(s) shall be done on a rotating basis for the purpose of allowing all Councilmembers the opportunity to be an official voting delegate.

SECTION 24. SUSPENSION AND AMENDMENT OF RULES

- 24.1 Any provision of these rules not governed by state law or ordinance, may be temporarily suspended or waived by a two-thirds (2/3) majority vote of the Council.
- 24.2 These rules may be amended, or new rules adopted, by a majority vote of the Council.
- 24.3 While not required, these Rules should be reviewed approximately every 2 years for the purpose of keeping up to date with legal requirements and for purposes of confirming that actual practices conform with these rules.

CITY COUNCIL STAFF REPORT



Agenda Date: 4/25/2023

Subject: Music in the Park Monetary Contribution

Contact Person/Department: Sarah Garceau, Parks Department

Budget Impact: \$3500 in monetary contribution and approximately \$3500 for in-kind staff support.

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Review request and make a decision about monetary contribution for Music in the Park.

SUMMARY/BACKGROUND:

The Lake Stevens Arts and Parks Foundation has requested support from the City to bring back Music in the Park for 2023 (attached).

Music in the Park

Event Dates: July 12 & 19. August 2, 9, 16, 23 & 30.

Event Time: 6:00 pm - 9:00 pm

Location: North Cove Park, Stage and Observation Deck

The City Administrator reviewed the request for in-kind support for staffing and equipment and has approved this portion internally.

The Council is being asked to review the monetary request of \$3500, which will be used for hiring the bands (\$500 per band).

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. LSAPF Request for Music in the Park



April 10, 2023

RE: Music in the Park

TO: Sarah Garceau
sgarceau@lakestevenswa.gov

Dear Sarah,

The Lake Stevens Arts & Parks Foundation (LSAPF) has been asked by the City of Lake Stevens (COLS) to put on music events, as we did last year, at North Cove Park on the dates of the Farmers Market events as follows; July 12, 19 & August 2, 9, 16, 23, 30 from 6:00-9:00 pm

LSAPF REQUESTS COLS TO PROVIDE:

Staff time/ Equipment

- 2 dedicated parking spots by Grimm House.
- Parks crew member time to put out no parking signs Wednesday am (~\$50 staff time).
- One staff on site from 5:00 – 9:15 to cover event hours to troubleshoot any electric needs, clean restrooms, change trash, provide borrowed items. (4.5 hours w travel time, early staff support can come from cross over of Farmers Market. Cost = \$450/night).
- Rental of the Spider Box (\$ value TBA).
- Rental of 10x20 tent for stage use.(\$ value TBA).

Monetary Support:

- Requesting \$3500 for 7 weeks of Band performances. \$500 per week. LSAPF will pay any overages. A recent Grant request by the LSAPF through Snohomish County was not approved.

Marketing Support:

- Posting on COLS marketing avenues, website, Facebook, Instagram, reader boards (1 hour City Admin time~ \$50).

LSAPF WILL PROVIDE:

- Complete and submit all required permits and fees.
- Non – Profit Sponsor.
- Install beer garden fencing and event setup.
- Band Recruitment and handle day of event band operation.
- Provide 20x30 tent for staging needs.
- Design and distribute community fliers and A- frame signs.
- Provide beer and wine sales. Set up fencing required for beer garden.
- Provide packages food and water for sale at Beer Garden Site. Ensure that no alcohol beyond this point signs are place correctly around the perimeter.
Block off parking as needed for unloading at the observation deck.
- Provide fun event activities.
- Meet bands at 4:00 pm for parking/ unloading vendor needs.
- Recruit sponsorships.
- Ensure no alcohol is consumed by members serving to the public.

Provide a site plan with permit of beer garden and stage set up and parking.

With the COLS and the LSAPF working together, we can provide fun and entertaining musical events throughout the summer.

Best regards,



Jim Haugen
Secretary
Lake Stevens Arts & Parks Foundation

Cc: Jessica Romero
jromero@lakestevenswa.gov

PO Box 1441
Lake Stevens, WA 98258

CITY COUNCIL STAFF REPORT



Agenda Date: 4/25/2023

Subject: Contract Amendment for Aqua Technex - 2023 SOW

Contact Person/Department: Shannon Farrant, Public Works

Budget Impact: \$99,953

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Authorize the Mayor to sign Supplemental Agreement No.3 amending Article II Scope of Services in the Professional Services Agreement with AquaTechnex, LLC, and a potential future budget amendment, to perform aquatic vegetation management on Lake Stevens in 2023 for a cost not to exceed \$99,953.

SUMMARY/BACKGROUND:

The City has contracted with AquaTechnex for the previous 10 years to perform annual aquatic vegetation surveys and herbicide applications for Eurasian Milfoil and other invasive and nuisance aquatic vegetation growth. Over the years, a shift in aquatic vegetation management has moved from predominantly treating Milfoil to the treatment of invasive and nuisance native vegetation. In order to develop a treatment protocol to serve the ecological and recreational benefits of the lake, staff proposes a BioBase aquatic plant biovolume survey in 2023. This type of survey will reveal the biomass of aquatic vegetation to better target vegetation to improve recreational beneficial uses while still addressing the ecological needs and regulatory requirements.

Native aquatic vegetation is an important component of the ecosystem. It provides food and shelter for all types of aquatic life. Unfortunately, some species grow in thick clusters that can impact the recreational experience of the lake, such as swimming and boating. It is important to develop a treatment plan that will address both the recreational impact and ecologically beneficial uses of the native aquatic vegetation.

The City's 2023 budget includes \$80,000 for aquatic vegetation treatment. Due to the

need for an additional survey and a more targeted treatment approach based on vegetation type, the cost proposed for the 2023 Scope of Services exceeds this amount. The application of herbicide(s) to treat aquatic vegetation is largely dependent on the late spring/early summer survey results. A budget amendment to include the additional \$19,953 will be requested at a later date if it is determined the treatment costs will be the whole proposed amount. City staff anticipate, based on past surveys, the cost to treat Milfoil will be less than the proposed amount in the 2023 Scope of Services.

APPLICABLE CITY POLICIES:

2013 Phosphorus Management Plan and 2022 Lake Management Plan

ATTACHMENTS:

1. 2023_PSA_supplement 03
2. 2021-2025_PSA_AquaTechnex

SUPPLEMENTAL AGREEMENT NO. 3
PROFESSIONAL SERVICES AGREEMENT FOR THE CITY OF LAKE STEVENS

This Supplemental Agreement No. 3 is made and entered into on the 25 day of April, 2023, between the City of Lake Stevens, hereinafter called the "City" and AquaTechnex LLC, hereinafter called the "Consultant."

WITNESSETH THAT:

WHEREAS, the parties hereto have previously entered into a Contract for the preparation of an application strategy plan and implementation for the treatment of invasive and nuisance aquatic vegetation and phosphorus loading through the application of aluminum sulfate (Alum) on Lake Stevens, hereinafter called the "Project," said Agreement being dated the 25th day of May, 2021; and

WHEREAS, both parties desire to supplement said Agreement and amend the total amount payable for this Agreement;

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

Each and every provision of the Professional Services Agreement dated the 25th day of May 2021, shall remain in full force and effect, except as modified in the following sections:

1. Article II of the Original Agreement, "SCOPE OF SERVICES", shall be supplemented to include the Scope of Services as described in Exhibit A-2023, attached hereto and by this reference made part of this Supplemental Agreement No. 3.
2. Article IV of the Original Agreement, "OBLIGATIONS OF THE CITY", Paragraph IV.I Payments, Section (a), the second sentence is amended to include the additional Consultant fee of \$99,953 and shall read as follows: "In no event shall the compensation paid to Consultant under this Agreement exceed \$99,953.00 for the Scope of Services presented in Exhibit A-2023. In no event shall the compensation paid to Consultant under this Agreement exceed \$200,000 annually without the written agreement of the Consultant and the City".

The total amount payable to the Consultant is summarized as follows:

Original Agreement	Not to exceed \$200,000 annually
Supplemental Agreement No. 1	\$93,195.00
Supplemental Agreement No. 2	\$189,060.50
Supplemental Agreement No. 3	\$99, 953.00

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

CITY OF LAKE STEVENS

AQUA TECHNEX

By: _____
Brett Gailey, Mayor

By: _____

Printed Name & Title

ATTEST/AUTHENTICATED

By: _____
Kelly M. Chelin City Clerk

APPROVED AS TO FORM

By: _____
Greg Rubstello, City Attorney

Exhibit A-2023. Proposed scope of work Lake Stevens Eurasian Milfoil/Nuisance weed species/Potential Phosphorus Management Treatment 2021-2025

2023 Project Year

Aquatic Plant Management Tasks

Task One: Public notification

The first step this season will be to perform the required amendments to the Department of Ecology Permit and deliver the pre-treatment notifications to affected parties. Ecology will be modifying their permit to add new products like ProcellaCOR in the next month or so. A written notice is required to be delivered to all shoreline residents and businesses. We will mail a large postcard with text that is required by Ecology and provide a web site address for additional information.

The permit for Lake Stevens is held by the City, there is a simple process to add herbicides to this permit through the Ecology online portal. Aquatechnex does not have access to this permit because we are not the permit holder. We can assist you with this when the permit amendment is final, but as the City is the permit holder, we would have to do it through your password.

We will provide notification to all lake residents and properties adjacent to the lake. We will also maintain the project web site that will have treatment maps and additional information for lake residents about the products used, the timing of treatments etc.

Task Two, Survey work

As there has been an expanded interest in managing non-invasive but nuisance aquatic vegetation we would suggest two surveys.

The first would be in May to identify areas where Eurasian Milfoil and Curly Leaf Pondweed is present. These areas will be mapped and used as a basis for targeting a recommended herbicide after submitting survey results and work plan to the City.

The second would be mid to late June to map results from Eurasian Milfoil treatments and map areas that might benefit from treatment for nuisance vegetation. A report would be issued to the City for consideration prior to treatment. This work will include a BioBase aquatic plant biovolume mapping effort to help determine treatment locations.

Task Three, ProcellaCOR and Galleon Herbicide treatment

ProcellaCOR is a very effective herbicide for Eurasian Milfoil. This product has an extremely fast plant concentration factor, it moves into target vegetation rapidly and attaches to bonding sites where the mode of action takes over. It is selective for milfoil and will provide excellent control where applied. ProcellaCOR can be used with no restrictions on the use of water from the treatment area for potable purposes, swimming, boating, waterskiing, or fishing. There is no restriction on the use of water from the treatment area to irrigate turf, and short irrigation restrictions when watering ornamental plants. There should be excellent long-term results from this application.

In areas where Curly Leaf Pondweed are present, Galleon Herbicide would be used to target that growth. This is another herbicide with minimal water use restrictions.

Task Four, Nuisance Aquatic Vegetation Control There may be a need to target nuisance aquatic weed growth during the summer. We will present maps of this growth after the late June survey for the City's consideration. If appropriate and approved, we would target this growth with a combination of Diquat and Aquathol Herbicides.

Diquat herbicide has been used effectively in the past to target this growth. American or Large Leaf Pondweed has become an increasing problem in traditional treatment zones as the Diquat has control other species. Aquathol is very effective against pondweed and other species that may be present, we would be increasing the amount of Aquathol used in the treatment zones.

On Lake Stevens the herbicides that are effective on these nuisance species are subject to a fish timing window on the DOE Permit and they cannot be applied until after July 15th. With approval from the City of the map provided suggesting treatment, we would schedule this application after the July 15th date.

Task Five, Post treatment survey and annual report.

At the end of the summer, a detailed post treatment survey would be performed in all areas targeted during that year's treatment. A report will be generated for the City with any additional recommendations for the following year.

Algae treatment

As this year is not an alum treatment year, there will be no phosphorus mitigation treatments performed. There could be an option to treat problem algae should it appear. Peroxyen algaecides are extremely effective on cyanobacteria species and would be the option of choice should the need arise.

Peroxygen algaecides are applied to areas where problem algae has accumulated. Once in the water, the algaecide oxidizes target cells and breaks down to water and oxygen. These products are approved by the US EPA to be used without requiring water use restrictions and are approved for use in potable water reservoirs and treatment plants, the Washington DOE permit provides for a 12-hour swimming restriction after application.

The permit the City currently holds allows for the use of a number of aquatic herbicides and algaecides. The City as permit holder should log into the Ecology SAW system and add peroxide herbicides to the list of approved materials to be used in the lake. Scope of Services for 2023

Aquatic Plant Management, Potential algae Mitigation Treatments Scope and Fees for 2023

Task	Comments	Cost
Task 1, public notification	There may be up to three treatment events targeting different areas of the lake this coming summer. This could require three notices. This includes printing, address	\$1,200.00

	matching, postage and record keeping	
Task 2, Surveys	There is a need for May survey to identify Eurasian Milfoil locations around the lake, a second survey in late June to assess need for Contact Herbicide Treatment and August survey to determine results	\$3,000.00 for May Milfoil/Curly leaf Survey \$5,000.00 for June hydroacoustic biobase survey and report
Task 3, ProcellaCOR or Galleon treatment	ProcellaCOR/Galleon Herbicide treatments are designed based on the size of the treatment area and average water depth, so the mapping work will be used to determine the cost. The survey would be used to provide a report and map of suggested treatment areas not to exceed this budget amount	\$35,000.00 budget based on assumed acres, may be modified up or down based on survey. This is a not to exceed amount
Task 4, Nuisance Aquatic Vegetation Control and lily control Option	This budget would be for use targeting nuisance aquatic vegetation as approved by the City after survey work is performed.	\$45,000.00 budget. This is not to exceed amount. Survey will inform on required acres. This may be less
Task 5, post treatment survey and year-end report	A post treatment survey will be performed at the end of the summer. The year end report will document all efforts and provide the City with the information necessary to perform Ecology's NPDES permit year end report.	\$2,500.00
Estimated total before sales tax if all steps are necessary		\$91,700.00
Sales Tax at 9%		\$8,253.00.00
Total project cost		\$99,953.00.0000
Optional Add-on: Peroxygen algaecide treatments	Application of Peroxygen algaecide if necessary. We will determine acres required and go from there.	\$250.00 per treated acre

**PROFESSIONAL SERVICES AGREEMENT BETWEEN
CITY OF LAKE STEVENS, WASHINGTON
AND AquaTechnex, LLC.
FOR CONSULTANT SERVICES**

THIS AGREEMENT (“Agreement”) is made and entered into by and between the City of Lake Stevens, a Washington State municipal corporation (“City”), and AquaTechnex, LLC, a Washington Corporation, (“Consultant”).

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

ARTICLE I. PURPOSE

The purpose of this Agreement is to provide the City with consultant services regarding Short General Description of Services as described in Article II. The general terms and conditions of the relationship between the City and the Consultant are specified in this Agreement.

ARTICLE II. SCOPE OF SERVICES

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

ARTICLE III. OBLIGATIONS OF THE CONSULTANT

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

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

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

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

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

III.3 TERM. The term of this Agreement shall commence upon full signing and shall terminate at midnight, December 31, 2025. The parties may extend the term of this Agreement by written mutual agreement.

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

III.5 EMPLOYMENT.

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

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

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

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

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

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

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

III.6 INDEMNITY.

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

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

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

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

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

III.7 INSURANCE.

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

b. **No Limitation**
Consultant's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

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

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

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

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

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

f. **Acceptability of Insurers.** Insurance is to be placed with insurers with a current

A.M. Best rating of not less than A:VII.

g. **Verification of Coverage.** In signing this agreement, the Consultant is acknowledging and representing that required insurance is active and current. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work. Further, throughout the term of this Agreement, the Consultant shall provide the City with proof of insurance upon request by the City.

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

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

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

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

III.8 DISCRIMINATION PROHIBITED AND COMPLIANCE WITH EQUAL OPPORTUNITY LEGISLATION. The Consultant agrees to comply with equal opportunity employment and not to discriminate against client, employee, or applicant for employment or for services because of race, creed, color, religion, national origin, marital status, sex, sexual orientation, age or handicap except for a bona fide occupational qualification with regard, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or any recruitment advertising; layoff or terminations; rates of pay or other forms of compensation; selection for training, rendition of services. The Consultant further agrees to maintain (as appropriate) notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Consultant understands and agrees that if it violates this nondiscrimination

provision, this Agreement may be terminated by the City, and further that the Consultant will be barred from performing any services for the City now or in the future, unless a showing is made satisfactory to the City that discriminatory practices have been terminated and that recurrence of such action is unlikely.

III.9 UNFAIR EMPLOYMENT PRACTICES. During the performance of this Agreement, the Consultant agrees to comply with RCW 49.60.180, prohibiting unfair employment practices.

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

III.11 INDEPENDENT CONTRACTOR.

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

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

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

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

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

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

to the City.

III.14 SUBCONTRACTORS/SUBCONSULTANTS.

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

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

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

d. All Subcontractors/Subconsultants shall have the same insurance coverages and limits as set forth in this Agreement and the Consultant shall provide verification of said insurance coverage.

ARTICLE IV. OBLIGATIONS OF THE CITY

IV.1 PAYMENTS.

a. The Consultant shall be paid by the City for services rendered under this Agreement as described in the Scope of Services and as provided in this section. In no event shall the compensation paid to Consultant under this Agreement exceed \$200,000 annually without the written agreement of the Consultant and the City. Such payment shall be full compensation for work performed and services rendered and for all labor, materials, supplies, equipment and incidentals necessary to complete the work. In the event the City elects to expand the scope of services from that set forth in Exhibit A, the City shall pay Consultant a mutually agreed amount.

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

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

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

IV.3 MAINTENANCE/INSPECTION OF RECORDS.

a. The Consultant shall maintain all books, records, documents and other evidence pertaining to the costs and expenses allowable under this Agreement in accordance with generally accepted accounting practices. All such books and records required to be maintained by this Agreement shall be subject to inspection and audit by representatives of the City and/or the

Washington State Auditor at all reasonable times, and the Consultant shall afford the proper facilities for such inspection and audit. Representatives of the City and/or the Washington State Auditor may copy such books, accounts and records where necessary to conduct or document an audit. The Consultant shall preserve and make available all such books of account and records for a period of three (3) years after final payment under this Agreement. In the event that any audit or inspection identifies any discrepancy in such financial records, the Consultant shall provide the City with appropriate clarification and/or financial adjustments within thirty (30) calendar days of notification of the discrepancy.

b. Public Records.

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

ARTICLE V. GENERAL

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

To the City:

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

To the Consultant:

AquaTechnex, LLC
Attn: Terrence M. McNabb, Manager
PO Box 30824
Bellingham, WA 98228

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

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

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

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

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

V.5 SEVERABILITY.

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

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

V.6 NONWAIVER. A waiver by either party hereto of a breach by the other party hereto of any covenant or condition of this Agreement shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay or failure of either party to insist upon strict performance of any agreement, covenant or condition of this Agreement, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition or right.

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

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

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

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

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

DATED this _____ day of _____, 2021.

CITY OF LAKE STEVENS

AquaTechnex LLC

By: 
Brett Gailey, Mayor

By: _____

Printed Name and Title

Approved as to Form:

By: *Greg Rubstello*
Greg Rubstello (Jun 8, 2021 10:41 PDT)

Greg Rubstello, City Attorney

Exhibit A
Scope of Services

Proposed scope of work Lake Stevens Eurasian Milfoil/Nuisance weed species/Potential Phosphorus Management Treatment 2021-2025

Aquatic Plant Management Tasks

Task One: Public notification

The first step this season will be to perform the required amendments to the Department of Ecology Permit and deliver the pre-treatment notifications to affected parties. Ecology will be modifying their permit to add new products like ProcellaCOR in the next month or so. A written notice is required to be delivered to all shoreline residents and businesses. We will mail a large post card with text that is required by Ecology and provide a web site address for additional information.

The permit for Lake Stevens is held by the City, there is a simple process to add herbicides to this permit through the Ecology online portal. Aquatechnex does not have access to this permit because we are not the permit holder. We can assist you with this when the permit amendment is final, but as the City is the permit holder, we would have to do it through your password.

We will provide notification to all lake residents and properties adjacent to the lake. We will also maintain the project web site that will have treatment maps and additional information for lake residents about the products used, the timing of treatments etc.

Task Two, Survey work

As there has been an expanded interest in managing non-invasive but nuisance aquatic vegetation we would suggest two surveys.

The first would be in May to identify areas where Eurasian Milfoil is present. These areas will be mapped and used as a basis for targeting with a recommended herbicide after submitting survey results and work plan to the City.

The second would be in late June or first week in July to map results from Eurasian Milfoil treatments and map areas that might benefit from treatment for nuisance vegetation. A report would be issued to the City for consideration prior to treatment.

Task Three, ProcellaCOR treatment

ProcellaCOR is a very effective new herbicide for Eurasian Milfoil. This product has an extremely fast plant concentration factor, it moves into target vegetation rapidly and attaches to bonding sites where the mode of action takes over. It is selective for milfoil and will provide excellent control where applied. ProcellaCOR can be used with no restrictions on the use of water from the treatment area for potable purposes, swimming, boating, waterskiing or fishing. There is no restriction on the use of water from the treatment area to irrigate turf, and short irrigation restrictions when watering ornamental plants. There should be excellent long-term results from this application.

Task Four, Nuisance Aquatic Vegetation Control There may be a need to target nuisance aquatic weed growth during the summer. We will present maps of this growth after the late June survey for the City's consideration. If appropriate and approved, we would target this growth with a combination of Diquat and Aquathol Herbicides.

Diquat herbicide was used very effectively this past summer to target stands of Eurasian milfoil. Aquathol is very effective against pondweed and other species that may be present.

On Lake Stevens the herbicides that are effective on these nuisance species are subject to a fish timing window on the DOE Permit and they cannot be applied until after July 15th. With approval from the City of the map provided suggesting treatment, we would schedule this application after the July 15th date.

Task Five, Post treatment survey and annual report.

At the end of the summer, a detailed post treatment survey would be performed in all areas targeted during that year's treatment. A report will be generated for the City with any additional recommendations for the following year.

Phosphorus Management Treatment

The City of Lake Steven will be evaluating the ongoing phosphorus management program on the lake. For the last number of years, there has been an application of Aluminum sulfate which is one of the approved phosphorus mitigation technologies. Cyanobacteria can be toxin producers and they have a competitive advantage in lakes with higher phosphorus levels. The City had installed a hypo-limnetic aeration system decades ago to help mitigate this problem and it failed about 2011. At that point the program switched to in lake phosphorus mitigation because of the capital expense of replacing a hypo-limnetic aeration system.

The study this summer will review the results of the work to date and develop a phosphorus management plan. If that plan recommends the continuation of applications to mitigate phosphorus, Aquatechnex will perform those applications. Costs will be based on the product recommended and application.

Sediment Mapping

The City of Lake Stevens will be evaluating the ongoing phosphorus management program on the lake this summer. Core samples will be collected and analyzed at four locations. Phosphorus accumulation in lake sediments can release and cause cyanobacteria blooms in a lake. Understanding where organic sediment deposits are can help focus application of phosphorus sequestering technologies. This option may be selected by the County at a future date.

**SUPPLEMENTAL AGREEMENT NO. 1
TO PROFESSIONAL SERVICES AGREEMENT
BETWEEN CITY OF LAKE STEVENS AND
AQUATECHNEX LLC**

This Supplemental Agreement No. 1 is made and entered into on the 25 day of May, 2021, between the City of Lake Stevens, hereinafter called the "City" and AquaTechnex LLC, hereinafter called the "Consultant."

WITNESSETH THAT:

WHEREAS, the parties hereto have previously entered into an Agreement for Lake Management Services, hereinafter called the "Project," said Agreement being dated 25th May 2021; and

WHEREAS, both parties desire to supplement said Agreement, by expanding the Scope of Services to provide for project description and to amend the total amount payable for this Agreement,

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

Each and every provision of the Original Agreement for Professional Services dated 25th May 2021, shall remain in full force and effect, except as modified in the following sections:

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

2. Article IV of the Original Agreement, "OBLIGATIONS OF THE CITY", Paragraph IV.1 Payments, Section (a), the second sentence is amended to include the additional Consultant fee of \$93,195.00 and shall read as follows: "In no event shall total payment under this agreement exceed \$93,195.00."

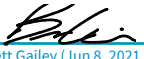
The Total Amount payable to the Consultant is summarized as follows:

Original Agreement	No to exceed \$200,000.00 annually
Supplemental Agreement No. 1	\$93,195.00
 Grand Total	 \$93,195.00

IN WITNESS WHEREOF, the parties hereto have executed this SUPPLEMENTAL AGREEMENT NO. 1 as of the day and year first above written.

CITY OF LAKE STEVENS

AQUATECHNEX, LLC

By: 
Brett Gailey (Jun 8, 2021 08:19 PDT)
Brett Gailey, Mayor

By: _____
Printed Name & Title

ATTEST/AUTHENTICATED

By: 
Kelly Chelin, City Clerk

Scope of Services for 2021

Aquatic Plant Management, Potential Phosphorus Mitigation Treatments Scope and Fees for 2021

Task	Comments	Cost
Task 1, public notification	There may be up to three treatment events targeting different areas of the lake this coming summer. This could require three notices. This includes printing, address matching, postage and record keeping	\$1,000.00
Task 2, Surveys	There is a need for May survey to identify Eurasian Milfoil locations around the lake, a second survey in late June to assess need for Contact Herbicide Treatment and August survey to determine results	\$5,000.00
Task 3, ProcellaCOR treatment	ProcellaCOR treatments are designed based on the size of the treatment area and average water depth, so the mapping work will be used to determine the cost. The survey would be used to provide a report and map of suggested treatment areas not to exceed this budget amount	\$45,000.00 budget based on assumed acres, may be modified up or down based on survey.
Task 4, Nuisance Aquatic Vegetation Control and lily control Option	This budget would be for use targeting nuisance aquatic vegetation as approved by the City after survey work is performed. This budgeted amount would cover. There will be two lily and watershield treatments. Areas will be mapped and targeted with two applications.	\$32,000.00
Task 5, post treatment survey and year-end report	A post treatment survey will be performed at the end of the summer. The year end report will document all efforts and provide the City with the information necessary to	\$2,500.00

	perform Ecology's NPDES permit year end report.	
Estimated total before sales tax if all steps are necessary		\$85,500.00
Sales Tax at 9%		\$7,695.00
Total project cost		\$93,195.0000
Optional Phosphorus Mitigation Application	If required by the Phosphorus Management Study the City is undertaking, this application would utilize the sequestering technology recommended. This budget would be a not to exceed amount and equal to the previous year's application work. This would be for application of alum or a recommended phosphorus management alternative	\$87,950.00
Sales Tax	9.0%	\$7,915.50
Total		\$95,865.50
Optional Sediment Mapping	Sediment mapping may be required during the term of this contract to implement the Phosphorus Management Study the City is undertaking.	\$4,000.00

AquaTechnex_LakeMngt

Final Audit Report

2021-06-08

Created:	2021-05-26
By:	Kelly Chelin (kchelin@lakestevenswa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAB6PbRtZSX6_Q4ry26a1DuNjFK1iHkEF1

"AquaTechnex_LakeMngt" History

-  Document created by Kelly Chelin (kchelin@lakestevenswa.gov)
2021-05-26 - 8:15:25 PM GMT- IP address: 74.85.95.34
-  Document emailed to Brett Gailey (bgailey@lakestevenswa.gov) for signature
2021-05-26 - 8:16:18 PM GMT
-  Email viewed by Brett Gailey (bgailey@lakestevenswa.gov)
2021-05-27 - 1:16:18 AM GMT- IP address: 76.121.155.219
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2021-06-08 - 3:19:20 PM GMT- IP address: 74.85.95.34
-  Document e-signed by Brett Gailey (bgailey@lakestevenswa.gov)
Signature Date: 2021-06-08 - 3:19:57 PM GMT - Time Source: server- IP address: 74.85.95.34
-  Document emailed to Greg Rubstello (grubstello@omwlaw.com) for signature
2021-06-08 - 3:19:58 PM GMT
-  Email viewed by Greg Rubstello (grubstello@omwlaw.com)
2021-06-08 - 5:41:04 PM GMT- IP address: 104.143.198.247
-  Document e-signed by Greg Rubstello (grubstello@omwlaw.com)
Signature Date: 2021-06-08 - 5:41:18 PM GMT - Time Source: server- IP address: 13.93.198.71
-  Agreement completed.
2021-06-08 - 5:41:18 PM GMT

CITY COUNCIL STAFF REPORT



Agenda Date: 4/25/2023

Subject: Climate Mitigation Plan Update

Contact Person/Department: Melissa Place, Community Development

Budget Impact: None

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

1. No formal action is required. Councilmembers are asked to review and provide input on the draft vision statement options and further direction on the approach of the Climate Mitigation Plan.

SUMMARY/BACKGROUND:

At the April 4, 2023, meeting, the Council was asked for input on potential adoption of GHG emissions targets and a draft vision statement for the plan. Staff provided the state and Snohomish County's emission reduction targets for consideration. Based on the feedback provided by the Council at their March 14th and April 4th meetings, the city intends to frame the plan around a robust vision statement related to climate impacts and resiliency. The plan also intends to identify common values for the city, as a business entity, that primarily focus on actions the city can take or support through interagency coordination and education.

Legislation Update

Washington's Growth Management Act (GMA) requires quickly growing Washington cities and counties to develop comprehensive plan elements that respond to challenges associated with population growth. These elements or chapters must address several goal areas including environmental protection, affordable housing, and accessible transportation. The 2023 Washington House Bill (HB) 1181 (previously HB 1099) has passed the Legislature and is expected to be signed into law by the Governor

(**Attachment 1**). This bill will require the integration of climate mitigation and adaptation policies into county and city comprehensive plans. These required policy changes will address climate emissions and impacts, while considering co-benefits and integration with other planning documents such as housing, transportation, and land use. Several cities have already begun the process of integrating climate policies into comprehensive plans before it is required.

As a directive of HB 1181, the Washington Department of Commerce has initiated a multiyear project to develop a model element, as well as guiding policies and actions for addressing climate issues in city and county comprehensive plans. This Commerce guidance provides pathways to integrate both a climate resilience and mitigation element into a comprehensive plan, either as a set of integrated policies or standalone element. Cities are encouraged to assess their climate impacts and risks, seek input from key stakeholders and communities, and pursue pathways that modify existing or create new policies to address greenhouse gas (GHG) emissions and increase community resilience.

The Climate Action Plan that the city is currently developing can provide a suite of policies to consider integrating into the 2024 Comprehensive Plan update and later updates following Department of Commerce model rules being developed.

Links

- WA Department of Commerce Climate Program page: <https://www.commerce.wa.gov/serving-communities/growth-management/growth-management-topics/climate-change/>
- HB 1181 Legislative Report: <https://lawfilesexternal.wa.gov/biennium/2023-24/Pdf/Bill%20Reports/Senate/1181-S2.E%20SBR%20APS%202023.pdf?q=20230418120819>

Public Input Summary

A public workshop was held on March 21st; an outside agency focus group discussion was held on March 23rd; and a community-wide survey ran from March 10th to April 6th to obtain input on the CMP and draft strategies and actions. The survey had 87 respondents. The results from the survey indicate that compared to state reduction targets, most respondents think Lake Stevens should be less ambitious (35%) or on par (34%), with similar cities in its climate reductions. Approximately 28% of respondents think the city should be more ambitious and 3% said they weren't sure and needed more information. In addition, respondents identified cost increases as a primary concern with implementing climate mitigation. Please see **Attachment 2** for the full community survey results.

After the April 4th meeting with Council, formal summaries of both the public workshop

and outside agency focus group meetings are now available and are attached to this report for Council's review and consideration (**Attachments 3 and 4** respectively).

Snohomish County Information

Staff previously presented that Snohomish County's existing adopted emission targets are those established by [Joint Resolution 19-006](#), which commits the County to achieving 100% clean electricity by 2030 and 100% clean energy by 2045 for government operations. While that is their existing goal, staff has since reached out to county planning staff to ask what approach the county is considering for integration into their 2024 Comprehensive Plan update.

For consistency with [Vision 2050](#), the multicounty planning policies (MPPs) and the county planning policies ([CPPs](#)) the County is proposing to adopt the PSCAA GHG emission reduction target as Goal CC 2 of a new Climate Change Element. This is considered a regional target and is supported by Vision 2050.

Puget Sound Clean Air Agency targets are: 50% below 1990 levels by 2030 and 80% below 1990 levels by 2050.

- The draft policies for the new Climate Change Element from the County can be found here:
https://snohomishcountywa.gov/DocumentCenter/View/107418/Climate_Change_Element_Draft_Policy_Amendment_Table?bidId=
- Snohomish County 2022 GHG emissions inventory:
https://www.snohomishcountywa.gov/DocumentCenter/View/106055/GHG-Emiss-Inventory-SC19-00-03_GeoEmissionsReport?bidId=

Draft Plan Approach

Staff recently recommended 10 actions to the consultant for the cost benefit assessment by considering the survey results, legislative input, and community workshop and focus group input. Staff's approach was to choose two actions from each focus category with a mix of one action being of a higher impact rating and the other being an action that the city can take directly. The 10 selected actions are highlighted in **Attachment 5**.

Due to the recent passing of HB 1181, the city is investigating whether targets must be incorporated into the plan. Staff is also trying to determine the date by which the climate element must be implemented. Until those questions are answered, the city's approach may be more of a soft incorporation of the climate plan into the 2024 Comp Plan update with a full rollout by a future date yet to be determined. It is likely that in the future, the city will have to complete additional work to meet HB 1181 requirements. The city will wait and see what Commerce's final approach is to integrate the requirements of the bill.

Draft Vision Statement

Below are three draft vision statement options for Council's consideration. The vision statement will frame the plan and capture the city's approach to greenhouse gas emissions reductions targets. Staff requests Council's input on which option is preferred in order to allow the consultant to move forward with writing the draft plan.

Option 1:

With a shared love of the lake, the Lake Stevens community unites to create a healthy, resilient city with a clean environment for all to enjoy, focused on increasing access to multimodal choices, protection of natural resources, energy-efficient homes and businesses and reduced waste. This vision will be in concert with state and regional efforts.

Option 2:

The City of Lake Stevens prioritizes a sustainable future for all residents for generations to come. We strive to be a city with multiple modes of transportation, where waste is reduced and recycled, where the air and water is clean, and where residents can easily access businesses, parks, and trails. Our residents enjoy a good quality of life and work together to move the city forward in a sustainable fashion in concert with state and regional efforts.

Option 3:

The City of Lake Stevens is committed to creating a healthy, clean, walkable, and vibrant city for all residents where the community unites to reduce our carbon footprint, become energy efficient and create a sustainable environment for the future. This plan focuses on actions the city can take or support through interagency coordination and education. The goal is to achieve emissions reductions and community resiliency in concert with state and regional efforts through a collaborative process to continue and enhance the good quality of life that Lake Stevens' residents enjoy.

Next Steps

- The consultant is anticipated to provide the city with the draft plan in May.
- Staff anticipates providing both the Planning Commission and City Council with the draft plan and any other relevant draft documents (equity assessment and cost benefit assessment) for review in late May.
- Final adoption is slated for June of 2023.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. Attachment 1 - HB 1181

2. Attachment 2 - Community Survey Results
3. Attachment 3 - Public Workshop Summary
4. Attachment 4 - Outside Agency Focus Group Summary
5. Attachment 5 - Selected Actions for Cost-Benefit Assessment

ENGROSSED SECOND SUBSTITUTE HOUSE BILL 1181

AS AMENDED BY THE SENATE

Passed Legislature - 2023 Regular Session

State of Washington**68th Legislature****2023 Regular Session**

By House Appropriations (originally sponsored by Representatives Duerr, Fitzgibbon, Berry, Peterson, Ryu, Alvarado, Taylor, Reed, Walen, Bateman, Ramel, Goodman, Doglio, Macri, Callan, Simmons, Lekanoff, Gregerson, Bergquist, Stonier, Pollet, Davis, Kloba, Riccelli, Mena, and Tharinger; by request of Office of the Governor)

READ FIRST TIME 02/14/23.

1 AN ACT Relating to improving the state's climate response through
2 updates to the state's planning framework; amending RCW 36.70A.020,
3 36.70A.480, 36.70A.280, 36.70A.320, 36.70A.190, 86.12.200,
4 36.70A.030, and 70A.125.180; reenacting and amending RCW 36.70A.070
5 and 36.70A.130; adding new sections to chapter 36.70A RCW; adding a
6 new section to chapter 70A.45 RCW; adding a new section to chapter
7 47.80 RCW; adding a new section to chapter 90.58 RCW; adding a new
8 section to chapter 43.21C RCW; adding a new section to chapter 43.20
9 RCW; creating a new section; and providing an expiration date.

10 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

11 **Sec. 1.** RCW 36.70A.020 and 2021 c 254 s 1 are each amended to
12 read as follows:

13 The following goals are adopted to guide the development and
14 adoption of comprehensive plans and development regulations of those
15 counties and cities that are required or choose to plan under RCW
16 36.70A.040 and, where specified, also guide the development of
17 regional policies, plans, and strategies adopted under RCW 36.70A.210
18 and chapter 47.80 RCW. The following goals are not listed in order of
19 priority and shall be used exclusively for the purpose of guiding the
20 development of comprehensive plans ~~((and))~~, development regulations,
21 and, where specified, regional plans, policies, and strategies:

1 (1) Urban growth. Encourage development in urban areas where
2 adequate public facilities and services exist or can be provided in
3 an efficient manner.

4 (2) Reduce sprawl. Reduce the inappropriate conversion of
5 undeveloped land into sprawling, low-density development.

6 (3) Transportation. Encourage efficient multimodal transportation
7 systems that will reduce greenhouse gas emissions and per capita
8 vehicle miles traveled, and are based on regional priorities and
9 coordinated with county and city comprehensive plans.

10 (4) Housing. Plan for and accommodate housing affordable to all
11 economic segments of the population of this state, promote a variety
12 of residential densities and housing types, and encourage
13 preservation of existing housing stock.

14 (5) Economic development. Encourage economic development
15 throughout the state that is consistent with adopted comprehensive
16 plans, promote economic opportunity for all citizens of this state,
17 especially for unemployed and for disadvantaged persons, promote the
18 retention and expansion of existing businesses and recruitment of new
19 businesses, recognize regional differences impacting economic
20 development opportunities, and encourage growth in areas experiencing
21 insufficient economic growth, all within the capacities of the
22 state's natural resources, public services, and public facilities.

23 (6) Property rights. Private property shall not be taken for
24 public use without just compensation having been made. The property
25 rights of landowners shall be protected from arbitrary and
26 discriminatory actions.

27 (7) Permits. Applications for both state and local government
28 permits should be processed in a timely and fair manner to ensure
29 predictability.

30 (8) Natural resource industries. Maintain and enhance natural
31 resource-based industries, including productive timber, agricultural,
32 and fisheries industries. Encourage the conservation of productive
33 forestlands and productive agricultural lands, and discourage
34 incompatible uses.

35 (9) Open space and recreation. Retain open space and green space,
36 enhance recreational opportunities, ~~((conserve))~~ enhance fish and
37 wildlife habitat, increase access to natural resource lands and
38 water, and develop parks and recreation facilities.

1 (10) Environment. Protect and enhance the environment and enhance
2 the state's high quality of life, including air and water quality,
3 and the availability of water.

4 (11) Citizen participation and coordination. Encourage the
5 involvement of citizens in the planning process, including the
6 participation of vulnerable populations and overburdened communities,
7 and ensure coordination between communities and jurisdictions to
8 reconcile conflicts.

9 (12) Public facilities and services. Ensure that those public
10 facilities and services necessary to support development shall be
11 adequate to serve the development at the time the development is
12 available for occupancy and use without decreasing current service
13 levels below locally established minimum standards.

14 (13) Historic preservation. Identify and encourage the
15 preservation of lands, sites, and structures, that have historical or
16 archaeological significance.

17 (14) Climate change and resiliency. Ensure that comprehensive
18 plans, development regulations, and regional policies, plans, and
19 strategies under RCW 36.70A.210 and chapter 47.80 RCW adapt to and
20 mitigate the effects of a changing climate; support reductions in
21 greenhouse gas emissions and per capita vehicle miles traveled;
22 prepare for climate impact scenarios; foster resiliency to climate
23 impacts and natural hazards; protect and enhance environmental,
24 economic, and human health and safety; and advance environmental
25 justice.

26 (15) Shorelines of the state. For shorelines of the state, the
27 goals and policies of the shoreline management act as set forth in
28 RCW 90.58.020 shall be considered an element of the county's or
29 city's comprehensive plan.

30 **Sec. 2.** RCW 36.70A.480 and 2010 c 107 s 2 are each amended to
31 read as follows:

32 (1) For shorelines of the state, the goals and policies of the
33 shoreline management act as set forth in RCW 90.58.020 are added as
34 one of the goals of this chapter as set forth in RCW 36.70A.020
35 without creating an order of priority among the ((fourteen)) 15
36 goals. The goals and policies of a shoreline master program for a
37 county or city approved under chapter 90.58 RCW shall be considered
38 an element of the county or city's comprehensive plan. All other
39 portions of the shoreline master program for a county or city adopted

1 under chapter 90.58 RCW, including use regulations, shall be
2 considered a part of the county or city's development regulations.

3 (2) The shoreline master program shall be adopted pursuant to the
4 procedures of chapter 90.58 RCW rather than the goals, policies, and
5 procedures set forth in this chapter for the adoption of a
6 comprehensive plan or development regulations.

7 (3)(a) The policies, goals, and provisions of chapter 90.58 RCW
8 and applicable guidelines shall be the sole basis for determining
9 compliance of a shoreline master program with this chapter except as
10 the shoreline master program is required to comply with the internal
11 consistency provisions of RCW 36.70A.070, 36.70A.040(4), 35.63.125,
12 and 35A.63.105.

13 (b) Except as otherwise provided in (c) of this subsection,
14 development regulations adopted under this chapter to protect
15 critical areas within shorelines of the state apply within shorelines
16 of the state until the department of ecology approves one of the
17 following: A comprehensive master program update, as defined in RCW
18 90.58.030; a segment of a master program relating to critical areas,
19 as provided in RCW 90.58.090; or a new or amended master program
20 approved by the department of ecology on or after March 1, 2002, as
21 provided in RCW 90.58.080. The adoption or update of development
22 regulations to protect critical areas under this chapter prior to
23 department of ecology approval of a master program update as provided
24 in this subsection is not a comprehensive or segment update to the
25 master program.

26 (c)(i) Until the department of ecology approves a master program
27 or segment of a master program as provided in (b) of this subsection,
28 a use or structure legally located within shorelines of the state
29 that was established or vested on or before the effective date of the
30 local government's development regulations to protect critical areas
31 may continue as a conforming use and may be redeveloped or modified
32 if: (A) The redevelopment or modification is consistent with the
33 local government's master program; and (B) the local government
34 determines that the proposed redevelopment or modification will
35 result in no net loss of shoreline ecological functions. The local
36 government may waive this requirement if the redevelopment or
37 modification is consistent with the master program and the local
38 government's development regulations to protect critical areas.

39 (ii) For purposes of this subsection (3)(c), an agricultural
40 activity that does not expand the area being used for the

1 agricultural activity is not a redevelopment or modification.
2 "Agricultural activity," as used in this subsection (3)(c), has the
3 same meaning as defined in RCW 90.58.065.

4 (d) Upon department of ecology approval of a shoreline master
5 program or critical area segment of a shoreline master program,
6 critical areas within shorelines of the state are protected under
7 chapter 90.58 RCW and are not subject to the procedural and
8 substantive requirements of this chapter, except as provided in
9 subsection (6) of this section. Nothing in chapter 321, Laws of 2003
10 or chapter 107, Laws of 2010 is intended to affect whether or to what
11 extent agricultural activities, as defined in RCW 90.58.065, are
12 subject to chapter 36.70A RCW.

13 (e) The provisions of RCW 36.70A.172 shall not apply to the
14 adoption or subsequent amendment of a local government's shoreline
15 master program and shall not be used to determine compliance of a
16 local government's shoreline master program with chapter 90.58 RCW
17 and applicable guidelines. Nothing in this section, however, is
18 intended to limit or change the quality of information to be applied
19 in protecting critical areas within shorelines of the state, as
20 required by chapter 90.58 RCW and applicable guidelines.

21 (4) Shoreline master programs shall provide a level of protection
22 to critical areas located within shorelines of the state that assures
23 no net loss of shoreline ecological functions necessary to sustain
24 shoreline natural resources as defined by department of ecology
25 guidelines adopted pursuant to RCW 90.58.060.

26 (5) Shorelines of the state shall not be considered critical
27 areas under this chapter except to the extent that specific areas
28 located within shorelines of the state qualify for critical area
29 designation based on the definition of critical areas provided by RCW
30 36.70A.030(~~((+5))~~) (6) and have been designated as such by a local
31 government pursuant to RCW 36.70A.060(2).

32 (6) If a local jurisdiction's master program does not include
33 land necessary for buffers for critical areas that occur within
34 shorelines of the state, as authorized by RCW 90.58.030(2)(~~((+f))~~)
35 (d), then the local jurisdiction shall continue to regulate those
36 critical areas and their required buffers pursuant to RCW
37 36.70A.060(2).

38 **Sec. 3.** RCW 36.70A.070 and 2022 c 246 s 2 and 2022 c 220 s 1 are
39 each reenacted and amended to read as follows:

1 The comprehensive plan of a county or city that is required or
2 chooses to plan under RCW 36.70A.040 shall consist of a map or maps,
3 and descriptive text covering objectives, principles, and standards
4 used to develop the comprehensive plan. The plan shall be an
5 internally consistent document and all elements shall be consistent
6 with the future land use map. A comprehensive plan shall be adopted
7 and amended with public participation as provided in RCW 36.70A.140.
8 Each comprehensive plan shall include a plan, scheme, or design for
9 each of the following:

10 (1) A land use element designating the proposed general
11 distribution and general location and extent of the uses of land,
12 where appropriate, for agriculture, timber production, housing,
13 commerce, industry, recreation, open spaces and green spaces, urban
14 and community forests within the urban growth area, general aviation
15 airports, public utilities, public facilities, and other land uses.
16 The land use element shall include population densities, building
17 intensities, and estimates of future population growth. The land use
18 element shall provide for protection of the quality and quantity of
19 groundwater used for public water supplies. The land use element must
20 give special consideration to achieving environmental justice in its
21 goals and policies, including efforts to avoid creating or worsening
22 environmental health disparities. Wherever possible, the land use
23 element should consider utilizing urban planning approaches that
24 promote physical activity and reduce per capita vehicle miles
25 traveled within the jurisdiction, but without increasing greenhouse
26 gas emissions elsewhere in the state. Where applicable, the land use
27 element shall review drainage, flooding, and stormwater runoff in the
28 area and nearby jurisdictions and provide guidance for corrective
29 actions to mitigate or cleanse those discharges that pollute waters
30 of the state, including Puget Sound or waters entering Puget Sound.
31 The land use element must reduce and mitigate the risk to lives and
32 property posed by wildfires by using land use planning tools, which
33 may include, but are not limited to, adoption of portions or all of
34 the wildland urban interface code developed by the international code
35 council or developing building and maintenance standards consistent
36 with the firewise USA program or similar program designed to reduce
37 wildfire risk, reducing wildfire risks to residential development in
38 high risk areas and the wildland urban interface area, separating
39 human development from wildfire prone landscapes, and protecting

1 existing residential development and infrastructure through community
2 wildfire preparedness and fire adaptation measures.

3 (2) A housing element ensuring the vitality and character of
4 established residential neighborhoods that:

5 (a) Includes an inventory and analysis of existing and projected
6 housing needs that identifies the number of housing units necessary
7 to manage projected growth, as provided by the department of
8 commerce, including:

9 (i) Units for moderate, low, very low, and extremely low-income
10 households; and

11 (ii) Emergency housing, emergency shelters, and permanent
12 supportive housing;

13 (b) Includes a statement of goals, policies, objectives, and
14 mandatory provisions for the preservation, improvement, and
15 development of housing, including single-family residences, and
16 within an urban growth area boundary, moderate density housing
17 options including, but not limited to, duplexes, triplexes, and
18 townhomes;

19 (c) Identifies sufficient capacity of land for housing including,
20 but not limited to, government-assisted housing, housing for
21 moderate, low, very low, and extremely low-income households,
22 manufactured housing, multifamily housing, group homes, foster care
23 facilities, emergency housing, emergency shelters, permanent
24 supportive housing, and within an urban growth area boundary,
25 consideration of duplexes, triplexes, and townhomes;

26 (d) Makes adequate provisions for existing and projected needs of
27 all economic segments of the community, including:

28 (i) Incorporating consideration for low, very low, extremely low,
29 and moderate-income households;

30 (ii) Documenting programs and actions needed to achieve housing
31 availability including gaps in local funding, barriers such as
32 development regulations, and other limitations;

33 (iii) Consideration of housing locations in relation to
34 employment location; and

35 (iv) Consideration of the role of accessory dwelling units in
36 meeting housing needs;

37 (e) Identifies local policies and regulations that result in
38 racially disparate impacts, displacement, and exclusion in housing,
39 including:

40 (i) Zoning that may have a discriminatory effect;

1 (ii) Disinvestment; and
2 (iii) Infrastructure availability;
3 (f) Identifies and implements policies and regulations to address
4 and begin to undo racially disparate impacts, displacement, and
5 exclusion in housing caused by local policies, plans, and actions;
6 (g) Identifies areas that may be at higher risk of displacement
7 from market forces that occur with changes to zoning development
8 regulations and capital investments; and
9 (h) Establishes antidisplacement policies, with consideration
10 given to the preservation of historical and cultural communities as
11 well as investments in low, very low, extremely low, and moderate-
12 income housing; equitable development initiatives; inclusionary
13 zoning; community planning requirements; tenant protections; land
14 disposition policies; and consideration of land that may be used for
15 affordable housing.

16 In counties and cities subject to the review and evaluation
17 requirements of RCW 36.70A.215, any revision to the housing element
18 shall include consideration of prior review and evaluation reports
19 and any reasonable measures identified. The housing element should
20 link jurisdictional goals with overall county goals to ensure that
21 the housing element goals are met.

22 The adoption of ordinances, development regulations and
23 amendments to such regulations, and other nonproject actions taken by
24 a city that is required or chooses to plan under RCW 36.70A.040 that
25 increase housing capacity, increase housing affordability, and
26 mitigate displacement as required under this subsection (2) and that
27 apply outside of critical areas are not subject to administrative or
28 judicial appeal under chapter 43.21C RCW unless the adoption of such
29 ordinances, development regulations and amendments to such
30 regulations, or other nonproject actions has a probable significant
31 adverse impact on fish habitat.

32 (3) A capital facilities plan element consisting of: (a) An
33 inventory of existing capital facilities owned by public entities,
34 including green infrastructure, showing the locations and capacities
35 of the capital facilities; (b) a forecast of the future needs for
36 such capital facilities; (c) the proposed locations and capacities of
37 expanded or new capital facilities; (d) at least a six-year plan that
38 will finance such capital facilities within projected funding
39 capacities and clearly identifies sources of public money for such
40 purposes; and (e) a requirement to reassess the land use element if

1 probable funding falls short of meeting existing needs and to ensure
2 that the land use element, capital facilities plan element, and
3 financing plan within the capital facilities plan element are
4 coordinated and consistent. Park and recreation facilities shall be
5 included in the capital facilities plan element.

6 The county or city shall identify all public entities that own
7 capital facilities and endeavor in good faith to work with other
8 public entities, such as special purpose districts, to gather and
9 include within its capital facilities element the information
10 required by this subsection. If, after a good faith effort, the
11 county or city is unable to gather the information required by this
12 subsection from the other public entities, the failure to include
13 such information in its capital facilities element cannot be grounds
14 for a finding of noncompliance or invalidity under this act. A good
15 faith effort must, at a minimum, include consulting the public
16 entity's capital facility or system plans and emailing and calling
17 the staff of the public entity.

18 (4)(a) A utilities element consisting of the general location,
19 proposed location, and capacity of all existing and proposed
20 utilities(~~(r)~~) including, but not limited to, electrical (~~(lines)~~),
21 (~~(telecommunication—lines)~~) telecommunications, and natural gas
22 (~~(lines)~~) systems.

23 (b) The county or city shall identify all public entities that
24 own utility systems and endeavor in good faith to work with other
25 public entities, such as special purpose districts, to gather and
26 include within its utilities element the information required in (a)
27 of this subsection. However, if, after a good faith effort, the
28 county or city is unable to gather the information required in (a) of
29 this subsection from the other public entities, the failure to
30 include such information in the utilities element shall not be
31 grounds for a finding of noncompliance or invalidity under this act.
32 A good faith effort must, at a minimum, include consulting the public
33 entity's capital facility or system plans, and emailing and calling
34 the staff of the public entity.

35 (5) Rural element. Counties shall include a rural element
36 including lands that are not designated for urban growth,
37 agriculture, forest, or mineral resources. The following provisions
38 shall apply to the rural element:

39 (a) Growth management act goals and local circumstances. Because
40 circumstances vary from county to county, in establishing patterns of

1 rural densities and uses, a county may consider local circumstances,
2 but shall develop a written record explaining how the rural element
3 harmonizes the planning goals in RCW 36.70A.020 and meets the
4 requirements of this chapter.

5 (b) Rural development. The rural element shall permit rural
6 development, forestry, and agriculture in rural areas. The rural
7 element shall provide for a variety of rural densities, uses,
8 essential public facilities, and rural governmental services needed
9 to serve the permitted densities and uses. To achieve a variety of
10 rural densities and uses, counties may provide for clustering,
11 density transfer, design guidelines, conservation easements, and
12 other innovative techniques that will accommodate appropriate rural
13 economic advancement, densities, and uses that are not characterized
14 by urban growth and that are consistent with rural character.

15 (c) Measures governing rural development. The rural element shall
16 include measures that apply to rural development and protect the
17 rural character of the area, as established by the county, by:

18 (i) Containing or otherwise controlling rural development;

19 (ii) Assuring visual compatibility of rural development with the
20 surrounding rural area;

21 (iii) Reducing the inappropriate conversion of undeveloped land
22 into sprawling, low-density development in the rural area;

23 (iv) Protecting critical areas, as provided in RCW 36.70A.060,
24 and surface water and groundwater resources; and

25 (v) Protecting against conflicts with the use of agricultural,
26 forest, and mineral resource lands designated under RCW 36.70A.170.

27 (d) Limited areas of more intensive rural development. Subject to
28 the requirements of this subsection and except as otherwise
29 specifically provided in this subsection (5)(d), the rural element
30 may allow for limited areas of more intensive rural development,
31 including necessary public facilities and public services to serve
32 the limited area as follows:

33 (i) Rural development consisting of the infill, development, or
34 redevelopment of existing commercial, industrial, residential, or
35 mixed-use areas, whether characterized as shoreline development,
36 villages, hamlets, rural activity centers, or crossroads
37 developments.

38 (A) A commercial, industrial, residential, shoreline, or mixed-
39 use area are subject to the requirements of (d)(iv) of this

subsection, but are not subject to the requirements of (c)(ii) and (iii) of this subsection.

(B) Any development or redevelopment other than an industrial area or an industrial use within a mixed-use area or an industrial area under this subsection (5)(d)(i) must be principally designed to serve the existing and projected rural population.

(C) Any development or redevelopment in terms of building size, scale, use, or intensity may be permitted subject to confirmation from all existing providers of public facilities and public services of sufficient capacity of existing public facilities and public services to serve any new or additional demand from the new development or redevelopment. Development and redevelopment may include changes in use from vacant land or a previously existing use so long as the new use conforms to the requirements of this subsection (5) and is consistent with the local character. Any commercial development or redevelopment within a mixed-use area must be principally designed to serve the existing and projected rural population and must meet the following requirements:

(I) Any included retail or food service space must not exceed the footprint of previously occupied space or 5,000 square feet, whichever is greater, for the same or similar use; and

(II) Any included retail or food service space must not exceed 2,500 square feet for a new use;

(ii) The intensification of development on lots containing, or new development of, small-scale recreational or tourist uses, including commercial facilities to serve those recreational or tourist uses, that rely on a rural location and setting, but that do not include new residential development. A small-scale recreation or tourist use is not required to be principally designed to serve the existing and projected rural population. Public services and public facilities shall be limited to those necessary to serve the recreation or tourist use and shall be provided in a manner that does not permit low-density sprawl;

(iii) The intensification of development on lots containing isolated nonresidential uses or new development of isolated cottage industries and isolated small-scale businesses that are not principally designed to serve the existing and projected rural population and nonresidential uses, but do provide job opportunities for rural residents. Rural counties may allow the expansion of small-scale businesses as long as those small-scale businesses conform with

1 the rural character of the area as defined by the local government
2 according to RCW 36.70A.030(23). Rural counties may also allow new
3 small-scale businesses to utilize a site previously occupied by an
4 existing business as long as the new small-scale business conforms to
5 the rural character of the area as defined by the local government
6 according to RCW 36.70A.030(23). Public services and public
7 facilities shall be limited to those necessary to serve the isolated
8 nonresidential use and shall be provided in a manner that does not
9 permit low-density sprawl;

10 (iv) A county shall adopt measures to minimize and contain the
11 existing areas of more intensive rural development, as appropriate,
12 authorized under this subsection. Lands included in such existing
13 areas shall not extend beyond the logical outer boundary of the
14 existing area, thereby allowing a new pattern of low-density sprawl.
15 Existing areas are those that are clearly identifiable and contained
16 and where there is a logical boundary delineated predominately by the
17 built environment, but that may also include undeveloped lands if
18 limited as provided in this subsection. The county shall establish
19 the logical outer boundary of an area of more intensive rural
20 development. In establishing the logical outer boundary, the county
21 shall address (A) the need to preserve the character of existing
22 natural neighborhoods and communities, (B) physical boundaries, such
23 as bodies of water, streets and highways, and land forms and
24 contours, (C) the prevention of abnormally irregular boundaries, and
25 (D) the ability to provide public facilities and public services in a
26 manner that does not permit low-density sprawl;

27 (v) For purposes of this subsection (5)(d), an existing area or
28 existing use is one that was in existence:

29 (A) On July 1, 1990, in a county that was initially required to
30 plan under all of the provisions of this chapter;

31 (B) On the date the county adopted a resolution under RCW
32 36.70A.040(2), in a county that is planning under all of the
33 provisions of this chapter under RCW 36.70A.040(2); or

34 (C) On the date the office of financial management certifies the
35 county's population as provided in RCW 36.70A.040(5), in a county
36 that is planning under all of the provisions of this chapter pursuant
37 to RCW 36.70A.040(5).

38 (e) Exception. This subsection shall not be interpreted to permit
39 in the rural area a major industrial development or a master planned

1 resort unless otherwise specifically permitted under RCW 36.70A.360
2 and 36.70A.365.

3 (6) A transportation element that implements, and is consistent
4 with, the land use element.

5 (a) The transportation element shall include the following
6 subelements:

7 (i) Land use assumptions used in estimating travel;

8 (ii) Estimated ~~((traffic))~~ multimodal level of service impacts to
9 state-owned transportation facilities resulting from land use
10 assumptions to assist ~~((the department of transportation))~~ in
11 monitoring the performance of state facilities, to plan improvements
12 for the facilities, and to assess the impact of land-use decisions on
13 state-owned transportation facilities;

14 (iii) Facilities and services needs, including:

15 (A) An inventory of air, water, and ground transportation
16 facilities and services, including transit alignments, active
17 transportation facilities, and general aviation airport facilities,
18 to define existing capital facilities and travel levels ~~((as a basis~~
19 ~~for))~~ to inform future planning. This inventory must include state-
20 owned transportation facilities within the city or county's
21 jurisdictional boundaries;

22 (B) ~~((Level))~~ Multimodal level of service standards for all
23 locally owned arterials ~~((and))~~, locally and regionally operated
24 transit routes that serve urban growth areas, state-owned or operated
25 transit routes that serve urban areas if the department of
26 transportation has prepared such standards, and active transportation
27 facilities to serve as a gauge to judge performance of the system and
28 success in helping to achieve the goals of this chapter consistent
29 with environmental justice. These standards should be regionally
30 coordinated;

31 (C) For state-owned transportation facilities, multimodal level
32 of service standards for highways, as prescribed in chapters 47.06
33 and 47.80 RCW, to gauge the performance of the system. The purposes
34 of reflecting multimodal level of service standards for state
35 highways in the local comprehensive plan are to monitor the
36 performance of the system, to evaluate improvement strategies, and to
37 facilitate coordination between the county's or city's six-year
38 street, road, active transportation, or transit program and the
39 office of financial management's ten-year investment program. The
40 concurrency requirements of (b) of this subsection do not apply to

1 transportation facilities and services of statewide significance
2 except for counties consisting of islands whose only connection to
3 the mainland are state highways or ferry routes. In these island
4 counties, state highways and ferry route capacity must be a factor in
5 meeting the concurrency requirements in (b) of this subsection;

6 (D) Specific actions and requirements for bringing into
7 compliance (~~((locally owned))~~) transportation facilities or services
8 that are below an established multimodal level of service standard;

9 (E) Forecasts of (~~((traffic))~~) multimodal transportation demand and
10 needs within cities and urban growth areas, and forecasts of
11 multimodal transportation demand and needs outside of cities and
12 urban growth areas, for at least ten years based on the adopted land
13 use plan to (~~((provide information on the location, timing, and~~
14 capacity needs of future growth)) inform the development of a
15 transportation element that balances transportation system safety and
16 convenience to accommodate all users of the transportation system to
17 safely, reliably, and efficiently provide access and mobility to
18 people and goods. Priority must be given to inclusion of
19 transportation facilities and services providing the greatest
20 multimodal safety benefit to each category of roadway users for the
21 context and speed of the facility;

22 (F) Identification of state and local system needs to equitably
23 meet current and future demands. Identified needs on state-owned
24 transportation facilities must be consistent with the statewide
25 multimodal transportation plan required under chapter 47.06 RCW.
26 Local system needs should reflect the regional transportation system
27 and local goals, and strive to equitably implement the multimodal
28 network;

29 (G) A transition plan for transportation as required in Title II
30 of the Americans with disabilities act of 1990 (ADA). As a necessary
31 step to a program access plan to provide accessibility under the ADA,
32 state and local government, public entities, and public agencies are
33 required to perform self-evaluations of their current facilities,
34 relative to accessibility requirements of the ADA. The agencies are
35 then required to develop a program access plan, which can be called a
36 transition plan, to address any deficiencies. The plan is intended to
37 achieve the following:

38 (I) Identify physical obstacles that limit the accessibility of
39 facilities to individuals with disabilities;

1 (II) Describe the methods to be used to make the facilities
2 accessible;

3 (III) Provide a schedule for making the access modifications; and
4 (IV) Identify the public officials responsible for implementation
5 of the transition plan;

6 (iv) Finance, including:

7 (A) An analysis of funding capability to judge needs against
8 probable funding resources;

9 (B) A multiyear financing plan based on the needs identified in
10 the comprehensive plan, the appropriate parts of which shall serve as
11 the basis for the six-year street, road, or transit program required
12 by RCW 35.77.010 for cities, RCW 36.81.121 for counties, and RCW
13 35.58.2795 for public transportation systems. The multiyear financing
14 plan should be coordinated with the ten-year investment program
15 developed by the office of financial management as required by RCW
16 47.05.030;

17 (C) If probable funding falls short of meeting the identified
18 needs of the transportation system, including state transportation
19 facilities, a discussion of how additional funding will be raised, or
20 how land use assumptions will be reassessed to ensure that level of
21 service standards will be met;

22 (v) Intergovernmental coordination efforts, including an
23 assessment of the impacts of the transportation plan and land use
24 assumptions on the transportation systems of adjacent jurisdictions;

25 (vi) Demand-management strategies;

26 (vii) (~~((Pedestrian and bicycle))~~) Active transportation component
27 to include collaborative efforts to identify and designate planned
28 improvements for (~~((pedestrian and bicycle))~~) active transportation
29 facilities and corridors that address and encourage enhanced
30 community access and promote healthy lifestyles.

31 (b) After adoption of the comprehensive plan by jurisdictions
32 required to plan or who choose to plan under RCW 36.70A.040, local
33 jurisdictions must adopt and enforce ordinances which prohibit
34 development approval if the development causes the level of service
35 on a locally owned or locally or regionally operated transportation
36 facility to decline below the standards adopted in the transportation
37 element of the comprehensive plan, unless transportation improvements
38 or strategies to accommodate the impacts of development are made
39 concurrent with the development. These strategies may include
40 (~~((increased))~~) active transportation facility improvements, increased

1 or enhanced public transportation service, ride-sharing programs,
2 demand management, and other transportation systems management
3 strategies. For the purposes of this subsection (6), "concurrent with
4 the development" means that improvements or strategies are in place
5 at the time of development, or that a financial commitment is in
6 place to complete the improvements or strategies within six years. If
7 the collection of impact fees is delayed under RCW 82.02.050(3), the
8 six-year period required by this subsection (6)(b) must begin after
9 full payment of all impact fees is due to the county or city. A
10 development proposal may not be denied for causing the level of
11 service on a locally owned or locally or regionally operated
12 transportation facility to decline below the standards adopted in the
13 transportation element of the comprehensive plan where such impacts
14 could be adequately mitigated through active transportation facility
15 improvements, increased or enhanced public transportation service,
16 ride-sharing programs, demand management, or other transportation
17 systems management strategies funded by the development.

18 (c) The transportation element described in this subsection (6),
19 the six-year plans required by RCW 35.77.010 for cities, RCW
20 36.81.121 for counties, and RCW 35.58.2795 for public transportation
21 systems, and the ten-year investment program required by RCW
22 47.05.030 for the state, must be consistent.

23 (7) An economic development element establishing local goals,
24 policies, objectives, and provisions for economic growth and vitality
25 and a high quality of life. A city that has chosen to be a
26 residential community is exempt from the economic development element
27 requirement of this subsection.

28 (8) A park and recreation element that implements, and is
29 consistent with, the capital facilities plan element as it relates to
30 park and recreation facilities. The element shall include: (a)
31 Estimates of park and recreation demand for at least a ten-year
32 period; (b) an evaluation of facilities and service needs; (c) an
33 evaluation of tree canopy coverage within the urban growth area; and
34 ~~((e))~~ (d) an evaluation of intergovernmental coordination
35 opportunities to provide regional approaches for meeting park and
36 recreational demand.

37 (9)(a) A climate change and resiliency element that is designed
38 to result in reductions in overall greenhouse gas emissions and that
39 must enhance resiliency to and avoid the adverse impacts of climate
40 change, which must include efforts to reduce localized greenhouse gas

1 emissions and avoid creating or worsening localized climate impacts
2 to vulnerable populations and overburdened communities.

3 (b) The climate change and resiliency element shall include the
4 following subelements:

5 (i) A greenhouse gas emissions reduction subelement;

6 (ii) A resiliency subelement.

7 (c) The greenhouse gas emissions reduction subelement of the
8 climate change and resiliency element is mandatory for the
9 jurisdictions specified in section 4(1) of this act and is encouraged
10 for all other jurisdictions, including those planning under RCW
11 36.70A.040 and those planning under chapter 36.70 RCW. The resiliency
12 subelement of the climate change and resiliency element is mandatory
13 for all jurisdictions planning under RCW 36.70A.040 and is encouraged
14 for those jurisdictions planning under chapter 36.70 RCW.

15 (d)(i) The greenhouse gas emissions reduction subelement of the
16 comprehensive plan, and its related development regulations, must
17 identify the actions the jurisdiction will take during the planning
18 cycle consistent with the guidelines published by the department
19 pursuant to section 5 of this act that will:

20 (A) Result in reductions in overall greenhouse gas emissions
21 generated by transportation and land use within the jurisdiction but
22 without increasing greenhouse gas emissions elsewhere in the state;

23 (B) Result in reductions in per capita vehicle miles traveled
24 within the jurisdiction but without increasing greenhouse gas
25 emissions elsewhere in the state; and

26 (C) Prioritize reductions that benefit overburdened communities
27 in order to maximize the cobenefits of reduced air pollution and
28 environmental justice.

29 (ii) Actions not specifically identified in the guidelines
30 developed by the department pursuant to section 5 of this act may be
31 considered consistent with these guidelines only if:

32 (A) They are projected to achieve greenhouse gas emissions
33 reductions or per capita vehicle miles traveled reductions equivalent
34 to what would be required of the jurisdiction under the guidelines
35 adopted by the department; and

36 (B) They are supported by scientifically credible projections and
37 scenarios that indicate their adoption is likely to result in
38 reductions of greenhouse gas emissions or per capita vehicle miles
39 traveled.

1 (iii) A jurisdiction may not restrict population growth or limit
2 population allocation in order to achieve the requirements set forth
3 in this subsection (9)(d).

4 (e)(i) The resiliency subelement must equitably enhance
5 resiliency to, and avoid or substantially reduce the adverse impacts
6 of, climate change in human communities and ecological systems
7 through goals, policies, and programs consistent with the best
8 available science and scientifically credible climate projections and
9 impact scenarios that moderate or avoid harm, enhance the resiliency
10 of natural and human systems, and enhance beneficial opportunities.
11 The resiliency subelement must prioritize actions that benefit
12 overburdened communities that will disproportionately suffer from
13 compounding environmental impacts and will be most impacted by
14 natural hazards due to climate change. Specific goals, policies, and
15 programs of the resiliency subelement must include, but are not
16 limited to, those designed to:

17 (A) Identify, protect, and enhance natural areas to foster
18 resiliency to climate impacts, as well as areas of vital habitat for
19 safe passage and species migration;

20 (B) Identify, protect, and enhance community resiliency to
21 climate change impacts, including social, economic, and built
22 environment factors, that support adaptation to climate impacts
23 consistent with environmental justice; and

24 (C) Address natural hazards created or aggravated by climate
25 change, including sea level rise, landslides, flooding, drought,
26 heat, smoke, wildfire, and other effects of changes to temperature
27 and precipitation patterns.

28 (ii) A natural hazard mitigation plan or similar plan that is
29 guided by RCW 36.70A.020(14), that prioritizes actions that benefit
30 overburdened communities, and that complies with the applicable
31 requirements of this chapter, including the requirements set forth in
32 this subsection (9)(e), may be adopted by reference to satisfy these
33 requirements, except that to the extent any of the substantive
34 requirements of this subsection (9)(e) are not addressed, or are
35 inadequately addressed, in the referenced natural hazard mitigation
36 plan, a county or city must supplement the natural hazard mitigation
37 plan accordingly so that the adopted resiliency subelement complies
38 fully with the substantive requirements of this subsection (9)(e).

39 (A) If a county or city intends to adopt by reference a federal
40 emergency management agency natural hazard mitigation plan in order

1 to meet all or part of the substantive requirements set forth in this
2 subsection (9)(e), and the most recently adopted federal emergency
3 management agency natural hazard mitigation plan does not comply with
4 the requirements of this subsection (9)(e), the department may grant
5 the county or city an extension of time in which to submit a natural
6 hazard mitigation plan.

7 (B) Eligibility for an extension under this subsection prior to
8 July 1, 2027, is limited to a city or county required to review and,
9 if needed, revise its comprehensive plan on or before June 30, 2025,
10 as provided in RCW 36.70A.130, or for a city or county with an
11 existing, unexpired federal emergency management agency natural
12 hazard mitigation plan scheduled to expire before December 31, 2024.

13 (C) Extension requests after July 1, 2027, may be granted if
14 requirements for the resiliency subelement are amended or added by
15 the legislature or if the department finds other circumstances that
16 may result in a potential finding of noncompliance with a
17 jurisdiction's existing and approved federal emergency management
18 agency natural hazard mitigation plan.

19 (D) A city or county that wishes to request an extension of time
20 must submit a request in writing to the department no later than the
21 date on which the city or county is required to review and, if
22 needed, revise its comprehensive plan as provided in RCW 36.70A.130.

23 (E) Upon the submission of such a request to the department, the
24 city or county may have an additional 48 months from the date
25 provided in RCW 36.70A.130 in which to either adopt by reference an
26 updated federal emergency management agency natural hazard mitigation
27 plan or adopt its own natural hazard mitigation plan, and to then
28 submit that plan to the department.

29 (F) The adoption of ordinances, amendments to comprehensive
30 plans, amendments to development regulations, and other nonproject
31 actions taken by a county or city pursuant to (d) of this subsection
32 in order to implement measures specified by the department pursuant
33 to section 5 of this act are not subject to administrative or
34 judicial appeal under chapter 43.21C RCW.

35 (10) It is the intent that new or amended elements required after
36 January 1, 2002, be adopted concurrent with the scheduled update
37 provided in RCW 36.70A.130. Requirements to incorporate any such new
38 or amended elements shall be null and void until funds sufficient to
39 cover applicable local government costs are appropriated and

distributed by the state at least two years before local government must update comprehensive plans as required in RCW 36.70A.130.

NEW SECTION. **Sec. 4.** A new section is added to chapter 36.70A RCW to read as follows:

(1) The requirements of the greenhouse gas emissions reduction subelement of the climate change and resiliency element set forth in RCW 36.70A.070 apply only to those counties that are required or that choose to plan under RCW 36.70A.040 and that also meet either of the criteria set forth in (a), (b), or (c) of this subsection on or after April 1, 2021, and the cities with populations greater than 6,000 as of April 1, 2021, within those counties:

(a) A county with a population density of at least 100 people per square mile and a population of at least 200,000;

(b) A county bordering on the Columbia and Snake rivers with a population density of at least 75 people per square mile and an annual growth rate of at least 1.65 percent; or

(c) A county located to the west of the crest of the Cascade mountains with a population of at least 130,000.

(2) The requirements of the amendments to the transportation element of RCW 36.70A.070 set forth in this act apply only to: (a) Counties and cities that meet the population criteria set forth in subsection (1) of this section; and (b) cities with populations of 6,000 or greater as of April 1, 2021, that are located in a county that is required or that chooses to plan under RCW 36.70A.040.

(3) The requirements of the amendments to the land use element of RCW 36.70A.070 set forth in this act apply only to: (a) Counties and cities that meet the population criteria set forth in subsection (1) or (2) of this section; and (b) counties that have a population of 20,000 or greater as of April 1, 2021, and that are required or that choose to plan under RCW 36.70A.040.

(4) Once a county meets either of the sets of criteria set forth in subsection (1) of this section, the requirement to conform with the greenhouse gas emissions reduction subelement of the climate change and resiliency element set forth in RCW 36.70A.070 remains in effect, even if the county no longer meets one of these sets of criteria.

(5) If the population of a county that previously had not been required to conform with the greenhouse gas emissions reduction subelement of the climate change and resiliency element set forth in

RCW 36.70A.070 changes sufficiently to meet either of the sets of criteria set forth in subsection (1) of this section, the county, and the cities with populations greater than 6,000 as of April 1, 2021, within that county, shall adopt a greenhouse gas emissions reduction subelement of the climate change and resiliency element set forth in RCW 36.70A.070 at the next scheduled update of the comprehensive plan as set forth in RCW 36.70A.130.

(6) The population criteria used in this section must be based on population data as determined by the office of financial management.

NEW SECTION. **Sec. 5.** A new section is added to chapter 70A.45 RCW to read as follows:

(1) The department of commerce, in consultation with the department of ecology, the department of health, and the department of transportation, shall publish guidelines that specify a set of measures counties and cities may implement via updates to their comprehensive plans and development regulations that have a demonstrated ability to increase housing capacity within urban growth areas or reduce greenhouse gas emissions, allowing for consideration of the emissions reductions achieved through the adoption of statewide programs. The guidelines must prioritize measures that benefit overburdened communities, including communities that have experienced disproportionate harm due to air pollution and may draw upon the most recent health disparities data from the department of health to identify high pollution areas and disproportionately burdened communities. These guidelines must be developed consistent with an environmental justice assessment pursuant to RCW 70A.02.060 and the guidelines must include environmental justice assessment processes. The guidelines must be based on:

(a) The most recent greenhouse gas emissions report prepared by the department of ecology and the department of commerce pursuant to RCW 70A.45.020(2);

(b) The most recent city and county population estimates prepared by the office of financial management pursuant to RCW 43.62.035;

(c) The locations of major employment centers and transit corridors, for the purpose of increasing housing supply in these areas; and

(d) Available environmental justice data and data regarding access to public transportation for people with disabilities and for vulnerable populations.

1 (2)(a) The department of commerce, in consultation with the
2 department of transportation, shall publish guidelines that specify a
3 set of measures counties and cities may have available to them to
4 take through updates to their comprehensive plans and development
5 regulations that have a demonstrated ability to reduce per capita
6 vehicle miles traveled, including measures that are designed to be
7 achievable throughout the state, including in small cities and rural
8 cities.

9 (b) The guidelines must be based on:

10 (i) The most recent greenhouse gas emissions report prepared by
11 the department of ecology and the department of commerce pursuant to
12 RCW 70A.45.020(2);

13 (ii) The most recent city and county population estimates
14 prepared by the office of financial management pursuant to RCW
15 43.62.035; and

16 (iii) The most recent summary of per capita vehicle miles
17 traveled as compiled by the department of transportation.

18 (3) The department of commerce shall first publish the full set
19 of guidelines described in subsections (1) and (2) of this section no
20 later than December 31, 2025. The department of commerce shall update
21 these guidelines at least every five years thereafter based on the
22 most recently available data, and shall provide for a process for
23 local governments and other parties to submit alternative actions for
24 consideration for inclusion into the guidelines at least once per
25 year. The department of commerce shall publish an intermediate set of
26 guidelines no later than December 31, 2023, in order to be available
27 for use by jurisdictions whose periodic updates are required by RCW
28 36.70A.130(5) to occur prior to December 31, 2025. Jurisdictions
29 whose periodic updates are required by RCW 36.70A.130(5)(b) may
30 utilize the intermediate set of guidelines published by the
31 department of commerce to meet the requirements of RCW 36.70A.070(9).

32 (4)(a) In any updates to the guidelines published after 2025, the
33 department of commerce shall include an evaluation of the impact that
34 locally adopted climate change and resiliency elements have had on
35 local greenhouse gas emissions and per capita vehicle miles traveled
36 reduction goals. The evaluation must also address the impact that
37 locally adopted greenhouse gas emissions reduction subelements have
38 had on meeting local housing goals and targets.

39 (b) The updates must also include an estimate of the impacts that
40 locally adopted climate change and resiliency elements will have on

1 achieving local greenhouse gas emissions and per capita vehicle miles
2 traveled reduction goals. The evaluation must also include an
3 estimate of the impact that locally adopted greenhouse gas emissions
4 reduction subelements will have on meeting local housing goals and
5 targets.

6 (c) The department may include in the specified guidelines what
7 additional measures cities and counties should take to make
8 additional progress on local reduction goals, including any measures
9 that increase housing capacity within urban growth areas.

10 (5) The department of commerce may not propose or adopt any
11 guidelines that would include any form of a road usage charge or any
12 fees or surcharges related to vehicle miles traveled.

13 (6) The department of commerce may not propose or adopt any
14 guidelines that would direct or require local governments to regulate
15 or tax, in any form, transportation service providers, delivery
16 vehicles, or passenger vehicles.

17 (7) The department of commerce, in the course of implementing
18 this section, shall provide and prioritize options that support
19 increased housing supply and diversity of housing types that assist
20 counties and cities in meeting greenhouse gas emissions reduction,
21 housing supply, and other requirements established under this
22 chapter.

23 (8) The provisions of this section as applied to the department
24 of transportation are subject to the availability of amounts
25 appropriated for this specific purpose.

26 (9) For purposes of this section, "overburdened communities" and
27 "vulnerable populations" means the same as provided in RCW
28 36.70A.030.

29 NEW SECTION. **Sec. 6.** A new section is added to chapter 36.70A
30 RCW to read as follows:

31 (1) A county or city required to complete a greenhouse gas
32 emissions reduction subelement may submit the subelement to the
33 department for approval. When submitted to the department for
34 approval, the subelement becomes effective when approved by the
35 department as provided in this section. If a county or city does not
36 seek department approval of the subelement, the effective date of the
37 subelement is the date on which the comprehensive plan is adopted by
38 the county or city.

1 (2) Notice of intent to apply for approval. (a) Not less than 120
2 days prior to applying for approval of a subelement, the county or
3 city must notify the department in writing that it intends to apply
4 for approval. The department shall review proposed subelements prior
5 to final adoption and advise the county or city of the actions
6 necessary to receive approval.

7 (b) The department may consult with other relevant state agencies
8 in making its determination.

9 (c) The department shall publish notice in the Washington State
10 Register that a city or county has notified the department of its
11 intent to apply for approval and the department shall post a copy of
12 the notice on the department website.

13 (3) Procedures for an application for approval. (a) After taking
14 final action to adopt a greenhouse gas emissions reduction
15 subelement, a city or county may apply to the department for approval
16 of the subelement. A city or county must submit its application to
17 the department within 10 days of taking final action.

18 (b) An application for approval must include, at a minimum, the
19 following:

20 (i) A cover letter from the legislative authority requesting
21 approval;

22 (ii) A copy of the adopted ordinance or resolution taking the
23 legislative action or actions required to adopt the greenhouse gas
24 emissions reduction subelement;

25 (iii) A statement explaining how the adopted subelement complies
26 with the provisions of this chapter; and

27 (iv) A copy of the record developed by the city or county at any
28 public meetings or public hearings at which action was taken on the
29 greenhouse gas emissions reduction subelement.

30 (c) For purposes of this subsection, the terms "action" and
31 "meeting" have the same definition as in RCW 42.30.020.

32 (4) Approval procedures. (a) The department shall strive to
33 achieve final action to approve or deny an application within 180
34 days of the date of receipt of the application.

35 (b) The department must issue its decision in the form of a
36 written statement, including findings of fact and conclusions, and
37 noting the date of the issuance of its decision. The department's
38 issued decision must conspicuously and plainly state that it is the
39 department's final decision and that there will be no further

1 modifications to the proposed greenhouse gas emissions reduction
2 subelement.

3 (c) The department will promptly publish its decision on the
4 application for approval as follows:

- 5 (i) Notify the city or county in writing of its determination;
- 6 (ii) Publish a notice of action in the Washington State Register;
- 7 (iii) Post a notice of its decision on the agency website; and
- 8 (iv) Notify other relevant state agencies regarding the approval
9 decision.

10 (5) The department shall approve a proposed greenhouse gas
11 emissions reduction subelement unless it determines that the proposed
12 greenhouse gas emissions reduction subelement is not consistent with
13 the policy of RCW 36.70A.070 and, after they are adopted, the
14 applicable guidelines.

15 (6) The department's final decision to approve or reject a
16 proposed greenhouse gas emissions reduction subelement or amendment
17 by a local government planning under RCW 36.70A.040 may be appealed
18 according to the following provisions:

19 (a) The department's final decision to approve or reject a
20 proposed greenhouse gas emissions reduction subelement or amendment
21 by a local government planning under RCW 36.70A.040 may be appealed
22 to the growth management hearings board by filing a petition as
23 provided in RCW 36.70A.290.

24 (b) A decision of the growth management hearings board concerning
25 an appeal of the department's final decision to approve or reject a
26 proposed greenhouse gas emissions reduction subelement or amendment
27 must be based solely on whether or not the adopted or amended
28 greenhouse gas emissions reduction subelement, any adopted amendments
29 to other elements of the comprehensive plan necessary to carry out
30 the subelement, and any adopted or amended development regulations
31 necessary to implement the subelement, comply with the goal set forth
32 in RCW 36.70A.020(14) as it applies to greenhouse gas emissions
33 reductions, RCW 36.70A.070(9) excluding RCW 36.70A.070(9)(e), the
34 guidelines adopted under section 5 of this act applicable to the
35 greenhouse gas emissions reduction subelement, or chapter 43.21C RCW.

36 **Sec. 7.** RCW 36.70A.280 and 2011 c 360 s 17 are each amended to
37 read as follows:

38 (1) The growth management hearings board shall hear and determine
39 only those petitions alleging either:

1 (a) That, except as provided otherwise by this subsection, a
2 state agency, county, or city planning under this chapter is not in
3 compliance with the requirements of this chapter, chapter 90.58 RCW
4 as it relates to the adoption of shoreline master programs or
5 amendments thereto, or chapter 43.21C RCW as it relates to plans,
6 development regulations, or amendments, adopted under RCW 36.70A.040
7 or chapter 90.58 RCW. Nothing in this subsection authorizes the board
8 to hear petitions alleging noncompliance with RCW 36.70A.5801;

9 (b) That the ~~((twenty))~~ 20-year growth management planning
10 population projections adopted by the office of financial management
11 pursuant to RCW 43.62.035 should be adjusted;

12 (c) That the approval of a work plan adopted under RCW
13 36.70A.735(1)(a) is not in compliance with the requirements of the
14 program established under RCW 36.70A.710;

15 (d) That regulations adopted under RCW 36.70A.735(1)(b) are not
16 regionally applicable and cannot be adopted, wholly or partially, by
17 another jurisdiction; ~~((or))~~

18 (e) That a department certification under RCW 36.70A.735(1)(c) is
19 erroneous; or

20 (f) That the department's final decision to approve or reject a
21 proposed greenhouse gas emissions reduction subelement or amendments
22 by a local government planning under RCW 36.70A.040 was not in
23 compliance with the joint guidance issued by the department pursuant
24 to section 5 of this act.

25 (2) A petition may be filed only by: (a) The state, or a county
26 or city that plans under this chapter; (b) a person who has
27 participated orally or in writing before the county or city regarding
28 the matter on which a review is being requested; (c) a person who is
29 certified by the governor within ~~((sixty))~~ 60 days of filing the
30 request with the board; or (d) a person qualified pursuant to RCW
31 34.05.530.

32 (3) For purposes of this section "person" means any individual,
33 partnership, corporation, association, state agency, governmental
34 subdivision or unit thereof, or public or private organization or
35 entity of any character.

36 (4) To establish participation standing under subsection (2)(b)
37 of this section, a person must show that his or her participation
38 before the county or city was reasonably related to the person's
39 issue as presented to the board.

1 (5) When considering a possible adjustment to a growth management
2 planning population projection prepared by the office of financial
3 management, the board shall consider the implications of any such
4 adjustment to the population forecast for the entire state.

5 The rationale for any adjustment that is adopted by the board
6 must be documented and filed with the office of financial management
7 within ten working days after adoption.

8 If adjusted by the board, a county growth management planning
9 population projection shall only be used for the planning purposes
10 set forth in this chapter and shall be known as the "board adjusted
11 population projection." None of these changes shall affect the
12 official state and county population forecasts prepared by the office
13 of financial management, which shall continue to be used for state
14 budget and planning purposes.

15 **Sec. 8.** RCW 36.70A.320 and 1997 c 429 s 20 are each amended to
16 read as follows:

17 (1) Except as provided in subsections (5) and (6) of this
18 section, comprehensive plans and development regulations, and
19 amendments thereto, adopted under this chapter are presumed valid
20 upon adoption.

21 (2) Except as otherwise provided in subsection (4) of this
22 section, the burden is on the petitioner to demonstrate that any
23 action taken by a state agency, county, or city under this chapter is
24 not in compliance with the requirements of this chapter.

25 (3) In any petition under this chapter, the board, after full
26 consideration of the petition, shall determine whether there is
27 compliance with the requirements of this chapter. In making its
28 determination, the board shall consider the criteria adopted by the
29 department under RCW 36.70A.190(4). The board shall find compliance
30 unless it determines that the action by the state agency, county, or
31 city is clearly erroneous in view of the entire record before the
32 board and in light of the goals and requirements of this chapter.

33 (4) A county or city subject to a determination of invalidity
34 made under RCW 36.70A.300 or 36.70A.302 has the burden of
35 demonstrating that the ordinance or resolution it has enacted in
36 response to the determination of invalidity will no longer
37 substantially interfere with the fulfillment of the goals of this
38 chapter under the standard in RCW 36.70A.302(1).

1 (5) The shoreline element of a comprehensive plan and the
2 applicable development regulations adopted by a county or city shall
3 take effect as provided in chapter 90.58 RCW.

4 (6) The greenhouse gas emissions reduction subelement required by
5 RCW 36.70A.070 shall take effect as provided in section 6 of this
6 act.

7 **Sec. 9.** RCW 36.70A.190 and 2022 c 252 s 5 are each amended to
8 read as follows:

9 (1) The department shall establish a program of technical and
10 financial assistance and incentives to counties and cities to
11 encourage and facilitate the adoption and implementation of
12 comprehensive plans and development regulations throughout the state.

13 (2) The department shall develop a priority list and establish
14 funding levels for planning and technical assistance grants both for
15 counties and cities that plan under RCW 36.70A.040. Priority for
16 assistance shall be based on a county's or city's population growth
17 rates, commercial and industrial development rates, the existence and
18 quality of a comprehensive plan and development regulations, the
19 presence of overburdened communities, and other relevant factors. The
20 department shall establish funding levels for grants to community-
21 based organizations for the specific purpose of advancing
22 participation of vulnerable populations and overburdened communities
23 in the planning process.

24 (3) The department shall develop and administer a grant program
25 to provide direct financial assistance to counties and cities for the
26 preparation of comprehensive plans under this chapter. The department
27 may establish provisions for county and city matching funds to
28 conduct activities under this subsection. Grants may be expended for
29 any purpose directly related to the preparation of a county or city
30 comprehensive plan as the county or city and the department may
31 agree, including, without limitation, the conducting of surveys,
32 inventories and other data gathering and management activities, the
33 retention of planning consultants, contracts with regional councils
34 for planning and related services, and other related purposes.

35 (4) The department shall establish a program of technical
36 assistance:

37 (a) Utilizing department staff, the staff of other state
38 agencies, and the technical resources of counties and cities to help
39 in the development of comprehensive plans required under this

chapter. The technical assistance may include, but not be limited to, model land use ordinances, regional education and training programs, and information for local and regional inventories; and

(b) Adopting by rule procedural criteria to assist counties and cities in adopting comprehensive plans and development regulations that meet the goals and requirements of this chapter. These criteria shall reflect regional and local variations and the diversity that exists among different counties and cities that plan under this chapter.

(5) The department shall provide mediation services to resolve disputes between counties and cities regarding, among other things, coordination of regional issues and designation of urban growth areas.

(6) The department shall provide services to facilitate the timely resolution of disputes between a federally recognized Indian tribe and a city or county.

(a) A federally recognized Indian tribe may request the department to provide facilitation services to resolve issues of concern with a proposed comprehensive plan and its development regulations, or any amendment to the comprehensive plan and its development regulations.

(b) Upon receipt of a request from a tribe, the department shall notify the city or county of the request and offer to assist in providing facilitation services to encourage resolution before adoption of the proposed comprehensive plan. Upon receipt of the notice from the department, the city or county must delay any final action to adopt any comprehensive plan or any amendment or its development regulations for at least 60 days. The tribe and the city or county may jointly agree to extend this period by notifying the department. A county or city must not be penalized for noncompliance under this chapter due to any delays associated with this process.

(c) Upon receipt of a request, the department shall provide comments to the county or city including a summary and supporting materials regarding the tribe's concerns. The county or city may either agree to amend the comprehensive plan as requested consistent with the comments from the department, or enter into a facilitated process with the tribe, which must be arranged by the department using a suitable expert to be paid by the department. This facilitated process may also extend the 60-day delay of adoption, upon agreement of the tribe and the city or county.

1 (d) At the end of the 60-day period, unless by agreement there is
2 an extension of the 60-day period, the city or county may proceed
3 with adoption of the proposed comprehensive plan and development
4 regulations. The facilitator shall write a report of findings
5 describing the basis for agreements or disagreements that occurred
6 during the process that are allowed to be disclosed by the parties
7 and the resulting agreed-upon elements of the plan to be amended.

8 (7) The department shall provide planning grants to enhance
9 citizen participation under RCW 36.70A.140.

10 (8) The department shall develop, in collaboration with the
11 department of ecology, the department of fish and wildlife, the
12 department of natural resources, the department of health, the
13 emergency management division of the military department, as well as
14 any federally recognized tribe who chooses to voluntarily
15 participate, and adopt by rule guidance that creates a model climate
16 change and resiliency element that may be used by counties, cities,
17 and multiple-county planning regions for developing and implementing
18 climate change and resiliency plans and policies required by RCW
19 36.70A.070(9), subject to the following provisions:

20 (a) The model element must establish minimum requirements, and
21 may include model options or voluntary cross-jurisdictional
22 strategies, or both, for fulfilling the requirements of RCW
23 36.70A.070(9);

24 (b) The model element should provide guidance on identifying,
25 designing, and investing in infrastructure that supports community
26 resilience to climate impacts, including the protection, restoration,
27 and enhancement of natural infrastructure as well as traditional
28 infrastructure and protecting and enhancing natural areas to foster
29 resiliency to climate impacts, as well as areas of vital habitat for
30 safe passage and species migration;

31 (c) The model element should provide guidance on identifying and
32 addressing natural hazards created or aggravated by climate change,
33 including sea level rise, landslides, flooding, drought, heat, smoke,
34 wildfires, and other effects of reasonably anticipated changes to
35 temperature and precipitation patterns; and

36 (d) The rule must recognize and promote as many cobenefits of
37 climate resilience as possible such as climate change mitigation,
38 salmon recovery, forest health, ecosystem services, and socioeconomic
39 health and resilience.

1 NEW SECTION. **Sec. 10.** A new section is added to chapter 47.80
2 RCW to read as follows:

3 The department shall compile, maintain, and publish a summary of
4 the per capita vehicle miles traveled annually in each city in the
5 state, and in the unincorporated portions of each county in the
6 state.

7 NEW SECTION. **Sec. 11.** A new section is added to chapter 90.58
8 RCW to read as follows:

9 The department shall update its shoreline master program
10 guidelines to require shoreline master programs to address the impact
11 of sea level rise and increased storm severity on people, property,
12 and shoreline natural resources and the environment.

13 **Sec. 12.** RCW 86.12.200 and 1991 c 322 s 3 are each amended to
14 read as follows:

15 The county legislative authority of any county may adopt a
16 comprehensive flood control management plan for any drainage basin
17 that is located wholly or partially within the county.

18 A comprehensive flood control management plan shall include the
19 following elements:

20 (1) Designation of areas that are susceptible to periodic
21 flooding, from inundation by bodies of water or surface water runoff,
22 or both, including the river's meander belt or floodway;

23 (2) Establishment of a comprehensive scheme of flood control
24 protection and improvements for the areas that are subject to such
25 periodic flooding, that includes: (a) Determining the need for, and
26 desirable location of, flood control improvements to protect or
27 preclude flood damage to structures, works, and improvements, based
28 upon a cost/benefit ratio between the expense of providing and
29 maintaining these improvements and the benefits arising from these
30 improvements; (b) establishing the level of flood protection that
31 each portion of the system of flood control improvements will be
32 permitted; (c) identifying alternatives to in-stream flood control
33 work; (d) identifying areas where flood waters could be directed
34 during a flood to avoid damage to buildings and other structures; and
35 (e) identifying sources of revenue that will be sufficient to finance
36 the comprehensive scheme of flood control protection and
37 improvements;

1 (3) Establishing land use regulations that preclude the location
2 of structures, works, or improvements in critical portions of such
3 areas subject to periodic flooding, including a river's meander belt
4 or floodway, and permitting only flood-compatible land uses in such
5 areas;

6 (4) Establishing restrictions on construction activities in areas
7 subject to periodic floods that require the flood proofing of those
8 structures that are permitted to be constructed or remodeled; ~~((and))~~

9 (5) Establishing restrictions on land clearing activities and
10 development practices that exacerbate flood problems by increasing
11 the flow or accumulation of flood waters, or the intensity of
12 drainage, on low-lying areas. Land clearing activities do not include
13 forest practices as defined in chapter 76.09 RCW; and

14 (6) Consideration of climate change impacts, including the impact
15 of sea level rise and increased storm severity on people, property,
16 natural resources, and the environment.

17 A comprehensive flood control management plan shall be subject to
18 the minimum requirements for participation in the national flood
19 insurance program, requirements exceeding the minimum national flood
20 insurance program that have been adopted by the department of ecology
21 for a specific floodplain pursuant to RCW 86.16.031, and rules
22 adopted by the department of ecology pursuant to RCW 86.26.050
23 relating to floodplain management activities. When a county plans
24 under chapter 36.70A RCW, it may incorporate the portion of its
25 comprehensive flood control management plan relating to land use
26 restrictions in its comprehensive plan and development regulations
27 adopted pursuant to chapter 36.70A RCW.

28 NEW SECTION. **Sec. 13.** A new section is added to chapter 43.21C
29 RCW to read as follows:

30 The adoption of ordinances, amendments to comprehensive plans,
31 amendments to development regulations, and other nonproject actions
32 taken by a county or city pursuant to RCW 36.70A.070(9) (d) or (e) in
33 order to implement measures specified by the department of commerce
34 pursuant to section 5 of this act are not subject to administrative
35 or judicial appeals under this chapter.

36 **Sec. 14.** RCW 36.70A.030 and 2021 c 254 s 6 are each amended to
37 read as follows:

1 Unless the context clearly requires otherwise, the definitions in
2 this section apply throughout this chapter.

3 (1) "Adopt a comprehensive land use plan" means to enact a new
4 comprehensive land use plan or to update an existing comprehensive
5 land use plan.

6 (2) "Affordable housing" means, unless the context clearly
7 indicates otherwise, residential housing whose monthly costs,
8 including utilities other than telephone, do not exceed thirty
9 percent of the monthly income of a household whose income is:

10 (a) For rental housing, (~~sixty~~) 60 percent of the median
11 household income adjusted for household size, for the county where
12 the household is located, as reported by the United States department
13 of housing and urban development; or

14 (b) For owner-occupied housing, (~~eighty~~) 80 percent of the
15 median household income adjusted for household size, for the county
16 where the household is located, as reported by the United States
17 department of housing and urban development.

18 (3) "Agricultural land" means land primarily devoted to the
19 commercial production of horticultural, viticultural, floricultural,
20 dairy, apiary, vegetable, or animal products or of berries, grain,
21 hay, straw, turf, seed, Christmas trees not subject to the excise tax
22 imposed by RCW 84.33.100 through 84.33.140, finfish in upland
23 hatcheries, or livestock, and that has long-term commercial
24 significance for agricultural production.

25 (4) "City" means any city or town, including a code city.

26 (5) "Comprehensive land use plan," "comprehensive plan," or
27 "plan" means a generalized coordinated land use policy statement of
28 the governing body of a county or city that is adopted pursuant to
29 this chapter.

30 (6) "Critical areas" include the following areas and ecosystems:

31 (a) Wetlands; (b) areas with a critical recharging effect on aquifers
32 used for potable water; (c) fish and wildlife habitat conservation
33 areas; (d) frequently flooded areas; and (e) geologically hazardous
34 areas. "Fish and wildlife habitat conservation areas" does not
35 include such artificial features or constructs as irrigation delivery
36 systems, irrigation infrastructure, irrigation canals, or drainage
37 ditches that lie within the boundaries of and are maintained by a
38 port district or an irrigation district or company.

39 (7) "Department" means the department of commerce.

1 (8) "Development regulations" or "regulation" means the controls
2 placed on development or land use activities by a county or city,
3 including, but not limited to, zoning ordinances, critical areas
4 ordinances, shoreline master programs, official controls, planned
5 unit development ordinances, subdivision ordinances, and binding site
6 plan ordinances together with any amendments thereto. A development
7 regulation does not include a decision to approve a project permit
8 application, as defined in RCW 36.70B.020, even though the decision
9 may be expressed in a resolution or ordinance of the legislative body
10 of the county or city.

11 (9) "Emergency housing" means temporary indoor accommodations for
12 individuals or families who are homeless or at imminent risk of
13 becoming homeless that is intended to address the basic health, food,
14 clothing, and personal hygiene needs of individuals or families.
15 Emergency housing may or may not require occupants to enter into a
16 lease or an occupancy agreement.

17 (10) "Emergency shelter" means a facility that provides a
18 temporary shelter for individuals or families who are currently
19 homeless. Emergency shelter may not require occupants to enter into a
20 lease or an occupancy agreement. Emergency shelter facilities may
21 include day and warming centers that do not provide overnight
22 accommodations.

23 (11) "Extremely low-income household" means a single person,
24 family, or unrelated persons living together whose adjusted income is
25 at or below thirty percent of the median household income adjusted
26 for household size, for the county where the household is located, as
27 reported by the United States department of housing and urban
28 development.

29 (12) "Forestland" means land primarily devoted to growing trees
30 for long-term commercial timber production on land that can be
31 economically and practically managed for such production, including
32 Christmas trees subject to the excise tax imposed under RCW 84.33.100
33 through 84.33.140, and that has long-term commercial significance. In
34 determining whether forestland is primarily devoted to growing trees
35 for long-term commercial timber production on land that can be
36 economically and practically managed for such production, the
37 following factors shall be considered: (a) The proximity of the land
38 to urban, suburban, and rural settlements; (b) surrounding parcel
39 size and the compatibility and intensity of adjacent and nearby land
40 uses; (c) long-term local economic conditions that affect the ability

1 to manage for timber production; and (d) the availability of public
2 facilities and services conducive to conversion of forestland to
3 other uses.

4 (13) "Freight rail dependent uses" means buildings and other
5 infrastructure that are used in the fabrication, processing, storage,
6 and transport of goods where the use is dependent on and makes use of
7 an adjacent short line railroad. Such facilities are both urban and
8 rural development for purposes of this chapter. "Freight rail
9 dependent uses" does not include buildings and other infrastructure
10 that are used in the fabrication, processing, storage, and transport
11 of coal, liquefied natural gas, or "crude oil" as defined in RCW
12 90.56.010.

13 (14) "Geologically hazardous areas" means areas that because of
14 their susceptibility to erosion, sliding, earthquake, or other
15 geological events, are not suited to the siting of commercial,
16 residential, or industrial development consistent with public health
17 or safety concerns.

18 (15) "Long-term commercial significance" includes the growing
19 capacity, productivity, and soil composition of the land for long-
20 term commercial production, in consideration with the land's
21 proximity to population areas, and the possibility of more intense
22 uses of the land.

23 (16) "Low-income household" means a single person, family, or
24 unrelated persons living together whose adjusted income is at or
25 below eighty percent of the median household income adjusted for
26 household size, for the county where the household is located, as
27 reported by the United States department of housing and urban
28 development.

29 (17) "Minerals" include gravel, sand, and valuable metallic
30 substances.

31 (18) "Moderate-income household" means a single person, family,
32 or unrelated persons living together whose adjusted income is at or
33 below 120 percent of the median household income adjusted for
34 household size, for the county where the household is located, as
35 reported by the United States department of housing and urban
36 development.

37 (19) "Permanent supportive housing" is subsidized, leased housing
38 with no limit on length of stay that prioritizes people who need
39 comprehensive support services to retain tenancy and utilizes
40 admissions practices designed to use lower barriers to entry than

1 would be typical for other subsidized or unsubsidized rental housing,
2 especially related to rental history, criminal history, and personal
3 behaviors. Permanent supportive housing is paired with on-site or
4 off-site voluntary services designed to support a person living with
5 a complex and disabling behavioral health or physical health
6 condition who was experiencing homelessness or was at imminent risk
7 of homelessness prior to moving into housing to retain their housing
8 and be a successful tenant in a housing arrangement, improve the
9 resident's health status, and connect the resident of the housing
10 with community-based health care, treatment, or employment services.
11 Permanent supportive housing is subject to all of the rights and
12 responsibilities defined in chapter 59.18 RCW.

13 (20) "Public facilities" include streets, roads, highways,
14 sidewalks, street and road lighting systems, traffic signals,
15 domestic water systems, storm and sanitary sewer systems, parks and
16 recreational facilities, and schools.

17 (21) "Public services" include fire protection and suppression,
18 law enforcement, public health, education, recreation, environmental
19 protection, and other governmental services.

20 (22) "Recreational land" means land so designated under RCW
21 36.70A.1701 and that, immediately prior to this designation, was
22 designated as agricultural land of long-term commercial significance
23 under RCW 36.70A.170. Recreational land must have playing fields and
24 supporting facilities existing before July 1, 2004, for sports played
25 on grass playing fields.

26 (23) "Rural character" refers to the patterns of land use and
27 development established by a county in the rural element of its
28 comprehensive plan:

29 (a) In which open space, the natural landscape, and vegetation
30 predominate over the built environment;

31 (b) That foster traditional rural lifestyles, rural-based
32 economies, and opportunities to both live and work in rural areas;

33 (c) That provide visual landscapes that are traditionally found
34 in rural areas and communities;

35 (d) That are compatible with the use of the land by wildlife and
36 for fish and wildlife habitat;

37 (e) That reduce the inappropriate conversion of undeveloped land
38 into sprawling, low-density development;

39 (f) That generally do not require the extension of urban
40 governmental services; and

1 (g) That are consistent with the protection of natural surface
2 water flows and groundwater and surface water recharge and discharge
3 areas.

4 (24) "Rural development" refers to development outside the urban
5 growth area and outside agricultural, forest, and mineral resource
6 lands designated pursuant to RCW 36.70A.170. Rural development can
7 consist of a variety of uses and residential densities, including
8 clustered residential development, at levels that are consistent with
9 the preservation of rural character and the requirements of the rural
10 element. Rural development does not refer to agriculture or forestry
11 activities that may be conducted in rural areas.

12 (25) "Rural governmental services" or "rural services" include
13 those public services and public facilities historically and
14 typically delivered at an intensity usually found in rural areas, and
15 may include domestic water systems, fire and police protection
16 services, transportation and public transit services, and other
17 public utilities associated with rural development and normally not
18 associated with urban areas. Rural services do not include storm or
19 sanitary sewers, except as otherwise authorized by RCW 36.70A.110(4).

20 (26) "Short line railroad" means those railroad lines designated
21 class II or class III by the United States surface transportation
22 board.

23 (27) "Urban governmental services" or "urban services" include
24 those public services and public facilities at an intensity
25 historically and typically provided in cities, specifically including
26 storm and sanitary sewer systems, domestic water systems, street
27 cleaning services, fire and police protection services, public
28 transit services, and other public utilities associated with urban
29 areas and normally not associated with rural areas.

30 (28) "Urban growth" refers to growth that makes intensive use of
31 land for the location of buildings, structures, and impermeable
32 surfaces to such a degree as to be incompatible with the primary use
33 of land for the production of food, other agricultural products, or
34 fiber, or the extraction of mineral resources, rural uses, rural
35 development, and natural resource lands designated pursuant to RCW
36 36.70A.170. A pattern of more intensive rural development, as
37 provided in RCW 36.70A.070(5)(d), is not urban growth. When allowed
38 to spread over wide areas, urban growth typically requires urban
39 governmental services. "Characterized by urban growth" refers to land
40 having urban growth located on it, or to land located in relationship

1 to an area with urban growth on it as to be appropriate for urban
2 growth.

3 (29) "Urban growth areas" means those areas designated by a
4 county pursuant to RCW 36.70A.110.

5 (30) "Very low-income household" means a single person, family,
6 or unrelated persons living together whose adjusted income is at or
7 below fifty percent of the median household income adjusted for
8 household size, for the county where the household is located, as
9 reported by the United States department of housing and urban
10 development.

11 (31) "Wetland" or "wetlands" means areas that are inundated or
12 saturated by surface water or groundwater at a frequency and duration
13 sufficient to support, and that under normal circumstances do
14 support, a prevalence of vegetation typically adapted for life in
15 saturated soil conditions. Wetlands generally include swamps,
16 marshes, bogs, and similar areas. Wetlands do not include those
17 artificial wetlands intentionally created from nonwetland sites,
18 including, but not limited to, irrigation and drainage ditches,
19 grass-lined swales, canals, detention facilities, wastewater
20 treatment facilities, farm ponds, and landscape amenities, or those
21 wetlands created after July 1, 1990, that were unintentionally
22 created as a result of the construction of a road, street, or
23 highway. Wetlands may include those artificial wetlands intentionally
24 created from nonwetland areas created to mitigate conversion of
25 wetlands.

26 (32) "Per capita vehicle miles traveled" means the number of
27 miles traveled using cars and light trucks in a calendar year divided
28 by the number of residents in Washington. The calculation of this
29 value excludes vehicle miles driven conveying freight.

30 (33) "Active transportation" means forms of pedestrian mobility
31 including walking or running, the use of a mobility assistive device
32 such as a wheelchair, bicycling and cycling irrespective of the
33 number of wheels, and the use of small personal devices such as foot
34 scooters or skateboards. Active transportation includes both
35 traditional and electric assist bicycles and other devices. Planning
36 for active transportation must consider and address accommodation
37 pursuant to the Americans with disabilities act and the distinct
38 needs of each form of active transportation.

39 (34) "Transportation system" means all infrastructure and
40 services for all forms of transportation within a geographical area,

1 irrespective of the responsible jurisdiction or transportation
2 provider.

3 (35) "Environmental justice" means the fair treatment and
4 meaningful involvement of all people regardless of race, color,
5 national origin, or income with respect to development,
6 implementation, and enforcement of environmental laws, regulations,
7 and policies. Environmental justice includes addressing
8 disproportionate environmental and health impacts in all laws, rules,
9 and policies with environmental impacts by prioritizing vulnerable
10 populations and overburdened communities and the equitable
11 distribution of resources and benefits.

12 (36) "Active transportation facilities" means facilities provided
13 for the safety and mobility of active transportation users including,
14 but not limited to, trails, as defined in RCW 47.30.005, sidewalks,
15 bike lanes, shared-use paths, and other facilities in the public
16 right-of-way.

17 (37) "Green space" means an area of land, vegetated by natural
18 features such as grass, trees, or shrubs, within an urban context and
19 less than one acre in size that creates public value through one or
20 more of the following attributes:

21 (a) Is accessible to the public;
22 (b) Promotes physical and mental health of residents;
23 (c) Provides relief from the urban heat island effects;
24 (d) Promotes recreational and aesthetic values;
25 (e) Protects streams or water supply; or
26 (f) Preserves visual quality along highway, road, or street
27 corridors.

28 (38) "Green infrastructure" means a wide array of natural assets
29 and built structures within an urban growth area boundary, including
30 parks and other areas with protected tree canopy, and management
31 practices at multiple scales that manage wet weather and that
32 maintain and restore natural hydrology by storing, infiltrating,
33 evapotranspiring, and harvesting and using stormwater.

34 (39) "Wildland urban interface" means the geographical area where
35 structures and other human development meets or intermingles with
36 wildland vegetative fuels.

37 (40) "Overburdened community" means a geographic area where
38 vulnerable populations face combined, multiple environmental harms
39 and health impacts, and includes, but is not limited to, highly
40 impacted communities as defined in RCW 19.405.020.

1 (41)(a) "Vulnerable populations" means population groups that are
2 more likely to be at higher risk for poor health outcomes in response
3 to environmental harms, due to: (i) Adverse socioeconomic factors,
4 such as unemployment, high housing and transportation costs relative
5 to income, limited access to nutritious food and adequate health
6 care, linguistic isolation, and other factors that negatively affect
7 health outcomes and increase vulnerability to the effects of
8 environmental harms; and (ii) sensitivity factors, such as low birth
9 weight and higher rates of hospitalization.

10 (b) "Vulnerable populations" includes, but is not limited to:
11 (i) Racial or ethnic minorities;
12 (ii) Low-income populations; and
13 (iii) Populations disproportionately impacted by environmental
14 harms.

15 **Sec. 15.** RCW 36.70A.130 and 2022 c 287 s 1 and 2022 c 192 s 1
16 are each reenacted and amended to read as follows:

17 (1)(a) Each comprehensive land use plan and development
18 regulations shall be subject to continuing review and evaluation by
19 the county or city that adopted them. Except as otherwise provided, a
20 county or city shall take legislative action to review and, if
21 needed, revise its comprehensive land use plan and development
22 regulations to ensure the plan and regulations comply with the
23 requirements of this chapter according to the deadlines in
24 subsections (4) and (5) of this section.

25 (b) Except as otherwise provided, a county or city not planning
26 under RCW 36.70A.040 shall take action to review and, if needed,
27 revise its policies and development regulations regarding critical
28 areas and natural resource lands adopted according to this chapter to
29 ensure these policies and regulations comply with the requirements of
30 this chapter according to the deadlines in subsections (4) and (5) of
31 this section. Legislative action means the adoption of a resolution
32 or ordinance following notice and a public hearing indicating at a
33 minimum, a finding that a review and evaluation has occurred and
34 identifying the revisions made, or that a revision was not needed and
35 the reasons therefor.

36 (c) The review and evaluation required by this subsection shall
37 include, but is not limited to, consideration of critical area
38 ordinances and, if planning under RCW 36.70A.040, an analysis of the

1 population allocated to a city or county from the most recent ((ten))
2 10-year population forecast by the office of financial management.

3 (d) Any amendment of or revision to a comprehensive land use plan
4 shall conform to this chapter. Any amendment of or revision to
5 development regulations shall be consistent with and implement the
6 comprehensive plan.

7 (2)(a) Each county and city shall establish and broadly
8 disseminate to the public a public participation program consistent
9 with RCW 36.70A.035 and 36.70A.140 that identifies procedures and
10 schedules whereby updates, proposed amendments, or revisions of the
11 comprehensive plan are considered by the governing body of the county
12 or city no more frequently than once every year. "Updates" means to
13 review and revise, if needed, according to subsection (1) of this
14 section, and the deadlines in subsections (4) and (5) of this section
15 or in accordance with the provisions of subsection (6) of this
16 section. Amendments may be considered more frequently than once per
17 year under the following circumstances:

18 (i) The initial adoption of a subarea plan. Subarea plans adopted
19 under this subsection (2)(a)(i) must clarify, supplement, or
20 implement jurisdiction-wide comprehensive plan policies, and may only
21 be adopted if the cumulative impacts of the proposed plan are
22 addressed by appropriate environmental review under chapter 43.21C
23 RCW;

24 (ii) The development of an initial subarea plan for economic
25 development located outside of the one hundred year floodplain in a
26 county that has completed a state-funded pilot project that is based
27 on watershed characterization and local habitat assessment;

28 (iii) The adoption or amendment of a shoreline master program
29 under the procedures set forth in chapter 90.58 RCW;

30 (iv) The amendment of the capital facilities element of a
31 comprehensive plan that occurs concurrently with the adoption or
32 amendment of a county or city budget; or

33 (v) The adoption of comprehensive plan amendments necessary to
34 enact a planned action under RCW 43.21C.440, provided that amendments
35 are considered in accordance with the public participation program
36 established by the county or city under this subsection (2)(a) and
37 all persons who have requested notice of a comprehensive plan update
38 are given notice of the amendments and an opportunity to comment.

39 (b) Except as otherwise provided in (a) of this subsection, all
40 proposals shall be considered by the governing body concurrently so

1 the cumulative effect of the various proposals can be ascertained.
2 However, after appropriate public participation a county or city may
3 adopt amendments or revisions to its comprehensive plan that conform
4 with this chapter whenever an emergency exists or to resolve an
5 appeal of a comprehensive plan filed with the growth management
6 hearings board or with the court.

7 (3)(a) Each county that designates urban growth areas under RCW
8 36.70A.110 shall review, according to the schedules established in
9 subsections (4) and (5) of this section, its designated urban growth
10 area or areas, patterns of development occurring within the urban
11 growth area or areas, and the densities permitted within both the
12 incorporated and unincorporated portions of each urban growth area.
13 In conjunction with this review by the county, each city located
14 within an urban growth area shall review the densities permitted
15 within its boundaries, and the extent to which the urban growth
16 occurring within the county has located within each city and the
17 unincorporated portions of the urban growth areas.

18 (b) The county comprehensive plan designating urban growth areas,
19 and the densities permitted in the urban growth areas by the
20 comprehensive plans of the county and each city located within the
21 urban growth areas, shall be revised to accommodate the urban growth
22 projected to occur in the county for the succeeding ~~((twenty))~~ 20-
23 year period. The review required by this subsection may be combined
24 with the review and evaluation required by RCW 36.70A.215.

25 (c) If, during the county's review under (a) of this subsection,
26 the county determines revision of the urban growth area is not
27 required to accommodate the urban growth projected to occur in the
28 county for the succeeding 20-year period, but does determine that
29 patterns of development have created pressure in areas that exceed
30 available, developable lands within the urban growth area, the urban
31 growth area or areas may be revised to accommodate identified
32 patterns of development and likely future development pressure for
33 the succeeding 20-year period if the following requirements are met:

34 (i) The revised urban growth area may not result in an increase
35 in the total surface areas of the urban growth area or areas;

36 (ii) The areas added to the urban growth area are not or have not
37 been designated as agricultural, forest, or mineral resource lands of
38 long-term commercial significance;

39 (iii) Less than 15 percent of the areas added to the urban growth
40 area are critical areas;

1 (iv) The areas added to the urban growth areas are suitable for
2 urban growth;

3 (v) The transportation element and capital facility plan element
4 have identified the transportation facilities, and public facilities
5 and services needed to serve the urban growth area and the funding to
6 provide the transportation facilities and public facilities and
7 services;

8 (vi) The urban growth area is not larger than needed to
9 accommodate the growth planned for the succeeding 20-year planning
10 period and a reasonable land market supply factor;

11 (vii) The areas removed from the urban growth area do not include
12 urban growth or urban densities; and

13 (viii) The revised urban growth area is contiguous, does not
14 include holes or gaps, and will not increase pressures to urbanize
15 rural or natural resource lands.

16 (4) Except as otherwise provided in subsections (6) and (8) of
17 this section, counties and cities shall take action to review and, if
18 needed, revise their comprehensive plans and development regulations
19 to ensure the plan and regulations comply with the requirements of
20 this chapter as follows:

21 (a) On or before June 30, 2015, for King, Pierce, and Snohomish
22 counties and the cities within those counties;

23 (b) On or before June 30, 2016, for Clallam, Clark, Island,
24 Jefferson, Kitsap, Mason, San Juan, Skagit, Thurston, and Whatcom
25 counties and the cities within those counties;

26 (c) On or before June 30, 2017, for Benton, Chelan, Cowlitz,
27 Douglas, Kittitas, Lewis, Skamania, Spokane, and Yakima counties and
28 the cities within those counties; and

29 (d) On or before June 30, 2018, for Adams, Asotin, Columbia,
30 Ferry, Franklin, Garfield, Grant, Grays Harbor, Klickitat, Lincoln,
31 Okanogan, Pacific, Pend Oreille, Stevens, Wahkiakum, Walla Walla, and
32 Whitman counties and the cities within those counties.

33 (5) Except as otherwise provided in subsections (6) and (8) of
34 this section, following the review of comprehensive plans and
35 development regulations required by subsection (4) of this section,
36 counties and cities shall take action to review and, if needed,
37 revise their comprehensive plans and development regulations to
38 ensure the plan and regulations comply with the requirements of this
39 chapter as follows:

1 (a) ~~((10))~~ Except as provided in subsection (10) of this section,
2 on or before December 31, 2024, with the following review and, if
3 needed, revision on or before June 30, 2034, and then every ~~((ten))~~
4 10 years thereafter, for King, Kitsap, Pierce, and Snohomish counties
5 and the cities within those counties;

6 (b) On or before June 30, 2025, and every ~~((ten))~~ 10 years
7 thereafter, for Clallam, Clark, Island, Jefferson, Lewis, Mason, San
8 Juan, Skagit, Thurston, and Whatcom counties and the cities within
9 those counties;

10 (c) On or before June 30, 2026, and every ~~((ten))~~ 10 years
11 thereafter, for Benton, Chelan, Cowlitz, Douglas, Franklin, Kittitas,
12 Skamania, Spokane, Walla Walla, and Yakima counties and the cities
13 within those counties; and

14 (d) On or before June 30, 2027, and every ~~((ten))~~ 10 years
15 thereafter, for Adams, Asotin, Columbia, Ferry, Garfield, Grant,
16 Grays Harbor, Klickitat, Lincoln, Okanogan, Pacific, Pend Oreille,
17 Stevens, Wahkiakum, and Whitman counties and the cities within those
18 counties.

19 (6)(a) Nothing in this section precludes a county or city from
20 conducting the review and evaluation required by this section before
21 the deadlines established in subsections (4) and (5) of this section.
22 Counties and cities may begin this process early and may be eligible
23 for grants from the department, subject to available funding, if they
24 elect to do so.

25 (b) A county that is subject to a deadline established in
26 subsection (5)(b) through (d) of this section and meets the following
27 criteria may comply with the requirements of this section at any time
28 within the twenty-four months following the deadline established in
29 subsection (5) of this section: The county has a population of less
30 than fifty thousand and has had its population increase by no more
31 than seventeen percent in the ten years preceding the deadline
32 established in subsection (5) of this section as of that date.

33 (c) A city that is subject to a deadline established in
34 subsection (5)(b) through (d) of this section and meets the following
35 criteria may comply with the requirements of this section at any time
36 within the twenty-four months following the deadline established in
37 subsection (5) of this section: The city has a population of no more
38 than five thousand and has had its population increase by the greater
39 of either no more than one hundred persons or no more than seventeen

1 percent in the ten years preceding the deadline established in
2 subsection (5) of this section as of that date.

3 (d) State agencies are encouraged to provide technical assistance
4 to the counties and cities in the review of critical area ordinances,
5 comprehensive plans, and development regulations.

6 (7)(a) The requirements imposed on counties and cities under this
7 section shall be considered "requirements of this chapter" under the
8 terms of RCW 36.70A.040(1). Only those counties and cities that meet
9 the following criteria may receive grants, loans, pledges, or
10 financial guarantees under chapter 43.155 or 70A.135 RCW:

11 (i) Complying with the deadlines in this section; or

12 (ii) Demonstrating substantial progress towards compliance with
13 the schedules in this section for development regulations that
14 protect critical areas.

15 (b) A county or city that is fewer than (~~twelve~~) 12 months out
16 of compliance with the schedules in this section for development
17 regulations that protect critical areas is making substantial
18 progress towards compliance. Only those counties and cities in
19 compliance with the schedules in this section may receive preference
20 for grants or loans subject to the provisions of RCW 43.17.250.

21 (8)(a) Except as otherwise provided in (c) of this subsection, if
22 a participating watershed is achieving benchmarks and goals for the
23 protection of critical areas functions and values, the county is not
24 required to update development regulations to protect critical areas
25 as they specifically apply to agricultural activities in that
26 watershed.

27 (b) A county that has made the election under RCW 36.70A.710(1)
28 may only adopt or amend development regulations to protect critical
29 areas as they specifically apply to agricultural activities in a
30 participating watershed if:

31 (i) A work plan has been approved for that watershed in
32 accordance with RCW 36.70A.725;

33 (ii) The local watershed group for that watershed has requested
34 the county to adopt or amend development regulations as part of a
35 work plan developed under RCW 36.70A.720;

36 (iii) The adoption or amendment of the development regulations is
37 necessary to enable the county to respond to an order of the growth
38 management hearings board or court;

39 (iv) The adoption or amendment of development regulations is
40 necessary to address a threat to human health or safety; or

1 (v) Three or more years have elapsed since the receipt of
2 funding.

3 (c) Beginning ~~((ten))~~ 10 years from the date of receipt of
4 funding, a county that has made the election under RCW 36.70A.710(1)
5 must review and, if necessary, revise development regulations to
6 protect critical areas as they specifically apply to agricultural
7 activities in a participating watershed in accordance with the review
8 and revision requirements and timeline in subsection (5) of this
9 section. This subsection (8)(c) does not apply to a participating
10 watershed that has determined under RCW 36.70A.720(2)(c)(ii) that the
11 watershed's goals and benchmarks for protection have been met.

12 (9)(a) Counties subject to planning deadlines established in
13 subsection (5) of this section that are required or that choose to
14 plan under RCW 36.70A.040 and that meet either criteria of (a)(i) or
15 (ii) of this subsection, and cities with a population of more than
16 6,000 as of April 1, 2021, within those counties, must provide to the
17 department an implementation progress report detailing the progress
18 they have achieved in implementing their comprehensive plan five
19 years after the review and revision of their comprehensive plan. Once
20 a county meets the criteria in (a)(i) or (ii) of this subsection, the
21 implementation progress report requirements remain in effect
22 thereafter for that county and the cities therein with populations
23 greater than 6,000 as of April 1, 2021, even if the county later no
24 longer meets either or both criteria. A county is subject to the
25 implementation progress report requirement if it meets either of the
26 following criteria on or after April 1, 2021:

27 (i) The county has a population density of at least 100 people
28 per square mile and a population of at least 200,000; or

29 (ii) The county has a population density of at least 75 people
30 per square mile and an annual growth rate of at least 1.75 percent as
31 determined by the office of financial management.

32 (b) The department shall adopt guidelines for indicators,
33 measures, milestones, and criteria for use by counties and cities in
34 the implementation progress report that must cover:

35 (i) The implementation of previously adopted changes to the
36 housing element and any effect those changes have had on housing
37 affordability and availability within the jurisdiction;

38 (ii) Permit processing timelines; and

39 (iii) Progress toward implementing any actions required to
40 achieve reductions to meet greenhouse gas and vehicle miles traveled

1 requirements as provided for in any element of the comprehensive plan
2 under RCW 36.70A.070.

3 (c) If a city or county required to provide an implementation
4 progress report under this subsection (9) has not implemented any
5 specifically identified regulations, zoning and land use changes, or
6 taken other legislative or administrative action necessary to
7 implement any changes in the most recent periodic update in their
8 comprehensive plan by the due date for the implementation progress
9 report, the city or county must identify the need for such action in
10 the implementation progress report. Cities and counties must adopt a
11 work plan to implement any necessary regulations, zoning and land use
12 changes, or take other legislative or administrative action
13 identified in the implementation progress report and complete all
14 work necessary for implementation within two years of submission of
15 the implementation progress report.

16 (10) Any county or city that is required by section 4 of this act
17 to include in its comprehensive plan a climate change and resiliency
18 element and that is also required by subsection (5)(a) of this
19 section to review and, if necessary, revise its comprehensive plan on
20 or before December 31, 2024, must update its transportation element
21 and incorporate a climate change and resiliency element into its
22 comprehensive plan as part of the first implementation progress
23 report required by subsection (9) of this section if funds are
24 appropriated and distributed by December 31, 2027, as required under
25 RCW 36.70A.070(10).

26 NEW SECTION. **Sec. 16.** A new section is added to chapter 36.70A
27 RCW to read as follows:

28 (1) Notwithstanding the requirements of RCW 36.70A.070(10), it is
29 the intent that jurisdictions subject to RCW 36.70A.130(5)(b)
30 implement the requirements of this act on or before June 30, 2025.
31 Any funding provided to cover applicable local government costs
32 related to implementation of this act shall be considered timely.

33 (2) This section expires July 31, 2025.

34 NEW SECTION. **Sec. 17.** A new section is added to chapter 43.20
35 RCW to read as follows:

36 (1)(a) Beginning with water system plans initiated after June 30,
37 2025, the department shall ensure water system plans for group A

1 community public water systems serving 1,000 or more connections
2 include a climate resilience element at the time of approval.

3 (b) The department must update its water system planning
4 guidebook to assist water systems in implementing the climate
5 resilience element, including guidance on any available technical and
6 financial resources.

7 (c) The department shall provide technical assistance to public
8 water systems based on their system size, location, and water source,
9 by providing references to existing state or federal risk management,
10 climate resiliency, or emergency management and response tools that
11 may be used to satisfy the climate resilience element.

12 (d) Subject to the availability of amounts appropriated for this
13 specific purpose, the University of Washington climate impacts group
14 shall assist the department in the development of tools for the
15 technical assistance to be provided in (c) of this subsection.

16 (2) To fulfill the requirements of the climate resilience
17 element, water systems must:

18 (a) Determine which extreme weather events pose significant
19 challenges to their system and build scenarios to identify potential
20 impacts;

21 (b) Assess critical assets and the actions necessary to protect
22 the system from the consequences of extreme weather events on system
23 operations; and

24 (c) Generate reports describing the costs and benefits of the
25 system's risk reduction strategies and capital project needs.

26 (3) Climate readiness projects, including planning to meet the
27 requirements of this section and actions to protect a water system
28 from extreme weather events, including infrastructure and design
29 projects, are eligible for financial assistance under RCW
30 70A.125.180. The department must develop grant and loan eligibility
31 criteria and consider applications from water systems that identify
32 climate readiness projects.

33 **Sec. 18.** RCW 70A.125.180 and 2020 c 20 s 1359 are each amended
34 to read as follows:

35 Subject to the availability of amounts appropriated for this
36 specific purpose, the department shall provide financial assistance
37 through a water system acquisition and rehabilitation program, hereby
38 created. (~~The program shall be jointly administered with the public~~
39 ~~works board and the department of commerce.~~) The ((agencies))

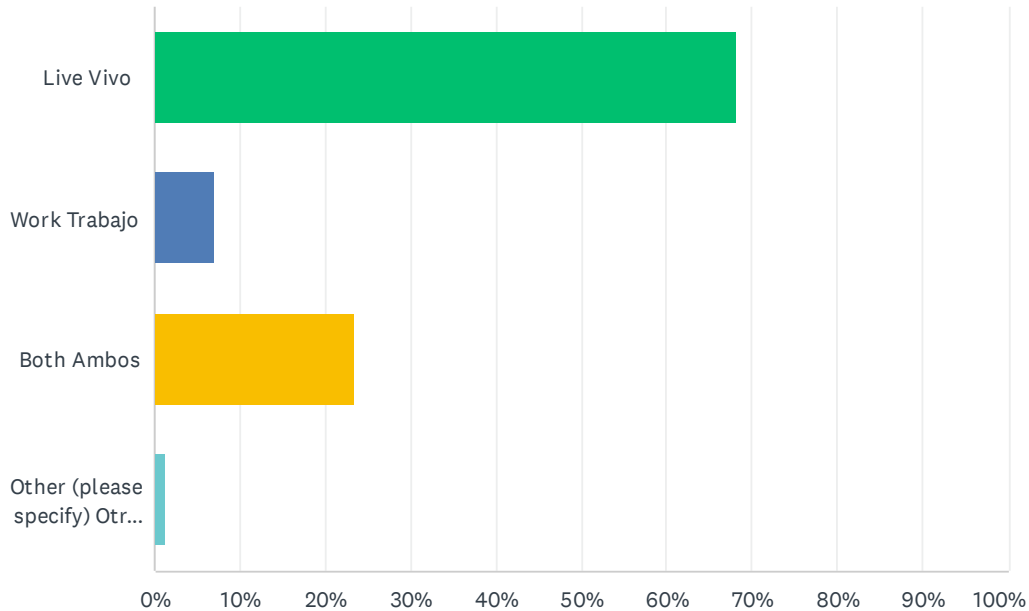
1 department shall adopt guidelines for the program using as a model
2 the procedures and criteria of the drinking water revolving loan
3 program authorized under RCW 70A.125.160. All financing provided
4 through the program must be in the form of grants or loans that
5 partially cover project costs, including projects and planning
6 required under section 17 of this act. The maximum grant or loan to
7 any eligible entity may not exceed (~~twenty-five~~) 25 percent of the
8 funds allocated to the appropriation in any fiscal year.

9 NEW SECTION. **Sec. 19.** If specific funding for the purposes of
10 this act, referencing this act by bill or chapter number, is not
11 provided by June 30, 2023, in the omnibus appropriations act, this
12 act is null and void.

--- END ---

Q1 Do you live and/or work in Lake Stevens? ¿Vive y/o trabaja en Lake Stevens?

Answered: 85 Skipped: 2

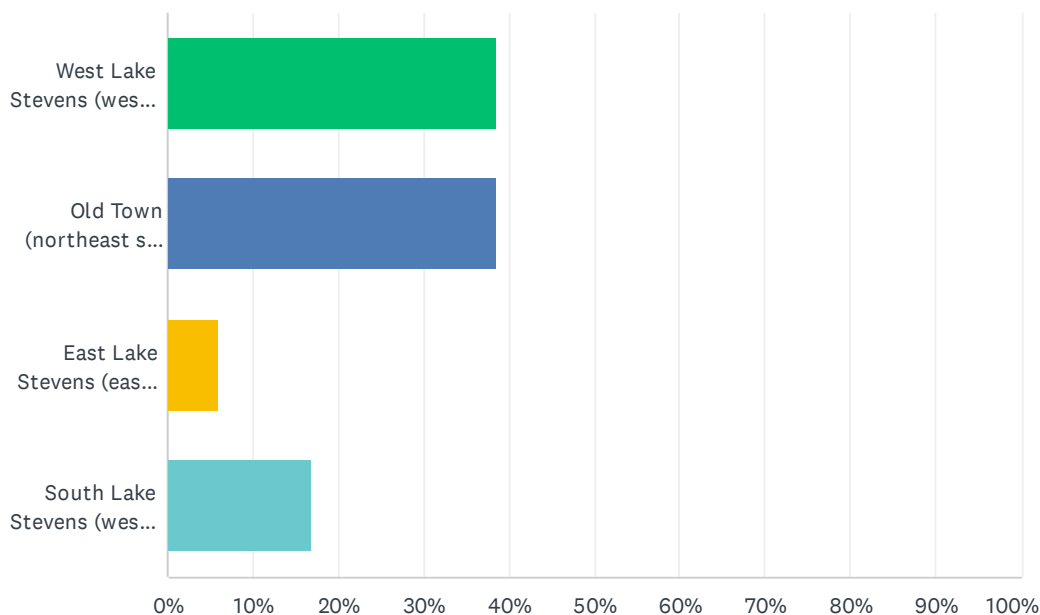


ANSWER CHOICES		RESPONSES	
Live Vivo		68.24%	58
Work Trabajo		7.06%	6
Both Ambos		23.53%	20
Other (please specify) Otro (favor de especificar)		1.18%	1
TOTAL			85

#	OTHER (PLEASE SPECIFY) OTRO (FAVOR DE ESPECIFICAR)	DATE
1	Retired	3/18/2023 9:05 PM

Q2 Which neighborhood best describes where you live? ¿Qué vecindario describe mejor dónde vives?

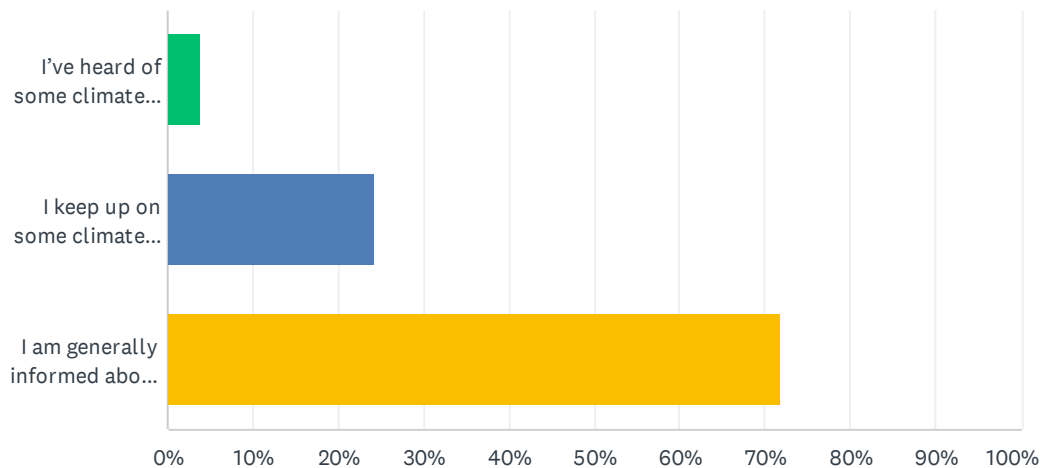
Answered: 83 Skipped: 4



ANSWER CHOICES	RESPONSES	
West Lake Stevens (west side of the Lake north of 4th Street SE) West Lake Stevens (lado oeste del lago al norte de 4th Street SE)	38.55%	32
Old Town (northeast side of the lake and east of 99th Ave NE to city limits) Old Town (lado noreste del lago y al este de 99th Ave NE hasta los límites de la ciudad)	38.55%	32
East Lake Stevens (east side of the lake from Purple Pennant Road south) East Lake Stevens (lado este del lago desde Purple Pennant Road hacia el sur)	6.02%	5
South Lake Stevens (west side of the Lake south of 4th Street SE) South Lake Stevens (lado oeste del lago al sur de 4th Street SE)	16.87%	14
TOTAL		83

Q3 Which of the following best describes your awareness and understanding of climate change issues, such as anticipated climate change impacts, sources of greenhouse emissions, and strategies for addressing them? ¿Cuál de las siguientes opciones describe mejor su conocimiento y comprensión de los problemas del cambio climático, como los impactos anticipados del cambio climático, las fuentes de emisiones de efecto invernadero y las estrategias para abordarlos?

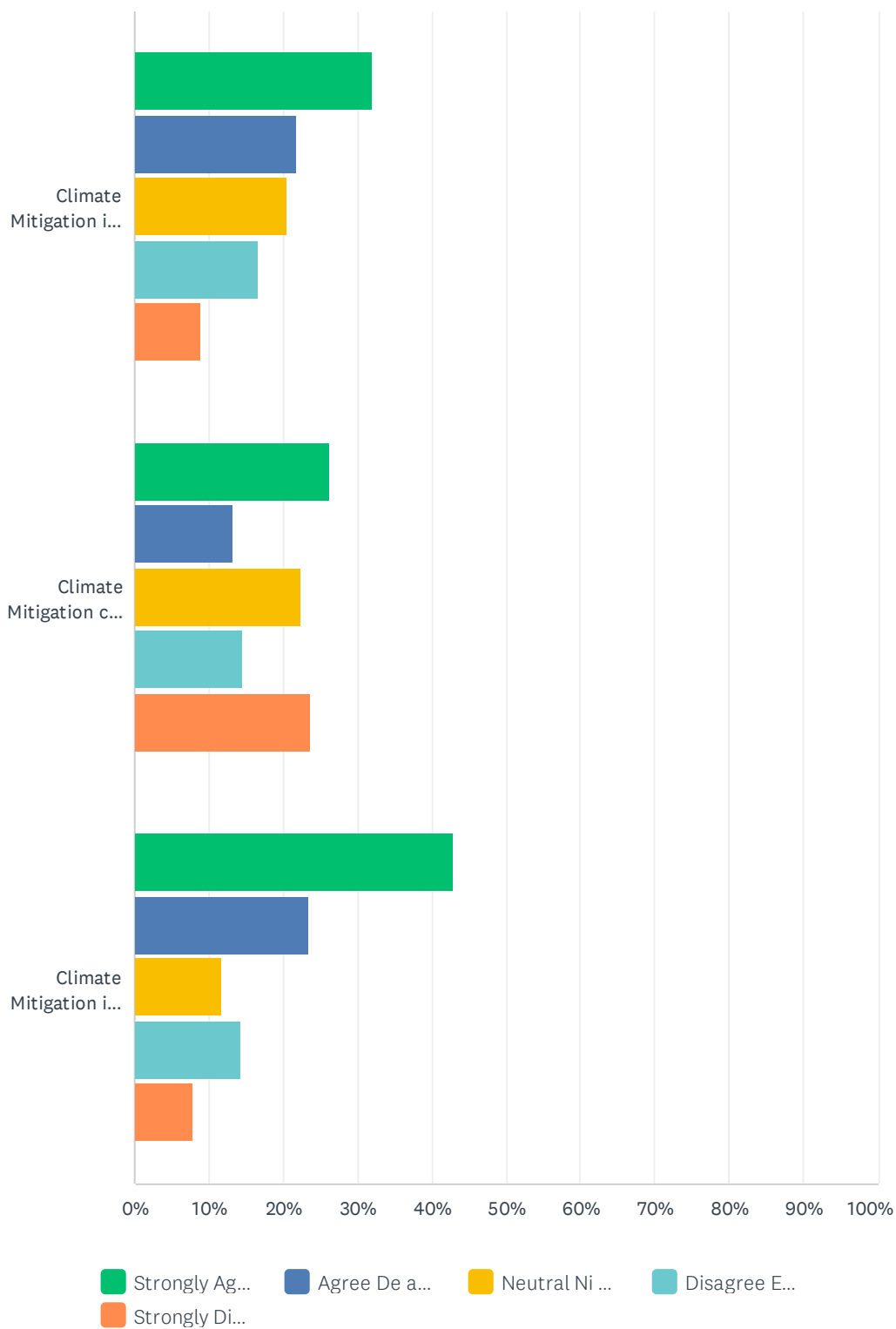
Answered: 78 Skipped: 9



ANSWER CHOICES	RESPONSES	
I've heard of some climate change issues, but I don't know much about them. He oído hablar de algunos problemas de cambio climático, pero no sé mucho sobre ellos.	3.85%	3
I keep up on some climate change issues, but I am only familiar with some of them. Me mantengo al día con algunos temas de cambio climático, pero solo estoy familiarizado con algunos de ellos.	24.36%	19
I am generally informed about climate change issues. En general, estoy informado sobre asuntos relacionados con el cambio climático.	71.79%	56
TOTAL		78

Q4 Please rate your level of agreement with the following statements. For each statement, please select the option that best matches your view. Climate mitigation seeks to address the cause of climate change by reducing greenhouse gas emissions. Por favor, califique su nivel de acuerdo con las siguientes declaraciones. Para cada declaración, seleccione la opción que mejor se adapte a su punto de vista. (Usando una escala de calificación gráfica). La mitigación del clima busca abordar la causa del cambio climático mediante la reducción de las emisiones de gases de efecto invernadero.

Answered: 78 Skipped: 9

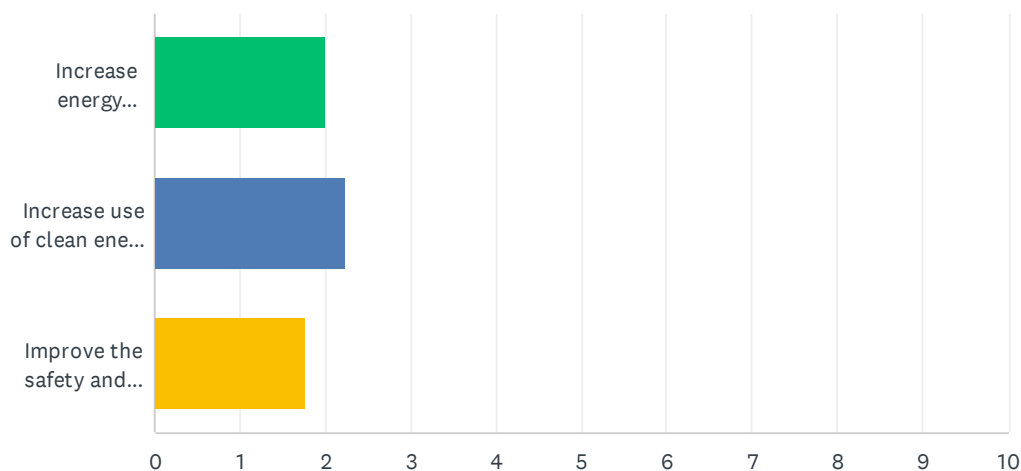


Climate Mitigation Plan Community Survey Plan de mitigación climática de la ciudad de Lake Stevens: encuesta comunitaria

	STRONGLY AGREE TOTALMENTE DE ACUERDO	AGREE DE ACUERDO	NEUTRAL NI DE ACUERDO, NI EN DESACUERDO	DISAGREE EN DESACUERDO	STRONGLY DISAGREE TOTALMENTE EN DESACUERDO	TOTAL
Climate Mitigation is good for business in Lake Stevens. La mitigación del clima es buena para los negocios en Lake Stevens.	32.05% 25	21.79% 17	20.51% 16	16.67% 13	8.97% 7	78
Climate Mitigation can help me save money and resources. La mitigación del clima puede ayudarme a ahorrar dinero y recursos.	26.32% 20	13.16% 10	22.37% 17	14.47% 11	23.68% 18	76
Climate Mitigation is good for the health and livability of my community. La mitigación del clima es buena para la salud y la habitabilidad de mi comunidad.	42.86% 33	23.38% 18	11.69% 9	14.29% 11	7.79% 6	77

Q5 Buildings & Energy Measures Edificios y medidas energéticas

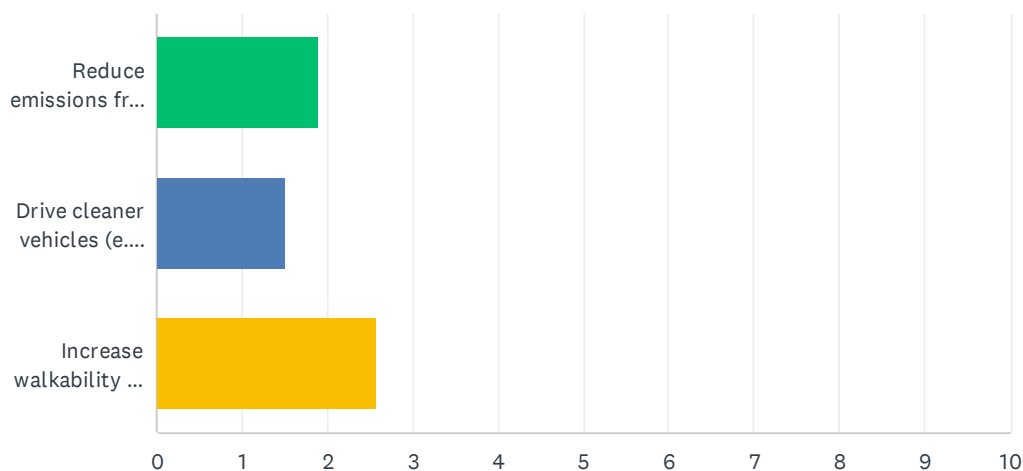
Answered: 68 Skipped: 19



	1	2	3	TOTAL	SCORE
Increase energy efficiency standards and sustainable building practices.Aumentar los estándares de eficiencia energética y las prácticas de construcción sostenibles.	25.00% 17	50.00% 34	25.00% 17	68	2.00
Increase use of clean energy sources (e.g., solar, electric heat pumps, efficient lighting, etc.)Aumentar el uso de fuentes de energía limpia (por ejemplo, solar, bombas de calor eléctricas, iluminación eficiente, etc.)	47.06% 32	29.41% 20	23.53% 16	68	2.24
Improve the safety and reliability of infrastructure vulnerable to climate change.Mejorar la seguridad y fiabilidad de las infraestructuras vulnerables al cambio climático	27.94% 19	20.59% 14	51.47% 35	68	1.76

Q6 Transportation Measures Medidas de transporte

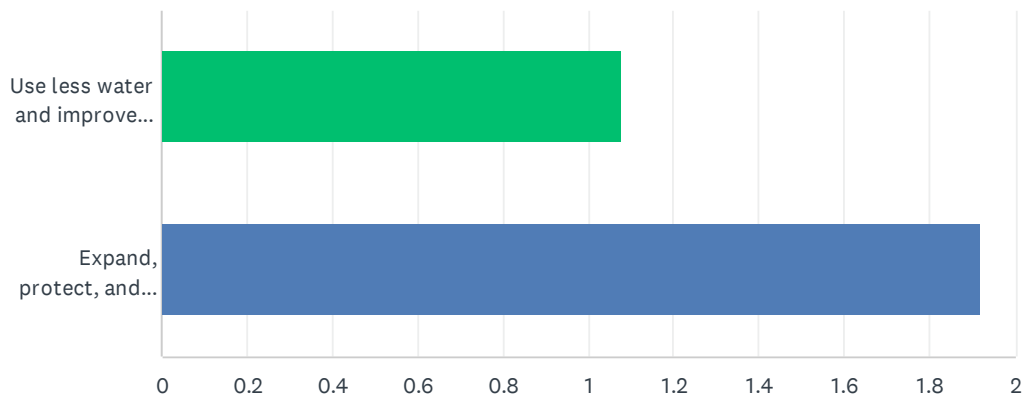
Answered: 63 Skipped: 24



	1	2	3	TOTAL	SCORE
Reduce emissions from vehicle travel.Reducir las emisiones de los viajes en vehículos.	19.05% 12	52.38% 33	28.57% 18	63	1.90
Drive cleaner vehicles (e.g., electric vehicles (EV))Conduzca vehículos más limpios (por ejemplo, vehículos eléctricos (VE))	12.70% 8	25.40% 16	61.90% 39	63	1.51
Increase walkability and connectivity of communities.Aumentar la caminabilidad y la conectividad de las comunidades.	68.25% 43	22.22% 14	9.52% 6	63	2.59

Q7 Water & Natural Systems Measures Medidas de agua y sistemas naturales

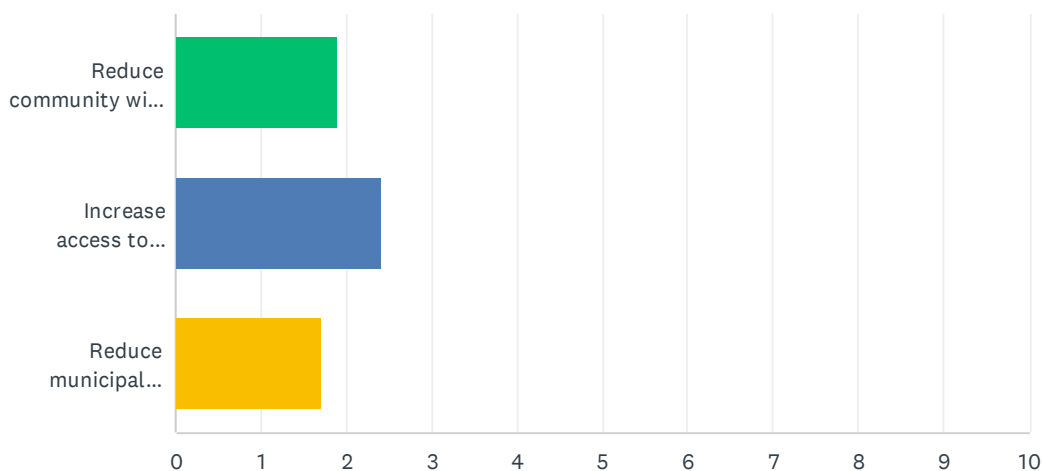
Answered: 48 Skipped: 39



	1	2	TOTAL	SCORE
Use less water and improve water management. Usar menos agua y mejorar el manejo del agua.	8.33% 4	91.67% 44	48	1.08
Expand, protect, and improve green spaces and natural ecosystems. Ampliar, proteger y mejorar los espacios verdes y los ecosistemas naturales.	91.67% 44	8.33% 4	48	1.92

Q8 Waste & Materials Measures Medidas de residuos y materiales

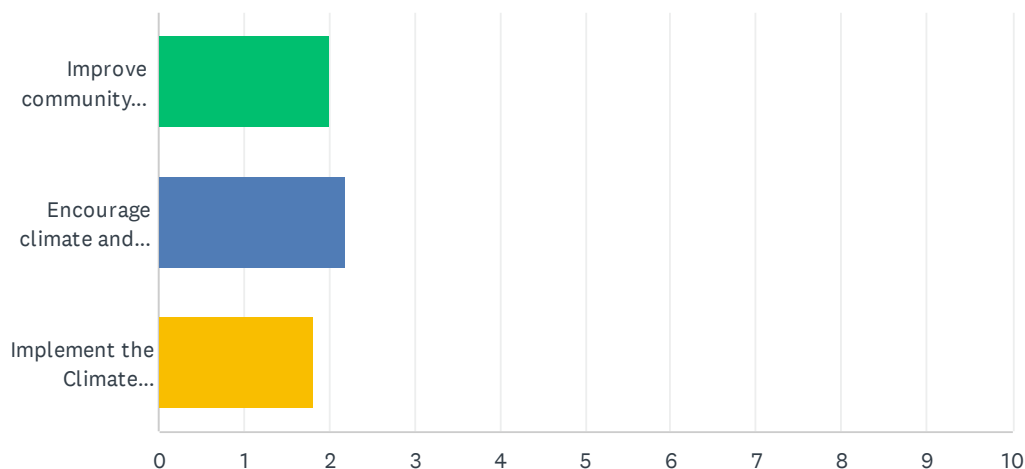
Answered: 54 Skipped: 33



	1	2	3	TOTAL	SCORE
Reduce community wide waste.Reducir el desperdicio en toda la comunidad.	16.67% 9	55.56% 30	27.78% 15	54	1.89
Increase access to recycling or composting.Aumentar el acceso al reciclaje o al compostaje.	64.81% 35	11.11% 6	24.07% 13	54	2.41
Reduce municipal waste.Reducir los residuos municipales	18.52% 10	33.33% 18	48.15% 26	54	1.70

Q9 Community Resilience & Adaptation Measures Medidas de resiliencia comunitaria y adaptación

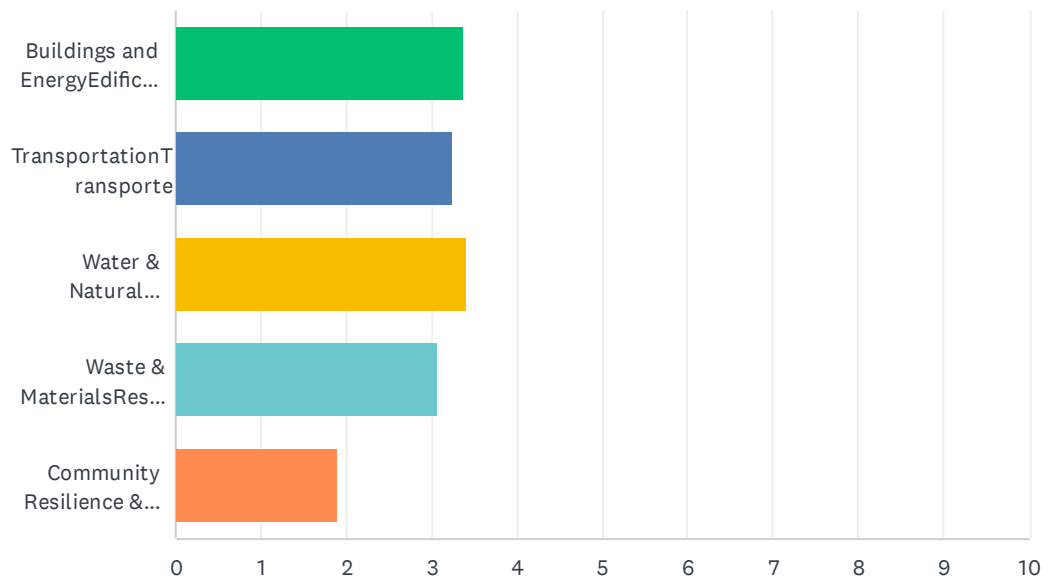
Answered: 54 Skipped: 33



	1	2	3	TOTAL	SCORE
Improve community resilience by increasing capacity to respond to future climate impacts.Mejorar la resiliencia de la comunidad aumentando la capacidad para responder a futuros impactos climáticos.	25.93% 14	48.15% 26	25.93% 14	54	2.00
Encourage climate and environmental education and awareness.Fomentar la educación y la conciencia sobre el clima y el medio ambiente.	44.44% 24	29.63% 16	25.93% 14	54	2.19
Implement the Climate Mitigation Plan.Implementar el Plan de Mitigación Climática.	29.63% 16	22.22% 12	48.15% 26	54	1.81

Q10 Please rank the following criteria for selecting climate measures from most important (#1) to least important (#5). Only one ranking is allowed per row. Clasifique los siguientes criterios para seleccionar las medidas climáticas de más importantes (#1) a menos importantes (# 5). Solo se permite una clasificación por fila.

Answered: 62 Skipped: 25



	1	2	3	4	5	TOTAL	SCORE
Buildings and EnergyEdificios y Energía	19.35% 12	30.65% 19	29.03% 18	9.68% 6	11.29% 7	62	3.37
TransportationTransporte	17.74% 11	27.42% 17	24.19% 15	22.58% 14	8.06% 5	62	3.24
Water & Natural SystemsAgua y Sistemas Naturales	32.26% 20	20.97% 13	14.52% 9	20.97% 13	11.29% 7	62	3.42
Waste & MaterialsResiduos y materiales	20.97% 13	20.97% 13	16.13% 10	29.03% 18	12.90% 8	62	3.08
Community Resilience & AdaptationResiliencia y adaptación de la comunidad	9.68% 6	0.00% 0	16.13% 10	17.74% 11	56.45% 35	62	1.89

Q11 What would be needed for you to fully support these strategies and actions? ¿Qué se necesitaría para apoyar plenamente estas estrategias y acciones?

Answered: 40 Skipped: 47

#	RESPONSES	DATE
1	Actual data showing it will produce a net positive instead of shuffling the problem from one area to another. Such as the mining and shipping of materials to make energy efficient items being just as bad for the environment than the reduced emissions. Making sure the infrastructure can handle the changes. If we must use electric vehicles some day, will we be able to produce enough power to charge all the vehicles? I don't think our technology is at a place to fulfill such lofty ideals.	4/6/2023 7:57 AM
2	Proof and backing on why they are actually necessary and that they will actually work. Audits every two years to confirm and commitment to abandon if they are not working.	4/6/2023 6:20 AM
3	Keep at low cost	4/5/2023 11:13 PM
4	A plan that makes sense. The technology is currently not at a level that makes sense for all industries or individuals to go electric for example. Instead of forcing things let technology catch up and implement plans slowly allowing people to get used to the idea / change/	4/5/2023 6:47 PM
5	Honesty in statistics.	4/5/2023 4:37 PM
6	A clear understanding of the cost of implementation.	4/4/2023 6:55 PM
7	Probably financial assistance/incentives for individuals/families to make it easier to make changes that would benefit all. Probably more education so we understand what difference changes we make can make.	4/3/2023 10:53 AM
8	A City Council committed to making it happen	4/3/2023 6:11 AM
9	Ease of being able to get approval to do energy and environmental projects on home.	4/2/2023 5:12 PM
10	Cost and truth telling. What is real impact versus wanting control	4/2/2023 4:07 PM
11	Please include biking. More bike and pedestrian infrastructure like new sidewalks, trails which connect communities to eachother and people to nature, and PROTECTED bike lanes. Not just arrows on the street but protected bike lines so our community can use non-car travel for recreation, commuting, etc... Getting a SAFE trail around all of the Lake and along important transportation corridors is essential and preferred over car and typical road investments. Cleaner cars are still cars. With protected non-car lanes, I promise you will see a reduction in emissions, happier citizens, more people using this new infrastructure, and DIFFERENT looking people using it (all incomes, all physical abilities, young professionals, parents with their kids, kids getting to school, etc). Please also consider financing for ebike programs so people can be less reliant on cars. Think this would really help youth getting to school and people of lower income who can't afford car payments, insurance, etc. Maybe there are state / federal programs that we can tap for grants for kids and low income residents. As part of Buildings and Energy, making it easier to build affordable and efficient housing on small lots is essential to having families of all backgrounds and a climate resilient futures. We shouldn't be afraid of apartments and density - there are places all across Snohomish County which are building up not out. I love Lake Stevens and think we can do that here so that more people can enjoy our amenities, schools, and be outside of King County. It shouldn't have to cost you 800K and make you own a car. Think education of our youth and support of climate change coursework is essential to create informed and engaged citizens. They are our future and shouldn't be neglected in this decision making process or any process regarding climate and future impacts.	3/30/2023 11:46 AM
12	cost benefit analysis	3/28/2023 1:20 PM
13	I support Lake Stevens trying to improve climate change, but I would be more supportive if I	3/27/2023 7:21 PM

Climate Mitigation Plan Community Survey Plan de mitigación climática de la ciudad de Lake Stevens: encuesta comunitaria

knew more information about each of the aspects of the mitigation plan. I think the city needs to focus more on what benefits our city long-term, and consider how we can set an example for the communities around us. Although it might be expensive in the beginning, I think its long-term effects will be rewarding, however, I think it is important for citizens to see a layout of the current costs.

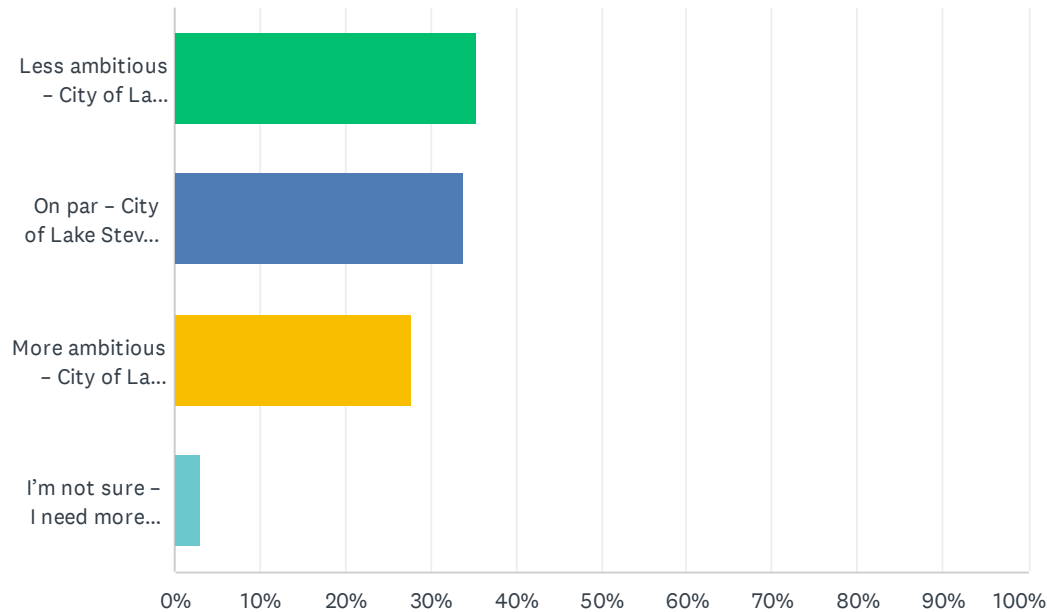
14	An awareness of plans and their effectiveness, as well as acknowledgement of need for action or any side effects and consequences of the plan.	3/27/2023 7:20 PM
15	\$10,000,000	3/27/2023 7:15 PM
16	Transparency with efforts.	3/27/2023 7:14 PM
17	Cost efficiency information. A lot of added regulations to improve climate conditions would require up front costs. What are the benefits? How long do those benefits take to come to fruition?	3/27/2023 7:14 PM
18	I support saving the environment. I want the city to be very responsible with our resources and not spend beyond our budgets. Be smart about things	3/27/2023 9:08 AM
19	So much. The thought that climate change is so important floors me. Climate is evolving and has been evolving since the ice age. There were no green house gas emissions back then. This is just part of climate.	3/26/2023 7:13 PM
20	You need to lead by example. You cant replace trees with cement and dense housing without effects to climate You cant continue to make our community a Kirkland or Bellevue and expect rwaidents to "fix" the damage you allowed	3/26/2023 6:59 PM
21	Let the market make the changes, not government. Climate is changing as it has for millions of years. The planet will save itself, not us mere mortals. Redistribution to favored groups?	3/20/2023 9:47 AM
22	Strong consensus from elected officials	3/18/2023 9:49 PM
23	Access to implemtable plans	3/18/2023 8:17 AM
24	Clear direction and a plan for how Lake Stevens plans to implement and achieve the various goals and objectives.	3/17/2023 9:09 AM
25	Ease of changes	3/13/2023 8:58 PM
26	Right now the biggest barrier to more people adapting greener energy sources is cost. Even with grants and tax credits, not everyone can afford the tens of thousands of dollars that comes with buying an EV or installing solar panels or heat pumps. We need to make these technologies easier for people to afford and educate on their benefits to increase demand. We also need to see more businesses and corporations upgrade to greener infrastructure, because unlike the average joe, they can afford to make the change. (They just don't want to, because cost.)	3/13/2023 7:35 PM
27	Clear communication on how we as residents can help.	3/13/2023 7:22 AM
28	Get the entire City Council and the mayor to resign, and stop building houses that bring more deforestation and greenhouse gas emissions here.	3/12/2023 7:36 PM
29	There is no climate emergency. Human-caused climate change does not exist.	3/12/2023 7:12 PM
30	There isn't anything that would ever allow me to get behind these strategies and actions. We already have a wonderful, clean community and these climate change activities are completely unnecessary.	3/12/2023 6:55 PM
31	We need much more infrastructure in order to implement some of the key measures that have to do with transportation. our city has gotten much larger and much more congested without the needed improvements. The plan increase density is only going to make it more difficult to maneuver her and create more pollution as well as highly increase crime.	3/12/2023 3:58 PM
32	Changes are free to the community and not passed down via taxes and higher priced products from retailers.	3/12/2023 2:44 PM
33	I already support them.	3/12/2023 1:43 PM
34	Reasonable timelines to enact these changes with little to no financial impact to constituents. No sacrifice to current safety or any previously held standard to "adapt" to green standards.	3/12/2023 12:50 PM

Climate Mitigation Plan Community Survey Plan de mitigación climática de la ciudad de Lake Stevens: encuesta comunitaria

35	What is a climate mitigation plan? Does the City have one?	3/12/2023 12:40 PM
36	Belief that this is more than just a survey, and that actions taken are doable.	3/11/2023 6:55 PM
37	The plan would need to be focused, actionable, and prioritize changes that are within the city's span of control.	3/11/2023 9:42 AM
38	Increasing electrification has it's own issues with power grid capacity. As people move to EV's (I wish we all could afford one) and the elimination of Natural gas. The power grid will be stressed. Look at California with their rolling blackouts last summer. To offset this consumption lets use effective incentives to increase clean energy provided thru solar panels. If you understand and are honest about real science, the temperature of the planet has been slowly increasing since the Ice Age and will continue to increase. The number one contributor to climate change thru global warming is from the sun. Over the last 10 or so years there has been a noted increase in sunspots. Sunspots increase the temperature of earth dramatically. As far as improving the health of the lake and streams, I believe the city should not allow residents to have multiple old broken down cars leaking oil and hazardous fluids and trash on their property. These properties are environmental hazards affecting the natural health of the local areas and are eyesores to those living and looking to live in Lake Stevens. These areas are prolific with rats. I have 2 of these homes right behind me and I experience it first hand. Makes we want to leave the area. Other beautiful, well run cities have ordinances in place that are enforced. Don't get me wrong, I love the progress that is being made improving our city. But lets do more to address hazardous environmental issues on residential properties. Thanks for listening	3/10/2023 11:23 AM
39	I fully support this. We can't afford to not go anything. Our kids and grandkids livelihoods depend on it.	3/10/2023 11:14 AM
40	I know it sounds odd, but I would like to see a municipally run Internet service provider in lake stevens. The profits could be utilized to bring free internet services to Police, Fire Department, schools, and local government as well as use profits to fund the above initiatives. Return on investment is typically less than 3 years according to other municipal run implementations	3/10/2023 9:38 AM

Q12 Compared to the state reduction targets, Lake Stevens' targets should be... (Please select one answer) En comparación con los objetivos de reducción del estado, los objetivos de Lake Stevens deberían ser ... (elija uno)

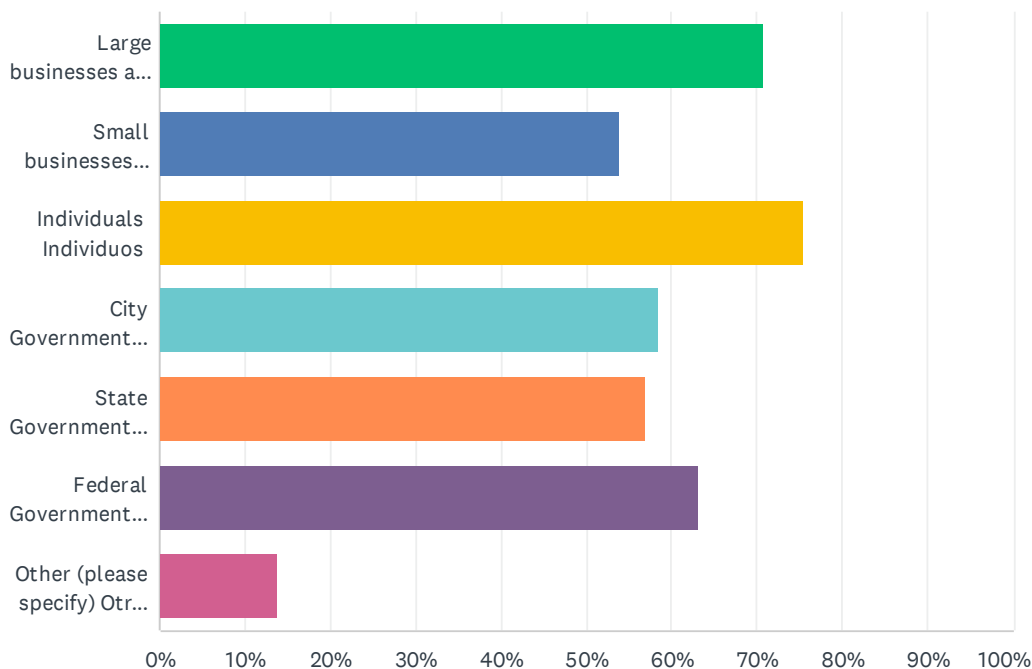
Answered: 65 Skipped: 22



ANSWER CHOICES	RESPONSES	
Less ambitious – City of Lake Stevens should encourage its community to take climate action primarily through voluntary or incentive-based actions. Menos ambicioso – la ciudad de Lake Stevens debería alentar a su comunidad a tomar medidas climáticas principalmente a través de acciones voluntarias o basadas en incentivos.	35.38%	23
On par – City of Lake Stevens should keep pace with similar cities in its climate reductions. Keeping pace would require a mix of voluntary actions, incentives, disincentives (e.g., factors that deter overuse of waste, water and energy), and regulations or mandates. Al igual – la ciudad de Lake Stevens debería seguir el ritmo de ciudades similares en sus reducciones climáticas. Mantener el ritmo requeriría una combinación de acciones voluntarias, incentivos, desincentivos (por ejemplo, medidas que disuaden el uso excesivo de desechos, agua y energía) y regulaciones o mandatos.	33.85%	22
More ambitious – City of Lake Stevens should be a leader in climate mitigation. Being a regional leader would likely require adopting more disincentives (e.g., factors that deter overuse of waste, water and energy) and regulatory measures (in addition to voluntary measures and incentives) and is likely to have a larger cost investment. Más ambicioso – la ciudad de Lake Stevens debería ser líder en la mitigación del clima. Ser un líder regional probablemente requeriría adoptar más desincentivos (por ejemplo, medidas que disuaden el uso excesivo de desechos, agua y energía) y medidas regulatorias (además de medidas e incentivos voluntarios) y es probable que tenga una mayor inversión de costos.	27.69%	18
I'm not sure – I need more info to decide. No estoy seguro – necesito más información para decidir.	3.08%	2
TOTAL		65

Q13 Who has the responsibility to act on climate? (Check-all that apply) ¿Quién tiene la responsabilidad de actuar sobre el clima? (Marque todo lo que corresponda)

Answered: 65 Skipped: 22



ANSWER CHOICES	RESPONSES	
Large businesses and companies Grandes empresas y compañías	70.77%	46
Small businesses Empresas pequeñas	53.85%	35
Individuals Individuos	75.38%	49
City Government Gobierno de la Ciudad	58.46%	38
State Government Gobierno del Estado	56.92%	37
Federal Government Gobierno federal	63.08%	41
Other (please specify) Otros (especifíquese)	13.85%	9
Total Respondents: 65		

#	OTHER (PLEASE SPECIFY) OTROS (ESPECIFIQUESE)	DATE
1	Everyone!...school districts, non-profits, HOA's....	4/3/2023 10:58 AM
2	All of the above	4/3/2023 6:12 AM
3	I think we can all do our part but it starts with the city passing this, acknowledging the desire of their community, and being a leader on messaging and regulations.	3/30/2023 11:48 AM
4	We all do. Government must lead by example however. You cant dictate no gas vehicles and fly off in diesel powered jet. You cant tear our trees down and tell us we need more trees	3/26/2023 7:08 PM

Climate Mitigation Plan Community Survey Plan de mitigación climática de la ciudad de Lake
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5	Everyone. Everyone is responsible. We all live here. We will all die here.	3/13/2023 7:44 PM
6	Humans do not cause climate change.	3/12/2023 7:14 PM
7	All of us need to work together	3/12/2023 12:43 PM
8	All of the above	3/11/2023 9:50 AM
9	we do as a society, this means local government pushing initiatives to both larg and small businesses as well as communicating with individuals about education and eventual policy change.	3/10/2023 9:41 AM

Q14 What actions do you believe would be the most beneficial to help reduce emissions and climate change? ¿Qué acciones cree que serían las más beneficiosas para ayudar a reducir las emisiones y el cambio climático?

Answered: 42 Skipped: 45

#	RESPONSES	DATE
1	Forcing change by stripping people's right to choose the best option for their family is not okay. Many people will not be able to afford drastic changes off the bat removing employment opportunities or spending more time away from family. That is the opposite of what government should be doing.	4/6/2023 8:01 AM
2	More snow pack on west coast than in decades. Climate change prevention is a scam. Global warming is a scam. Stop wasting time and resources on this.	4/6/2023 7:56 AM
3	Emissions are one thing, consumption of the CO2 is another. Stop cutting down all the trees.	4/6/2023 6:21 AM
4	Having alternate energy sources in government buildings. Having new building codes that lessen climate change (like requiring at least one electric car charging station and heat pumps).	4/5/2023 11:17 PM
5	Walkability	4/5/2023 8:52 PM
6	Stop thinking a battery is more green than another energy source.	4/5/2023 6:49 PM
7	Foreign countries doing their share.	4/5/2023 4:39 PM
8	Infrastructure to help reduce transportation congestion. We waste a lot of time and energy (gasoline plus emissions) sitting in traffic.	4/4/2023 6:57 PM
9	EDUCATION for all ages. Regular programming starting now - through partnerships....with Sno-Isle Libraries, PUD, schools, etc. Booths at events. On-line & in-person seminars, etc. Incentives. Also walkability.	4/3/2023 10:58 AM
10	Moving to electric vehicles asap..	4/3/2023 6:12 AM
11	Highways that are not clogged with cars ideleing spewing exhaust, more lanes.	4/2/2023 4:09 PM
12	Please include biking. More bike and pedestrian infrastructure like new sidewalks, trails which connect communities to eachother and people to nature, and PROTECTED bike lanes. Not just arrows on the street but protected bike lines so our community can use non-car travel for recreation, commuting, etc... Getting a SAFE trail around all of the Lake and along important transportation corridors is essential and preferred over car and typical road investments. Cleaner cars are still cars. With protected non-car lanes, I promise you will see a reduction in emissions, happier citizens, more people using this new infrastructure, and DIFFERENT looking people using it (all incomes, all physical abilities, young professionals, parents with their kids, kids getting to school, etc). Please also consider financing for ebike programs so people can be less reliant on cars. Think this would really help youth getting to school and people of lower income who can't afford car payments, insurance, etc. Maybe there are state / federal programs that we can tap for grants for kids and low income residents. As part of Buildings and Energy, making it easier to build affordable and efficient housing on small lots is essential to having families of all backgrounds and a climate resilient futures. We shouldn't be afraid of apartments and density - there are places all across Snohomish County which are building up not out. I love Lake Stevens and think we can do that here so that more people can enjoy our amenities, schools, and be outside of King County. It shouldn't have to cost you 800K and make you own a car. Think education of our youth and support of climate change coursework is essential to create informed and engaged citizens. They are our future and shouldn't be neglected in this decision making process or any process regarding climate and future impacts.	3/30/2023 11:48 AM

Climate Mitigation Plan Community Survey Plan de mitigación climática de la ciudad de Lake Stevens: encuesta comunitaria

13	- focus on energy emissions - provide more renewable energy transportation options (eg: EV) - protect wildlife areas - stop expanding neighborhoods / less construction	3/27/2023 7:24 PM
14	Reasonable incentives to protect the climate.	3/27/2023 7:16 PM
15	Transparency	3/27/2023 7:15 PM
16	Clean energy instead of fossil fuels.	3/27/2023 7:15 PM
17	Stop plastic throw away containers on all food, no plastic bags, electric vehicles and solar or renewable energy, electric lawn tools, energy efficient appliances, better insulation in old homes. A government subsidy for retrofitting old houses with more insulation. Hybrid cars that reduce emissions. Green landscaping, more walking paths and sidewalks to make it safe to walk instead of driving	3/27/2023 9:11 AM
18	Let nature help us. Encourage native growth and plants. Encourage repurposing vs new. Encourage updates vs tear down. A lot of waste. Museum and library are prime examples. Instead of wasteful destruction, update Limit number of boaters on Lake during the summer. We cant undo what has been done. But we can be proactive in stopping dense housing and cement pouring. How much pollution does one household and two or more cars create per year? Multiply the number of new residences for 2022. You need to think of these things before allowing permits. Public shouldn't have to clean up government mess with more tax. That is where this is leading	3/26/2023 7:08 PM
19	Protection of green space and water resources; switch to renewable energy sources.	3/24/2023 9:38 AM
20	Transportation sector accounts for 40% emissions	3/23/2023 11:42 AM
21	Let the market (i.e., individuals) make the decisions not the government.	3/20/2023 9:48 AM
22	individual participation, large companies making changes, Government leadership	3/18/2023 10:10 PM
23	Start with businesses and government reductions in emissions and waste	3/18/2023 8:22 AM
24	Encourage home owners to use the Inflation Reduction Act to make homes more energy efficient (solar, windows, insulation, etc.), minimize dependence on fossil fuels (switch gas stoves, furnaces, and dryers for electric versions), and resilient (think Cascadia earthquake - battery storage for solar homes, EV cars, car chargers in garages).	3/17/2023 9:14 AM
25	Encourage changes to businesses in the community as well as individual changes. Such as reducing waste from businesses	3/13/2023 9:01 PM
26	More EV charging stations in Lake Stevens would be nice. But also make it easier and safer for people to travel without a car. That means more accessible and reliable public transportation, more sidewalks, proper drainage so rainwater doesn't puddle in the roads. Also, stop clear cutting our trees! We need those to store carbon and combat heat domes! I know housing is a big concern in LS, so build more apartments in already-developed areas, stop clearing land to build giant houses that are too often going to stay empty due to prohibitive costs.	3/13/2023 7:44 PM
27	Subsidize programs that have a lesser greenhouse gas effect during the LIFE of the product. IE, electric cars are 'better' for the environment during their useful life, but mining for materials and disposing of batteries is worse for the environment than burning fossil fuels. I have also seen research that says everyday citizens are only responsible for 1% of global pollution. It is not fair to tax and mitigate the individuals of Lake Stevens when the global warming affects are world wide and on the federal level	3/13/2023 8:11 AM
28	Each individual/organization needs to do their part - many hands makes a big impact.	3/13/2023 7:23 AM
29	Higher tax on diesel fuel and vehicles.	3/13/2023 12:34 AM
30	Get rid of everyone who came here after after, say, 1998, and replace the houses that have been built since then with trees	3/12/2023 7:37 PM
31	Humans do not cause climate change	3/12/2023 7:14 PM
32	Quit polluting the world with plastics. Stop ridiculous programs like grocery stores, not giving bags out but charging for them instead which does not get rid of the bags. Just get rid of the bags. reward people stop penalizing them. mass transit is great but difficult for the elderly and very hard for families who must do things like grocery shopping and getting children to sporting	3/12/2023 4:05 PM

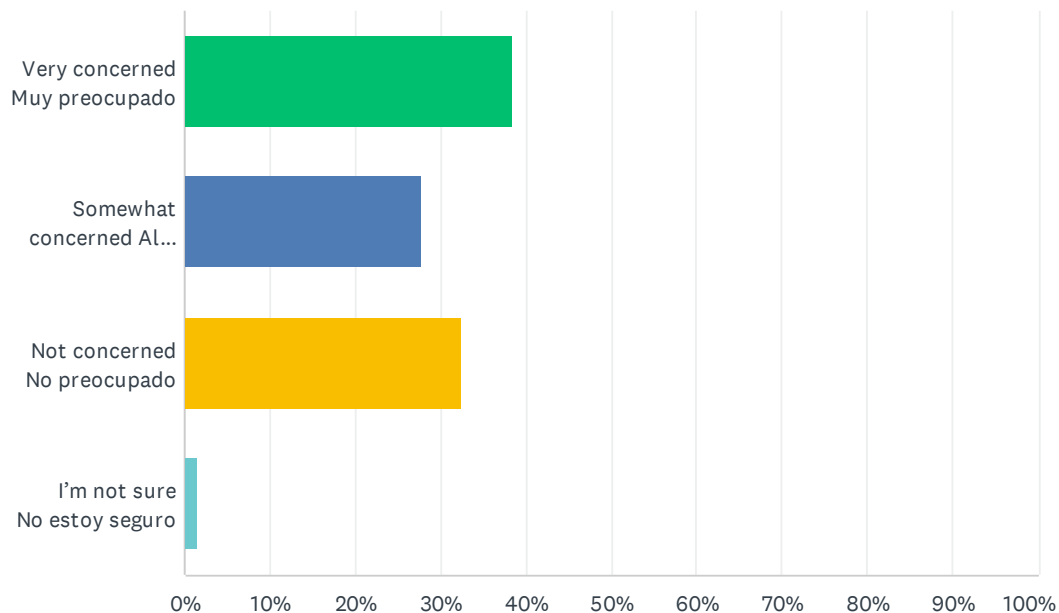
Climate Mitigation Plan Community Survey Plan de mitigación climática de la ciudad de Lake Stevens: encuesta comunitaria

events and physician appointments, etc. make change affordable only the well to do can afford solar and electric cars which by the way, don't work too well if you have to travel hundreds of miles or a desert.

33	Accessibility to outdoor activities. Put a boardwalk north of the lake to keep citizens healthy and that will in turn keep us healthy and want to do more outside activities such as gardening.	3/12/2023 2:48 PM
34	There are bigger issues Ryan worrying about reducing greenhouse gases. Infrastructure is needed more	3/12/2023 1:51 PM
35	Wide adoption	3/12/2023 1:44 PM
36	Nuclear energy, increased reliance on hybrid technology while making advances to synthetic fuels.	3/12/2023 12:51 PM
37	Wide sidewalks and bike paths on every street. Mixed zoning so we can walk to stores. Lower speed limits and traffic calming devices to encourage pedestrians and bikes.	3/12/2023 12:43 PM
38	Education about mitigation practices and how to implement them.	3/11/2023 7:00 PM
39	The city should spend the money to achieve reductions from the facilities, vehicles, etc that it directly uses, enhance codes for future development and incent residents to accelerate change of legacy items.	3/11/2023 9:50 AM
40	See previous comments	3/10/2023 11:26 AM
41	It starts from the top. Our leaders need to set the tone and example. I want to see us as a community being led to understanding how we as individuals can go home and be better about our waste and using energy. Also businesses need to be held responsible for their waste and energy consumption. A tax or penalty for those businesses not being energy efficient and incentives for business that are climate friendly and heavily recycle.	3/10/2023 11:18 AM
42	transportation mechanisms, whether thats more local walking access for neighborhoods into town, or getting a lightrail stop out here to get folks over to everett or even down to seattle. This would reduce literal tons of carbon in daily transportation	3/10/2023 9:41 AM

Q15 How concerned are you about these impacts? ¿Qué tan preocupado está usted por estos impactos?

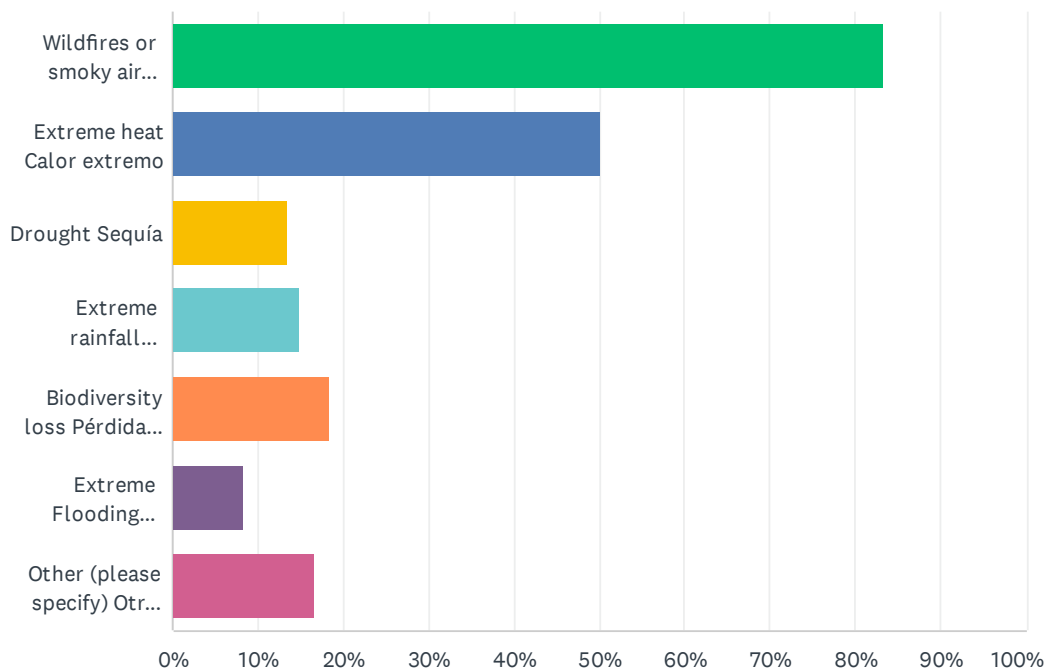
Answered: 65 Skipped: 22



ANSWER CHOICES	RESPONSES	
Very concerned Muy preocupado	38.46%	25
Somewhat concerned Algo preocupado	27.69%	18
Not concerned No preocupado	32.31%	21
I'm not sure No estoy seguro	1.54%	1
TOTAL		65

Q16 Which of the following impacts of climate change have affected you personally or people in your community? ¿Cuál de los siguientes impactos del cambio climático le ha afectado personalmente o a las personas de su comunidad? [opción múltiple]

Answered: 60 Skipped: 27



ANSWER CHOICES		RESPONSES	
Wildfires or smoky air	Incendios forestales o aire lleno de humo	83.33%	50
Extreme heat	Calor extremo	50.00%	30
Drought	Sequía	13.33%	8
Extreme rainfall	Precipitaciones extremas	15.00%	9
Biodiversity loss	Pérdida de biodiversidad	18.33%	11
Extreme Flooding	Inundaciones extremas	8.33%	5
Other (please specify)	Otros (especifíquese)	16.67%	10
Total Respondents: 60			

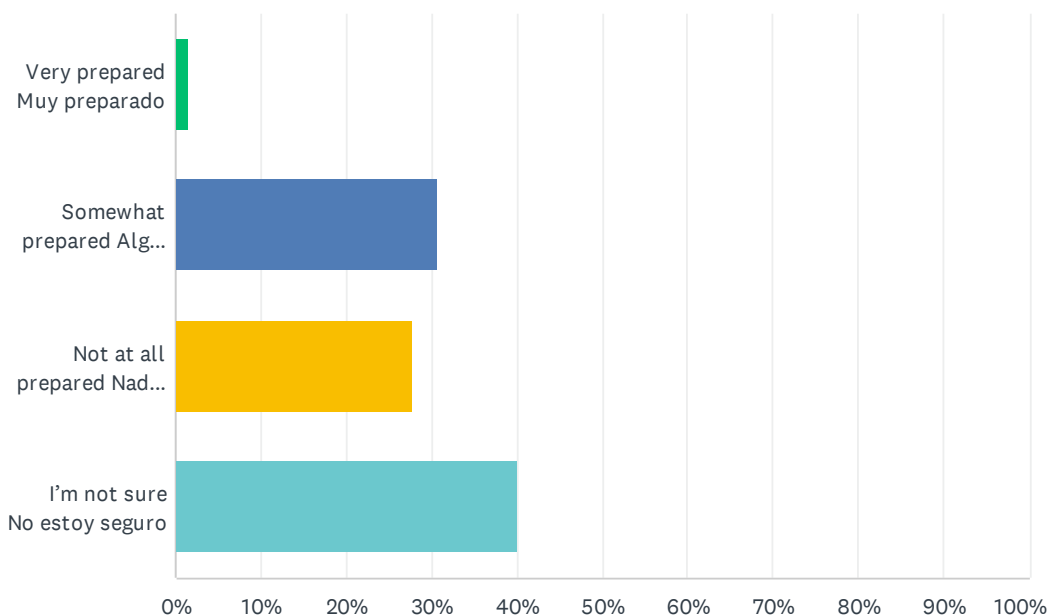
#	OTHER (PLEASE SPECIFY) OTROS (ESPECIFIQUESE)	DATE
1	The lack of forest management causes the wildfires and smoke. Let's do our part to manage the forests and one problem is solved.	4/6/2023 8:00 AM
2	All the taxes we are paying for it already	4/6/2023 6:23 AM
3	Non	4/5/2023 6:51 PM

Climate Mitigation Plan Community Survey Plan de mitigación climática de la ciudad de Lake
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4	Climate change does not impact as stated.	4/5/2023 4:41 PM
5	None, this is all ridiculous as current research actually shows our earth is actually in a cooling phase and scientists have come out saying that climate change is a farce.	4/4/2023 4:46 AM
6	Potential warming to prevent skiing in northwest is my biggest fear	3/27/2023 9:13 AM
7	The climate has been warming since the ice age	3/26/2023 7:14 PM
8	Not effected.	3/20/2023 9:50 AM
9	Extreme snowfall, as evidenced in Portland, OR and parts of California. Also the freezing rain ice storm we had back in December.	3/13/2023 7:49 PM
10	None	3/12/2023 7:17 PM

Q17 How prepared do you think the City is for future climate impacts? ¿Qué tan preparada cree que está la ciudad para los impactos climáticos del futuro?

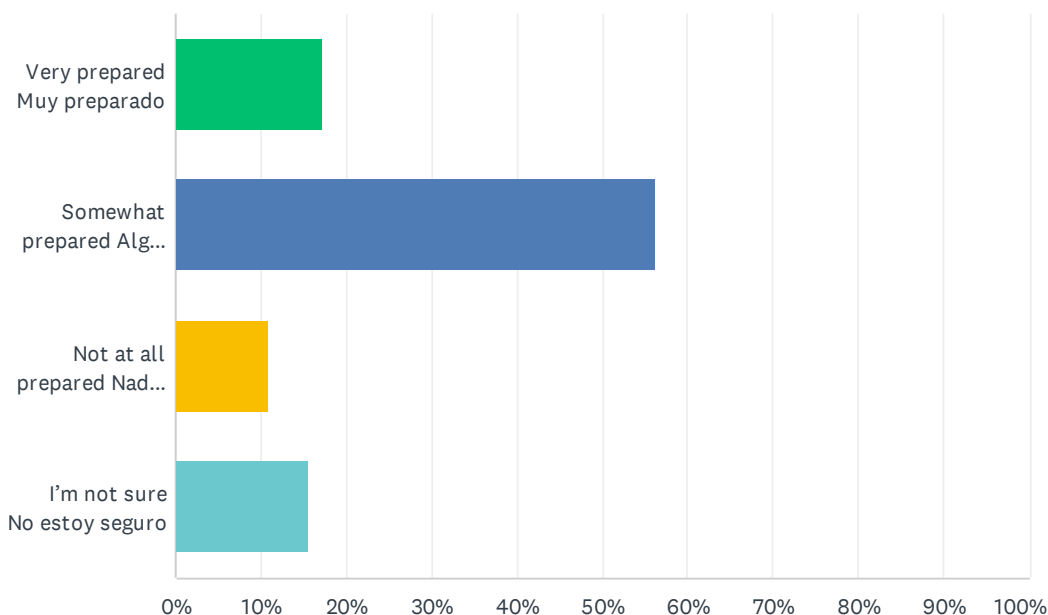
Answered: 65 Skipped: 22



ANSWER CHOICES	RESPONSES	
Very prepared / Muy preparado	1.54%	1
Somewhat prepared / Algo preparado	30.77%	20
Not at all prepared / Nada preparado	27.69%	18
I'm not sure / No estoy seguro	40.00%	26
TOTAL		65

Q18 How prepared do you think you or your household are for future climate impacts? ¿Qué tan preparado cree que usted o su hogar está para los impactos climáticos del futuro?

Answered: 64 Skipped: 23



ANSWER CHOICES	RESPONSES	
Very prepared Muy preparado	17.19%	11
Somewhat prepared Algo preparado	56.25%	36
Not at all prepared Nada preparado	10.94%	7
I'm not sure No estoy seguro	15.63%	10
TOTAL		64

Q19 Is there anything else you would like us to consider in developing Lake Steven's Climate Mitigation Plan? ¿Hay algo más que le gustaría que consideráramos al desarrollar el Plan de Mitigación Climática de la ciudad de Lake Stevens?

Answered: 19 Skipped: 68

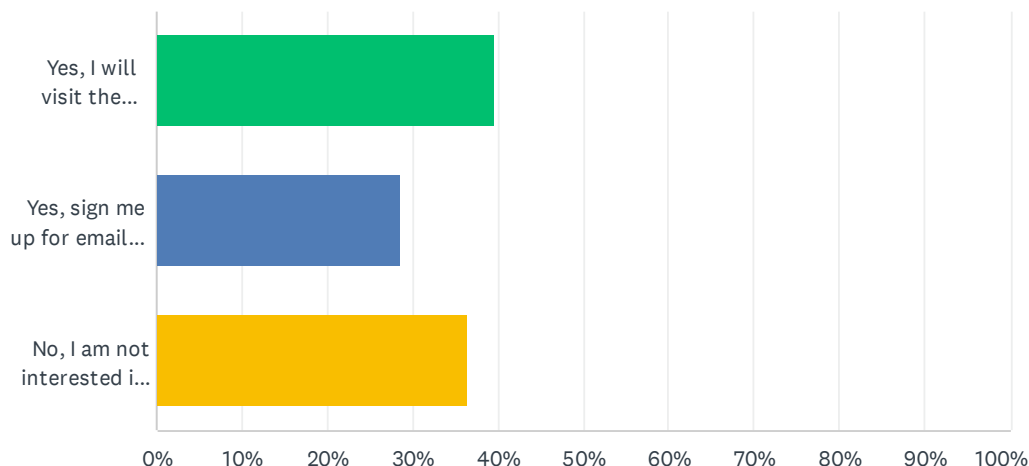
#	RESPONSES	DATE
1	This is mostly conjecture and most of the predictions that were supposed to have come to pass by now have been false	4/6/2023 8:03 AM
2	Again, the city should NOT spend time or resources on this. Climate change is historical and we aren't going to stop it. And we have this year more snow pack than in years. Fill our reservoirs and manage the water.	4/6/2023 8:00 AM
3	Reducing emissions is not the only way to decrease CO2. Plant more trees and plants to consume the CO2. More roofs and roads are collecting heat from sun, making it warmer. Decrease that surface area.	4/6/2023 6:23 AM
4	Consider the bigger picture. Things might seem greener on a small city scale but what impacts such as lithium mines does a high demand for battery's effect the earth.	4/5/2023 6:51 PM
5	Thank you for having the foresight to put such a plan together!	4/5/2023 2:26 PM
6	Better walkability (sidewalks)	3/30/2023 1:20 PM
7	Biking and walking trails. Sidewalks. Protected bike lanes and not arrows. More infrastructure for non-car owners. Grants and subsidies for EBIKE ownership, especially for kids getting to school and lower income residents getting to work. Affordable, efficient, dense, walkable, multiple use housing and development. Let's make downtown and other centers more walkable, have amenities, and desirable to young professionals and families. Protection of natural resources and conservation/education/buy-in by building trails through them and connecting people with nature. The more they see it/touch it/smell it the more they realize the value in protecting it. We have so many beautiful spaces here - let's protect them, show them off, and make them green amenities. Education of youth for climate change, engagement, activation, don't abandon them when you make decisions because this is all for their futures. I hope older generations don't shout over the youth's future health and wellbeing.	3/30/2023 11:57 AM
8	How youth can be involved in efforts	3/27/2023 7:15 PM
9	Focus on keeping our lake clean and building safe alternatives to driving. My family could easily walk to grocery store, school etc. If we had sidewalks	3/27/2023 9:13 AM
10	Think of impacts to nature before the almighty dollar before approving permits and pouring cement. The Mill area is a prime example. What is the purpose of all that cement? You could have integrated some plant life. Cities have discovered that trees help provide shade and clean air. I learned that in grade school. Now they are on a mission to plant trees, which were originally taken down. Life is about balance. Lake Stevens is out of balance.	3/26/2023 7:14 PM
11	Forget it and move on to real issues...	3/20/2023 9:50 AM
12	Incentive program for alternative energy resources	3/18/2023 8:25 AM
13	To replace the trees that have been lost to recent city developments, consider replanting drought-resistant trees native to Washington State. Unfortunately, Western Red Cedar is not going to be able to survive in the coming decades; we're already seeing a mass die-off of the species in the lowlands, and there is no point in planting more if they will not survive to adulthood.	3/13/2023 7:49 PM
14	Discover the truth. Humans do not cause climate change. CO2 is not a green house gas and does not affect the climate.	3/12/2023 7:17 PM

Climate Mitigation Plan Community Survey Plan de mitigación climática de la ciudad de Lake
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15	It is very frustrating when people keep bringing up forest fires as an example of climate change when often they are caused by human carelessness	3/12/2023 4:08 PM
16	Maintain the forests to keep wildfires to a minimum	3/12/2023 2:49 PM
17	Is there not also a risk of periods of abnormal cold weather in winter (greater snow events, more ice on roads, etc.)?	3/11/2023 9:57 AM
18	I don't think we really know if reducing greenhouse gases will have a dramatic effect. God created this earth and is in control. We should still due our part and be good stewards of this earth he has given us. He gave us the 4th commandment, to allow the planet to rest each 7th day, Saturday. But the world no longer keeps his blessed day and the new generations in this country don't even know he exists. But he has a plan in place and it will continue to move forward.	3/10/2023 11:47 AM
19	We need to take steps to help each family plan for natural disasters, food shortages, etc	3/10/2023 11:19 AM

Q20 Would you like to receive updates for the Lake Stevens Climate Mitigation Plan? (Please select all that apply) ¿Le gustaría recibir actualizaciones para el Plan de Mitigación Climática de la ciudad de Lake Stevens? (Seleccione todas las que correspondan.)

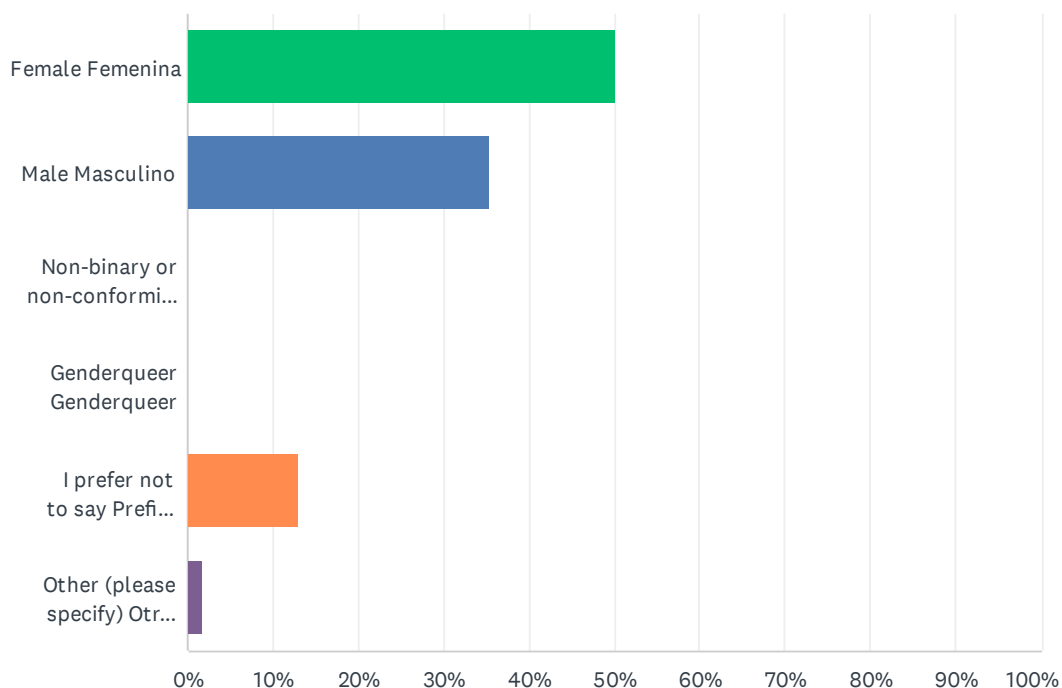
Answered: 63 Skipped: 24



ANSWER CHOICES	RESPONSES	
Yes, I will visit the website to stay up to date. Sí, visitaré el sitio web para mantenerme al día.	39.68%	25
Yes, sign me up for email updates (please enter email address below). Sí, inscríbeme para recibir actualizaciones por correo electrónico (introduce la dirección de correo electrónico a continuación).	28.57%	18
No, I am not interested in further involvement. No, no estoy interesado en una mayor participación.	36.51%	23
Total Respondents: 63		

Q22 What is your gender? ¿Cuál es su género?

Answered: 62 Skipped: 25

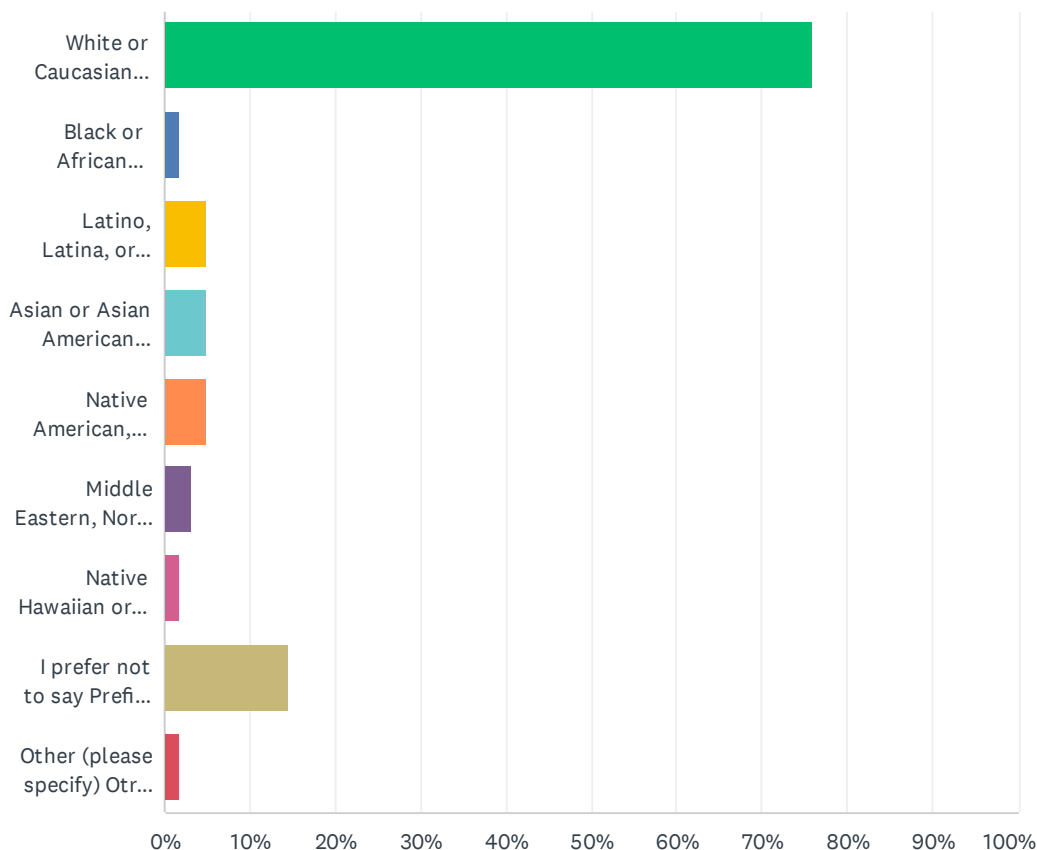


ANSWER CHOICES	RESPONSES	
Female Femenina	50.00%	31
Male Masculino	35.48%	22
Non-binary or non-conforming No binario o no conforme	0.00%	0
Genderqueer Genderqueer	0.00%	0
I prefer not to say Prefiero no decir	12.90%	8
Other (please specify) Otro (especifíquese)	1.61%	1
TOTAL		62

#	OTHER (PLEASE SPECIFY) OTRO (ESPECIFIQUESE)	DATE
1	Attack Helicopter	3/27/2023 7:20 PM

Q23 Which of the following best represents your race/ethnicity? (Check all that apply) ¿Cuál de las siguientes opciones representa mejor su raza /etnia? Marque todo lo que corresponda.

Answered: 62 Skipped: 25



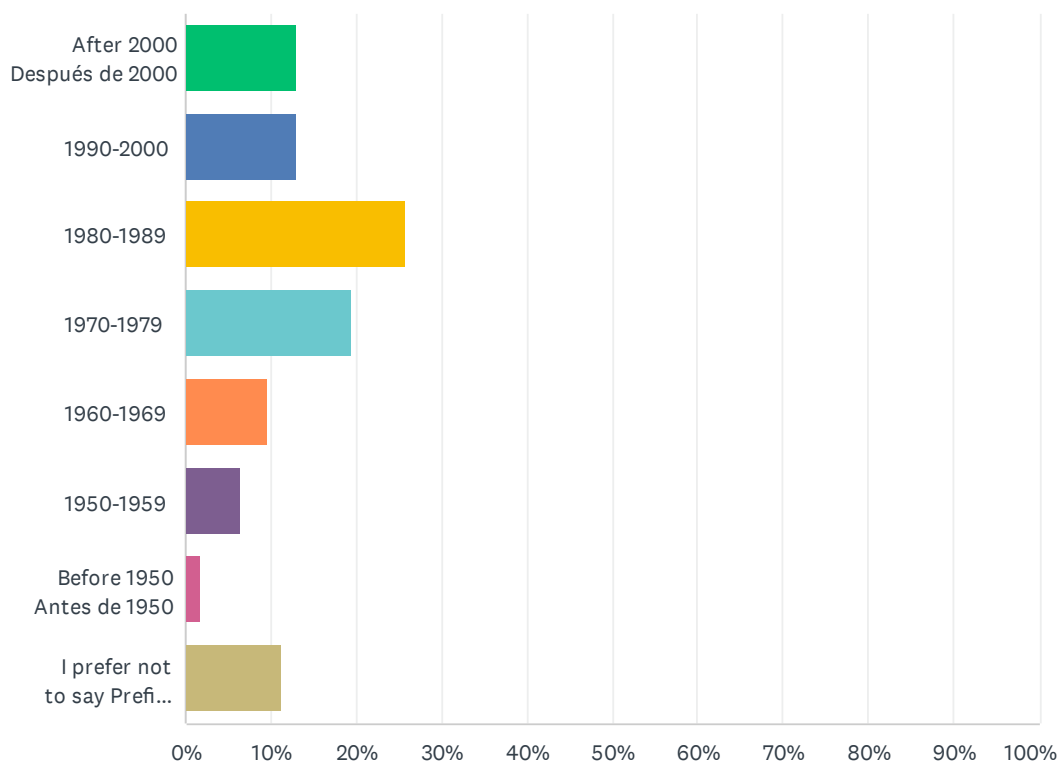
ANSWER CHOICES	RESPONSES	
White or Caucasian Blanco o caucásico	75.81%	47
Black or African American Negro o afroamericano	1.61%	1
Latino, Latina, or Latinx Latino, latina o latinx	4.84%	3
Asian or Asian American Asiático o asiático-americano	4.84%	3
Native American, American Indian or Alaska Native Nativo americano, indio americano o nativo de Alaska	4.84%	3
Middle Eastern, North African, or Arab American De Oriente Medio, África del Norte o Árabe Americana	3.23%	2
Native Hawaiian or other Pacific Islander Nativo de Hawái u otro isleño del Pacífico	1.61%	1
I prefer not to say Prefiero no decir	14.52%	9
Other (please specify) Otro (especifíquese)	1.61%	1
Total Respondents: 62		

Climate Mitigation Plan Community Survey Plan de mitigación climática de la ciudad de Lake
Stevens: encuesta comunitaria

#	OTHER (PLEASE SPECIFY) OTRO (ESPECIFIQUESE)	DATE
1	Not applicable	3/12/2023 4:09 PM

Q24 In what decade were you born?¿En qué década naciste?

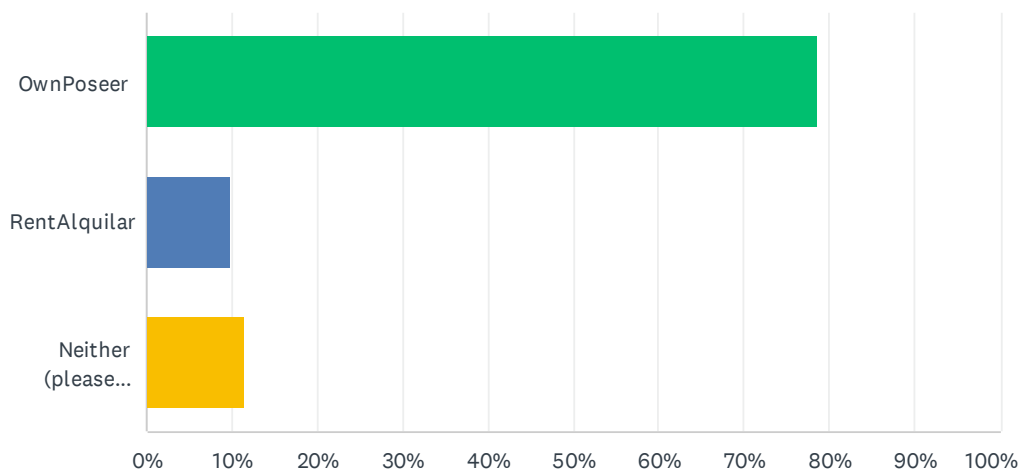
Answered: 62 Skipped: 25



ANSWER CHOICES	RESPONSES	
After 2000 Después de 2000	12.90%	8
1990-2000	12.90%	8
1980-1989	25.81%	16
1970-1979	19.35%	12
1960-1969	9.68%	6
1950-1959	6.45%	4
Before 1950 Antes de 1950	1.61%	1
I prefer not to say Prefiero no decir	11.29%	7
TOTAL		62

Q25 Do you rent or own the place where you live? ¿Alquilas o eres dueño del lugar donde vives?

Answered: 61 Skipped: 26

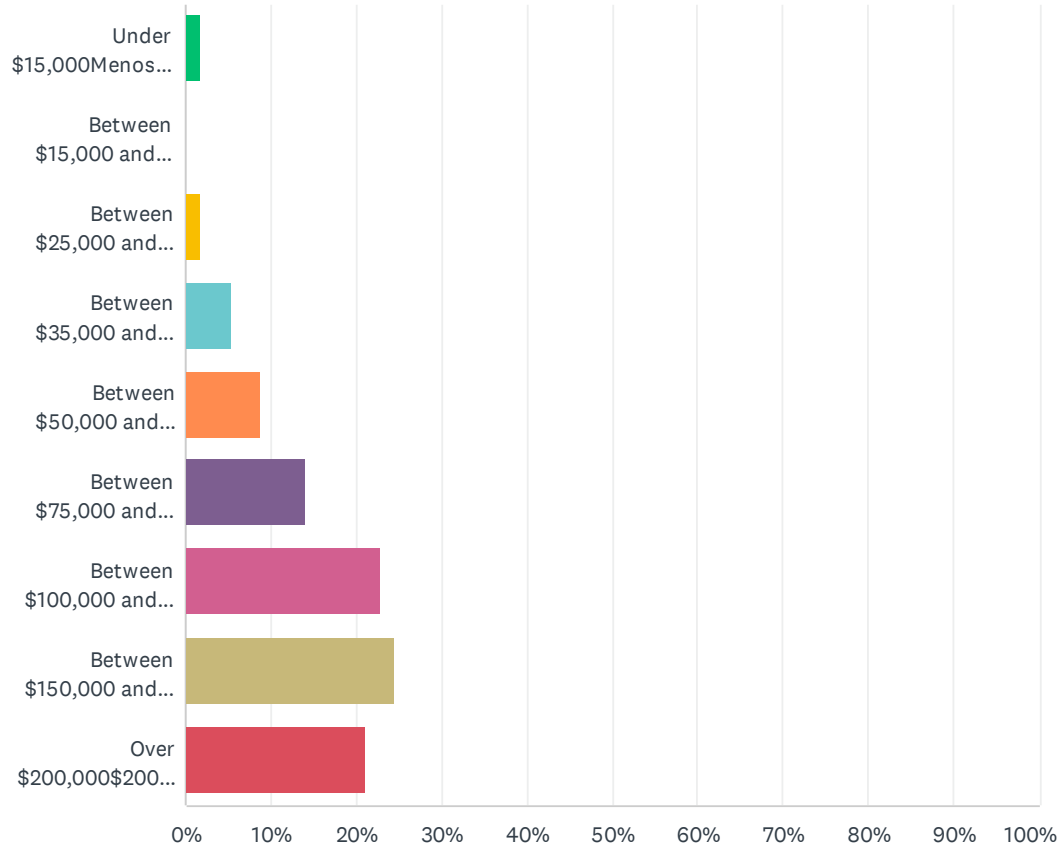


ANSWER CHOICES	RESPONSES	
OwnPoseer	78.69%	48
RentAlquilar	9.84%	6
Neither (please specify)Ninguno (especifíquese)	11.48%	7
TOTAL		61

#	NEITHER (PLEASE SPECIFY)NINGUNO (ESPECIFÍQUESE)	DATE
1	I am under 18	3/27/2023 7:31 PM
2	I'm 18 and live with my parents	3/27/2023 7:29 PM
3	Live with parents	3/27/2023 7:27 PM
4	Family Owned	3/27/2023 7:20 PM
5	I'm a dependent.	3/27/2023 7:18 PM
6	Still a teen live my mom and dad	3/27/2023 7:17 PM
7	Live with parents	3/27/2023 7:16 PM

Q26 What is your approximate average household income? ¿Cuál es su ingreso familiar promedio aproximado?

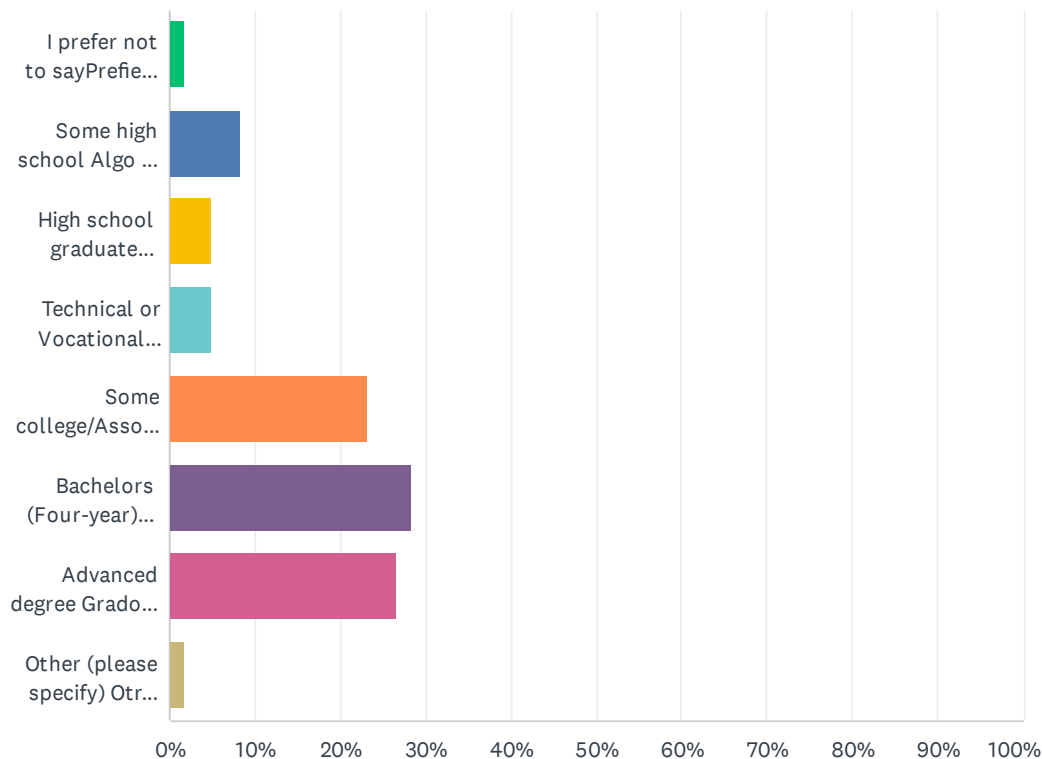
Answered: 57 Skipped: 30



ANSWER CHOICES	RESPONSES	
Under \$15,000Menos de \$15,000	1.75%	1
Between \$15,000 and \$24,999	0.00%	0
Between \$25,000 and \$34,999	1.75%	1
Between \$35,000 and \$49,999	5.26%	3
Between \$50,000 and \$74,999	8.77%	5
Between \$75,000 and \$99,999	14.04%	8
Between \$100,000 and \$149,999	22.81%	13
Between \$150,000 and \$199,999	24.56%	14
Over \$200,000\$200,000 y más	21.05%	12
TOTAL		57

Q27 What is the highest level of education you have completed? ¿Cuál es el nivel más alto de educación que ha completado?

Answered: 60 Skipped: 27



ANSWER CHOICES		RESPONSES	
I prefer not to say	Prefiero no decir	1.67%	1
Some high school	Algo de escuela secundaria	8.33%	5
High school graduate	Graduado de la escuela secundaria	5.00%	3
Technical or Vocational Certification	Certificación técnica o vocacional	5.00%	3
Some college/Associates (Two-year) degree	Algunos títulos universitarios / asociados (dos años)	23.33%	14
Bachelors (Four-year) degree	Licenciatura (cuatro años)	28.33%	17
Advanced degree	Grado avanzado	26.67%	16
Other (please specify)	Otro (especifíquese)	1.67%	1
TOTAL			60

#	OTHER (PLEASE SPECIFY) OTRO (ESPECIFIQUESE)	DATE
1	BA, Teaching credential K-8, continuing education	3/11/2023 7:18 PM

Lake Stevens Climate Mitigation Plan

Community Workshop Agenda: March 21st, 2023 | 5:30-7:00pm

Agenda & Discussion Topics

PURPOSE

The purpose of the community workshop is to solicit public feedback on proposed strategies and actions to include in the Lake Steven's Climate Mitigation Plan (CMP). Public feedback is an integral and key part of the CMP process, as feedback will be used to influence the list of strategies and actions included in the final CMP. During this session, we will:

- ✓ Introduce Climate Mitigation Plan (CMP) planning process
- ✓ Present CMP goals, draft strategies, and actions
- ✓ Gather community feedback on CMP draft strategies and actions

AGENDA

Time	Topic	Agenda Item
5:30-5:40pm (10min)	Welcome & introductions	• City welcome & introductions • Meeting purpose & agenda
5:40-5:55pm (15min)	Polling Activity	Goal: Familiarize participants with CMP content • Launch polling questions
5:55-6:10pm (15min)	Climate Mitigation Plan (CMP) Overview	Goal: Introduce Climate Mitigation Plan planning process What is a Climate Mitigation Plan? • What is a CMP? • General overview of key elements • Lake Steven's objectives/updates • Share overview of purpose, process, and timeline for the Lake Stevens Climate Mitigation Plan
6:10-6:20pm	Strategies & Actions	Goal: Present CMP draft measures, strategies, and actions and gather community input

Time	Topic	Agenda Item
(10min)	Development and Process	• Share roadmap of draft measures • Provide an overview of the CMP draft strategies & actions • CMP Focus Areas ○ Buildings & Energy ○ Transportation ○ Water & Natural Systems ○ Waste & Materials Management ○ Community Resiliency & Adaptation
6:20-6:55pm (45min)	Breakout Room Activity	Goal: Gather community feedback on CMP draft measures, strategies, and actions • Review draft actions, grouped by strategy within focus area.
6:55-7:00pm (5 min)	Next Steps	Goal: Recap next steps for the CMP • Provide overview of what's coming up for the CMP and additional ways to engage

Workshop Overview

The City of Lake Stevens is preparing their first climate mitigation plan to which will identify key strategies & actions to reduce greenhouse gas emissions, align with state greenhouse gas reduction goals, address Lake Stevens commitment to equity, and incorporate climate policy into 2024 Comprehensive Plan update. Lake Steven's Climate Mitigation Plan (CMP) will include strategies and actions to work towards reducing emissions and increasing community resilience. Four Lake Stevens residents discussed the draft strategies and actions in a community workshop on March 21, 2023. City staff and the consultant team will use input from the March 21 workshop, a detailed costs and impact analysis, and other engagement with City commissions and stakeholders this spring to develop a refined list of strategies and actions for consideration by the Planning Commission and City Council.

PARTICIPATION SUMMARY

Four community members participated in the workshop in the following activities:

- **45-minute CMP Overview Presentation and Q&A** that covered the CMP process to date, provided an overview of the proposed strategies and actions, and asked participants several polling questions about the City's climate action, participants'

sustainability actions, and feedback on the CMP. Key findings from polling questions are provided below.

- **40-minute-long group session** where participants provided feedback on the proposed strategies and actions in more detail. Workshop facilitators documented participant feedback through Mural Board digital whiteboards. Key findings from this feedback are documented below.

Outcome Summary

Participants answered 5 polling questions during the workshop. These questions focused on the City's current climate action, and their own sustainability actions. Participants indicated:

- All **live** in Lake Stevens
- All were **generally informed about climate change** issues
- They were affected by **wildfires** or **smokey air**, and **extreme heat**

Participants discussed draft strategies and actions primarily focused on two of the six focus areas in the CMP — Transportation, and Community Resilience and Wellbeing. Across sectors participants expressed consistent themes.

- Participants supported the **drive cleaner vehicles** included in the draft strategies and recommended expanding these programs.
- Participants supported **encouraging climate and environmental education and awareness** for both the public and the youth.

Detailed workshop feedback is outlined in the next section. We have described feedback as follows:

- The applicable **sector**
- The **strategy** and **action** identified
- A **description** of workshop feedback related to the theme, including (when applicable) strong support or opposition expressed and (when applicable) ideas expressed for the city to consider in developing the CMP.
- The **number of ideas** related to the theme that were expressed during the workshop.

WORKSHOP FINDINGS, BY FOCUS AREA

Workshop findings are presented as follows:

- Buildings & Energy
- Materials & Consumption

- Natural Systems
- Water Resources
- Transportation
- Community Resilience & Wellbeing

Note: We were only able to get through the Transportation and Community Resiliency & Wellbeing sectors with participants.

TRANSPORTATION

Strategy	Description	Number of Comments
Drive Less	Workshop participants were concerned about the action Transportation Demand Management in that lower income families may not be buying new development homes so they would not have access to the incentive programs. Participants were in support of the action Update the Pedestrian and Bicycle Plan to get more people to support biking.	2
Drive cleaner vehicles	Workshop participants supported electrification and solar related actions. Participants were particularly interested in learning how the City Council and Planning Commission would incorporate electrification initiatives into future budgets. Participants were also curious if local utilities are expanding campaigns to transition out natural gas. Participants are concerned the infrastructure in the City would not be sufficient to sustain electrification, noting in California there have been increased outages as they moved towards electrification.	4
What's Missing & New Actions	To further Transportation actions, workshop participants recommended adding the following actions: • Infrastructure to improve congestion to reduce greenhouse gas emissions. • Exploring ways to use hydro power to power the city. • More actions an average Lake Stevens person could do.	

COMMUNITY RESILIENCE & WELLBEING

Strategy	Description	Number of Comments
Improve community resilience by increasing capacity to respond to future climate impacts	There was no discussion for improving community resilience.	0
Encourage climate and environmental education and awareness	Workshop participants supported actions in Encourage climate and environmental education and awareness. To further environmental education and awareness actions, workshop participants recommended these methods to improve environmental education: • Particularly for youth education, to emphasize being a good steward of the environment. • Invest in education through multiple media channels to push more sustainability news. • More in depth recycling education, particularly for youth.	3
Implement the Climate Mitigation Plan	There was no discussion about implementing the CMP.	0
What's Missing & New Actions	No additions here.	

Q&A

Participant Questions

- How can we find out if we have the capacity for full electrification?
 - [Snohomish County PUD Electric Transportation Plan 2020](#)
- How will droughts affect our future hydro capacity?
 - During a drought, with less rain and snowfall, less water flows into reservoirs. With low reservoir levels and less water to release, hydroelectric power production declines.

- Are local utilities expanding their campaigns to transition out natural gas?
 - The PUD does not have coal or natural gas resources in its power supply portfolio. It does make market purchases to balance or match its loads and resources.
 - PSE plans a pilot program to move WA homes away from gas heat & appliances to efficient electric appliances.
- Where did this list of strategies and actions come from?
 - Align with local and state plans and guidance, where possible (e.g., Comprehensive Plan, PSRC's Vision 2050 guidance, WA state guidance)
- How much are we relying on strategies and actions from regional cities?
 - Strategies and actions were drawn from regional plans and best practices, along with cross walking with the City's Comprehensive Plan policies to ensure there is alignment.
- What could the average person do?
 - Stay involved and informed of the CMP by attending upcoming City Council meetings.

Appendix A. Mural Board

Appendix B. PowerPoint Slides

Lake Stevens Climate Mitigation Plan

Focus Group Workshop Agenda: March 23rd, 2023 | 10:00-11:30am

Agenda & Discussion Topics

PURPOSE

The purpose of the focus group workshop is to solicit feedback from the Utilities and Outside Agencies on proposed strategies and actions to include in the Lake Stevens Climate Mitigation Plan (CMP). Stakeholder feedback is an integral and key part of the CMP process, as feedback will be used to influence the list of strategies and actions included in the final CMP. During this session, we will:

- ✓ Recap Climate Mitigation Plan (CMP) planning process
- ✓ Share strategies & actions process to-date
- ✓ Discuss what we've heard and what changes we've made

AGENDA

Topic	Agenda Item
Welcome & introductions	• City welcome & introductions • Meeting purpose & agenda
Climate Mitigation Plan (CMP) Overview	Goal: Recap Climate Mitigation Plan (CMP) planning process What is a Climate Mitigation Plan? • What is a CMP? • General overview of key elements • Lake Stevens' objectives/updates • Share overview of purpose, process, and timeline for the Lake Stevens Climate Mitigation Plan
Strategies & Actions	Goal: Share strategies & actions process to-date • Share roadmap of draft measures • Provide an overview of the CMP draft strategies & actions

Topic	Agenda Item
Discussion Activity	Goal: Gather stakeholder feedback on CMP draft measures, strategies, and actions Review draft actions, grouped by strategy within focus area.
Next Steps	Goal: Recap next steps for the CMP Provide overview of what’s coming up for the CMP and additional ways to engage

Workshop Overview

The City of Lake Stevens is preparing their first climate mitigation plan which will identify key strategies & actions to reduce greenhouse gas emissions, align with state greenhouse gas reduction goals, address Lake Stevens’ commitment to equity, and incorporate climate policy into the 2024 Comprehensive Plan update. Lake Stevens’ Climate Mitigation Plan (CMP) will include strategies and actions to reduce emissions and increase community resilience. Representatives from the Utilities/Outside Agencies discussed the draft strategies and actions in a focus group workshop on March 23, 2023. City staff and the consultant team will use input from the March 23 workshop, a cost and impact analysis, and other engagement with City commissions and stakeholders this spring to develop a refined list of strategies and actions for consideration by the Planning Commission and City Council.

PARTICIPATION SUMMARY

Utilities and Outside Agencies in attendance of the focus group included:

- Snohomish County PUD
- Puget Sound Energy
- Waste Management
- Community Transit

Stakeholders participated in the workshop in the following activities:

- **20-minute CMP Overview Presentation and Q&A** that covered the CMP process to date, provided an overview of the proposed strategies and actions.
- **70-minute-long group session** where participants provided feedback on the proposed strategies and action in more detail. Facilitators documented participant feedback through Mural Board digital whiteboard (See Appendix A).

Outcome Summary

Participants discussed draft strategies and actions for six focus areas in the CMP. Detailed workshop feedback is outlined in the next section. We have described feedback as follows:

- The applicable **focus area**
- The **strategy** and **action** identified
- A **description** of workshop feedback related to the theme, including (when applicable) strong support or opposition expressed and (when applicable) ideas expressed for the city to consider in developing the CMP
- **Missing actions or new actions** to be considered
- **Additional resources** that were shared during the workshop

WORKSHOP FINDINGS, BY FOCUS AREA

BUILDINGS AND ENERGY

Key findings

- Participants were concerned about the switch from gas to electric and were concerned about the resiliency of a mix of different fuels for energy.
- Participants are wary of having to make consumers use heat pumps, as they feel consumers should have a choice.
- Participants are concerned about the extra load that will be incurred from switching to electricity on the grid.

Strategies	Description
Use less energy	Participants were in support of the idea of electrification and had questions about if streetlights already have LEDs .
Use cleaner energy sources	Participants are concerned about the resiliency of the system if mixes of different energies are used, they are also interested in how to switch from gas to electricity, and how to coordinate between the City and the utilities. Participants are concerned about the use of heat pumps and whether consumers will adopt them, as it isn't mandatory to switch.
Strengthen energy systems	Participants are concerned that the change to the electric load will be significant, and scalability is important but can be done.
What's Missing & New Actions	To further Buildings & Energy actions, workshop participants recommended adding the following actions: • Provide a toolkit that is easy and free to use for how-to to switch from gas to electric

Additional resources shared	https://www.snopud.com/irp-meeting-2023/?hilite=resource+planning
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WASTE AND MATERIALS MANAGEMENT

Key findings

- Participants suggest developing education around cradle-to-cradle recycling and educating consumers on being smart consumers, perhaps through a partnership with Waste Management.
- Participants wanted to know more about the recycling standards, and what was covered under it.

Strategy	Description
Reduce communitywide waste	The participants liked the goals, and thought it was a great set of goals, however, they felt the I.T. action should be added back in, and that education should involve cradle to cradle. They also felt that the city needs to create demand for recycling and thought that reducing waste was a great opportunity for the City to partner with Waste Management. Suggested the city could host a repair café or thred up event.
Reduce municipal waste	Participants are confused on the focus of recycling standards they want to know what is covered under the ban.
What's Missing & New Actions	To further Waste & Materials Management actions, workshop participants recommended adding the following actions: • Add I.T. action back in
Additional resources shared	https://www.pse.com/green-options/Renewable-Energy-Programs/Renewable-Natural-Gas-Business

TRANSPORTATION

Key Findings

- Participants discussed the need for more transit centered development, as well as making transit more attractive for commuters through incentives.
- Participants discussed the need to provide safety around school routes, so that kids can walk safely to school.

Strategy	Description
Drive Less	When it comes to transportation, residents are concerned about changing modes of transit safely , they asked the city to consider making an action regarding safe routes to schools .

	They also encouraged creating denser neighborhoods that centered around transit and suggested a Community Transit partnership for outreach to residential areas. There was discussion of an existing pilot project for Lake Stevens through Community Transit to provide more transit options connecting residents to outside of Lake Stevens. Another topic was discussing how to incentivize taking transit, such as providing employee incentives like transit passes, tax credits or support other modes of commuting than just driving.
Drive cleaner vehicles	There was no discussion of driving cleaner vehicles.
What's Missing & New Actions	To further Transportation actions, workshop participants recommended adding the following actions: • Need for information from SnoPUD about capacity for increasing future loads. • Exploring innovative language adopted in the actions to make sure that the city adopts emerging technologies as they become more available.

COMMUNITY AND RESILIENCE

- Discussion for this section centered on the need to develop spaces for vulnerable populations to deal with extreme heat, cold and poor air quality.
- Participants also discussed the need to coordinate between different private and public entities to create more robust emergency management.

Strategy	Description
Improve community resilience by increasing capacity to respond to future climate impacts	Participants suggested highlighting the emergency management planning training from Puget Sound Energy. Participants discussed the need to open heating and cooling centers by coordinating with SnowIsle libraries, schools and other entities to create partnerships in creating places of refuge during extreme heat and cold. Building on this, the participants discussed how to help vulnerable populations during smoke season, and the need for community resources for these individuals during poor air quality days. Participants discussed the need for all utilities, the school district, other nearby cities and other entities to coordinate their emergency management.
Encourage climate and environmental education and awareness	One participant suggested that the Puget Sound Energy foundation has grants to fund youth climate education .
Implement the Climate Mitigation Plan	There was no discussion of this action.

What's Missing & New Actions	No additions here.
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WATER AND NATURAL SYSTEMS

Key findings

- Participants noted that this section intersected with other sections of the plan, such as “Buildings and Energy”

Strategy	Description
Use less water and improve water management	One participant liked how the actions led with LID.
Expand, protect, and improve green spaces and natural ecosystems	See comments below
What's Missing & New Actions	To further Water and Natural Systems actions, workshop participants recommended adding the following actions: • Participants suggested adding the action “create tree preservation guidelines” could be added to the Buildings and Energy section. • Adding City of Everett to the water storage action.

Appendix A. Mural Board

ATTACHMENT 5

Strategies & Actions

Action Information

Focus Area	Strategy	Action Short Name	Action Description
Buildings & Energy	Use less energy	Energy-efficient lighting and appliances	In City-owned facilities, purchase and install the following energy efficient appliances: - Indoor and outdoor lighting and lighting-control devices (i.e., light timers and motion sensors) including light emitting diodes (LED) and dimming technologies when appropriate. Convert all streetlights to LEDs. - EnergyStar rated (or equivalent) appliances.
Buildings & Energy	Use less energy	Retrofit existing City buildings	Partner with PUD to retrofit existing City buildings for energy efficiency, which may involve some or all of the following specific actions: - Conduct an aging facility assessment to prioritize investments. - Develop a prioritized 5- or 10-year capital replacement plan and determine the funding level necessary for implementation. - Identify funding for equipment replacement and building retrofits at all existing and new facilities. - Make energy efficiency improvements in existing buildings--as light and plumbing fixtures are being replaced, they shall be upgraded to LED and/or low flow fixtures. All appliances shall be Energy Star-rated or equivalent. - Consider project location and contracting practices where the benefits are shared by low-income populations and communities of color.
Buildings & Energy	Use less energy	Encourage efficiency retrofits	Partner and coordinate with PUD Electric and other local organizations to encourage and promote new energy efficient programs.
Buildings & Energy	Use cleaner energy sources	Construction standards	Adopt building code amendments in accordance with changes as mandated by the SBCC and WSEC (to stay compliant with state environmental and energy strategies).
Buildings & Energy	Use cleaner energy sources	Heat pump program	Partner with local utilities and other regional partners to expand regional electric heat pump campaigns to replace natural gas-powered furnaces and oil heating systems with heat pumps and increase energy efficiency in City and residential buildings. Focus on serving low income residents and providing rebates, financial incentives, and educational materials/resources.
Buildings & Energy	Use cleaner energy sources	Support and incentivize solar	Partner and coordinate with local organizations and utilities to encourage and promote incentives for installation of renewable and/or energy efficient systems (such as biomass, geothermal resources, sunlight, water, and wind) on a case-by-case basis in public spaces. This could include streamlined permitting, development benefits, rebates, or bulk-purchasing program. Focus on increasing access to renewable energy by low-income households.

Buildings & Energy	Use cleaner energy sources	Electrify City facilities	Replace natural gas heating systems with electric systems at City facilities at time of major renovation or replacement, with a goal of electrifying heating systems. New city buildings should install electric heating systems. Install more energy-efficient generator block heaters at city facilities where applicable. City should consider keeping generators as a backup to solar+battery systems in the event of long-term outages when solar is not as available.
Buildings & Energy	Use cleaner energy sources	Support electrification of commercial and multifamily buildings	Promote existing financing mechanisms and incentives, and develop new incentives to convert gas and oil heating systems at commercial and multifamily buildings to electric space and water heating at low upfront cost, with a focus on low and middle income residential buildings. Partner with regional utilities and jurisdictions to provide technical assistance and outreach to building owners to encourage electrification. Pair electrification measures with efficiency retrofits and renewable energy installation.
Buildings & Energy	Use cleaner energy sources	Home electrification program	Partner with the Snohomish County PUD and utilities to support the development of a residential home energy program to provide education, technical assistance, and financial assistance to replace gas and oil heating systems with electric heat pumps, improve home efficiency, and install renewable energy systems. Options include a rebate program, bulk-purchase retrofit campaign, or other financing mechanism. Explore, identify, and develop funding sources to support building electrification programs and discourage fossil-fuel use. Explore both grant funding and local taxes on fossil-fuel sources to fund electrification and weatherization assistance for low- and middle-income households.
Buildings & Energy	Strengthen energy systems	Utility Infrastructure Resilience	Support and coordinate with energy utilities in their efforts to upgrade the safety and reliability of infrastructure vulnerable to climate change
Transportation	Drive less	Sustainable City employee commutes & telework	Continue to support sustainable commutes for City staff; encourage work from home (telework) and flexible schedules, and work with local transportation agency to promote transportation alternatives where possible. This could include free or reduced transit passes for staff (opt-in program); incentives to use alternative transportation (walking, biking, using transit, or carpooling) such as bike lockers, showers and cycling infrastructure at City workplaces; resources and programs to increase the awareness around reducing commute emissions; and a guaranteed ride home safeguard to reimburse an employee's taxi or rideshare ride home in case of personal emergency or illness.
Transportation	Drive less	Update the Pedestrian and Bicycle Plan	Develop a Pedestrian and Bicycle Plan, that evaluates the use of urban street design guidelines such as NACTO, and identify/evaluate projects, provide a preliminary scope of work, and establish priorities of work with the intention of providing a roadmap, foundation, and timeline for future improvements.
Transportation	Drive less	Transportation Demand Management	Support and coordinate with Community Transit to provide strategies to incentivize Travel Demand Management (TDM) strategies to reduce car trips from residents at new developments through incentive programs.

Transportation	Drive less	Walkability/ street connectivity	Increase street and multimodal connectivity by studying and implementing land use and transportation policies to increase density, increase walkability and bicycle paths, and encourage business development so that basic and desirable amenities and schools are available by active transportation (walking and biking) from more residences.
Transportation	Drive less	Public Transportation	Coordinate with Community Transit to plan for transit-supportive growth patterns and improvement of transit infrastructure, and to develop innovative solutions for those areas of the city that lack regular, fixed route transit.
Transportation	Drive less	Transit-Oriented Development	1. Execute policy 2.8.3 in Lake Stevens Comp Plan: Promote cooperation and coordination among transportation providers, local governments and developers to ensure that developments are designed to promote and improve physical, mental and social health, and reduce the impacts of climate change on the natural and built environments. 2. Work with local planning and land use agencies to develop more transit-accessible jobs and housing.
Transportation	Drive cleaner vehicles	Public & City EV Infrastructure Plan	Develop and implement an EV Infrastructure Plan. The Plan should: - Guide EV charging expansion throughout the city, in collaboration with local utilities. - Include analysis and recommendations on 2030 and 2050 fleet electrification goals and on the facilities and infrastructure required for the City and School District to meet those goals. - Include a readiness and capacity study to evaluate increasing EV charging at commercial and residential properties, and an implementation strategy including partnerships, funding, and future policy recommendations. - Plan for charging installations at the most visited City-owned or leased facilities.
Transportation	Drive cleaner vehicles	Electric equipment	Establish goal dates to phase out gas-powered maintenance equipment, and transition to using electric equipment (lawnmowers, leaf blowers, etc.) for City maintenance and operations and allocate funding for additional batteries to avoid breaks due to charging needs.
Transportation	Drive cleaner vehicles	EV education & outreach	Support and coordinate with Snohomish PUD Electric on educating residents on the benefits of EVs, EV incentives and rebates, charger locations, and other information by providing education and outreach programs and materials.
Transportation	Drive cleaner vehicles	City fleet electrification	Define and implement a green vehicle selection process and resources for new or replacement vehicles, to electrify the City vehicle fleet, including updating charging infrastructure. Replace City vehicles with electric or hybrid wherever possible when they are at the end of their lives; purchase one hybrid or long-range electric vehicle for each major site for highway/town travel and on-road maintenance projects; and track technology development for hybrid, electric, or alternative fuel trucks. When a viable option comes on the market, acquire and test one truck as a pilot project.
Water & Natural Systems	Use less water and improve water management	Low-impact development	Using Department of Ecology guidelines where practical, create low-impact development (LID) policies and guidelines specific to Lake Stevens. Guidelines and policies may include requiring LID for all City-owned construction and remodels, and replacing old stormwater infrastructure with permeable pavement, bioscales, rain gardens, and vegetated roofs.
Water & Natural Systems	Use less water and improve water management	Water-efficient plumbing fixtures	Install water-efficient plumbing fixtures in City facilities (such as "push button" showers and low flushometers). When possible, use grey water and reclaimed water.
Water & Natural Systems	Use less water and improve water management	Water Storage	Support PUD Water in planning to provide back-up water supplies during droughts and support climate resilience by constructing new water storage systems (e.g. large cisterns, water towers, and reservoirs).
Water & Natural Systems	Use less water and improve water management	Exceed project design standards	Use LEED and SITES standards as examples to develop project design standards that exceed the minimum for energy efficiency and storm water management.

Water & Natural Systems	Use less water and improve water management	Sustainable water management	Support sustainable water management at City facilities and citywide: - Provide education and financial incentives to private landowners for practicing sustainable water management (e.g., through green stormwater retrofits, habitat restoration, and water reuse). - Manage City water resources sustainably through smart irrigation, smart metering, green stormwater management, preventative maintenance, water conservation and reuse, strategic plant selection, and landscape management. Isolate irrigation to allow brown-outs in particular areas, especially during summer.
Water & Natural Systems	Use less water and improve water management	Flood prevention projects	Design and install flood prevention projects (such as water diversion designs or barriers) along key roads, sidewalks, and bike trails.
Water & Natural Systems	Expand, protect, and improve green spaces and natural ecosystems	Water-efficient landscape standards	Plant trees and plants that are suitable for a warmer, drier planet, prioritizing use of drought-tolerant native plants (and controlling invasive plant, animal, and aquatic species). Utilize educational campaigns to encourage drought-resistant and native landscaping and design. Work with landscape companies and home owner associations to educate and incentivize drip irrigation and low fertilizer/pesticide management techniques.
Water & Natural Systems	Expand, protect, and improve green spaces and natural ecosystems	Tree preservation guidelines	Protect tree canopy and prevent tree loss by developing urban forestry and tree preservation guidelines. Offer tree-awareness campaigns and classes to educate the community, and develop tree planting demonstration programs. Support and encourage residents and property owners to plant the right tree in the right place.
Water & Natural Systems	Expand, protect, and improve green spaces and natural ecosystems	Natural habitat resilience	Increase water residence time, store water on landscape, conserve water, and protect water quality to increase aquatic habitat resilience to low summer water levels.
Water & Natural Systems	Expand, protect, and improve green spaces and natural ecosystems	Ecosystem services benefits	Explore opportunities (more likely on a small-scale basis) to quantify the benefits of natural systems and include these natural capital assets in community and development planning and cost-benefit assessments.
Waste & Materials Management	Reduce communitywide waste	Recycling requirements & education	Coordinate with Waste Management to develop requirements and educational programs to support recycling and composting. - Update requirements to ensure that new buildings include sufficient space for recycling and compost bins. - Develop and implement an educational campaign to support the phase-in of requirements for residential and commercial recycling and composting from WA's 2022 Organics Management Law. Work with building owners, renters, businesses, and all community members to educate about the requirements and how they can take action.
Waste & Materials Management	Reduce communitywide waste	C&D waste diversion and recycling	Coordinate with Waste Management to adopt local Construction & Demolition (C&D) waste diversion guidance or requirements to reduce emissions related to construction; develop and implement a policy and program for recycling C&D waste by a designated date.
Waste & Materials Management	Reduce communitywide waste	Landfill waste reduction target	Coordinate with Waste Management to set a target percentage reduction in waste disposed of in landfills, and a date to achieve that target.
Waste & Materials Management	Reduce communitywide waste	Use Food Well Washington Plan review	Coordinate with Waste Management to conduct a thorough review of the Use Food Well Washington Plan to determine which recommendations make sense for implementation in Lake Stevens. As part of this review, identify the priority level for different recommendations.
Waste & Materials Management	Reduce communitywide waste	Support community reuse and waste reduction	Coordinate with Waste Management to support community reuse and waste reduction programs through grant funding and promotional communications. Some examples of programs may include "Buy Nothing" groups, tool libraries, food banks, and food rescue programs.
Waste & Materials Management	Increase recycling standards	Increase recycling standards	Set standards for recycling and purchasing of materials. Improve city consumption of recycled or post-recycling materials.
Waste & Materials Management	Reduce municipal waste	Waste management training for City staff	Train and educate City staff on waste management. Improve signage throughout City offices and facilities related to trash, recycling, and compost and hold annual trainings with all staff on responsible waste management.

Community Resiliency & Adaptation	Improve community resilience by increasing capacity to respond to future climate impacts	Emergency management planning	Review and update Lake Stevens' emergency management plans to ensure readiness to respond to climate emergencies. Emergency management plans might include developing additional air shelters, cooling centers, or resilience hubs in case of extreme weather events; developing emergency communication materials; and partnering with community members, other agencies, and community-based organizations to ensure equitable access to education and resources related to emergency preparedness and response.
Community Resiliency & Adaptation	Improve community resilience by increasing capacity to respond to future climate impacts	Review City standards, codes, and guidelines with climate lens	Conduct a review of City standards, guidelines, and codes with a climate change lens. Update standards, guidelines, and codes as needed to plan for climate impacts and improve citywide resilience (e.g., encourage green stormwater infrastructure and retrofits, tree planting and retention, and other adaptation strategies).
Community Resiliency & Adaptation	Improve community resilience by increasing capacity to respond to future climate impacts	Vulnerability Assessment	Conduct a community vulnerability assessment to better understand the specific climate risks Lake Stevens is facing, identify vulnerable infrastructure and community groups, and better prioritize resilience and adaptation actions.
Community Resiliency & Adaptation	Improve community resilience by increasing capacity to respond to future climate impacts	Adaptation incentives	Advocate for, support, and utilize state and federal adaptation incentive and rebate programs that help and fund adaptation upgrades or retrofits (e.g., installation of green roofs, cool pavement, ceiling fans, air filters).
Community Resiliency & Adaptation	Improve community resilience by increasing capacity to respond to future climate impacts	Resilience hubs	Support the development of "resilience hubs," which provide public access to cooling, warming, and clean air, especially in the face of climate emergency events. Consider using City facilities as resilience hub locations and/or partner with other agencies and community-based organizations to host hubs.
Community Resiliency & Adaptation	Improve community resilience by increasing capacity to respond to future climate impacts	Filter fan education	Implement education programs in collaboration with Puget Sound Clean Air Agency and other local or regional organizations to train community members on making DIY filter fans.
Community Resiliency & Adaptation	Encourage climate and environmental education and awareness	Community gardens	Provide financial and technical support to community-based organizations to expand and add community gardens throughout Lake Stevens. Support increased community gardening access and education to underserved communities, including building and maintaining gardens near low-income apartments and providing classes or opportunities to learn more about sustainability and gardening. Support the development of community gardens at community buildings, churches, and multi-family properties.
Community Resiliency & Adaptation	Encourage climate and environmental education and awareness		Collaborate with Lake Stevens School District to disseminate information for a climate and environmental education program. Initiatives could include curriculum development, climate challenges or pledges, school garden planning and development, and educational campaigns.
Community Resiliency & Adaptation	Implement the CMP	Working groups	Establish 2 working groups/task forces to implement the CAP. - Establish a working group or "Green Team" with City staff members from all key implementation departments and divisions to implement the CMP, make decisions on action prioritization and implementation, and draft policies and other guidance documents. - Establish a working group or task force with community members from different city demographics (age, race/ethnicity, income, line of work). The working group can coordinate with City staff and the City "Green Team" to support action implementation and take ownership over community-centric CMP actions. The working group can also connect City staff with local community-based organizations and businesses.

CITY COUNCIL STAFF REPORT



Agenda Date: 4/25/2023

Subject: Establishment of Senior Civil Engineer Position

Contact Person/Department: Kim Klinkers, Public Works

Budget Impact: The Senior Civil Engineer position is proposed to have a NRE55 salary range of \$112,345 to \$142,152. This range aligns with a salary survey that was recently conducted within our region. Including benefits, the annual budget impact for this position would range from \$157,284 to \$199,014.

Public Works anticipates hiring this position at mid-range with an approximate start date of early July 2023. The current budget impact is estimated to include six months of salary (\$63,187), benefits (\$25,275) and startup equipment costs (\$3,000), for a total of \$91,461 in 2023. Subsequent annual budget impacts are estimated at \$176,922, which includes an annual salary of \$126,373 and benefits of \$50,549.

The anticipated fund distribution is 80% Street, 10% Stormwater and 10% General Fund. This position will primarily support the delivery of Transportation Benefit District (TBD) capital projects, which is an eligible expense for TBD reimbursement to the Street Fund. A budget amendment request is anticipated in May to include the TBD sales tax revenue that took effect April 1, 2023.

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Authorize establishment of Senior Civil Engineer position at Salary Range NRE55.

SUMMARY/BACKGROUND:

At the January 24, 2023 City Council Meeting, Public Works staff presented the 2023 Work Plan for Capital Projects and the Transportation Benefit District. During this

presentation, Council identified the need and discussed opportunities to add additional Engineering staff to assist with delivering current and future capital and TBD projects. The requested Senior Civil Engineer position will provide project management, planning, engineering analysis, and technical expertise to support all phases of TBD capital projects and programs within Public Works.

APPLICABLE CITY POLICIES:

N/A

ATTACHMENTS:

1. Senior Civil Engineer Position Description
2. Resolution 2022-10 Transportation Benefit District

**CITY OF LAKE STEVENS
POSITION DESCRIPTION**

POSITION TITLE:	Senior Civil Engineer
DEPARTMENT:	Public Works
REPORTS TO:	City Engineer
SALARY RANGE:	NRE55
CLASSIFICATION:	FLSA Exempt; Non-represented
EFFECTIVE DATE:	May 1, 2023

POSITION PURPOSE:

Provides project management, planning, engineering analysis, and technical expertise to support all phases of capital projects and programs within Public Works.

Responsibilities involve capital project delivery, including project planning, consultant selection, engineering design and review, standards development and management, implementation, contract/budget administration and tracking, construction management, and project closeout. In addition, incumbent will research engineering methods and design, complete engineering analysis, develop engineering level reports and memorandums.

The incumbent will be part of a collaborative work team that is responsive to inquiries from the general public, consultants, contractors, engineering professionals, and staff regarding project, design, construction and engineering information. Supervises assigned staff.

The work is performed with limited supervision; the incumbent has relative independence for exercising independent judgment and initiative within the scope of oral and written instructions and established policies, guidelines, and procedures.

Work is performed consistent with applicable city, state, and federal design and construction standards and specifications, contracting procedures, funding requirements, and associated laws and codes. Work involves keen attention to detail and critical timelines, is specialized or complex by nature and requires a high degree of organization.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *Essential duties and responsibilities may include, but are not limited to, the following:*

- Manages assigned capital projects including planning, design, scheduling, coordinating, tracking and administration; administers project documentation from inception to completion including design, review, public input and meetings, bidding, contract management and project completion
- Oversee engineering projects; perform quality control; monitor project budget and expenditures; write project change orders; consult with others to establish project punch lists as required for project completion; recommend project completion and acceptance by the city
- Perform rigorous review of engineering project plans and specifications for the city's capital projects and private improvements submitted to the city as part of development processes. Recommend changes, comments, or corrections as it relates to the needs

and interests of the city in terms of maintenance support of the proposed projects or improvements and in terms of compliance with the city's construction standards

- Prepare detailed engineering, pre-design, and final design reports
- Oversee consultants contracted to perform engineering projects; perform research and provide engineering data, calculation, and information to consultants; answer consultants' questions; conduct onsite visits with consultants; work with management and consultants to prioritize and implement project corrective measures; communicate priorities with consultants; develop and manage consultant contracts for engineering services; and participate in the consultant selection
- Analyze and review engineering project requirements, physical location, and other pertinent data to prepare scope of work, engineer's cost estimates, Requests for Proposals (RFP), Request for Qualifications (RFQ), etc.
- Create and produce effective grant requests, administer grants once awarded
- Communicate in person, in writing, and on the telephone with city personnel, consultants, developers, contractors, other agencies, property owners, and the public to exchange information, resolve concerns, issues, and complaints as necessary; and provide technical information related to codes, ordinances, regulations, policies, and projects
- Serve as the city representative at various technical committees, study groups, meetings and taskforces as assigned; develop and deliver oral presentations
- Maintain related data and records; prepare plans and reports conforming to related federal, state, and city regulations
- Visit construction sites to inspect work progress and compliance with approved plans, specifications and regulations
- Provide engineering and technical expertise to city staff and the public; provide storm/water/utilities/pavement engineering expertise to city design projects
- Provide research, information, and assistance in the development and management of assigned budget sections; monitor purchasing, procurement, and usage of funds as it relates to the assigned budget's activities
- Perform supervisory responsibilities in accordance with the city's policies and procedures and applicable laws. Responsibilities include planning, scheduling, coordinating, assisting with, directing, and evaluating work in progress and upon completion; appraising performance and safety procedures; training employees to improve their skill and effectiveness; addressing complaints and resolving problems; reviewing/scheduling employee leave; assisting in interviews; making hiring recommendations, and recommending promotion and disciplinary actions.
- Maintain regular, predictable and reliable attendance

PERIPHERAL DUTIES:

- Perform the duties of assigned staff as needed
- Provide coverage for daily operations for the City Engineer when that position is absent
- Performs other duties as assigned

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

Please see the attached questionnaire and below for position-specific physical requirements and typical working conditions. The physical demands and work environment characteristics described in the attached form and below are representative of those the incumbent encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disability to perform the essential functions.

While performing the duties of this job, the incumbent is regularly required to use hands to finger, handle, or feel; talk; and hear. The incumbent frequently is required to sit for extended periods of time and type on a keyboard for extended periods of time. The incumbent is occasionally required to stand; walk; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The incumbent must occasionally lift and/or move up to 35 pounds. Specific vision abilities required by this job include close, distance, color, and peripheral vision; depth perception; and the ability to adjust focus.

Work is usually performed in an indoor office environment, subject to driving to offsite locations to review/inspect progress of assigned projects or to investigate complaints, and subject to working outside of normal working hours to meet critical timelines or to provide support in department emergency response events. While performing the duties of this position, the incumbent is subject to multiple interruptions by telephones and walk-ins by employees, elected officials and citizens; may occasionally work outdoors and be exposed to all weather conditions, noxious odors, uneven terrain, variable surface heights and depths, vehicle traffic; and individuals who are irate or hostile. The noise level of the work environment is usually low in the office, and loud to very loud in the field.

Typical business office machinery and equipment utilized includes, but is not limited to, personal computer including database program, spreadsheet and word processing software; printers; telephones; scanning equipment; fax machine; copy machine; calculators; and projectors.

Evening or variable hours to attend meetings is required.

QUALIFICATIONS:

Education, Training and Experience Guidelines

Education: Bachelor's Degree in Civil Engineering, Construction Management, or related field from an accredited educational institution;

Experience: Four (4) years of progressively responsible civil engineering design and construction experience in a municipal, state, or related environment. Supervisory experience preferred.

Or: Any combination of education and experience, which provides the applicant with the desired skills, knowledge and ability required to perform the job, may be substituted for these qualifications. Examples of these skills include:

Knowledge of:

- Principles, practices, methods, and standards of civil engineering including the design and construction of public works projects, project management principles
- Applicable federal, state and local laws, codes, regulations, policies and procedures related to water, wastewater and sanitary sewer systems, streets and other assigned areas
- State and federal funding procedures for public works projects, including procurement regulations

- Modern engineering methods as applied to the design, project management and construction of public works, public utilities, transportation, stormwater management and general construction
- Design and construction contract administration principles and practices
- Mathematics and formulas for civil engineering computations
- Lake Stevens Municipal Code (LSMC) and Engineering Design & Development Standards (EDDS)
- Washington State Department of Transportation (WSDOT) Standard Specifications and Local Agency Guidelines Manual
- Municipal Research and Services Center (MRSC) Contracting for Services for bidding/procurement
- Washington State Department of Ecology Stormwater Manual for Western Washington
- Americans with Disabilities Act (ADA) design guidelines and compliance standards
- Structure, organization and interrelationships of City departments, agencies and related governmental agencies and offices affecting assigned functions
- Interpersonal skills using tact, patience and courtesy
- Modern office procedures, methods, and equipment including computers and computer applications such as Microsoft Office and Microsoft Teams
- AutoCAD and GIS software
- Effective oral and written communication principles and practices to include public relations, public speaking and professional business letter writing
- Administrative program/project management techniques and principles
- Contract negotiation and administration
- Research methods and report preparation and presentation
- Principles and practices of governmental budget preparation and administration
- Supervisory and training principles, methods, best management practices and techniques
- Lean Management System or Six Sigma principles
- Municipal organization, structure, policies, procedures, practices and objectives
- Correct English usage, spelling, grammar, and punctuation

Skill and Ability to:

- Work safely and in compliance with federal and state laws and regulations, and with City policies and standards
- Participate as a contributing member of a service-oriented team
- Develop, monitor and manage capital improvement projects
- Develop, coordinate and maintain documentation standards and practices, reporting and tracking procedures and administrative activities
- Develop, administer and manage consultant contracts as necessary
- Review capital, residential and commercial plans for compliance with adopted construction codes
- Read and interpret construction plans, engineering plans, survey notes and legal descriptions
- Track and maintain accurate and complete project records, including schedules, budgets, and contracts
- Organize work for maximum efficiency; prioritize work to meet frequent deadlines; delegate tasks and workload assignments
- Complete engineering analysis and formulate conclusions with recommendations
- Identify design and/or project objectives and possible alternative methods and concepts
- Interact with professionals from other areas of practice

- Plan and implement long-term strategies, including capital construction project planning and oversight
- Utilize personal computer software programs and other relevant software affecting assigned work and in compiling and preparing spreadsheets
- Establish and maintain effective working relationships with staff, management, consultants, contractors, vendors, outside agencies, community groups and the general public
- Demonstrate positive and effective interaction and communication with individuals of diverse social and economic backgrounds
- Analyze situations accurately and adopt an effective course of action
- Maintain confidentiality and communicate with tact and diplomacy
- Communicate effectively, orally and in writing, including the ability to listen effectively and to explain complex issues and applicable legal requirements, policies, and procedures to internal and external customers
- Apply Lean or Six Sigma principles to continuously improve processes, procedures and implement change management
- Read, analyze, and interpret various items such as technical documents, legal documents, operating and procedure manuals, general business periodicals, professional journals, government regulation
- Define problems, collect data, establish facts, and draw valid conclusions; apply common sense understanding to solve practical problems
- Establish and maintain trust, confidence, and effective working relationships with subordinates, other city officials, and the general public; effectively interact with tact, patience, and courtesy
- Demonstrate positive and effective interaction and communication with individuals of diverse social and economic backgrounds
- Interpret and apply federal, state and local policies, laws and regulations
- Operate personal computer, including word processing, spreadsheets, and database software applications
- Maintain confidentiality of business records and other information

LICENSES, CERTIFICATIONS AND OTHER REQUIREMENTS:

- Current Washington State Professional Civil Engineer (PE) license, or ability to obtain within six (6) months of hire
- Certification as a Project Management Professional (PMP) preferred
- Valid driver's license and a driving record which meets the city's requirements, or must be able to obtain State of Washington driver's license within 30 days of hire
- Successful completion of position-relevant background check

This position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

EMPLOYEE NAME (Printed)

EMPLOYEE SIGNATURE

_____/_____/_____
DATE

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

RESOLUTION NO. 2022 – 10

A RESOLUTION OF THE CITY OF LAKE STEVENS, WASHINGTON, PROVIDING FOR A BALLOT PROPOSITION TO BE SUBMITTED TO THE QUALIFIED VOTERS OF THE CITY AT THE GENERAL ELECTION TO BE HELD ON NOVEMBER 8, 2022, TO AUTHORIZE A SALE AND USE TAX TO BE IMPOSED WITHIN THE BOUNDARIES OF THE CITY UPON ALL TAXABLE RETAIL SALES AND USES IN THE AMOUNT OF TWO-TENTHS OF ONE PERCENT FOR A PERIOD OF NOT MORE THAN TEN YEARS, COMMENCING NOT EARLIER THAN APRIL 1, 2023, FOR THE PURPOSE OF FINANCING THE COSTS OF CONSTRUCTING, REPAIRING AND MAINTAINING CITY STREETS, SIDEWALKS, WALKWAYS, AND TRAILS ALONG WITH FINANCING THE OVERLAY AND PRESERVATION OF STREETS WITHIN THE CITY.

WHEREAS, chapter 36.73 RCW enables cities and counties to create transportation benefit districts to finance and carry out transportation improvements necessitated by economic development and to improve the performance of transportation systems; and

WHEREAS, pursuant to chapter 36.73 RCW, the Lake Stevens City Council approved Ordinance No. 1043 creating the Lake Stevens Transportation Benefit District (the “District”) with boundaries coterminous with the City of Lake Stevens, Washington (the “City”); and

WHEREAS, the District was originally organized as a legally separate municipal entity and taxing authority from the City; and

WHEREAS, the City Council approved Ordinance No. 1044, whereby the Council assumed the rights, powers, immunities, functions, and obligations of the District, as allowed by Second Engrossed Substitute Senate Bill 5987, Section 302 (July 15, 2015), and as a result, the District was absorbed into the City and is no longer considered a legally separate entity; and

WHEREAS, the City Council has identified the sales and use tax as an authorized source of revenue identified in chapter 36.73 RCW to finance the construction of transportation improvements, including streets, sidewalks, walkways, and trails as listed in the City’s Capital Improvement Plan (“CIP”) and to finance the city’s annual street preservation program; and

WHEREAS, RCW 36.73.040(3)(a) gives transportation benefit districts the authority to impose a sales and use tax in accordance with RCW 82.14.0455 in the amount of two-tenths of one percent (0.2%) for a period of ten years; and

WHEREAS, with voter approval, the City (acting through its assumed powers of the District) may impose a sales and use tax upon all taxable retail sales and uses within the boundaries of the City/District to finance transportation improvements; and

WHEREAS, projects related to public transportation as described in the City's CIP are included in the definition of a transportation improvement project pursuant to RCW 36.73.015(6) and are eligible transportation benefit district projects; and

WHEREAS, on July 12, 2022, the City Council conducted a public meeting in accordance with RCW 36.73.050, after giving proper notice describing the transportation improvements that may be funded by the City pursuant to Chapter 36.73 RCW and Chapter 36.74, including the funding for such improvements authorized by Chapter 36.73 RCW and Chapter 36.74; and

WHEREAS, if approved by voters, the sales and use tax will apply to persons who shop and thereby use the sidewalks, walkways, trails and roads in the City and not just to City residents; and

WHEREAS, the sales and use tax will be used entirely to finance the cost, and repay debt issued, to construct and maintain streets, sidewalks, walkways, and trails and related infrastructure identified in Section 2 of this Resolution, along with additional funding for the City's street preservation program;

WHEREAS, the total proceeds of the sales and use tax are estimated at \$19,000,000; and

WHEREAS, the City means to issue an estimated \$10,000,000 in debt to expedite the completion of eligible transportation improvement projects; and

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

Section 1. Current Purpose and Need. The City Council hereby finds that the best interests of the inhabitants of the City require the City (acting through its assumed powers of the District) to submit to the qualified voters of the City/District, at a general election to be held on November 8, 2022, a proposition authorizing the imposition of a sales and use tax in the amount of two-tenths of one percent (0.2%) pursuant to RCW 36.73.040(3)(a), 36.73.065(1) and 82.14.0455 for the purpose of providing revenue necessary to finance the transportation improvement projects described in Section 2 of this resolution ("Projects").

Section 2. Description of Transportation Improvement Projects. The revenues from a sales and use tax will be dedicated for the payment of costs and repayment of indebtedness issued from time to time in one or more series to finance the following Projects:

- The construction of street, sidewalk, walkways, and trail improvements in the City to improve transportation and pedestrian safety and access along with the overlay and repair of city streets included in the City's annual street preservation program as set forth below.

Sidewalk/Walkway/Trail	Start	End	Cost Estimate
16th Street NE	Main Street	Machias Cutoff	1,060,544
91st Ave SE	4th St. SE	Market Street	606,528
91st Ave SE	8th Street SE	4th Street SE	808,704
117th Ave NE	20th Street NE	26th Street NE	1,224,288
91st Ave SE	20th Street SE	12th Street SE	1,179,360
North Lakeshore Drive	Main Street	123rd Ave NE	131,976
Soper Hill	Lake Drive	RAB at SR9	1,714,284
113 th Ave NE	32nd Street NE	36th Street NE	68,796
20th Street NE	Main Street	131st Ave SE	29,484
Grade Road	Hartford Drive	Library	383,292
Hartford Drive	20th St NE	21st Street NE	303,264
123rd Ave NE	22nd Street NE	North Lakeshore Drive	421,200
83rd Ave NE	20th Street SE	17th Street SE	477,360
99th Ave NE	1st Street NE	Chapel Hill Road	101,088
North Lakeshore Drive	123rd Ave NE	North Lakeshore Swim Beach	692,172
99 th Ave NE	Sunnycrest Elem.	30th Street NE	741,312
99th Ave SE	20th St. SE	8th St. SE	1,718,496
South Lake Stevens Road	East Lakeshore Drive	123rd Street SE	2,729,376
20th Street SE	S. Lake Stevens Road	113th Drive SE	1,151,280
4th Street NE	97th Drive NE	98th Drive NE	263,952
<i>Sidewalk and walkway replacement/maintenance, connection of missing links and ADA improvement upgrades, construction of new walkways and trail links</i>			<i>Varies</i>

Roadways	Start	End	Cost Estimate
<i>Pavement Preservation (Annual Allocation)</i>			500,000
79th Ave SE Access Road	20th St. NE	83rd Ave SE	3,163,500
Main Street	16th Street NE	20th Street NE	7,198,720
91st Street NE	Market Place	SR 204	6,748,800
<i>Traffic and Pedestrian Safety Programs - Striping, pavement marker/delineators, and traffic control devices, sight improvements, traffic configuration</i>			<i>Varies</i>

The cost of all necessary design, engineering, financial, legal and other consulting services, inspection and testing, administrative and relocation expenses, and other costs incurred in connection with the foregoing Projects shall be deemed a part of the costs of the Projects.

The City Council shall determine the application of moneys available for the Projects so as to accomplish, as nearly as may be practical, all of the Projects. In the event that the proceeds of sales and use taxes authorized herein, plus any other money of the City legally available therefore, are insufficient to accomplish all of the Projects, the City Council shall use the available funds for paying the cost of those portions of the Projects deemed by the City Council most necessary and in the best interests of the City.

The City Council shall determine the exact locations and specification for the elements of the Projects as well as the timing, order, and manner of implementing or completing the Projects. The City Council may alter, make substitutions to, and amend the Projects as it determines is in the best interests of the City consistent with the general descriptions provided above.

If the City Council shall determine that it has become impractical to acquire, construct, or implement all or any portion of the Projects by reason of changed conditions, incompatible development, costs substantially in excess of the amount of sales and use tax proceeds estimated to be available, or acquisition by a superior governmental authority, the City Council shall not be required to acquire, construct, or implement such portions. If all of the Projects have been acquired, constructed, implemented or duly provided for, or found to be impractical, the City Council may apply the sales and use tax proceeds (including earnings thereon) or any portion thereof to the other pedestrian improvements and/or the street overlay program, then identified in the Transportation Improvement Plan adopted by the Council, as it may be amended, supplemented, and restated from time to time.

Section 3. Sales and Use Tax. If approved by a majority of voters voting at the election, the City Council for the City shall fix and impose a sales and use tax as authorized by RCW 36.73.040(3)(a) and RCW 82.14.0455 upon all taxable retail sales & uses at the rate of two-tenths of one percent (0.2%) of the selling price (in the case of sales tax) and the value of the article used (in the case of the use tax). Revenues of the sales and use tax shall be dedicated for the payment of costs and repayment of indebtedness issued from time to time in one or more series to pay for the Projects described in Section 2 of this resolution. The sales and use tax shall be imposed for a period not exceeding ten years. The tax shall be in addition to any other taxes authorized by law and shall be collected from those persons who are taxable by the state under chapter 82.08 and 82.12 RCW, as amended, upon the occurrence of any taxable event within the boundaries of the City. The City Council may reduce the amount of the sales and use tax in the manner provided by law.

Section 4. Findings of Fact.

1. The Transportation Benefit District was permitted to place a ballot measure before the voters and, upon receipt of voter approval, is so authorized pursuant to RCW 36.73.040(3)(a) to impose a sales and use tax in accordance with RCW 82.14.0455.
2. The provisions of Ordinance No. 1043 adequately state the purpose and need for the District in the City.
3. The provisions of Ordinance No. 1044, the City assumed the rights, powers, immunities, functions and obligations of the District, as allowed by Second Engrossed Substitute Senate Bill 5987, Section 302 (July 15, 2015), and as a result, the District was absorbed into the City and is no longer a legally separate entity.
4. The City, acting through its assumed powers, will now place a ballot measure before the voters pursuant to RCW 36.73.040(3)(a) to impose a sales and use tax in accordance with RCW 82.14.0455.

Section 5. Ballot Measure. The Director of Elections of Snohomish County, Washington (the “Director”), as ex officio supervisor of elections in Snohomish County, Washington is hereby requested to call and conduct an election in the City to be held on November 8, 2022, for the purpose of submitting to the qualified electors of the City for their approval or rejection, a proposition in accordance with state law and in substantially the following form:

**CITY OF LAKE STEVENS, WASHINGTON
(LAKE STEVENS TRANSPORTATION BENEFIT DISTRICT)
PROPOSITION 1
SALES AND USE TAX FOR
STREET, SIDEWALK, WALKWAYS, AND TRAIL CONSTRUCTION AND STREET
PRESERVATION IMPROVEMENTS**

If approved, this proposition would authorize a sales and use tax of 0.2% within the City pursuant to RCW 82.14.0455, for a term of 10 years, to pay for costs, and repay indebtedness issued from time to time to construct, repair, and maintain streets, sidewalks, walkways, and trail improvements in the City to improve transportation and pedestrian access and safety.

Should this proposition be:

Approved ☐

Rejected ☐

For the purposes of receiving notice of the exact language of the ballot proposition required by RCW 29A.36.080, the City Council hereby designates: (a) the City Clerk and (b) the City Attorney, as the individuals to whom such notice should be provided. The City Attorney and City Clerk are each authorized individually to approve changes to the ballot title, if any, deemed necessary by the Director.

The City Clerk is authorized to make necessary clerical corrections to this resolution including, but not limited to, the correction of scrivener’s or clerical errors, references, resolution numbering, section/subsection numbers, and any reference thereto.

The proper City officials are authorized to perform such duties as are necessary or required by law to submit the question of whether the sales and use tax shall be imposed, as provided in this resolution, to the electors at the November 8, 2022 general election.

Section 6. Voter’s Pamphlet. The Council finds and declares it to be in the best interests of the City to have information regarding the aforesaid proposition included in local voters’ pamphlets and authorizes the appropriate costs thereof to be charged to and paid by the City, and further authorizes and directs the City Attorney and City Clerk to provide such information to the Director and to take such other actions as may be necessary or appropriate to that end.

Section 7. Severability. If any provision of this resolution shall be declared by any court of competent jurisdiction to be invalid, then such provision shall be null and void and shall be separable from the remaining provisions and shall in no way affect the validity of the other provisions, or of the imposition of collection of the tax authorized herein.

ADOPTED BY THE CITY COUNCIL ON JULY 12, 2022.



Mayor Brett Gaily

ATTEST:



Kelly Chelin - City Clerk

Caitlin Weaver, Deputy City Clerk

CITY COUNCIL STAFF REPORT



Agenda Date: 4/25/2023

Subject: Changes to Cybersecurity Requirements and 2022 Assessment Report

Contact Person/Department: Troy Stevens, Nick Poolos, Information Technology

Budget Impact:

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

SUMMARY/BACKGROUND:

New regulations are being imposed on State, Local Territory, and Tribal (SLTT) agencies to address cybersecurity risks. These new regulations pressure local municipalities to adopt and adjust to these new requirements to remain compliant for future audits.

We have completed the National Cybersecurity Review (NCSR) self-assessment to determine our current maturity model in response to these new mandates and have identified the need to formally adopt by resolution a Cyber Security Program that standardizes the National Institute of Standards and Technology (NIST) Cybersecurity Framework (CSF).

A formal governance model is predicated on the policy acceptance by governing bodies which can incur fiscal costs to develop, implement and maintain the program. This will require an enumeration of roles and responsibilities, including members from council, executive, legal, finance, human resources, and information services to serve on a future information security response team.

The state has passed bill 2SSB 5518 to create an emergency management council that includes cybersecurity in protecting and responding to current and future threats to the state's critical infrastructure, where information systems are included in its mission.

Senate Bill 2SSB 5518 will create a cybersecurity advisory committee to assess SLTT information systems, develop policies and standards based on the NIST framework, develop reporting requirements, and much more.

The FBI has published a new CJIS Policy with some sanctionable audit dates that agencies must adopt and implement. I include more details in the attached "Supplemental Discussion Topics."

In summary, the ITD would like to bring forward, in a future action, a resolution by the council to adopt a cybersecurity program formally, which will include adopting the NIST Framework, forming a cybersecurity committee that will oversee the program and will have the authority to develop, adopt and implement this framework, identify funding resources and budgets to support the program. This program must be adopted into the city's overall Risk Management Program.

We have included the 2022 NCSR Report showing our current standing and how it compares to our peers, and a supplemental discussion document with a more detailed explanation of this presentation.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. Cybersecurity - Requirements and Mandates
2. Cybersecurity Supplemental Discussion Topics
3. NCSR Executive Summary
4. NCSR-result-summary-with-peer-benchmark



One Community Around The Lake

Cybersecurity Requirements and Current Mandates

TROY STEVENS, NICK POOLOS

4/25/2023



Overview

- What's happening?
- What's changing?
- Where do we stand?
- Where do we go?
- What do we need?

What's happening?

- United States faces increased cybersecurity threats foreign and domestic
- Increased attacks on critical infrastructure
- Federal and State Regulations

Federal and State Regulations

- SB 5432 – signed into law May 14, 2021
 - Created the Washington State Office of Cybersecurity
- EO 14028 - Improving the Nation's Cybersecurity
- FBI Criminal Justice Information Systems Security Policy Version 5.9.2
12/07/2022
- SB 5518 - Delivered to Governor on April 14, 2023 – Awaiting Signature

Recent Incidents

- University of Washington reported a breach in 2/17/2023 involving data exfiltration of **534 records**.
- City of Bellingham reported a breach of **735 records** on 07/25/22
- Whatcom County Library System a breach of **630 records** on 07/28/2022 Data Leaked: (Name; Social Security Number; Driver's License or Washington ID Card Number; Full Date of Birth; Username and Password/Security Question Answers)
- The Attorney General's Office received 150 data breach notifications in 2022, also the second highest amount after the 2021 record.

What's At Risk

- New requirements for Federal Grants for public safety, utilities, and other critical infrastructure projects
- WCIA Cybersecurity Insurance Coverage could be drop due to noncompliance
- Police Accreditations status
- Average cost in 2022 for data breach is \$242/record
- Loss of operational capacity
- Diminished trust from constituents, partners, contractors, and businesses

Small Sampling of Audit Sanctionable Dates:

Awareness and Training Requirements – 10/1/2023

- Role based training (user, privileged, personnel with security responsibilities)

System and Information Integrity (SI) – 10/1/2023

- New policy requirements
- New Systems monitoring requirements
- New System Integrity verification tools

Identification and Authorization (IA) – 10/1/2024

- New Policies Required
- Multi-factor Authentication for all users privileged and non-privileged (Remote and Local Access)
- Accept and verify personal identity verification (PIV) credentials
- Uniquely identify agency and non-agency credentials

Cyber Security Maturity Models

- Formal Management systems that attempt to collect best practices
- Developed through a collaboration of experts with diverse backgrounds
- Models take into consideration variations in size, resources, and experience of organizations that will use the model
- Take a life cycle and continuous improvement approach to cybersecurity
- Provide actionable measures and a path to improvement

Nation Cybersecurity Review

- A yearly anonymous self assessment that is available to SLTTs
- Completing the NCSR is a requirement for certain Federal Grant programs
 - Homeland Security Grant Program (HSGP)
- After the assessment window closes, peer benchmark reports are generated

Nationwide Cybersecurity Review – Five Functions

- Represent five key pillars of a successful and wholistic cybersecurity program
- Aid organizations in expressing their management of cybersecurity risk at a high level

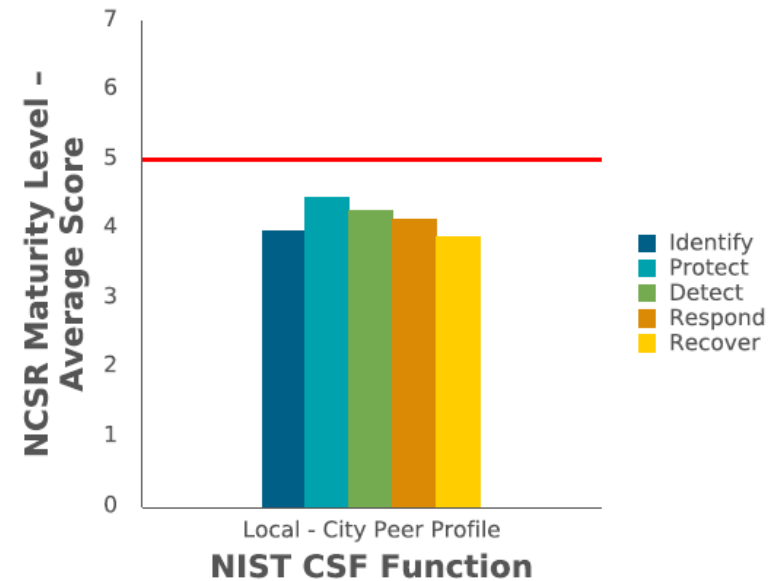
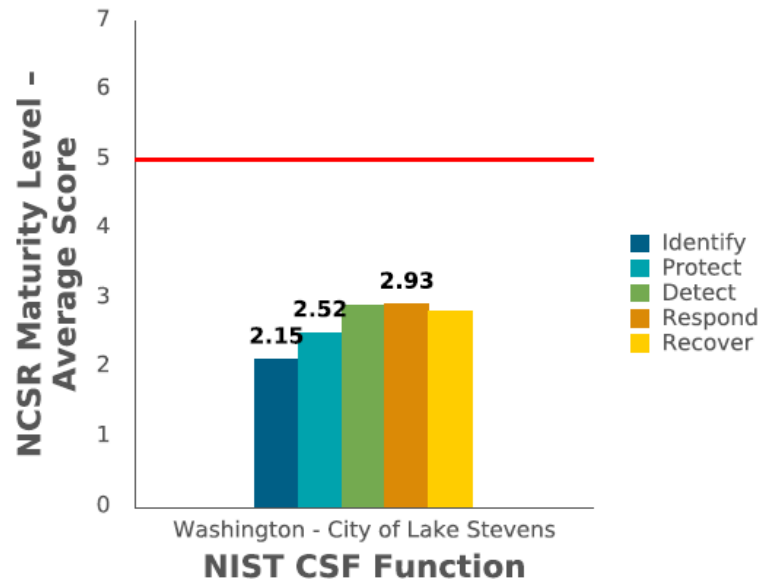


Nationwide Cybersecurity Review - Maturity Scale

7	Optimized	Your organization is executing the activity or process and has formally documented policies, standards, and procedures. Implementation is tested, verified, and reviewed regularly to ensure continued effectiveness.
6	Tested and Verified	Your organization is executing the activity or process and has formally documented policies, standards, and procedures. Implementation is tested and verified.
5	Implementation in Process	Your organization has an activity or process defined within documented policies, standards, and/or procedures. Your organization is in the process of implementing and aligning the documentation to a formal security framework and/or methodology.
4	Partially Documented Standards and/or Procedures	Your organization has a formal policy in place and has begun the process of developing documented standards and/or procedures to support the policy.
3	Documented Policy	Your organization has a formal policy in place that has been approved by senior management.
2	Informally Done	Activities and processes may be substantially performed, and technologies may be available to achieve this objective, but they are undocumented and/or not formally approved by senior management.
1	Not Performed	Activities, processes, and technologies are not in place to achieve the referenced objective.

Our Results

Peer Profile NCSR Results



The red line indicates an average score of 5, which is designated as the recommended minimum maturity level

Washington - City of Lake Stevens NCSR Scores

Name	Average-Identify	Average-Protect	Average-Detect	Average-Respond	Average-Recover
Washington - City of Lake Stevens	2.15	2.52	2.90	2.93	2.83

Peer Profile NCSR Scores

Peer Profile	Average-Identify	Average-Protect	Average-Detect	Average-Respond	Average-Recover
Local - City Peer Profile	4.00	4.48	4.29	4.17	3.90

Action Plan

- Formal Adoption of Cybersecurity Program
 - Council Action by Resolution
 - Required to improve 172 out of 446 NCSR metrics
- Creation of Cybersecurity Advisory Group
 - Assign Roles and Responsibilities
- CIRT (Cybersecurity Incident Response Team) - formalization
 - Current IT staffing is adequate for a single operational period only
- Develop a plan and roadmap
 - Identifying key deficiencies in policies, staffing and tooling
 - Additional funding request is expected

What do we need?

- Executive and Legislative support to adopt and implement a cybersecurity program
- Establish acceptable expectations that the ITD is rapidly accelerating efforts beyond existing plans to achieve regulatory compliance and minimize budget impact
- We will be bring back a budget request to fund this cybersecurity program.



Date: 4/25/2023

Re: Supplemental Discussion Topics

The primary drivers for the President's Executive Order 14028 are the results from some recent high-level supply chain attacks where Cloud Solution Providers (SaaS), Infrastructure as a Service Providers (IaaS) were compromise and injected malicious code that propagates to customers networks leading to future cyber breach attacks, data exfiltration, and loss of intellectual property for major companies. There have been recent attacks on the gas pipelines, electric grids, and other critical infrastructure.

Summary of EO 14028 requirements

- Requires service providers to share cyber incident and threat information that could impact Government networks
- Moves the Federal government to secure cloud services, zero-trust architecture, and mandates deployment of multifactor authentication and encryption within a specific time period
- Establishes baseline security standards for development of software sold to the government, including requiring developers to maintain greater visibility into their software and making security data publicly available
- Establishes a Cybersecurity Safety Review Board, co-chaired by government and private sector leads, that may convene following a significant cyber incident to analyze what happened and make recommendations for improving cybersecurity
- Creates a standardized playbook and set of definitions for cyber incident response by Federal departments and agencies
- Improves the ability to detect malicious cyber activity on Federal networks by enabling a government-wide endpoint detection and response system and improved information sharing within the Federal government
- Creates cybersecurity event log requirements for Federal departments and agencies
- Requires amendments to the FAR to align with requirements in the EO

Why these changes are important

- Adversaries are using increasingly sophisticated methods and cyber operations to attack the supply chain, gain access to critical infrastructure, and steal sensitive information.

- Foreign owned or controlled Information and Communications Technology (ICT) products may create vulnerabilities in U.S. Supply Chains.
- IT providers are often hesitant or unable to voluntarily share information about a cyber incident.
- The private sector must adapt to the continuously changing threat environment, ensure its products are built and operate securely, and partner with the Federal Government to foster a more secure cyberspace.
- The planned FAR rules will ensure contractors keep national security interests in mind by requiring contractors to follow a set of standardized rules when doing business with the Federal government.

The FBI CJIS policy has recently been updated to meet these new requirements coming from federal government and to align with industry standards for best practices and security controls (NIST CSF).

We received notice in December 2022 of these proposed changes and in February of CJIS agency coordinator forward us some high-level changes and audit sanction dates.

(Inserted)

The latest version of the CJISSECPOL 5.9.2 has been released and available for download at:
<https://le.fbi.gov/cjis-division-resources/cjis-security-policy-resource-center>

This version of the policy includes modernized sections in the following control families: Identification and Authentication (IA), System and Information Integrity (SI), and Awareness and Training (AT). There are a lot of changes in this policy update, below is a just a high level summary of changes. I have also included the comparison document published by the FBI. I encourage you all to read through these sections to better understand the changing requirements.

- Awareness and Training (AT) pdf page 32-39
 - Annual security awareness training – **audit sanction date 10/1/2023**
 - More to come from WSP on this topic. Our vendor is working on CJIS Online to align the training with the updates in the policy
 - Role based training (general user, privileged user, personnel with security responsibilities) instead of numeric levels – **audit sanction date 10/1/2023**
- Identification and Authentication (IA) pdf page 51-137
 - New policy requirement – **audit sanction date 10/1/2024**
 - Implement multi-factor authentication for access to privileged and non-privileged accounts – **audit sanction date 10/1/2024**
 - Implement replay-resistant authentication mechanisms for access to privileged and non-privileged accounts – **audit sanction date 10/1/2024**
 - Accept and electronically verify Personal Identity Verification-compliant credentials – **audit sanction date 10/1/2024**
 - Preventing reuse of identifiers for one (1) year – **audit sanction date 10/1/2024**

- *Manage individual identifiers by uniquely identifying each individual as agency or non-agency – audit sanction date 10/1/2024*
- *System and Information Integrity (SI) pdf page 168-179*
 - *New policy requirement – audit sanction date 10/1/2023*
 - *Flaw remediation guidance – audit sanction date 10/1/2023*
 - *Implement signature-based malicious code protection mechanisms at system entry and exit points to detect and eradicate malicious code – audit sanction date 10/1/2023*
 - *New system monitoring requirements – audit sanction date 10/1/2023*
 - *Employ integrity verification tools to detect unauthorized changes to software, firmware, and information systems that contain or process CJI – audit sanction date 10/1/2023*
 - *Automatically update spam protection mechanisms at least daily – audit sanction date 10/1/2023*

Washington State Senate Bill 5518 has passed the legislature and is currently awaiting the Governor's signature. SB 5518 will bring cybersecurity preparedness and response under the formal emergency management umbrella. It will establish a cybersecurity advisory committee that will identify gaps, develop new policies and standards, and regularly report on the state of cybersecurity preparedness at both the state and local levels.

What is requested

The formal adoption of a Cybersecurity Program by resolution will be the foundation for establishing the required policy frameworks, governance, and funding priorities to mitigate risk to our organization and align with the city's mission and values.

Executive and Legislative support to empower the ITD to meet these new challenges and remove barriers from achieving out stated goals.

The formation of a Cybersecurity Advisory Team will ensure that current and future information systems have the proper security controls, contract agreements, and security addendums to align with our security program

The ITD will be evaluating existing infrastructure, systems and internal capacity and making recommendations for a budget proposal to meet our regulatory requirements.

NCSR – Executive Summary

The Nationwide Cybersecurity Review (NCSR) is an annual free, anonymous self-assessment that allows state, local, tribal, and territorial governments (SLTTs) to measure their cybersecurity posture and governance. The NCSR was started in 2018 and has occurred in November through February every year since. The NCSR is voluntary, but it is a requirement for participation in the Homeland Security Grant Program (HSGP). 2022 is the first year Lake Stevens has completed the NCSR assessment.

The NCSR assessment follows and reports on the five cybersecurity functions in the National Institute of Standards and Technology – Cybersecurity Framework (NIST CSF). The NIST CSF is a cybersecurity maturity model developed directly for use by SLTTs in implementing a formal cybersecurity program.

The five functional areas measured in the NCSR are:

1. Identify
 - Develops an organizational understanding of managing the cybersecurity risk to systems, people, assets, data, and capabilities
2. Protect
 - Supports the ability to limit and contain the impact of cybersecurity
3. Detect
 - Activities to identify the occurrence of a cybersecurity event in a timely manner
4. Respond
 - Activities and actions regarding a detected cybersecurity incident to minimize the impact
5. Recover
 - Activities to restore services impaired during a cybersecurity incident and methods to build resilience



The 2022 NCSR consisted of 446 metrics which were measured against the following 7-point scale:

SCORE	MATURITY LEVEL	The recommended minimum maturity level is set at a score of 5, indicated by the red horizontal line below
7	Optimized	Your organization is executing the activity or process and has formally documented policies, standards, and procedures. Implementation is tested, verified, and reviewed regularly to ensure continued effectiveness.
6	Tested and Verified	Your organization is executing the activity or process and has formally documented policies, standards, and procedures. Implementation is tested and verified.
5	Implementation in Process	Your organization has an activity or process defined within documented policies, standards, and/or procedures. Your organization is in the process of implementing and aligning the documentation to a formal security framework and/or methodology.
4	Partially Documented Standards and/or Procedures	Your organization has a formal policy in place and has begun the process of developing documented standards and/or procedures to support the policy.
3	Documented Policy	Your organization has a formal policy in place that has been approved by senior management.
2	Informally Done	Activities and processes may be substantially performed, and technologies may be available to achieve this objective, but they are undocumented and/or not formally approved by senior management.
1	Not Performed	Activities, processes, and technologies are not in place to achieve the referenced objective.

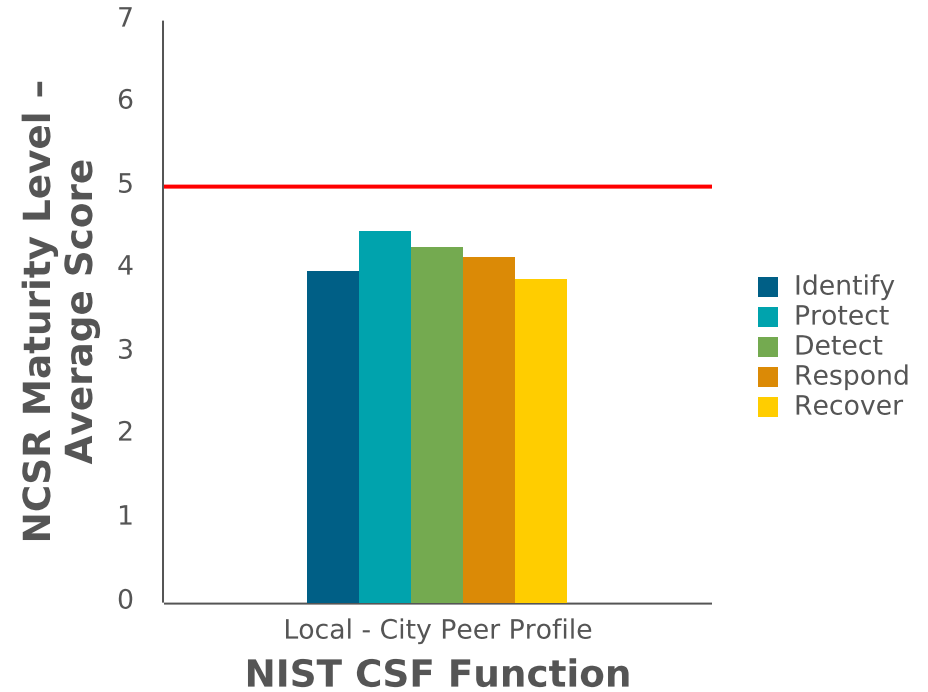
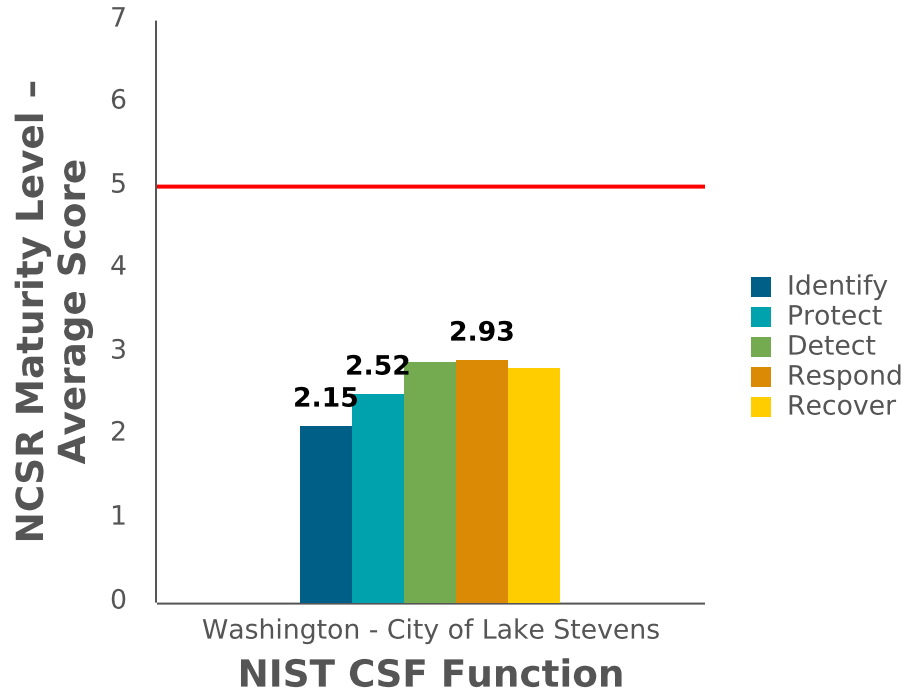
The recommended level for all metrics is “Level 5 – Implementation in Process”. It is important to note that a score of 5 requires the organization to adopt a formal security framework or methodology. The IT department has evaluated all the major cybersecurity frameworks and will be recommending the adoption of the NIST NCF in a future Council action. The City of Lake Stevens has yet to take that step.



The City of Lake Stevens does have robust tactical cybersecurity programs, tools, and policies in place. The issue is the current cybersecurity activities are not aligned with a formal framework and are likely to develop gaps over time through system and staffing changes.

The following page shows the City of Lake Stevens assessment results and our peer City's average results. You will see that the City of Lake Stevens has scored at least a 2 in all areas. This shows the City has activities and processes in place to perform in all five cybersecurity functional areas. The next steps are clearly outlined as getting numerous draft policies aligned with a comprehensive framework and getting formal management approval.

Peer Profile NCSR Results



The red line indicates an average score of 5, which is designated as the recommended minimum maturity level

Washington - City of Lake Stevens NCSR Scores

Name	Average-Identify	Average-Protect	Average-Detect	Average-Respond	Average-Recover
Washington - City of Lake Stevens	2.15	2.52	2.90	2.93	2.83

Peer Profile NCSR Scores

Peer Profile	Average-Identify	Average-Protect	Average-Detect	Average-Respond	Average-Recover
Local - City Peer Profile	4.00	4.48	4.29	4.17	3.90